



Planning Commission Members in Attendance: Commissioners Trevor Wood, Drew Hoffman, Michael Weight, BreAnna Nixon, Michael Romero, LaDawn Moak, Kylie Lance.

Others in Attendance: Senior Planner Ryan Harris, Recorder Amalie Ottley, City Councilor Jeff Siddoway.

Various members of the public attended the meeting.

Commission Chair Trevor Wood called the meeting to order at 7:00 p.m.

INVOCATION/INSPIRATIONAL THOUGHT

Michael Romero offered an inspirational thought.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Kylie Lance.

PUBLIC FORUM

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

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

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

DISCUSSION & POSSIBLE ACTION ITEMS:

1. Public Hearing: Andrea Lee Property Rezone Request (55 S. 300 E.)

Senior Planner Ryan Harris presented an application submitted by Andrea Lee proposing to rezone her property at 55 S. 300 E. It is proposed that the Santaquin City Zoning Map be changed on the lot at 55 S. 300 E. (parcel ID 09:091:0012) from Main Street Residential (MSR) to Main Street Commercial (MSC). The area proposed to be rezoned is 0.4688 acres and currently has a single-family dwelling on the premises.

Commission Chair Wood opened the Public Hearing at 7:04 p.m.

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

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

The applicant, Andrea Lee, addressed members of the Planning Commission stating that she has faced challenges selling her home as a residential lot because Holiday Oil is next door. She indicated that due to zoning she hasn't been able to sell it to anyone interested in building a multi-family unit there similar to the one east of her property.

Commissioner Lance inquired about the multi-family unit east of the property. Commissioner Nixon stated that the Main Street Commercial zone is a buffer between the Main Street Commercial and strictly residential zones and didn't see a problem with the rezone given the property's surroundings. Commission Chair Wood echoed Commissioner Nixon's thoughts on the different zones and the transitions between. Commissioner Nixon added that any commercial business that would be interested in the lot would not likely be large enough to negatively impact areas around in on such a small lot.

Commission Chair Wood pointed out that any residential unit that went into that property, should the zone be changed, that there would be a requirement for a commercial aspect on the main floor.

Commissioner Weight made a motion to forward a positive recommendation to the City Council that 55 S. 300 E. be rezoned from Main Street Residential (MSR) Zone to Main Street Commercial (MSC) Zone. Commissioner Moak seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes

The motion passed unanimously.

2. Public Hearing: Subdivision Review Process Code Amendment

Senior Planner Harris presented the proposed code amendment to the City's subdivision process. In the past legislative session, Senate Bill 174 was passed. Part of this bill created a standard review process that all cities must follow. The bill requires all cities to update their subdivision review process to match State Code requirements. There are several things that will be changing in the subdivision review process. Some of the major changes are listed below.

- Cities can no longer require a concept plan. An applicant can request a pre-application meeting where we can give feedback to the developer. The City must have the pre-application meeting within 15 days of the request.
- The City Council is no longer allowed to be part of the subdivision review process. Currently, the City Council is the land use authority for preliminary plans. This code amendment removes the Council from the standard subdivision review process. The City Council will still approve agreements, PUD's, special exceptions, etc., but will not be part of the subdivision approval process.
- Subdivision reviews will go through the following process:
 - ✓ Preliminary plans will be reviewed by the Development Review Committee (DRC).
 - ✓ The DRC will forward a recommendation to the Planning Commission.
 - ✓ The Planning Commission will be the land use authority for preliminary plans.
 - ✓ Final plans will be reviewed by the DRC and the DRC will be the land use authority for final plans.
- There is no longer a streamlined process for subdivisions that have 3-lots or less. Senate Bill 174 has streamlined the subdivision process. All subdivisions will be required to follow the process above.
- The subdivision review process is explained in several parts of Santaquin City Code. The proposed ordinance deletes them and puts the subdivision review process in one section.

Planner Harris also discussed staff's recommendation to remove public hearings from the subdivision process. He reviewed the difference between administrative and legislative decision making at the city level. Planner Harris stated the following ideas in support of removing public hearings from the subdivision process.

- Public hearings can create a false sense of hope for members of the public that want to convince a land use authority to deny an administrative application.
- Public hearings can be detrimental to the community by causing unnecessary division of a review of a proposal that is solely based on whether it meets the City Code or not.
- Public hearings tend to invite frustration and can create feelings that the City doesn't care about the public's input and that the City's mind is already made up.
- Public hearings can sometimes make the land use authority feel like they need to choose between listening to their neighbors or following Santaquin City Code. This can feel like a no-win situation.
- Public hearings don't provide constructive ways to improve a project.
- If the public would still like to address a given proposal, they still have the opportunity to do so in the Public Forum.

Planner Harris reiterated that the removal of public hearings is for administrative decisions only like the subdivision process.

Commission Chair Wood opened the Public Hearing at 7:23 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:23 p.m.

Commission Chair Wood expressed his agreement in removing public hearings from the subdivision process. He added that he liked the Concept Review phase as it did provide good feedback for any applicants and would include a public hearing time for residents to comment at a meeting where no formal action was taken. He added that in the new mandates from SB 174 that people can still comment during a public forum if they choose to do so. Planner Harris agreed that the Concept Plan meeting was a nice way to hash out any issues with applicants so that they could be better prepared for the Preliminary Plan phase. Commissioner Lance inquired about the difference in cost and time for applicants with the proposed code changes. Planner Harris estimated that the cost will be a difference of two to three hundred dollars per application. He added that changes to subdivision regulations and laws are happening nationwide. Commission Chair Wood inquired how deferral agreements will work with the new process. Planner Harris confirmed that any deferral agreement or exceptions would have to be approved by the City Council.

Commissioner Lance made a motion to recommend approval of the proposed code amendment as presented which amends the subdivision review process to meet state requirements. Commissioner Nixon seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes

The motion passed unanimously.

OTHER BUSINESS

3. Meeting Minutes Approval

Commissioner Nixon made a motion to approve the October 10, 2023 Planning Commission Meeting Minutes. Commissioner Romero seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes


The motion passed unanimously.

Senior Planner Harris discussed items that may be on upcoming Planning Commission meetings.

ADJOURNMENT

Commissioner Moak made a motion to adjourn the meeting.

The meeting was adjourned at 7:39 p.m.



City Recorder – Amalie R. Ottley



Planning Commission Chair – Trevor Wood