



**DRC Members in Attendance:** City Engineer Jon Lundell, City Manager Norm Beagley, Building Official Randy Spadafora, Public Works Director Jason Callaway, Fire Chief Ryan Lind, Senior Planner Ryan Harris, Police Lieutenant Mike Wall

**Others in Attendance:** Recorder Amalie Ottley, Planner Aspen Stevenson, EIT Megan Wilson, and other members of the public.

### **1. Amsource Commercial Preliminary Subdivision**

*A preliminary plan review of the Amsource Commercial site located at approximately 900 East and Main Street.*

Representatives for the applicant, John Gaskill and Shaun Young, attended the meeting via Zoom.

Building Official Spadafora reported that addressing is complete for the site.

Public Works Director Callaway indicated that the sewer stubs going into the property will need to be considered during the construction process. Engineer Lundell pointed out two proposed connections for the water and sewer.

Lieutenant Wall had no concerns.

Chief Lind commented on the water line looping through lot #2 stating that the fire hydrants and fire-riser lines will need to be stubbed along with the water lines. He also discussed the appropriate placement of fire hydrants along the south side of Main Street.

Senior Planner Harris pointed out that the approval body for subdivision dedications and easements is the Planning Commission. As such, signature blocks on the plat will need to be updated to reflect accordingly. Senior Planner Harris indicated that the construction drawings show an area for dedication, but that dedication is missing on the plat. He stated the applicant needs to clearly show what the dedication is for. There were technical issues with the audio via Zoom at the meeting, Engineer Lundell spoke with the applicant over the phone. The applicant indicated that they are working with the Utah Department of Transportation (UDOT) to clear up the dedication on the property. Lastly, Senior Planner Harris pointed out that the property owner is currently shown as BCP Development Inc. He added that a letter from the owner approving of the subdivision will have to be submitted to the City.

Manager Beagley inquired about addressing on the lots. Building Official Spadafora indicated that lot #4 was addressed off Main Street. He stated that lots #5 and #6 were addressed off of Highland Drive. Manager Beagley added that future dedication will have to take into account future interchange and Main Street reconstruction. Manager Beagley and Engineer Lundell discussed access to lots #2 and #3 to meet improvement and ingress/egress requirements.

Engineer Lundell pointed out that the Public Land Survey System (PLSS) certificate needs to be submitted. He added that the cover sheet is missing the name and address of the property owners, as well as a table that lists the zoning designation, total number of lots, total acreage of the proposed lots, total acreage of the proposed subdivision, and total acreage of the dedication. Engineer Lundell discussed the need for second access to lots #2 and #6 as well as the need to extend the queuing lane to

Main Street further south to accommodate the future widening of Main Street. He added that the underground retention basin on the plans is not consistent with the storm drain report submitted to the city. He indicated that the location of the proposed underground retention basin needs to be moved further to the south taking into account future road improvements on Main Street. Engineer Lundell asked that slopes and distances between manholes be added to the plans to ensure requirements are met. An adjustment also needs to be made to the proposed slope on the plans, as it appears to exceed the maximum slope for the sewer line of 12% . Engineer Lundell pointed out notes regarding public utility easements (PUEs) that need to be added to the plans, including 5-foot easements along all property lines and access roads. Manager Beagley commented that there are no internal roads in the proposed subdivision as all access to the site will be off of Main Street and Highland Drive/900 East. Engineer Lundell also discussed watershed protection easements asking that verification be provided by the applicant. Lastly, Engineer Lundell pointed out signature blocks that need to be included on the final plan and a made a minor note in the legal description.

Senior Planner Harris made a motion to table the Amsource Commercial Preliminary Plan. Building Official Spadafora seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed.

## **2. The Peak Subdivision Final Plat**

*A final plan review of the Peak 2-lot Subdivision located at approximately 390 N. 200 E*

Building Official Spadafora reported that addressing is complete for the site.

Public Works Director Callaway had no concerns.

Lieutenant Wall had no concerns.

Chief Lind had no concerns.

Senior Planner Harris indicated that the remnant piece to the south of the property will need to be deeded to the property owner before the plat is recorded.

City Manager Beagley had no concerns.

Engineer Lundell indicated that written approval from Summit Creek Irrigation Company must be submitted to the city approving any modification to the existing ditch along 200 East. Senior Planner Harris indicated that letter has been submitted to the city.

Chief Lind made a motion to approve the Peak Subdivision Final Plat. Lieutenant Wall seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed.

### 3. 2025 DRC Meeting Schedule

Building Official Spadafora made a motion to approve the 2025 DRC Meeting Schedule. Chief Lind seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

### 4. Meeting Minutes Approval

Manager Beagley made a motion to approve the December 10, 2024 meeting minutes. Chief Lind seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

### Adjournment

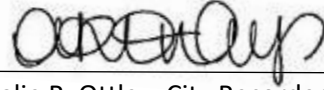
Chief Lind made a motion to adjourn the meeting.

The meeting was adjourned at 10:30 a.m.

*Jon Lundell*

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Jon Lundell, City Engineer



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Amalie R. Ottley, City Recorder