



## PLANNING COMMISSION

Tuesday, April 09, 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. [Wasatch Steel Third Access Request](#)

[The Planning Commission will review a request from Wasatch Steel for a third access along Timpanogos Terrace located at approximately 249 North Nebo Way.](#)

### OTHER BUSINESS

2. [Meeting Minutes Approval](#)

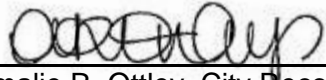
[March 26, 2024](#)

### 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](http://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



To: Planning Commission  
From: Ryan Harris, Senior Planner  
Date: April 4, 2024  
RE: **Wasatch Steel Third Access Request**

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Wasatch Steel submitted a site plan to the City on March 13, 2024. The proposed project is located in the Santaquin Peaks Industrial Park Subdivision at 249 N Nebo Way. Staff did a quick review of the site plan to make sure all required items were submitted and saw that there were three access points onto Timpanogos Terrace. Santaquin City Code (SCC) 10.16.040.A requires approval from the Planning Commission when more than two access points are proposed from any one street.

## **10.16.040 MOTOR VEHICLE ACCESS**

Access to all lots and parcels of land having frontage on a public street shall be comply with the Santaquin City Standards, Specifications, and Drawings, SCC-11.24, and the requirements as follows:

- A. Access shall be by not more than two (2) driveways from any one street, except as may be permitted by the Planning Commission, when it can be shown that additional driveways will promote traffic safety.

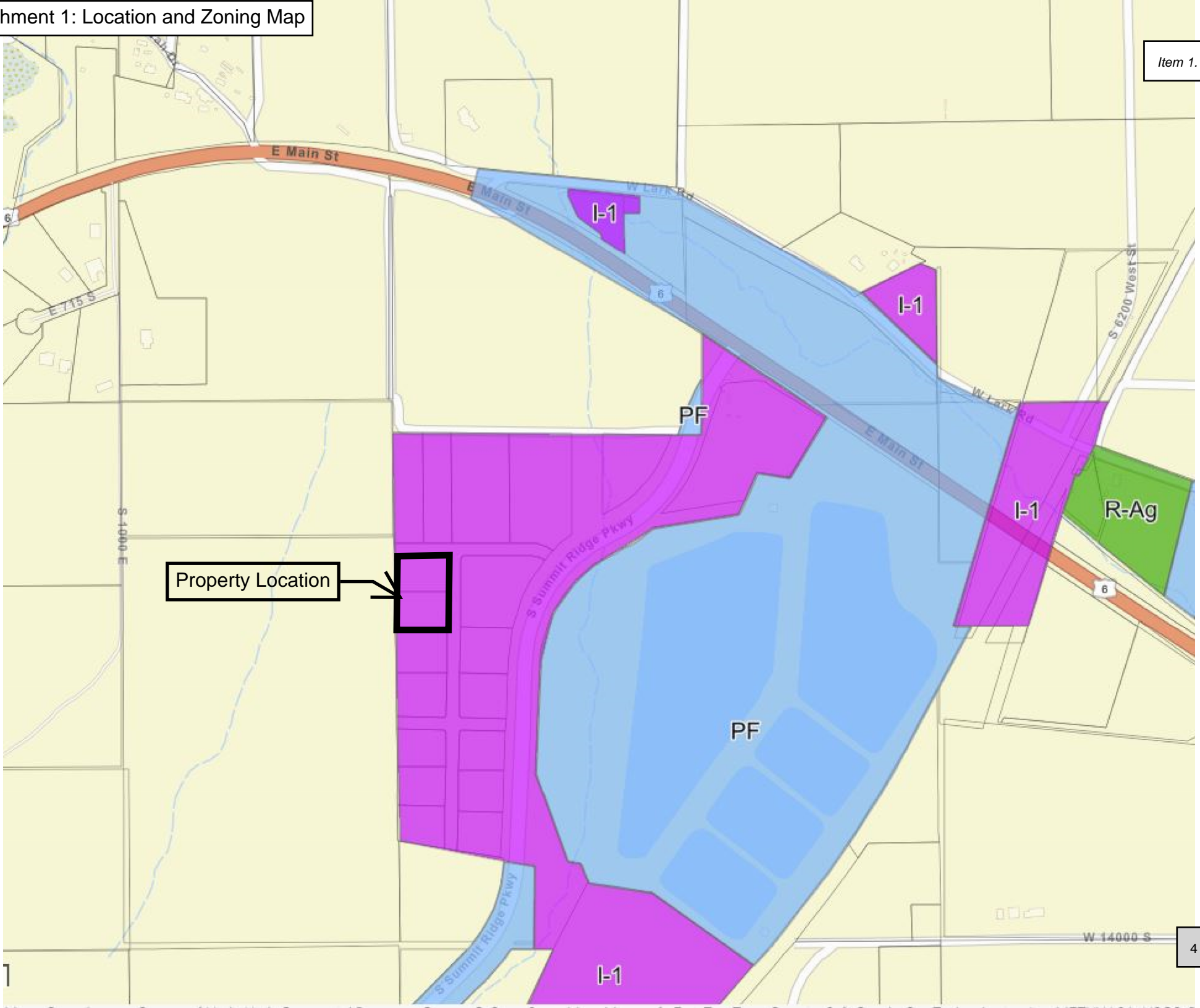
Santaquin City staff has reviewed the proposal and has no concerns. The site is located in an industrial park where larger accesses are common, large trucks are coming to and from the site, and drop-off and pick-up are common. The proposed third access will help facilitate the site and the proposed business's needs. Staff recommends approving the request.

The Planning Commission's responsibility is to review the proposal for a third access to Timpanogos Terrace, and the Planning Commission is the land use authority. It is not the Planning Commission's responsibility to review the site plan, driveway width, distance between the driveway, etc., to see if the plans are meeting Santaquin City Code requirements. The Development Review Committee (DRC) will review the site plan and will review all Santaquin City Code requirements. The DRC is the land use authority for the site plan and has yet to review the plans. A decision needs to be made about the third access before the DRC can review the site plan.

**Recommended Motion:** “Motion to approve the request by Wasatch Steel for a third access onto Timpanogos Terrace.

## **Attachments:**

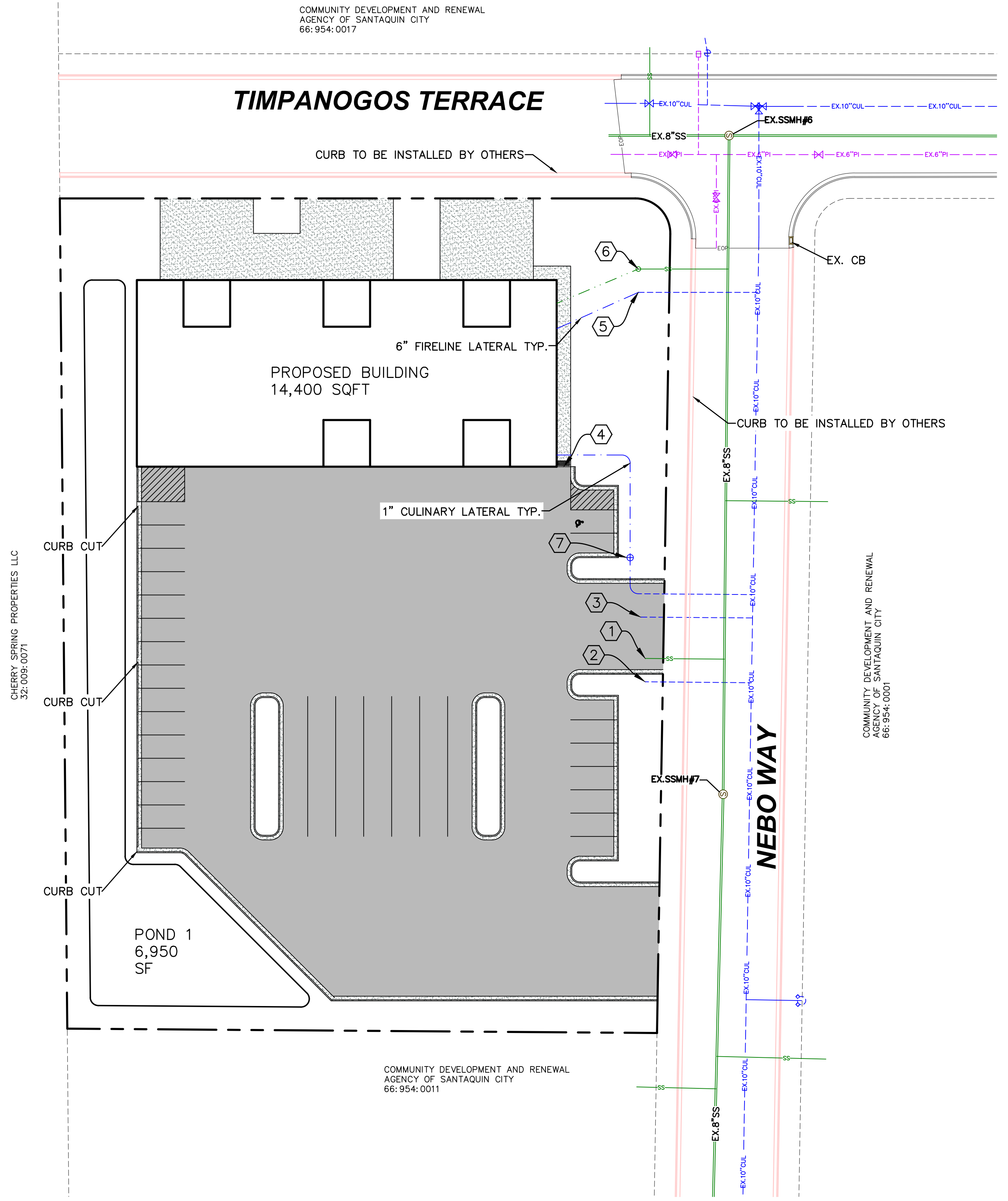
1. Zoning and Location Map
2. Proposed Site Plan



Property Location

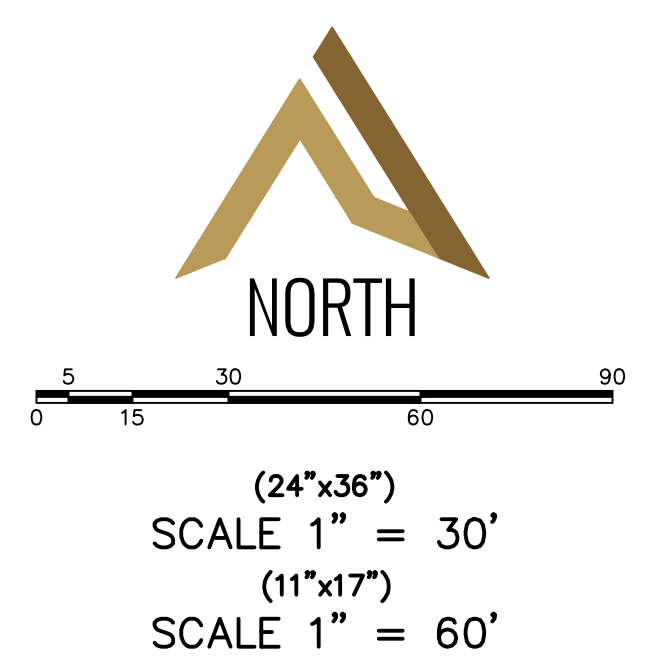
- CONSTRUCTION NOTES:**
- ① EXISTING SEWER LATERAL TO BE ABANDONED.
  - ② EXISTING FIRELINE LATERAL TO BE ABANDONED.
  - ③ EXISTING CULINARY LATERAL TO BE ABANDONED.
  - ④ INSTALL ADA RAMP PER SANTAQUIN CITY STANDARDS.
  - ⑤ LOCATE AND TIE TO EXISTING FIRELINE LATERAL
  - ⑥ LOCATE AND TIE TO EXISTING SEWER LATERAL
  - ⑦ LOCATE AND TIE TO EXISTING CULINARY LATERAL

- GENERAL NOTES**
- 1. TRASH TO BE STORED WITHIN BUILDING



**LEGEND**

- EXISTING POWER POLE
- PROPOSED STREET LIGHT
- EXISTING FIRE HYDRANT
- EXISTING WATER VALVE
- EXISTING STREET LIGHT
- EXISTING SIGN
- PROPOSED FIRE HYDRANT
- PROPOSED WATER VALVE
- PROPERTY BOUNDARY
- CENTERLINE
- RIGHT-OF-WAY LINE
- LOT LINE
- SECTION LINE
- EASEMENT
- EXISTING DEED LINE
- EOP
- OHP
- EXISTING OVER HEAD POWER
- EXISTING FENCE LINE
- EXISTING SANITARY SEWER W/MANHOLE
- EXISTING STORM DRAIN W/MH
- EX.CUL
- EXISTING WATER
- EXISTING PRESSURIZED IRRIGATION
- 8"SS
- PROPOSED SEWER
- 15"SD
- PROPOSED STORM DRAIN
- 8"CUL
- PROPOSED CULINARY WATER
- 6"PI
- PROPOSED PRESSURIZED IRRIGATION (PURPLE PVC)
- PROPOSED ASPHALT
- PROPOSED CONCRETE/CURB & GUTTER
- REVERSE LIP CURB



SHEET NO.		3	
NO.		1	
REVISIONS		BY DATE	
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SITE PLAN		SANTAQUIN, UTAH	
<p><b>WASATCH STEEL</b></p> <p><b>ATLAS ENGINEERING</b></p> <p>CIVIL · STRUCTURAL · SURVEY</p> <p>PHONE: 801-955-0555 946 E. BOON SUITE A SPANISH FORK, UT 84601</p>		<p>Z:\2024\24-006 WASATCH STEEL\CADD\PRELIMINARY\03- SITE PLAN.DWG</p>	



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Drew Hoffman, BreAnna Nixon, and Michael Romero.

Commissioners Michael Weight, Jessica Tolman, and LaDawn Moak were excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, Recorder Amalie Ottley, City Council Member Jeff Siddoway, Kyle Spencer (Northern Engineering), and Layne Vincent.

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

**INVOCATION/INSPIRATIONAL THOUGHT**

Commissioner Romero offered an inspirational thought.

**PLEDGE OF ALLEGIANCE**

Commissioner Hoffman led the Pledge of Allegiance.

**PUBLIC FORUM**

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

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

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

**DISCUSSION & POSSIBLE ACTION ITEMS:**

Commission Chair Wood moved up item #3 in the meeting in consideration of the applicants who were present.

**3. Vincent Oaks Preliminary Plan**

The applicants for the Vincent Oaks Subdivision, Layne Vincent and Kyle Spencer attended the meeting.

Senior Planner Ryan Harris presented the Vincent Oaks Preliminary Plan. The Vincent Oaks Subdivision is located at 850 East 450 South. The proposed subdivision is in the R-10 Residential zone and has seven lots on 3.65 acres. Lots within the R-10 zone must have a minimum lot size of 10,000 square feet and a minimum lot width of 80 feet. The lot frontage requirement for a corner lot is 95 feet. The proposed lots range from 0.24 acres (10,381 square feet) to 0.51 acres (22,160 square feet), and the lot frontages range from 95 feet to 156.70 feet. All cul-de-sac frontages meet the requirements found in Santaquin City Code (SCC) 11.24.080. All requirements in the R-10 zone (SCC 10.20.080) are being followed. The applicant will extend a portion of 900 East that is located on their property. The rest of 900 East will be located on the adjacent property in the County. When the adjacent property is annexed and developed, the rest of 900 East will be installed. There will be three lots (Lots 5-7) that will have frontage along 875 East and 900 East. These lots will not have access to 900 East.

Commissioner Wood inquired about the frontage measurements along the frontage of the curved lots. Planner Harris explained how measurements are considered by the engineers in cul-de-sacs.

Commissioner Wood also asked about concerns raised in previous meetings regarding drainage on the site. Engineer Kyle Spencer indicated that a storm drainage plan has been submitted and approved by

the engineering team. He went on to say that by improving the road and individual lots the grading will intersect any flood routing or debris flow.

Commissioner Romero made a motion to approve the preliminary plans for the Vincent Oaks Subdivision on the condition that all redlines be addressed. Commissioner Nixon seconded the motion.

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

The motion passed.

**1. PUBLIC HEARING: Reduction in Size of Multi-Family Dwelling Units Within the Main Street Business Districts Zone**

Senior Planner Ryan Harris presented the proposed code amendment reducing the size of multi-family dwelling units within the Main Street Business District Zones. It is proposed that the Planning Commission and City Council consider amending Santaquin City Code 10.20.190.K.1 to reduce the minimum size of multi-family dwelling units in the Main Street Business Districts Zone. This proposal was created to address one of the City's five strategies to meet the State's moderate-income housing requirements.

When reviewing the proposal, there are two points to remember. First, reducing the unit size does not translate to higher density. Multi-family projects in the MSBD Zone still require 30% open space and must meet the parking requirements. Santaquin City Code requires each unit to have two parking spaces per unit for residents, and additional parking for guests. Each stall is 20' x 10', and the parking aisle would need to be extended to accommodate the additional parking. Most projects within the MSBD Zone that have been completed in the last few years have maxed out the area they could use for dwelling spaces because of the 30% open space and parking requirements. It would be hard to add additional units, even with the proposed reduction. Second, reducing the minimum size of a dwelling unit does not mean that units will be built at the minimum size. In the past few years, all projects approved in the MSBD Zone have had dwelling unit sizes larger than the minimum size allowed.

Commission Chair Wood opened the Public Hearing at 7:15 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:15 p.m.

Commissioners discussed on the zoning maps the zones that are included in the Main Street Business Districts zone. Members of the Planning Commission agreed that the proposed code amendment is reasonable in working toward complying with the Moderate-Income Housing requirements.

Commissioner Nixon made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 10.20.190K.1. Commissioner Romero seconded the motion.

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

The motion passed.

**2. PUBLIC HEARING: Extensions for Preliminary and Final Plat Approvals**

Senior Planner Harris presented the proposed code amendment changing subdivision extensions for preliminary and final plat approvals found in several sections in Santaquin City Code (SCC) 10.20. In the past few months, staff have found some areas in the Code that need to be updated to follow recent changes to the subdivision review process. The proposed amendment will also clarify the subdivision extension process. Below are some of the proposed changes to the Santaquin City Code.

1. Make the Planning Commission the land use authority to extend a preliminary plat.
2. Make the Development Review Committee the land use authority to extend a final plat.
3. Make the Planning Commission the land use authority for subdivision amendments.
4. Clarify how Preliminary and Final Plans are extended when final plats (phases) are recorded.
5. Update the section of code related to vacating a street to match State Code requirements.

Commission Chair Wood opened the Public Hearing at 7:25 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:25 p.m.

Commissioner Romero made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 10.48.050.E. Commissioner Nixon seconded the motion.

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

The motion passed.

**OTHER BUSINESS**

Commissioner Nixon made a motion to approve the Planning Commission Meeting Minutes from March 12, 2024. Commissioner Romero seconded the motion.

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

The motion passed.

**ADJOURNMENT**

Commissioner Nixon made a motion to adjourn the meeting.

The meeting was adjourned at 7:30 p.m.

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City Recorder – Amalie R. Ottley

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Planning Commission Chair – Trevor Wood

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