

ALPINE CITY PLANNING COMMISSION MEETING
Alpine City Hall, 20 North Main, Alpine, UT
June 6, 2023

I. GENERAL BUSINESS

- A. Welcome and Roll Call:** The meeting was called to order at 6:00 p.m. by Chair Jane Griener. The following were present and constituted a quorum:

Chair: Chair Jane Griener

Commission Members: Alan Macdonald, Troy Slade, John Mackay, Ethan Allen, Jeff Davis

Excused: Susan Whittenburg

Staff: Ryan Robinson, Jed Muhlestein, Marla Fox

Others:

B. Prayer/Opening Comments: Troy Slade

C. Pledge of Allegiance: John Mackay

II. REPORTS AND PRESENTATIONS

III. ACTION ITEMS

A. Commercial Building Signs Application:

a. Jaymie Beck: Laser-Skin-Body + Glo Signs

Ryan Robinson said Jaymie Beck has applied for two business signs in suites 175 & 150 located at 40 W Main Street Court. The original GLO business sign will be moved to the former Allstate building and a new Laser-Skin-Body sign will be added where the GLO business sign was located. The Development Code for Alpine ([DCA 3.25.080](#)) requires the following for approval of an application:

1. Signs shall be painted on, attached to, or erected on the building that houses the business, or upon the property occupied by the business which the sign(s) advertise. There shall be a maximum of one (1) sign per business.
2. A free-standing sign may be considered if there is no location on the building for signage. The determination will be made upon a recommendation by the Planning Commission and approval by City Council. A free-standing sign will follow one of the four (4) approved sign design standards and will not exceed five (5) feet in width and three (3) feet in height. Signs shall not have back-lit lighting.
3. All signs attached to a building shall meet the approval of Alpine City to assure that the sign meets the applicable building and electrical codes.
4. The total area of all sign(s) on any one building shall not exceed 15% of the area of the side of the building where a sign is displayed.
5. The area of a sign shall be construed as the area of the overall background. Signs without a background, such as letters or numbers hung together, shall be assumed to be attached to a background that shall be depicted on the application rendering.
6. Signs on cloth awnings shall be permitted subject to review by Alpine City and shall comply with the guidelines in DCA 3.25.080 Part 3, DCA 3.25.080 Part 4, and DCA 3.25.080 Part 9.
7. Within any planned commercial development or on any single building housing a number of uses, or in any arrangement of buildings or shops which constitute a visual entity as a whole, if addresses are to be used, all numbers, letters, or other symbols shall be identical in size, design, color, and installation.

- 8. The color, size, number, lighting, and placement of business commercial signs is subject to recommendation by the Planning Commission, consistent with the guidelines set forth in the Gateway/Historic District, and approval by the City Council.

Ryan Robinson said staff reviewed this application and found it to be in compliance. He said the Glo business will move into the old Allstate office and the new Laser business will take over the old Glo office.

Jane Griener asked if the color of the signs would fit into the Gateway Historic. Alan Macdonald said each business will have their own logo and want a certain look for their sign.

Alan Macdonald said staff will review the first seven points and then the Planning Commission will look at number eight to make sure it meets the requirements of the Historic gateway.

- 9. **MOTION:** Planning Commission member Alan Macdonald moved to recommend approval of the sign applications for GLO and Laser-Skin-Body with the following condition: The color, size, number, lighting, and placement of business commercial signs is subject to recommendation by the Planning Commission, consistent with the guidelines set forth in the Gateway/Historic District.

Troy Slade seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Jane Griener
 Alan Macdonald
 John MacKay
 Jeff Davis
 Ethan Allen
 Troy Slade

Nays:

Excused

Susan Whittenburg

B. Rex Allen: Alpine Dentistry +Pfeifferhorn Dental Signs

Rex Allen has submitted an application for two commercial building signs. These are two separate businesses Alpine Dentistry and Pfeifferhorn Dental. The attached renderings show the location of each sign in relation to the building. The Alpine Dentistry sign already exists and will be moved to the south side of the building. The Pfeifferhorn Dental sign will be where the current Alpine Dental sign is facing Main Street. These signs will have to follow the Development Code requirements listed above as well.

The Planning Commission had a discussion about only allowing one sign per business. They asked what we do if more than one business is in the building. Ryan Robinson said more than one business can be in the building with one sign per business. The business is limited to how large the sign can be which is not more than fifteen percent of the side of the building where the sign is located. He said we also have monument signs that have more than one business listed, but said we are trying to go away from monument signs.

Ryan Robinson showed a rendering of the building and showed where the signs would be placed. He said there is room for other signage if another business moved to this building.

- 10. **MOTION:** Planning Commission member John MacKay moved to recommend approval of the sign application for Alpine Dentistry & Pfeifferhorn Dental with the following condition: The color, size, number, lighting, and placement of business commercial signs is subject to

recommendation by the Planning Commission, consistent with the guidelines set forth in the Gateway/Historic District.

Jeff Davis seconded the motion. There were 5 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Jane Griener
Alan Macdonald
John MacKay
Jeff Davis
Troy Slade

Nays:

Excused

Susan Whittenburg
Ethan Allen (recused – is a principle in the sign company)

C. Public Hearing: Code amendment to 3.25.080 Commercial Building Signs review of standards.

Ryan Robinson explained that recent changes to section 3.25.080 of the Alpine Development Code (DCA) regulating signs on commercial buildings prohibited signs from being backlit. After receiving applications requesting their signs to be front-lit, the Planning Commission expressed a desire to change the language in section 3.25.080 #2 from saying back-lit to internally lit. This would prohibit signs from having internal lights while still allowing lighting to be pointed at the signs. After reviewing meeting minutes from when the original changes were made, this seems to be more in line with the intent expressed by the Planning Commission.

Ryan Robinson said he found a common definition for internal lighting, and it states: *Any signs or portion thereof which is illuminated by artificial lighting from an internal source.* He said we could use this definition and add that it is prohibited. He said we could have external light shining down on the sign, but no internal light.

John Mackay asked if we were trying to avoid backlit signs or shadow lights. Ryan Robinson said yes. The Planning Commission discussed the different terms used in the industry which are internally lit, back lit, and shadow lit. Jane Griener said we came up with a definition before and it was misinterpreted by an applicant and wanted to make sure they got the correct definition.

Ryan Robinson asked if the Planning Commission like this definition: *Signs or any portion thereof which is illuminated by lighting from an internal source that shines through the sign directed outward is prohibited.*

Ryan Robinson said on Point #1 do we want to be more specific on where the sign can be located or just say one sign per business not to exceed fifteen percent of the side of the building. Jane Griener said saying one sign per business seems to be the logical thing to do.

Jane Griener asked if there was an exception clause in the sign ordinance. Ryan Robinson said an applicant could go through the variance process.

Ryan Robinson asked if it was overkill to have both the Planning Commission and City Council review signs. Jane Griener said it has to come to Planning Commission because of the Gateway Historic District.

She said it would be up to the City Council if they want to review it as well or not. Ryan Robinson said he wanted to check because sometimes it's difficult for the applicants to wait for multiple meetings. Alan Macdonald said it is an administrative action and doesn't need to go to City Council. Jane Griener said when this goes to City Council, ask them if they would be apposed to this being approved in Planning Commission to streamline the process for applicants and staff.

Jane Griener opened the Public Hearing.

Tim McDaniel, 44 W Cascade Ave, asked if the ordinance addressed the number of lumens. Alan Macdonald said we have an ordinance for residential outdoor lighting. Jane Griener said enforcing the number of lumens would be easy because it's not like residential. Mr. McDaniel said he has a selfish reason for wanting to know this because his property views the round-a-bout and he sees the business district.

Pamea Pamela, 582 E 100 S, suggested two or more business in a building have a marquee on the building so it's less loud. She said our business district is small and we don't need large signs. She asked about the school signs. Jane Griener said they are allowed to broadcast safety messages.

Jane Griener closed the Public Hearing,

Jane Griener asked how bright the lights on a business can be. Ryan Robinson said we don't have anything about brightness in our ordinance. Jane Griener said we should. She said we have addressed it for residential but not for the business district. She said we did discuss streetlights. Jed Muhlestein said that is a new city standard for our residential main streetlights and doesn't apply to businesses.

Jane Griener said she wants to fix this right once. She said we need to consider the lumens and come back with it. Ethan Allen said there is a big difference in the amount of light just with the bulbs you use. Jed Muhlestein said you can also adjust the brightness of the light by dialing them up or down.

Jane Griener asked Ethan Allen if he could give Ryan Robinson some information on different lighting and what he thought would be the right amount for these business signs. Ryan Robinson said he would also check to see what other cities have done.

MOTION: Planning Commission member Alan Macdonald moved to **TABLE** the code amendment removing language prohibiting backlit signs and replacing it with language prohibiting internally lit signs. He asked staff to come back with the following information:

1. Proposed language inserted into the code section on back light or internal lighting.
2. Include language on lumens or brightness.
3. Include a decision of clause #8 requiring City Council approval.

Ethan Allen seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Jane Griener
Alan Macdonald
John MacKay
Jeff Davis

Nays:

Excused

Susan Whittenburg

Ethan Allen
Troy Slade

D. Public Hearing: Code Amendment to Municipal Code 8.06.020 Mass Gathering Ordinance to review standards for mass gatherings.

Ryan Robinson said more and more people are discovering the amenities here in Alpine and want to use them for various events. Due to the high volume of requests we have already received this year, the staff is recommending changes be made to the Alpine municipal code [8.06.020-Mass Gathering Ordinance](#). These changes are meant to preserve the amenities offered and ensure that when used for mass gatherings they are well taken care of. Several of these changes are also aimed at protecting surrounding residents from some of the impacts mass gatherings can have on neighbors. These changes include:

- Excluding official city events (primarily Alpine Days) from the mass gathering standards.
- Add to the definition of a mass gathering the total number of people allowed (100) to be considered a mass gathering.
- Prohibit mass gathering events at Lambert Park.
- Limits races and concerts to no more than 100 people.
- Removes staff's ability to grant exceptions to guidelines.
- Prohibits alcohol at mass gathering events on public property.
- Add that an event at the rodeo grounds is responsible to remove weeds in the parking lot for safety purposes.
- Adds a standard for noise with a measurable amplified sound not exceeding 80 dB from the nearest property line.
- Limits food trucks to two per event.

Ethan Allen asked how late the event could go. Ryan Robinson said we have a noise ordinance and the event would have to be done by 10:00 pm or maybe 11:00 on weekends.

Alan Macdonald asked why a limit of 100 people. Ryan Robinson said that has just been current practice. The Planning Commission said family reunions or church events could easily be over 100 people. Ryan Robinson said these groups over 100 would then have to come in and get a mass gathering permit.

Jane Griener said on school property, they could have over 100 people because that is on private property. Ryan Robinson said other events could have over 100 people, they would just need the mass gathering permit. He said this would apply to charter schools but not the school district.

Jane Griener asked about parking at a private event. Ryan Robinson said the applicant would have to provide information on where their guests would park. If parking isn't available, the application could be denied.

Ryan Robinson said we're not trying to be party poopers; we just want to protect our parks from getting trashed.

Jane Griener opened the Public Hearing. There were no comments and Jane Griener closed the Public Hearing.

Heidi Jackman said the schools are regularly using our parks for fun runs and other school events and we haven't charged them or made them get a permit.

The Planning Commission went over the ordinance and made some verbiage changes. One of the main changes would be to exclude schools. They asked Ryan Robinson to make the changes and then send it out for review before it goes to the City Council.

MOTION: Planning Commission member Ethan Allen moved to recommend approval of the code amendments to Mass Gatherings as outlined with the following conditions:

1. Exemption for schools.
2. Get rid of the significant impact statement.
3. Exclude the Rodeo Grounds and the Bowery from Lambert Park.
4. Add 80 decibel clause to the ordinance from the closest property line in reference to the noise ordinance.
5. Remove the Alpine Days reference as it will be covered by the city exemption.

Alan Macdonald seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Ethan Allen
Jane Griener
Troy Slade
Alan Macdonald
John MacKay
Jeff Davis

Nays:

Excused:

Susan Whittenburg

E. Public Hearing: Code Amendment to 11.06.050 Construction and Repair of Streets and Sidewalks. Requiring a permit from the Building Permit.

Ryan Robinson said Alpine Municipal Code Title 11 regulates the construction and repair of streets and sidewalks. 11.06.050-C requires an application to be obtained from the City Recorder to construct a driveway across a sidewalk or cut or change the construction of the sidewalk, curb, or gutter. This change would require an application to come from the building department, which is the current practice.

Jane Griener opened the Public Hearing. There were no comments and Jane Griener closed the Public Hearing.

MOTION: Planning Commission member Ethan Allen moved to recommend approval of the code amendments to require an application to construct a driveway across a sidewalk or cut or change the construction of a sidewalk, curb, or gutter to obtain a permit from the building department instead of the city recorder.

Jeff Davis seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Ethan Allen
Jane Griener
Troy Slade
Alan Macdonald
John MacKay

Nays:

Excused:

Susan Whittenburg

Jeff Davis

F. Public Hearing: 3.21.060 include trees and other objects not allowed in the sight triangle.

Ryan Robinson said the sight triangle (as found in Development Code Alpine 3.21.060) is defined *as the area formed by connecting the corner of the property to points 35 feet back along each property line abutting the street* (see attached rendering). This code amendment would add language to include trees, other plants, and objects over three (3) feet in height that cannot be placed in the designated sight triangle. This change will match what is the standard for fences, walls, and hedges as already included. Limiting what can be in the sight triangle is done so sight is not obstructed on corner properties for oncoming traffic and is a safety precaution common for a city to enforce. These standards only apply to corner lots.

Jane Griener opened the Public Hearing. There were no comments and Jane Griener closed the Public Hearing.

MOTION: Planning Commission member John Mackay moved to recommend approval of the code amendments to prohibit trees, other plants, and objects over 3' feet in height from being planted in the designated sight triangle to exclude City Street signs and light posts.

Troy Slade seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Ethan Allen

Jane Griener

Troy Slade

Alan Macdonald

John MacKay

Jeff Davis

Nays:

Excused:

Susan Whittenburg

IV. COMMUNICATIONS

Ryan Robison said an applicant was denied mixed use in the Business Commercial Zone. We are forming a committee to discuss a business mixed use for the future.

Ryan Robinson asked the Planning Commission to let him know when they have watched the training video so he can mark them off.

Heidi Jackman said we are up to 500 followers on the Alpine website and other are following Facebook. She said we are working on the system to be able to reserve the park pavilions online. The Planning Commission said she is doing a great job with the website, and they enjoy the articles and other information.

V. APPROVAL OF PLANNING COMMISSION MINUTES: May 2, 2023

MOTION: Planning Commissioner Alan Macdonald moved to approve the minutes for May 2, 2023, as written.

Jeff Davis seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Ethan Allen

Jane Griener

Troy Slade

Alan Macdonald

Nays:

Excused:

Susan Whittenburg

John MacKay
Jeff Davis

MOTION: Planning Commissioner Ethan Allen moved to adjourn the meeting.

Alen Macdonald seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Ethan Allen
Jane Griener
Troy Slade
Alan Macdonald
John MacKay
Jeff Davis

Nays:

Excused:

Susan Whittenburg

The meeting was adjourned at 7:56 p.m.