

**ALPINE CITY PLANNING COMMISSION MEETING**  
**Alpine City Hall, 20 North Main, Alpine, UT**  
**August 18, 2020**

**I. GENERAL BUSINESS**

**A. Welcome and Roll Call:** The meeting was called to order at 7:00 p.m. by Chairwoman Jane Griener. The following were present and constituted a quorum:

Chairman: Jane Griener

Commission Members: Ethan Allen, John MacKay, Troy Slade, Sylvia Christiansen, Alan MacDonald

Excused: Ed Bush

Staff: Austin Roy, Jed Muhlestein, Marla Fox

Others:

**B. Prayer/Opening Comments:** Sylvia Christiansen

**C. Pledge of Allegiance:** Ethan Allen

**II. PUBLIC COMMENT**

No Comment.

**III. ACTION ITEMS**

**A. Discussion – General Plan and Land Use Regulations – Intermunicipal Connecting Streets**

Austin Roy, City Planner, said on July 14, 2020, the City Council adopted Resolution 2020-09, which began the process of amending the City's General Plan and land use ordinances as they pertained to streets and roads entering in and out of the City. On August 4, 2020, the Planning Commission discussed new language for the Transportation Element of the General Plan. The City Attorney reviewed the proposed language and provided feedback for discussion, indicating that the Council should address a new ordinance to be enforced through the Street Master Plan to show stub streets to neighboring municipalities.

Austin Roy said 1.6 was re-written to say: *Intermunicipal street connections shall be limited to existing planned connections only. Street connections to other municipalities outside the City boundaries must be compatible with the goals and policies of the General Plan and shall require City Council approval and an update to the General Plan, Street Master Plan, and applicable ordinances.*

Alan MacDonald said the Council should use consistent language throughout the document. In the Subdivision Ordinance under Streets and Street Requirements, he asked that number 1.6 be changed to say: *Intermunicipal Street Connections: There shall be no new street connections to municipalities outside of Alpine City unless the connection is existing or planned as shown on the Transportation Master Plan.*

Sylvia Christiansen said she would like to change 1.6 to say: *Limit intermunicipal street connections to existing planned connections only. Ensure that street connections to other municipalities outside the City boundaries are compatible with the goals and policies of the General Plan, require City Council approval, and include required updates to the General Plan, Street Master Plan, and applicable ordinances.*

The Planning Commission talked about the language in the Development Code in the Transportation Section. Jed Muhlestein said Minor Streets were the same as Local Streets. Jane Griener said the Council should have the same language on the Street Master Plan Map, so the map matched the City ordinance. She said to add the name *Minor* before *Local Street* on the Street Master Plan Map.

### **B. Discussion – Training Materials**

Austin Roy said in July 2020, City Councilwoman Jessica Smuin shared specific training videos with the Planning Commission. Planning Commissioner Alan MacDonald had since drafted training materials for discussion, based on these videos.

Austin Roy said the videos came from the Land Use Academy of Utah, which was an organization made up by Legislatures and State Ombudsman. He said the draft Training Materials from the videos were a great cheat sheet for future meetings.

Alan MacDonald stated he had questions about Administrative functions and when to hold a Public Hearing. Austin Roy said it was up to the City Council if they wanted the Planning Commission to hold a Public Hearing. Alan MacDonald said they held public meetings but not always a public hearing. He said the Council needed to know the rules and then educate the public. Jane Griener asked if Austin Roy would introduce agenda items as Administrative or Legislative, so she knew how to guide the meeting and the Planning Commission knew how to address the public. Alan MacDonald requested that procedures be added to the document.

Sylvia Christiansen said she was confused about the sentence that read: *making the citizen's desires into law*. Alan MacDonald said the videos said that “citizen wants” were policy. Austin Roy said that “policy” was considered the General Plan.

Jane Griener asked the Planning Commission to read what the City Attorney wrote as well as the materials that Alan MacDonald put together. She suggested they make notes and any additions to improve the document.

### **C. Discussion – Building Code and Ordinance Issues**

Austin Roy said Mayor Stout asked that the Planning Commission review and discuss potential building code and ordinance issues with the goal of protecting the qualities of Alpine City and its neighborhoods for the future. A number of specific issues were outlined for discussion:

1. Height of Structures
2. Garage Doors on Frontage
3. Lighting
4. Recreational Structures
5. Artificially Increasing Driveway Slope
6. Massive Additions

The Planning Commission had a discussion about how to tackle these issues. Jane Griener said they could look at addressing one issue per meeting. Austin Roy said this would require a Public Hearing after the Planning Commission worked on each one.

Sylvia Christiansen said a schedule would be nice so the Planning Commission could be prepared for the meeting.

Jane Griener said she would like to start with a simple, straight forward subject. The Planning Commission decided to start with Height of Structures for the next meeting.

John MacKay wanted to know what other municipalities were doing. He did not think they should change the Municipal Code because of one ugly building.

**IV. Communication**

Austin Roy said there was no expected timeframe for the Planning Commission to return to holding meetings in City Hall. They would continue to hold meetings via teleconference.

Jane Griener asked for information about the fire the City had last week. Austin Roy said the fire burnt about one acre. He said the contractor was on site and had water trucks there. Austin Roy said the source of the fire had not been identified.

**V. APPROVAL OF PLANNING COMMISSION MINUTES: August 4, 2020**

**MOTION:** Alan MacDonald moved to approve the minutes for August 4, 2020, with changes by Sylvia Christiansen. John MacKay seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed unanimously.

**Ayes:**

Alan MacDonald  
Ethan Allen  
John MacKay  
Jane Griener  
Sylvia Christiansen  
Troy Slade

**Nays:**

None

The meeting was adjourned at 8:20 p.m.