



**NOTICE OF PUBLIC MEETING**  
**DEVELOPMENT REVIEW COMMITTEE**  
**TUESDAY, MAY 30, 2017**  
**2:00 PM**

**MINUTE RECORD**

**PRESENT:** Dustin Welker, Planning & Community Development Director; Amber Hogle, Administrative Assistant, Randy Petty, City Engineer/Public Director; Lance Henrie, Assistant City Engineer/Public Director; Gale Hedges, Water Supervisor; Dan Braatz, Electric Supervisor; James Ruiz, Building Inspector; Jaime Holguin, Building Inspector

1. **CALL TO ORDER:** The meeting was called to order at 2:08 p.m.
2. **PLANNING AND ZONING:**

**Harvest Tabernacle Site Plan:** Review and discuss site plans received for Harvest Tabernacle, to be located at 623 W 7<sup>th</sup> Street.

Below are comments, requests and requirements discussed for the project:

Drainage: Randy Petty has contacted site developer regarding drainage revisions.

Water/Sewer: Gale Hedges stated water/sewer connections should be where existing meter was. There was a prior service connection to the property that was last disconnected in 2001. This will be treated as a restoration of service since the meter connection is already available. The City will put new meter in place and property owner will pay utility deposits (if any) through Customer Service. Mr. Hedges notified the developer that a backflow will be required for the landscaping and baptismal.

Gas: None will be on property.

Electric: Dan Braatz stated electric is good to go; may have to set another pole but no foreseen issues.

Parking: Dustin Welker will contact the developer to discuss parking and requirements since the plans submitted were vague. 1 parking space for every 5 seats in main tabernacle is required. Mr. Petty doesn't see issue with diagonal parking spaces on street; the City will stripe the public roadway area including the crosswalk. There will need to be adequate ADA handicap-compliant ramps. Mr. Petty suggested to the owner to place one near the fire hydrant on the southwest

corner of property and one on 7<sup>th</sup> Ave to line up with handicap parking spaces. ADA requires 1 handicap space per 25 spaces. City Code says all parking lots are required to be paved. It was noted that The River Church had not been required to pave their lot with recent additions however The River has not increased their building space by 50%; nor was it a new build. New builds are treated different than existing buildings. Mr. Petty suggested possibly having an agreement to pave the lot by a certain date if it was needed.

Runoff for Parking Lot: It was suggested to create pop-outs and place landscaping for run off area. The southwest corner would be a good area for retention use, or drain to dead space in corner; must show that you are capturing what the increase is.

Hydrology: Mr. Petty stated the hydrology report needed to be addressed. It should be no less than 12" above curb line or crown of road; whichever is higher.

Landing Area: Steps or a ramp will be needed in the landing area to compensate for elevation change from high side of property. Mr. Henrie asked Mr. Welker to check and see how they plan to access the north entry. Need an elevation view plan.

It was also noted the developer should keep in mind placement of utility pole and meters when placing sidewalks and landscaping. An official stamp should be placed on final plans.

3. **ANNOUNCEMENTS and PROJECT UPDATES:** None
4. **ADJOURN:** The meeting was adjourned at 2:58 p.m.

*Summary Minutes prepared by: Amber Hogle, Administrative Assistant*