



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Michael Romero, Michael Weight, Jessica Tolman, LaDawn Moak, and BreAnna Nixon.

Commissioner Drew Hoffman was excused from the meeting.

**Others in Attendance:** Assistant City Manager Jason Bond, Recorder Amalie Ottley, and City Council Member Jeff Siddoway, Curt Paulson, Race Ostler, and Kyle Spencer (via Zoom).

Senior Planner Ryan Harris was excused from the meeting.

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

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

Commissioner Romero offered an inspirational thought.

#### **PLEDGE OF ALLEGIANCE**

Commissioner Weight led the Pledge of Allegiance.

#### **PUBLIC FORUM**

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

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

##### **1. Public Hearing: Commercial Additional Sign Request Code Amendment**

Assistant City Manager Bond presented the proposed code amendment changing language related to the wall sign approvals found in Santaquin City Code Section 10.44.080. Currently, the code requires the Planning Commission to approve signage on more than two sides of the building and the rear of the building. In some instances, requiring Planning Commission approval has delayed a business from opening. The business had to wait several weeks to get Planning Commission approval when they were meeting code requirements. Staff is proposing the following changes to the wall sign code to make the approval process more efficient:

1. Making the Zoning Administrator the land use authority for additional sign requests, signs on more than two sides of a building, and signs on the rear of the building.
2. Clarifying that the Historic Preservation Committee must approve painted signs on historic buildings.
3. Clarifying a few code requirements to make it easier to understand. No requirements have changed.

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

Commissioner Tolman pointed out that the Planning Commission doesn't have much discretion when approving additional signs as long as the request meets code. Planning Commissioners agreed that the code amendment is straightforward and makes the sign request process easier for potential businesses. Commissioner Weight asked if there would be any conflicts of interest if a single staff member were to be the one to approve sign requests. Assistant Manager Bond expressed his confidence in staffs' professionalism and ability to work through sign requests without conflict.

Commissioner Romero made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 10.44.080.E. Commissioner Weight seconded the motion.

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

The motion passed.

## **2. Santaquin Peaks Plat Amendment #2**

Assistant Manager Bond presented the Santaquin Peaks Plat Amendment #2. The proposed plat amendment amends the Santaquin Peaks Industrial Park, which is in the Industrial (I-1) Zone. The original subdivision was recorded on June 14, 2023. The entire Plat was amended, and the amendment was recorded on July 12, 2024. The proposed plat amendment will combine lots 12 and 13 of the Santaquin Peaks Industrial Park, located at approximately 249 N Nebo Way. The combination of the lots will eliminate the property line in the middle of the lots owned by Wasatch Steel.

The applicant, Curt Paulson, attended the meeting.

Members of the Planning Commission had no concerns with the requested plat amendment.

Commissioner Weight made a motion to approve the Santaquin Peaks Industrial Park Subdivision second amendment. Commissioner Nixon seconded the motion.

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

The motion passed.

### 3. Bello Corner Infill Request

Assistant Manager Bond presented the Bello Corner Infill Reduction Request. The Bello Corner Subdivision is located at 215 South Center Street. The proposed subdivision is in the R-8 zone and consists of 3 lots on 0.61 acres. The proposed subdivision is located in the R-8. The applicant requested to use the infill reduction standards in Santaquin City Code (SCC) 10.32. The infill reduction standard allows a 20% reduction of the frontage and lot size. In the R-8 zone, the lot size can be reduced to 6,400 square feet, and the frontage can be reduced to 64 feet if approved by the Planning Commission.

The applicant is not seeking a reduction in lot size, as all three lots meet the 8,000 square-foot requirement in the R-8 Zone. The request focuses on a frontage reduction for Lots 2 & 3, which would bring the frontage for Lot 2 from 80' to 65.69' and Lot 3 from 80' to 77.92. This reduction request falls within the 20% requirement. The frontages of Lots 2 & 3 cannot be expanded due to the existing house on Lot 1. If the frontages of Lots 2 & 3 were to expand, the home on Lot 1 would not meet setback requirements.

The applicants, Race Ostler and Kyle Spencer (via Zoom) attended the meeting.

Commissioner Tolman inquired if there were any safety concerns by reducing infill or setback requirements on lots in the City. Assistant Manager Bond indicated that the Development Review Committee (DRC) did not feel that there were safety concerns on that lot.

Commissioner Tolman made a motion to approve the Bello Corner Infill Request. Commissioner Romero seconded the motion.

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

The motion passed.

### 4. Bello Corner Preliminary Plan

The Planning Commission reviewed the Bello Corner Preliminary Plan. The Bello Corner subdivision is located at 215 South Center Street. The proposed subdivision is in the R-8 Residential Zone and is three lots on 0.61 acres. Lots within the R-8 zone must have a minimum lot size of 8,000 square feet and a minimum lot width of 80 feet. The proposed lots range from 0.19 acres (8,156 square feet) to 0.23 acres (10,095 square feet), and the lot frontages range from 65.69 feet to 96.06 feet. The Santaquin City Code requires that all street improvements be included in any new subdivision. The developer requested to defer the street improvements (e.g., sidewalk, curb and gutter, asphalt, etc.) to a later date. The City Council approved a deferral agreement for the Bello Corner Subdivision on July 2, 2024. As the Planning Commission approved the applicant's infill request in the prior agenda item, commissioners agreed that the subdivision meets code. Commissioner Wood inquired about the updated subdivision process. Assistant Manager Bond stated that the Planning Commission is the approval body for the preliminary plan and then the application will go back to DRC for final approval before the plat is recorded.

Commissioner Nixon made a motion to approve the preliminary plans for the Bello Corner Subdivision.  
Commissioner Moak seconded the motion.

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

The motion passed.

**OTHER BUSINESS**

**5. Meeting Minutes Approval**

Commissioner Tolman made a motion to approve the Planning Commission meeting minutes from June 11, 2024 Commissioner Weight seconded the motion.

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


The motion passed.

**ADJOURNMENT**

Commissioner Moak made a motion to adjourn the meeting.

The meeting was adjourned at 7:25 p.m.

  
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City Recorder – Amalie R. Ottley

  
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Planning Commission Chair – Trevor Wood