



## PLANNING COMMISSION

Tuesday, September 12, 2023, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online  
275 W. Main Street, Santaquin, UT 84655

### MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – Meetings are held on the 2<sup>nd</sup> floor in the Court Room/Council Chambers at City Hall
- **YouTube Live** – Public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.

### ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

## AGENDA

### WELCOME

### INVOCATION/INSPIRATION THOUGHT

### PLEDGE OF ALLEGIANCE

### ORDER OF AGENDA ITEMS

### PUBLIC FORUM

### DISCUSSION & POSSIBLE ACTION

1. **Public Hearing: Hobby License Conditional Use Permit**

The Planning Commission will hold a Public Hearing to receive input regarding a proposed Conditional Use Permit for a Hobby License located at 116 E. 525 N. Brian and Deanna Fisher are requesting a Conditional Use Permit for 5 indoor dogs in their home.

2. **Public Hearing: Discovery Bear Daycare Conditional Use Permit**

The Planning Commission will hold a Public Hearing to receive input regarding a proposed Conditional Use Permit for a major home occupation. The proposed Conditional Use Permit is for the Discovery Bear Daycare located at 607 E. 130 S.

3. **Public Hearing: Deer Haven (Vincent Ridge) Subdivision Concept Plan**

The Planning Commission will hold a Public Hearing to receive input on the Deer Haven Subdivision Concept Plan. Previously known as the Vincent Ridge Subdivision, the plan includes seven lots located at approximately 450 S. 900 E.

### OTHER BUSINESS

4. **Meeting Minutes Approval**

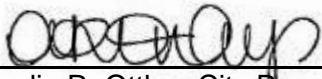
August 23, 2023

## ADJOURNMENT

### CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda may be found at [www.santaquin.org](http://www.santaquin.org), in three physical locations (Santaquin City Public Safety Building, Zions Bank, Santaquin Post Office), and on the State of Utah's Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

BY:

  
\_\_\_\_\_  
Amalie R. Ottley, City Recorder

# MEMO



To: Planning Commission  
From: Ryan Harris, Senior Planner  
Date: September 8, 2023  
Re: Conditional Use Permit – Hobby License

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Brian and Deanna Fisher have submitted a Conditional Use Application for a Hobby License at their residence located at 116 East 525 North. The owners are requesting to have 5 indoor dogs at their home. Santaquin City Code (SCC) 5.08.170 requires a Conditional Use Permit to have more than 3 dogs.

## **5.08.170 FANCIER AND HOBBY PERMITS**

1. Owners of dogs and cats may obtain a Conditional Use permit to keep more than three (3) dogs or cats in a residential area, provided:
  1. All household pets on the premises are individually licensed if required by this code;
  2. The property on which the animals will be kept complies with zoning requirements, the health department and the applicable regulations for kennels;
  3. All other provisions of this chapter are complied with, and no pet or premises is deemed to be a nuisance.
  4. The maximum number of household pets allowed on the premises shall be set through Conditional Use approval by the Planning Commission. The Planning Commission shall use the criteria set forth in 10.24.060 and 10.64.080.C when considering requests under this section.
2. The holder of a permit issued under this section may keep one litter intact until the animals reach six (6) months of age; one animal from the litter may be retained until it reaches twelve (12) months of age. At no time may the holder of a permit retain more animals than is indicated on the permit.

The code above lists all the conditions that need to be met to obtain a Conditional Use Permit. The attached application has the registration documents for all 5 dogs and includes the types of dogs and their ages. The Police Department has reviewed and approved the Hobby License Application.

The maximum number of dogs allowed on the premises shall be set by the Planning Commission. The Planning Commission will need to determine if 5 dogs is appropriate for this property. The Planning Commission will use the criteria set forth in SCC 10.24.060 and 10.64.080.C when considering requests for a Hobby License Conditional Use. These codes are attached to the staff report.

A Hobby License will still need to be acquired and all required departments will need to review and approve the Hobby License.

**Motion** “Motion to (approve or deny) a Conditional Use Permit for the proposed Hobby License to allow for 5 indoor dogs located at 116 East 525 North with the following conditions:

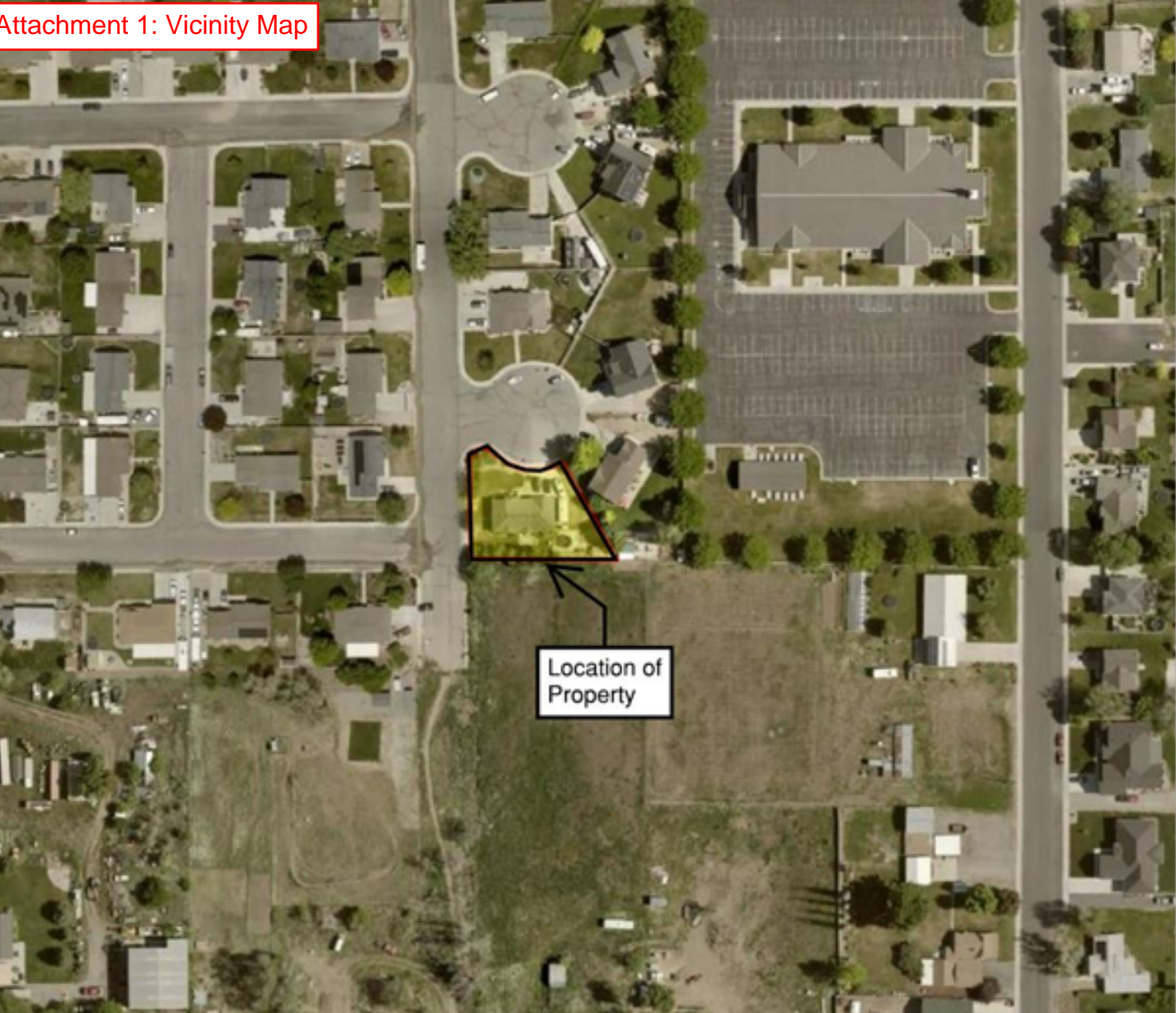
- The applicant shall comply with Santaquin City Code 5.08.170. “Fancier and Hobby Permits” regulations.
- The applicant shall obtain a Hobby License Permit.

**Attachments:**

1. Vicinity Map
2. Application
3. Santaquin City Code 10.24.060
4. Santaquin City Code 10.64.080.C



Attachment 1: Vicinity Map



## Santaquin City Corporation Conditional Use Permit Application

45 West 100 South, Santaquin, Utah  
(801) 754-1011  
[www.santaquin.org](http://www.santaquin.org)



**Notice:** All submitted proposals shall be reviewed in accordance with the Santaquin City Code. Submission of a Conditional Use Permit Application in no way guarantees placement of the application on any agenda of any City reviewing body. It is *strongly* advised that all plans be submitted well in advance of all agenda deadlines.

**Meetings:** Planning Commission meetings are held the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month. The meeting is held in the City building, located at 275 W Main in Santaquin. All meeting dates are subject to City-observed holidays, scheduling necessities and each reviewing body's approved yearly meeting schedule.

<b>Project Information (if applicable)</b>			
Project Name:		Utah County Parcel Number:	
Project Address, City, State, Zip:			Zone:
<b>Applicant Information</b>			
Applicant/ Company: Brian and Deanna Fisher		Application Date: 08/09/23	Date of Meeting Request:
Address, City, State, Zip: 116 E 525 N Santaquin, UT, 84655			
Telephone:	Alternate Phone:	Fax:	Email:
<b>Property Owner Information (if different)</b>			
Property Owner Name/ Representative:			
Property Owner/ Representative Address, City, State, Zip:			
Telephone:	Alternate Phone:	Fax:	Email:
<b>Nature of Conditional Use Permit Request</b>			
<input type="checkbox"/> "Major" Class Home Occupation <input type="checkbox"/> Premises Occupation <input type="checkbox"/> Child Day Care Facility <input type="checkbox"/> Multiple-Unit Dwelling <input type="checkbox"/> Commercial-Industrial Conditional Uses <input checked="" type="checkbox"/> Other Hobby dog license		Explanation of Request: <u>Requesting to keep our five emotional support dogs on our property. They are indoor dogs and do not cause a nuisance to our neighbors. They have adequate sleeping arrangements, food, and water. They are also taken on regular walks.</u>	
<b>Certification</b>			
I/We, the undersigned, swear and say that I am/we are the owner(s) of record on the Tax Rolls of the property involved in this application, or am/are otherwise qualified to initiate this application under Santaquin City Code; that the information on the attached legal description(s); all plans, drawings, and sketches attached hereto and all of the statements and answers contained herein are in all respects true and correct to the best of my/our knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted.		SUBSCRIBED AND SWORN TO before me this <u>23</u> day of <u>August</u> , 20 <u>23</u> My Commission Expires: (Seal) 	
 Deanna Fisher Property Owner		 Notary Public	



**Santaquin City Corporation**  
**New Business License Application**

275 West Main, Santaquin, Utah 84655  
(801) 754-3211 Fax (801) 754-3526  
[www.santaquin.org](http://www.santaquin.org)



Item 1.

## Hobby/Kennel License

All business licenses must be reviewed and approved by the appropriate City Departments prior to operation of the business. State law requires all business names be registered with the Utah Department of Commerce. Business licenses expire on December 31<sup>st</sup> of each year.

Applicant's Information			
Name: <u>Brian Fisher</u>	Home Phone Number: <u>801-874-6993</u>	Date of Birth:	
Home Address: <u>116 E 525 N</u>	City: <u>Santaquin</u>	State: <u>UT</u>	Zip Code: <u>84655</u>
Email Address:	Cell Phone Number:	Fax Number:	
Title or Agent (as applicable):	Driver License Number:	Social Security Number:	
Animal Information			
Dog's Name: <u>Thor</u>	Sex: <u>M</u>	Age: <u>8</u>	Breed: <u>lab / Hound</u>
Dog's Name: <u>Maggie</u>	Sex: <u>F</u>	Age: <u>11</u>	Breed: <u>Schnauzer</u>
Dog's Name: <u>Dexter</u>	Sex: <u>M</u>	Age: <u>6</u>	Breed: <u>Golden Doodle</u>
Dog's Name: <u>Daisy</u>	Sex: <u>F</u>	Age: <u>1</u>	Breed: <u>Poodle</u>
Dog's Name: <u>Jax</u>	Sex: <u>M</u>	Age: <u>1</u>	Breed: <u>Schnauzer</u>
License Requested:		<input type="checkbox"/> Hobby Permit <input type="checkbox"/> Kennel License (Residential Commercial Zone Only) <input type="checkbox"/> Other (explain)	
Description of Request			
Detailed Description of Request: <u>Emotional Support Animals</u>			

### Impact Information

All animals must be registered with the City.  
Please provide the licensing paperwork with this application.

(Attached)

Will you be breeding the animals?

☐ Yes ☒ No

If yes, please provide additional information in the description area.

### Application Review & Certification (for City use only)

DATE:

License Fee:

☐ Planning:

☐ Police:

☐ City Manager:

☐ Business License Admin:

*Rodney S. Hunt*

08/08/2023

Payment Date:

HL-Number:

**\*Applicant's Signature** - By signing this application, you testify the information provided is complete, accurate and, is in compliance with Title 10 Chapter 12 of the Santaquin City Code.

Signature:

*[Handwritten Signature]*

Date of Application:

8-7-23

*[Handwritten Initials]*

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Item 1.

## License Information

**License Number:** S18324 **License Expiration:** 2024-08-07 **Issue Date:** 2023-08-07

**Rabies Number:** 29989 **Rabies Expiration:** 2027-05-31

**Issuer Name:** Santaquin **Issuer Org:** Payson Family Pet Hospital **Amount:** 30.00

## Owner Information

**Name:** Deanna Fisher

**Phone:** 8018748993

**Address:** 116 E 525 N , Santaquin, Utah 84655

## Animal Information

**Name:** Jax

**Breed:** Schnauzer

**Color:** Black and White

**Age:** 1 Year

**Sex:** Male

**Fixed:** No

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Item 1.

**License Information****License Number:** S18321**License Expiration:** 2024-08-07**Issue Date:** 2023-08-07**Rabies Number:** 26919**Rabies Expiration:** 2023-10-01**Issuer Name:** Santaquin**Issuer Org:** Payson Family Pet**Amount:** 10**Owner Information****Name:** Deanna Fisher**Phone:** 8018748993**Address:** 116 E 525 N, Santaquin, UT 84655**Animal Information****Name:** Daisy**Breed:** Poodle**Color:** black**Age:** 1 yr**Sex:** Female**Fixed:** Yes

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Item 1.

**License Information**

**License Number:** S18322    **License Expiration:** 2024-08-07    **Issue Date:** 2023-08-07  
**Rabies Number:** 30762    **Rabies Expiration:** 2026-07-25  
**Issuer Name:** Santaquin    **Issuer Org:** Payson Family Pet Hospital    **Amount:** 30.00

**Owner Information**

**Name:** Deanna Fisher    **Phone:** 8018748993  
**Address:** 25 N , Santaquin, Utah 84655

**Animal Information**

**Name:** Dexter    **Breed:** Golden Retriever/Golden Doodle    **Color:** Tan  
**Age:** 6 Years    **Sex:** Male    **Fixed:** No



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Item 1.

### License Information

**License Number:** S18320    **License Expiration:** 2024-08-07    **Issue Date:** 2023-08-07

**Rabies Number:** 30799    **Rabies Expiration:** 2026-07-26

**Issuer Name:** Santaquin    **Issuer Org:** Payson Family Pet Hospital    **Amount:** 30.00

### Owner Information

**Owner:** Deanna Fisher

**Phone:** 8018748993

**Address:** 116 E 525 N , Santaquin, Utah 84655

### Animal Information

**Name:** Thor    **Breed:** Labrador Retriever/Hound    **Color:** Black

**Age:** 8 Years    **Sex:** Male    **Fixed:** No



**10.24.060 CRITERIA AND FACTORS TO BE CONSIDERED**

- A. The following general factors shall be weighed and considered when determining whether a conditional use permit application should be approved, approved with conditions, or denied:
1. Harmony of the request with the general objectives of the general plan, development code, subdivision ordinance, any other city ordinances, and the particular zone in which the request is located.
  2. Harmony of the request with existing uses in the neighborhood.
  3. Development, or lack thereof, adjacent to the site.
  4. Whether or not the request may be injurious to present or potential development in the vicinity.
  5. Present and future requirements for transportation, traffic, water, sewer, and other utilities.
  6. Suitability of the specific property for the proposed use.
  7. Economic impact on the neighborhood.
  8. Aesthetic impact on the neighborhood.
  9. Safeguards to prevent noxious or offensive omissions such as noise, glare, dust, pollutants, and odor.
  10. Attempts by the applicant to minimize other adverse effects on people and property in the area.
  11. Impact of the proposed use on the health, safety, and welfare of the city, the area, and persons owning or leasing property in the area.

- B. The following are standards applicable to the specified uses:

1. Adult Daycare Facilities In Residential Zones:

- a. Number of individuals being cared for within the facility shall not exceed four (4) at one time.
- b. Proof of compliance with state regulations for such facilities shall be provided with each renewal of the facility's business license.

2. Assisted Living Facilities In Agriculture And Residential Zones: The following regulations pertain to large assisted living facilities and small type I assisted living facilities. Small type I or type II facilities are permitted in those zones where listed.

- a. Only if the additional standards below are met and the general review criteria for conditional uses are complied with, may a facility be approved with more than sixteen (16) beds. Additional beds may only be permitted to the extent of compliance with the city's development standards, building codes, fire codes, and public utilities can handle the additional demands placed upon them by a proposed facility.

b. Location criteria:

- (1) Proposed facilities must be situated along or have direct access to a collector or arterial street, or

(2) The proposed facility site must abut a nonresidential or mixed use so that it may act as a buffer between single-family neighborhoods and the impacts associated with greater intensity of uses. Item 1.

c. Facilities proposed under this section must be located at least three-fourths (3/4) of a mile away from any similar facilities.

d. Proof of compliance with state regulations for such facilities shall be provided with each renewal of the facility's business license.

3. Major Home Occupation: Specific standards shall be as provided in the home occupation regulations of this title.

4. Outdoor Youth Programs:

a. Stationary camps shall have at least twenty (20) acres.

b. Facilities must annually demonstrate compliance with state licensing laws, rules, and regulations.

c. A security plan must be provided and approved by the city's public safety department.

d. A list of all clients and employees must be provided to the city public safety department within seven (7) days of their arriving at the site.

5. Sheltered Workshops:

a. The maximum number of patrons or clients allowed at one time at a sheltered workshop within a residential zone is four (4).

b. A traffic and circulation plan must be reviewed and approved by the planning commission as part of any conditional use review.

c. Parking must be available on site for any patrons or clients of the workshop.

d. Any building or accessory building in which the workshop is operating must be inspected by the chief building official for compliance with the applicable building, life, accessibility and safety codes. (Ord. 07-01-2011, 7-27-2011, eff. 7-28-2011)

#### HISTORY

Amended by Ord. [07-01-2011](#) on 7/27/2011

**10.64.080 RIGHTS GRANTED BY THIS CHAPTER**

- A. Legal Nonconforming Animal Rights: Lots containing animal rights which are legally nonconforming, or which hereby become legally nonconforming, with regards to property size or the presence of animal rights shall maintain those rights herefrom in the nature of which they were permitted, unless abandoned or discontinued as provided in SCC 10.28.010.
- B. General Rights Granted: The rights granted according to this overlay are the pasturing, care, and keeping of domesticated animals (excepting hogs, or other closely related animals) for exclusive use and enjoyment of the residing family. These rights are not subject to forfeiture, abandonment or discontinuance except as outlined in SCC 10.64.150, the city's animal control provisions, or as determined by a court of competent jurisdiction. (Ord. 09-01-2012, 9-5-2012, eff. 9-6-2012)
- C. Household Pets: Small animals and fowl may be kept as household pets in all zones subject to the following conditions:
1. Animals or fowl must be kept in pens, or otherwise secured, unless housed within the dwelling unit.
  2. No more than three (3) cats and no more than three (3) dogs, excluding dependent young under six (6) months of age, shall be kept subject to animal provisions of SCC Title 5. The Planning Commission may grant a conditional use permit to allow more than the above cats and dogs upon an applicant's demonstration that all Title 5 standards applicable to the number and type of animals will be met and there will be compliance with all nuisance regulations. Conditional Use Permits under this part may not be approved for multi-family or attached single family residences.
  3. All pens, coops, and structures shall be kept clean and free from objectionable odor. (Ord. 5-06-2015, 6-3-2015, eff. 6-4-2015)
- D. Farm Animals:
1. Lots Of Less Than Fourteen Thousand Three Hundred Seventy Five Square Feet: Lots of less than fourteen thousand three hundred seventy five (14,375) square feet or one-third (1/3) acre shall not contain animal rights as outlined in this chapter.
  2. Lots Of Fourteen Thousand Three Hundred Seventy Five Square Feet Or More: Lots with fourteen thousand three hundred seventy five (14,375) square feet or one-third (1/3) acre or more shall maintain animal rights in all zones in accordance with the number of animals allowed per paragraph D.3. However, multi-family dwellings shall be prohibited from having farm animals or fowl on property.
  3. Number Of Farm Animals Allowed: The number of farm animals or fowl permitted shall be governed by the following schedule except that dependent young may be kept in addition to the following numbers:

Farm Animals	Points
Large: Pastured Horse	100
Large: Stabled, corralled or penned Horse	30
Medium: Goat	10

Llama Sheep	
Small: Chinchilla Rabbits	2.5

<b>Agricultural Zones Only</b>	<b>Points</b>
Cows	50
Mink	5
Pigs	200

<b>Fowl</b>	<b>Points</b>
Large: Emu Ostrich Turkey	10
Medium: Ducks Geese	5

<b>Household Fowl Permitted In All Zones</b>	<b>Points</b>
Chickens	5
Small: Doves Finches Pheasants Pigeons	2

<b>Agricultural Zones Only</b>	<b>Points</b>
Rooster	20

- a. Each property is allowed one hundred (100) points for farm animals and another one hundred (100) points for fowl per acre. Points for farm animals and fowl are given on a prorated basis starting at one-third (1/3) acre (e.g., 1/2 acre [50 points], 2/3 acre [66 points], 1 acre [100 points], 1 1/3 acre [133 points], etc.).
- b. Any combination of large, medium and small animals shall be permitted on any lot one-third (1/3) acre or larger as long as the point total is not greater than allotted for that lot size.
- c. Animals shall be considered "pastured" if no humanely constructed animal shelter is provided or supplementary feed provided during the growing season.

- d. One large farm animal may be kept per pastured acre with no more than one large farm animal per one-third (1/3) acre if stabled. Item 1.
- e. Three (3) medium farm animals may be kept per one-third (1/3) acre.
- f. Small farm animals shall be considered household pets, unless their numbers exceed more than four (4) of any one type of animal on any lot, of which a larger amount may be allowed based on the prorated size of the lot and the points allotted for small farm animals over one-third (1/3) acre.
- g. Large and medium fowl are only permitted on lots one-third (1/3) acre or larger and on a prorated amount based on lot size and points allotted for each fowl type.
- h. Chickens will not be considered as household pets or farm animals. Chickens will be allowed on any residential lot based on the prorated size of the lot and the points allotted for chickens. One acre is allotted one hundred (100) points.
- i. Small fowl or birds will not be considered as household pets or farm animals. Small birds will be allowed on any residential lot based on the prorated size of the lot and the points allotted for small fowl. There is a maximum limit of fifty (50) small fowl per lot.
- j. A minimum of two (2) acres is required for each pig and any associated pens or enclosures must be located at least an additional twenty feet (20') further than required setbacks from neighboring dwellings and properties. Pigs, roosters, cows and mink are only allowed in agriculture zones of the city and based on the allotted points for each animal.

#### E. Temporary Animal Care:

1. Parcels for single-family dwelling uses, where persons are engaged in projects involving temporary animal care through state recognized schools or clubs (e.g., 4-H, FFA) are temporarily exempt from the minimum parcel size requirement during such pursuits. Size and number of animals allowed shall be in accordance with paragraph D.3.a. All other standards pertaining to enclosure locations and nuisance regulations shall still apply.
2. If an education sponsored project includes a large farm animal (e.g., hogs, horses, cows, llamas, etc.) being kept on a parcel intended for or occupied by a single-family dwelling, the person raising such animals must notify all occupied households within two hundred feet (200') of the project property prior to commencing project. Such notice must include:
  - a. A description of the project duration and animals involved,
  - b. The club or education group for which the project is being conducted,
  - c. Contact information for the education club or program advisor, and
  - d. Contact information for the project participant and their responsible parent or guardian where applicable,
  - e. Contact information for the Santaquin City community development.
3. Applicant must first contact community development prior to commencing project with applicable information. Temporary animal care for education sponsored projects may not exceed ten (10) months. The animal must be removed at the end of the school year. The permit may be renewed annually. A maximum of two (2) animals from paragraph D.3 per permit. (Ord. 09-01-2012, 9-5-2012, eff. 9-6-2012)

## HISTORY

Amended by Ord. [09-01-2012](#) on 9/5/2012

Amended by Ord. [05-06-2015](#) on 6/3/2015

Amended by Ord. [10-03-2021](#) on 10/5/2021

[Go Back](#) | [Print Page](#)**License Information****License Number:** S18323**License Expiration:** 2024-08-07**Issue Date:** 2023-08-07**Rabies Number:** 30761**Rabies Expiration:** 2026-07-25**Issuer Name:** Santaquin**Issuer Org:** Payson Family Pet**Amount:** 10**Information**

Anna Fisher

**Phone:** 801-874-8993**Address:** 116 E 525 N, Santaquin, UT 84655**Animal Information****Name:** Maggie**Breed:** Schnauzer**Color:** Salt and Pepper**Age:** 11 yrs**Sex:** Female**Fixed:** Yes

# MEMO



To: Planning Commission

From: Ryan Harris, Senior Planner

Date: September 8, 2023

Re: Discovery Bear Daycare Major Home Occupation Conditional Use Permit

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Jane Ledesma submitted an application to have a daycare in her home located at 607 East 130 South. The applicant proposes to have 1 class with 12 children. Any child-oriented home occupation that has more than 8 children is required to get a major home occupation permit and must follow Santaquin City Code (SCC) 10.40.060. Major home occupations are subject to Conditional Use Permit approval from the Planning Commission and requires a public hearing.

This review is for the Planning Commission to determine whether or not all requirements found in SCC 10.40.060 are being followed and a Conditional Use Permit can be granted. A business license will still need to be acquired and all required departments will need to review and approve the business license before it can be issued.

**Recommended Motion:** “Motion to approve a conditional use permit for the proposed *Discovery Bear Daycare* with the following conditions:

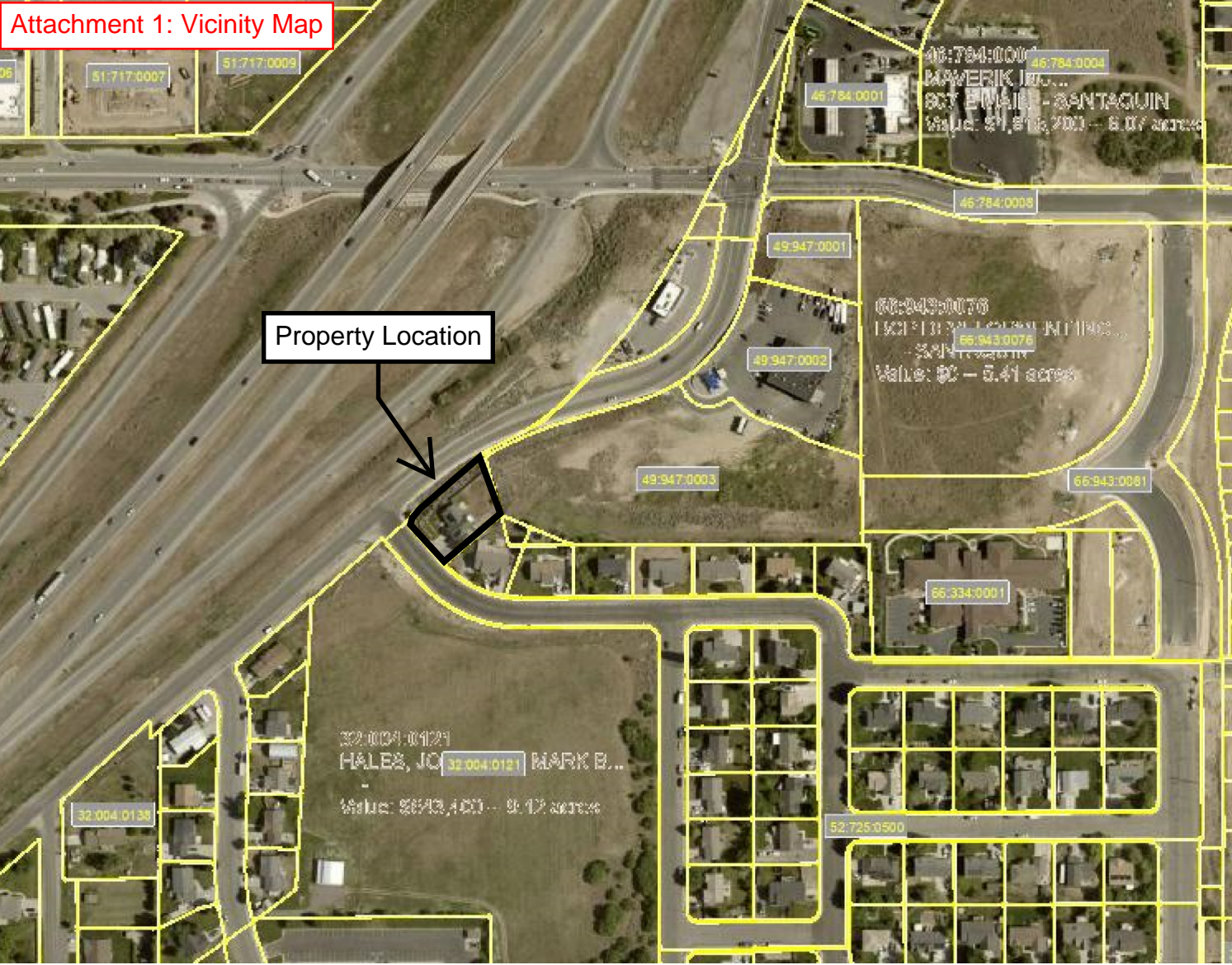
- All code requirements in Santaquin City Code 10.40.060 be met.
- A business license be obtained.

**Attachments:**

1. Vicinity Map
2. Applicant’s Application
3. Santaquin City Code 10.40.060



Attachment 1: Vicinity Map





# Santaquin City Corporation Conditional Use Permit Application

45 West 100 South, Santaquin, Utah  
(801) 754-1011  
[www.santaquin.org](http://www.santaquin.org)



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**Meetings:** Planning Commission meetings are held the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month. The meeting is held in the City building, located at 275 W Main in Santaquin. All meeting dates are subject to City-observed holidays, scheduling necessities and each reviewing body's approved yearly meeting schedule.

Project Information (if applicable)			
Project Name: <u>Discovery Bear Daycare and Preschool</u>		Utah County Parcel Number:	
Project Address, City, State, Zip: <u>607 E 130 S Santaquin UT</u>		Zone: <u>84655</u>	
Applicant Information			
Applicant/ Company: <u>Jane Ledesma/Discovery Bear</u>		Application Date: <u>08/15/23</u>	Date of Meeting Request: <u>August 28th</u>
Address, City, State, Zip: <u>607 E 130 S Santaquin UT 84655</u>			
Telephone:	Alternate Phone: <u>—</u>	Fax: <u>—</u>	Email: <u>discoverybeardaycare@gmail.com</u>
Property Owner Information (if different)			
Property Owner Name/ Representative: <u>N/A</u>			
Property Owner/ Representative Address, City, State, Zip: <u>N/A</u>			
Telephone: <u>N/A</u>	Alternate Phone: <u>N/A</u>	Fax: <u>N/A</u>	Email: <u>N/A</u>
Nature of Conditional Use Permit Request			
<input checked="" type="checkbox"/> "Major" Class Home Occupation <input type="checkbox"/> Premises Occupation <input type="checkbox"/> Child Day Care Facility <input type="checkbox"/> Multiple-Unit Dwelling <input type="checkbox"/> Commercial-Industrial Conditional Uses <input type="checkbox"/> Other		Explanation of Request: <u>I, Jane Ledesma have experienced and seen the need for daycare and preschool in my community. I would like to provide this vital service for the families around me.</u>	
Certification			
I/We, the undersigned, swear and say that I am/we are the owner(s) of record on the Tax Rolls of the property involved in this application, or am/are otherwise qualified to initiate this application under Santaquin City Code; that the information on the attached legal description(s); all plans, drawings, and sketches attached hereto and all of the statements and answers contained herein are in all respects true and correct to the best of my/our knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted.		SUBSCRIBED AND SWORN TO before me this <u>15</u> day of <u>August</u> , 20 <u>23</u> .  My Commission Expires: (Seal)	
<u>Jane Ledesma</u> Property Owner  <u>Marco Ledesma</u> Property Owner		_____ Notary Public	



# Santaquin City Corporation New Business License Application

275 West Main, Santaquin, Utah 84655  
(801) 754-3211 Fax (801) 754-3526  
[www.santaquin.org](http://www.santaquin.org)



Item 2.

## HOME OCCUPATION BUSINESS LICENSE APPLICATION

It is **strongly** advised that all business license applications be submitted well in advance of all deadlines. All business licenses must be reviewed and approved by the appropriate City Departments prior to operation of the business. State law requires all business names be registered with the Utah Department of Commerce. Business licenses expire on December 31<sup>st</sup> of each year.

Applicant's Information				
Name: <u>Jane Ledesma</u>		Home Phone Number: <u>None</u>		Date of Birth:
Home Address: <u>607 E 130 S</u>		City: <u>Santaquin</u>		State: <u>UT</u> Zip Code: <u>84655</u>
Email Address: <u>discoveryebeardaycare@gmail.com</u>		Cell Phone Number:		Fax Number:
Title or Agent (as applicable):		Driver License Number:		Social Security Number:
Business Information				
Business Name: <u>Discovery Bear Daycare</u>		Business Property Address (if different):		
Business Mailing Address: <u>607 E 130 S Santaquin UT</u>		Business Phone Number:		Tax ID Number:
City: <u>Santaquin</u>	State: <u>UT</u>	Zip Code: <u>84655</u>	Department of Commerce Entity Number:	
Property Owner Information: If the applicant is not the property owner, provide written approval from the property owner for the business to be conducted at the proposed location.				
Owner's Name: <u>Jane Ledesma</u>		Phone Number:		
Home Address: <u>607 E 130 S</u>		City: <u>Santaquin</u>	State: <u>UT</u>	Zip Code: <u>84655</u>
Business License Requested				
Please Check One		<input type="checkbox"/> Temporary Business License (120 days) <input checked="" type="checkbox"/> Home or Premises Occupation <input type="checkbox"/> Other (explain)		
Description of Home Occupation. (Attach additional description if needed.)				
Number of Employees: <u>0-3</u>				
Operational Hours: <u>Monday-Friday 6-6PM</u>				
Detailed Description of Business Activities: <u>This is Discovery Bear Daycare</u> <u>will provide for the needs of children while</u> <u>their parents are working.</u>				

Impact Information	
Estimated number of patrons visiting the home hourly and daily (if any): 2-10	Floor area size devoted to business: 1,600 sqft
Number and type of vehicles used in the business (if any): 0	Storage area devoted to business (if any): 400 sqft
<b>Possible Environmental Impacts</b>	If you would like your business information displayed on the San Joaquin City website and other City social media accounts, please mark which information you would like included.
<input checked="" type="checkbox"/> Noise <input type="checkbox"/> Dust <input type="checkbox"/> Fumes <input type="checkbox"/> Vibration <input type="checkbox"/> Smoke <input type="checkbox"/> Electrical Interference <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Flammable Material <input type="checkbox"/> Unsafe Materials <input type="checkbox"/> Unsafe Equipment	<input checked="" type="checkbox"/> Business Name <input checked="" type="checkbox"/> Business Address <input checked="" type="checkbox"/> Business Contact Information <input checked="" type="checkbox"/> Brief Business Description  <input type="checkbox"/> I would not like my business information shared.
For Staff Purposes Only	
Application Review & Certification (for City use only)	
DATE: _____  <input type="checkbox"/> Planning: _____ <input type="checkbox"/> Building Inspection: _____ <input type="checkbox"/> Fire Inspection: _____ <input type="checkbox"/> Police: <u>Rodney S. Hunt</u> <u>6/21/22</u> <input type="checkbox"/> City Manager: _____ <input type="checkbox"/> Business License Admin: _____	License Fee: _____  Payment Date: _____  BL-Number: _____

**\*Applicant's Signature** - By signing this application, you certify the information provided is complete, accurate and is in compliance with Title 10 Chapter 12 of the San Joaquin City Code.

Signature: _____	Date of Application: _____
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Santaquin City Planning Commision

September 12, 2023

I, Jane Ledesma, am applying for a conditional use permit for my new daycare and preschool business in the Santaquin East Bench area. The daycare and preschool name will be Discovery Bear Daycare, L.L.C. I will be teaching 1–5 year olds following the state standards for preschool education.

Following Santaquin City Municipal Code 10.40.060 for major home occupations, section B Child Oriented Home Occupations:

1A: n/a (I'm not doing a family group daycare)

1B: I will not exceed 12 children at one time or 24 different children per day.

2A: We have no nonbusiness related structures in our yard other than a shed that is inaccessible to children and will always be locked during business hours.

2B: We have installed a fence more than 5 feet high to enclose our backyard. The fence has a lock on the gate so no children can leave unsupervised.

3A: All vehicular stops for dropping off or picking up children will be done with the passenger side of the vehicle towards the residence. This is shown by our traffic plan. We also have a large gravel area making it so that most parents will be able to park on our property to drop off children.

3B: I have included a traffic safety and circulation plan.

3C: Our Street and the adjacent street, S Highland Drive, are both wide enough to accommodate increased ADT caused by the business.

3D: The number of business related vehicle stops will not exceed 24.

4: As far as I know, we are not within 300 feet of another child oriented home occupation operating under a conditional use permit.

5: I have included my state license in this application.

I have spoken with most of our neighbors within 300 feet of our home and I have their written acknowledgment included in this application. Daycare is a huge need in our community. We know of only one other daycare in the area. I already have a waiting list after only three weeks of opening my website. I think we are in an ideal location for our



neighborhood. My husband is currently a school teacher and I've taught school for the last three years. We are both passionate about education and are excited to provide this vital service of early childhood development and education for our community. We both love children. I would like for as many kids as possible to be able to have this very necessary early childhood education.

This property located at 607 E 130 S is owned by my husband, Marco Ledesma, and I. My husband is very supportive of my opening a preschool and starting a business in our home. If needed, you can call me at (435) 233-6539 or Marco at (801) 616-6949.

Sincerely,

Jane Ledesma

Our home that we would like to use for the daycare is 2,984 sqft.

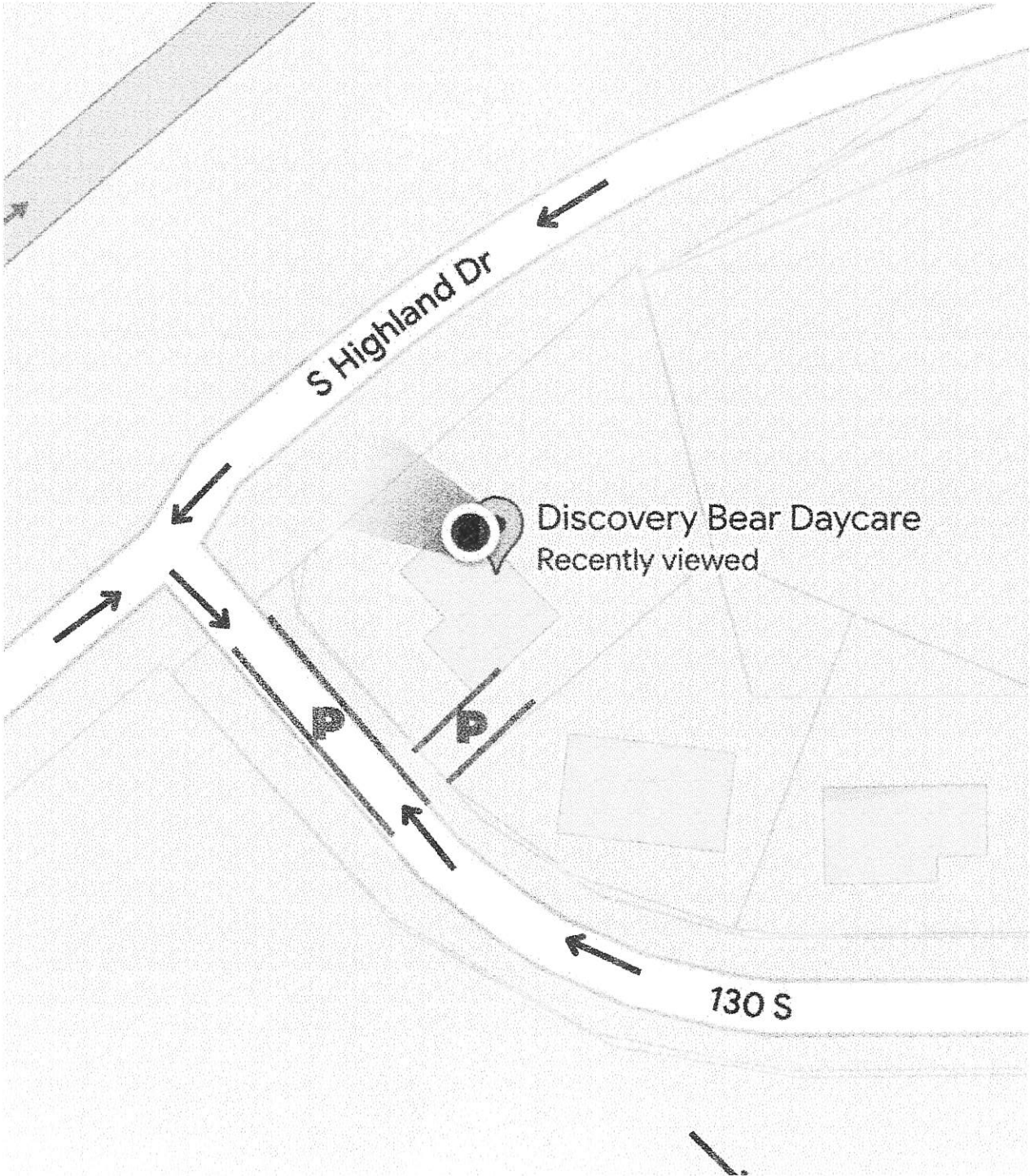
The space we would like to use for the daycare is 724 sqft.

Our outdoor play area is 1500 sqft.

## Neighbor Consent Form August 18, 2023

Name	Address	I currently have no concerns with a daycare opening up on our street.
BECK - ANDREW B	643 E 130 S	Andrew Beck
BULLOCK - TESSINA & NICHOLAS T	<del>3973 S 2900 W</del> 149 S 580 E	Mike Bullock
FIELDS - JARED (ET AL)	657 E 130 S	Ronda Suggs
GOLD COUCH PROPERTIES LLC	1757 W STATE ST	X
HALES - JOAN B & MARK B	225 S HIGHLAND DR	X
VAZQUEZ - VALENTIN	621 E 130 S	Valentin Vazquez
WOODRIVER DEVELOPMENT INC (ET AL)	2696 N UNIV AV	X
ZOULIN - MARK & MARK	679 E 130 S	Mark Zoulin







**10.40.060 MAJOR HOME OCCUPATIONS**

Major home occupations must comply with all of the standards outlined in SCC 10.40.040 and where possible the qualifications of SCC 10.40.050. Major home occupations must be reviewed by the planning commission and granted a conditional use permit before pursuing a business license through the city. Each major home occupation is subject to the pertinent conditions listed below:

A. General conditions for all major home occupations:

1. Major home occupations may only be conducted from property having a detached single-family dwelling,
2. The conditional use permit and the home occupation business license shall be maintained in good standing for the entire period that business is being conducted,
3. Conditional use permits can be revoked based upon unresolved legitimate complaints as determined by the city zoning administrator.

B. Child oriented home occupations shall comply with the following conditions:

1. Maximum Children Permitted: The following maximum numbers include the licensee's and any employees' children if they are under twelve (12) years of age and are under the care of the licensee at the time the home occupation is conducted:
  - a. Family group daycares may not exceed twelve (12) children at one time or eighteen (18) different children per day.
  - b. Child group activities may not exceed twelve (12) students/children per session and a maximum of twenty four (24) students/children per day. A maximum of two (2) sessions per day may be permitted.
2. Yard Requirements:
  - a. All nonbusiness related structures or on premises hazards are to be made inaccessible to the children attending the daycare facility.
  - b. All outdoor play areas must be enclosed by a fence at least five feet (5') in height.
3. Traffic:
  - a. All vehicular stops for the dropping off or picking up of children shall be done with the passenger side of the vehicle toward the residence.
  - b. A traffic circulation and safety plan must be submitted to, reviewed and approved by the city.
  - c. At least one adjacent residential street must be of sufficient width to accommodate the increased average daily vehicular traffic (ADT) counts caused by the business.
  - d. The number of business related vehicle stops at the home per day shall not exceed twenty four (24) (e.g., dropping off and picking up a child would count as 2 vehicle stops).
4. Location Requirements: No child oriented home occupation, which requires a conditional use permit, may be operated within three hundred feet (300'), as measured from property line to property line, of another child oriented home occupation operating under a conditional use permit.

5. Licensure: Copies of all licenses required by the state shall be provided to the verification of compliance with all state standards.

C. Businesses not conducted within a home, which must obtain a conditional use permit and which may include welding, carpentry, sheet metal work, furniture manufacturing, upholstery and other similar manufacturing activities, must comply with the following:

1. Machinery Operation: No machinery may be operated between the hours of seven o'clock (7:00) P.M. and eight o'clock (8:00) A.M.
2. Noise Levels:
  - a. No power equipment which emits a sound pressure level in excess of seventy four (74) dB, as measured at a distance of fifty feet (50') (15 m) from such machinery, shall be used.
  - b. No equipment shall cause a noise disturbance for a consecutive period longer than fifteen (15) minutes or for more than thirty (30) minutes per hour.
  - c. Business machinery noise levels are not to exceed fifty five (55) dB when measured at the closest property boundary.
3. Storage Qualifications: All storage qualifications listed in SCC 10.40.050 must be met.
4. Designated Areas: The applicant shall designate the areas of the home, attached/detached garage or accessory structure that will be used for the home occupation and, if approved, the home occupation may be conducted only in the designated areas. (Ord. 08-01-2006, 8-17-2006, eff. 8-17-2006)

D. Businesses having more than four (4) business related vehicles parked or stored at the home at one time or which utilize a commercial vehicle that exceeds the maximum height, weight or length requirements established in SCC 10.40.050, must comply with the following conditions:

1. All business related commercial vehicles are to be parked on the property and behind the front of the home when parked on the property.
2. The vehicles and attachments are to be located behind a six foot (6') tall opaque fence, or other obstruction, so as to minimize their view from the front property line.
3. Proof of proper CDL licensing must be provided with each license renewal.
4. No maintenance of vehicles exceeding sixteen thousand (16,000) GVW may occur at the home unless conducted within a fully enclosed permanent structure compliant with building codes. (Ord. 02-03-2017, 2-1-2017, eff. 2-2-2017)

E. Businesses entailing food or beverage preparation, storage or catering must comply with the following conditions:

1. Obtain all authorizations required by a state or county department or agency prior to approval of a business license and maintain all such authorizations for the duration of the business.
2. Compliance with all business related vehicle qualifications listed in SCC 10.40.050 must be met.

F. Businesses which have operating hours past eight o'clock (8:00) P.M. and before six o'clock (6:00) A.M. must comply with the following:

1. Applicants must show that any operation conducted after eight o'clock (8:00) P.M.

before six o'clock (6:00) A.M. will be compatible with like uses and operations found in residential neighborhoods between such hours.

Item 2.

2. All business activities are to be conducted within closed doors between eight o'clock (8:00) P.M. and six o'clock (6:00) A.M. unless shown to be compatible with like uses and operations found in the residential neighborhood between such hours.
3. Any business lighting shall be shielded and directed downward away from adjoining properties or contained within the building from which it emanates. (Ord. 08-01-2006, 8-17-2006, eff. 8-17-2006)

#### HISTORY

Amended by Ord. 02-03-2017 on 2/1/2017

# MEMO



To: Planning Commission

From: Ryan Harris, Senior Planner

Date: September 8, 2023

Zone: R-8  
Size: 1.876 Acres  
Lots: 6

RE: **Deer Haven Estates (Vincent Ridge) Subdivision Concept Review**

Layne Vincent is proposing to subdivide a 3.65-acre lot (Parcel No. 32:018:0177) into seven (7) residential lots ranging from 0.22 acres to 0.95 acres. The subdivision also includes the creation of a city cul-de-sac extending from 450 South which will provide the required primary access for the majority of the lots. There will also be road dedication for 900 East. The subdivision is located within and subject to the regulations of the R-10 Residential Zone. The R-10 zone requires each interior lot to have a minimum of 80 feet of frontage and 95 feet of frontage for corner lots. The minimum lot size in the R-10 zone is 10,000 square feet.

This is a subdivision concept review and is for the Planning Commission to give feedback to the developer. The review of the concept plan shall not constitute an approval of any kind.

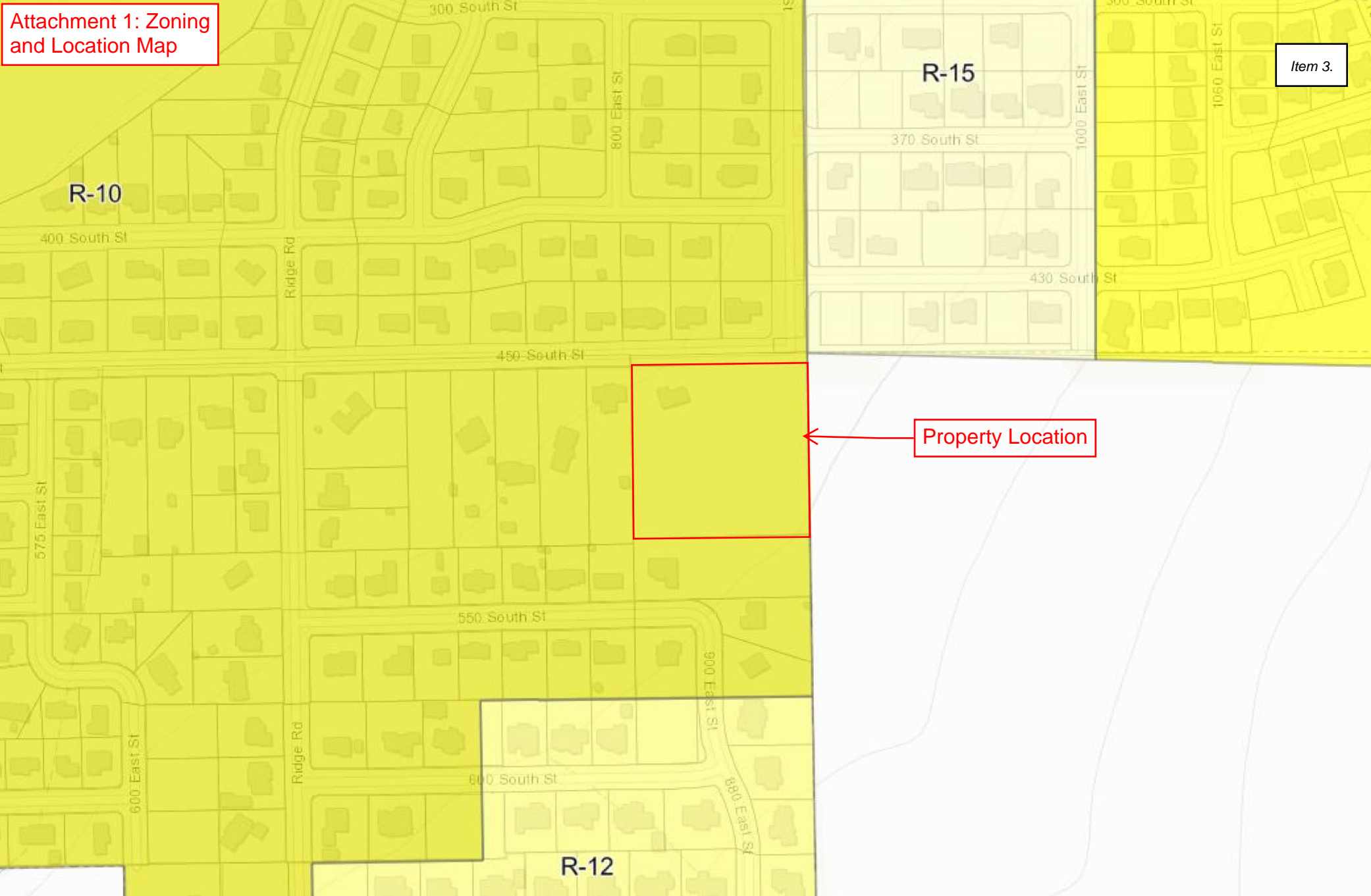
After the concept review, the developer will submit preliminary plans. The Preliminary plans will provide more details (utilities, grading, open space, parking, etc.) and will also address comments given during the concept review. Preliminary plans will be reviewed by the Development Review Committee (DRC) and a recommendation will be forwarded to the Planning Commission. The Planning Commission will forward a recommendation to the City Council who will be the land use authority for preliminary plans.

The DRC will need to approve the final plat before any lots will be recorded. The DRC may only approve a plat submittal after finding that the development standards of subdivision title, the zoning title, the laws of the State of Utah, and any other applicable ordinances, rules, and regulations have been or can be met prior to the recordation or construction beginning (Santaquin City Code 11.20.060(B)).

## **Attachments:**

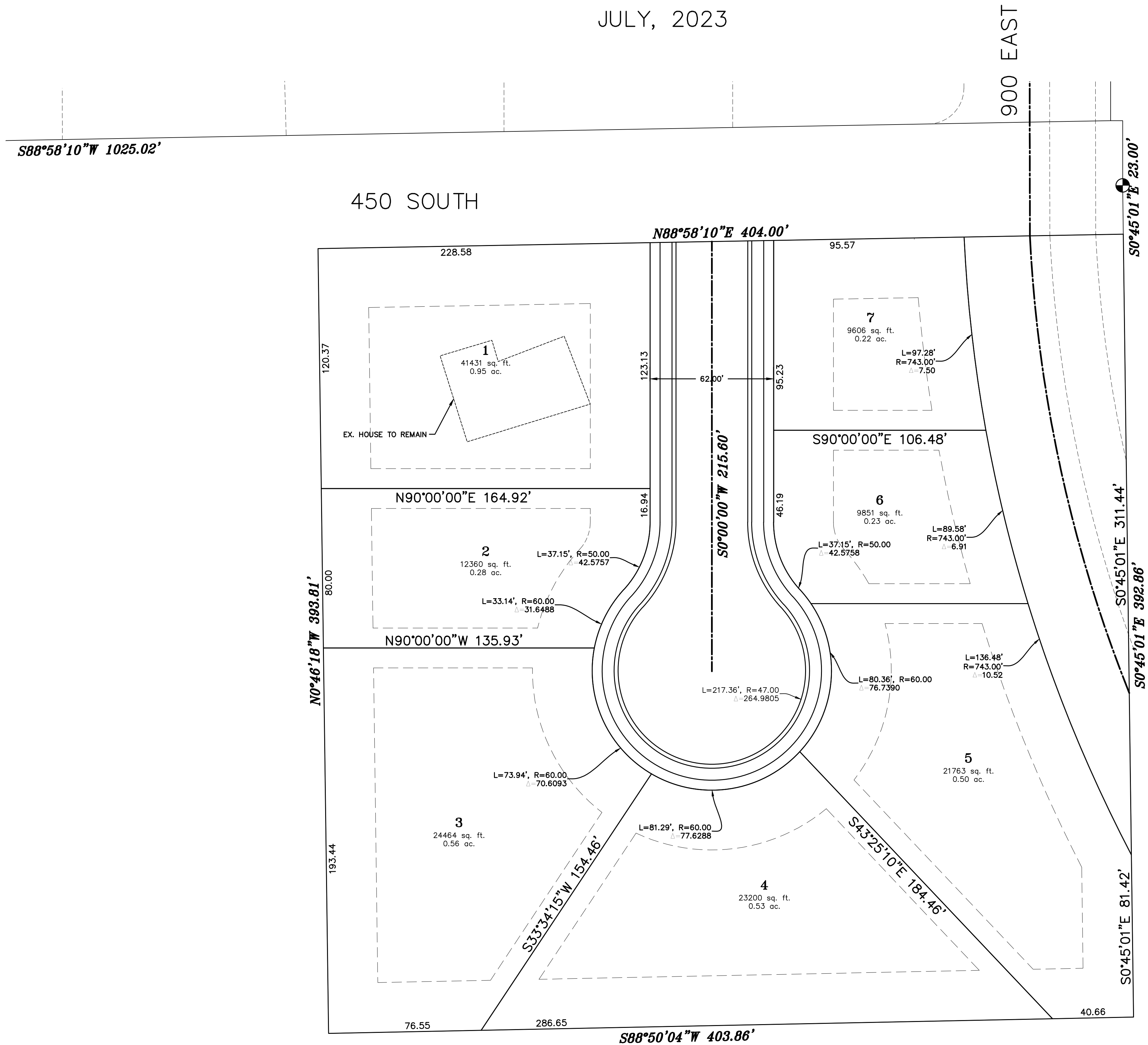
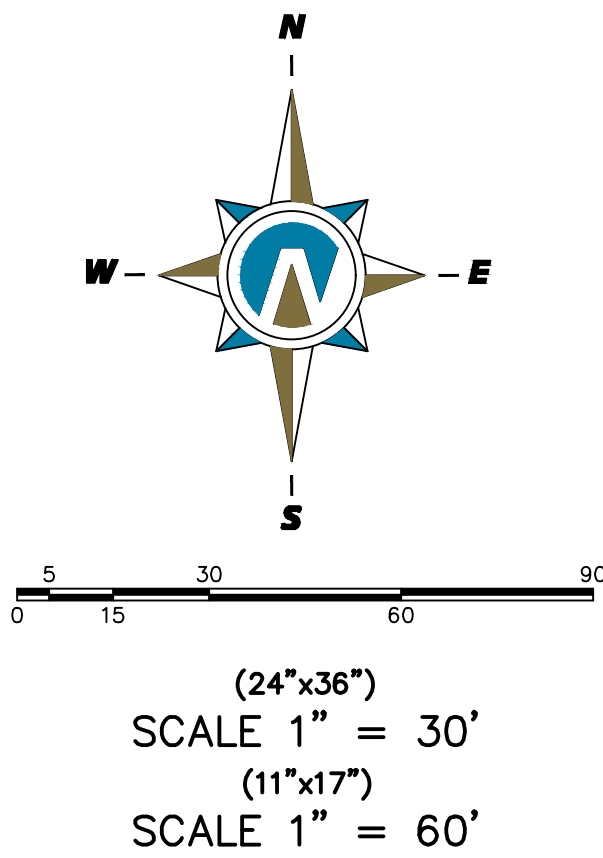
1. Zoning and Location Map
2. Concept Plan

Attachment 1: Zoning  
and Location Map

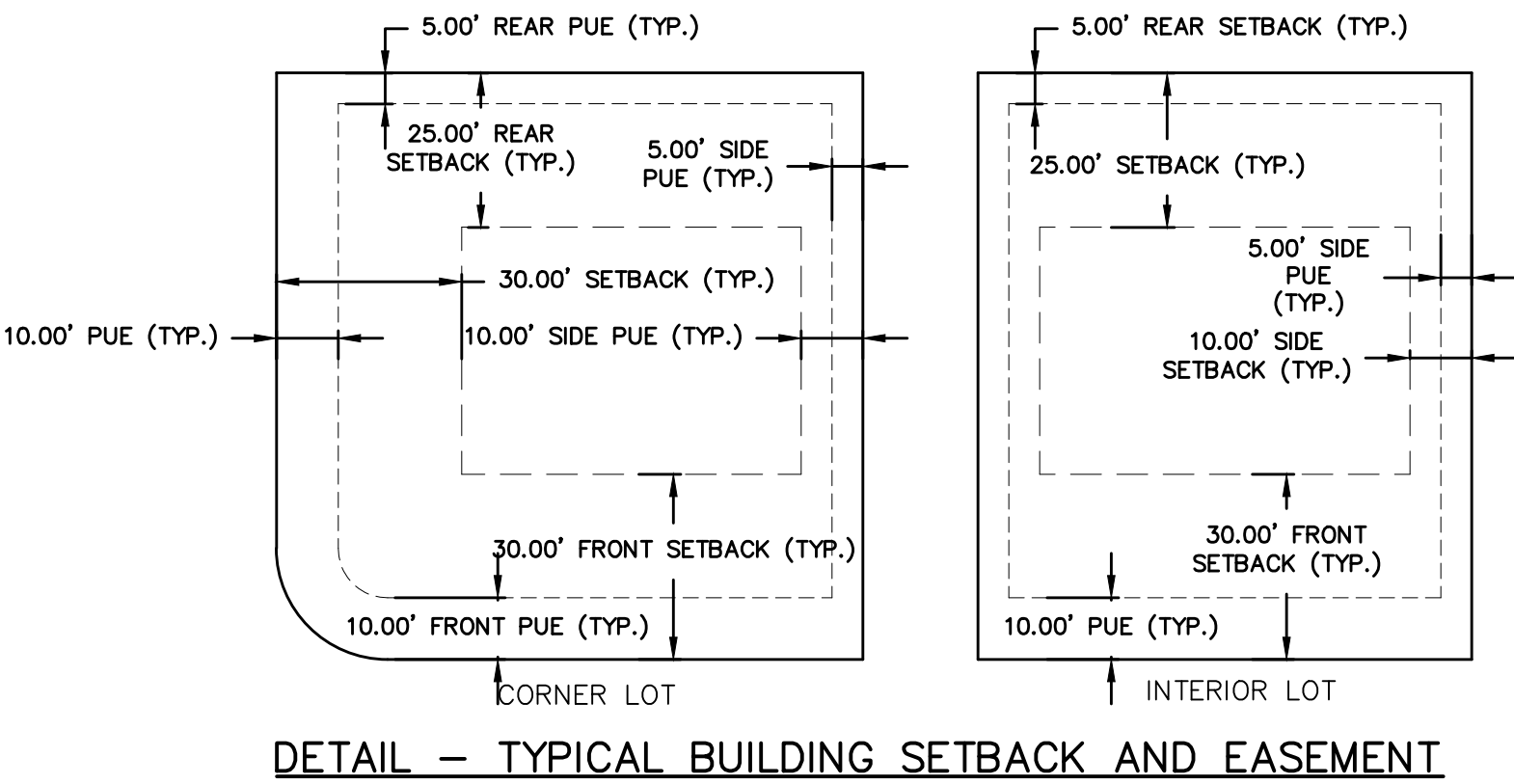




VINCENT RIDGE  
SANTAQUIN, UTAH  
JULY, 2023



PROJECT INFORMATION		
TOTAL PROJECT AREA	3.65 ACRES	100 %
ZONE	R-10	
MINIMUM LOT AREA	9,600 S.F.	
NUMBER OF LOTS PROPOSED	7	



THESE DRAWINGS, OR ANY PORTION THEREOF, SHALL NOT BE USED ON ANY PROJECT OR EXTENSIONS OF THIS PROJECT EXCEPT BY AGREEMENT IN WRITING WITH NORTHERN ENGINEERING, INC.

5			DESIGNED BY:	DATE:
4			DRAWN BY:	DATE:
3			CHECKED BY:	DATE:
2			APPROVED:	DATE:
1			COGO FILE:	DATE:
NO.	REVISIONS	BY	DATE	REV. COGO FILE:



**Northern**  
**ENGINEERING INC**  
ENGINEERING—LAND PLANNING  
CONSTRUCTION MANAGEMENT

1040 E. 800 N.  
OREM, UTAH 84097  
(801) 802-8992

VINCENT RIDGE

SITE PLAN  
SANTAQUIN, UTAH

JOB NO.  
3-23-014  
SHEET NO.  
**SP-01**



**Planning Commission Members in Attendance:** Kylie Lance, LaDawn Moak, BreAnna Nixon, Michael Romero, Mike Weight, Drew Hoffman.

Commission Chair Trevor Wood was excused from the meeting.

**Others in Attendance:** City Council Member Jeff Siddoway, Assistant City Manager Jason Bond, Senior Planner Ryan Harris, Recorder Amalie Ottley, Kirk Greenhalgh, Kameron Spencer.

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**

Commissioner Romero offered an inspirational thought.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Weight.

#### **PUBLIC FORUM**

Commission Deputy Chair Lance opened the public forum at 7:03 p.m.

Jesse Stickney wished to address the Planning Commission. He inquired what the City's plan is for curb and gutter in the core area of town, especially with regard to safety.

Assistant Manager Bond addressed Mr. Stickney's question. He discussed that in the future, the City will be required to track and maintain storm water in the core area of town as dictated by State Guidelines. He added that because of the high cost of adding curb, gutter, and sidewalk to all core area streets and roads, the City does not currently have outlined plans for storm water maintenance. He also stated that as new developments occur outside of the core area of town, improvements such as curb, gutter, and sidewalk are required to be installed. But as of now, there is no imminent plan to install those improvements in the main city blocks.

Commission Deputy Chair Lance closed the public forum at 7:09 p.m.

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

##### **1. Public Hearing: Greenhalgh 6-lot Subdivision Concept Plan**

Senior Planner Ryan Harris introduced the proposed Greenhalgh 6-lot subdivision. Kirk Greenhalgh is proposing to subdivide a 1.876-acre lot (Parcel No. 09:073:0016) into six (6) residential lots ranging from 10,692 square feet (0.25 acres) to 11,873 square feet (0.27 acres). The subdivision also includes the creation of a city cul-de-sac extending from 100 North which will provide the required primary access for each lot. Subdivision policy seeks to avoid the creation of double or reverse frontage lots which may require access to 100 W to be prohibited. The subdivision is located within and subject to the regulations of the R-8 Residential Zone. The R-8 zone requires each lot to have a minimum of 80 feet of frontage and a minimum lot size of 8,000 square feet. Santaquin City Code 11.24.080.I.3 lists how the frontage is calculated for cul-de-sacs.

Deputy Chair Lance opened the Public Hearing at 7:11 p.m.

Nobody wished to address the Planning Commission in the Public Hearing.

Deputy Chair Lance closed the Public Hearing at 7:11 p.m.

Deputy Chair Lance asked the applicant why he decided to build a cul-de-sac rather than straight forward lots. Mr. Greenhalgh indicated that he worked with Atlas Engineering on three different concept plans and the cul-de-sac plan was the best fit for the lot. Both Commissioner Lance and Commissioner Nixon expressed their approval of the subdivision and the sizing of the lots. Commissioners inquired about a possible deferral agreement for the main streets. Senior Planner Harris indicated that the applicant will be responsible for street improvements within the cul-de-sac and will seek approval from the City Council for a deferral agreement for the main streets. Commissioner Hoffman and Commissioner Weight inquired about how the City will enforce no access on the side streets for lots 1 & 2. Assistant Manager Bond indicated that plat notes will be made that will only allow access within the cul-de-sac and not along side streets. Commissioner Lance added that recorded plats with notes are included with title reports when people buy a home and therefore would be informed of the requirements within that subdivision.

## **2. Public Hearing: Stratton Acres Phase 2 Concept Plan**

Senior Planner Ryan Harris introduced the proposed Stratton Acres Phase 2 Concept Plan. Stratton Acres LLC is proposing to subdivide a 9.32-acre lot (Parcel No. 09:073:0016) into 28 residential lots ranging from 10,192 square feet (0.23 acres) to 13,245 square feet (.30 acres) at approximately 840 N and 200 East. The proposed subdivision is located within and subject to the regulations of the R-10 Residential Zone. The R-10 zone requires each lot to have a minimum frontage of 10,000 square feet and have a minimum lot frontage of 80 feet. Corner lots are required to have 95 feet of frontage. There is one retention basin being proposed for storm water retention. Due to this being a standard subdivision, amenities and open space are not required.

Deputy Chair Lance opened the Public Hearing at 7:21 p.m.

Jesse Stickney inquired if the road will be widened along 200 East as both Stratton Acres subdivisions are constructed.

Assistant Manager Bond discussed where the road will and won't be improved along areas of 200 East as the subdivisions are developed. Commissioner Lance noted that Nebo School District also owns property along 200 East and will likely construct a school and improve the road in the near future.

Deputy Chair Lance closed the Public Hearing at 7:26 p.m.

Members of the Planning Commission expressed their approval of the proposed subdivision. Members of the Planning Commission discussed with staff the retention of storm water and where retention basins will be placed in the subdivision.



**OTHER BUSINESS**

**3. Meeting Minutes Approval**

Commissioner Nixon made a motion to approve the Planning Commission meeting minutes from June 13, 2023 and August 8, 2023. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

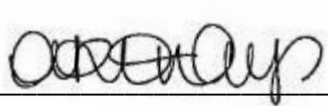
**ADJOURNMENT**

Commissioner Romero made a motion to adjourn the meeting. Commissioner Nixon seconded the motion.

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

The motion passed unanimously.

The meeting was adjourned at 7:35 p.m.

  
\_\_\_\_\_  
City Recorder – Amalie R. Ottley

\_\_\_\_\_  
Planning Commission Chair – Trevor Wood