



**DRC Members in Attendance:** City Manager Norm Beagley, Senior Planner Ryan Harris, City Engineer Jon Lundell, Public Works Director Jason Callaway, Building Official Randy Spadafora, Police Officer Kayson Shepherd, Fire Chief Ryan Lind.

**Others in Attendance:** Recorder Amalie Ottley, John Caldwell, Kyle Spencer, Shawn Herring, Norm Avery and Ken Burg.

Engineer Lundell called the meeting to order at 10:00 a.m.

### **1. O'Reilly Auto Parts Site Plan**

*A site plan review for a proposed auto parts store located at approximately 479 W Main Street.*

Representatives for the applicant attended the meeting via Zoom.

City Engineer Jon Lundell indicated that the applicant has received appropriate permits from UDOT for a second access at the site.

Building Official Randy Spadafora had no comments other than stating that the address was established at a previous meeting.

Fire Chief Ryan Lind had no comments.

Public Works Director Jason Callaway noted that there isn't a Pressurized Irrigation (PI) service connection to the property. He indicated that the PI service connection will need to be installed and connected to the line on 30 South. Director Callaway also noted that GIS shows sewer laterals on the property. He stated that those sewer laterals will need to be located and verified in the field.

Senior Planner Ryan Harris stated that a photometric plan needs to be included with the lighting plan that will detail what types of lights will be used at the location. He added that per Santaquin City Code the applicant's number of parking stalls at 38.25 needs to be rounded up to 39. Lastly, he indicated again per Santaquin City Code that as the commercial site neighbors a residential lot on the East side, that a fencing or privacy barrier will have to be installed. Plans for that barrier will need to be provided to the City for review.

Officer Kayson Shepherd inquired if a stop sign is needed on the site in and out of the private entrance as well as on Main Street. He asked that those stop signs be looked at more closely.

City Engineer Lundell stated that improvements to the plans for Main Street will need to match the plans considered in the Main Street Widening Project. Engineer Lundell and Chief Lind discussed the turning radius into the site. Chief Lind indicated that the proposed turning radius is sufficient for emergency vehicles. Engineer Lundell discussed with the applicant the requirement to install street improvements across the entire frontage of the property. City Manager Beagley clarified that the improvements on Main Street will have to be completed with the construction of the project. Engineer Lundell pointed out that there are two PI main pipelines on 30 South, one 10-inch line and one 4-inch line. He added that the applicant cannot connect to the 10-inch PI main line. Senior Planner Harris added that the area between the property and the park strip area on 500 West will need to be improved

and landscaped. As such, landscape plans will need to be submitted to the City by the applicant for the plans for that area. The applicant will also need to submit an irrigation plan.

City Manager Beagley made a motion to conditionally approve the O'Reilly's Auto Parts Site Plan pending all redlines being addressed. Public Works Director Callaway seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

## **2. Apple Hollow at The Orchards B Preliminary Plan**

*A preliminary review of a 9-lot and 84 townhome subdivision located at approximately 215 W. and Ginger Gold Road*

The applicants, Kyle Spencer and John Caldwell, attended the meeting in person.

Building Official Randy Spadafora had no comments.

Fire Chief Lind pointed out that no fire hydrants were shown on the plans on Ginger Gold Road. He added that as there wasn't a legend on the plans notating symbols. It was difficult to delineate what all the symbols meant.

Public Works Director Callaway recommended that the applicant work closely with the City to make sure that work on Ginger Gold Road is done correctly. He noted that the CUP Utah Lake System (ULS) pipeline will go through that area and the applicant should be aware of the work being completed on that line.

Senior Planner Harris addressed the recent code update that changed the City's approval authority for the subdivision process from the City Council to the Planning Commission. He wanted to make sure the applicant was aware of those recent changes as an amenities detail was missing from the plans and would need to be submitted before the project could be scheduled for a Planning Commission meeting. He added that architectural renderings must be submitted for approval by the Architectural Review Committee for which a meeting will be set.

Officer Shepherd asked that notes for proposed traffic controls such as stop signs be provided.

Manager Beagley noted the Orchards development is under a current Development Agreement with the City, passed by Resolution 05-02-2023. He added that the applicant's amenities plan needs to match the 2023 Development Agreement amendment.

Engineer Lundell confirmed with the applicant that single family home lots will be on separate plats from the multi-unit plats. He added that garage sizes are required to be a minimum of 24x24 feet in order to count those garages as 2 parking stalls. Engineer Lundell also addressed various notes on the plats that will be provided to the applicant. He pointed out on the plans were streetlights need be relocated closer to intersections and parking areas.

Fire Chief Lind strongly recommended that a sidewalk be finished on the south side of the building to help with emergency calls.

Fire Chief Lind made a motion to conditionally approve the Apple Hollow at The Orchards B Preliminary Plan with the condition that all redlines be addressed before being scheduled for a Planning Commission Meeting. Building Official Spadafora seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

### **3. The Hills Plat G Final Plan**

*A final plan review for a one lot subdivision located at approximately 1544 S. and Sageberry Drive.*

The applicant, Shawn Herring, attended the meeting in person.

Building Official Spadafora stated that addressing is complete.

Fire Chief Lind had no comments.

Public Works Director Callaway had no comments.

Planner Harris pointed out that the setback showing on the detail sheet is different than what is showing on the plat. He asked that the detail sheet and the plat notes match and both meet City Code setback standards.

Engineer Lundell clarified with the applicant that the 40-foot easement on the back of the property is for the slope and grading associated with the site. Manager Beagley added that the aforementioned easement would have to be recorded on the plat.

Officer Shepherd and Engineer Lundell discussed where at the site it would be most appropriate to place stop signs.

Engineer Lundell noted that any future use or future building on the site would be a separate site plan application that would have to be submitted to the City. He added that the previously named "Cyprus Point Drive" had been renamed "Sageberry Drive" and notes should be reflected as such moving forward. Engineer Lundell pointed out that the roadway will need to be constructed from the curb on the northside of the site and road improvements completed on the south side. The sidewalk will not need to be constructed on the north side of Mountain View Drive as that improvement will fall under future development. Engineer Lundell added that sewer lines will need to be connected to the west end of the property and the plans will need to show how existing utilities will be/are stubbed to the lot. He asked that a grading plan be provided for the totality of the subdivision as the site reflects today.

Manager Beagley made a motion to conditionally approve The Hills Plat G Final Plan with the condition that all redlines be addressed. Fire Chief Lind seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

#### **4. Citadel Santaquin Storage Units Subdivision Preliminary/Site Plan**

*A preliminary review of a 2-lot subdivision and site plan located at approximately 120 E. 610 S.*

The applicant, Norm Avery, attended the meeting in person.

Members of the DRC clarified that before there can be site plan approval for the application, the corrected subdivision must be recorded. Future meetings will need to reflect the separate action items for the site.

Building Official Spadafora inquired if the setback behind the existing home is being met. Planner Harris indicated that the setback needs to be met at 25-feet, for which measurements are not currently addressed on the plans.

Fire Chief Lundell pointed out that all fire hydrants and turning radii for emergency vehicles need to be provided with a traffic access and circulation plan.

Public Works Director Callaway stated that Summit Creek Irrigation Company has multiple conveyance lines and structures in the area. He encouraged the applicant to communicate well with Summit Creek Irrigation Company moving forward to locate those lines. Engineer Lundell added the approval from Summit Creek Irrigation Company for the proposed site will need to be provided to the City.

Senior Planner Harris reviewed the subdivision and preliminary site plan processes. He pointed out where setbacks need to be clarified on the plans and what, per City Code, those setbacks will be. He added that any proposed fencing will need to be detailed in the plans.

Manager Beagley discussed where right-of-way dedication to the City will need to be prepared and cleaned up after the last application for the property had lapsed.

Engineer Lundell addressed where the realignment project of Highland Drive and improvements have been completed by the City associated with the first splitting of the parcels. He stated that the City required reimbursement for the improvements that were made for that City project. Engineer Lundell inquired if there was an existing easement for public utilities. The applicant indicated that there is an easement in place. Engineer Lundell stated that the easement needs to be shown on the plans. Engineer Lundell discussed where the public right-of-way exists on City property and where plans need to be adjusted near private property. Engineer Lundell also discussed the maximum roadway width recently adopted by State Code being 32-feet as opposed to the previously required 40-feet. The roadway cross section would have to be 32-feet of asphalt, curb, gutter, 6-foot planter strip, and 5-foot sidewalk or trail. Senior Planner Harris pointed out that by adjusting the road size, setbacks may be more easily met. Engineer Lundell and Chief Lind discussed with the applicant the need to install an appropriately sized fire riser at the project. Because of existing pipelines at the site, Engineer Lundell encouraged the applicant to adjust the alignment of the PI and culinary lines and to avoid crossing them as currently shown. Engineer Lundell addressed where storm drain infiltration galleries need to be placed away from the roadway, adding that a storm drain report needs to be submitted that will include underground retention basins. Manager Beagley discussed with the applicant how to bring in fill for the site and testing will need to be considered. Senior Planner Harris added that a landscaping plan will need to be provided for the area being dedicated to the City. Engineer Lundell pointed out where water has run historically on the property and asked that the applicant make sure that any runoff is also taken into consideration/addressed. Engineer Lundell encouraged the applicant to make sure there are not dark spots on the photometric lighting plan for the site.

Manager Beagley made a motion to table both the subdivision and site plan for the Citadel Storage Units. Building Official Spadafora seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

##### **5. Grey Cliffs Plat A Final Plan**

*A final plan review for the Grey Cliffs Subdivision Plat A located east of State Road 198 and approximately 1082 E. Grey Cliffs Drive.*

The applicant, Ken Burg, attended the meeting in person.

Building Official Spadafora stated that some clean up was done to complete addressing for the site.

Fire Chief Lind asked that the applicant make sure the temporary turnarounds/bulb-outs will sufficiently hold the weight of emergency vehicles.

Public Works Director Callaway inquired how the water line will line up with the commercial portion of the site. The applicant discussed that the proposed water line placement will help with future pressure zones.

Senior Planner Harris indicated that irrigation plans must be submitted for the proposed city park. Members of the DRC discussed where irrigation lines can tie into the existing system.

Officer Shepherd had no comments.

Engineer Lundell addressed the missing notes on the plat sheets such as bearings, call outs, and legal descriptions. Because the PI water lines shown on the utility sheet break the pressure zone, utility connections need to be shown for each lot, including commercial lots. Street and stop signs need to be clearly marked on the plans as well. Engineer Lundell indicated that an access permit is required to connect the lines and for roadway improvement along SR 198 as it's a UDOT facility. He added that storm drainage needs to reflect the correct retention and capacity for the area and to include all lots. Engineer Lundell discussed with the applicant the slope on the site at 0.33% matching with State requirements but stated the difficulties that the Public Works department faces with the lower sloping lines.

Public Works Director Callaway made a motion to conditionally approve the Grey Cliffs Plat A Final Plan on the condition that all redlines be addressed. Senior Planner Harris seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

## 6. Meeting Minutes Approval

Manager Beagley made a motion to approve the November 14, 2023 meeting minutes. Fire Chief Lind seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes

City Manager Norm Beagley	Yes
Senior Planner Ryan Harris	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

**Adjournment**

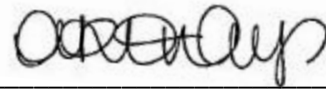
Fire Chief Lind made a motion to adjourn.

The meeting was adjourned at 11:35 a.m.



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Jon Lundell, City Engineer



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Amalie R. Ottley, City Recorder