

**SKETCH / PROJECT REVIEW**  
**MINUTES**

November 2<sup>nd</sup>, 2023

The Sketch & Project Review Committee held a meeting Thursday, November 2<sup>nd</sup>, 2023, at 8:30 a.m. in the City Council Chambers, 10 North Main Street, Cedar City, Utah.

Staff in attendance: Drew Jackson-Building Official; Don Boudreau-City Planner; Jonathan Stathis-City Engineer; Clay Tolbert-City Surveyor; Colt Cross, Pretreatment, Kust Raffield-Pretreatment, and Amber Ray-Executive Assistant

Others in attendance: Dale Patrick- Lumen, Dallas Buckner, Dallin Pead- Info west, Dave Clarke, Marshall Jackson-SC Broadband, Matt Rhodes- UDOT,

<b><u>ITEM/PROJECT</u></b>	<b><u>LOCATION/PROJECT</u></b>	<b><u>APPLICANT/PRESENTER</u></b>
----------------------------	--------------------------------	-----------------------------------

**SKETCH**

- |    |                  |                  |        |
|----|------------------|------------------|--------|
| 1. | Ordinance Change | 26-IX-4 (E) (15) | Parker |
|----|------------------|------------------|--------|

Brant Parker: I'm here to resolve an issue with CCRs, but no HOA to enforce. We are trying to start a daycare with no staff. State regulates that we get a business license through the city. Part of the City Business License Application we have to affirm that there are no CC&Rs that prohibit me from using my residence for a home occupation. There are CC&Rs that were established in 1999. There's been cases in the courts in 2008 and in 2013 that would deem it illegal to enforce these CC&Rs. No one has enforced or had a board set up of the CC&Rs since 1999 when they were established. They are not active or enforceable. But we cannot sign that there aren't CC&Rs on the application. No one knows how to get rid of CC&Rs that are built into the deeds. Alerting neighbors seems sufficient.

Jonathan: Work with City attorney to get language drafted, you will go to Planning Commission then City Counsel.

Parker: We have wording drafted with Randall, his is not our attorney.

Jonathan: Will have to notice as a public hearing.

- |    |                       |                           |                  |
|----|-----------------------|---------------------------|------------------|
| 2. | Minor Subdivision/ROS | The Canyon at Eagle Ridge | Meisner/GO Civil |
|----|-----------------------|---------------------------|------------------|

Dallas: Wrapping up Phase 3 of the Canyon. Developer decided this is what he would like to do with Southeast side of the road. We stubbed out laterals and water meters. We are just doing three lots, simple minor subdivision.

Jonathan: Simple minor lot. Frontage improvements are in?

Dallas: We turned as-builts in this week.

Jonathan: Submit to Clay to review. Once it is ready, we will need signed Mylar and Deeds, then go to planning commission for approval. On the fenced area, is the fence going to be moving around the landfill.

Dallas: We are not touching the landfill.

Clay: Drainage at bottom of landfill? Everything surface drains to road.

Dallas: Do specific drainage plan for these lots, it is something they will have to do when they are grading and build the house. Storm drains sized in the road.

3. Amended Plat 1625 W 165 S Bunker/Haslam/ Platt  
Cedar Ridge Subdivision & Platt

Dave Clarke: This is a lot line adjustment. It is an amended plat because of state code. They just want to change lot lines, so owner doesn't have to move his shipping container and the other owner is willing to work with him on that.

Don: The container doesn't comply with the 20 foot setback 8 foot rear setback. When you move the line, the structure needs to conform. The container would not conform where it is at.

Dave: I will let him know.

Jonathan: Verify lot area, lot width. R-1 zone, should be plenty. One water and sewer lateral?

Dave: No idea

Jonathan: May have been created on amended plat previously., Not sure if they put water and sewer into each lot. I assume want to break off to build a single family home?

Dave: I don't know what the plan is for the property. Originally it was four lots total.

Clay: They have 70 feet frontage?

Dave: This would be combined with the new lot.

Jonathan: Would need 90 feet frontage. R-1 zone. They will need to install a sidewalk if they build. And obviously install sewer and laterals if needed. Water and sewer may want them capped.

Dave: We will have to investigate that.

Jonathan: Submit an amended plat to review to Clay, bring in a signed mylar and then it can go to planning commission. It's not showing an easement, we would want to get a 10-foot PUE around front.

Dave: I doubt there is an easement. It was done in the 50s. We will address that.

4. Amended Plat 266 W 400 N Graff/ Platt & Platt

Dave Clarke: This is an existing lot. Mr. Graff wants to put a dash line so he can put a twin home on it. It meets area requirements. Over 9000 square feet. I don't think there are utilities stubbed to it.

Jonathan: Question, what is the process? It is not in a subdivision. We will need to sit down and talk about it. You will be creating two lots. Like a minor lot. Clay lets talk about it. Looks like a minor lot. They don't want to do two separate structures but want to be able to sell separately.

Dave: He wants to be able to sell it in the future.

Clay: Two deeds for minor lot. Only allows to write deed for one, in the end you will have two parcels.

Dave: I don't want to create two separate lots.

Randall: I don't know why we can't do a simple minor lot.

Dave: Twin home lot. Dash line down middle to say approved for twin home.

Randall: For our purposes I don't see a better way than a simple minor lot.

Jonathan: Go with a simple minor lot. Get mylar and deed and go to planning commission. Planning commission can approve. The water and sewer would be added at the building permit stage. Didn't it come through previously as a four plex? I think this is a good use for the property. Should work.

5. PUD Vicinity Plan 3300 W 1000 N Demke/ Platt & Platt  
Arboledas Subdivision PUD

Dave Clarke: This is part of Cedar 106 Master Plan. There is a 55-foot dedicated road. Zoning is in place.

It is going to be a PUD. Walking trail around the perimeter, which will be maintained by the HOA.

Don: He wants to do a prefabricated product. Have him touch base with Drew.

Dave: Similar to modular but stick built standards.

Drew: It will be HUD certification modification like a modular would or built to code.

Dave: That is his business, that is what he does, he knows what is required.

Don: I don't think they meet the minimum lot with. I'm going to assume that they meet all the lot sizes as far as area. There are some provisions, as you know, for guest parking in the PUD, but these streets, I don't know if they're wide enough to park on if they might be. I don't think they are, but I don't know.

Jonathan: This is R-2-1. Single family detached does require the entrance to be gated going in. It looks like they have an entrance coming off the side road. Development Agreement showed a public street going north. I assumed that will be a public street along the east side. So will need to be improved along the 55 foot right of way with curb gutter and sidewalk. Like Don mentioned, we have determined that the lot width can vary. It looks like most have them met, but some were less than 7000 square feet. You will need to adjust the line. The Development Agreement showed a regional detention pond. Will that go in with PUD, or will they retain their own drainage?

Dave: I think they will retain their own.

Jonathan: I want to get it on record. That was always the plan, I just don't know at which point they were planning to do that. We have issues going west, it goes into the county. Drainage study to determine the drainage destination or what storage would be needed. You'll need to make sure the number of lots complies with the development agreement. We have an original development agreement, then an amended one. I can't find the amended development agreement. It allowed for 77 and that is what is shown so it complies with development agreement as far as lots. The other issue is there will need to be quite a few improvements on Lund. The sewer is going to the west, but the water would need to tie into Lund Highway. It would need to be 26-foot-wide asphalt, unless same owner, then it would need to be improved full width.

Dave: It is under contract, the one who is going to do this is the buyer.

Jonathan: We will need to look at that when they are ready to review construction drawings. We will need to verify ownership. By ordinance the improvements are based on if it is the same owner or not. If it is a different owner, 26-foot-wide paved road. We will need to look at metering going into the PUD, common meter or city water lines inside. Any idea?

Dave: I don't

Jonathan: Sewer run to 3900 west. We will need to see the line they are looking at for that to make sure it works. Temporary cul-de-sacs at end of city streets. 55-foot and road going north. Any road in PUD would be private. Water rights, the owner has divided the water rights to properties. There are some attached but will probably need to get more. We will want to see if they want to do a conservation tier. It is in the traffic pattern zone so a FAA report. We will need a soils report, show any existing PUEs, that trail will be in the utility easement.

Drew: Back to FAA, yes, they will need to complete the form. Start with that. That is the direction I am getting from the airport. That will determine if filing is needed.

Don: Want to check setbacks on narrow lots.

Jonathan: We will need a pressure reducing valve on Lund Highway because of the pressure. Check road dedication. Still showing in the county as private. Not sure if there is a problem on the county end changing that into the city ownership.

Dave: Its recorded, and given to city, sometimes the county is slow.

Jonathan: Just check that. No perimeter fence if single family, don't need wall for double fronted lots. If minor collector, we do not require the retainage of the wall. You have to declare the front on the lots.

There were some old irrigation ditches. See if there is anything that needs to be discussed with the irrigation company. If you want to do city garbage pick-up, make sure the streets are okay with that. Of

course for fire, fire hydrants inside for fire code. Looks like fire access should be fine as long as we are meeting road width. We will need a Prairie Dog letter. We need to review the vicinity plan then it can go to the Planning Commission. This is difficult because there are quite a few offsite utilities and roads that they will need to put in. They've got a good master plan here. It's just going to take some work to get all the utilities in and the road network and everything. When you're the first one in, it's tough.

Dave: I know Mike's been working on sewer and water and street for the main road. I guess he hasn't submitted those yet, but yes they've been working on that.

Jonathan: We haven't seen that yet. I did meet with them a little bit to discuss it, but we haven't seen anything formal yet. The first step is to get the vicinity plan approved and then we review the construction drawings.

Rocky Mountain Power: Have you talked with Rocky Mountain Power to see where you will be pulling power from?

Dave: I imagine from Lund, but don't know. Good Question.

6.	PUD Vicinity Plan	168 E College Ave Little Bears Property Management PUD	Ursini/ Platt & Platt
----	-------------------	--	-----------------------

Dave Clarke: This property is a split zone. There has been a lot of discussion on this piece. Now we are going to split it to a commercial lot and a residential lot.

Don: Are they going to set the units up for individual ownership?

Dave: I don't know.

Don: I think he had three units in there.

Drew: He is working through the process to get permits

Don: We use the whole lot for density calculation. Make sure density still works. If he wants a PUD, take into consideration guest parking and open space. We will need to know the details on what he wants to do.

Jonathan: Is the issue can't get building permit without PUD?

Drew: No. What's on the table is a duplex, one on each side with storage in the middle. If they turn it into a three plex, then they would need sprinklers.

Jonathan: That would change the metering. If it ends up being a PUD, it will need a 6-foot fence. I believe there is one in place, but not sure if it meets ordinance.

Don: There is no fence in front of the building, which is non-conforming, so it can remain. To comply with the PUD ordinance, he would need to get a provision if it can't comply.

Jonathan: Will need to see PUE along the boundary. Don talked about guest parking. Look at garbage pickup. I am assuming private pick up. Landscaping along frontage. We will want to see fixture unit count for water meter sizing. We will need to have the vicinity plan reviewed by staff then it can go to the planning commission. As far as drainage, does it go to College Ave? I assume it drains to the north. With the new driveway, you will need to look at that.

## **PROJECT REVIEW**

1.	Building- Commercial	2450 W 850 N Brooklyn Industrial Center	Ursini/ Platt & Platt
----	----------------------	--	-----------------------

Drew: Four storage units with three steel buildings with office space. I&M-1 zone. 850 North is a dedicated street. The setbacks are shown on the parcel. No outside storage, Mike said all inside. Looks

like a fence down middle of property, make a provision for circulation. Mike is aware. Landscaping, calculations shown in notes. Signage is a separate permit. FAA notice criteria tool, parking calculations shown, 9 x 18 stalls. Two 24-foot driveway access points to and from 800 north. We will look for circulation. Checklist shows curb and gutter installed along 850 north. There is existing asphalt. Streetlights- looks like you will be installing SE corner. Water- 8 inch on 850 N 2" culinary and 6 inch for fire hydrant. The majority in flood zone A, which would require an elevation certification. Do you know what they have planned for drainage?

Dave: I think the drainage was to go to the channel, now we can't do that.

Jonathan: We are showing storm drain going out back.

Drew: That looks like a swell along back.

Jonathan: We have been requiring all the lots down here to have onsite retention. Then you can do a slow release into the channel. We require the one-way flapper valve.

Dave: Installed in box or pipe?

Jonathan: Typically, in pipe, I guess you can do it in the box. We will look when we review the Civil plans.

Dave: There have been improvements done since we made this. Some we will have to double check, tapers, etc.

Drew: Clean up the plan. We will need a Prairie Dog letter and soils report, and then code analysis 2021.

RMP: What is the unit count?

Drew: Four storage on left. Three warehouses with office space, six total for now with one pending.

RMP: If unit count changes, please let me know.

Kurt: Connections inside sewer... Any planned occupancy?

Dave: No idea

Don: Circulation. You can't use the street to circulate. We will look at parking counts.

Jonathan: We will need a water fixture unit count for meter sizing. May want to do conservation agreement. Based on what they will actually be using. Sewer lateral shown on high side, probably better to move to west end. There is a sidewalk shown, but that is not required. They can take that off. Less than 24 between units. I don't see any existing easements. Will need 20-foot PUE along front, may already be there. Look and see. Will need a soils report. Full set of civil drawings for review, and then can move forward to building permit. I assume it meets all zoning regulations. You will need to submit the flood zone, permit application, a form we have started to use. Buildings will need to be 1 foot higher than the highest adjacent grade on the property.

Dave: FEMA said highest adjacent grade at building corner. Flood plain admin has to give us a grade.

Jonathan: Let's sit down and talk about that.

2.	Increase Water Hook up	597 N 1500 W	Cedar Building Associates
----	------------------------	--------------	---------------------------

Removed, will proceed with permit application.

3.	Building- Signage	2635 N Freeway Dr	Lytle Signs/ Lower Willow LLC
----	-------------------	-------------------	----------------------------------

Drew: Rebranding for Sinclair. Take a look at our ordinance. Will need to look and make sure we meet provisions. Once you go to replace, you have to comply with current ordinance. On the high-rise sign, you will need to make sure it is out of the easements. Not greater than 50 feet above nearest traffic lane over I-15.

Don: Freeway sign -complete replacement?

Peyton: Just the top portion. Will not get taller. Less square footage, less height.

Don: Price sign, same size and height?

Peyton: Just a reface. No changes

Don: If you can give me a before and after if it is not in plans. Canopy signs: look at ordinance. 26.16. 50% face of sign. Lettering no taller than 3 feet. You can use three sides for logo. Get it sent in, and we will review accordingly.

4.	Building- Signage	924 S Main	Lytle Signs/ Lower Willow LLC
----	-------------------	------------	----------------------------------

Drew: Rebranding for Sinclair. The airport is green. Similar comments, we will look for the same thing there. Pole sign along the sidewalk. I have UDOT here, they made a comment. The sign is overhanging in the UDOT Right of way and will need to be corrected.

Peyton: If we were just to reface, we can do that?

Matt: No, it cannot be in the overhang right of way.

Peyton: We did a similar project; we had the exact same issue. We were allowed by the city to just reface. It did take work, but we were allowed to do that before.

Don: It was not in UDOT

Drew: Point of clarification. That one was City right of way, this new project is in UDOT ROW.

Matt: If they get the survey and it is not in the right of way, then that is fine.

Drew: You may want to survey and see where it lies, see if you are outside of UDOT.

Peyton: It's already there, it's not going away, we are just trying to change it.

Drew: Two different entities, city and UDOT which is state. Two separate sets of rules. If you survey, you will know whose rules you need to comply with. High rise sign- same issue as the one on the north side.

Will the height or cabinet size change at all?

Peyton: Heights will not change, overall smaller.

The meeting was adjourned at 9:47a.m.

---

Amber Ray, Executive Assistant