



DRC Members in Attendance: City Engineer Jon Lundell, Building Official Randy Spadafora, Public Works Director Jason Callaway and Assistant City Manager Jason Bond

Excused: City Planner Aspen Elmer, Police Lieutenant Mike Wall and Fire Marshall Allen Duke

Others in Attendance: Engineer Megan Wilson, Deputy City Recorder Gwen Butters and applicants Cameron Spencer and Andy Flamm.

City Engineer Lundell called the meeting to order at 10:00 a.m.

NEW BUSINESS

1. Bella Vista Subdivision Amended Phasing Plan

A review of an amendment to the phasing plan for a 119-lot subdivision located at approximately 400 E 610 N

City Engineer Lundell introduced the agenda item stating that preliminary approval for this item was received last year. The applicants are now requesting modifications to the proposed phasing, in specific, phase one. The plan would divide eight (8) lots of phase one, constructing those first and separate from the remainder of phase one, thus creating phase 1A and 1B. The applicants are in attendance, and it was requested that explanations be provided regarding this phasing change request to address issues needing clarification.

Applicant Andy Flamm states that the request for amendment is due to a desire from the buyer/builder to begin construction as soon as possible. The desire is to start building on the model home while improvements and made for the first phase. The subphase was created to build on eight (8) lots in short order.

City Engineer Lundell stated that a considerable amount of offsite improvements remain to be completed with this proposed phasing amendment. Applicant Flamm agreed and explained that because building will be done in short order, the desire is to complete curb, gutter and asphalt on a few lots to get building started and the remaining lots will be completed following those lots. It is understood that sewer main lines, pressure irrigation, culinary water and other utility work offsite of phase 1A remains to be completed and the plan is to complete concurrently.

City Engineer Lundell stated that the recordation of the plat for this phasing amendment versus the utility completion is the priority in this regard. For awareness, it was stated that the main offsite water line for the construction of this project must be installed in relation to this phase. The sewer line is required to be within 360 East, working its way down to Royal Land Drive. Applicant Flamm states this is the current plan. City Engineer Lundell stated that this is the most paramount item to address. When construction begins, especially during the final approval process, the phasing and bonding would be tied into making a self-sustaining phase. Applicant Flamm stated that it was anticipated that there not be a delay in recording both plats and reiterated that the desire is to get the first phase recorded as soon as possible so the project may be started. City Engineer Lundell stated that a potential option would be to submit a final subdivision application concurrently with these two phases. The timeline for recordation would then follow. Applicant Flamm stated that their engineers are working on both of those plans at the present time, and it is anticipated that they will be submitted together within the next few weeks.

Building Official Spadafora stated that the installation of the water lines are necessary for construction to begin. City Engineer Lundell agreed and confirmed that building permits will not be released until all utilities are installed and, at the very least, compacted road base is in place before building permits are issued.

Public Works Director Callaway, agreed with the statements made regarding the installation of utilities. City Engineer Lundell added that a Certificate of Occupancy will not be awarded until all improvements are completed.

City Engineer Lundell indicated that an all-weather turnaround with compacted road base, 90 feet in diameter, be constructed at the end of the roadway on 360 East. This exceeds the 150 feet minimum requirement and would need to be completed before building permits are issued.

No further comments from the DRC Committee were received.

Assistant City Manager Bond made a motion to approve the minor change to the Bella Vista phasing plan with the condition that all red lines be addressed. Building Official Spadafora seconded the motion.

City Engineer Jon Lundell	Yes
Building Official Randy Spadafora	Yes
Public Works Director Jason Callaway	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

MEETING MINUTES APPROVAL

2. February 24, 2026

Building Official Spadafora made a motion to approve the DRC Meeting Minutes from February 24, 2026. Public Works Director seconded the motion.

City Engineer Jon Lundell	Yes
Building Official Randy Spadafora	Yes
Public Works Director Jason Callaway	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

ADJOURNMENT

Assistant City Manager Bond made a motion to adjourn the meeting.

The meeting was adjourned at 10:08 a.m.

Jon Lundell, City Engineer

Gwen Butters, Deputy City Recorder