



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, BreAnna Nixon, Drew Hoffman, Jessica Tolman, and LaDawn Moak

Commissioners Mike Weight and Michael Romero were excused from the meeting.

**Others in Attendance:** Planner Aspen Stevenson, Senior Planner Ryan Harris, Assistant City Manager Jason Bond, City Council Member Jeff Siddoway, and Recorder Amalie Ottley.

No members of the public attended the meeting.

Commission Chair Wood called the meeting to order at 7:09 p.m.

#### **INVOCATION/INSPIRATIONAL THOUGHT**

Commissioner Nixon offered an inspirational thought.

#### **PLEDGE OF ALLEGIANCE**

Commissioner Hoffman led the Pledge of Allegiance.

#### **PUBLIC FORUM**

Commission Chair Wood opened the Public Forum at 7:01 p.m.

No members of the public wished to address the Planning Commission in the Public Forum.

Commission Chair Wood closed the Public Forum at 7:01 p.m.

#### **DISCUSSION & POSSIBLE ACTION ITEMS:**

##### **1. PUBLIC HEARING: Modifications to Affordable Housing Requirements in Planned Unit Developments**

Planner Stevenson introduced the proposed code amendment which updates Santaquin City Code Title 10 Chapter 20 Section 170 to include a six percent (6%) density increase for developments that build ten percent (10%) of total units to the minimum unit size. The proposed code amendment will satisfy Strategy 5 of the Moderate Income Housing plan which is to implement zoning incentives for moderate income units in new developments.

Commission Chair Wood opened the Public Hearing at 7:02 p.m.

No members of the public wished to address the Planning Commission in the Public Hearing.

Commission Chair Wood closed the Public Hearing at 7:02 p.m.

Commissioner Nixon made a motion to recommend approval of the proposed code amendment, which modifies moderate income housing density bonuses within the planned unit development (PUD) to meet a moderate income housing strategy. Commissioner Moak seconded the motion.

Commissioner Hoffman	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes

Commissioner Romero	Absent
Commissioner Tolman	Yes
Commissioner Weight	Absent
Commissioner Wood	Yes

The motion passed.

## **2. PUBLIC HEARING: Amendments to Site Plans and Annexations Processes**

Planner Stevenson introduced a proposed code amendment which modifies Santaquin City Code 10.68.040, 10.68.060, 10.68.070, 10.68.080, 10.68.120, and 10.68.130 to remove flow charts and update site plan process language to match current operations and meet state code.

Commission Chair Wood opened the Public Hearing at 7:05 p.m.

No members of the public wished to address the Planning Commission in the Public Hearing.

Commission Chair Wood closed the Public Hearing at 7:05 p.m.

Planner Stevenson explained that removing the flow charts from the City Code and having them on the website for viewing makes it easier for staff to update the flow charts.

Commissioner Tolman made a motion to recommend approval of the proposed code amendment, which removes flow charts and modifies site plan process language. Commissioner Nixon seconded the motion.

Commissioner Hoffman	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Absent
Commissioner Tolman	Yes
Commissioner Weight	Absent
Commissioner Wood	Yes

The motion passed.

## **3. PUBLIC HEARING: Property Line Code Amendment**

Planner Stevenson introduced a proposed code amendment to Santaquin City Code 11.08.20, 11.20.110 and 11.20.120 to meet requirements in Senate Bill 104. The proposed ordinance will create definitions for boundary adjustments and boundary establishment simple and full. In addition to updating the process of how property lines can be moved. Lot line adjustments will be replaced with boundary establishments and parcel boundary adjustments will be split between simple and full with different requirements for each. Simple boundary adjustments do not affect public property, public right of way or the public utility easement.

Commission Chair Wood opened the Public Hearing at 7:10 p.m.

No members of the public wished to address the Planning Commission in the Public Hearing.

Commission Chair Wood closed the Public Hearing at 7:10 p.m.

Commissioner Moak made a motion to recommend approval of the proposed code amendment, which modifies how property lines can be moved to meet state code. Commissioner Tolman seconded the motion.

Commissioner Hoffman	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Absent
Commissioner Tolman	Yes
Commissioner Weight	Absent
Commissioner Wood	Yes

The motion passed.

#### **4. PUBLIC HEARING: Multi-Family Development Dumpster Requirement Amendment**

Planner Stevenson introduced a proposed code amendment which modifies Santaquin City Code (SCC) 10.16.60 to include a requirement that multi-family developments with three or more units use dumpsters instead of individual trash receptacles. This code amendment comes as a request from Police and Fire who are concerned about accessing these developments in an emergency when there are individual receptacles. The utilities department has also requested that when a master meter is used, which is three units or more, dumpsters be required so utility accounts don't have to be created for trash only.

Commission Chair Wood opened the Public Hearing at 7:13 p.m.

No members of the public wished to address the Planning Commission in the Public Hearing.

Commission Chair Wood closed the Public Hearing at 7:13 p.m.

Commissioner Hoffman made a motion to recommend approval of the proposed code amendment to require dumpsters in multiple-family developments with three units or more. Commissioner Moak seconded the motion.

Commissioner Hoffman	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Absent
Commissioner Tolman	Yes
Commissioner Weight	Absent
Commissioner Wood	Yes

The motion passed.

#### **OTHER BUSINESS**

##### **Meeting Minutes Approval**

Commissioner Moak made a motion to approve the March 25, 2025 Meeting Minutes. Commissioner Moak seconded the motion.

Commissioner Hoffman	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Absent
Commissioner Tolman	Yes
Commissioner Weight	Absent
Commissioner Wood	Yes

The motion passed.

Senior Planner Harris went over items for upcoming Planning Commission meetings.

**ADJOURNMENT**

Commissioner Nixon made a motion to adjourn the meeting.

The meeting was adjourned at 7:18 p.m.

  
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City Recorder – Amalie R. Ottley

  
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Planning Commission Chair – Trevor Wood