

# ELK RIDGE PLANNING COMMISSION

January 9, 2014

## TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, January 9, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

## ROLL CALL

*Commissioners:* Kelly Liddiard, Colin Logue, Cory Thompson, Kevin Hansbrow  
*Absent:* Clint Ashmead, Andy Costin, David Clark  
*Others:* Shay Stark, *Aqua Planner*  
Marissa Bassir, *Planning Commission Coordinator*  
Mayor Shelley, Lee Haskell, Developer

## OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

## APPROVAL OF AGENDA

No changes were made to the agenda.

## HASKELL GOLF COURSE PRELIMINARY PLAT

Shay Stark, City Planner provided a background of the proposed subdivision. It is located off of Elk Ridge Drive on Olympic Drive toward Gladston Golf Course. Payson City owns some property adjacent to the Golf Course. The subdivision is currently zoned as R-1-15,000 so the minimum size of lot is 1/3 acre. The development encompasses 11.77 acres and is proposed to have 21 lots. Olympic lane would continue to the west. The road has been stubbed out for future development. Mr. Stark explained that Elk Ridge owns three adjacent parcels for a future city park. The application was submitted to the City in October 2013 and Mr. Haskell proposed that the City participates in the development of the street because the city has a 56 foot by 300 foot parcel that is against Elk Ridge Drive that lines up with the existing Olympic Lane and they want to utilize the property to access the subdivision. The proposed street swings down to the north so half of the width of the street is on the city's parcel. The developer has asked that the city provide the small portion for the road, which is .18 acre and also to provide half of the street improvements across the frontage of the city's park parcel. The proposal was seen by the city council in October and there was another discussion in November where they accepted the terms. There has been a TRC and was deemed that it meets the current code. There were not any major issues in the TRC to change the design. The outstanding items from the TRC were as follows:

1. Final plat approval set for preliminary approval needed to be stamped by an engineer.
2. Sliver of property .18 acre needs to have a boundary line adjustment with the park parcel.
3. Dry irrigation lateral lines need to be addressed. - Has gone to the city council and they have advised the planning commission to review it and decide how it was going to be handled. At the meeting, Paul Squires said that the CUP was going to be starting a project on the south end and there was going to be money available shortly. Mr. Squires was trying to set up a meeting for February so city council and planning commission could talk with the managers over the CUP water projects in the South county to get a better feel for when it will happen.
4. Percolation tests with storm drainage. -Engineering issue that will be addressed with final plat.
5. Hammerhead turnaround on Sunbrook Drive, which will become an access road to the condos that will eventually be located on the Golf Course. -has been fixed and a new plan has been submitted. (Impact fees or an agreement need to be discussed with Payson City if that will be a heavy traffic road.) Water will be the big issue for Payson City.

Mr. Stark recommends moving it forward to the city council because a lot of the issues have been fixed or will be addressed with the final plat.

Colin Logue, PC asked if there was a plan for the city park. He has heard ball fields.

Mayor Shelley said there isn't a definite plan yet. He will be having the new city council decide on what will be planned. By June, Robert Nelson will have to have all the gravel moved and work complete, unless there are extenuating circumstances that go beyond. The planning will be started and the Mayor Shelley will be taking ideas from the planning commission to determine what is needed or wanted. The park will be approximately eight acres. Mr. Nelson told Mayor Shelley that he had a pretty big order that would get rid of a good portion of the product. The size of the park and buildings will determine the parking space. Mayor Shelley indicated the building will still be 4 or 5 years out. The money just won't be available until then.

Shay Stark, City Planner indicated that the park survey was sent out to get feedback from residents. The city has received over 100 replies. The city only has one improved park so the slate is clean everywhere else to provide what the residents need and want.

Mayor Shelley indicated that he was meeting with the attorney the following Monday to determine what needed to be done for the park in Phase 2.

Colin Logue, PC asked if the surveys were coming back positively regarding the tax increase.

Marissa Bassir, Planning Coordinator indicated that they haven't been tallied yet, but the ones seen have not been favorable to a tax increase and to maintain the parks that the city currently owns.

Mayor Shelley commented that the city has the opportunity to get some CGC grants for some of the area in the North part of the city. That might make it a little easier to use and not have to have a tax increase.

67 **KEVIN HANSBROW MOTIONED AND COLIN LOGUE SECONDED TO RECOMMEND FOR APPROVAL TO THE CITY**  
 68 **COUNCIL THE HASKELL GOLF COURSE SUBDIVISION PRELIMINARY PLAT. VOTE: YES - ALL (4), NO - NONE,**  
 69 **ABSENT - (3) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK**  
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71 Colin Logue, PC asked what the square footage of the home will be built and what the approximate sales price might be.

72 Lee Haskell, Developer, thought that most of the homes would be around 2000 square feet on the main floor. The house and the lot will  
 73 sell ranging around \$300,000 - \$350,000. The lots will be about \$40,000 - \$50,000 to develop so will sell for about \$75,000 minimum.  
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75 This item will be on the city council meeting on January 28, 2014.  
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#### 77 **SUBDIVISION PROCESS DISCUSSION**

78 Shay Stark, City Planner explained that there are a few sections of the development code that do not meet the current state code so it  
 79 needs to be updated. There are a couple of areas in the code that are contradictory with the other and need some clarification. There  
 80 needs to a process set up to how the larger subdivisions will be reviewed so there is not anything missed. The meetings will still be held.  
 81 The code will just be enhanced to be more effective. A concept of the subdivision will be provided for review and changes can be made.

82 Cory Thompson, PC, commented that a few months ago the city council directed the planning commission to work on the slope and  
 83 storm water drainage. He asked if that could be added to the code review because he wasn't aware of it happening. There will still be  
 84 the same problem with the new subdivisions coming through.

85 Shay Stark, City Planner replied that ultimately, the storm drainage needed to be addressed. There is a review and a study of the impact  
 86 fees currently happening and as part of that, drainage is part of that review. The discussion will be held. LEI, the previous engineer, had  
 87 done some work and they will look at that.

88 Mayor Shelley indicated that as a part of the subdivision process, there will be field trips to view the land where the proposed  
 89 subdivisions will be built. The planning commission and city council needs to be prepared and see what is there before there is an  
 90 approval. The subdivision process needs to be re-worked so there are not things out of order and the city doesn't commit to things that  
 91 shouldn't have been committed to in the first place.  
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#### 93 **NOVEMBER 14, 2013 & DECEMBER 12, 2013 PLANNING COMMISSION MINUTES**

94 There were some corrections made by Mr. Kelly Liddiard and Shay Stark, City Planner.  
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96 **KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE NOVEMBER 14, 2013 AND**  
 97 **DECEMBER 12, 2013 PLANNING COMMISSION MEETING MINUTES AS WRITTEN AND CORRECTED. VOTE: YES -**  
 98 **ALL (4), NO - NONE, ABSENT - (3) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK**  
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#### 100 **2014 PLANNING COMMISSION MEETING SCHEDULE**

101 The 2nd and 4th Thursday of each month will be reserved for planning commission meeting except for July, November and December.

102 Shay Stark, City Planner indicated that when there is a public hearing and there are comments, the action for that meeting should be  
 103 postponed until a later meeting so those comments can be mulled over and not have the pressure of the heat of the moment.

104 Mayor Shelley explained that with the new schedule, it would allow the planning commission to consider issues and do research and not  
 105 have to put off developers for a month, only a few weeks. If there isn't a developer on an agenda, then it gives the planning commission  
 106 the opportunity to look at other code issues and amendments. The meetings could be brief, but effective.

107 Kevin Hansbrow, PC agreed. He thought that things could run more efficiently if things were looked at long before the action. Then the  
 108 item wouldn't have to be hashed through and re-hashed.

109 Shay Stark, City Planner said that the work session would occur as part of the scheduled meetings. Then the planning commission has  
 110 already seen things before the discussion and action because there would be a few weeks in between the work session and the action  
 111 meeting. There will be TRC's in between as well so it may be even longer.

112 Kelly Liddiard, Chair thought that the first meeting of the month should be held and if there is absolutely nothing to discuss for the  
 113 second meeting of the month, then it should be cancelled, but for now there will be two meetings scheduled a month.

114 Mayor Shelley indicated that there is quite a list that needs to be addressed so there should be plenty to do for a time.  
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116 **KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE 2014 PLANNING COMMISSION**  
 117 **MEETING SCHEDULE AS PROPOSED WITH TWO MEETINGS A MONTH, EXCEPT JULY, NOVEMBER AND**  
 118 **DECEMBER WHERE THERE WILL BE ONE MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) CLINT**  
 119 **ASHMEAD, ANDY COSTIN, DAVID CLARK**  
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#### 121 **PLANNING COMMISSION TRAINING**

122 Marissa Bassir, Planning Coordinator proposed an idea to help educate the planning commission on their roles, code, etc. to make  
 123 assignments at every meeting for a member to research and then train the other members of the commission. There are also trainings  
 124 around the state at different cities to train and they come about every now and then. There will be notices published and will be  
 125 forwarded to the planning commission members for them to take the opportunity.  
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#### 127 **CITY COUNCIL UPDATE**

128 Mayor Shelley indicated that he would be the representative from city council for the time being. He is making different assignments for  
 129 the city council members. He would like to make an assignment for planning commission, but it isn't possible so maybe down the road  
 130 there will be an assignment. Ed Christensen will chair the economic development. Dale Bigler will be asked to do parks and trails and  
 131 code enforcement. Paul Squires will continue with public safety – fire, police, emergency, disaster preparedness. Neighborhood watch  
 132 will be starting. There is a chair and a meeting will be scheduled the first of march. There will be chairs in each neighborhood. Paul

133 Squires will also help with water issues. There is a meeting on January 16 at 7pm in Mapleton regarding water. The planning  
134 commission is invited. Brian Burke will be assisting the mayor administratively and also roads. They will start looking at the civic  
135 center buildings to begin planning. There is a new police officer, Cheri Rhoades and she will have varying shifts. There are some ideas  
136 to slow the traffic in a few areas. The new budget will start being looked at. The budget needs to be adjusted to accommodate snow  
137 removal. There is a need for a new truck. The city building should have been finished the week of January 13<sup>th</sup>, but it won't because of  
138 the weather. Hoping for mid-March to have it completed.

139

**140 OTHER BUSINESS**

141 Mayor Shelley indicated he would like the planning commission to find a time when a get-together with spouses would be possible in  
142 the near future. The city will pay for the event with some discretionary funds and the party was supposed to be done at Christmas, but it  
143 wasn't possible. He would like to see when all of the planning commission members could attend.

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146 **ADJOURNMENT** – Chair, Kelly Liddiard, adjourned the meeting at 8:00 p.m.

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Planning Commission Coordinator