



**DRC Members in Attendance:** Engineer Jon Lundell, Fire Marshall Taylor Sutherland, Building Manager Randy Spadafora, City Manager Norm Beagley, Assistant City Manager Jason Bond, Police Chief Rodney Hurst, Public Works Director Jason Callaway.

**Others in Attendance:** Planner Camille Moffat, Assistant Stephanie Christensen, Recorder Amalie Ottley, Fire Chief Ryan Lind, Applicant Jimmy DeGraffenreid and AJ DelPivo with Atlas Engineering

Engineer Jon Lundell called the meeting to order at 10:00 a.m.

**Cortland Park Preliminary Review**

*A preliminary review of a 102-unit multifamily subdivision located at approximately 200 North and 400 East. (North of Macey's & ACE Hardware)*

Building Manager Randy Spadafora stated the notes have been added to the plans for addressing and street names.

Fire Marshall Taylor Sutherland pointed out that the internal drive aisles on the internal streets are short of the mandated 26 feet for fire apparatuses and access. He inquired about the island at the entrance on 400 East, stating that as it's currently planned it would diminish clearance for fire trucks. He also pointed out where fire hydrants need to be placed. Taylor inquired about fire sprinklers in the building themselves. Per city and fire code, as the buildings are residential and three stories, fire sprinklers would not be required, if they were individually owned. If the units are to be apartments (not single ownership), then they will require fire sprinklers. However, in the absence of fire sprinklers, a 2-hour fire separation construction would be required between units. Manager Beagley pointed out the need for water lines through the property to connect to provide proper fire flows. The applicant inquired if the units have fire sprinklers, if the number of fire hydrants could be reduced. Mr. Southerland indicated possibly. Assistant Manager Bond spoke to previous access concerns on the plans showing one single way in and out. He addressed the need to make sure that should there be a single access on 400 East that the medians or curbs be traversable by fire apparatuses. The applicant and DRC discussed the difference between having the units "sprinkled" versus operating off water hydrants.

Chief Hurst inquired about the removal of the above-mentioned island at the entrance on 400 East. He also inquired about street parking and red curbing. The DRC discussed the roads where red curbs would be required as well as yellow curbing at the mailbox location(s). The applicants will need to work with the post office for mailbox locations.

Assistant City Manager Bond pointed out that staging (construction) materials are not to be on nearby roads or within the city's right-of-way. He asked the applicant about plans for phasing the construction of the buildings. He encouraged the applicant to review the Development Agreement to appropriately consider construction/phasing timing. Mr. Bond made suggestions for access between the current development and the Ridley development to the south. Mr. Bond also brought up the need for Architectural Review Committee (ARC) approval on building and landscaping renderings.

The applicant and the DRC discussed the buildings being condominiums versus apartments and the benefits or drawbacks of each. Manager Beagley pointed out that building code and plats would be different between the two options for state and building requirements. Assistant Manager Bond asked the applicant to review the Development Agreement for specific language referring to condominiums or apartments. Taylor Sutherland pointed out that any rentals will be required to be “sprinkled.”

Public Works Director Jason Callaway asked the applicant to work with the city to address drainage issues on 400 East at 200 North.

Manager Beagley recommended to the applicant to carefully consider phasing and to think about constructability and amenities. A phasing plan will need to be included upon resubmittal of the plans. Mr. Bond pointed out that phasing of the buildings will need to be more clearly thought out and presented to the city for review. The applicant stated that public safety of residents will also be considered when they submit the phasing plan prior to Certificates of Occupancy being issued.

Engineer Lundell referenced the name change to “Cortland Park” on the Development Agreement. Jon also pointed out items on the plans that are missing labels. Landscaping plans are required at the final application phase and are subject to change based on the defining of the buildings as condominiums or apartments. Mr. Lundell stated that per building code, any retaining wall higher than four feet must be engineered and have a building permit to construct. He pointed out the 10-foot minimum requirements for setbacks that need to be addressed. Proposed street naming will need to be provided so that addressing can be completed. An overlay must be completed in accordance with the utilities on 200 North. Per the Geotech Report that was completed for the area, 4 inches of asphalt in the area is required. Construction valves on the East end of the property will need to be added for both irrigation and culinary water. The city has not received a Storm Drain report for the site, the applicants will need to submit it showing percolation testing and for approval. Storm drainage areas on the private property needs to be platted within the ROW on the site as much as possible rather than on private property. Per city code, trash enclosure materials need to resemble the building.

City Manager Beagley made a motion to table the Cortland Park Preliminary Review in order to address storm drainage and redlines on a revised set of plans. The motion was seconded by Fire Marshall Sutherland.

Police Chief Rodney Hurst	Yes
Public Works Director Jason Callaway	Yes
Fire Marshall Taylor Sutherland	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Manager Randy Spadafora	Yes

Motion passed unanimously in favor.

### **Meeting Minutes Approval**

Taylor Sutherland motioned to approve minutes from the July 12, 2022 DRC meeting. Motion seconded by Randy Spadafora.

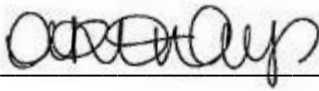
Police Chief Rodney Hurst	Yes
Public Works Director Jason Callaway	Yes
Fire Marshall Taylor Sutherland	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Manager Randy Spadafora	Yes

Motion passed unanimously in favor.

#### ADJOURNMENT

The meeting was adjourned at 10:40 a.m.

  
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Jon Lundell, City Engineer

  
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Amalie R. Ottley, City Recorder