



PLANNING COMMISSION

Tuesday, February 13, 2024, at 7:00 PM
Council Chambers at City Hall Building and Online
110 S. Center Street, Santaquin, UT 84655

MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – The meeting will be held in the Council Chambers on the Main Floor in the City Hall Building
- **YouTube Live** – Some 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: Public Safety Impact Fee Analysis & Impact Fee Facilities Plan](#)**

[The Planning Commission will hold a Public Hearing to receive input regarding an update to the Public Safety Impact Fee Analysis and Impact Fee Facilities Plan.](#)

2. **[Water Efficiency Standards Code Amendment](#)**

[The Planning Commission will consider amending Santaquin City Code Title 10 Section 52 "Landscaping Standards" related to Outdoor Landscaping Water Efficiency Standards for all new construction.](#)

3. **[PF Public Facilities Zone Code Amendment](#)**

[The Planning Commission will consider amending Santaquin City Code Title 10 Chapter 20 Section 180, "PF Public Facilities Zone", related to allowing temporary concrete batch plants for the construction of federal, state, or local capital improvement projects in the PF Zone.](#)

OTHER BUSINESS


4. **[Meeting Minutes Approval](#)**

[January 9, 2024](#)

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, in three physical locations (Santaquin City Hall, 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



MEMORANDUM

February 9, 2024

To: Santaquin City Planning Commission

From: Norm Beagley, MPA, P.E., City Manager

RE: **Santaquin Public Safety Impact Fee Update**

Planning Commissioners,

Santaquin City has need to update our Public Safety Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA). This need is due to the significant cost increases for the Santaquin Fire Department ladder truck (recently ordered) and the planned fire station number 2. Both the ladder truck and the new fire station number 2 are identified in the Santaquin City Public Safety Master Plan (can be found on our website), IFFP, & IFA (included in the meeting packet).

Utah State Code ([Utah Code Section 11-36a-504](#)) requires that, for all Impact Fee Facilities Plans (IFFP) & Impact Fee Analyses (IFA), a public hearing is held "... as if the impact fee enactment were a land use regulation ...". Therefore, this item comes before you as the Planning Commission. We ask that the Planning Commission please review the updated IFFP & IFA and then forward a recommendation to the City Council regarding these two items.

For your review, the February 13th, Planning Commission packet includes the Santaquin City Public Safety IFFP and IFA, with updated impact fee amounts due to the increased costs identified therein for the ladder truck and the new fire station number 2.

I am happy to answer any questions you may have regarding this item.

Recommended Motion:

Motion to forward a positive recommendation to the City Council to approve the updates to the Santaquin City Public Safety Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA).

SANTAQUIN CITY



DRAFT AMENDED PUBLIC SAFETY IMPACT FEE ANALYSIS



IMPACT FEE ANALYSIS SANTAQUIN CITY

Executive Summary

Background

The Impact Fee Analysis (IFA) was prepared to meet the requirements of Utah Code §11-36a. Public safety includes both police (law enforcement) and fire capital facilities. Impact fees are a one-time fee charged to new development to help offset the capital costs associated with new growth in a community. This Amended IFA updates inflationary costs of fire station construction and fire ladder truck acquisition. No changes have been made to the police analysis.

Santaquin has determined that there is one city-wide service area for police and fire protection services in the City. Therefore, all development in the City will be charged the same public safety impact fee regardless of where the new development takes place.

Impacts to public safety from residential and non-residential growth are manifest in increased demand on police and fire services. The increased demand results in the need for more public safety facilities.

New Development and Growth

Projected growth is shown in the following table:

TABLE 1: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City, Utah County Assessor’s Office, ZPFI

Police. This growth is anticipated to result in increased demand on police facilities, as evidenced by an increasing number of police calls for service, with police calls increasing from 9,545 calls in 2019 to an estimated 17,951 calls in 2030.

Fire. Residential and non-residential growth will result in the need for more fire facility space, as reflected by the growth in fire calls for service. Fire calls are projected to grow from 703 calls in 2019 to 1,322 calls in 2030.

Impact on Consumption of Existing Capacity

Utah Code 11-36a-304(1)(a)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed within the timeframe of this study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call and 17,951 calls projected for 2030, new residential and non-residential development will need a total of 4,124 square feet of space by 2030, thereby using up all of the excess capacity in the police station.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time the City plans to construct an additional fire station with approximately 15,000 square feet. At the proposed service level of 9.92 building square feet per call and 1,322 calls projected for 2030, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet in the existing building, the City will need to construct an additional 2,691 square feet by 2030.

Impact on System Improvements by Anticipated Development Activity

Utah Code 11-36a-304(1)(b)

Police. New development will consume the 4,124 square feet of excess capacity in the existing police station by 2030.

Fire. Excess capacity in the existing fire stations is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

Proportionate Share Analysis

Utah Code 11-36a-304(1)(d)

Police. The cost per call for police is \$22.39 as shown below.

TABLE 2: POLICE COST PER CALL CALCULATION

Summary - Cost per Call	
Facilities	\$31.08
Consultant Costs	\$0.51
Fund Balance	(\$9.20)
TOTAL Cost per Call	\$22.39

The cost per call is then applied to the number of calls per unit.

TABLE 3: MAXIMUM POLICE IMPACT FEE

	Calls per Unit/SF	Fee per Unit/SF
Residential	1.596	\$35.72
Non-Residential	0.002088603	\$0.05

Fire. The cost calculations for fire include construction costs associated with a new fire station.

TABLE 4: FIRE FACILITIES COST PER CALL

	Amount
Existing Fire Station	10,423
Future Fire Station	15,000
Capacity Calls for Service	1,051
Proposed LOS - SF per Call	9.92
Capacity Year	2026
Cost per SF of New Station	\$609
Cost of New Station	\$9,135,000
Cost per Call - Facilities	\$6,040.87

When consultant costs and fund balance is credited, the cost per call is \$5,629.38.

TABLE 5: FIRE COST PER CALL

	Amount
Facilities	\$6,040.87
Consultant Costs	\$6.93
Fund Balance	(\$418.41)
TOTAL Cost per Call	\$5,629.38

In addition, Santaquin plans on acquiring a new ladder truck in the next 6 years at a cost of \$1,720,000. Only commercial development can be assessed an impact fee for fire vehicles that cost in excess of \$500,000. After reducing the cost by the salvage value at the end of 15 years (useful life of the vehicle), the proportionate share to commercial development is \$1,809.95 per call.

TABLE 6: FIRE VEHICLE CALCULATIONS

	Amount
Ladder truck	\$1,720,000
Salvage value	\$200,000
Life of vehicle in years	15
Capacity calls of vehicle	1,683
Commercial calls as % of all calls	20.05%
Cost attributable to commercial	\$304,829
Commercial calls 2020-2036	168
Cost per commercial call	\$1,809.95

The cost per call is then applied to the number of calls per unit.

TABLE 7: 2020 MAXIMUM FIRE FEES

FIRE	Calls per Unit/SF	Fee per Unit/SF	Vehicle Cost/SF	Per SF
Residential	0.1393	\$784.24		
Non-Residential	0.000121057147	\$0.68	\$0.22	\$0.90

Summary of Police and Fire Costs

Maximum police and fire costs are summarized in the table below:

TABLE 8: MAXIMUM PUBLIC SAFETY FEES

	Police	Fire	TOTAL
Residential	\$35.72	\$784.24	\$819.96
Non-Residential	\$0.05	\$0.9006	\$0.95

Utah Code Legal Requirements

Preparation of Impact Fee Analysis. Utah Code requires that “each local political subdivision... intending to impose an impact fee shall prepare a written analysis (Impact Fee Analysis or IFA) of each impact fee” (Utah Code 11-36a-303). This Amended IFA follows all legal requirements as outlined below. Santaquin has retained Zions Public Finance, Inc. (ZPFI) to prepare this Amended Impact Fee Analysis in accordance with legal requirements.

Section 11-36a-304 of the Utah Code outlines the requirements of an impact fee analysis which is required to identify the following:

- anticipated impact on or consumption of any existing capacity of a public facility by the anticipated development activity;
- anticipated impact on system improvements required by the anticipated development activity to maintain the established level of service for each public facility;
- how anticipated impacts are reasonably related to the anticipated development activity
- the proportionate share of:
 - costs for existing capacity that will be recouped; and
 - costs of impacts on system improvement that are reasonably related to the new development activity; and
 - how the impact fee was calculated.

Further, in analyzing whether or not the proportionate share of the costs of public facilities are reasonably related to the new development activity, the local political subdivision or private entity, as the case may be, shall identify, if applicable:

the cost of each existing public facility that has excess capacity to serve the anticipated development resulting from the new development activity;

the cost of system improvements for each public facility;

other than impact fees, the manner of financing for each public facility such as user charges, special assessments, bonded indebtedness, general taxes, or federal grants;

the relative extent to which development activity will contribute to financing the excess capacity of and system improvements for each existing public facility, by means such as user charges, special assessments, or payment from the proceeds of general taxes;

the relative extent to which development activity will contribute to the cost of existing public facilities and system improvements in the future;

the extent to which the development activity is entitled to a credit against impact fees because the development activity will dedicate system improvements or public facilities that will offset the demand for system improvements, inside or outside the proposed development;

extraordinary costs, if any, in servicing the newly developed properties; and

the time-price differential inherent in fair comparisons of amounts paid at different times.

Calculating Impact Fees. Utah Code 11-36a-305 states that for purposes of calculating an impact fee, a local political subdivision or private entity may include the following:

construction contract price;

cost of acquiring land, improvements, materials, and fixtures;

cost for planning, surveying, and engineering fees for services provided for and directly related to the construction of the system improvements; and

for a political subdivision, debt service charges if the political subdivision might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the costs of the system improvements.

Additionally, the Code states that each political subdivision or private entity shall base impact fee amounts on realistic estimates and the assumptions underlying those estimates shall be disclosed in the impact fee analysis.

Certification of Impact Fee Analysis. Utah Code 11-36a-306 states that an impact fee analysis shall include a written certification from the person or entity that prepares the impact fee analysis. This certification is included at the conclusion of this analysis.

Impact Fee Enactment. Utah Code 11-36a-202 states that a local political subdivision or private entity wishing to impose impact fees shall pass an impact fee enactment in accordance with Section 11-36a-402. Additionally, an impact fee imposed by an impact fee enactment may not exceed the highest fee justified by the impact fee analysts. An impact fee enactment may not take effect until 90 days after the day on which the impact fee enactment is approved.

Notice of Intent to Prepare Impact Fee Analysis. A local political subdivision must provide written notice of its intent to prepare an IFA before preparing the Analysis (Utah Code 11-36a-503(1)). This notice must be posted on the Utah Public Notice website. The City has complied with this noticing requirement for the IFA by posting notice.

Impact Fee Analysis

Utah Code allows cities to include only public safety buildings and fire vehicles with a cost of \$500,000 or more in the calculation of impact fees. This IFA is organized based on the legal requirements of Utah Code 11-36a-304.

Impact on Consumption of Existing Capacity

Utah Code 11-36a-304((1)(a))

Demand Placed on Facilities by New Development Activity

Impacts on public safety facilities will come from both residential and non-residential growth. This growth is projected as follows:

TABLE 9: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office, ZPFI

Police: Both residential and nonresidential growth will create the need for more police facilities. This increased demand is evident through the increased calls for service.

TABLE 10: POLICE – PROJECTED GROWTH IN CALLS FOR SERVICE

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2019	3,956	6,312	1.596	2,432	0.002089	8,745	9,545
2020	4,190	6,685	1.596	2,576	0.002089	9,261	10,109
2021	4,437	7,080	1.596	2,728	0.002089	9,809	10,707
2022	4,700	7,499	1.596	2,890	0.002089	10,388	11,339
2023	4,977	7,942	1.596	3,060	0.002089	11,002	12,009
2024	5,272	8,411	1.596	3,241	0.002089	11,653	12,719
2025	5,583	8,908	1.596	3,433	0.002089	12,341	13,471
2026	5,913	9,435	1.596	3,636	0.002089	13,071	14,267
2027	6,263	9,992	1.596	3,851	0.002089	13,843	15,110
2028	6,633	10,583	1.596	4,078	0.002089	14,661	16,003
2029	7,025	11,208	1.596	4,319	0.002089	15,528	16,949
2030	7,440	11,871	1.596	4,574	0.002089	16,445	17,951
2031	7,668	12,234	1.596	4,714	0.002089	16,949	18,500
2032	7,902	12,609	1.596	4,859	0.002089	17,468	19,067
2033	8,144	12,995	1.596	5,008	0.002089	18,003	19,651
2034	8,394	13,393	1.596	5,161	0.002089	18,554	20,252
2035	8,651	13,803	1.596	5,319	0.002089	19,122	20,872
2036	8,916	14,226	1.596	5,482	0.002089	19,708	21,512
2037	9,189	14,661	1.596	5,650	0.002089	20,311	22,170
2038	9,470	15,110	1.596	5,823	0.002089	20,933	22,849
2039	9,760	15,573	1.596	6,001	0.002089	21,574	23,549
2040	10,059	16,050	1.596	6,185	0.002089	22,235	24,270

Fire: Both residential and nonresidential growth will create the need for more fire facilities. This increased demand is evident through the increased calls for service.

TABLE 11: FIRE – PROJECTED GROWTH IN CALLS FOR SERVICE

Year	Households	Residential Calls	Adjusted Residential Ratio	Non-Residential Calls	Adjusted Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL Calls
2019	3,956	551	0.1393	141	0.000121	692	703
2020	4,190	584	0.1393	149	0.000121	733	745

Year	Households	Residential Calls	Adjusted Residential Ratio	Non-Residential Calls	Adjusted Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL Calls
2021	4,437	618	0.1393	158	0.000121	776	789
2022	4,700	655	0.1393	167	0.000121	822	835
2023	4,977	693	0.1393	177	0.000121	871	885
2024	5,272	734	0.1393	188	0.000121	922	937
2025	5,583	778	0.1393	199	0.000121	977	992
2026	5,913	824	0.1393	211	0.000121	1,034	1,051
2027	6,263	872	0.1393	223	0.000121	1,096	1,113
2028	6,633	924	0.1393	236	0.000121	1,160	1,179
2029	7,025	979	0.1393	250	0.000121	1,229	1,248
2030	7,440	1,036	0.1393	265	0.000121	1,302	1,322
2031	7,668	1,068	0.1393	273	0.000121	1,341	1,363
2032	7,902	1,101	0.1393	282	0.000121	1,383	1,404
2033	8,144	1,135	0.1393	290	0.000121	1,425	1,447
2034	8,394	1,169	0.1393	299	0.000121	1,468	1,492
2035	8,651	1,205	0.1393	308	0.000121	1,513	1,537
2036	8,916	1,242	0.1393	318	0.000121	1,560	1,584
2037	9,189	1,280	0.1393	327	0.000121	1,608	1,633
2038	9,470	1,319	0.1393	337	0.000121	1,657	1,683
2039	9,760	1,360	0.1393	348	0.000121	1,707	1,734
2040	10,059	1,401	0.1393	358	0.000121	1,760	1,787

Police. New development will consume all 4,124 square feet of the excess capacity in the existing police station by 2030.

TABLE 12: FACILITIES NEEDED (POLICE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED POLICE SERVICE LEVELS

Year	Total Calls for Service	Total Police SF Needed
2019	9,545	2,193
2020	10,109	2,322
2021	10,707	2,460
2022	11,339	2,605
2023	12,009	2,759
2024	12,719	2,922
2025	13,471	3,095
2026	14,267	3,278
2027	15,110	3,471
2028	16,003	3,677
2029	16,949	3,894
2030	17,951	4,124

Fire. Excess capacity in the existing fire station (10,423 sf) is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

TABLE 13: FACILITIES NEEDED (FIRE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED FIRE SERVICE LEVELS

Year	Total Calls	Building SF Needed
2019	703	6,973
2020	745	7,385
2021	789	7,822
2022	835	8,284
2023	885	8,774
2024	937	9,292
2025	992	9,841
2026	1,051	10,423
2027	1,113	11,039
2028	1,179	11,691
2029	1,248	12,382
2030	1,322	13,114

Identify the Means by Which the Political Subdivision or Private Entity Will Meet Those Growth Demands

Utah Code 11-36a-304((1)(b))

Police. The City will meet the proposed growth demands by allowing new development to buy into the existing excess capacity of the police station. The existing station has 1,931 square feet of excess capacity with a total of 4,124 existing building square feet. By 2030, growth in Santaquin will consume the excess capacity of the existing police station. Total actual cost of the existing police station at the time it was acquired was \$2,300,000. The police department is allocated \$557,953¹ of the total cost of the building based on its fair share ratio of building space.

Fire. The City will meet the proposed growth demands by building a new fire station. The existing station has 10,423 square feet of space, with 3,450 square feet of excess capacity. By 2026, Santaquin will have consumed this excess capacity. And, by 2030, the City will need 2,691 square feet of additional space.

Relationship of Anticipated Impacts to Anticipated Development Activity

Utah Code 11-36a-304((1)(c))

Additional public safety facilities are needed due to new development and growth. One way of measuring the increased demand for services is through the number of calls for service. As calls for service increase, public safety departments are forced to expand and need more space to house their activities.

Proportionate Share Analysis

¹ Calculated as follows: (4,124/17,951) * \$2,300,000

Utah Code 11-36a-304((1)(d))

The proportionate share analysis for police and fire includes the following steps:

- 1) Project increased population and nonresidential growth
- 2) Project increased calls for service, keeping the ratio of calls for service for residential units and nonresidential square feet constant with existing ratios
- 3) Project the need for increased building floor space or consumption of existing, excess capacity
- 4) Calculate the cost per call by dividing the cost of the public safety building square feet needed by the growth in calls
- 5) Allocate the cost per call to residential and nonresidential units based on the number of calls per residential unit and nonresidential square feet, respectively

Police. New development will buy into the existing, excess capacity in the police station. The total building cost was \$2,300,000 and \$557,953 is attributable to the police station square footage. Dividing by the total capacity calls in 2030 (17,951 calls) results in an average cost per call of \$31.08.

TABLE 14: POLICE – BUY-IN TO EXCESS CAPACITY IN EXISTING STATION

	Amount
Existing Police Facility SF (portion of building)	4,124
Total SF of Civic Bldg	17,000
% of Building Space	0.24
Actual Cost of Existing Building	\$2,300,000
Capacity Calls for Service 2030	17,951
Bldg Cost to Police Department	\$557,952.94
Cost per SF of Existing Bldg	\$135.29
Cost per Call – Facilities	\$31.08

In addition, consultant costs² have been added to total costs and credits have been made for the impact fee fund balance.³ The total cost per call is \$22.39.

TABLE 15: POLICE – GROSS COST PER CALL

	Amount
Facilities	\$31.08
Consultant Costs	\$0.51
Fund Balance	(\$9.20)
TOTAL Cost per Call	\$22.39

The cost per call is then multiplied by the number of calls per residential unit or per non-residential square foot to arrive at the total cost per residential unit and non-residential square foot for police facilities.

² Consultant costs are \$8,000 for the Public Safety Impact Fee Facilities Plan and Public Safety Impact Fee Analysis, divided equally between the police fees and the fire fees.

³ Based on information provided by Santaquin City, the total impact fee fund balance is \$241,647.18 for fire and \$72,180.33 for police.

TABLE 16: POLICE COST PER RESIDENTIAL UNIT AND NONRESIDENTIAL SQUARE FOOT CALCULATION

	Calls per Unit/SF	Fee per Unit/SF
Residential	1.596	\$35.72
Non-Residential	0.002088603	\$0.05

Fire. In order to maintain the current level of service for all users, new development will need to pay for its fair share of the construction of a new fire station.

TABLE 17: FIRE FACILITY COSTS PER CALL

	Amount
Existing Fire Station	10,423
Future Fire Station	15,000
Capacity Calls for Service	1,051
Proposed LOS - SF per Call	9.92
Capacity Year	2026
Cost per SF of New Station	\$609
Cost of New Station	\$9,135,000
Cost per Call - Facilities	\$6,040.87

In addition, consultant costs and the impact fee fund balance, as discussed previously, have been added to total costs per call. The gross cost per call, before bond credits is \$5,629.38.

TABLE 18: FIRE GROSS COSTS PER CALL

	Amount
Facilities	\$6,040.87
Consultant Costs	\$6.93
Fund Balance	(\$418.41)
TOTAL Cost per Call	\$5,629.38

Santaquin plans on acquiring a new ladder truck in the next 6 years at a cost of \$1,720,000. Only commercial development can be assessed an impact fee for fire vehicles that cost in excess of \$500,000. After reducing the cost by the salvage value at the end of 15 years (useful life of the vehicle), the proportionate share to commercial development is \$1,809.95 per call.

TABLE 19: FIRE VEHICLE CALCULATIONS

	Amount
Ladder truck	\$1,720,000
Salvage value	\$200,000
Life of vehicle in years	15
Capacity calls of vehicle	1,683
Commercial calls as % of all calls	20.05%
Cost attributable to commercial	\$304,829
Commercial calls 2020-2036	168
Cost per commercial call	\$1,809.95

The cost per call is then applied to the number of calls per unit.

TABLE 20: 2020 MAXIMUM FIRE FEES

FIRE - 2020	Calls per Unit/SF	Fee per Unit/SF	Vehicle Cost	Per SF
Residential	0.1393	\$784.24		
Non-Residential	0.000121057	\$0.68	\$0.22	\$0.90

Certification

Zions Public Finance, Inc. certifies that the attached impact fee analysis:

1. includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;

2. does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents;
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement;

3. offsets costs with grants or other alternate sources of payment; and

4. complies in each and every relevant respect with the Impact Fees Act.

SANTAQUIN CITY



DRAFT AMENDED PUBLIC SAFETY IMPACT FEE FACILITIES PLAN



Zions Public Finance, Inc.
January 2024

AMENDED IMPACT FEE FACILITIES PLAN SANTAQUIN CITY

Executive Summary

Background

This Amended Impact Fee Facilities Plan (IFFP) was prepared to meet the requirements of Utah Code §11-36a. Public safety includes both police (law enforcement) and fire capital facilities. Updates have only been made to the fire capital facilities due to the significant inflationary costs the City is experiencing with the purchase of a fire ladder truck and the construction of a fire station.

Impact fees are a one-time fee charged to new development to help offset the capital costs associated with new growth in a community. Santaquin has determined that there is one city-wide service area for police and fire protection services.

New Development and Growth

Santaquin is experiencing solid growth. Residential and non-residential growth creates the demand for new public safety capital facilities. Projected growth is shown in the following table:

TABLE 1: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office; ZPFI

Identify the Existing and Proposed Levels of Service and Excess Capacity

Utah Code 11-36a-302(1)(a)(i)(ii)(iii)

The IFFP considers only *system* facilities in the calculation of impact fees. For the City, this has been determined to mean public safety buildings, as well as fire vehicles that have been acquired previously or will be acquired within the next six years at a cost of \$500,000 or more.

Existing service levels for both police and fire are based on the current capital facilities (i.e., building square feet) as measured per demand unit. Demand units increase with development which generates more calls for service and, therefore, the need for more public building space. In addition, existing service levels for fire include fire vehicles acquired at a cost of \$500,000 or more.

Police. The City had 9,545 calls for service that originated from development in Santaquin in 2019.¹ With the growth that the City is experiencing, these calls for service will only increase in the future. The City currently has excess capacity in its existing police facilities sufficient to serve the needs of the City through 2030 and therefore will not need to construct new facilities in the near term in order to meet the demands of new growth.

During 2019, the City averaged 1.596 police calls per residential dwelling unit and 0.00209 calls per square foot of nonresidential space. With 4,124 police building square feet and 9,545 calls for service, the existing service level is 0.43 square feet of police facility space for every police call. The City has no immediate plans to build additional police station space and assumes that the current space will serve the City through 2030. The proposed service level which will be reached in 2030 is for 0.23 square feet of space per call.

TABLE 2: EXISTING AND PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43
2030 Calls	17,951	11,871	4,574
Proposed LOS - SF per Call		0.23	0.23

Fire. The City had 703 calls for service that originated from development in Santaquin in 2019.² With the growth that the City is experiencing, these calls for service will only increase in the future. Within the impact fee planning horizon, the City plans to construct an additional fire station (15,000 SF) at an estimated cost of \$9,135,000 to serve future growth.

¹ Santaquin had 9,545 police calls for service in 2019. These calls have been adjusted to account for the fact that 20 percent of all traffic-related police calls are attributed to pass-through traffic that does not originate in Santaquin and therefore cannot be included in the calculation of impact fees. Traffic calls represent 42 percent of all calls for service received by the police department.

² Santaquin had 703 fire calls for service in 2019. These calls have been adjusted to account for the fact that 10 percent of all fire-related traffic calls are attributed to pass-through traffic that does not originate in Santaquin and therefore cannot be included in the impact fee calculation. Traffic calls represent 15.5 percent of all calls for service received by the fire department.

During 2019, the City averaged 0.139 fire calls per residential dwelling unit and 0.12106 calls per 1,000 square feet of nonresidential space. With 10,423 square feet of fire building space, this results in an existing service level of 14.83 square feet of fire facility space for every fire call. The proposed service level is for 9.92 square feet per call calculated by dividing the total fire building square feet (10,423) by the projected calls in 2026 (1,051)³ at which time a new station will be required.

TABLE 3: EXISTING AND PROPOSED SERVICE LEVELS – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or 1000 Nonresidential SF		0.139	0.12106
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

The City intends to acquire a \$1,720,000 ladder truck within the next 6 years that can be considered in the calculation of impact fees. The ladder truck is needed to serve the additional height and reach demands of future development.

Identify Demands Placed Upon Existing Public Facilities by New Development Activity at the Proposed Level of Service

Utah Code 11-36a-302(1)(a)(iv)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through the next 10 years. Therefore, no new facilities are needed within the timeframe of this impact fee study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call,⁴ new residential and non-residential development will consume the 1,931 square feet of excess capacity in the existing building by 2030.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time it plans to construct a new fire station with 15,000 square feet of building space. At the proposed service level of 9.92 building square feet per call in 2026, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet of building space in the City’s existing fire station, of which 3,450 is currently excess capacity, the City will need another 2,691 of building space by 2030.

³ Includes residential, non-residential and pass-thru traffic calls

⁴ Calculated by dividing the 4,124 building square feet by the 17,951 police calls anticipated in 2030.

Identify How the Growth Demands Will Be Met

Utah Code 11-36a-302(1)(a)(v)

Police. New growth will need to buy into the excess capacity of the existing police facilities. The actual cost of the existing building attributable to police facilities is \$2,300,000. The police department uses 4,124 square feet of the city center building (total of 17,000 square feet). No new construction of police facilities is planned until at least 2030.

Fire. The City plans to construct a future fire station by 2026 to serve the demand of new growth. The estimated cost of the future fire station, with an estimated 15,000 square feet, is \$9,135,000.

New non-residential growth will also need to pay for its fair share of the new aerial ladder truck anticipated to be purchased within the next 6 years at a cost of approximately \$1,720,000.

Consideration of Revenue Sources to Finance Impacts on System Improvements

Utah Code 11-36a-302(2)

This Impact Fee Facilities Plan includes a thorough discussion of all potential revenue sources for public safety improvements. Possible revenue sources include grants, bonds, interfund loans, transfers from the General Fund, impact fees and anticipated or accepted dedications of system improvements.

Utah Code Legal Requirements

Utah law requires that communities prepare an Impact Fee Facilities Plan before preparing an Impact Fee Analysis (IFA) and enacting an impact fee. Utah law also requires that communities give notice of their intent to prepare and adopt an IFFP. This IFFP follows all legal requirements as outlined below. The City has retained Zions Public Finance, Inc. (ZPFI) to prepare this Amended Impact Fee Facilities Plan in accordance with legal requirements.

Notice of Intent to Prepare Impact Fee Facilities Plan

A local political subdivision must provide written notice of its intent to prepare an IFFP before preparing the Plan (Utah Code §11-36a-501). This notice must be posted on the Utah Public Notice website. The City has complied with this noticing requirement for the IFFP.

Preparation of Impact Fee Facilities Plan

Utah Code requires that each local political subdivision, before imposing an impact fee, prepare an impact fee facilities plan. (Utah Code 11-36a-301).

Section 11-36a-302(a) of the Utah Code outlines the requirements of an IFFP which is required to identify the following:

- (i) identify the existing level of service
- (ii) establish a proposed level of service
- (iii) identify any excess capacity to accommodate future growth at the proposed level of service

- (iv) identify demands placed upon existing facilities by new development activity at the proposed level of service; and
- (v) identify the means by which the political subdivision or private entity will meet those growth demands.

Further, the proposed level of service may:

- (i) exceed the existing level of service if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service; or
- (ii) establish a new public facility if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

In preparing an impact fee facilities plan, each local political subdivision shall generally consider all revenue sources to finance the impacts on system improvements, including:

- (a) grants
- (b) bonds
- (c) interfund loans
- (d) transfers from the General Fund
- (e) impact fees; and
- (f) anticipated or accepted dedications of system improvements.

Certification of Impact Fee Facilities Plan

Utah Code states that an impact fee facilities plan shall include a written certification from the person or entity that prepares the impact fee facilities plan. This certification is included at the conclusion of this analysis.

Existing Service Levels

Utah Code 11-36a-302(1)(a)(i)

Growth in Demand

Impacts on public safety facilities will come from both residential and non-residential growth. This growth is projected as follows:

TABLE 4: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524

Year	Households	Non-Residential Square Feet
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office; ZPFI

Residential and nonresidential growth will create increased demand for public safety services as demonstrated by the increased calls for service that are projected to occur.

Police: The increased police calls for service are projected as follows for residential and non-residential development in Santaquin. Additional calls may be received for pass-through traffic, but these demand units are not included in the calculation of impact fees.

TABLE 5: POLICE – PROJECTED GROWTH IN POLICE CALLS FOR SERVICE BY DEVELOPMENT IN SANTAQUIN

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2019	3,956	6,312	1.596	2,432	0.002089	8,745	9,545
2020	4,190	6,685	1.596	2,576	0.002089	9,261	10,109
2021	4,437	7,080	1.596	2,728	0.002089	9,809	10,707
2022	4,700	7,499	1.596	2,890	0.002089	10,388	11,339
2023	4,977	7,942	1.596	3,060	0.002089	11,002	12,009
2024	5,272	8,411	1.596	3,241	0.002089	11,653	12,719
2025	5,583	8,908	1.596	3,433	0.002089	12,341	13,471
2026	5,913	9,435	1.596	3,636	0.002089	13,071	14,267
2027	6,263	9,992	1.596	3,851	0.002089	13,843	15,110
2028	6,633	10,583	1.596	4,078	0.002089	14,661	16,003
2029	7,025	11,208	1.596	4,319	0.002089	15,528	16,949
2030	7,440	11,871	1.596	4,574	0.002089	16,445	17,951
2031	7,668	12,234	1.596	4,714	0.002089	16,949	18,500
2032	7,902	12,609	1.596	4,859	0.002089	17,468	19,067
2033	8,144	12,995	1.596	5,008	0.002089	18,003	19,651
2034	8,394	13,393	1.596	5,161	0.002089	18,554	20,252
2035	8,651	13,803	1.596	5,319	0.002089	19,122	20,872
2036	8,916	14,226	1.596	5,482	0.002089	19,708	21,512
2037	9,189	14,661	1.596	5,650	0.002089	20,311	22,170

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2038	9,470	15,110	1.596	5,823	0.002089	20,933	22,849
2039	9,760	15,573	1.596	6,001	0.002089	21,574	23,549
2040	10,059	16,050	1.596	6,185	0.002089	22,235	24,270

Fire: The increased fire calls for service originating in Santaquin are projected as shown in the following table. Additional calls may be received for pass-through traffic, but these calls are not included in the calculation of impact fees.

TABLE 6: FIRE – PROJECTED GROWTH IN FIRE CALLS FOR SERVICE

Year	Households	Residential Calls	Adjusted Residential Ratio	Non-Residential Calls	Adjusted Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL Calls
2019	3,956	551	0.1393	141	0.000121	692	703
2020	4,190	584	0.1393	149	0.000121	733	745
2021	4,437	618	0.1393	158	0.000121	776	789
2022	4,700	655	0.1393	167	0.000121	822	835
2023	4,977	693	0.1393	177	0.000121	871	885
2024	5,272	734	0.1393	188	0.000121	922	937
2025	5,583	778	0.1393	199	0.000121	977	992
2026	5,913	824	0.1393	211	0.000121	1,034	1,051
2027	6,263	872	0.1393	223	0.000121	1,096	1,113
2028	6,633	924	0.1393	236	0.000121	1,160	1,179
2029	7,025	979	0.1393	250	0.000121	1,229	1,248
2030	7,440	1,036	0.1393	265	0.000121	1,302	1,322
2031	7,668	1,068	0.1393	273	0.000121	1,341	1,363
2032	7,902	1,101	0.1393	282	0.000121	1,383	1,404
2033	8,144	1,135	0.1393	290	0.000121	1,425	1,447
2034	8,394	1,169	0.1393	299	0.000121	1,468	1,492
2035	8,651	1,205	0.1393	308	0.000121	1,513	1,537
2036	8,916	1,242	0.1393	318	0.000121	1,560	1,584
2037	9,189	1,280	0.1393	327	0.000121	1,608	1,633
2038	9,470	1,319	0.1393	337	0.000121	1,657	1,683
2039	9,760	1,360	0.1393	348	0.000121	1,707	1,734
2040	10,059	1,401	0.1393	358	0.000121	1,760	1,787

Existing Service Levels

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed at this time in order to meet growth demands in the City at this time. At the proposed service level of 0.23 building square feet per call,⁵ new residential and non-residential development will consume the 1,931 square feet of excess capacity in the existing building by 2030.

During 2019, the City averaged 1.596 police calls per residential dwelling unit and 0.00209 calls per square foot of nonresidential space. With 4,124 police building square feet, this results in an existing service level of 0.43 square feet of police facility space for every police call. The proposed service level is for 0.23 square feet per call calculated by dividing the total police building square feet (4,124) by the projected calls in 2030 (17,951).⁶

TABLE 7: EXISTING AND PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43

Fire. The City intends to build a new fire station to meet the needs of new growth. At the proposed service level of 9.92 building square feet per call, and 10,423 square feet of existing fire building space, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. The City currently has 3,450 square feet of excess capacity in its existing building. Therefore, it will need an additional 2,691 square feet of building space by 2030.

During 2019, the City averaged 0.139 fire calls per residential dwelling unit and 0.000121 calls per square feet of nonresidential space. With 10,423 square feet of fire building space, this results in an existing service level of 14.83 square feet of fire facility space for every fire call. The proposed service level is for 9.92 square feet per call calculated by dividing the total fire building square feet (10,423) by the projected calls in 2026 (1,051)⁷ at which time a new station will be required.

⁵ Calculated by dividing the 4,124 building square feet by the 17,951 police calls anticipated in 2030.

⁶ Includes residential, non-residential and pass-thru traffic calls.

⁷ Includes residential, non-residential and pass-thru traffic calls

TABLE 8: EXISTING LEVEL OF SERVICE – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		0.139	0.000121
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

Proposed Level of Service

Utah Code 11-36a-302(1)(a)(ii)

Police. The police facilities are located in a shared building of 17,000 SF with 4,124 SF utilized by the police department. The actual cost of the existing city center is \$2,300,000 of which \$557,953 is attributable to police based on its proportionate use of the building space. New growth will need to buy into the excess capacity of the existing police facilities. The proposed level of service is 0.23 police building square feet per call based on the existing station reaching capacity in 2030.

TABLE 9: PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43
2030 Calls	17,951	11,871	4,574
Proposed LOS - SF per Call		0.23	0.23

Fire. A new fire facility will be constructed to serve new growth. The cost of a new fire station is estimated at \$9,135,000. The anticipated cost of the new fire station is \$600 per square foot (including land and

building). Higher costs are attributable to the recent construction inflationary costs as well as the large, tall, and open type space of the needed fire bays, very specific bay door types and needed site infrastructure such as retaining walls.

The proposed level of service is 9.92 building square feet per call.

TABLE 10: PROPOSED LEVEL OF SERVICE – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		0.139	0.000121
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

The City plans to acquire a new fire truck within the next 6 years at an estimated cost of \$1,720,000. The truck will have a 15-year life through 2038, which will serve 1,683 fire calls at that time.

Excess Capacity

Utah Code 11-36a-302(1)(a)(iii)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed within the timeframe of this study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call (reached in 2030), new residential and non-residential development will need a total of 4,124 square feet of space by 2030, thereby using up all of the excess capacity in the existing building.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time the City plans to construct an additional fire station with approximately 15,000 square feet. At the proposed service level of 9.92 building square feet per call (reached in 2026), new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet in the existing building, the City will need an additional 2,691 square feet by 2030.

Identify Demands Placed upon Existing Facilities by New Development Activity at the Proposed Level of Service

Utah Code 11-36a-302(1)(a)(iv)

Police. New development will consume the 4,124 square feet of excess capacity in the existing police station by 2030.

TABLE 11: FACILITIES NEEDED (POLICE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED POLICE SERVICE LEVELS

Year	Total Calls for Service	Total Police SF Needed
2019	9,545	2,193
2020	10,109	2,322
2021	10,707	2,460
2022	11,339	2,605
2023	12,009	2,759
2024	12,719	2,922
2025	13,471	3,095
2026	14,267	3,278
2027	15,110	3,471
2028	16,003	3,677
2029	16,949	3,894
2030	17,951	4,124

Fire. Excess capacity in the existing fire stations is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

TABLE 12: FACILITIES NEEDED (FIRE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED FIRE SERVICE LEVELS

Year	Total Calls	Building SF Needed
2019	703	6,973
2020	745	7,385
2021	789	7,822
2022	835	8,284
2023	885	8,774
2024	937	9,292
2025	992	9,841
2026	1,051	10,423
2027	1,113	11,039
2028	1,179	11,691
2029	1,248	12,382
2030	1,322	13,114

Identify the Means by Which the Political Subdivision or Private Entity Will Meet Those Growth Demands

Utah Code 11-36a-302(1)(a)(v)

Police. The City will meet the proposed growth demands by allowing new development to buy into the existing excess capacity of the police station. The existing station has 1,931 square feet of excess capacity with a total of 4,124 existing building square feet. By 2030, growth in Santaquin will consume the excess capacity of the existing police station. Total actual cost of the existing police station at the time it was acquired was \$2,300,000. The police department is allocated \$557,953⁸ of the total cost of the building based on its fair share ratio of building space.

Fire. The City will meet the proposed growth demands by building a new fire station. The existing station has 10,423 square feet of space, with 3,450 square feet of excess capacity. By 2026, Santaquin will have consumed this excess capacity. By 2030, the City will need 2,691 square feet of additional space.

Manner of Financing for Public Facilities

Utah Code 11-36a-302(2)

Impact fees will be used to fund the established growth-driven public safety services for police and fire services.

Credits Against Impact Fees

The Impact Fees Act requires credits to be paid back to development for future fees that may be paid to fund system improvements found in the IFFP so that new development is not charged twice. Credits may also be paid back to developers who have constructed or directly funded items that are included in the IFFP or donated to the City in lieu of impact fees, including the dedication of land for system improvements. This situation does not apply to developer exactions or improvements required to offset density or as a condition for development. Any item that a developer funds must be included in the IFFP if a credit is to be issued and must be agreed upon with the City before construction of the improvements.

In the situation that a developer chooses to construct facilities found in the IFFP in lieu of impact fees, the arrangement must be made through the developer and the City.

The standard impact fee can also be decreased to respond to unusual circumstances in specific cases in order to ensure that impact fees are imposed fairly. In certain cases, a developer may submit studies and data that clearly show a need for adjustment.

At the discretion of the City, impact fees may be modified for low-income housing, although alternate sources of funding must be identified.

Grants

The City is unaware of any potential grant sources for future public safety facilities. However, should it be the recipient of any such grants, it will then look at the potential to reduce impact fees.

⁸ Calculated as follows: $(4,124/17,951) * \$2,300,000$

Bonds

The City does not have any bonds outstanding for public safety and no bond credits are necessary at this time.

Transfer from General Fund

To the extent that the City is able to generate net revenues in its General Fund, it may choose to transfer all or a portion of the net revenues to the City's capital fund. It is most likely that, if net revenues should be generated, they will be used to raise the existing service levels city-wide and not to offset the demands generated by new development, which is anticipated to be offset with impact fees.

Impact Fees

Because of the growth anticipated to occur in the City, impact fees are a viable means of allowing new development to pay for the impacts that it places on the existing system. This IFFP is developed in accordance with legal guidelines so that an Impact Fee Analysis may be prepared and the City may charge impact fees for public safety.

Anticipated or Accepted Dedications of System Improvements

Any item that a developer funds must be included in the IFFP if a credit against impact fees is to be issued and must be agreed upon with the City before construction of the improvements.

Certification

Zions Public Finance, Inc. certifies that the attached impact fee facilities plan:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;

2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents;
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement;

3. Complies in each and every relevant respect with the Impact Fees Act.

MEMO



To: Planning Commission
From: Jason Bond, Assistant City Manager
Date: January 5, 2024
RE: **Water Efficiency Standards**

Santaquin City values the water resource that it has and continuously explores opportunities to be a good steward of this invaluable resource. To further promote the efficient use and conservation of water in Santaquin City, it is proposed to add language to the Landscaping Standards (10.52) found in Santaquin City Code that will help with the efficient use of water. The proposed language is consistent with language that the Central Utah Water Conservancy District and the State of Utah have been working on to promote the more efficient use of water, both regionally and statewide.

An amendment to the code is a legislative action and requires the Planning Commission to hold a public hearing and provide a recommendation to the City Council. At this time, we ask the Planning Commission to review the attached language and hold a public hearing. With any feedback provided, staff will work on effectively integrating this language into Santaquin City Code, in the form of a draft ordinance, so that it is clear and in harmony with the current landscaping standards. This draft will eventually be brought back to the Planning Commission at a future meeting for your review.

Recommended Action: Hold a public hearing to receive feedback and also provide feedback to staff so that a draft ordinance can be prepared that integrates water efficiency related language.

Santaquin City
Water Efficiency Standards

1. Purpose

The purpose of these Water Efficiency Standards is to conserve the public's water resources by establishing water conservation standards for outdoor landscaping.

2. Applicability

- A. The following standards shall at a minimum be required for all new developer/contractor installed commercial, institutional, and industrial construction, as applicable and for the front and side yards of all new residential construction. These standards shall apply to existing ordinances related to city required landscaping.
 - i. If the backyard is required to be landscaped for certificate of occupancy, the standards shall apply to the backyard as well.
- B. These outdoor standards are not intended to conflict with other landscaping requirements as defined by Utah law, including stormwater retention requirements and low-impact development guidelines. Notwithstanding these outdoor standards, whenever any requirement may conflict with Utah law, the Utah law shall govern.

3. Outdoor Landscaping Standards

All new landscaping for public agency projects, private development projects, developer-installed landscaping in multi-family and single-family residential projects within the front and side yards shall comply with the Landscaping Requirements below:

Definitions

- A. Activity Zones: Portions of the landscape designed for recreation or function, such as storage areas, fire pits, vegetable gardens, and playgrounds.
- B. Active Recreation Areas: Areas of the landscape dedicated to active play where lawn may be used as the playing surface (ex. sports fields).
- C. Central Open Shape: An unobstructed area that functions as the focal point of a landscape and is designed in a geometric shape.

- D. Gathering Areas: Portions of the landscape dedicated to congregating, such as patios, gazebos, decks, and other seating areas.
- E. Hardscape: Durable landscape materials, such as concrete, wood, pavers, stone, or compacted inorganic mulch.
- F. Lawn: Ground that is covered with grass or turf that is regularly mowed.
- G. Mulch: Any material such as rock, bark, compost, wood chips or other materials left loose and applied to the soil.
- H. Park Strip: A typically narrow landscaped area located between the back-of-curb and sidewalk.
- I. Paths: Designed routes between landscape areas and features.
- J. Planting Bed: Areas of the landscape that consist of plants, such as trees, ornamental grasses, shrubs, perennials, and other regionally appropriate plants.
- K. Total Landscaped Area: Improved areas of the property that incorporate all the completed features of the landscape. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, and other non-irrigated areas intentionally left undeveloped.

4. Landscaping Requirements

- A. Lawn shall not be less than 8 feet wide at its narrowest point.
- B. Lawn shall not exceed 35% of the Total Landscaped Area.
 - i. Small residential lots, which have no back yards, which the Total Landscaped Area is less than 250 square feet, and which the front yard dimensions cannot accommodate the minimum 8 feet wide lawn area requirement, are exempt from the 8 feet minimum width lawn area requirement and maximum of 35% lawn requirement.
- C. Lawn shall not be installed in Park Strips, Paths, or on slopes greater than 25% or 4:1 grade.
- D. In commercial, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed 20% of the Total Landscaped Area, outside of Active Recreation Areas.

5. Landscaping Recommendations

- A. All irrigation should be appropriate for the designated plant material to achieve the highest water efficiency. Drip irrigation should be used except in lawn areas. Drip irrigation systems should be equipped with a pressure regulator, filter, flush-end assembly, and any other appropriate components.
- B. Each irrigation valve should irrigate landscaping with similar site, slope and soil conditions, and plant materials with similar watering needs. Lawn and planting beds should be irrigated on separate irrigation valves. In addition, drip emitters and sprinklers should be placed on separate irrigation valves.
- C. Landscaped areas should be provided with a WaterSense labeled smart irrigation controller which automatically adjusts the frequency and/or duration of irrigation events in response to changing weather conditions. All controllers should be equipped with automatic rain delay or rain shut-off capabilities.
- D. At least 3-4 inches of mulch, permeable to air and water, should be used in planting beds to control weeds and improve the appearance of the landscaping.
- E. At maturity, landscapes are recommended to have enough plant material (perennials and shrubs) to create at least 50% living plant cover at maturity at the ground plane, not including tree canopies.

6. Landscaping Design Considerations

- A. If size permits, the landscaped areas of the front yard and back yard should include a designed Central Open Shape created by using Lawn, Hardscape, groundcover, or gravel.
- B. Gathering Areas should be constructed of Hardscape and placed outside of the Central Open Shape. In a landscape without lawn, Gathering Areas may function as the Central Open Shape.
- C. Activity Zones should be located outside of the Central Open Shape and should be surfaced with materials other than lawn.
- D. Paths should be made with materials that do not include Lawn, such as Hardscape, Mulch, or other ground surface material.

MEMO



To: Planning Commission
 From: Ryan Harris, Senior Planner
 Date: February 9, 2024
 RE: **Public Facilities (PF) Zone Code Amendment**

It is proposed that the Planning Commission and City Council consider amending language in SCC 10.20.180 “PF Public Facilities Zone” related to temporary concrete batch plants in the Public Facilities (PF) Zone.

The proposed amendment would allow as a conditional use, a temporary concrete batch plant only for the construction of federal, state, or local government capital improvement projects. Central Utah Water Conservancy District will be extending a water pipeline related to the Central Utah Project (CUP) through Santaquin in the coming year and is a federally mandated project. The pipeline will extend from Highway 198 along the railroad to Summit Ridge. The pipeline must be encased in concrete. They will need a temporary batch plant while working on the project.

The proposed amendment has several requirements for batch plants, including distance requirements to dwellings, hours of operation, mitigation plan, reclamation plan, storm drainage, and road access. The proposed amendment also creates a land use table that makes it easier to see the allowed uses in the zone. All current uses in the PF zone have been added to the land use table. Two uses were removed that allowed mass grading and heavy industrial in the PF Zone.

On January 9, 2024, the Planning Commission reviewed the proposed code amendment and made the following motion:

“Commissioner Weight made a motion to table the PF Public Facilities Zone Code Amendment to allow for language to be considered regarding dust mitigation and possible reclamation. Commissioner Romero seconded the motion.

Commissioner Hoffman, Yes; Commissioner Moak, Yes; Commissioner Nixon, Yes; Commissioner Romero, Yes; Commissioner Tolman, Yes; Commissioner Weight, Yes; Commissioner Wood, Yes; The motion passed unanimously.”

Staff has made the following changes after the proposed code amendment was tabled.

1. Staff changed the use from a “Temporary batch plant . . .” to a “Temporary concrete batch plant only for the construction of federal, state, or local government capital improvement projects consistent with the use of the property”.
2. Staff added a section to the code that requires a nuisance mitigation plan.
3. Staff added a section of code that requires a site reclamation plan.

This review is for the Planning Commission to forward a positive or negative recommendation on the proposed code amendment to the City Council.

Staff Recommendation: It is recommended that the Planning Commission provide a positive or negative recommendation to the City Council regarding the proposed code amendment that amends language in SCC 10.20.180 related to temporary batch plants in the PF zone.

Recommended motion: “Motion to forward a (positive/negative) recommendation to the City Council regarding the code amendment that amends SCC 10.20.180 “PF Public Facilities Zone.”

Attachments:

1. Draft Ordinance

ORDINANCE NO. **DRAFT**

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ALLOW TEMPORARY BATCH PLANTS IN THE PF ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.

WHEREAS, the City of Santaquin is a fourth-class city of the state of Utah; and

WHEREAS, the State Legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, i.e. providing for the public safety, health, morals, and welfare; and

WHEREAS, the City Council desires to amend Santaquin City Code Title 10 Chapter 20 Section 180 to allow temporary batch plants in the PF Zone.

WHEREAS, the Santaquin City Planning Commission held a public hearing on January 9, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

WHEREAS, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin City, State of Utah, as follows:

Section I. Amendments

Title 10 Chapter 20 Section 180 is amended as follows: (underlined text is added, stricken text is deleted)

10.20.180 PF PUBLIC FACILITIES ZONE

A. Objectives And Characteristics: The PF public facilities zone has been established for the primary purpose of providing a place where facilities designed and designated for the service of the community in whole and the citizens of Santaquin may be located. Such uses are typically either governmentally owned and operated or owned and operated by a private utility company, although private property dedicated to the use and benefit of the community in whole may also be designated within the PF public facilities zone as determined in this section.

~~B. Permitted Uses: The following buildings, structures, and uses of land shall be permitted in the PF public facilities zone upon compliance with requirements as set forth in this section:
Cemeteries.~~

~~Culinary water facilities, i.e., pumps and pump houses, service facilities, well sites, and storage tanks, and associated structures.~~

~~Golf courses and golf clubhouses (private and public).~~

~~Governmental offices including, but not limited to, maintenance and equipment storage facilities.~~

~~Hospitals, excluding independent clinics.~~

~~Public and quasi-public buildings.~~

~~Public safety buildings including, but not limited to, police, fire, and ambulance stations, and their associated structures.~~

~~Public utility facilities including, but not limited to, electrical substations and natural gas pressure regulatory stations, and their associated structures.~~

~~Public utility offices and their associated structures.~~

~~Regional type park complexes, amusement facilities, fairgrounds, similar facilities, and their associated structures.~~

~~Religious center.~~

~~Schools.~~

~~Solid waste disposal sites.~~

~~Telecommunications sites subject to SCC 10.16.340.~~

~~Television, telephone, and cellular transmission towers and their associated structures, subject to the provisions for industrial zones within ordinance 12-2-99, the Santaquin City telecommunications ordinance, its amendments and/or successors.~~

~~Transportation hubs and collector point facilities.~~

~~Wastewater treatment facilities, i.e., treatment facilities, storage ponds, etc., and associated structures and uses.~~

~~C. Conditional Uses: The following are conditional uses in the PF public facilities zone, subject to the provisions of SCC 10.24, "Conditional Uses":~~

~~Caretaker facilities associated with a permitted or conditional use.~~

~~Convalescent home, rest home, or nursing home.~~

~~Gravel, sand, earth extraction, and mass grading when necessary to accomplish the intent~~

~~of a development project permitted within and in association with the I-1 zone and with city council approval and planning commission recommendation for approval of a plan detailing the scope and time schedule for the work to be done.~~

~~Use listed as permitted or conditional in the I-1 industrial zone, typically classified as "heavy industrial".~~

- B. Permitted Uses: Land uses in the PF Public Facilities Zone are permitted as follows. Alphabetic use designations in the table below have the following meanings:

<u>P</u>	<u>The listed use is a permitted use with the represented area, based on City development standards and ordinances.</u>
<u>C</u>	<u>The listed use requires a conditional use permit within the represented area in addition to complying with all applicable development standards and ordinances.</u>

<u>Use</u>	<u>PF</u>
<u>Caretaker facilities associated with a permitted or conditional use</u>	<u>C</u>
<u>Cemeteries</u>	<u>P</u>
<u>Convalescent home, rest home, or nursing home</u>	<u>C</u>
<u>Culinary water facilities, i.e., pumps and pump houses, service facilities, well sites, storage tanks, and associated structures</u>	<u>P</u>
<u>Golf courses and golf clubhouses (private and public)</u>	<u>P</u>
<u>Governmental offices including, but not limited to, maintenance and equipment storage facilities.</u>	<u>P</u>
<u>Hospitals, excluding independent clinics</u>	<u>P</u>
<u>Public and quasi-public buildings</u>	<u>P</u>
<u>Public safety buildings including, but not limited to, police, fire, and ambulance stations, and their associated structures</u>	<u>P</u>
<u>Public utility facilities including, but not limited to, electrical substations and natural gas pressure regulatory stations, and their associated structures</u>	<u>P</u>
<u>Public utility offices and their associated structures</u>	<u>P</u>
<u>Regional type park complexes, amusement facilities, fairgrounds, similar facilities, and their associated structures.</u>	<u>P</u>
<u>Religious center</u>	<u>P</u>
<u>Schools</u>	<u>P</u>
<u>Solid waste disposal sites</u>	<u>P</u>
<u>Telecommunications sites subject to SCC 10.16.340</u>	<u>P</u>
<u>Television, telephone, and cellular transmission towers and their associated structures, subject to the provisions for industrial zones within ordinance 12-2-99, the Santaquin City telecommunications ordinance, its amendments and/or successors</u>	<u>P</u>
<u>Temporary concrete batch plant only for the construction of federal, state, or local government capital improvement projects consistent with the use of the property.</u>	<u>C</u>
<u>Transportation hubs and collector point facilities</u>	<u>P</u>
<u>Wastewater treatment facilities, i.e., treatment facilities, storage ponds, etc., and associated structures and uses.</u>	<u>P</u>

- C. Area Requirements: In the PF public facilities zone, there shall be no land area requirements, except that an area sufficient to accommodate location requirements, off street parking, loading and unloading, and vehicular access, as necessary, shall be provided and maintained.
- D. Width Requirements: The minimum width of lots in this zone has not been specified except that the width shall be sufficient to accommodate the proposed or existing land use.
- E. Location Requirements:
1. Front Setback: All buildings and structures shall be set back at least twenty feet (20') from the front lot line.
 2. Side Setbacks:
 - a. Interior lots: All buildings shall be set back from the side property line a distance of at least ten feet (10').
 - b. Corner lots: All buildings shall be set back from any street not less than twenty five feet (25').
 3. Rear Setback:
 - a. Interior lots: All buildings shall be set back from the rear property line a distance of at least ten feet (10').
 - b. Corner lots: All dwellings and other main buildings shall be set back from the rear property line a distance of at least ten feet (10').
 4. Clear View: All structures must be placed in conformance with the clear view standards found in SCC 10.16.090. (Ord. 11-03-2014, 11-5-2014, eff. 11-6-2014)
- F. Size Of Buildings: The ground floor area of all buildings has not been specified.
- G. Height And Size Requirements: There are no height or size requirements in the PF public facilities zone.
- H. Special Provisions:
1. Development landscaping shall be in accordance with SCC 10.52, "Landscaping Standards".
 2. Materials placed in screened outside storage areas shall be stacked no higher than the screening fence, wall, hedge, or berm surrounding such area.
 3. Temporary Batch Plant Requirements:
 - a. The following items shall be submitted to the Community Development Department.
 - (1) A conditional use application and application fee.
 - (2) A site plan showing the location of the batch plant, all temporary structures, improvements, access routes, egress routes, on-site travel routes, and plans to address surface water issues.
 - (3) A site reclamation plan. The project will be expected to comply with such plan during the time for which a permit is issued. This plan shall include a complete set of written and drawn plans outlining the applicant's intentions for reclamation of the land after the expiration of the conditional use permit. No reclamation project shall be permitted to extend more than twelve (12) months beyond the end of the conditional use permit, or any extension thereof, whichever is later.

- (4) A nuisance mitigation plan. The project will be expected to comply with such plans during the time for which a permit is issued. These plans should provide written and drawn details of the applicant's intentions to control:
- (A) Dust;
 - (B) Noise;
 - (C) Odors; and
 - (D) Any other possible nuisances that could originate from the site, any other possible nuisance recognized by the city, and/or any pertinent nuisance contained within the city's nuisance ordinance.
- b. The approval of a temporary batch plant is valid for one (1) year. A one-time extension of one (1) year can be requested.
- (1) A written request for an extension must be submitted to the Community Development Department and approved by the Planning Commission before the one (1) year approval expires.
 - (2) The extension shall be approved by the Planning Commission if all conditions of the Conditional Use are being met.
- c. Location: A temporary batch plant shall not be located closer than 500 feet from any existing dwelling.
- d. Hours of Operation: The operating hours for a temporary batch plant shall be from six o'clock (6:00) A.M. to ten o'clock (10:00) P.M. Under special circumstances this time period may be modified by the mayor.
- e. Storm Drain:
- (1) Track Out: When rock, mud or debris are spilled upon a public roadway, it shall be the responsibility of the permitted operator to remove such material immediately.
 - (2) Perimeter Berm: All storm water must be retained on site.
- f. Road Access: All sites shall have direct access to a City, County or State road.

10. Rezoning And Designation:

3. Rezoning: Rezoning of property existing within the city's boundaries and the designation of property being annexed into the city to the PF public facilities zoning classification shall only be done upon demonstration by the applicant that the property is strictly in conformity to the intent and characteristics of the zoning classification, as determined and approved by the city council with recommendation from the planning commission.

~~4. Spot Zoning: Due to the nature of the PF zoning classification and the inherent nature of some land uses permitted within the classification, and in addition to the provisions of SCC 10.20.060, spot zoning shall be permitted for the proper assignment of the PF zoning classification to property within the city. (Ord. 12-01-2002, 12-4-2002, eff. 12-5-2002)~~

11. Supplementary Requirements: See SCC 10.16, "Supplemental Provisions Applicable Within All Zones".

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Contrary Provisions Repealed

Any and all other provisions of the Santaquin City Code that are contrary to the provisions of this Ordinance are hereby repealed.

Section IV. Codification, Inclusion in the Code, and Scrivener’s Errors

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the City without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, January 17, 2024. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 16th day of January 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember Travis Keel	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 16th day of January 2024, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ALLOW TEMPORARY BATCH PLANTS IN THE PF ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”

“

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 16th day of January 2024.

Amalie R. Ottley
Santaquin City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at 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.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2024, by
AMALIE R. OTTLEY.
My Commission Expires:

Notary Public

Residing at Utah County



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

Others in Attendance: Senior Planner Ryan Harris, Recorder Amalie Ottley, City Council Member Jeff Siddoway, City Manager Norm Beagley, Assistant City Manager Jason Bond, Rose Larsen, Joe Wall, Andrea Lee, and Mike Robertson.

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

INVOCATION/INSPIRATIONAL THOUGHT

Commissioner Weight offered an invocation.

PLEDGE OF ALLEGIANCE

Commissioner Nixon led the Pledge of Allegiance.

PUBLIC FORUM

Commissioner Wood opened the Public Forum at 7:04 p.m.

No members of the public wished to address the Planning Commission in the Public Forum

Commissioner Wood closed the Public Forum at 7:04 p.m.

DISCUSSION & POSSIBLE ACTION ITEMS:

1. Planning Commissioners Oaths of Office

The City Recorder delivered Oaths of Office to Commissioners Jessica Tolman, Drew Hoffman, and BreAnna Nixon. Jessica Tolman was newly appointed to the Planning Commission by the City Council and Commissioners Drew Hoffman and BreAnna Nixon have chosen to continue their terms.

2. Access Requirements Code Amendment (Agenda Item #6)

Assistant Manager Bond presented the proposed code amendment to City Code 10.48.050. The proposed code amendment has been discussed at length at Development Review Committee (DRC) meetings, Planning Commission meetings, and most recently a City Council meeting. The Planning Commission reviewed the proposal on November 14, 2023, and provided the following recommendation to the City Council, which recommended approval of the language forwarded from the DRC. Commissioner Hoffman made a motion to recommend approval of the proposed code amendment, which amends the parking area access requirements. Commissioner Weight seconded the motion. The motion passed unanimously. The language referred to in the motion is as stated below:

~~E. Any development with a single point of access (ingress and egress) shall have a maximum ADT (average daily trips) of two hundred fifty (250) trips.~~ Any development that exceeds an ADT (average daily trips) of two hundred fifty (250) trips shall provide a secondary access for ingress to and egress from the site. ~~When a site is adjacent to a UDOT controlled right-of-way, the maximum ADT allowed before needing a secondary access for ingress to and egress from the site is five hundred (500) trips.~~

On December 19, 2023 after consideration of the Planning Commission recommendation and two different motions the City Council referred the code amendment back to the Planning Commission for additional review.

Andrea Lee, Rose Larsen, and Joe Wall attended the Planning Commission meeting. Although they did not address the Planning Commission in the Public Forum, they did wish to address the commissioners regarding the Access Requirement Code Amendment. They spoke at length about their concerns for their property, should the language in the code be kept as is or as previously proposed. They wished the Planning Commission to repeal paragraph E from section 10.48.050 completely, stating that it imposes hardship upon them to sell their property. Members of the Planning Commission discussed at length their reasons for the previous recommendation, especially with regard to public safety. They all expressed their concern for all of the properties in Santaquin on UDOT facilities and their responsibility to consider code amendments for the public at large and not individual property owners. Documents handed out to the commission by Rose Larsen are attached to these minutes.

Commissioner Hoffman made a motion not to remove the Average Daily Trips (ADT) requirement in City Code and forward the recommendation that was previously forwarded to the City Council which states that any development that exceeds an ADT (average daily trips) of two hundred fifty (250) trips shall provide a secondary access for ingress to and egress from the site and when a site is adjacent to a UDOT controlled right-of-way, the maximum ADT allowed before needing a secondary access for ingress to and egress from the site is five hundred (500) trips. Commissioner Weight seconded the motion.

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

The motion passed unanimously.

3. Public Hearing: Water Efficiency Standards Code Amendment (Agenda Item #2)

City Manager Norm Beagley reported on Water Efficiency Standards. He discussed how Santaquin has been and will continue to be water efficient and focused on future water planning. He pointed out the difference between the water rights and shares that the City owns versus how much water the City can pump. He made recommendations for how Santaquin City should move forward and continue to focus on efficiency in both drinking and outdoor water use by passing ordinances that will focus on water efficiency in new residential and commercial development. Planning Commissioners discussed with Manager Beagley how landscaping will be regulated at the Certificate of Occupancy (C of O) stage of the building process. By passing ordinances to regulate water efficiency in the City, the residents will be eligible for State funded rebates like smart timers and the 'Flip Your Strip' program.

Commission Chair Wood opened the public hearing at 8:04 p.m.

No members of the public wished to address the Planning Commission in the public hearing.

Commission Chair Wood Closed the public hearing 8:04 p.m.

The Planning Commission did not take any action on the water efficiency item. Staff will make recommendations for code amendments in the future.

4. Public Hearing: PF Public Facilities Zone Code Amendment (Agenda Item #4)

Senior Planner Harris presented a code amendment that would allow for a proposed temporary batch plant that would aid in the construction of the Central Utah Project (CUP) waterline. Planner Harris went over the guidelines that would be set forth by the ordinance that would allow for the City to carefully regulate any temporary batch plants on City properties.

Commission Chair Wood opened the public hearing at 8:11 p.m.

Mike Robertson, a resident of Santaquin, wished to address the Planning Commission in the Public Hearing. He expressed his concerns about the placement of a temporary batch plant at the City’s current landfill site. He indicated that he farms the land southeast of the landfill and the temporary batch plant could be detrimental to his alfalfa and hay crops.

Commission Chair Wood closed the public hearing at 8:15 p.m.

Assistant Manager Bond clarified that the application for the temporary batch plant would be considered a conditional use and will go before the Planning Commission when a specific site plan is ready for review. He further explained that the item before the commission at the meeting was to consider the code amendment to allow batch plants in the Public Facilities zone on City owned property. The members of the Planning Commission discussed at length their concerns with the impact of a temporary batch plant on residents in the community, specifically neighboring the plant itself. The Planning Commission requested that staff review the proposed ordinance adding language that would include dust, noise, and odor mitigation as well as property reclamation and bring the proposed ordinance back for consideration at a future meeting.

Commissioner Weight made a motion to table the PF Public Facilities Zone Code Amendment to allow for language to be considered regarding dust mitigation and possible reclamation. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

5. Public Hearing: Santaquin City Property Rezone (Agenda Item #3)

Assistant City Manager Bond presented a draft ordinance amending the City Code to add a PF Public Facilities Zone. The PF Zone would allow the City to have specific uses on city properties that the City would use to service the community such as cemeteries or other City business and amenities. Senior Planner Harris showed on the map the specific City owned properties that are proposed in the rezone.

Commission Chair Wood opened the public hearing at 8:44 p.m.

No members of the public wished to address the Planning Commission in the public hearing.

Commission Chair Wood Closed the public hearing 8:44 p.m.

After discussion, commissioners agreed that the rezone of City properties to provide services to the residents was agreeable.

Commissioner Nixon made a motion to forward a positive recommendation to the City Council that approximately 179.49 acres of City-owned property from the Residential (R-8) Zone, the Industrial (I-1) Zone, the Planned Community (PC) Zone and the Main Street Commercial (MSC) District in the Main Street Business Districts Zone to the Public Facilities (PF) Zone. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

6. Apple Hollow at The Orchards B Preliminary Plan (Agenda Item # 5)

Senior Planner Harris presented the Apple Hollow at The Orchards B Preliminary Site Plan. The Apple Hollow at The Orchards B Subdivision is located at approximately 215 W. and Ginger Gold Road. The project is part of the Orchards Development and is subject to the Orchards Development Agreement. There was an amendment to the Orchards Development Agreement on May 2, 2023. The proposed subdivision must follow the amended development agreement. The amendment created a new site plan for how the subdivision should be laid out and shows the amenities that are required. The proposed subdivision meets the requirements of the amended development agreement and Santaquin City Code.

The proposed development is approximately 11.60 acres and will have five phases. There will be nine single family lots and 84 townhomes, which follows the development agreement. The townhome portion of the project must meet Santaquin City parking requirements. The driveways will all be at least 20' long, which meets the City Code. The garage sizes will be a minimum of 24' x 24', and the garages will count as two parking stalls for a total of 168 stalls.

There are 29 stalls for guest parking for a total of 197 parking stalls, which meets Santaquin City Code requirements. There will be three pavilions, and each will have four tables. There is also a tot lot and a shuffleboard area. The open space and site plan follow the approved site plan in the development agreement.

The applicants Kyle Spencer and John Caldwell attended the meeting to answer any questions from the Planning Commission.

Commissioner Moak asked the applicant about the current and future plans for parking at the site stating issues she has personally experienced with the lack of visitor parking. Mr. Caldwell indicated that

they would take parking and green space into consideration at the final plan stage and would be willing to reconsider the current plans to allow for more parking space.

Commissioner Hoffman made a motion to approve the Apple Hollow at The Orchards B Preliminary plan with the conditions that redlines be address and parking space versus greenspace be reconsidered. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

OTHER BUSINESS

Meeting Minutes Approval

Commissioner Romero made a motion to approve the December 12, 2023 Planning Commission Meeting Minutes. Commissioner Moak seconded the motion.

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

The motion passed unanimously.

ADJOURNMENT

Commissioner Tolman made a motion to adjourn the meeting.

The meeting was adjourned at 9:11 p.m.

City Recorder – Amalie R. Ottley

Planning Commission Chair – Trevor Wood

12.30.040 Ingress And Egress

Payson City has determined that maintaining emergency access to all parcels is an important governmental interest. To provide circulation and emergency access to and from the development, Payson City's objective is to develop on a vehicular grid network. However, there are times when topography and/or development timing may reduce the ability to provide this connection in a timely manner. At all times, two points of ingress and egress will be required for all projects, subdivisions, commercial developments, schools and churches with the following exceptions:

- A. Any development, or portion of a development, which literally cannot provide two points of ingress and egress due to topography, such as hillsides, waterways, or wetlands, shall be limited to no more than fifteen (15) residential lots or units, or residential equivalents. The configuration shall adhere to all applicable fire regulations. If possible, a pedestrian access to the wetlands, waterway, or hillside shall be created to break up the block length and the street design shall avoid a situation that "walls off" the wetlands, waterway, or hillside.
- B. A development, or portion of a development, which will be served by more than one point of ingress and egress in the future may receive approval for multiple homes on one access provided that the following is met:
 1. the arrangement meets all applicable fire code requirements at all times,
 2. the streets layout for future development will bring the project to a grid with multiple points of access for all units, except as outlined in paragraph A,
 3. the streets layout for future development is reviewed and approved by the city, and
 4. the contemporary layout accommodates the connection points into the future streets and trails network.
- C. Any midblock or inner-block development, i.e. one that is contained inside on street block of no more than approximately five hundred (500) feet in length, may have multiple units per access provided that all applicable fire regulations are met and the street blocks are maintained in compliance with PCC 12.30.050 and any applicable street master plans.
- D. A commercial or industrial project, school, or church must provide a second point of ingress and egress if more than ten (10) equivalent residential units or one hundred (100) vehicle trips per day, on any day of the week, will be generated from the site.
- E. Any development providing a temporary second point of ingress and egress shall be subject to the following conditions:
 1. The second access shall be reviewed and approved in writing by the fire chief and city engineer.
 2. The second point of access shall provide continuous and unobstructed access to and from the development until which time a permanent access is completed.
 3. The second point of access may cross private property, but must connect the development to an improved public right-of-way.
 4. The second access shall be hard surfaced with at least one and one half (1 1/2) inches of asphalt prior to October 1st of the year construction began. The asphalt must be a minimum of twenty (20) feet in width.
 5. The second point of access may cross private property, but must connect to a public right-of-way.

F. Access to a parcel with slopes of greater than twenty (20) percent shall satisfy the access requirements of PCC 14 Sensitive Lands.

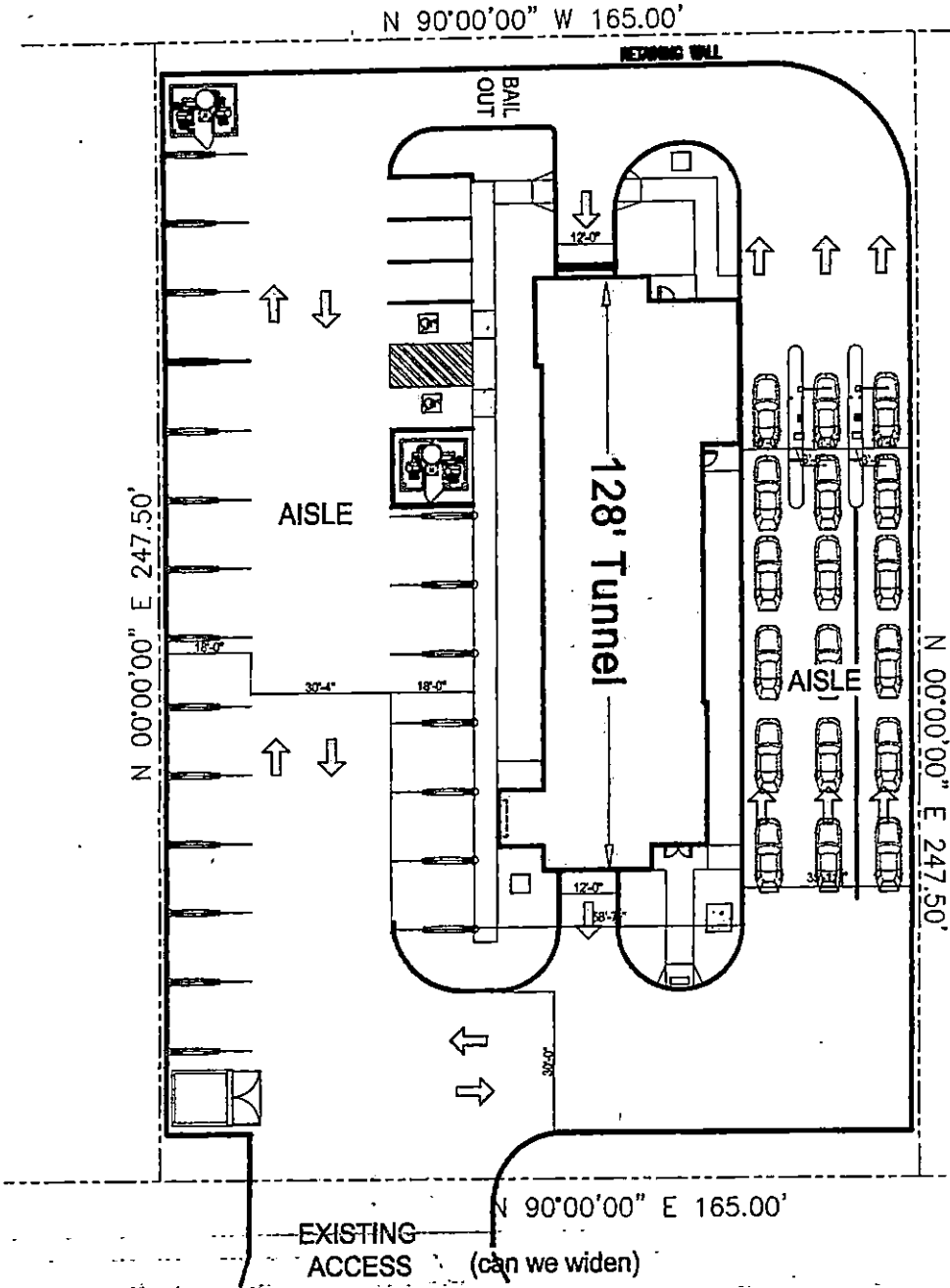
Item 4.

The second point of ingress and egress shall be located in a future right-of-way unless it can be shown that the second point of access in another location is preferable to the satisfaction of the city engineer and fire chief.

The fire chief, in behalf of the City public safety officials must approve the street design in any subdivision, commercial development, school, or church with only one point of ingress and egress.

HISTORY

Adopted by Ord. [05-18-2022-D](#) on 5/18/2022



SANTAQUIN

SITE PLAN

PRELIMINARY 09:092:0003

128' TUNNEL
365 E MAIN STREET
SANTAQUIN, UTAH

HARRIS ARCHITECTURE

SITE - .94 ACRES
BUILDING - 4,620 SF
PARKING - 5 STALLS (2 ADA)
VACUUMS - 19



MAIN STREET

(e) Cross Access Driveways. In order to provide vehicular access between two (2) or more contiguous sites without entering the public street, cross access driveways are required wherever possible.

Item 4.

The Planning Commission or City Council may modify or waive this requirement on properties with multiple street frontages where access between two (2) lots can be accomplished through the use of a minor collector or local nonresidential street.

(Amended by Ord No. 39-2007, 12/04/2007, Ord. No. 20-2007, 04/03/2007; Ord. No. 12-2008, 06/17/2008; Ord. No. 06-2010, 06/01/2010; Ord. No. 20-2014 § 1, 08/19/2014; Ord. No. 11-2015 § 1, 09/01/2015; Ord. No. 11-2016 § 1, 06/21/2016)

11-6-114 Motor-Vehicle Access.

The purpose of this Section is to alleviate or prevent congestion of public rights-of-way to promote the safety and general welfare of the public by establishing minimum requirements for the provision of access to public rights-of-way.

- (1) General Provisions: The following general provisions apply to all motor-vehicle access requirements of this Chapter.
 - (a) Driveways shall provide paved access to a public street. Paving shall consist of an all-weather passable surface.
 - (b) No driveway with a slope of greater than twelve percent (12%) shall be permitted without approval of the City Engineer. And no driveway with a slope of greater than fifteen percent (15%) shall be permitted.
 - (c) The design and location of all driveways entering a State highway shall meet the requirements of UDOT (Utah Department of Transportation). UDOT approval of the driveway(s) shall be provided to the City in writing prior to the issuance of any building permit.
 - (d) Required driveways and parking spaces shall be paved and available for use before receiving a certificate of occupancy from the building inspector.
 - (e) Fire Lanes. A fire lane shall be required to provide access to any portion of any structure equal to or less than forty feet (40') tall which is more than one hundred fifty feet (150') from the nearest street right-of-way, and to any portion of any structure greater than forty feet (40') tall which is more than fifty feet (50') from the nearest street right-of-way. The Fire Chief may also require the provision of a fire lane or lanes to any part of any structure upon a determination that the distance of the structure from the nearest hydrant, the configuration of the development on the site, or other special characteristics of the site otherwise inhibit effective fire extinguishment. All fire lanes shall: (i) provide clear, unobstructed access for vehicles and apparatus at all times through a combination of pavement marking and signage; (ii) shall be a minimum twenty feet (20') wide; and (iii) shall be surfaced as an all-weather roadway.

(4) Other Than Residential Lots.

(a) Number and Width Requirements.

(i) Driveways per street frontage shall be allowed as follows:

Minor Collector/Local Street		Arterial/Major Collector Street	
Feet in Frontage	Driveway Access	Feet in Frontage	Driveway Access
0 – 200	1	0 – 300	1
201 – 400	1	301 – 600	1
401 – 600	1	601 – 900	1
601 – 800	1	901 – 1,200	1
One additional driveway will be allowed for every additional 200 feet of street frontage as sequenced above.		One additional driveway will be allowed for every additional 300 feet of street frontage as sequenced above.	

(ii) On 400 South between I-15 and 400 West, access shall be provided from intersecting streets with right-in and right-out access provided at driveway(s) meeting the requirements of UDOT (Utah Department of Transportation) standards.

(iii) Each two-way driveway shall not be less than twenty-four feet (24') nor more than forty feet (40') in width, measured at right angles to the center line of the driveway, except as increased by the permissible curb return radii. The entire flare of right-of-way radius shall fall within the right-of-way.

(A) Existing sites may increase driveway widths while still meeting the intent of the ordinance codified in this Section as determined by the Planning Commission.

Sites with buildings that were constructed on the site prior to July 1, 2016, may increase the driveway width up to fifty-five feet (55') as long as the increased driveway width meets the intent of the ordinance codified in this Section as determined by the Planning Commission.

(b) Distance between drive approaches. No two (2) of said drives shall be closer to each other than fifty feet (50') as measured from the most adjacent approach edge.

(c) Restrictions on Corner Lots. On any corner lot, no driveway shall be closer than one hundred feet (100') for arterial or collector streets, and fifty feet (50') for local streets, to the point of intersections as measured at the property line.

(d) Shared Access Driveways. Lots are encouraged to have a shared access guaranteed by a recorded perpetual access easement. If shared access occurs, an additional ten feet (10') in driveway width is permitted.