



ALPINE CITY PLANNING COMMISSION MEETING

NOTICE is hereby given that the **PLANNING COMMISSION** of Alpine City, Utah will hold a **Regular Meeting at Alpine City Hall, 20 North Main, Alpine, Utah on Tuesday, February 2, 2016 at 7:00 pm** as follows:

I. GENERAL BUSINESS

- A. Welcome and Roll Call: Steve Cospers
- B. Prayer/Opening Comments: Bryce Higbee
- C. Pledge of Allegiance: By Invitation

II. PUBLIC COMMENT

Any person wishing to comment on any item not on the agenda may address the Planning Commission at this point by stepping to the microphone and giving his or her name and address for the record.

III. ACTION ITEMS

A. Planning Commission Training

The Planning Commission will receive training from the lead attorney in the Office of the Property Rights Ombudsman (Brent Bateman).

B. General Plan Update

The Planning Commission will discuss an update of the Alpine City General Plan, specifically as it pertains to the Land Use Element.

IV. COMMUNICATIONS

V. APPROVAL OF PLANNING COMMISSION MINUTES: January 19, 2016

ADJOURN

Chairman Steve Cospers
January 29, 2016

THE PUBLIC IS INVITED TO ATTEND ALL PLANNING COMMISSION MEETINGS. If you need a special accommodation to participate in the meeting, please call the City Recorder's Office at 801-756-6347 ext. 5.

CERTIFICATION OF POSTING. The undersigned duly appointed recorder does hereby certify that the above agenda notice was posted at Alpine City Hall, 20 North Main, Alpine, UT. It was also sent by e-mail to The Daily Herald located in Provo, UT a local newspaper circulated in Alpine, UT. This agenda is also available on the City's web site at www.alpinecity.org and on the Utah Public Meeting Notices website at www.utah.gov/pmn/index.html.

PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are now recorded.

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length, and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

Public Hearing v. Public Meeting

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

ALPINE PLANNING COMMISSION AGENDA

SUBJECT: General Plan Update 2016

FOR CONSIDERATION ON: 2 February 2016

PETITIONER: Staff

**ACTION REQUESTED BY PETITIONER: Provide Direction for
Updating the General Plan**

APPLICABLE STATUTE OR ORDINANCE: Article 2.1 (General Plan)

PETITION IN COMPLIANCE WITH ORDINANCE: Yes

BACKGROUND INFORMATION:

At the last meeting, the Planning Commission requested that language in the 2007 General Plan related to the Land Use Element be gathered and provided to the Planning Commission members. The Planning Commission also requested to have the Land Use Element be broken up into sections so that it can be more easily addressed and discussed. See attachment regarding the Land Use Element.

GENERAL PLAN UPDATE



Date: January 29, 2016

By: Jason Bond
City Planner

LAND USE ELEMENT

It is suggested that the Land Use Element of the General Plan be broken up into sections to make it easier to address and eventually reference. My recommendation is as follows:

1 - The goals and policies of the specific zones (TR-10,000 Zone, CR-20,000 zone, CR-40,000 zone, CE-5 zone, CE-50 zone and B/C zone)

2 - The goals and policies of the overlay zones (Gateway/Historic Overlay Zone, Sensitive Lands [Geologic Hazards Overlay and Urban/Wildland Interface Overlay], Flood Damage Protection Overlay, Hillside Protection Overlay, Senior Housing Overlay, Assisted Living and Nursing Care Overlay)

3 - The goals and policies of the special uses (civic Buildings, infrastructure facilities, schools, churches, parks, open spaces, cemetery, agriculture, etc.)

The goals should be specific to what the city is trying to accomplish and the accompanying policies should provide direction to help reach a given goal. The specifics of what will be done should be identified in the Development Code. The Development Code is a tool to implement the General Plan and the language of each document should be consistent with each other. This will be an on-going process for the Planning Commission and City Council to address. The Development Code may always be in need of additional language, amendments and fine tuning to best reflect the goal and policies of the General Plan.

**ALPINE CITY PLANNING COMMISSION MEETING at
Alpine City Hall, 20 North Main, Alpine, Utah
January 19, 2016**

I. GENERAL BUSINESS

A. Welcome and Roll Call: The meeting was called to order at 7:00pm by Chairman Steve Cosper. The following commission members were present and constituted a quorum.

Chairman: Steve Cosper

Commission Members: Bryce Higbee, Jason Thelin, David Fotheringham, Steve Cosper, Jane Griener, Steve Swanson, Judi Pickell

Commission Members Not Present: Steve Swanson

Staff: Jason Bond, Jed Muhlestein, Marla Fox

Others: Roger Bennett, Mark Wilkensen, Lon Lott, Loraine Lott, Sheldon Wimmer

B. Prayer/Opening Comments: Judi Pickell

C. Pledge of Allegiance: Roger Bennett

II. PUBLIC COMMENT

No Comment

III. ACTION ITEMS

A. Fort Creek Riverbottom Concept Plan – Quayle Dutson

The Planning Commission will review a concept plan for the proposed subdivision which would consist of 9 lots Ranging from 17,900 s.f. to 39,200 s.f. on a site that is 8.63 acres. The site is located in the CR-20,000 zone. The development is proposed to include 2.16 acre of private open space. The City Council recently approved the request for the subdivision to be developed as a Planned Residential Development (PRD).

The current parcel that is proposed to be subdivided includes a small area of land that is at the northern end of the subdivision. Because it is within the same parcel, this area needs to be included in the subdivision. It appears that the intent of the applicant is to utilize the street frontage of the smaller area and combine it with another larger parcel to the north. This would be acceptable but a boundary line adjustment would need to happen before the subdivision is approved to keep the larger parcel out of the Fort Creek Riverbottom Subdivision.

It is proposed that Whitby Woodlands Drive be extended and stubbed at the edge of the property near Fort Creek with an 80' diameter temporary turnaround. A concrete box culvert is proposed to be installed within Fort Creek and a 16' wide gravel emergency access would extend east from the temporary turnaround to Main Street. The adjacent property is also owned by the applicant but is a separate parcel in the TR-10,000 zone and is planned to be developed in the future. A secondary access is not required because this area is not located within the Urban/Wildland Interface Overlay. This emergency access would be above and beyond what the ordinance requires.

The applicant proposes to designate the open space as private open space. The Planning and Zoning Department is in support of this open space being private. There are no plans for public trails in the area and it doesn't appear that there would be a need for a connection for public trails in the future. There appears to be no need for public open space in this area.

Other than the small area at the northern end of the subdivision that needs to be addressed, the Planning and Zoning Department sees no issues with the proposed concept plan provided the City determines that this subdivision be developed as a PRD and the engineering department verifies the PRD calculations.

At the request of the developer, this agenda item has been postponed.

B. PUBLIC HEARING – Ord. No. 2016-02 – Flood Plain Clarification (Section 4.7.18)

1 The Planning Commission will review an amendment to the Subdivision Ordinance that will clarify the
 2 requirements for areas of a lot that are within a flood plain. In Section 4.7.18.2.3.f, the first word of the paragraph
 3 “Existing” will be amended to say “Proposed and existing”.

4
 5 Jed Muhlestein said the current ordinance only talks about existing lots in a flood plain and not new proposed lots.
 6 He thinks this is an oversight and not intended to exclude new property. He said because of how the ordinance is
 7 written; the Dutson property can only be developed as a PRD. He said with this new wording, the flood plain could
 8 be within the lot

9
 10 Steve Cospser opened the Public Hearing. No comments were made by the public and he closed the hearing.

11
 12
 13 **MOTION:** Jason Thelin moved to recommend to the City Council that Ordinance No. 2016-02 be adopted which
 14 would clarify the requirement for proposed and existing lots that contain land in the flood plain area.

15
 16 David Fotheringham seconded the motion. The motion was unanimous with 6 Ayes and 0 Nays. Bryce Higbee,
 17 Jason Thelin, David Fotheringham, Steve Cospser, Jane Griener, and Judi Pickell all voted Aye.

18
 19
 20 **C. General Plan Update**

21 The Planning Commission will discuss an update of the Alpine City General Plan, specifically as it pertains to the
 22 format.

23
 24 Jason Bond showed a format of the General Plan with seven different categories and their related appendages. These
 25 are:

- 26 1. Land Use
- 27 2. Transportation
- 28 3. Historic Preservation
- 29 4. Moderate Income Housing
- 30 5. Economic Development
- 31 6. Public Facilities
- 32 7. Parks, Recreation, Trails, Open Space

33
 34 Steve Cospser read an email from Erin Darlington where she stated she thought the city should hire an outside
 35 consultant to help with the General Plan.

36
 37 Steve Cospser said we have a great resource in our City Planner, Jason Bond. He said that is his background and his
 38 education. He said we should use the resource we already have and look to bring in help if we need it on a few
 39 subjects. Jane Griener said she agreed. She said it would be nice if Jason Bond could give a summary of each of
 40 these seven subjects so the Planning Commission could be educated. She also said it would be nice to have an
 41 introduction to the General Plan so the public would know exactly what the General Plan is.

42
 43 Jason Thelin said ultimately Jason Bond should head this up and help create a shared vision for the city but said he
 44 wouldn't mind spending some money to get some outside help with that vision. Steve Cospser asked how this outside
 45 person would be any better help than Jason Bond and the body of people we have on the Planning Commission.
 46 Jane Griener asked if there were things missing from the General Plan that should be put in or if things were out of
 47 order and should be moved around. Steve Cospser said he would like to take a look at the formatting.

48
 49 David Fotheringham and Judi Pickell said they liked Elkrige City's General Plan and liked the way it was
 50 formatted and said it was extremely easy to follow. Jane Griener said the Elkrige General Plan is so appealing
 51 because it looks nice graphically like a PowerPoint presentation, where ours reads like a book. Jason Bond said he
 52 likes different elements from the Elkrige, Mapleton and the Sandy General Plans and said we can take these
 53 different elements and mold it to what's best for Alpine. Steve Cospser said each page of the Elkrige plan has a
 54 heading and something different on each page. He said he likes the maps imbedded in the document where they
 55 belong and not all crammed at the end.

1 Jason Bond said he would like to see each section well defined and direct. He said the General Plan needs to state
2 what our goals and policies are. We need to show our maps and the Master Plan and make it easy to follow.
3

4 Jane Griener said the Planning Commission could do the content but hire outside help to do the design because it is
5 very time consuming and she said the end product will appeal to the residents. She said she believes this would be a
6 wise use of money because she didn't think Jason Bond would have time to do it. Judi Pickell said M.A.G. has done
7 this type of work and is willing to do it for us for a charge. Steve Cospers said we need to get a plan of how we're
8 going to format this. Jason Thelin said if everyone likes the Elkridge Plan format and it's been done professionally,
9 then we should do something similar. He said if there's already something good out there, then we should use it and
10 just work on our own content.

11
12 Jason Bond said we could start with Land Use and take a look at our own Plan along with a few other plans. We
13 could look at the language and how other plans approached this subject. Steve Cospers said everyone should come
14 prepared with comments on a particular section; that way we can make comments and add and delete things.
15

16 Jason Bond said we need to take a red pen to our own Land Use section; what do we like, what don't we like, does
17 anything need to be phrased differently, what do we need to be more direct or detailed in. Bryce Higbee said if we
18 have a specific topic, then we can all study that one subject and come prepared to discuss that issue. Jane Griener
19 asked if the Land Use needed to be broken down further. Steve Cospers said he would get with Jason Bond to come
20 up with how to break this down.

21
22 Jane Griener wanted to know how the Planning Commission felt about doing surveys. She said she gets the feeling
23 that everyone thought the last survey didn't have good questions and so they didn't feel good about it. Bryce Higbee
24 said his issue was stats were given stating that a certain percent of Alpine agreed or disagreed on an issue but the
25 total number of participants wasn't given. He said this was misleading. David Fotheringham said his problem with
26 the survey was that the public didn't have enough information to make a good decision. Judi Pickell said the
27 Planning Commission could present the residents with an objective a piece at a time. She said we will get better
28 feedback this way rather than just asking them what objectives they want. She said the information from the survey
29 would not be helpful in generating the General Plan.
30

31 Steve Cospers said we could talk about Land Use and come up with the objectives and then at the next meeting have
32 a Public Hearing on Land Use and inform the public what we've come up with and invite them to participate. Jane
33 Griener asked if we should get surveys on each subject. Jason Bond said we sometimes get lost in all the differing
34 public opinions. He said we need to have a direction and move forward and if we get stuck we could get public
35 input.
36

37 Steve Cospers said with the deer issue, we will never get a general consensus from the whole city because some
38 people have destruction and want them gone, others love the deer and don't want to see them hurt and some don't
39 have an opinion either way. He said the point is that no matter what the issue is, you won't get a complete survey
40 done. Jane Griener said she just wants the plan to be good and she wants the public to feel like they had a chance to
41 say what they wanted.
42

43 David Fotheringham said we need to look at our Vision Statement and then the Land Use Statement to help guide us
44 through this. Steve Cospers said we can't come to the meeting cold, we all need to do our homework, and review
45 other plans to get ideas. He said Jason Bond could teach us some good principles so we can govern ourselves, but
46 bring in help if it is needed.
47

48 Jason Bond said he doesn't want to force feed good planning but he will provide some good planning principles. He
49 said there's a balance between what Alpine wants and what is good planning and they don't always match up. He
50 said his job is to inform the Planning Commission what is good planning and then the Planning Commission has to
51 decide what's best for the community. He said there's going to be some conflicts especially with density because
52 good planning includes smaller lots. He said he's not challenging what people want, he just wants everyone to know
53 what the ramifications of our choices are.
54

55 Mark Wilkensen said he would like to encourage the Planning Commission to use outside help because we can have
56 nearsightedness as a community. He said specialists bring a whole new depth of knowledge that a City Planner

1 doesn't have because they have done General Plans many, many times. He said the Planning Commission will be
2 criticized and bringing in outside help can deflect some of the criticism. He said we have this "I can do it myself
3 attitude "and sometimes you have to spend the money to bring in a professional because they are more thorough and
4 have more time to spend on this.

5
6 Mark Wilkensen said this document is a planning tool for the future and the last one was done in 2007 by a group of
7 students. He said Alpine is going to have to do a little bit of changing and cleaning the city up. He said the city
8 can't allow chain link fences on Main Street. He said we have junk in yards, weeds growing all around and he said
9 people leave to go to Salt Lake or the Riverbottoms.

10
11 Mark Wilkensen said he is a realtor and he's embarrassed bringing people through the city because they make
12 comments like, "Why doesn't the city take care of itself"? He said he doesn't want people driving through all this
13 junk to get to his house. He said we shouldn't have overhead power lines because Alpine is a higher end city. He
14 said he's not talking about glitz, but he's talking about classy and we need to have that as a mindset in the future. He
15 said some of the old timers probably don't care about the weeds and don't want change but change is the only
16 constant.

17
18 The Planning Commission has a discussion about bringing in outside help. They said we need to know about costs
19 before it is sent to the City Council. They discussed doing an RFP. Judi Pickell said the city has already spent money
20 on a leakage study

21
22 **MOTION:** Judi Pickell moved to recommend to the City Council to allow the Planning Commission to draft an
23 RFP to use a consultant to help update the General Plan.

24
25 David Fotheringham seconded the motion. The motion was unanimous and passed with 6 Ayes and 0 Nays. Bryce
26 Higbee, Jason Thelin, David Fotheringham, Steve Cosper, Jane Griener, and Judi Pickell all voted Aye.

27
28 **COMMUNICATION:**

29
30 **VI. APPROVAL OF PLANNING COMMISSION MINUTES OF:** January 5, 2016

31
32 **MOTION:** Jane Griener moved to approve the Planning Commission Minutes for January 5, 2016 subject to
33 changes.

34
35 Bryce Higbee seconded the motion. The motion passed unanimously with 6 Ayes and 0 Nays. Bryce Higbee, Jason
36 Thelin, David Fotheringham, Steve Cosper, Jane Griener, and Judi Pickell all voted Aye.

37
38 Steve Cosper stated that the Planning Commission had covered all of the items on the agenda and adjourned the
39 meeting at 8:07 pm.

40