



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Drew Hoffman, BreAnna Nixon, Mike Weight, Ladawn Moak, and Jessica Tolman.

Commissioner Michael Romero was excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, Planner Aspen Stevenson, City Council Member Jeff Siddoway, Recorder Amalie Ottley, Mark Openshaw, Scott & Roni Miller, and other various members of the public.

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

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

Commissioner Tolman offered an inspirational thought.

#### **PLEDGE OF ALLEGIANCE**

Commissioner Weight 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: Public Facilities (PF) Zone Change**

Planner Aspen Stevenson introduced the proposed rezone of approximately 87.18 of city-owned properties to the Public Facility (PF) Zone. All of the properties in the proposed rezone are owned by Santaquin City and include open space, parks, pump stations, water tanks, etc. Senior Planner Harris indicated that the purpose for the rezone is to rezone City-owned property to the Public Facility zone so that City operations will align more clearly with allowable uses in the code.

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

Mark Openshaw inquired what the previous zones were and what the purpose was behind the zone change. Senior Planner Harris indicated that the previous zones were residential, and the rezone would allow for the City to build public facilities on the properties.

Roni Miller inquired if there was a chance that any of the properties included in the rezone would be a sewage facility. Senior Planner Harris indicated that the property that Ms. Miller lives is planned to be a city park.

Commission Chair Wood closed the Public Hearing at 7:07 p.m.

Commissioner Weight discussed with Senior Planner Harris the future possibilities of City properties on the north side of Summit Ridge. Commissioner Moak expressed similar concerns to Ms. Miller as well as concerns regarding more homes being built. Senior Planner Harris indicated that homes would no longer

be allowed to be built on the properties in a PF Zone adding that should the City need to build a sewage treatment facility that the current Water Reclamation Facility at the Public Works property would be expanded before moving on to other properties. Senior Planner Harris also pointed out in the City Code the list of approved uses in the PF Zone. Commissioner Tolman inquired about temporary uses such as batch plants. Senior Planner Harris reminded commissioners that any proposed use by a different party on City property would have to be approved by the City Council.

Commissioner Weight made a motion to forward a positive recommendation to the City Council that approximately 87.18 acres of City-owned property from the Residential (R-10, R-10 PUD, R-12 PUD, R-15 PUD, R-20, R-43) Zone and the Planned Community (PC) Zone to the Public Facility (PF) Zone. Commissioner Nixon seconded the motion.

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

The motion passed.

**2. Public Hearing: Plat Amendment, Lot Line Adjustment, and Parcel Line Adjustment Process Update**

Senior Planner Harris introduced the proposed code amendment that would amend language related to the plat amendment and parcel boundary adjustment process to meet State Code requirements. In the past several years, the State has passed several laws updating these processes. Significant changes include:

- The proposed code amendment clarifies what the petition requires for a plat amendment and street vacation.
- The code lists several requirements, and if the plat amendment meets one of the requirements, a public hearing is not required. This amendment removes one requirement related to subdividing a lot and adds a requirement listed in the State Code.
- A plat amendment or lot line adjustment is required to move a property line that is part of a lot (within a subdivision). A parcel boundary adjustment is required to move a property line not within a subdivision. The amendment clarifies the process for a lot line adjustment and a parcel boundary adjustment.

Commission Chair Wood opened the Public Hearing at 7:18 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 7:19 p.m.

Commission Chair Wood discussed with Senior Planner Harris the difference between lots and parcels and the new process for adjustments. Commissioners also discussed the possibility that parcel line adjustments being approved by the County Recorder's office without the City's knowledge or approval. Commissioners encouraged residents to verify any property line adjustment with the City prior to recordation at Utah County.

Commissioner Moak made a motion to recommend approval of the proposed code amendment, which amends the plat amendment, lot line adjustment, and parcel boundary adjustment process to meet state requirements. Commissioner Tolman seconded the motion.

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

The motion passed.

**3. Public Hearing: Rear Setback Exceptions**

Senior Planner Harris introduced the proposed code amendment that would create language related to residential rear yard setback exceptions to meet State Code requirements and House Bill (HB) 476, which passed earlier this year. The residential rear setback exceptions can be found in Utah State Code 10-9a-540. Some of the proposed changes to the Santaquin City Code include

- An "Allowable Feature" is defined, and the definition is copied from the State Code.
- Landings and Walkout Porches are allowed to extend into the rear setback if the area of the landing or walkout porch that is within the rear setback is no more than 32 square feet and is used for ingress to and egress from the rear of the residential dwelling.
- Window wells are allowed within the rear setback.

Commission Chair Wood opened the Public Hearing at 7:31 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 7:32 p.m.

Commissioner Nixon made a motion to recommend approval of the proposed code amendment, which adopts residential rear yard exceptions. Commissioner Weight seconded the motion.

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

The motion passed.

Commissioners discussed and clarified what the new requirements and square footage for rear yard setbacks mean for residents.

**OTHER BUSINESS**

**4. Meeting Minutes Approval**

Commissioner Tolman made a motion to approve the September 10, 2024 Meeting Minutes.  
Commissioner Moak seconded the motion.

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


The motion passed.

**ADJOURNMENT**

Commissioner Nixon made a motion to adjourn the meeting.

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

  
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City Recorder – Amalie R. Ottley

  
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Planning Commission Chair – Trevor Wood