



**DRC Members in Attendance:** Senior Planner Ryan Harris, Building Official Randy Spadafora, Lieutenant Mike Wall, Fire Department Rep. Allen Duke, EIT Megan Wilson, City Manager Norm Beagley, and Public Works Director Jason Callaway.

**Others in Attendance:** Assistant City Manager Jason Bond, Recorder Amalie Ottley, and Alex Rugg (Centracom).

City Engineer Jon Lundell and Fire Chief Ryan Lind were excused from the meeting.

### **1. Amsource Commercial Preliminary Subdivision**

*A preliminary plan review of the Amsource Commercial site located at approximately 900 East and Main Street.*

The applicants were not in attendance at the meeting.

EIT Megan Wilson indicated that the storm drain gallery must be relocated to the outside of the asphalt area. The storm drain plan needs to include the location of the storm drain gallery and the temporary retention basin areas. She added that the fire hydrant must be relocated directly adjacent to the roadway.

Building Official Spadafora indicated that proposed addressing has been added to the plat. He noted that Lot #5 could be addressed off of Highland Drive or 900 East depending on access to/from the site.

Lieutenant Wall encouraged a stop sign to be installed between lots #2 and #3 on the private drive. Manager Beagley recommended that this be a 3-way stop sign.

Fire Department Representative Allen Duke reiterated Megan's assessment that the fire hydrant needs to be relocated directly adjacent to the roadway.

Public Works Director Callaway indicated that fire lines need to be stubbed into the lot, including a 6-inch sprinkler system line. Manager Beagley clarified that other subdivisions have stubbed fire connections at the lot lines to negate road cuts and to serve multiple lots/businesses.

Manager Beagley added that second access is required in both lots #1 and #5, indicating that the future frontage road connecting to highland drive on the southwest side of the property will likely need to be finished and executed as part of the plans. Manager Beagley noted that, according to the existing development agreement, the current connecting frontage road is ultimately the city's responsibility. However, if the developer needs the road, they will need to install it, and the city will work with the developer on a future reimbursement agreement.

Senior Planner Harris indicated that the applicant would need to provide a Public Land Survey System (PLSS) Certificate from a the Utah County Surveyor's Office. He pointed out notes on the plans updating the proper signature blocks for the plans. He also indicated that the utility and cross access easements need to be shown on the plat, not just in the Covenants, Conditions, & Restrictions (CC&Rs). Senior Planner noted that the Utah Department of Transportation (UDOT) needs to provide written verification

of the property acquisition near Main Street. He reiterated that the developer needs to provide written verification that the neighboring business (Big-O Tires) agrees to a cross-access easement allowing for the required second access to lots #1 and possibly to #5. Manager Beagley added that an easement will be required on the plat for the relocation of the storm drain infiltration gallery.

Manager Beagley made a motion to table the Amsource Commercial Preliminary Subdivision. Building Official Spadafora seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Department Rep – Allen Duke	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
EIT Megan Wilson	Yes

The motion passed.

### Meeting Minutes Approval

#### February 25, 2025

Lieutenant Wall made a motion to approve the meeting minutes from February 25, 2025. Fire Department Rep. Allen Duke seconded the motion.

Lieutenant Mike Wall	Yes
Public Works Director Jason Callaway	Yes
Fire Department Rep – Allen Duke	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
EIT Megan Wilson	Yes

The motion passed.

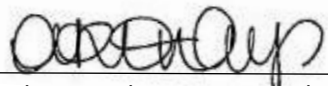
### Adjournment

Lieutenant Wall made a motion to adjourn the meeting.

The meeting was adjourned at 10:51 a.m.

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Jon Lundell, City Engineer



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Amalie R. Ottley, City Recorder