

Tremonton City Corporation
Land Use Authority Board
May 09, 2007

Members Present:

Steve Bench, Building Inspector
Chris Breinholt, City Engineer
Paul Fulgham, Public Works Director
Rich Woodworth, City Manager
Elizabeth Miller, Deputy Recorder

Members Excused:

Alyson Draper, City Attorney

LAND USE AUTHORITY BOARD WORKSHOP

Steve Bench called the May 9, 2007, Land Use Authority Board Workshop held in the Tremonton City Council Meeting Room at 102 South Tremont, Tremonton, Utah, to order at 8:30 a.m. Steve Bench, Chris Breinholt, Paul Fulgham, Rich Woodworth, and Elizabeth Miller were in attendance. Alyson Draper was excused from the workshop.

1. New Business:

a. Hospital Trail

Eric Packer, the IHC Hospital Administrator, Marilyn Dalton with The Women's Civic League, and the Board discussed the walking trail. It would be a joint venture between the City, the new hospital, and the Women's Civic League. Eric Packer presented the site plan for the hospital along with the land that they will continue to lease to be farms. They would like the trail to follow around the hospital site. The trail could follow the canal through Jeanie Stevens Park and around the new hospital. An easement would be needed from the hospital to allow the City to maintain the trail. The trail will need to be 12 feet wide.

Paul Fulgham joined the workshop at 8:45 a.m.

The material for the trail will first be graded gravel then improved to asphalt. The entire trail will be roughly one mile. Paul Fulgham informed all present in the meeting that there is a restroom capacity issue that will need to be addressed. Eric Packer informed the Board that one of the major issues that IHC has is that the hospital become land locked. They purchased excess land to avoid this problem from happening at the Tremonton hospital. The next step is to do a preliminary drawing and a cost estimates for the trail. Chris Breinholt will get with Nexus and do an AutoCAD drawing. Eric Packer will check with life flight to verify that the 12 foot trail will not interfere with their landing pad. The hospital's completion date is scheduled for Fall of 2008. Once the City is done with the cost estimate, the Women's Civic league will apply for Grants.

The Workshop adjourned at 9:15 a.m.

LAND USE AUTHORITY BOARD MEETING

Steve Bench called the May 9, 2007, Land Use Authority Board Meeting held in the Tremonton City Council Meeting Room at 102 South Tremont, Tremonton, Utah, to order at 9:15 a.m. In attendance were Steve Bench, Chris Breinholt, Paul Fulgham, Rich Woodworth, and Elizabeth Miller. Alyson Draper was excused from the meeting.

1. Approval of agenda

Rich Woodworth moved to approve the agenda. Paul Fulgham seconded the motion. The motion was unanimously approved.

2. Approval of minutes - February 21, 2007, and February 28, 2007

Due to the fact the Board did not review the minutes, they decided to hold them until the next meeting.

3. Unfinished Business:

a. Chadaz Estates - Scott Cooley - Final

Sattar Tabriz and Mark Smith presented Chadaz Estates Subdivision. They were approved last night at Planning Commission for Preliminary with a few changes. Sattar Tabriz stated that the original plan for storm drain and sewer was to bring it all out at one point. They have looked at the land elevations more thoroughly and found that their best option would be to make a few high points. By making this change, they eliminate shallow lines. The Board discussed with Sattar Tabriz and Mark Smith types of ponds that would work and why, options for the current plan, and roadway and parking elevations. The Board would prefer to not do a sidewalk. Sattar Tabriz stated they will make sure that there is adequate drainage and the roadway and parking strips will be to code. Sattar Tabriz would like to have all phases finalized before they begin construction. They will look into the different options of piping, or losing another lot to increase the retention pond surface. **Paul Fulgham moved to approve Chadaz Estates Subdivision Phases 2 and 3 for Final Subject to locating the water line on lot 28, specifying an easement where the waterline is coming across on the lots, the storm drain review, and Chris Breinholt's memorandum.** Chris Breinholt seconded the motion. The motion was unanimously approved. Chris Breinholt's memorandum is enclosed at the end of the minutes.

b. Tremonton Pines Phase 1 -Steve Hansen and Wayne Hansen - Preliminary

Steve Hansen presented Tremonton Pines Phase 1. Phase 1 will be 10 units, and pending on how well the lots sell is when they will do the next phase. They discussed

the Storm Drain System and sewer. The stubbed road will have a temporary turnaround. Even though the curved roads create the need for more manholes and piping, Steve Hansen liked the curvy road to slow down traffic for kids and it is more appealing. They will maintain the playground and the street will be dedicated to the City. Steve Bench stated he would entertain a motion to recommend Tremonton City Pines to the Planning Commission for Preliminary approval. **Rich Woodworth moved to recommend Tremonton City Pines Phase 1 to the Planning Commission for Preliminary approval.** Paul Fulgham seconded the motion. The motion was unanimously approved. Steve Bench informed Steve Hansen to inform Sharri Oyler that he would like to be on the Planning Commission agenda. For Final approval, Steve Hansen will need to have construction drawings and cost estimates to Steve Bench one week before the scheduled meeting.

- c. Archibald Estates- Secondary Water - Moe Rose

Due to the fact that no representative for Moe Rose was present, this agenda item was tabled until further notice.

- d. Concept Subdivision/Zone Change - Sally Simmons

Due to the fact that no representative for Sally Simmons was present, this agenda item was tabled until further notice.

- e. Harris Subdivision - Two Lots - John Losee - Final

John Losee presented the JD Harris Subdivision. Chris Breinholt stated that there are two lots that need private 10 foot sewer utility easements. The Board discussed the private sewer utility easements. There needs to be a service lateral for lots 9 and 10 with the lots behind them on 400 West. The private sewer utility easement for lots 9 and 10 with the lots behind them on 400 West needs to be well indicated on the Mylar in the description. The City wants whoever purchases these lots to know and understand the easements. **Rich Woodworth moved to approve JD Harris Subdivision Final subject to the easements for lot 9 and 10 and Chris Breinholt's memorandum.** Steve Bench seconded the motion. The motion was unanimously approved. Chris Breinholt's Final memorandum for the JD Harris Subdivision is enclosed at the end of the minutes. Continues on page 9.

Rich Woodworth asked Elizabeth Miller to have Darlene Hess to place the JD Harris Subdivision on the next City Council agenda.

4. New Business:

- a. Possible annexation - John Losee

John Losee informed the Board that he is looking at annexing land approximately from 600 South to 1200 South. The bottom section of the area is owned by Newel

Jackson. The Board recommended contacting Newel Jackson to annex the entire property. They discussed sewer locations, zoning option, and the intended use of the land. There are multiple options for sewer. The zoning designation will be part of the annexation. John Losee would like to have storage sheds for commercial and residential. The storage sheds would be gated and there would be control access. The sheds would have gravel between buildings and security lighting to deter theft or vandalism. The Board recommended visiting with the Planning Commission to see about the commercial zoning. Once John Losee is ready to start the annexation, he will go to Darlene Hess, City Recorder, for the paperwork.

b. Box Elder County Subdivision - next to BRVH - Kevin Hamilton

Kevin Hamilton presented the Box Elder County Subdivision. He would like to discuss ideas for the old hospital land. Part of the old hospital is going to be a Care Center. The Board discussed different options for the property. They informed Kevin Hamilton that the best option would be to visit with Rand Holist with La Vista Subdivision west of the old hospital. Kevin Hamilton will meet with Rand Holist to see if they are willing to make a stub road. Steve Bench explained the Development process to Kevin Hamilton in case they choose to develop.

c. Walk-ins - Concept review only

Marc Allred gave Steve Bench the Mylar for Iverson Subdivision.

The Board informed Marc Allred that the City still needs the cost estimate to determine Open Acres's escrow amount.

Marc Allred asked the Board if he could do improvements for Heritage Estates Subdivision Phases 4 and 5 now or does he have to wait for water and sewer before it is approved. The Board agreed that if he sets the lot lines and everything else so that the utility lines are in the correct places, has construction drawing for all phases, and estimates for the improvements; he could be approved to start the improvements. Marc Allred would like to wait on the Final because he does not want to pay property taxes on a development he cannot sell. Marc Allred will complete all the improvements for Phase 4 and only the water and sewer for Phase 5. Rich Woodworth stated that if the Board approves the improvements for Phases 4 and 5, it is not a representation that the development is approved. The Board informed Marc Allred that curb and gutter approval is part of the Final approval of a subdivision; therefore, these improvements will need to wait until the final approval is given for the development.

Marc Allred informed the Board that on 2300 West the street will need to be cut. Paul Fulgham stated that Marc Allred will have to compact the road back in, and keep the cut as narrow as possible, so that the pact is better. Paul Fulgham stated that it needs to be done as safely as possible. Compact to one-foot lifts, and no more than 10-feet. It will be bonded at what Alyson Draper and Steve Bench indicate.

Marc Allred asked if he could get approval for Final and not have it recorded with the State. Steve Bench stated that after one year from approval of the Final, the Final either needs to be recorded or the approval is void.

Micah Capener informed the Board that apartment owners would like to restructure the ERUs. The Board discussed with Micah Capener the costs for water and sewer. Rich Woodworth stated that he would like to establish apartment complexes like a business. The Board stated that they will look into it. Rich Woodworth will go through our bond structure for our water to see what they define ERUs as. The Board stated that they need to bring in all the calculations to determine the best option for all parties. The Board will look further into the issue.

Ben Johnston gave Open Acres irrigation lines to Chris Breinholt.

5. Comments/Reports:

a. Building Inspector - Steve Bench

Steve Bench distributed the flier recommended by UTOPIA to hand out to home owners and developers. This is to make sure to have their infrastructure place at the time of development. Steve Bench asked the Board to review the flier and make any needed changes.

b. Public Works Director - Paul Fulgham

Chris Breinholt is doing a design estimate for 1200 South Sewer Line Project and working on the storm drain on the Merrill property.

c. City Engineer - Chris Breinholt

Chris Breinholt has nothing further to discuss.

d. City Manager - Richard E. Woodworth

1) Tetra Tech - UTOPIA awarded

Paul Fulgham will review the plans for UTOPIA. UTOPIA is scheduled to start May 2007.

2) UDOT Traffic Light

Rich Woodworth wanted to informed the Board that he is waiting to see the results of the second study.

3) Charley Taylor Fence Agreement

Rich Woodworth informed the Board that he received a letter from Charley Taylor that indicated that the City would be responsible for the entire fence.

The City is only responsible for 119 feet.

4) Malt-O-Meal - Discharge permit

The City has increased Malt-O-Meal's daily discharge.

5) Discuss Lift Station Study Zone

In the best interest of the City, Rich Woodworth would like the ERUs needed for the cost of the lift station. Paul Fulgham will figure the costs within the next few months.

6) Update Enright/Tremonton City Compost Property Exchange Agreement

There are not encumbrances on the preliminary title reports for the Enright property. Alyson Draper will complete the exchange agreement.

e. City Attorney - Alyson Draper

Alyson Draper was excused from the meeting.

1) Update 2000 West Land Development Site Care

Tabled; due to the fact, Alyson Draper was excused from the meeting.

6. Public comments:

There were no public comments.

7. Adjournment

Paul Fulgham moved to adjourn. Rich Woodworth seconded the motion. The motion was unanimously approved. The meeting adjourned at 11:07 a.m.

The undersigned duly acting and appointed Deputy Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the Land Use Authority Board Meeting held on the above referenced date.

Dated this 22 day of August, 2007

Elizabeth Miller, DEPUTY RECORDER



MEMORANDUM

To: Rich Woodworth, City Manager
Steve Bench, Planning and Zoning Director
Paul Fulgham, Public Works Director

From: Chris Breinholt, Jones and Associates *Chris D. Breinholt*

Date: July 2, 2007

Subject: **Chadaz Estates Subdivision - Phases 2 & 3
Final Plat and Construction Drawings Review**

Our office has completed a review of the Final Plat and Improvement Drawings for the above mentioned subdivision. Prior to granting approval to this project, we recommend the following issues be addressed.

Final Plat

1. "Tremonton City" should be added to the title blocks for both plats before "Box Elder County".
2. Utility easements need to be shown around the lot boundaries. Tremonton City requires a 15' wide easement around the subdivision boundary and along roadways. A 15' wide easement must also be shared between all lot lines.
3. Intersection monuments need to be shown.
4. The Owner's Dedication refers to "Box Elder County" when dedicating land, these references need to be changed to "Tremonton City".
5. The title blocks in the lower right corner of the plats title the documents as Preliminary Plats. This should be changed to Final Plat. These same title blocks should refer to Tremonton City as the location.
6. The Box Elder County Recorder title block signature line on the Phase 1 plat is labeled "Box Elder County Surveyor".
7. The Box Elder County Surveyor title block should be removed from both plats.
8. The Tremonton City Engineer's title block should have the wording "I certify that I have had this plat examined and find that it is correct and in accordance with the information on file in this office". The signature line should be titled "Engineer" or "City Engineer".
9. Lot "A" in Phase 2 should be dedicated to Tremonton City for use as a detention pond in the Owner's Dedication.
10. Lot "B" in Phase 3 should be dedicated to Tremonton City for use as a retention pond in the Owner's Dedication.
11. 400 West Street on the Phase 2 plat needs to be labeled.
12. 550 South Street on the Phase 3 plat needs to be labeled.
13. A "high ground water" warning note needs to be added to the plats.

Construction Drawings

14. All tees on the culinary waterlines should have valves on all sides.
15. Temporary blow offs should be installed on the culinary waterline at the boundary between Phases 2 and 3 unless the two phases will be constructed at the same time.
16. A fire hydrant must be installed near Lot 38 so that the lots in the north west corner of Phase

- 2 will have proper spacing to a hydrant.
17. Any fencing along the Bear River Canal that was required by the Planning Commission should be shown.
 18. Some of the plan views in the Plan and Profile sheets do not show the new utilities.
 19. Some of the profile views in the Plan and Profile sheets show a line labeled "DW 8 IRR". It is unclear what this line represents.
 20. The road section should be shown with 3" A.C., 8" base course, and 8" granular subbase.
 21. The detention pond and the retention pond need to have a spillway with a concrete curb to prevent erosion.
 22. Sprinkler system designs need to be submitted for the detention and retention basins.

Miscellaneous

23. The contractor must develop a Storm Water Pollution Prevention Plan and apply for a permit from the State Division of Environmental Quality. A construction permit may also need to be obtained from the DEQ.
24. Prior to recording, the developer must complete a subdivider's agreement with the City and also complete the required escrow agreement.
25. Letters of service must be obtained from Frontier Communications, Questar, Rocky Mountain Power, Comcast, and UTOPIA.
26. When the improvement plans are in final approved form, our office requests two (2) sets of mylars of the improvement plans. These plans should be stamped by the developer's licenced Professional Engineer. Our office will affix our approving signature to both sets. One set will be retained in our office and the other set will be returned to the developer's engineer who will use this set to issue construction drawings. Only signed and approved improvement plans will be allowed in the field during construction.
27. We also request an electronic copy of the plat and construction drawing for the purpose of updating the city base map and utility maps. Electronic data should be compatible with AutoCAD 2008.
28. Prior to construction, the developer and his construction contractor must hold a pre-construction conference with our office and the City staff to review construction requirements.

cc: Ward Engineering Group

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MEMORANDUM

To: Rich Woodworth, City Manager
Steve Bench, Planning and Zoning Director
Paul Fulgham, Public Works Director

From: Chris Breinholt, Jones and Associates *Chris D. Breinholt*

Date: May 7, 2007

Subject: **J.D. Harris Subdivision Amended**
Final Plat and Construction Drawings Review

Our office has completed a review of the Final Plat for the above mentioned subdivision. Prior to granting approval to this project, we recommend the following issues be addressed.

Final Plat

1. Two "Private Utility Easements" need to be shown between Lots 32A and 55A. One 10' wide easement should be shown on Lot 32A and one 10' easement should be shown on Lot 55A. The easements will be used for sewer laterals for Lots 9 and 10.
2. A bearing needs to be shown on the east line of Lot 55A.
3. The Owner's Dedication refers to Forest Hills Subdivision. This needs to be updated for the current subdivision.

cc: Jeff Nielsen, Hansen and Associates