

#### ALPINE CITY PLANNING COMMISSION MEETING

NOTICE is hereby given that the PLANNING COMMISSION of Alpine City, UT will hold a Regular Meeting at Alpine City Hall, 20 North Main, Alpine, Utah on Tuesday, September 18, 2018 at 7:00 pm as follows:

#### I. GENERAL BUSINESS

A. Welcome and Roll Call: David Fotheringham
B. Prayer/Opening Comments: Alan MacDonald
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. Exception Request Gateway Historic & Business Commercial Parking Requirements

  Petitioner (Dylan Ense) is seeking an exception to the parking requirements for an event center.
- B. Exception Request Gateway Historic & Business Commercial Setback Requirements

  Petitioner (Bank of American Fork) is seeking an exception to setback requirements.
- C. Public Hearing –Amendment to Ordinance Density CR-20,000 & CR-40,000 Article 3.3.4 & 3.4.4 Planning Commission will hold a public hearing and make a recommendation to City Council.
- D. Public Hearing Amendment to Ordinance Buildable Area, Driveway Cut & Fill Article 3.1.11.7 Planning Commission will hold a public hearing and make a recommendation to City Council.

#### IV. COMMUNICATIONS

V. APPROVAL OF PLANNING COMMISSION MINUTES: September 4, 2018

#### **ADJOURN**

Chairman David Fotheringham September 18, 2018

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 vs. 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.

**SUBJECT:** Exception Request – Gateway Historic & Business Commercial

**Parking Requirements** 

FOR CONSIDERATION ON: 18 September 2018

**PETITIONER:** Dylan Ense

ACTION REQUESTED BY PETITIONER: Approve parking exception.

#### **BACKGROUND INFORMATION:**

The petitioner, Dylan Ense, has submitted a request for an exception to the off-street parking requirement for a reception center. The property is located at 45 East 200 North. Plans for the proposed parking show 18 spaces on the subject property, 21 spaces on adjacent parcels owned by the same landowner, and an additional 13 spaces at the D&M Holdings Property on the other side of 200 North. In total, 52 off-street parking spaces would be provided.

According to Alpine City Development Code Article 3.24.3 reception centers are required to provide 13.5 parking spaces for every 1,000 sq. ft. for buildings 20,000 sq. ft. or less. The subject structure is approximately 4,500 sq. ft. Ordinance would require 61 spaces based on the approximate sq. ft.

#### Article 3.11.4.3.5 says:

The planning commission may recommend exceptions to the Business Commercial Zone requirements regarding **parking**, building height, signage, setbacks and use of it finds that the plans proposed better implement the design guidelines to the City Council for approval.

The proposed site for the reception center is located next to Purple headquarters, who has a history of parking issues. Staff recommends that if the proposal is approved that the hours of the event center be limited to mitigate the impact to neighboring properties and area.

#### STAFF RECOMMENDATION:

Staff recommends approval of the proposed parking exception with the following conditions:

- Written agreements be required from landowners for all off-premise parking.
- The event center be limited to operating hours that will minimize the impact to the neighboring properties and area.



#### Austin Roy <aroy.alpinecity@gmail.com>

#### City Council Meeting Request - 45 E 200 N Alpine, UT

admin@knotandpine.com <admin@knotandpine.com> To: aroy@alpinecity.org

Mon, Sep 10, 2018 at 10:47 PM

Thank you for taking the time to meet with us today to discuss the purposed use of the Alpine Barn located at 45 E 200 N Alpine, UT. Our request is to meet with the city council next Tuesday to discuss an exception for the parking requirement. Attached is the purposed parking for the subject property along with the shared spaces with the adjacent property with same ownership and rights to parking. Additionally, my sister owns the building across from Purple and has agreed to share parking. 95% of our events take place in the evenings and will not interfere with the traffic and parking issues the city is currently facing on that street. At a worst case scenario, we will have 35 vehicles at one point during an event and will limit our clients to the amount of attendees in the building.

Here is what we are looking at with 9' spaces:

Subject Parking: 39 Spaces

D & M Holdings Property: 13 Spaces

Total: 52 spaces (not including street parking)

We will provide examples of 6 similar event spaces that only have 30 stalls including our reception hall in American Fork.

We are grateful for the opportunity and hope to find a solution that will allow everyone to enjoy this historical building.

Thank you again for your time.

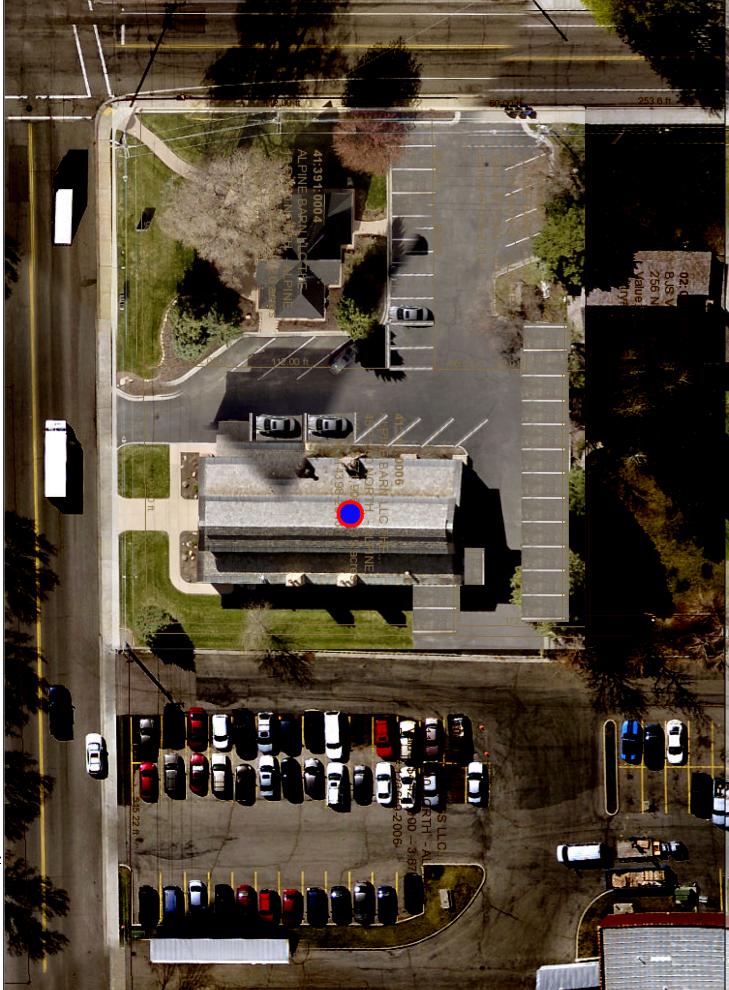
Dylan Ence 801-631-7290 Knot & Pine

#### 2 attachments



\_ags\_43c2dbd1d8004e52a4d9460ef87b0e89.pdf 405K





This cadastral map is generated from Utah County Recorder data . It is for reference only and no liability is assumed for any inaccuracies, incorect data or variations with an actual survey







**SUBJECT:** Exception Request – Gateway Historic & Business Commercial

**Setback Requirements** 

FOR CONSIDERATION ON: 18 September 2018

**PETITIONER:** Bank of American Fork

ACTION REQUESTED BY PETITIONER: Approve setback exception.

#### **BACKGROUND INFORMATION:**

The petitioner, Bank of American Fork, has submitted a request for an exception to the setback requirement for the Business Commercial Zone. They are proposing to build a new building on the property located at 105 South Main Street. Plans show setbacks of 10 feet on the northerly end of the property off of 100 South, and 20 feet on the westerly side of the property off of main street.

According to Alpine City Development Code Article 3.7.5.1 buildings shall be setback not less than 30 feet from the property line on all streets.

#### And, article 3.11.4.3.5 says:

The planning commission may recommend exceptions to the Business Commercial Zone requirements regarding parking, building height, signage, setbacks and use of it finds that the plans proposed better implement the design guidelines to the City Council for approval.

The current Bank of American Fork building has setbacks of approximately 11 feet off 100 South, and 22 feet off Main Street. The new site plan does not deviate greatly from the setbacks of the current building.

#### STAFF RECOMMENDATION:

Staff recommends approval of the proposed setback exceptions.



#### Austin Roy <aroy.alpinecity@gmail.com>

#### Bank of American Fork Alpine Branch Rebuild

Jason Sandburg < Jason S@cmautah.com>

Wed, Sep 12, 2018 at 6:40 PM

To: Shane Sorensen <ssorensen@alpinecity.org>, "aroy@alpinecity.org" <aroy@alpinecity.org> Cc: Dale Buxton <dale.buxton@pi.bank>, Gerrit Timmerman <GerritT@cmautah.com>, Michael Sroufe <michaels@cmautah.com>

Shane and Austin,

Attached is a site plan of the Bank of American Fork Alpine Branch located on the corner of Main Street and 100 South in Alpine. The owners are desiring to rebuild this bank building and in looking at the current zoning code it requires that we have a 30 foot setback from the streets. (Both 100 south and Main Street). Also in your zoning code it allows the planning commission to consider this set back on a case by case basis. We would like to proposed a reduction in the current required set back as indicated on the attached plan, which is not much different than the current conditions of the current building location.

We would also like to get on the planning commission meeting agenda next Tuesday, September 18, 2018 for the planning commission to review this situation. Will you please let me know if this is possible? If so, please let me know if the attached drawing is sufficient for them to review this or if you need me to provide additional information.

Thank you for your help and consideration

Jason Sandburg, AIA, NCARB

Project Architect

Curtis Miner Architecture, LLC

233 South Pleasant Grove Blvd. Suite 105

Pleasant Grove, Utah 84062

Phone: (801) 769-3000

Fax: (801) 769-3001

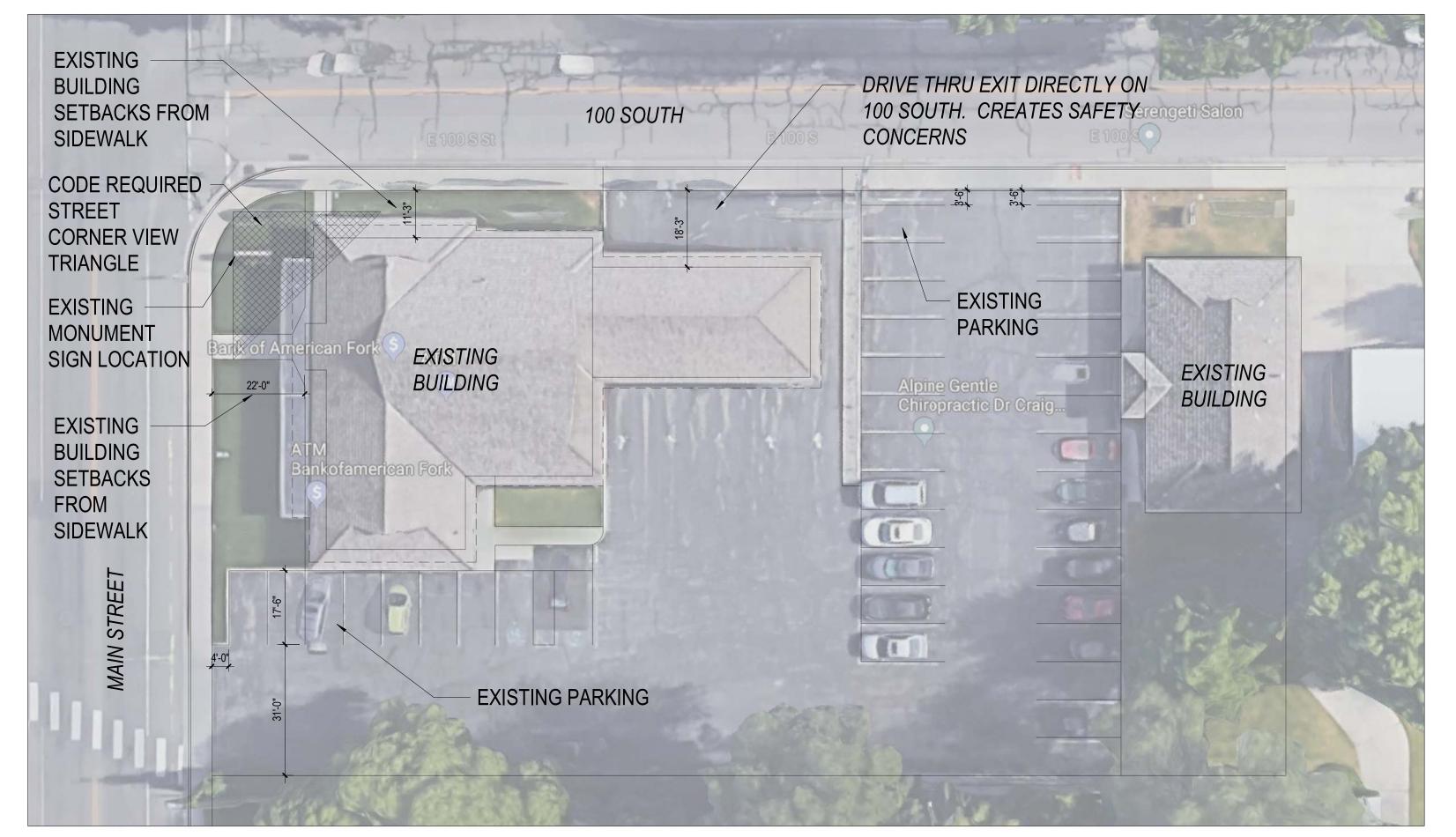
jasons@cmautah.com

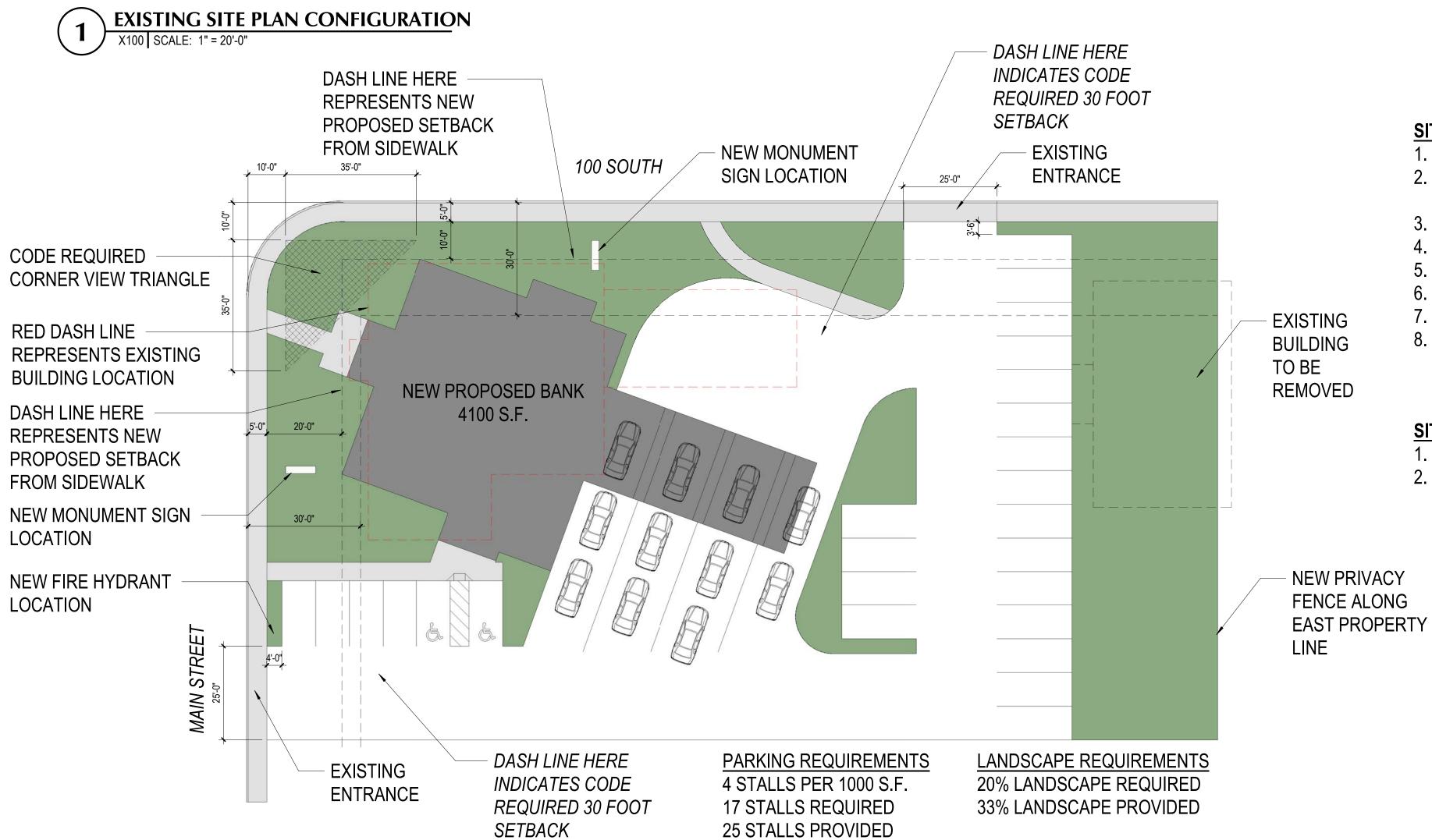
www.cmautah.com



The attached information is the property of Curtis Miner Architecture, LLC, and may not be used or reproduced without written consent. Curtis Miner Architecture, LLC, makes no warranties, expressed or implied, concerning the accuracy of the information contained within any document transmitted or reviewed by computer or by any other electronic means.

2018-9-12 BANK OF AMERICAN FORK ALPINE BRANCH REBUILD PROPOSAL.pdf 7910K





## **SITE BENEFITS:**

- 1. IMPROVED SAFETY EXITING ONTO 100 SOUTH
- 2. PROVIDED PROPER CLEARANCES FOR CODE REQUIRED STREET CORNER VIEW ANGLE TRIANGLE.
- 3. RELOCATED BUILDING OUT OF STREET CORNER VIEW ANGLE TRIANGLE
- 4. RELOCATED MONUMENT SIGN OUT OF STREET CORNER VIEW ANGLE TRIANGLE
- 5. ADDED FIRE HYDRANT TO SITE
- 6. NEW BEAUTIFUL BUILDING ALONG MAIN STREET
- 7. INCREASED LANDSCAPING
- 8. NEW BUILDING WILL NOT HAVE THE OLD WOOD SHAKE STYLE ROOFING

### SITE ZONING EXCEPTIONS:

- 1. BUILDING SETBACK REQUIREMENT REDUCED FROM 30 FEET
- 2. PARKING STALL SETBACK REQUIREMENT REDUCED FROM 30 FEET

BANK OF AMERICAN FORK BRANCH REBUILD

ALPINE UTAH

SEPTEMBER 17, 2018

CURTIS MINER

ARCHITECTURE

233 SOUTH PLEASANT GROVE BLVD.

SUITE #105

PLEASANT GROVE, UTAH 84062

PHONE: (801) 769-3000 cma@cmautah.com

**SUBJECT:** Public Hearing – Amendment to Ordinance – Article 3.3.4 and Article

3.4.4 Density, Lot Area, and Width Requirements in the CR-20,000 &

CR-40,000 Zones.

FOR CONSIDERATION ON: 18 September 2018

**PETITIONER:** Staff

ACTION REQUESTED BY PETITIONER: Receive public comment and

recommend approval of amendment to ordinance.

#### **BACKGROUND INFORMATION:**

Staff have reviewed the density requirement ordinance for the CR-20,000 and CR-40,000 zones and recommend changes to density, lot area and lot width requirements.

#### STAFF RECOMMENDATION:

Review and recommend approval of amendment to Article 3.3.4 and 3.4.4 of the Development Code.

# Memo



To:

**Alpine City Planning Commission** 

From:

Jed Muhlestein, P.E.

City Engineer

Date:

**September 17, 2018** 

Subject:

PROPOSED DEVELOPMENT CODE CHANGE, 3.3.4 & 3.4.4

DENSITY, LOT AREA AND WIDTH REQUIREMENTS IN THE

CR 20,000 & CR 40,000 ZONES

In 2014 the City was approached by a developer claiming the process to determine density was cumbersome and produced oddly shaped lot lines, leaving the City and future home owners with undesirable lot layouts. The layouts created irregular lots lines which don't make sense to the lot owner when it comes time to put in a fence, find their property corners, landscape their yards, etc. Exhibit A shows the lot layout proposed under the old ordinance vs what the layout could look like based on their ordinance change proposal. Their proposal was to take the PRD ordinance density calculations and apply them to standard subdivisions. The City looked at their proposal, agreed it would clean up lots lines, and made the modifications to the ordinance.

Prior to this change average slope of a lot was a determining factor in overall density. Depending on the average slope of each lot, there were requirements for total area and frontage widths. The restrictions that the average slope requirements brought with it were the reason for irregular shaped lots. When the ordinance was changed, the area and width requirements were eliminated.

With development continuing to creep into the steeper areas of the city Staff has realized that more lots are being (or would be) allowed on the hillsides of the city than would have been with the previous code due to the lack of the area and width requirements. The City Council and Planning Commission have consistently tried to preserve the spacious feeling and visual openness of the city with hillside protections and zoning ordinances. The previous sections of code (3.3.4/3.4.4) were one example of that. Staff feels it would be in the City's best interest to re-instate previous code regarding density, lot area, and lot width requirements. Staff would also recommend there be a process to eliminate the irregular shaped lot lines created by the previous code. It is Staff's recommendation that the Planning Commission review and recommend to the City Council the proposed changes as noted below. Included as Exhibits B and C are clean versions of the proposed changes.

## 3.3.4 DENSITY, LOT AREA AND WIDTH REQUIREMENTS - SINGLE FAMILY DWELLINGS.

1. The minimum area and width requirements of a zoning lot shall be determined upon the average slope of the lot and shall conform to the following schedule:

Avei	age Slope	Minimum Ar	ea	Minimum Width
of Lo	ot*	(in Square fe	eet)	(at min. front setback)
0 - 9	.9%	20,000 (.46	ac.)	110 ft.
10 -	14.9%	30,000 (.68	ac.)	110 ft.
15 -	19.9%	40,000 (.92	ac.)	110 ft.
20 -	24.9%	60,000 (1.37	ac.)	110 ft.
25%	+	Not Buildabl	<u> </u>	Not Buildable

- \* Average Slope of Lot shall be determined in accordance with the provisions of Section 3.1.11.5 of the Alpine City Development Code.
- 2. The City Council may, with input from the applicant, modify lot lines to reduce angles, corners, and odd configurations when:
  - a. A concept plan has been provided which meets the criteria set forth in section 3.3.4.1;
  - b. The modified concept plan does not have any more or less lots than were shown in the concept plan;
  - c. The modified concept plan does not contain any lots which have less than 110 feet of frontage or 20,000 square feet in total area.
  - d. The lots within the modified concept plan each contain a minimum 20,000 square feet of area outside the mapped 100-year flood plain areas.
- 1. <u>Density</u>. The density for a project area shall be determined by the City upon a detailed slope analysis of the proposed project area in accordance with the following schedule. Calculations ending a fraction shall be rounded to the nearest whole number.

### Density (in acres per dwelling unit) Percent of Slope CR-20,000

<del>- 0 - 9.9%</del>	0.58 acre/unit	
<del>10</del>	14.9%	0.86 acre/unit
<del>15 -</del>	19.9%	1.15 acre/unit
<del>20 -</del>	24.9%	1.72 acre/unit
<del>25 -</del>	29.9%	2.30 acre/unit
30+%		5.00 acre/unit

#### **Example of Density Slope Calculations**

Percent of Slope	Area within Slope Range p	Required Area	Allowable	
	(acres)	(acres/unit)*		
0 - 9.9%	5.97	0.58	<del></del> 10.30	
10 - 14.9%	0.89	0.86	1.04	
<del>15 - 19.9%</del>	0.22	1.15	0.19	
20 - 24.9%	0.16	1.72	0.09	
25 - 29.9%	0.08	2.30	0.03	
30 + %	0.18	5.00	0.04	
Total	7.50		11.69 = 12	2 lot

<sup>\*</sup> Required area per dwelling is found in the density table above.

Example: 7.50 acres in the CR-20,000 zone

#### CR-40,000 ZONE

### 3.4.4 DENSITY, LOT AREA AND WIDTH REQUIREMENTS - SINGLE FAMILY DWELLINGS.

1. The minimum area and width requirements of a zoning lot shall be determined upon the average slope of the lot and shall conform to the following schedule:

Average Slope	Minimum Area	Minimum Width
of Lot*	(in Square feet)	(at min. front setback)
0 - 9.9%	40,000 (.92 ac.)	110 ft.
10 - 14.9%	60,000 (1.36 ac.)	150 ft.
<del>15 - 19.9%</del>	80,000 (1.84 ac.)	200 ft.
20 - 24.9%	120,000 (2.76 ac.)	250 ft.
25%+	Not Buildable	Not Buildable

- \* Average Slope of Lot shall be determined in accordance with the provisions of Section 3.1.11.5 of the Alpine City Development Code.
- 2. The City Council may, with input from the applicant, modify lot lines to reduce angles, corners, and odd configurations when:
  - a. A concept plan has been provided which meets the criteria set forth in section 3.4.4.1;
  - b. The modified concept plan does not have any more or less lots than were shown in the concept plan;

<sup>\*\*</sup> Allowable lots is determined by dividing the area within the slope range by the required area per dwelling unit. For example, in the slope range 10-14.9% divide 0.89 (area within slope range) by 0.86 (required area per dwelling unit).

<sup>2.</sup> Let Area and Let Width. The minimum let width shall be 20,000 square feet with a minimum 110 feet measured at the front setback.

- c. The modified concept plan does not contain any lots which have less than 110 feet of frontage or 40,000 square feet in total area.
- d. The lots within the modified concept plan each contain a minimum 40,000 square feet of area outside the mapped 100-year flood plain areas.
- Density. The density for a project area shall be determined by the City upon a
  detailed slope analysis of the proposed project area in accordance with the following schedule. Calculations ending a
  fraction shall be rounded to the nearest whole number.

### Density (in acres per dwelling unit) Percent of Slope CR-40,000

0	9.9%	1.00 acre/unit
<del></del>	9.970	1.00 aore/umi
10-	14.9%	1.50 acre/unit
10		
15 -	19.9%	2.00 acre/unit
10	10.070	
20 -	24.9%	3.00 acre/unit
20	24.070	0.00 dore/ drift
25	20 0%	4.00 acre/unit
20	20.070	4.00 dol 0/ di ili
30 + %		5.00 acre/unit
<del>30+70</del>		U.UU doi U/ ui iit

#### **Example of Density Slope Calculations**

Percent	Area within	Required Area	Allowable	
of Slope	— Siope Range (acres)	(acres/unit)*	—Lots**	
0 - 9.9%	11.89	1.00	<del></del> 11.89	
10 - 14.9%	4.53	1.50	3.	<del>.02</del>
15 - 19.9%	0.00	2.00		<del>.00</del>
20 - 24.9%	0.00	3.00		0.00
25 - 29.9%	0.00	4.00	0.	<del>.00</del>
30 + %	0.00	5.00		<del>.00</del>
Total	16.42			14 01 – 15

<sup>\*</sup> Required area per dwelling is found in the density table above.

Example: 16.42 acres in the CR-40,000 zone

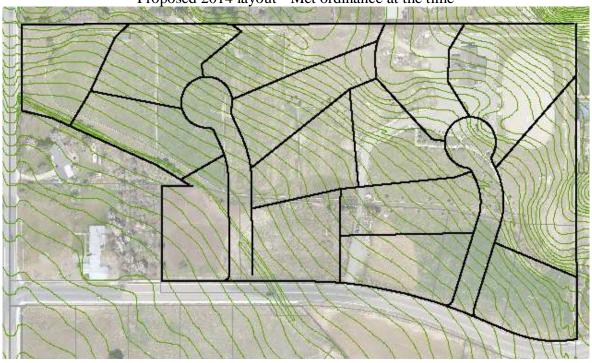
2. Let Area and Let Width. The minimum let width shall be 40,000 square feet with a minimum

110 feet measured at the front setback

<sup>\*\*</sup> Allowable lots is determined by dividing the area within the slope range by the required area per dwelling unit. For example, in the slope range 10-14.9% divide 4.53 (area within slope range) by 1.50 (required area per dwelling unit).

## EXHIBIT A 2014 PROPOSED LAYOUT VS APPROVED AFTER ORDINANCE CHANGE

Proposed 2014 layout - Met ordinance at the time



Approved 2014 layout - After ordinance was changed



#### EXHIBIT B PROPOSED CODE CHANGE, SECTION 3.3.4, CR-20,000 ZONE

### 3.3.4 DENSITY, LOT AREA AND WIDTH REQUIREMENTS - SINGLE FAMILY DWELLINGS.

1. The minimum area and width requirements of a zoning lot shall be determined upon the average slope of the lot and shall conform to the following schedule:

Average Slope	Minimum Area	Minimum Width
 of Lot*	(in Square feet)	(at min. front setback)
0 - 9.9%	20,000 (.46 ac.)	110 ft.
10 - 14.9%	30,000 (.68 ac.)	110 ft.
15 - 19.9%	40,000 (.92 ac.)	110 ft.
20 - 24.9%	60,000 (1.37 ac.)	110 ft.
25%+	Not Buildable	Not Buildable

<sup>\*</sup> Average Slope of Lot shall be determined in accordance with the provisions of Section 3.1.11.5 of the Alpine City Development Code.

- 2. The City Council may, with input from the applicant, modify lot lines to reduce angles, corners, and odd configurations when:
  - a. A concept plan has been provided which meets the criteria set forth in section 3.3.4.1;
  - b. The modified concept plan does not have any more or less lots than were shown in the concept plan;
  - c. The modified concept plan does not contain any lots which have less than 110 feet of frontage or 20,000 square feet in total area.
  - d. The lots within the modified concept plan each contain a minimum 20,000 square feet of area outside the mapped 100-year flood plain areas.

#### EXHIBIT C PROPOSED CODE CHANGE, SECTION 3.4.4, CR-40,000 ZONE

### 3.4.4 DENSITY, LOT AREA AND WIDTH REQUIREMENTS - SINGLE FAMILY DWELLINGS.

1. The minimum area and width requirements of a zoning lot shall be determined upon the average slope of the lot and shall conform to the following schedule:

Average Slope	Minimum Area	Minimum Width
of Lot*	(in Square feet)	(at min. front setback)
0 - 9.9%	40,000 (.92 ac.)	110 ft.
10 - 14.9%	60,000 (1.36 ac.)	150 ft.
15 - 19.9%	80,000 (1.84 ac.)	200 ft.
20 - 24.9%	120,000 (2.76 ac.)	250 ft.
25%+	Not Buildable	Not Buildable

- \* Average Slope of Lot shall be determined in accordance with the provisions of Section 3.1.11.5 of the Alpine City Development Code.
- 2. The City Council may, with input from the applicant, modify lot lines to reduce angles, corners, and odd configurations when:
  - a. A concept plan has been provided which meets the criteria set forth in section 3.4.4.1;
  - b. The modified concept plan does not have any more or less lots than were shown in the concept plan;
  - c. The modified concept plan does not contain any lots which have less than 110 feet of frontage or 40,000 square feet in total area.
  - d. The lots within the modified concept plan each contain a minimum 40,000 square feet of area outside the mapped 100-year flood plain areas.

**SUBJECT:** Public Hearing – Amendment to Ordinance – Article 3.1.11.7

Definition of Buildable Area, Driveway Cut/Fill Clarification.

FOR CONSIDERATION ON: 18 September 2018

**PETITIONER:** Staff

ACTION REQUESTED BY PETITIONER: Receive public comment and

recommend approval of amendment to ordinance.

#### **BACKGROUND INFORMATION:**

Staff have reviewed the definition of buildable area in the zoning ordinance and recommend a clarification be made with regards to driveway measurements for cut/fill.

#### STAFF RECOMMENDATION:

Review and recommend approval of amendment to Article 3.1.11.7 of the Development Code.

# Memo



To: Alpine City Planning Commission

From: Jed Muhlestein, P.E.

**City Engineer** 

Date: September 7, 2018

Subject: PROPOSED DEVELOPMENT CODE CHANGE, 3.1.11.7.f

DRIVEWAY CUT/FILL CLARIFICATION

Staff has noticed a clarification in the development code regarding cut/fill on driveways that needs made. Without the clarification, a developer does not know where to measure the cut/fill from as mentioned in section 3.1.11.7.f.

Proposed Change:

#### 3.1.11.7.f

The area is readily capable of vehicular access from the adjacent public street over a driveway having a slope of not more than twelve (12) percent with no cut or fill greater than five feet as measured at the finished grade of the centerline alignment.