

Minutes of the Interlaken Planning Commission
Tuesday, 21 March 2017, 5:00 PM
236 Luzern Rd., Midway, UT

1. Call To Order.

Commission Chair Bill Goodall called the meeting to order at 5:02 PM.

2. Roll Call – Members Present:

Bill Goodall, Commission Chair
Greg Cropper, Commission Vice-Chair
Bob Marshall, Commission Member
Bart Smith, Secretary

Kyle Turnbow (Staff Engineer, Epic Engr.)
Rhett Cook and Steve Connor were present for Public Comment

3. Presentations: None.

4. Consent Agenda: None.

5. Approval of Agenda or Changes.

Motion: Commission Member Marshall moved to approve proposed the agenda.

Second: Commission Member Cropper seconded the motion.

Discussion: No Discussion.

Vote: The motion was approved with the Commission Members unanimously voting Aye.

6. Approval of 2/28/17 Commission Meeting Minutes.

Motion: Commission Member Marshall moved to approve the 2/28/17 minutes as amended by discussion.

Second: Commission Member Cropper seconded the motion.

Discussion: It was decided revise the minutes in sections 7 and 9.

Vote: The motion was approved with the Commission Members unanimously voting Aye.

7. Public Comment: None.

8. Updates from Epic Engineering, Kyle Turnbow

Open Permit Status

- Wilson – no porta-potty, but toilet on site is OK. Trash box is OK as well.
- Howard – issued a stop work order because no porta-potty or dumpster on site.
- Connor – Steve Connor agreed to install a porta-potty at the worksite.
- Cook – Rhett brought in a map showing the placement of structures. He is planning to get a lot line adjustment from the Pendletons to meet the proper setback for the driveway. He may need some initial irrigation to start his plantings.

SRF Grant Funding Update

Kyle presented a report discussing the town's eligibility for Utah State SRF program grants. Our current monthly basic water rate of \$63 does not meet the minimum MAGI

calculation for our town - \$86.56. This means the town is not eligible to apply for the SRF grants. The town is eligible for low interest loans. Alternatively, we could challenge the income calculation for the MAGI rate.

Water Rights Transfer (Municipal Rights)

Epic is currently looking into the transfer of rights. Goodall asked them to expedite this.

Acquisition of Summit Engineering Documents

Kyle reported that Summit wants to bill for 6 hours to find and put together these documents. Cropper will follow up with Mike Johnston to see about getting them.

Maximum Building Height Restriction

Kyle presented a letter discussing the maximum building height restriction in our code. The planning commission decided to recommend a change in the code, in the next revision, to 35 feet from natural grade for all lots. It was agreed that there was no reason to have a different requirement for slopes > 25%.

Goodall mentioned he would also like to see the code revised to reduce the front setback from 30 feet (from the road right of way) for steeper slopes to prevent larger digouts. In addition, he would like to get a document from Epic stating that there's no reason to have a different height requirement for slopes > 25%.

Cropper felt that we need to clarify what is natural grade – should it be the lowest point exposed or do you follow the slope up the hill (as an envelope).

9. Owner/Builder Liability Insurance Requirements – Update

We are requiring the owner/builder to fill out the state form. We also recommend they have liability insurance.

10. Land Use Permit Request Information – can it be finalized?

Not yet ready to be finalized. Items from Goodall's handout were discussed regarding permit exemptions:

- #6 Fences – it was discussed whether to restrict how much of a lot could be fenced, eg do we allow lot line to lot line fencing? Goodall offered to contact the DNR and find out what is a reasonable corridor size for wildlife movement and make a proposal.
- #13 Residential Gardening – it was decided this needed better definition. The current code restricts this to a maximum of 100 ft² without a permit. This may be too small.
- #35 excavation – currently the code restricts this to a maximum of 200 ft² without a permit. Note that this covers any excavation in addition to what is required to build the house and driveway. Cropper recommended setting the limit to <40 yd³ and a change in elevation of < 2 feet. That's the Summit County recommendation for an excavation permit exemption.
- #38 Renovation/Remodel – Goodall's recommendation was to use an edited version of the IRC. Cropper asked if we should require minor electrical work be done by a licensed electrician, when a permit is not issued? Goodall suggested we follow the IRC to protect the town for liability. Cropper would like an exception for minor electrical work. Cropper will draft a doc that states we adopt the IRC with exceptions for minor work.

11. Land Use Permit Document Checklist – can it be finalized?

A list of what you need for a land use permit and a list of permit exemptions. Epic will review this list with Goodall and make recommendations. Open issue – what is considered a complete plan set?

12. Title 9.01 through 9.03 Document References – updates & future direction

Goodall presented a list of document references in Title 9. This will be helpful in reorganizing and revising this title.

13. Water System Progress

3 Engineering Firms have been identified to fix, maintain, and upgrade our system. The town will pursue bids from all 3 firms. The Town Council will handle this process.

14. PC Minutes Posting/Approval – can it be expedited?

Smith will attempt to produce the minutes in a more timely fashion. He is constrained by his duty as Town Clerk and the priorities assigned to him in that position.

15. Other Business.

Chip Higgins request to modify Section 11.070.080 F. 2. d. – The mayor and the planning commission are in agreement that this request should be approved in the next revision of Title 9. The request was to modify the language so that a variance could be issued for this circumstance. Cropper pointed out that even without this explicitly stated, an applicant may apply for a variance. Smith will write Higgins regarding the PC's position.

Jungfrau Water Tank – regarding the town's responsibility towards the water tank located on a private lot. Cropper suggested the owners research their titles and see if there's anything governing it. Unless there's a covenant stating that the town will remove the tank when the owner is ready to build, the owner's are responsible for dealing with the tank. Goodall will write the owners a letter explaining the town's position.

16. Action Item Update from Previous Meeting (see 2/28/17 minutes).

Not discussed.

17. Summary of Action Items from this meeting.

Bill Goodall

- Verify that Epic Engr is looking into the water rights issue with Lisa.
- Set up a meeting with Epic to discuss documents that pass back & forth between the town and Epic.
- Write the lot owner for the Jungfrau water tank stating the town's position on the disposition of that tank.
- Contact the DNR to find out what is a suitable corridor size for wildlife movement.

Greg Cropper

- Follow up with Summit Engr/Mike Johnston about acquiring our files.
- Draft a document that states we use the IRC for adoption with exceptions for minor work.

Epic Engineering

- Produce a letter saying there's no reason to have a different max height requirement for slopes >25%.

Bart Smith

- Write Chip Higgins a letter stating the town's position on his code revision request.

18. Adjournment.

Commission Member Cropper moved to adjourn the meeting. Commission Member Marshall seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:34 PM.

The next PC meeting will be held on April 25, 2017 at 5:00 at the pump house.