

Minutes of the Interlaken Planning Commission
Wednesday, 28 December 2016, 5:30 PM
Town Pump House, 236 Luzern Rd., Midway, UT

1. Call To Order.

Commission Chair Bill Goodall called the meeting to order at 5:41 PM.

2. Roll Call – Members Present:

Bill Goodall, Commission Chair
Greg Cropper, Commission Vice-Chair
Bob Marshall, Commission Member
Joe Santos (Epic Engr.), Town Planner
Bart Smith, Town Clerk, acting as Secretary

3. Presentations: None.

4. Consent Agenda: None.

5. Approval of Agenda or Changes.

The agenda was reordered to make the best use of Joe Santos time.

Motion: Commission Member Marshall moved to approve the agenda as amended.

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 11/30/16 Commission Meeting Minutes.

Motion: Commission Member Marshall moved to approve the 10/10/16 minutes as Presented.

Second: Commission Member Cropper seconded the motion.

Discussion: None.

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

7. Public Comment. There was no public comment.

8. Open Construction Projects – Epic Engineering:

Joe Santos brought a brief update of all construction projects. This copy can be shared with the Town Council. He recommended that he provide an excel spreadsheet that shows current status as well as the project history for each project with more detail.

Summary of current open projects:

16IKB001: Lot 202/237 Interlaken Drive/Wilson residence. Last inspection done was “4-way” and “permanent power” on 2016-12-20.

16IKB002: Lot 115/330 Bern Way/Howard residence. Last inspection done was “under slab plumbing” on 2016-11-4.

16IKB003: Lot 102/322 Jungfrau Hill/Connor residence. Last inspection done was “foundation” inspection on 2016-12-14. Goodall commented that he needs protective

fencing around his dig. Santos responded that his inspector will check for SWPPP compliance.

16IKB006: 255 St. Moritz gas line installation. Completed – contractor is requesting release of bond. We need to make sure that Epic has no outstanding bills for this project before returning the bond in full. Santos will check if there is an outstanding bill.

Lot 193/Branca – Questar gas line installation. It was decided to hold a portion of Branca’s bond until the spring to ensure that the missed line was done correctly. Epic did not inspect it when it was being done.

9. Open Permit Applications –Epic Engineering:

16IKB004: Lot 218/249 Matterhorn Way/Frank Family Cabin. Geotechnical report submitted. This permit was discussed at the last PC meeting, but not officially approved.

Motion: Commission Member Cropper moved to recommend approval of this application, 16IKB004, to the Town Council.

Second: Commission Member Marshall seconded the motion.

Discussion: None.

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

Smith prepared a letter of recommendation to be signed by the Committee and presented to the Town Council.

16IKB005: Watts Dutch Canyon Subdivision. This project has been completed.

Branca Project: There was further discussion regarding the Branca project. There are marks on the road from his equipment, not related to the Questar Gas line. We don’t have any deposits from Branca to cover this damage. Goodall raised the issue of what constitutes enough damage to require a repair and what is normal wear and tear. Goodall would like the Town Council to look at the damage and consider if it needs to be repaired. Santos will look at the road and recommend whether repair is necessary. Cropper suggested that all damage that is a result of construction is the owner’s responsibility and it is up to the town to decide what is reasonable in terms of compensation or repair.

Mayer house design issues – maximum height limit for steep slopes. Mayer requested that we use the height measurement from the slope, not from the basement to conform to the 35 foot height limit. Goodall noted that his design is non-conforming regardless of which measurement is used. The question was raised about the different height measurement standard for steep slopes. Is this an aesthetic restriction or structural? Santos will look into this requirement.

10. Water Rights – Muncipal Class for both culinary and irrigation:

Goodall has passed the relevant information to Mayor Simpkins and has not heard back. ETJ law did not complete this work and Simpkins decided to turn this over to Epic. Cropper asked if ETJ charged us for this work, and if so, suggested we should receive a refund. Goodall wanted to verify that Epic has been assigned this task.

11. Utility Franchise Agreement Update:

The PC comments on the franchise agreements have been forwarded to Mayor Simpkins. Cropper will review the final form of the agreements.

12. Zoning Map – Summit Engineering Map:

Goodall brought out the IMWC Parcel Location Map and noted that it could be used for our zoning map. He suggested that there are 2 parcels on the map that belong to the town that are not listed. We have 2 zones: residential and municipal. It may be possible to add an overlay for slopes on this map. This map should reflect the accurate road right of way. Summit Engineering has the original files for these maps. Goodall will contact Mike Johnston and have him release all Interlaken maps to Epic Engineering.

Castle property on Interlaken Drive. There is an issue of ownership – does the Town own the road in front of this property? Goodall hasn't seen any written proof of ownership. The Planning Commission would like a packet with proof of ownership from the council before they can approve the installation of utilities for this property. Smith will pursue getting this proof of ownership.

Joe Santos charged 1 hour for his attendance at the meeting.

13. Title 9 and Permit Revisions, Impact on Title 11:

Goodall asked the commission for ideas to help complete work on these titles and permits, including how to best communicate information necessary to complete the work. Cropper would like a packet of relevant information attached to the agenda for each meeting to help him review and prepare for the meeting. If the packet was available 1 week prior to the meeting, this would be ideal.

14. Planning Commission Duties – Review

Goodall suggested that the best direction for the PC is to prioritize work on permits and and Title 9 revisions.

15. Other Business – Action Item Update from Previous Meeting:

Indemnification and liability insurance. Mayor Simpkins stated that the PC is covered as long as they don't break the law. Cropper asked if the source of this information was the insurance company or our lawyer. Cropper would like confirmation from our attorney.

Meeting dates. The commission agreed upon a regular schedule of the last Tuesday of each month, starting at 5:00pm.

16. Review of Action Items from Previous Meeting, November 30, 2016

- PC – make recommendation to TC regarding Questar road cut for Branca project. **Complete.**
- PC – site inspection checklist for Epic (item #7) including cleaning pad requirement. **Goodall continues to work on this.**
- PC – recommend the TC adopt the SWPPP site plan inspection requirement and add this to the Epic inspection checklist along with a process for collecting fines and paying Epic for supplemental inspections if necessary. **No response from the TC.**
- Cropper – communicate to the TC through Greg Harrigan the PC's approach towards resolving land use issues. **Cropper continues to work on this.**
- Goodall – send out an email to the PC describing what the PC is responsible for in plan review. **Complete.**
- Cropper – review HLP & Questar franchise agreements and present to the TC before their 12/5 meeting. **Complete.**

- Ryan – send Cropper his comments on the franchise agreements. **Complete.**
- PC – recommend the Council use the current excavation permit process for utility cuts on the lower section of Interlaken Drive. **Complete.**

17. Summary of Action Items.

- Santos – look into height requirement for building on steep slopes, measuring height from the basement vs. measuring from natural grade and advise the commission.
- Santos/Town Council – decide whether to hire Epic to research the water rights issue.
- Goodall – contact Summit Engineering (Mike Johnston) and have him release all Interlaken maps to Epic Engineering.
- Cropper – review final versions of Franchise agreements.
- Smith – forward request for proof of Interlaken Drive ownership from the Town Council.
- Goodall – will prepare an information packet for the next meeting, focused on Title 9 and permits.
- Cropper – verify the PC indemnification with Lisa – statement from our lawyer.

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 7:12 PM.

The next PC meeting will be held at the pump house on January 31, 2017 at 5:00 pm.