

**ALPINE CITY PLANNING COMMISSION MEETING AT  
Alpine City Hall, 20 North Main, Alpine, Utah  
February 20, 2018**

**I. GENERAL BUSINESS**

- A. Welcome and Roll Call:** The meeting was called to order at 7:00 pm by Chairman David Fotheringham. The following Commission Members were present and constituted a quorum:

Chairman: David Fotheringham

Commission Members: Bryce Higbee, Alan MacDonald, David Fotheringham, Jane Griener, John Gubler, Sylvia Christiansen

Staff: Austin Roy, Jed Muhlestein, Marla Fox

Others: Ed Bush

- A. Prayer/Opening Comments:** John Gubler

- B. Pledge of Allegiance:** Ed Bush

**II. PUBLIC COMMENT**

There were no public comments.

**III. ACTION ITEMS**

**A. Review of the Development Code**

David Fotheringham requested that the Planning Commission and staff review the Development Code and see if any adjustments needed to be made.

Austin Roy said the Fire Chief had informed him that the City no longer uses the Unified Fire Code, so the Development Code would need to be changed to reflect the change. The City would be following the International Fire Code.

The Planning Commission began by reviewing the sections of the Development Code that outlined the duties, responsibilities, and authorities of the Planning Commission. Included with those items were the election process for a Chair and Co-Chair and how meetings were to be conducted. The Planning Commission desired to implement a three-minute limit to public comments.

The Planning Commission read the section stating the intent and purpose of the Development Code, and they discussed whether this section could be used as a base for their decision making. They felt that this language allowed the Planning Commission to make a “judgement call” when an application threatened the health, safety, and welfare of the citizens.

Ed Bush, a resident, argued that the language in the Purpose section shouldn’t be used as a motivator to deny an application.

The Planning Commission then reviewed the section of the Development Code involving the requirements for subdivision and site plan applications. The current language required that the

applicant provide 15 paper copies of the application documents, and Austin Roy said this was no longer necessary. He suggested that they reduce the number to two copies, because those could be sent to the Planning Commission and City Council Members digitally. The Planning Commission agreed to the change.

David Fotheringham requested that Austin Roy make the changes discussed during the meeting and bring the Development Code back to the Planning Commission for review.

Sylvia Christiansen initiated a discussion about the definitions of “mobile homes” and “manufactured homes”. She explained that the US Department of Housing and Urban Development (HUD) had changed their definitions in 1976, and the Alpine City Code definitions were outdated.

#### **IV.COMMUNICATIONS**

Austin Roy explained that the City’s Municipal Code had previously been available online in one large file. Recently, the City hired a company called Municipal Code Online to put the Alpine City Development Code and Municipal Code online in a new format that would make it easier for residents to find information. He showed an example of how the code could be searched under the new format.

Sylvia Christiansen reported that there was a caucus meeting on March 20<sup>th</sup> that would interfere with the Planning Commission meeting. The Commission agreed to cancel their meeting on that night.

#### **V. APPROVAL OF PLANNING COMMISSION MINUTES: February 6, 2018**

**MOTION:** John Gubler moved to approve the Planning Commission Minutes for February 6, 2018, with the following changes:

1. The sentence on page 3, lines 34 and 35, be removed.
2. Corrections made to Sylvia Christiansen’s last name throughout the document.

Bryce Higbee seconded the motion. The motion passed with 6 Ayes and 0 Nays. Bryce Higbee, Alan MacDonald, David Fotheringham, Jane Griener, John Gubler and Sylvia Christiansen all voted Aye.

#### **ADJOURN**

David Fotheringham stated that the Planning Commission had covered all the items on the agenda and adjourned the meeting at 8:10 p.m.