

Minutes of the Interlaken Planning Commission
Tuesday, 31 January 2017, 5:00 PM
255 Interlaken Dr., Midway, UT

1. Call To Order.

Commission Chair Bill Goodall called the meeting to order at 5:10 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, Secretary

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 12/28/16 Commission Meeting Minutes.

Motion: Commission Member Cropper moved to approve the 12/28/16 minutes as presented.

Second: Commission Member Marshall 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 Status – Epic Engr.

- Santos reported that there was no change in status for construction projects since the last PC meeting.
- Goodall reported that he told Branca that he needed to remove the 6 foot pile of garbage from his site and that 2 days later, it was gone.
- Connor was sent the owner/builder form from Epic. Santos contacted the state (Sharon Esplin from DOPL) regarding the requirements for builder/owners. Sharon mentioned that if every jurisdiction required this form, then the state could track the number of homes owner/builders produced, thereby making enforcement possible. Sharon noted that if we don't enforce the state requirements for owner/builders in our code and application, we might be under scrutiny as well. He suggested we fax a copy of our application and requirements to the state to be reviewed. Goodall will research whether or not the state requires that the owner/builder has liability insurance, and if not, there will be future discussion whether to recommend that the town adds this requirement. Connor requested that his current GC be taken off his application. He

may opt to hire another GC. Santos is still trying to find the correct link to the form on the state site. He was not listed under the forms.

9. Open Permit Applications Status – Epic Engr.

Interlaken Drive – sewer line and gas line road cut. No one has submitted an application yet. They contacted Santos – he was supposed to research why they were running the sewer line up the edge of the road. There is a gas line 6 feet off the edge of the road, so they can't move the sewer out there. Santo's recommendation is to move the sewer line to the middle of the traffic lane so the manhole cover is placed there and to have him patch half the road. The ownership issue is still not clear. Goodall recommended we spend time on the ownership issue later in Other Business. Goodall also recommended we issue them a permit to proceed.

10. Request to move March meeting to 3/21/17.

The commission approved unanimously to move the March meeting to Tuesday, 3/21/17.

11. Title 9 – Chapters 9.01, 9.02, 9.03, IWUIC and SWPPP addition to 9.03

See the attachment titled “Documents named in 9.01 through 9.03”. The following discussion references material in this document.

- Order change form – we don't have this. It should be incorporated into the permit process.
- Franchise agreements for Questar, HL&P, and Midway sewer are in process.
- Certificate of Occupancy – Epic issues this. They will provide the PC with a copy.
- Uniform Codes adopted – delete the dates and reference the latest State approved code.
- Utah Wildland Urban Interface Code and Firewise Landscaping for Utah. It was discussed whether to require adherence to these codes, and whether or not the state requires adherence.
- Interlaken Town Lighting Specifications. Discussion about whether we should have a lighting committee. Should we make the lighting guidelines part of our code. As stated in our current code, the requirements go into effect on 1/1/18.
- SWPPP – Goodall recommends that we require the SWPPP components on the site plan for approval. It was noted that it is easier to reference the SWPPP than to include all the info in the code. The SWPPP seems destined to become the state standard, many municipalities have started using it.
- Sign Code. This chapter could be greatly simplified.
- Interlaken Landscaping and Gardening Code. This document has not yet been created. Goodall felt that this should be named “re-vegetation” and ask people to use the Firewise Landscaping document as a reference. Cropper recommended that we discourage a large area of grass and use drought tolerant plants.
- Fire Hazard Severity Form – each member of the commission filled out this form to determine the relative fire safety of their property. The results were scores of 38, 45, 70 and 70, putting our all homes in the “moderate” or “high hazard” category. The results seem to indicate we have a fire safety hazard in our community. This especially affects existing trees that are close to many houses in Interlaken. Goodall suggested that we apply a rating to the entire town so we can arrive at a uniform defensible space. This should go on our list for future discussion.

12. Land Use Permit Discussion, Including Road Work (9.05)

Refer to the attached documents “Land Use Permit Road Work” and “site disturbance 1” for a detailed list of different types of road work permits. Goodall will prepare a condensed version of this information and distribute to the commission for their review and further discussion.

13. Other Business and Action Item Update from Previous Meeting (see minutes).

Freedom Agreement:

Cropper asked Goodall if he'd seen any maps related to the Freedom Agreement (color-coded). Goodall noted that he did see a map provided by Sherry Bolca, but it meant nothing. Cropper feels that there is a map somewhere that designates ownership. Goodall suggested that the PC issue the permit to install utilities, and let the Town Council figure out the ownership issue with the help of Epic. Cropper has many emails regarding the ownership issue and he will go through them and continue researching the issue.

Previous Action Items from 12/28/17:

- 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 reported that his geotech researched the issue and noted that if you require the builder to go straight up, the deeper you require the builder to dig into the hillside, which is worse than stepping up the hill. Goodall agreed with this assessment. In Connor's case, he has dug 25' to 30' into the hillside to meet the current requirement. This significantly destabilizes the hillside. Santos recommends that we have the same height requirement regardless of slope – 35' from natural grade. This would allow a stepped structure up a steeper slope, and avoid the excessive hillside digging. Santos will clean up the geotech report and make a formal recommendation to the commission.
- Santos/Town Council – decide whether to hire Epic to research the water rights issue. ***Yes they have been hired to do so.
- Goodall – contact Summit Engineering (Mike Johnston) and have him release all Interlaken maps to Epic Engineering. ***Goodall completed this task. Santos will follow up and meet with Johnston.
- Cropper – review final versions of Franchise agreements. ***Cropper completed his review. Agreements are waiting signatures.
- Smith – forward request for proof of Interlaken Drive ownership from the Town Council. ***Done.
- Goodall – will prepare an information packet for the next meeting, focused on Title 9 and permits. ***Done.
- Cropper – verify the PC indemnification with Lisa – statement from our lawyer. ***In progress. He will get approval from Lisa to contact our lawyer.

Note that Santos left the meeting and noted that the town would be billed for 1.5 hours from Epic.

Multi-Family Boarding Issue

The Town Council requested that the PC look into the issue of boarding houses (unrelated individuals sharing a household, using multiple leases) in future revisions of

the code. Currently, there is no specific provision against this, but may be considered as prohibited, based upon the definition of a family, and the occupancy restriction for single-family dwellings. Cropper mentioned that this is a common code provision (Riverton, for example). Goodall offered to find this code and bring it back for review.

14. Summary of Action Items.

- Goodall – Double check to see if the state requires the owner/builder to be bonded or insured.
- Goodall – Find out the status of Epic’s proposals to apply for a water system grant. Find out if the PC could be copied on the status of these proposals by the Town Council.
- Goodall/Town Attorney – Find out if the “Wildland Urban Interface Code” or “Firewise Landscaping for Utah” are requirements, and if so are we required to adopt them.
- Cropper – Look into Interlaken ownership issue (past emails, other sources).
- Cropper – Look into indemnification of PC.
- Smith – Look for a map in the Freedom Agreement docs.

15. Adjournment.

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

The meeting was adjourned at 6:56 PM.

The next PC meeting will be held on February 28, 2017 at 5:00 at the pump house.