



Planning Commission Members in Attendance: Commission Chair Wood, Commissioner Lance, Commissioner Nixon, Commissioner Romero, Commissioner Moak, Commissioner Weight, Commissioner Hoffman.

Others in Attendance: City Council Member Jeff Siddoway, Andrew Griffin (via Zoom).

No members of the public attended the meeting in person.

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

INVOCATION/INSPIRATIONAL THOUGHT

Commissioner Romero offered an inspirational thought.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Weight.

INTRODUCTION OF NEW COMMISSION MEMBER

Commission Chair Wood introduced the newest member of the Planning Commission. LaDawn Moak expressed her appreciation and excitement at being appointed. Commission Chair Wood also expressed his appreciation to past Planning Commissioner Nicci McNeff for her service to the community.

PUBLIC FORUM

Commission Chair Wood opened the public forum at 7:07 p.m.

No members of the public wished to address the commission in the public forum.

Commission Chair Wood closed the public forum at 7:07 p.m.

DISCUSSION & POSSIBLE ACTION ITEMS:

1. Griffin Subdivision Final Plan

Assistant Manager Bond presented the Griffin Subdivision Final Plan. The Andrew Griffin 2-Lot Subdivision is located at 270 S 300 E. Lot 1 would be 0.483 acres and contains an existing residential dwelling. Lot 2 would be a 0.234-acre corner lot. The subdivision is located within and subject to the regulations of the R-8 Residential Zone. Santaquin City Code requires that all street improvements be put in with any new subdivision. The developer requested to defer the street improvements (i.e., sidewalk, curb and gutter, asphalt, etc.) to a later date. The City Council approved a deferral agreement for the Griffin Subdivision on May 16, 2023. Subdivisions with three lots or less may have a streamlined review process. After the concept review, the developer will need to submit final subdivision plans for a streamlined process. This development qualifies for this streamlined process. The preliminary/final plans were reviewed on May 16, 2023, by the Development Review Committee, and a positive recommendation with a condition that all redlines be addressed was forwarded to the Planning Commission.

The applicant, Andrew Griffin, attended the meeting via Zoom. He did not have anything to add to Assistant Manager Bond's introduction of the subdivision plans.

Commission Chair Wood expressed his approval of the subdivision stating that he couldn't see any issues with the plans or frontage. No commission members had any questions or concerns. Commissioner Nixon inquired if there was a deadline for the deferral agreement. Assistant Manager Bond indicated that deferral agreements in general have a sunset clause of around 10 years.

Commissioner Lance made a motion to approve the Griffin 2-Lot Subdivision on the condition that all redlines be addressed. 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.

2. Public Hearing: Planned Unit Development (PUD) Amendment

Assistant Manager Bond presented the Planned Unit Development Amendment and implementation to comply with State of Utah Moderate Income Housing Requirements. It is proposed that section 10.20.170.E of the Santaquin City Code be amended to create an option for developers to receive a density bonus in a Planned Unit Development (PUD) if moderate income housing is incorporated in the development and a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat or other appropriate deed restriction means. This proposal was created to address one of five strategies the city chose in order to meet the State moderate income housing requirements. The applicable strategy and implementation plan is as follows: Implement zoning incentives for moderate income units in new developments.

The following language is proposed to be added to the city code in the anticipated amendment: "Moderate Income Housing: Developments which provide moderate income housing for at least six percent (6%) of the total residential units are eligible for a six percent (6%) density increase. Units will only be identified as moderate-income housing when a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County."

Commission Chair Wood opened the Public Hearing at 7:24 p.m.

No members of the public wished to address the commission in the public forum.

Commission Chair Wood closed the Public Hearing at 7:24 p.m.

Commissioner Weight inquired what happens to lot numbers and sizes when a density bonus comes into effect. Assistant Manager Bond indicated the developers may choose to apply for a Planned Unit Development and qualify for more homes and/or smaller lots if they meet the additional amenities requirements as laid out in the city code. Commission Chair Wood asked how language in the code

stating that “units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County” will be enforced in a Planned Unit Development. Assistant Manager Bond discussed that the city would enforce the proposed changes in the code through plat notes and deed restrictions through the County Recorder’s office. Assistant Manager Bond and commission members discussed the difficulty meeting the proposed standards and State requirements given the current housing market. As the city does not have control over the housing market, the city is proposing a code change in order to take action implementing moderate-income housing as required by the State of Utah. Assistant Manager Bond addressed what other actions the city is taking to meet moderate-income housing. Commissioner Nixon inquired about taking action on the required 3 strategies for the state, rather than 5, so that additional moderate-income housing tactics can be considered in the future. Commission Chair Wood clarified that the current topic is the third moderate-income housing strategy being passed by the city. Assistant Manager Bond indicated that two additional strategies are being considered but have not yet been approved.

Commissioner Romero made a motion to recommend approval to the City Council of the proposed amendment to section 10.20.170E of Santaquin City Code which provides a density bonus for the implementation of moderate-income housing in a Planned Unit Development, and which helps implement one of the approved strategies to comply with the State moderate income housing requirements. Commissioner Wood seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Yes
Commissioner Nixon	No
Commissioner Romero	Yes
Commissioner Weight	No
Commissioner Hoffman	Yes

The motion passed.

3. Parks, Recreation, Trails, and Open Space (PRTOS) Master Plan Update

Assistant Manager Bond presented the draft of the Parks, Recreation, Trails, and Open Space (PRTOS) Master Plan update and the associated Impact Fee Facilities Plan (IFFP) Impact Fee Analysis (IFA). This plan was put together by the City’s consultant, Zion’s Public Finance.

Commissioner Weight inquired about the future increase in funds that will be allocated to the PRTOS Master Plan. He asked if any of the increases in cost to be in keeping with the parks, trails, etc. will be allocated by the proposed tax increase. Assistant Manager Bond specified that the increase in funds proposed in the PRTOS Master Plan will be solely based on impact fees and not the proposed tax increase. He added that the increase in funds for the PRTOS Master Plan will aid the city in keeping a level of service to the community. Commissioners discussed the increase in impact fees as similarly raised in cost of living as well as when developments will be affected after the impact fee is put into place. Commission Chair Wood inquired about analysis conducted in the master plan process and what impact fees may or may not be used for in city projects.

Commissioner Lance made a motion to recommend approval of the Parks, Recreation, Trails, and Open Space Master Plan Update to the City Council. Commissioner Weight 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:

4. Meeting Minutes Approval

Commissioner Nixon made a motion to approve the minutes from the May 23, 2023 Planning Commission Meeting. Commissioner Romero seconded the motion.

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


Commissioner Moak abstained from voting as she was not a member of the Planning Commission at the time of the May 23, 2023 meeting.

The motion passed unanimously.

Adjournment

Commissioner Weight made a motion to adjourn the meeting.

The meeting was adjourned at 8:10 p.m.



City Recorder – Amalie R. Ottley



Commission Deputy Chair – Kylie Lance