

## 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:** July 21, 2020 @ 6:37 PM

**Event End Date & Time:** July 21, 2020 @ 6:59 PM

**Location:** PC Members are free to meet at Pump House, but will conduct Meeting for the Public via Zoom. The Zoom Meeting ID and Password are as follows: Meeting ID: 516 337 9977 Password: 84049

### Description/Agenda:

- 1. Call To Order.** *Susanna Littell (S. Littell) called the Planning Commission (PC) meeting to order at 6:37PM.*
- 2. Roll Call.** *S. Littell, PC Chair present, Diana Duer (D. Duer), PC Member, present.*
- 3. Presentations.** *None.*
- 4. Consent Agenda:** *None.*
- 5. Approval of 7/21/20 Agenda or Changes.** *S. Littell motioned to approve the 7/21/2020 Agenda, D. Duer Second this motion, with all members approving the motion unanimously.*
- 6. Approval of 5/18/20 and 6/16/20 Planning Commission Meeting Minutes and 6/16/20 Planning Commission Public Hearing Meeting Minutes.** *S. Littell indicated that she distributed all proposed meeting minutes to PC members prior to tonight's PC meeting. S. Littell motioned to approve the 5/18/2020 PC Meeting minutes. D. Duer Second this motion. S. Littell motioned to approve the 6/16/2020 PC Hearing Meeting minutes. D. Duer Second this motion. S. Littell motioned to approve the 6/15/2020 PC Meeting minutes. D. Duer Second this motion. All PC members approved all three motions discussed here unanimously.*
- 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. *None.*
- 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. *Update: a CO was issued for project. The Town will hold deposit until the Landscaping/seeding on exposed graded areas is performed/completed (anticipated for this Fall) and the temporary electric service facilities (pole & panel) is removed.*

Lot 115, 330 W. Burn Way - Howard Property Project Status. *Ongoing, Contractors are working intermittently on this site.*

Lot 198, 253 Interlaken Dr - Ball Project Status. *Progressing. Stormwater mitigation materials were placed along the new steeply graded areas of the property, and the materials/debris staged outside the waste containment areas were restaged (tidied up), per the PC's request*

Lot 129, 333 Interlaken Dr. - Wilcox Project Status. *The Town's potable water line was located to be crossing under the proposed concrete driveway (within the town ROW). The Town Council indicated concern that the water line could be harmed during driveway compaction activities if not properly protected. S. Littell met/spoke with the Contractor on site, who indicated that compaction activities have already occurred & there is no other activities planned that will place the water line in harm's*

way.

Lot 161, 252 Interlaken Dr. - Penman Remodel Project Status. *Performed/passed final Inspection. All Outstanding Fees Paid. To be Removed from future PC Agendas.*

Lot 39, 275 St. Moritz Rd. - New Osborne Home Expansion/Remodel Project Status. *TO Engineers to take over this project from Epic, will calculate remaining inspection fees and provide this info to the Town Clerk. Outstanding Roof Sheeting Inspection passed by TO Engineers. Project progressing.*

Lot 065, 315 Jungfrau Rd. - Barton Deck Extension & Carport Project Status. *Some site work had commenced. Not sure if TO has performed any inspections.*

Lot 172, 355 Burn Way, Ekstrom Landscaping Project. – *Project was closed and outstanding fee balance was paid.*

*Contractor is proposing a new Landscaping Project for this property. PC asked Contractor for a Drawing with Landscaping Plan to see if Retaining Walls will be present, if they will be 6 ft or less in maximum height, and if the walls will be stacked or poured concrete. Contractor indicated the retaining walls will be 4 ft or less in height, and some stacked and some constructed of poured concrete. Due to the poured concrete, a Site Grading Permit will be needed, and payment of a road Damage Deposit, in addition to other typical fees will be needed, at minimum.*

Lot 111, 259 Matterhorn Circle – Kevin Parsons New Residence Project Status. *Site work had commenced, in advanced of the TC's Building Permit issuance (as approved by the Town Mayor). The PC noted the absence of required stormwater runoff mitigation materials (as proposed on the approved plan drawings). The Contractor addressed this concern within 24 hours.*

Lot 023, 295 Jungfrau Hill Rd – Vermazen Remodel Project Status. *The 1<sup>st</sup> plan submission was reviewed by the PC and TO Engineers and comments provided for this project to Owner, which includes the requirement to submit a Geotechnical Report. Waiting for customer 2<sup>nd</sup> submittal to address all comments received.*

Lot 135, Thornock Residence Renovation Project – *Only conceptional plans have been submitted, with no Building Permit Application or fees submitted to date. The PC will table this project until receipt of the Building Permit Application, Drawings, per the TC's request.*

**9. Other Business.**

- 10. Action Item Update from Previous Meetings.** *S. littell would like to bring up in the next TC meeting if they have identified a consultant or Agency to assist the Town with review of the Land Code and Building Code amendments recommended by the PC during their June 16, 2020 PC meeting.*

*D. Duer indicated that she would like S. littell to discuss the placement of more Speed Bumps 263 Interlaken Drive, on both sides of the current speed bump along Interlaken Drive. S. Littell indicated that she would bring up the matter at the next TC meeting (During Public Comment Item discussion) on behalf of D. Duer.*

- 11. Adjournment.** *S. Littell motioned to adjourn the meeting at 6:59 PM. D. Duer second this motion, with all members approving the motion unanimously.*