

Interlaken Town Planning Commission Meeting Minutes

Entity: Interlaken Town

Body: Interlaken Planning Commission

Subject: Business

Notice Title: Interlaken Town Planning Commission Meeting

Notice Type: Meeting

Event Start Date & Time: April 27, 2020 at *6:21 PM*

Event End Date & Time: April 27, 2020 at *7:04 PM*

Location: Town Pump House, 236 Luzern Rd.

Description/Agenda:

1. **Call To Order.** *Meeting was called to order by Susanna Littell (S. Littell) at 6:21PM.*
2. **Roll Call:** *S. Littell, PC Member present, Steve Wilson (S. Wilson), PC Member present, Diana Duer, (D. Duer), PC Member present.*
3. **Presentations:** *None.*
4. **Consent Agenda:** *None.*
5. **Approval of 4/27/20 Agenda or Changes.** *S. Littell motions to approve the 4/27/20 Agenda as is, and D. Duer seconded motion. Motion Approved.*
6. **Approval of 3/16/20 Planning Commission Meeting Minutes.** *S. Wilson motions to approve the 3/16/20 PC Minutes as is, and S. Littell seconded motion. Motion approved.*
7. **Public Comment:** Comments taken on land use topics not scheduled for a Public Hearing. Speakers please limit your comments to a few minutes. The Commission cannot act on items not listed on the agenda, so it may not be able to respond. Total time for public comments will be 10 minutes unless Commission agrees to extend. *No public comments.*
8. **Town Engineer Matters & Building Permit Project Status Update.**
 - **New Town Engineer on Contract – T-O Engineers (Contact Ryan Taylor, P.E., Project Mgr.), 2211 W 3000 S Suite B, Heber, UT 84032, 435-315-3168**
 - Lot#112, 324 W. Burn Way - Daines Property Project Status. *Did not pass final Inspection and need to complete punch list of items prior to CO can be issued by TO Engineers. Owner did clean up the rocks and dirt on roadway and patio lighting is now Dark Sky compliant.*
 - Lot#115, 330 W. Burn Way - Howard Property Project Status. *Progressing with some activities.*
 - Lot#198, 253 Interlaken Dr - Ball Project Status. *Progressing. A temporary construction waste containment area was erected, and waste removed. No inspections performed.*
 - Lot#129, 333 Interlaken Dr. - Wilcox Project Status. *Concrete pour occurred last week, interior, which did not require inspection.*
 - Lot#161, 252 Interlaken Dr. - Penman Remodel Project Status. *Completed. No issues identified by PC at roadway or ROW, and recommended Town Clerk Deposit to be refunded to Owner.*
 - Lot#39, 275 St. Moritz Rd. - New Osborne Home Expansion/Remodel Project Status. *Progressing.*
 - Lot#172, 355 Bern Way - Ekstrom Project Pavement & Landscaping Project Status. *Passed Final Inspection, however, PC requested that Contractor to remove all spilled concrete (in ROW) from washout activities be removed prior to refunding the deposit.*
 - Lot#065, 315 Jungfrau Rd. - Barton Deck Extension & Carport Project Status. *All fees paid & Building Permit issued. TO-Engineers will perform all inspections moving forward.*
 - Lot#111, 259 Matterhorn Circle – Kevin Parsons New Residence Project Status. *Received another plans submission by Owner to address outstanding PC comments last Friday, which is being reviewed by TO Engineers. TO Engineers also provided the Town Clerk a ROW Use Agreement from Park City, and this was revised for Interlaken Town use. It was revised & sent to the town Attorney for review, and the revised form was sent to Mr. Parsons for signing. Once received by the town, the Mayor can authorize the Owner to commence with site grading activities (as long as they refrain from grading any areas in the town ROW). Mr. Parsons is also agreeable to installing a roadway barrier/barricade to protect traffic concerns.*

- Lot#135, 217 Interlaken Dr. – Chase Thornock New Residence Project Status. *Preliminary drawing submittals received. Since no Building Permit application was received, the PC was asked by the TC to delay any review (until the permit application is received).*

9. Other Business. *A town property owner asked to adjust the lot line on their property (with an adjoining property that they also own) to accommodate a garage extension on their property. The concern is this lot adjustment may restrict the construction of a driveway on the adjoining property, which is planned to be combined with the other 1/2-lot to the west for selling.*

Another property owner asked if a Building Permit was required to construct stairs and a path to adjoin an existing accessory building to the Home. S. Littell had indicated to the property Owner “no”.

10. Action Item Update from Previous Meetings (12/16/19 meeting minutes). *Item Tabled to the Special PC Work Meeting planned for 5/1/2020 at 6:00PM.*

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- i. Review Proposed Draft Code Revision Language for Maximum Building Height definition (for Public Hearing)*
 - ii. Review Proposed Draft Code Revision Language for Minimum (Landscaping) Disturbance (for Public Hearing), to increase the minimum sq-ft area (from 100 to 500 sq-ft).*
 - iii. Schedule Public Hearing for “Timeline on Construction Permits” code language revision and “Minimum (Landscaping) Disturbance” code language revisions (this Draft Code Language has been prepared).*

12. Adjournment. *S. Littell Motions to adjourn the PC Meeting at 7:04PM. D. Duer Seconds Motion. Motion approved.*