



ALPINE CITY PLANNING COMMISSION MEETING

NOTICE is hereby given that the **PLANNING COMMISSION** of Alpine City, Utah will hold a **Public Hearing and Regular Meeting at Alpine City Hall, 20 North Main, Alpine, Utah on Tuesday, March 4, 2014 at 7:00 pm** as follows:

I. GENERAL BUSINESS

- A. Welcome and Roll Call: Jannicke Brewer
- B. Prayer/Opening Comments: Chuck Castleton

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. **East View Plat F - Approx. 800 North Patterson Lane - Patterson Construction Inc.**
The Planning Commission will review a concept plan for the proposed Eastview Plat F subdivision.

IV. COMMUNICATIONS

V. APPROVAL OF PLANNING COMMISSION MINUTES: February 18, 2014

ADJOURN

Chairman Jannicke Brewer
February 28, 2014

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 in three public places within Alpine City limits. These public places being a bulletin board located inside City Hall at 20 North Main and located in the lobby of the Bank of American Fork, Alpine Branch, 133 S. Main, Alpine, UT; and the bulletin board located at The Junction, 400 S. Main, Alpine, UT. The above agenda notice was 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: East View Plat F Concept Plan

FOR CONSIDERATION ON: 4 March 2014

PETITIONER: Patterson Construction Inc.

ACTION REQUESTED BY PETITIONER: Approve Concept Plan

APPLICABLE STATUTE OR ORDINANCE: Article 4.6 (Major Subdivisions)

PETITION IN COMPLIANCE WITH ORDINANCE: Yes

BACKGROUND INFORMATION:

The proposed East View Plat F subdivision consists of 9 lots on 4.15 acres. The lots range in size from 10,000 to 58,806 square feet with an existing home to be left on lot 9. The development is located south of East View Drive and west of Quincy Court. The proposed development is in the TR-10,000 zone.

RECOMMENDED ACTION:

We recommend that concept approval of this development be granted subject to the following conditions:

1. The Developer address the boundary issues noted in the engineer's review.
2. An exception be granted for the frontage requirement on Lot 9.
3. The water policy be met with Alpine Irrigation Company shares.



Date: February 27, 2014

By: Jed Muhlestein, P.E. *JM*
Assistant City Engineer

**Subject: East View Plat F Subdivision – Concept Review
9 lots on 4.15 acres**

Background

The proposed East View Plat F subdivision consists of 9 lots on 4.15 acres. The lots range in size from 10,000 to 58,806 square feet with an existing home to be left on lot 9. The development is located south of East View Drive and west of Quincy Court. The proposed development is in the TR-10,000 zone.

Street System

The proposed development shows access from East View Drive with a new road named Patterson Drive. Patterson Lane is also planned to extend from the south northward to the development at a future time. The new Robert Circle cul-de-sac is 250' in length. Based on our understanding of the code, the street system appears to be in compliance with the requirements.

Sewer System

There is an existing 8-inch sewer line running between East View Drive and Patterson Lane that can serve the development. The sewer design is not required during Concept Plan Review and will need to be further evaluated at Preliminary Review.

Culinary Water System

The subdivision is well below the 5350 foot elevation, which is the highest elevation the existing water system can serve and still provide a minimum 40 psi required by ordinance. There is currently a 6-inch water line stubbed southward down Patterson Drive off East View Lane. Previous calculations on the culinary water system model show connection to the 6-inch stub with a new 8-inch main to serve the development. 8-inch lines will be required throughout the

development.

The Fire Chief will need to approve the location of the proposed fire hydrants. 3/4-inch service laterals and water meters will need to be constructed for each new lot.

Pressurized Irrigation System

There are currently two 2-inch pressurized irrigation lateral lines stubbed from East View Drive that are used for agricultural purposes. The easterly one, which was used for the area of this development, will be required to be capped and abandoned at the main line in East View Drive. Previous calculations on the pressurized water system model show connection to the 8-inch main in East View Drive with a new 6-inch line to run southward. The 6-inch line will be installed along Patterson Drive and a 4-inch line installed to serve the Robert Circle cul-de-sac. 1-inch pressurized irrigation laterals will be required for the new 8 lots.

Storm Water Drainage System

Storm drain plans and calculations are required at preliminary review. The storm drain system will be designed to flow to the existing storm drain system located in Grove Drive. There is currently a 15-inch storm drain line stubbed on the west side of Quincy Court for this purpose. Also, there is a storm drain sump at the southwest corner of East View Drive and Patterson Drive which has had drainage problems. The City would like to discuss these issues at the preliminary stage to help remedy the problem via connection of that sump to the development's storm drain system.

It is preferred, but not required, that the cul-de-sac be designed such that the low point in the roadway is at the intersection of Patterson Drive and Robert Court to help with drainage issues associated with a low point at the end of a cul-de-sac.

A storm water pollution prevention plan would be required for the site addressing best management practices that will be implemented to control erosion on the site during construction. A UPDES and Land Disturbance Permit will be required prior to construction.

General Subdivision Remarks

The proposed subdivision is not within any of the City's adopted hazard zones, environmental studies for hazards will not be required.

The proposed development shows 9 lots; 8 new lots and 1 with an existing home. The existing home does not meet frontage requirements as shown, however a building permit was obtained at some point for the existing home, which would have been approved by the city. If the development is approved, the frontage for this lot will not change immediately. Future development will correct this issue. An exception to the frontage requirement should be required for the existing home.

There are boundary overlaps between the new development and properties to the north. There is also an issue of a property owner who has landscaped some of the land owned by the developer. These boundary problems should be resolved before we recommend Preliminary Approval.

The water policy will need to be met for this development. The applicant shows they will use credits to meet this; however Alpine Irrigation shares have been used to irrigate the property. It has been the policy of Alpine City to require irrigation shares to meet the water policy on properties that have been historically irrigated with irrigation shares.

A barn is located on lots 5, 6, and 9 that is noted to be removed.

We recommend that concept approval of the proposed development be granted with the following exceptions:

- **The Developer address the boundary issues noted above.**
- **An exception be granted for the frontage requirement on Lot 9.**
- **Water policy to be met with Alpine Irrigation Company shares.**

VICINITY SKETCH

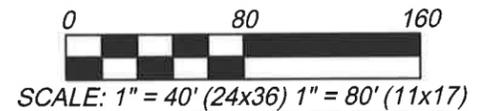
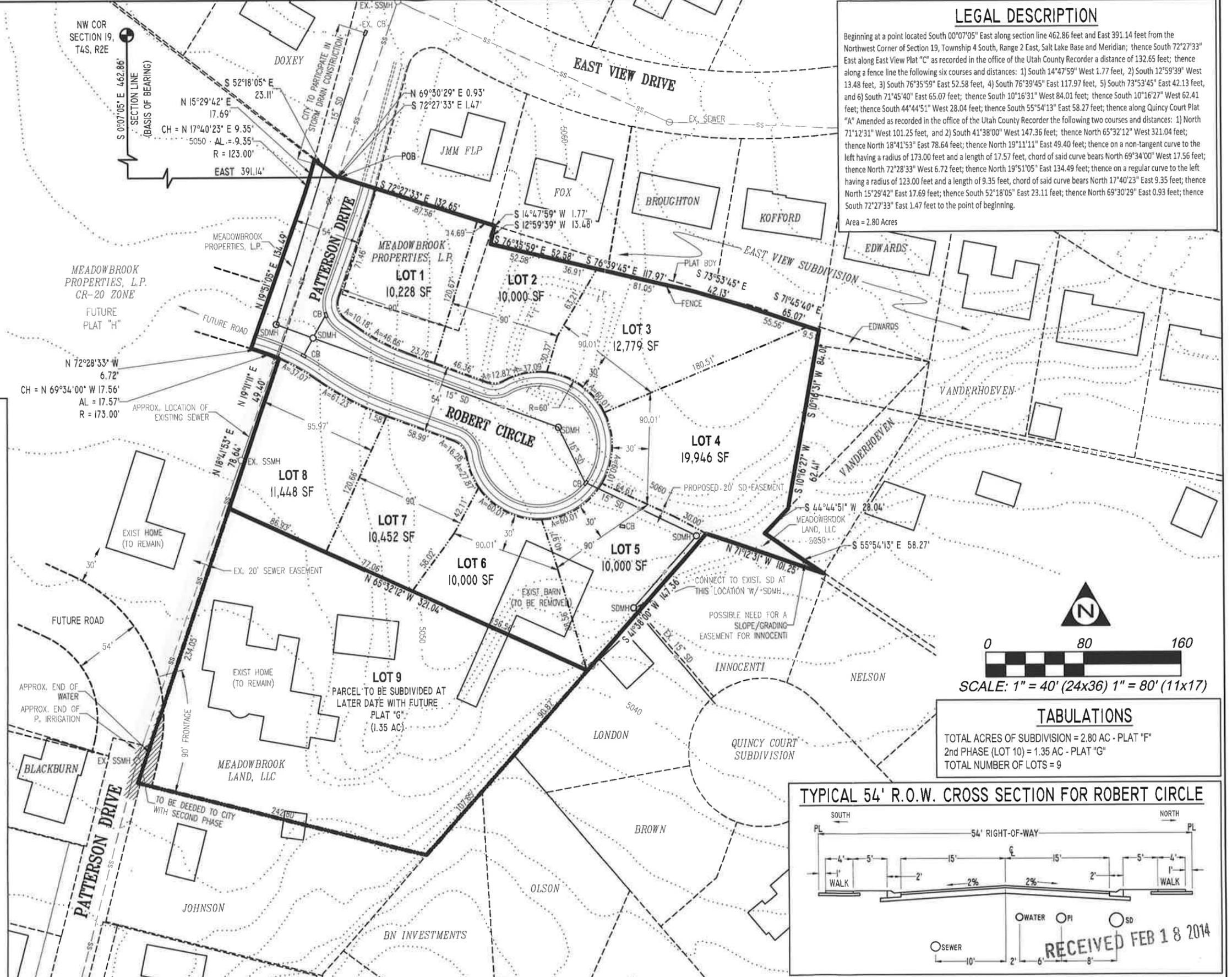


GENERAL NOTES

- EXISTING ZONE = TOWN RESIDENTIAL (TR-10,000)
- SETBACKS = FRONT 30', REAR 20', SIDE 10' MIN/22' TOTAL, CORNER LOT SIDE YARD 30'.
- ALL CONSTRUCTION TO CONFORM TO ALPINE CITY STANDARDS AND SPECIFICATIONS. ALPINE CITY USES APWA STANDARDS AND DETAILED DRAWINGS IN MOST CASES.
- ALL ROADWAYS ARE PUBLIC ROADWAYS TO BE MAINTAINED BY ALPINE CITY.
- P.U.E'S AS FOLLOWS = 10' FRONT, 5' REAR AND SIDES.
- PATTERSON DRIVE BY LOT 1 CONNECTING TO EAST VIEW DRIVE WILL BE CONSTRUCTED AS A FULL 54' STREET WIDTH.
- ALL SEWER LATERALS TO BE 4" WITH MINIMUM 2% SLOPE WITH CLEANOUT BEHIND CURB.
- ALL WATER SERVICE LINES TO BE 1" LINE WITH 3/4" METER AND STANDARD ALPINE CITY METER BOX AND SETTER.
- ALL ROOF GUTTERS AND DRAINS TO DRAIN TO SEPARATE SUMP ON EACH LOT NEAR CORNERS OF PROPOSED HOMES. TWO SUMPS FOR EACH BUILDING AVERAGE. SUMP AND DRAINAGE DETAILS TO BE PREPARED WITH PRELIMINARY PLAT.
- SWPPP AND LAND DISTURBANCE PERMIT TO BE PREPARED AND APPROVED WITH FINAL PLAT.
- SEE SEPARATE STORM DRAINAGE CALCULATIONS TO BE PREPARED WITH PRELIMINARY PLAT.
- PHASING WILL BE AS FOLLOWS: FIRST PHASE = LOTS 1-8. SOUTHERLY PORTION OF PROPERTY (SHOWN AS LOT 9) WILL BE SECOND PHASE WITH THE ABILITY TO BE SUB-DIVIDED AT A LATER DATE.
- ADJOINING PARCEL TO THE WEST (NOW IN CR-20 ZONE) TO BE THIRD PHASE WITH THE ABILITY TO BE SUB-DIVIDED AT A LATER DATE.
- GEOTECHNICAL REPORT WILL BE PREPARED WITH PRELIMINARY PLAT.
- THE PREDOMINANT SOIL TYPE ON THIS SITE IS C&C (CLEVERLY GRAVELLY FINE SANDY LOAM). THE SOIL IS WELL-DRAINED, >80" TO WATER DEPTH, AVAILABLE WATER CAPACITY = 6.4%, INFILTRATION RATE = 0.6 - 2.0 IN/HR. OTHER SOILS ON SITE = CrD AND B&B WITH SIMILAR CHARACTERISTICS.
- TEMPORARY EXCEPTION TO MAXIMUM CUL-DE-SAC LENGTH IS REQUESTED. WHEN CONNECTING ROAD IS CONSTRUCTED AND LOOPED TO THE WEST IN THIRD PHASE, CUL-DE-SAC LENGTH WILL CONFORM.
- ZONING BOUNDARY CLARIFICATION WAS AFFIRMED FOR TR ZONE ON APRIL 1, 2003 FOR ROBERT PATTERSON PROPERTY

LEGAL DESCRIPTION

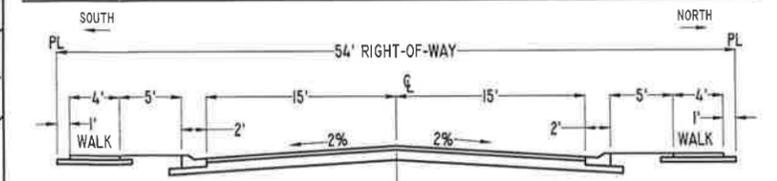
Beginning at a point located South 00°07'05" East along section line 462.86 feet and East 391.14 feet from the Northwest Corner of Section 19, Township 4 South, Range 2 East, Salt Lake Base and Meridian; thence South 72°27'33" East along East View Plat "C" as recorded in the office of the Utah County Recorder a distance of 132.65 feet; thence along a fence line the following six courses and distances: 1) South 14°47'59" West 1.77 feet, 2) South 12°59'39" West 13.48 feet, 3) South 76°35'59" East 52.58 feet, 4) South 76°39'45" East 117.97 feet, 5) South 73°53'45" East 42.13 feet, and 6) South 71°45'40" East 65.07 feet; thence South 10°16'31" West 84.01 feet; thence South 10°16'27" West 62.41 feet; thence South 44°44'51" West 28.04 feet; thence South 55°54'13" East 58.27 feet; thence along Quincy Court Plat "A" Amended as recorded in the office of the Utah County Recorder the following two courses and distances: 1) North 71°12'31" West 101.25 feet, and 2) South 41°38'00" West 147.36 feet; thence North 65°32'12" West 321.04 feet; thence North 18°41'53" East 78.64 feet; thence North 19°11'11" East 49.40 feet; thence on a non-tangent curve to the left having a radius of 173.00 feet and a length of 17.57 feet, chord of said curve bears North 69°34'00" West 17.56 feet; thence North 72°28'33" West 6.72 feet; thence North 19°51'05" East 134.49 feet; thence on a regular curve to the left having a radius of 123.00 feet and a length of 9.35 feet, chord of said curve bears North 17°40'23" East 9.35 feet; thence North 15°29'42" East 17.69 feet; thence South 52°18'05" East 23.11 feet; thence North 69°30'29" East 0.93 feet; thence South 72°27'33" East 1.47 feet to the point of beginning.
Area = 2.80 Acres



TABULATIONS

TOTAL ACRES OF SUBDIVISION = 2.80 AC - PLAT "F"
2nd PHASE (LOT 10) = 1.35 AC - PLAT "G"
TOTAL NUMBER OF LOTS = 9

TYPICAL 54' R.O.W. CROSS SECTION FOR ROBERT CIRCLE



RECEIVED FEB 18 2014

TWIN PEAKS ENGINEERING & DESIGN
1189 N. 1270 E. AMERICAN FORK, UT 84003
STEPHEN SOWBY, P.E. 801-636-7150 stevesowby@yahoo.com

PATTERSON CONSTRUCTION INC.
11038 N. HIGHLAND BLVD.
HIGHLAND, UT 84003 (801) 756-7303

ALPINE CITY - EAST VIEW PLAT "F" - CONCEPT PLAN

DESIGN BY: SES SCALE: 1"=80'
DRAWN BY: RC DATE: 17 FEBRUARY 2014

SHEET
EVF



Concept Plan Application

20 North Main Alpine, UT 84004 • 801-756-6347 (Phone) • 801-756-1189 (Fax) • www.alpinecity.org

Contact Information

Applicant Patterson Construction, Inc

Address 11038 N. Highland Blvd City Highland State UT Zip 84003

Phone 801-756-7303 Fax _____ Email _____

Engineer Stephen Sawby

Address 11038 N. Highland Blvd City Highland State UT Zip 84003

Phone 801-636-7150 Fax _____ Email stevesawby@yahoo.com

Representative Stephen Sawby, or Bobby Patterson

(Person who will be at City meetings to represent the proposed plan. If it is someone other than the applicant/engineer, please indicate his/her relationship to the project.)

Address see above City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Send City Engineer's review comments to: Applicant Engineer Representative

Project Information

Name of Subdivision East View Plat F

Project Address Cor of Proposed Number of Lots 8 or 9

Project Size (in acres) ≈ 3.0 Current Zoning TR-10,000

Source of Water Rights

Alpine Irrigation Shares: # of Primary Shares _____ # of Secondary Shares _____

Other Water Rights: Source Credits # of Acreage Feet _____

Requesting Cash in lieu of Water Rights Option

Concept Plan Fee ~~\$100~~ \$280⁰⁰ Amount Paid \$280 Date Paid 2/18/14 Receipt # 003980
(Actual cost of City Engineer's review + \$100.00 + \$20.00 per lot)

Applicant Signature SS Sawby Date 10 Feb 2014

**ALPINE CITY PLANNING COMMISSION MEETING at
Alpine City Hall, 20 North Main, Alpine, Utah
Feb 18, 2014**

I. GENERAL BUSINESS

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

Chairman: Jannicke Brewer

Commission Members: Steve Cospers, Jannicke Brewer, Chuck Castleton, Steve Swanson, Judi Pickell

Commission Members Not Present: Bryce Higbee, Jason Thelin

Staff: Jason Bond, Marla Fox

Others: Lon Lot, Will Jones, Jane Griener, Roger Whitby, Darlene Page, Donald Neves, Brice Page, Ben Purles, Matthew Ross, Landen Pace, Ben H., Bridger Whitey, Jonathan Rowley, Preston Rowley, Mark Bowman, Julie Page, Julianne Rowley,

B. Prayer/Opening Comments: Jannicke Brewer

II. PUBLIC COMMENT

No comment

III. ACTION ITEMS

A. Whitby Woodlands Plat F Phase 1 – Approx 296 west 200 North – Roger Whitby

The proposed Whitby Woodlands PRD Plat F Phase 1 Subdivision consists of 1 lot on 0.42 acres. This lot is part of the approved subdivision Whitby Woodlands PRD Plat F that contains 15 lots, ranging in size from 15,619 to 24,789 square feet and is on 10.79 acres. The owner is requesting to record one lot at this time from that subdivision. The lot is located just east of the intersection of 200 North and 400 West and Westfield Road. The proposed phase of development is in the CR-20,000 zone.

Jason Bond said this subdivision has been approved but not recorded. This is Plat F with 15 lots; Mr. Whitby would like to do this subdivision in two phases by pulling out 1 lot now. Mr. Whitby will need to get a plat amendment, but all of the utilities are already in. Jason Bond said the only tricky thing is the open space, but they have enough to meet the open space requirement.

Jannicke Brewer said the open space will be the area including the stream bed which is private. She showed on the map all the areas of the open space including public open space maintained by the City. Judi Pickell asked if the Deerfield Subdivision was a PRD and part of this subdivision or does the Whitby Woodlands Subdivision stand alone. Mr. Whitby said they are separate subdivisions. Jannicke Brewer showed on the map the separate subdivisions. Judi Pickell questioned subdividing just one lot because that is unusual. Jason Bond said Mr. Whitby is not subdividing one lot; he is just recording one of the fifteen approved lots at this time.

Judi Pickell asked if this subdivision is in a flood plain. Mr. Whitby said Fort Creek is in a flood channel but not a flood plain and he said he did a map amendment to exclude a flood plain. The City controls how much water will come down the stream. Steve Cospers asked if the water policy would have to be met for just one lot. Jannicke Brewer said yes it will because the water policy comes in as the lots are being recorded and developed. Jason Bond said he spoke with Jed Muhlestein and the redlines on the plat have been done.

Judi Pickell asked Mr. Whitby why he is only recording one lot at this time. Mr. Whitby said he would normally do the whole phase at one time but he doesn't want to develop this property at this time. He said he had an opportunity to sell this one piece of the property on a busy road and he thought it was a good idea to move forward while he had the chance. Jannicke Brewer said the road and all the utilities are already there so there is no problem with Mr. Whitby going ahead with just one lot. Judi Pickell asked about the park in the subdivision. Jason Bond said it is a pocket park that is maintained by the City. Jannicke Brewer said the stream bed is on private property and the homeowners association maintains it. It is not part of any lot; it is in private open space.

1
2 **MOTION:** Chuck Castleton recommended that final approval of the Whitby Woodlands Plat F Phase 1 be granted
3 subject to the following condition:

- 4
5 1. The water policy be met for the development.
6

7 Steve Swanson seconded the motion. The motion was unanimous with 5 Ayes, 0 Nays. Steve Cosper, Jannicke
8 Brewer, Chuck Castleton, Steve Swanson and Judi Pickell all voted Aye.
9

10
11 **B. General Plan Discussion**

12 The General Plan will require in-depth discussion through committees and public input during Planning
13 Commission meetings. Several topics, including density, will be thoroughly and carefully considered. A detailed
14 list of topics will be created and a timeline will be established for the next 5 months with 1 topic being covered each
15 month. Additional information will be provided at the meeting.
16

17 Jason Bond said the General Plan is a big Master Plan of what we want the City to look like and how it's going to be
18 developed. He said the last time the General Plan was updated was in 2007 and now it's time to update it. It's
19 going to take a lot of time and discussion on different topics. Jason Bond said he met with Mayor Watkins,
20 Councilman Jones, and Jannicke Brewer to figure out the best way to do this. He said it has been difficult, but they
21 wanted to lay out a plan and have a good approach for the update. He said they narrowed it down to discussing the
22 General Plan in three different categories. The Planning Commission would like to dedicate the 3rd week to General
23 Plan. He said the group felt like the best way to approach the key topics was to focus on:
24

25 **1. Commercial**

26 Central Business Corridor
27 Business Commercial Boundary
28 Main Street
29 Architectural Guidelines
30

31 **2. Residential**

32 Diversity of Housing
33 Accessory Apartments/Accessory Dwelling Units
34 Townhomes
35 Density
36 Residential Zoning
37

38 **3. Parks/Open Space**

39 Lambert Park
40 Trails (Local and Regional)
41 Connectivity
42 Open Space
43

44 Jason Bond said the plan is to get a little more detailed on these topics and to spend two months on each category.
45 We will take time at the beginning of the Planning Commission meeting on the third Tuesday each month. He said
46 this will be a priority to make sure it gets done and it will be the first thing on the agenda so it doesn't get pushed
47 aside. Before this happens, there will be committee meetings that will include the Mayor, and two Councilmen, the
48 City Planner, the City Administrator, the Planning Commission Chairman, Jannicke Brewer and any Planning
49 Commission members that want to be involved in this committee. What we want to do with this committee is really
50 discuss in detail the different topics and come up with different alternatives and ideas to bring to the Planning
51 Commission. This will help us be better prepared and give the Planning Commission and residents something to
52 discuss and react to.
53

54 Jason Bond said the Planning Commission welcomes input from the residents and wants the public to feel free to ask
55 questions or give ideas as these topics are being discussed. He said that Jane Griener is a resident volunteer who is
56 looking to get some community involvement tools going to help residents get more involved. These tools will be a

1 way for residents to give input on issues such as the General Plan. Jason Bond said that once all the items on the list
2 have been discussed, he will draft the ordinances for the Planning Commission to review and recommend for
3 approval. Jannicke Brewer said she agreed because sometimes it is difficult to think of all the different items that
4 need to be discussed during Planning Commission meetings. If three options are presented during a meeting, then
5 we can choose which one or parts of them we like and create a discussion at that point.

6
7 Jane Griener said she is working with the Mayor to come up with a better way to communicate with the citizens
8 because the one of the Mayor's biggest concerns is giving everyone a chance to have input. She said they have
9 come up with a site called Join In Alpine which will be a communications campaign to try and get more people in
10 Alpine involved. She said the Mayor wants the citizens to take the opportunity to be involved as well as letting
11 them know when they can give their input. This campaign will be linked to the City's website as well as signage
12 around the City leading people to the site. Once they are there, they will give their name, email address, and cell
13 phone number. Then they can select which messages they want to receive and how often. She said this site will
14 have multiple lines of communication to reach out to more people in the community such as Facebook, Twitter and
15 Instagram. These tools will be used to remind people of Planning Commission meetings and City Council meetings.

16
17 Jane Griener said when there are real emergencies such as flood and fires; Twitter has been proven to be one of the
18 main forms of communication. She said it may not be new information, but different ways to get the information
19 out to more people and hopefully reach the younger generation. For example, Join In may have an article about
20 accessory apartments and a link back to Alpine City's website where people can download an application. Jane
21 Griener said the Mayer is very excited about this and his goal is to reach diverse age groups to get input and to
22 disseminate information.

23
24 Jannicke Brewer said she thought this was a good idea because the newsletter only comes out once a month. Jane
25 Griener said this site is in real time so you don't have to wait a whole month to get information. She said she is
26 hoping this site can be up and running March 2014. She said this will be an opt in program so only those that sign in
27 will receive messages. That way, people who are not interested won't be charged for text messages. Jane Griener
28 showed on the screen how the citizens would get into the Join In site and how to navigate around the page and how
29 it would be linked in to the City Website.

30
31 Steve Swanson asked if people will be able to participate in this site because he said he would be interested in what
32 people have to say that don't dare come say it in a public meeting. Jane Griener said to start off with we will not
33 have a moderator and we don't want people to put whatever they want on the site. However, there will be a way for
34 them to ask questions, give suggestions, etc.

35
36 Jannicke Brewer said she thought this site would be useful to the scouts because it would be a way for them to
37 communicate with the city and fulfill their merit badge requirements. Darlene Page thanked the Planning
38 Commission for allowing the scouts to come to the meeting tonight. Julie Page said it would be really nice as the
39 City is planning to keep the scouts in mind and have some service opportunities available to the boys. We would
40 like these service opportunities to be available and have a list of needs to choose from. We would appreciate a
41 contact name or know where to go on the website.

42
43 Jason Bond said a committee will take at least two months on each category and bring a detailed list of things to
44 discuss to the next Planning Commission meeting. Steve Swanson asked how much of the General Plan really
45 needed to be changed, and couldn't we just change things as needed if a situation comes up. Jason Bond said we
46 need to be a little more proactive instead of reactive. We get into trouble when react to things and when our backs
47 are against the wall. The General Plan is the guiding document that tells everyone this is what we want Alpine to
48 look like. Every decision we make, we're going to reference the General Plan.

49
50 Steve Swanson said he was concerned that there wouldn't be enough input on the items to be discussed because we
51 need input from residents and that doesn't happen until an issue comes up. Judi Pickell said we need to have strong
52 planning principles and we shouldn't wait until a problem comes before us. She said there a lot of holes in the plan
53 right now and we need to guide it to how we want it to be and that's why the City hired a professional Planner.
54 Jannicke Brewer said the plan is so vague that it is hardly worth looking at it right now.

55

1 Judi Pickell asked if we have an affordable housing plan because State law requires you have one in every two
2 years. Jannicke Brewer said our accessory apartments meet the affordable housing requirements and we have turned
3 in the plan each time and we have been able to use our accessory apartments to satisfy that requirement. Will Jones
4 said we need to expand not only the Affordable Housing but the Fair Housing Act as well because we may have
5 some difficulty being in compliance with all aspects of that.

6
7 Jannicke Brewer said the Planning Commission should take a look at the large property on the south of town and
8 decide if we should want to make it Commercial. Judi Pickell said this would take input from an economic
9 development consultant to tell us what our options are. She said she thinks it would be worth the investment to get a
10 professionals opinion. She also said there are tools we can use to help businesses come into Alpine. For instance, if
11 you ask the business to improve the property with landscaping and keep it looking good, the City could reduce the
12 taxes. Alpine has a lot of historical character that we need to build upon, maintain and preserve, but we also need to
13 improve upon it.

14
15 Steve Swanson said we are looking for convenience and desirability more than economics. Judi Pickell said that we
16 are lacking in architectural guidelines and we need to have more cohesive guidelines to show how it all fits together.
17 It needs to be reminiscent of the historic Alpine and have that look and feel. Jannicke Brewer said we need to decide
18 what we want Main Street to look like and she said it would be very helpful if an economic developer could give us
19 ideas.

20
21 Steve Swanson asked if we have addressed group home issues to the point that we are satisfied. Will Jones said we
22 are still working on this ordinance and we will have legal council to make sure we meet all the State and Federal
23 regulations.

24
25 Jannicke Brewer said we need to get a better idea of how many accessory apartments we have in the City. Judi
26 Pickell asked if there was any penalty for those not reporting an apartment. Will Jones said so far there have been no
27 consequences. Jason Bond said this is a big topic that the Mayor wants to address and the approach he is going to
28 take on it is to educate the public on what the accessory apartment ordinance is and then in July we will hit hard on
29 enforcement. Jannicke Brewer said the apartment has to have sleeping, sanitation and cooking to be considered an
30 accessory apartment. Even if it is just a Mother-In- Law apartment and you are not charging rent, it still needs to be
31 registered so the City can meet the Affordable Housing requirements. Jason Bond said we also need to make sure
32 people are not renting out the top and bottom to two separate families and turning the home into a duplex. The
33 home needs to be owner occupied in order to rent out a portion of it.

34
35 Judi Pickell asked if people were coming in and asking to build apartments or townhouses. Will Jones said yes, but
36 currently they are not legal. Jannicke Brewer said the only townhomes we have are the Senior Housing and they are
37 not that affordable. Judi Pickell said having townhomes is not going to fix our affordable housing problem, and any
38 affordable housing would end up being subsidized housing from the State. The Planning Commission said this is a
39 very difficult topic because people in Alpine don't want apartments here. Jason Bond said this is very controversial
40 and something that we will have to look at in more depth.

41
42 Judi Pickell said we need signage in Lambert Park to identify the different trails. This could be a project for the
43 scouts. She said maybe this summer the trails could be a theme for the scouts Eagle Projects. Jason Bond said an
44 idea would be to pave some of the main trails in the city, to make it better for mothers with strollers, kids, etc.

45
46 Judi Pickell asked about biking lanes on the roads. Will Jones said he liked that idea, and Jannicke Brewer said to
47 add it to the Parks and Open Space list to be discussed. Jannicke Brewer said we also need to talk about motorized
48 vehicles in Lambert Park. The Planning Commission talked about annexation projects that want to come into
49 Alpine. They discussed density, access roads and utilities to these properties.

50 51 **IV. COMMUNICATIONS**

52 Judi Pickell asked if Jason Bond had set up a date for Professor Nelson to come give his presentation. Jason Bond
53 said they are still working on it and we may need to come up with some money for a scholarship. He said he will let
54 everyone know once he has more information.

1 Jannicke Brewer asked Jason Bond about the Appeal Authority Amendment and if he had talked with David Church
2 about the requirement for sending out notification letters. Jason Bond said currently our ordinance requires
3 notification letters. He said he did speak with David Church and David Church said its fine that we send out
4 notification letters, but we are not required to and it gives the public a false notion that they can come in and effect
5 decisions one way or another.

6
7 Jannicke Brewer said we also had questions on the difference between a variance and an appeal and she said it needs
8 to be finished because a motion was not made. Judi Pickell said it needs to be corrected because we don't have a
9 method for someone to appeal in the ordinance; we only have a method for someone to ask for a variance. Jason
10 Bond said we have a method for people to appeal. We have a Board of Adjustment and a Hearing Officer. The
11 Board of Adjustment takes care of variances, and the Hearing Officer takes care of the appeals. Judi Pickell said we
12 should change the wording and get it correct. The Planning Commission discussed cell towers and said there were a
13 few issues that needed to be clarified in the General Plan and to add that topic to the list.

14
15 **V. APPROVAL OF PLANNING COMMISSION MINUTES OF:** January 21, 2014 and February 4, 2014

16
17 **Motion:** Chuck Castleton moved to approve the Planning Commission minutes for January 21, 2014 and February
18 4, 2014 subject to changes.

19
20 Steve Swanson seconded the motion. The motion passed unanimously with 4 Ayes and 0 Nays. Jannicke Brewer,
21 Chuck Castleton, Steve Swanson and Judi Pickell all voted Aye.

22
23 Jannicke Brewer stated that the Planning Commission had covered all of the items on the agenda and adjourned the
24 meeting at 8:50pm.