River Heights City

RIVER HEIGHTS CITY PLANNING COMMISSION AGENDA

Wednesday, December 14, 2016

Notice is hereby given that the River Heights City Planning Commission will hold their regular meeting beginning at 7:00 p.m. in the River Heights City Office Building at 520 S 500 E.

7:00 p.m.	Adoption of Prior Minutes
7:05 p.m.	Public Hearing to Discuss a Request by Alliance Capital for a Historic Landmark Overlay Zone at 594 South 400 East
7:20 p.m.	Public Hearing to Discuss a Request by Alliance Capital for Historic Rehabilitation of the Old Sinclair Gas Station at 594 South 400 East
8:00 p.m.	Adjourn

Posted this 8th day of December 2016

Sheila Lind, Recorder

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City

1	River Heights City Planning Commission					
2		Minutes of the Meeting				
3		December 14, 2016				
4	Droconti	Commission members:	Danny Batarson Vice Chair			
5	Present:	commission members:	Danny Petersen, Vice Chair			
6			Cindy Schaub			
7 8			Jake Zollinger			
9		Mayor	Jim Brackner			
10		Councilmembers	Dixie Wilson			
11			Blake Wright			
12		Recorder	Sheila Lind			
13						
14	Excused	Commission Chair	Mark Malmstrom			
15						
16	Others Present:		Tony Johnson, Brian and Brittany Cascio, Erica			
17			Zollinger, Karl and Barbara Bindrup, Rockie and			
18			Carma Ricks,			
19			,			
20	Motions made during the Meeting					
21						
22	Motion #1					
23	Commissioner Zollinger moved to "approve the minutes of the November 16, 2016					
24	Commission Meeting." Commissioner Schaub seconded the motion, which carried with					
25	Petersen, Schaub and Zollinger in favor. No one opposed. Malmstrom was absent.					
26						
27	Motion #2					
28	Commissioner Schaub moved to "approve the Alliance Capital Request from Tony					
29	Johnson for a Historic Landmark Overlay Zone at 594 South 400 East and send it to the City					
30	Council." Commissioner Zollinger seconded the motion, which carried with Petersen, Schaub					
31	and Zollinger in favor. No one opposed. Malmstrom was absent.					
32						
33	Motion #3					
34	Commissioner Schaub moved to "approve and forward to the City Council, the design					
35	review submission for the Historic Sinclair Service Station at 594 South 400 East with the					
36	following conditions:					
37	1.	Verification that the tank s	situation has been remediated.			

- The buffer strip on the east side be a combination of green and gravel with the greenery next to the building.
 - 3. Not require a landscaping buffer on the west side of the building.
 - 4. Require an updated schematic site plan be provided to the council.
 - 5. Require a security of performance bond for 150% of the cost of the exterior improvements.

Commissioner Zollinger seconded the motion, which carried with Petersen, Schaub and Zollinger in favor. No one opposed. Malmstrom was absent.

Proceedings of the Meeting

 The River Heights City Planning Commission met at 7:00 p.m. in the Ervin R. Crosbie Council Chambers on December 14, 2016.

Adoption of Prior Minutes: Minutes for the November 16, 2016 Planning Commission Meeting were reviewed.

Commissioner Zollinger moved to "approve the minutes of the November 16, 2016 Commission Meeting." Commissioner Schaub seconded the motion, which carried with Petersen, Schaub and Zollinger in favor. No one opposed. Malmstrom was absent.

Public Hearing to Discuss a Request by Alliance Capital for a Historic Landmark Overlay Zone at 594 South 400 East: Commissioner Petersen asked for comments from the public. Rocky Ricks asked if the Maple and Box Elder trees on the property would be taken out. Tony Johnson said the Box Elder tree was going to go since it's in the way of the sidewalk. Carma Ricks verified the tree on their property would stay. Mr. Ricks asked if they knew where the property line is. Mr. Johnson said it has been surveyed and will be again before the sidewalk goes in.

Carma Ricks asked about a grate on the property. She was told it was an irrigation drain, which will be taken care of in the landscaping plan.

Commissioner Schaub moved to "approve the Alliance Capital Request from Tony Johnson for a Historic Landmark Overlay Zone at 594 South 400 East and send it to the City Council." Commissioner Zollinger seconded the motion, which carried with Petersen, Schaub and Zollinger in favor. No one opposed. Malmstrom was absent.

Public Hearing to Discuss a Request by Alliance Capital for Historic Rehabilitation of the Old Sinclair Gas Station at 594 South 400 East: Tony Johnson explained he is planning to restore the property to what it looked like as a Sinclair gas station in the 1940s. He explained the signs and where they will be located, the colors, as well as the street sign on the southwest corner that says Sinclair. He will install two non-functioning restored gas pumps from that era in the island, as well as two lights, about 12 feet high, that will shine down and an air meter

between the two pumps. He explained the indoor renovations. The bathroom should be ADA compliant already. The building plans have been submitted to the county. The heating system will be upgraded to meet code. LED lighting will be installed throughout and the electrical will be updated. They are retaining the window frames but have replaced the glass. A rounded staircase will lead up to the loft, which will be an office. They have cut a window in this area to add more light. They want to do the building right.

Mr. Johnson discussed the new sidewalk. He was hoping to take the asphalt up to the sidewalk. Engineer Rasmussen had some concerns about this in regards to storm water. Mr. Johnson is considering curb and gutter which would make it clean and look nice. He has talked to the county and found out he will need a permit. He is hoping the city would cover half the cost of the sidewalk.

Commissioner Schaub discussed her concerns about parking on the southeast. Mr. Johnson said this is no longer their plan. She asked about the gravel on the east side of the building. Mr. Johnson responded that area doesn't get much light so it's doubtful if things will grow well. She asked what type of separation would be between his lot and the Ricks on the north side. He said they hadn't planned on anything unless the neighbors wanted it. Ms. Schaub didn't like the idea of a solid fence. Brittany Cascio explained why she felt a solid privacy fence would be desirable, since it's a residential area. The Ricks also favor a solid fence.

Engineer Rasmussen discussed the proposed paving on the property. He suggested some limits. If they do curb and gutter there would need to be curb cuts for driveways. Mr. Johnson agreed with this recommendation and showed a new drawing reflecting this recommendation.

Commissioner Schaub asked about the underground gas tanks. Mr. Johnson explained that Billy Carson (previous owner of the property) said the tanks could be left and filled with sand. He talked with a guy at the health department who said that's probably what happened but they don't keep records that far back. He was told the State keeps track. He has tried, but hasn't been able to talk with someone on that level yet. The worst-case scenario is that they would need to remove the tanks, which he doesn't see as a problem. He will verify the tank situation before they move too far ahead. They want to make sure they do things right.

Councilmember Wright likes the curb and gutter design; it looks cleaner and will be better for traffic at this intersection. Engineer Rasmussen reminded that both 600 South and 400 East are county roads. The financial participation from them may be different than the city's. Mr. Johnson has already spoken to the County about contributing on sidewalk costs. They said an absolute, "No." However, they would grant a permit for an easement. Mr. Wright said the decision on city contribution would be made by the Council.

Engineer Rasmussen discussed a storm water holding area on the corner of the property. They need to plan for it before the asphalt goes in to make sure everything lines up. The sidewalk, curb and gutter would taper at the edges of the property.

Karl Bindrup gave some details about the building since he worked there for 20 years. He informed that the tanks were 1000 gallons each. Engineer Rasmussen said he and PWD Nelson could find no sign of them. They were probably filled and covered.

Councilmember Wright felt the clear view at the intersection is fine. He could see a potential for six parking stalls; one being ADA. The future will tell whether it's enough. Brittany Cascio said it should be fine for their photography studio use and suggested customers could park on the street, if needed. Engineer Rasmussen reminded with the curb and gutter, there may not be space for parking on the street.

Councilmember Wright suggested adding some green to the east side of the building, where gravel is proposed.

Rocky Ricks said there is a no parking sign in the trees on 400 East. He asked if it will stay that way. He was told it most likely would since the street is very narrow.

Tony Johnson informed that he purchased the property at 418 East 600 South (across the street from the gas station) in case parking becomes an issue in the future.

Engineer Rasmussen was asked to take a few minutes. He didn't feel the addition of curb and gutter would change his opinion. He pointed out that the city's landscaping ordinance dictates a 3 foot green space around the perimeter for a buffer strip. The east side gravel proposal doesn't meet the ordinance. He suggested the Commission make a recommendation on this to the Council. He suggested not requiring green space on the west side, because of the historic look they are going for. Mr. Johnson said they can come up with something. Commissioner Zollinger suggested some skinny trees on the east. A combination of green and gravel would look nice.

Engineer Rasmussen would like to see how the curb and gutter design will work with the irrigation system on site. He believes the junction box will need to be relocated. He also discussed the driveway width on the west side is wider than city code allows. However, it may need to remain to keep the historic look.

Commissioner Schaub moved to "approve and forward to the City Council, the design review submission for the Historic Sinclair Service Station at 594 South 400 East with the following conditions:

- Verification that the tank situation has been remediated.
- The buffer strip on the east side be a combination of green and gravel with the greenery next to the building.
- 3. Not require a landscaping buffer on the west side of the building.
- 4. Require an updated schematic site plan be provided to the council.
- Require a security of performance bond for 150% of the cost of the exterior improvements.

Commissioner Zollinger seconded the motion, which carried with Petersen, Schaub and Zollinger in favor. No one opposed. Malmstrom was absent.

152	Councilmember Wright said the Council has agreed to hold a special meeting next				
153	Tuesday at 5:30 p.m. to consider these items for approval.				
154	Brittany Cascio asked if the tank situation could prevent them from working inside.				
155	Councilmember Wright stated the exterior improvements need to be made before a				
156	Conditional Use Permit is granted. However, because of the weather, the outdoor				
157	improvements won't be able to be finished right away. He will recommend to the Council to				
158	require a bond to ensure the improvements get installed.				
159	The meeting adjourned at 8:00 p.m.				
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161					
162		A , :			
163		Sheila Lind, Recorder			
164	0				
165	Janny Viters				
166	Mark Malmstrom, Chairman				
	Panny Petersen				



December 7, 2016

Mark Malmstrom Planning Commission Chairman River Heights City 420 South 500 East River Heights City, Utah 84321

RE: Historic Sinclair Station - Preliminary Plan Review

Dear Chairman Malmstrom,

I have completed an initial review of the Historic Sinclair Station improvement plans with initial plans provided by the City, and additional plans delivered by Tony Johnson on December 6th, 2016 that included a site grading and drainage plan. The Historic Sinclair Station is located at 594 South 400 East and includes a CMU/brick building with two bay doors. The site is located on the corner of 400 East and 600 South with access to both streets provided as part of the original service station.

I understand the commercial improvement project is to renovate the building and site, with the intent to, as closely as possible, match original conditions. At this time, the building has been painted and interior work is progressing. Due to weather conditions, site improvement plans are not expected to be complete until next spring/summer.

Building elements have not been reviewed as it is assumed that these items will be reviewed by the building official for code conformance and by the Planning Commission for adherence to architectural requirements. After reviewing the site related preliminary plans, I have the following comments that should be addressed as part of the review/approval process.

General Comment

- 1. Whereas much if not all of the site improvements are proposed for completion next year spring/summer, and the tenant desires occupancy of the facility prior to that time; it is recommended that a bond be put in place to cover the site improvement work to assure the improvements are completed in a timely manner as planned. As per City Ordinance, the bond amount should be 150% of the estimated cost of improvements as submitted by the developing entity and approved by the City Engineer.
- 2. The graphic scale shown on the plan sheets does not appear to be correct. The text scale (1" = 5' appears correct) please adjust as applicable.
- 3. Final plans should indicate the parcel area and lot dimensions

Grading and Drainage Plan

4. The grading and drainage plan shows a single contour on the site. However, the site topography appears such there is insufficient relief to illustrate slope with the single



contour. A visual observation of the site appears to indicate a slight slope down toward the north over the westerly portion of the site. Whereas new pavement along the western side of the station has been discussed as an improvement for this spring/summer a final grading plan to verify/establish adequate slope should be prepared in accordance with the Design Review and Approval Checklist. The Preliminary Plan should be revised to show, at a minimum, drainage slope arrows for the varying locations of the site.

- 5. The developer discussed paving the space between the road and the existing/proposed sidewalk on the south and west sides of the project, respectively. The site is lower than the roadway and paving this space will channel stormwater onto the site where hard surface paving will prevent infiltration. The grading plan should address how the storm water will be managed (see comment No. 2). It is assumed that the westerly part of the site will be configured to drain to the landscaped area north of the building, but it appears that the south side may not drain this way without additional grade changes or channelization methods. If additional channelization is required the preliminary plan should so indicate. Alternatively, the landscape area in the southwest corner could be investigated by the developer for addressing stormwater on the south portion of the site.
- 6. Notes on the grading plan indicate irrigation service lines to three specific landscape areas on the south part of the site. Notes also specify the irrigation system is to be a designed by the installer. A design by installer irrigation system is acceptable; however, the plans should indicate that a reduced pressure backflow preventer is to be provided.
- 7. The current water meter location is next to the southwest corner of the building. This is generally not where water meters are located and the City would prefer the meter to be located near the property line in accordance with City standards. Please coordinate with the Public Works Director to identify the preferred meter location and location of existing service line if traceable. Correcting the location of the water meter will impact irrigation service lines.
- 8. The existing "Stormwater Drain" at the southwest corner of the property is an irrigation diversion structure and does not, collect stormwater. Irrigation utility lines should be shown on the plans such that they are protected and preserved with improvements planned for the site.

Schematic Site Plan

- 9. City Ordinance prohibits driveways within 6 feet of the property line. To comply with this requirement the easterly section of concrete extending from the pump island should be removed or otherwise show compliance with this requirement.
- 10. At present, the plan appears to indicate paving by hatched area to extend about 12 feet east of the property line along 600 South, and approximately 15 feet north of the end of the parking access on 400 East. It is suspected that the hatch is simply a generalized



indication. The preliminary plan should show the specific extent of pavement proposed from the existing road to the site at the street access points.

- 11. The developer may want to consider parking stops for the three stalls fronting the building on the west side to protect the building from vehicle impact.
- 12. The Schematic Site Plan (P1) does not match the Architectural Site Plan shown on sheet AS101. Please coordinate and update sheets as required, such as showing ADA parking on the schematic plan.
- 13. It has been stated that the original sign base is proposed to be used for a new sign at the corner of 400 East and 600 South streets. The proposed sign should be included in the approval process.

Performance Landscape Plan

- 14. Ordinance 10-15-5 A.4. Specifies that a 3 foot wide planting area shall be placed around the perimeter of the building footprint except at entrances and utility locations. Whereas the project is attempting to restore the project to prior conditions it is expected that the landscaped perimeter would be waived on the southwest and west sides of the building. The Planning Commission should address how the east side of the structure is to be addressed. Currently the plans show a graveled way from the building to the east property line.
- 15. It has been discussed that the existing tree located due west of the northwest corner of the building will most likely be removed. If this is the case, the landscape plan should so indicate and the planting should be adjusted accordingly.
- 16. Performance landscape plan appears to accommodate the number of trees, shrubs, and landscaped area required by the ordinance.

Please let me know if you have questions related to the engineering review for this minor subdivision.

Respectfully,

Craig L. Rasmussen, P.E. Contract City Engineer

Craig & Rasmussen

CC: Blake Wright, River Heights City Council Clayten Nelson, River Heights City Public Works

Note to Planning Commissioners-We are doing steps 1+2 together since the PC is quite familiar with this project.

November 18, 2016

Design Review and Approval Checklist for Sinclair Station

River Heights, Utah

The former Sinclair Service Station building has been proposed to be renovated on property at 594 South 400 East in River Heights. The property is zoned residential. A Historical Landmark Overlay zone will be applied as an additional layer of zoning.

Approval Procedure

Chapter 8 of the zoning ordinance describes the review process for a commercial project. Refer to 10-8-2.

SITE PLAN REVIEW REQUIRED: The purpose of the site plan review is to implement general plan goals and to enhance and encourage compatible development within the proposed neighborhood. The planning commission shall review and approve all commercial site plans and follow the application, hearing, notice and appeals procedure as outlined in the subdivision ordinance. Final approval of the site plan is vested with the city council, after approval by the planning commission. (Underline added.)

Note: The application, hearing and appeals processes of the subdivision ordinance are to be followed, i.e., the way the applicant applies to the city, the way the public hearing is noticed and held, and the way the city would entertain appeals are per the subdivision ordinance. Because the nature of a commercial project such as this differs from a subdivision, the exact procedure, step-by-step, varies. After conversation with the city engineer and the city council, it has been determined that the following steps are appropriate for a commercial project approval:

- 1. Preliminary Project Plan Submittal: The applicant will fill out an application and pay an application fee. Concurrent with the request to rezone the property to the Historic Landmark (HL) Overlay Zone, a preliminary project plan shall be submitted to the planning commission for review and recommendation to the city council. Said preliminary project plan(s) shall be drawn to scale and shall contain the following information and be distributed to the planning commission and the city engineer.
 - a. Color building elevations showing the general appearance and types of exterior materials to be used
 - b. Color conceptual landscape plan showing planting materials to be used together with the location of fences, walls, hedges, and decorative materials
 - c. Site layout plan showing:
 - Location of all existing and proposes buildings and structures on the site, including a statement of the proposed use
 - ii. Location of all parking spaces, driveways, and points of vehicular ingress and egress
 - iii. Conceptual storm water drainage plan
 - iv. Traffic
 - v. Conceptual utility plan
 - d. Floor plan(s)
 - e. A conceptual signing plan showing the location and size of signs
 - f. Building construction type and square footage (for fire protection purposes)

Three (3) full-size drawing sets including all information listed above (color not necessary) and seven (7) 11x17 sets including information in color, where listed, shall be submitted.

2. Planning Commission and City Engineer Approval: The planning commission and city engineer will review the plans for compliance with the ordinance. The planning commission will approve exterior building design and the conceptual landscape plan. The city engineer will approve the balance of the items listed. Refer to Ordinance 5-2016 for design standards.

Building and Architectural Standards:

- The building shall have an architectural style and exterior finish similar to that of the original Sinclair Gas Station built in the 1950's.
- b. In keeping with the "Sinclair Gas Station" theme, exterior finishes shall be stucco, masonry, stone, or architectural grade metal siding. No building shall be finished with vinyl or metal siding only. Vinyl or metal siding may be used as an appropriate supplementary finish material in combination with masonry or stone. The base color shall be light/white tones. Accent colors shall be green and red. Murals or super graphics shall be specifically approved. The city council shall be the final approval agency in determining architectural style.

A public hearing is to be held by the planning commission. After the public hearing the planning commission approves, conditionally approves or rejects the project. If the project is approved or conditionally approved, then it is recommended to the city council for approval.

- 3. City Approval of Final Drawings: After the city council approves the project, the applicant submits final drawings to the city for review and approval by the city engineer. The final drawings are to include:
 - a. Site layout plan and details
 - b. Grading and drainage plan
 - c. Storm Water Pollution Prevention Plan (SWPPP), if needed
 - d. Site utility plan
 - e. Site electrical plan and details
 - f. Construction details
 - g. Landscape and irrigation plans and details
 - h. Specifications
- 4. Zoning Clearance and Building Permit Submittal: The applicant will submit a full construction drawing set to the city for city zoning clearance permit approval. Once the project has been approved by the city zoning administrator and the public works director, it will be sent to the county for building permit approval. The county will issue the building permit. The county building department and the city public works director will oversee construction for the city.

City Approval of Final Drawings and Zoning Clearance and Building Permit Submittal may occur concurrently. It will be responsibility of the applicant to pay for all engineering fees incurred by the City that are associated with the applicant's project.

Hello everyone!

After review the site plans and Forsgren's accompanying letter, these are my concerns:

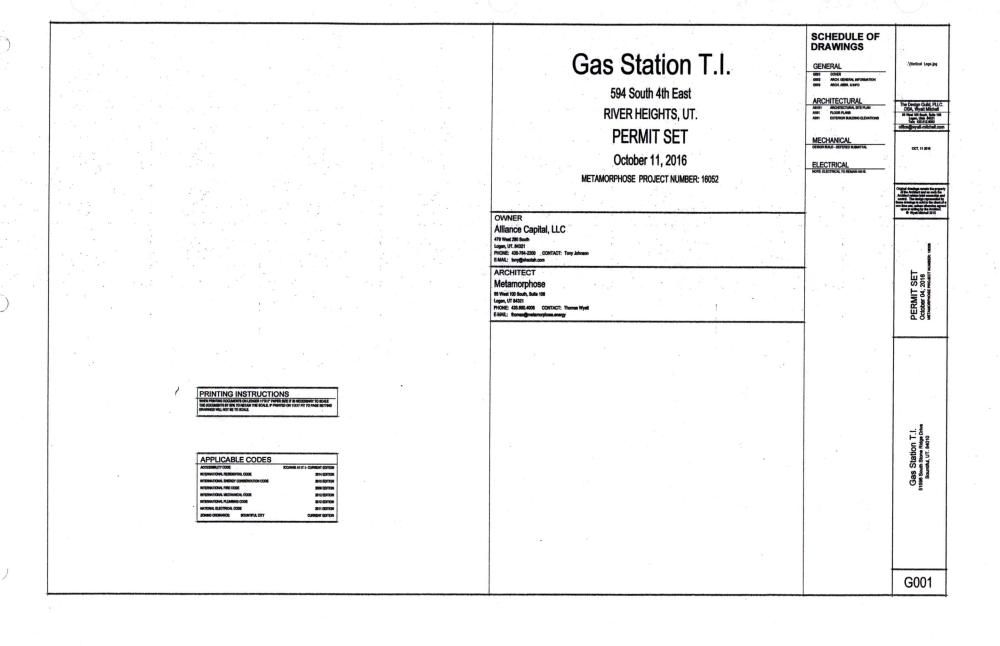
- Not sufficient area for 2 parking stalls on the south side. Current landscaping on schematic plan would also intrude on area if vehicles were parked there.
 I prefer to have this space open. We don't want a cluttered look on this corner.
- East side indicates gravel behind the station. How about grass or bushes instead? Maintaining a residential feel is also a priority. Greenery more conducive to the neighborhood.Or, does Tony anticipate using this area for parking as well, thus the reason for gravel?
- 3) Separation and/or fencing not addressed on the north side abutting the neighbor. Hedges would be my preference, not a solid wall.
- It appears there are 3 parking spaces allocated at the pump area plus 3 more fronting the building on the west side. Looks OK to me. 3 concrete parking stops a good idea at the westerly side by the front door.

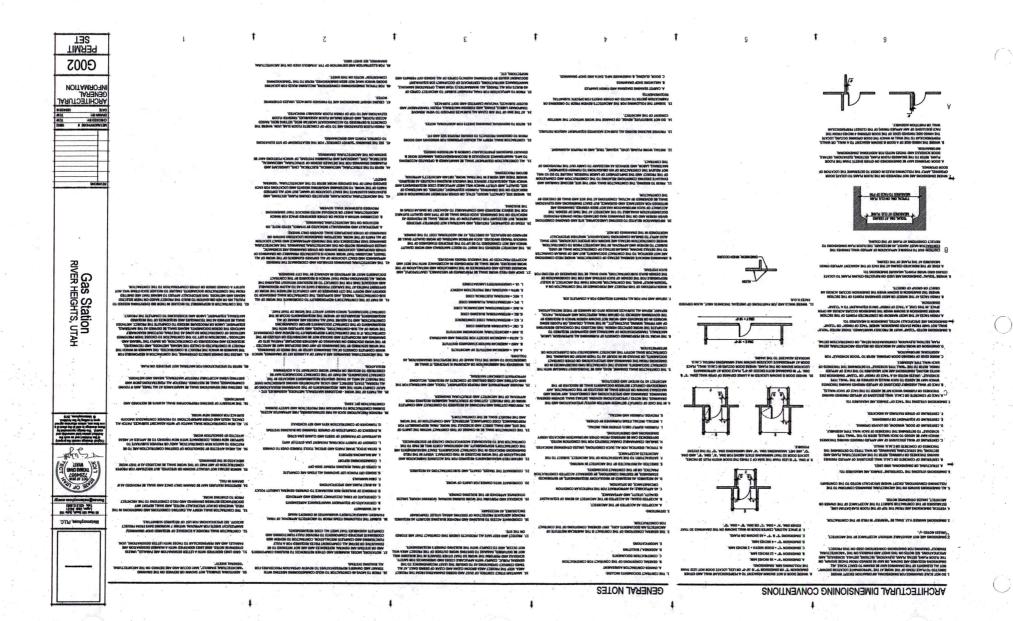
 However, if additional parking is needed, I'd prefer to use area northeast of the building with stalls having a east/west configuration.
- 5) Item # 5 of Forsgren's letter indicates "site is lower than the roadway and paving will channel stormwater onto the site." This needs to be addressed.
- 6) Item # 9 of Forsgren's letter indicates "City ordinance prohibits driveways within 6 feet of the property line. To comply with this requirement the easterly section of concrete extending from the pump island should be removed....." Is this property grandfathered in allowing the concrete being closer than 6 feet?

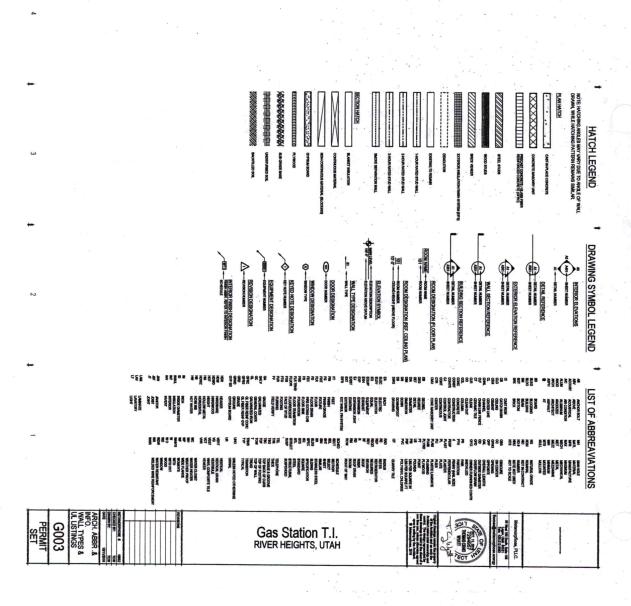
These observations are the ones that appear to me most readily. I concur with the other items needing to be addressed in Forsgren's letter as well.

I understand Mark Malmstrom will not be available for tonight's meeting so I hope we have a quorum for this agenda/hearing item. If the Planning Commission is able to approve this agenda item tonight (with any revisions thereto), the City Council will hold a meeting next week for their review.

See you at the meeting tonight. Cindy







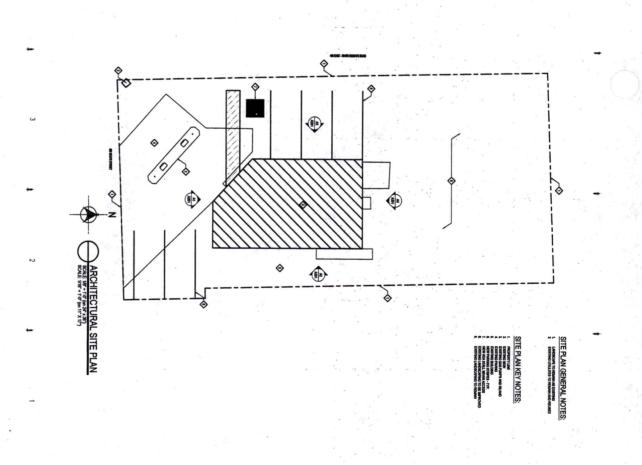
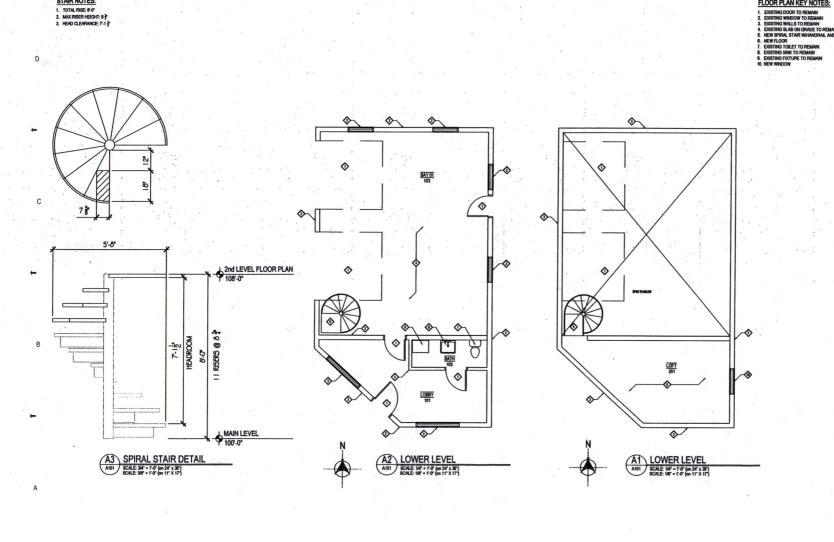


Photo Studio T.I. 594 S. 4 E. RIVER HEIGHTS, UT

AS101
PERMIT
SET



FLOOR PLAN KEY NOTES:

95 West 100 South, Suite 108 Lopen, Utsh 84321 Tale: 435.512.8083

Photo Studio T.I. 495 S. 4 E. RIVER HEIGHTS, UT

FLOOR PLANS

A101 PERMIT SET

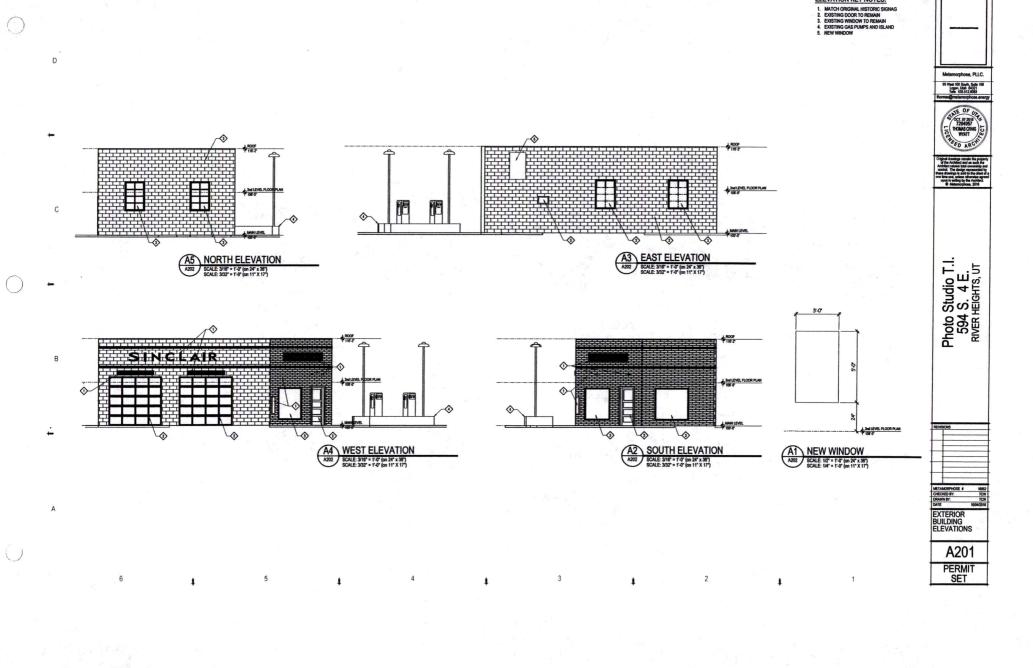
STAIR NOTES:

1. TOTAL RISE: 8'-0'

2. MAX RISER HEIGHT: 8

3. HEAD CLEARANCE: 7'-1

4



ELEVATION KEY NOTES:

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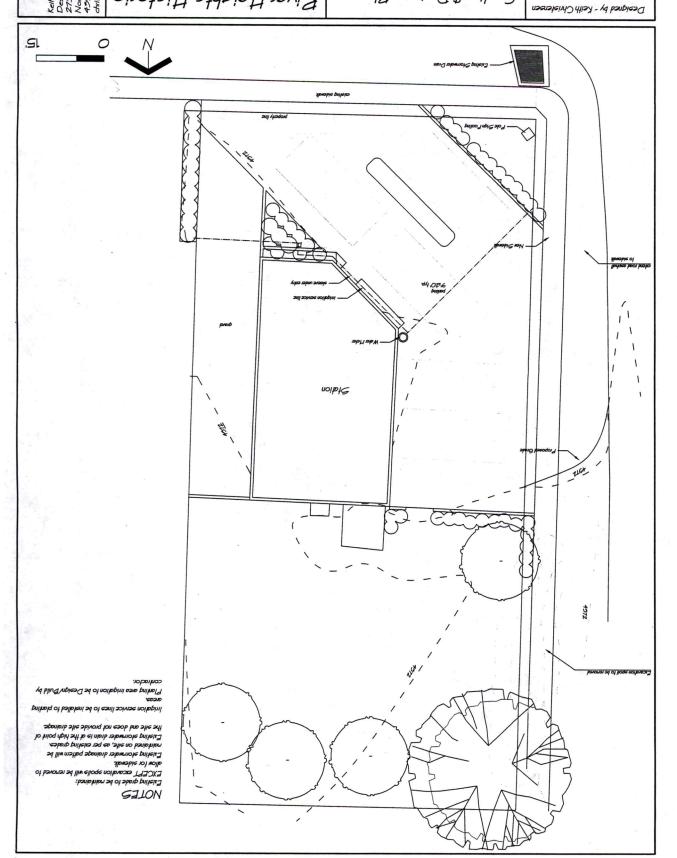
Sheet Scale - III - 8/1

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Grading & Prainage Plan

Sinoteitt etdpistt 19vix Sinclair Station 1001-1100 Flost 1001-1001 Flost

Keith Christenson, RLA, PhD Deslan Research Shudio 2735 North 1000 East North Logan, Utah 84241 App. 577577-5256 voice christensenterithmannil.com



River Meights, Utah 150] 00+ 41n05 +65 Sinclair Station alternate Schematic Site Plan River Meights Historic

Shed Scale - 1" - 5" Illustrative Planting Plan

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December 13, 2016

Designed by - Keith Christensen

