



PLANNING COMMISSION

Tuesday, April 22, 2025, 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://www.youtube.com/@santaquincity> 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: Modifications to Affordable Housing Requirements in Planned Unit Developments**

The Planning Commission will conduct a Public Hearing to consider amending Santaquin City Code 10.20.170 to modify affordable housing requirements in a Planned Unit Development (PUD) as a Moderate-Income Housing strategy.

2. **PUBLIC HEARING: Amendments to Site Plans and Annexations Processes**

The Planning Commission will conduct a Public Hearing to consider amending Santaquin City Code 10.68.040, 10.68.060, 10.68.070, 10.68.080, 10.68.120, and 10.68.130 to remove flow charts and modify site plan process language to reflect current operations. Annexation process will be directed to follow state code.

3. **PUBLIC HEARING: Property Line Code Amendment**

The Planning Commission will conduct a Public Hearing to consider amending Santaquin City Code 11.08.020, 11.20.120, and 11.20.110 modifying how property lines can be moved per Senate Bill 104.

4. **PUBLIC HEARING: Multi-Family Development Dumpster Requirement Amendment**

The Planning Commission will conduct a Public Hearing to consider amending Santaquin City Code 10.16.060 to modify when dumpsters are required within multi-family developments.

OTHER BUSINESS

5. Meeting Minutes Approval

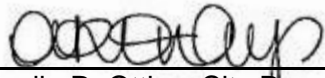
April 8, 2025

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.gov, 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

MEMO



To: Planning Commission

From: Aspen Stevenson, Planner

Date: April 22, 2025

RE: **Code Amendment To Modify Moderate Income Housing Density Bonuses Within The Planned Unit Development (PUD) To Meet A Moderate Income Housing Strategy**

After selecting five Moderate Income Housing Strategies for 2025, it is proposed that the Planning Commission and City Council amend Santaquin City Code Title 10 Chapter 20 Section 170 to include a six percent (6%) density increase for developments that build ten percent (10%) of total units to the minimum unit size. The proposed code amendment will satisfy Strategy 5 (J) which is referenced below.

Strategy 5 (J) Implement zoning incentives for moderate income units in new developments.

Implementation Plan – Santaquin City will consider modifying zoning regulations to allow an increase in density within a PUD by six percent (6%) if ten percent (10%) of the units are built to the minimum unit size.

Benchmarks and Timeline – A legislative process will be initiated by July 1, 2025. Possible action will be implemented before August 1, 2025.

Below are the proposed changes to Santaquin City Code.

10.20.170 PLANNED UNIT DEVELOPMENT (PUD)

- E. Density Bonuses: An applicant for a PUD is eligible for a density bonus based on additional amenities provided in the project approval. Density in excess of the base density may be considered for projects which satisfy the requirements of one or more of the density bonus amenities listed below:
2. Density Bonus Amenities: An application for a planned unit development may include one or more of the following amenities in the design of the subdivision and be considered for a density bonus in accordance with this section. Each amenity is followed by a percentage increase in total project density for providing the amenity. The density increases for the amenities outlined herein shall be cumulative with a maximum density bonus equal to a forty five percent (45%) increase in dwelling units above the base density. The density increases listed represent the maximum allowed, and the city council, after receiving recommendation from the planning commission, is entitled to approve less than the maximum amount listed.
 - g. Moderate Incoming Housing: ~~Developments which provide moderate income housing for at least six percent (6%) of the total residential units are eligible for a six percent (6%) density increase. Units will only be identified as moderate income housing when a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat~~

~~or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County."~~

- (1) Developments which provide moderate income housing for at least six percent (6%) of the total residential units are eligible for a six percent (6%) density increase. Units will only be identified as moderate income housing when a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County; or
- (2) Developments that build ten percent (10%) of the total residential units to the minimum unit size requirement are eligible for a six percent (6%) density increase.

The attached draft ordinance has the proposed code amendment. The Planning Commission's responsibility is to hold a public hearing and forward a recommendation to the City Council.

Motion: "Motion to recommend (approval/denial) of the proposed code amendment, which modifies moderate income housing density bonuses within the planned unit development (PUD) to meet a moderate income housing strategy."

ORDINANCE NO. DRAFT

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY MODERATE INCOME HOUSING DENSITY BONUSES WITHIN THE PLANNED UNIT DEVELOPMENT (PUD) TO MEET A MODERATE-INCOME HOUSING STRATEGY, 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 City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; 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 170 to include building ten percent (10%) of residential units within a development to the minimum size requirement will allow for a six percent (6%) density increase as an additional moderate income housing density bonus; and

WHEREAS, the Santaquin City Planning Commission held a public hearing on April 22, 2025, 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 170 is amended as follows: (underlined text is added, stricken text is deleted)

10.20.170 PLANNED UNIT DEVELOPMENT (PUD)

- E. Density Bonuses: An applicant for a PUD is eligible for a density bonus based on additional amenities provided in the project approval. Density in excess of the base

density may be considered for projects which satisfy the requirements of one or more of the density bonus amenities listed below:

2. Density Bonus Amenities: An application for a planned unit development may include one or more of the following amenities in the design of the subdivision and be considered for a density bonus in accordance with this section. Each amenity is followed by a percentage increase in total project density for providing the amenity. The density increases for the amenities outlined herein shall be cumulative with a maximum density bonus equal to a forty five percent (45%) increase in dwelling units above the base density. The density increases listed represent the maximum allowed, and the city council, after receiving recommendation from the planning commission, is entitled to approve less than the maximum amount listed.

- g. Moderate Incoming Housing: ~~Developments which provide moderate income housing for at least six percent (6%) of the total residential units are eligible for a six percent (6%) density increase. Units will only be identified as moderate income housing when a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County.~~

(1) Developments which provide moderate income housing for at least six percent (6%) of the total residential units are eligible for a six percent (6%) density increase. Units will only be identified as moderate income housing when a deed restriction is recorded with the Utah County Recorder's office on a subdivision plat or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Utah County; or

(2) Developments that build ten percent (10%) of the total residential units to the minimum unit size requirement are eligible for a six percent (6%) density increase.

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, May 7th, 2025. 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 6th day of May 2025.

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 6th day of May 2025, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY MODERATE INCOME HOUSING DENSITY BONUSES WITHIN THE PLANNED UNIT DEVELOPMENT (PUD) TO MEET A MODERATE-INCOME HOUSING STRATEGY, 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 6th day of May 2025.

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, at the City Hall Building at 110 S. Center Street 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 ____ 2025,
by AMALIE R. OTTLEY.

My Commission Expires:

MEMO



To: Planning Commission

From: Aspen Stevenson, Planner

Date: April 22, 2025

RE: **Code Amendment To Remove Flow Charts And Modify Site Plan Process**

It is proposed that the Planning Commission and City Council consider amending Santaquin City Code 10.68.040, 10.68.060, 10.68.070, 10.68.080, 10.68.120, and 10.68.130 to remove flow charts and modify site plan process language to match current operations and meet state code.

Below are the proposed changes to the Santaquin City Code.

10.68.060 NONRESIDENTIAL AND MULTI-FAMILY SITE PLAN DEVELOPMENT PROCESS

~~Proposed commercial, industrial, mixed use and multi-family developments shall be eligible for approval according to SCC 10.68.130, exhibits C-1 and C-2 and in accordance with the provisions that follow:~~

~~A. Master Planned Nonresidential, Mixed Use Or Multi-Family Projects: Proposals for a master planned nonresidential, mixed use or multi-family development shall complete the review process illustrated in SCC 10.68.130, exhibit C-1 prior to application for site development review on any portion of the development. Other developments that necessitate such review are proposed commercial and/or industrial developments where:~~

- ~~1. The entire development is to be phased;~~
- ~~2. The development plans to be reviewed do not propose the "final development product" for all or a portion of the development area; and/or~~
- ~~3. The development consists, whether entirely or in part, of one or more pad sites on which commercial and/or industrial buildings or uses are to be constructed.~~
- ~~4. The proposed use of the property requires a conditional use permit.~~

~~B. Individual Site Developments: Proposals for site developments of permitted uses or pad sites within master planned developments which have received development approval in accordance with the process outlined in exhibit C-1 in SCC 10.68.130 may apply for review under the review process illustrated in exhibit C-2 in SCC 10.68.130. (Ord. 03-02-2007, 3-7-2007)~~

- A. Site Plan Application: For the applicant to have a complete site plan application, all required items on the site plan application checklist shall be submitted. The site plan application can be found on the City's website or the Community Development Office.
- B. Review Process: After a complete site plan application has been submitted, the application will be placed on a Development Review Committee agenda. The Development Review Committee will be the land use authority for all site plans.

10.68.070 CONDITIONAL USES

All proposed projects which are required to obtain a conditional use permit, as provided for in the Santaquin City ~~e~~Development ~~e~~Code, shall receive the conditional use permit prior ~~to any final site development approvals.~~ to submitting a site plan application.

10.68.080 CONCURRENT APPROVALS

A concurrent review of a subdivision and site plan will occur with multi-family developments. The multi-family project will adhere to the subdivision review process. ~~Except as otherwise provided in this code, where developments must complete multiple processes before final approvals can be granted, such processes may be applied for and processed concurrently where appropriate, and under the following circumstances:~~

- ~~A. — No project shall receive final development approval before annexation is completed.~~
- ~~B. — No application for final review may be submitted until all annexation approvals have been granted and conceptual recommendations have been given by the planning commission.~~
- ~~C. — City council approval of an annexation proposal does not equate to conceptual or preliminary project approval for any such development unless specifically stated in motion by the city council.~~
- ~~D. — Development applications may be reviewed concurrently with an annexation petition. Any and all land use applications submitted during the annexation process must be accompanied by nonrefundable application fees.~~
- ~~E. — All zoning approvals (i.e., rezoning applications, conditional use permits, variances, etc.) must be completed prior to final development approvals. (Ord. 03-02-2007, 3-7-2007)~~
- ~~F. — Concurrent review processes shall be completed in accordance with exhibits A, B-1, B-2, C-1 and C-2 in SCC 10.68.130. (Ord. 03-02-2007, 3-7-2007; amd. Ord. 06-04-2010, 6-16-2010, eff. 6-17-2010)~~

10.68.120 DEVELOPMENT APPLICATION REQUIREMENTS

All development proposals shall include the appropriate city approved application forms; required information listed on such forms, and required fees prior to city review of the proposal. These forms include the following:

~~Site development review application—concept.~~

Site plan ~~development~~ review application.

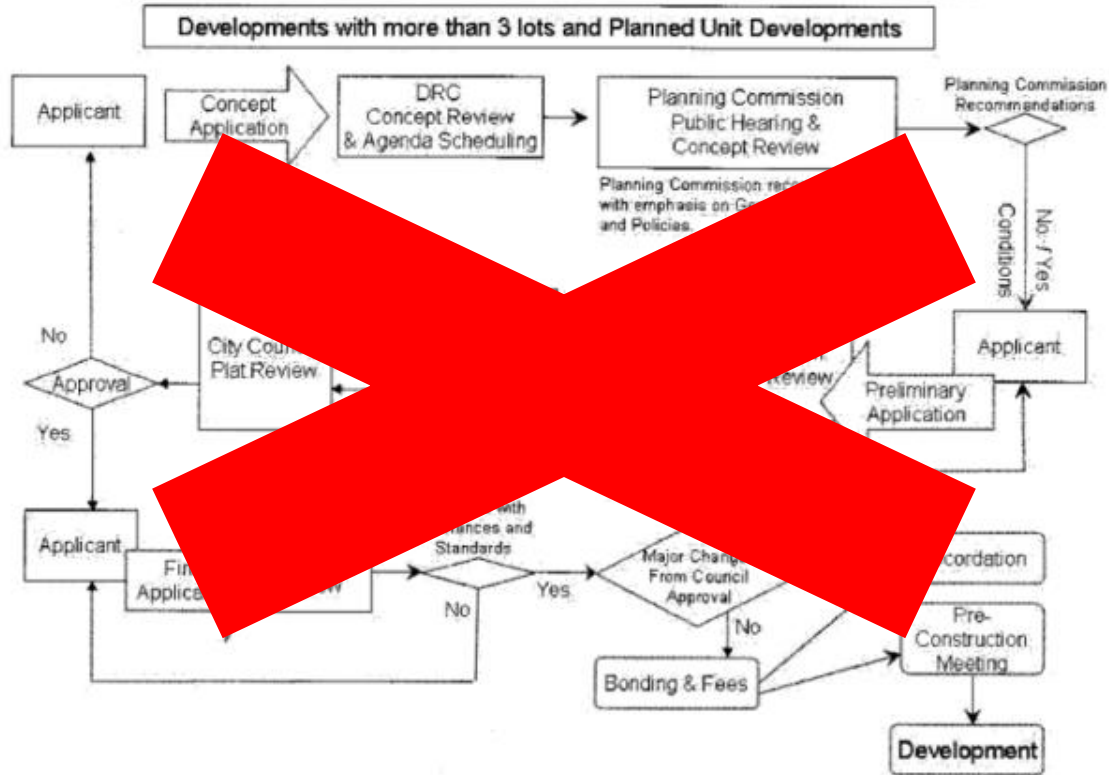
Subdivision or condominium review application - preliminary.

Subdivision or condominium review application - final.

10.68.130 DEVELOPMENT PROCESS EXHIBITS

EXHIBIT A

Subdivision and Condominium Review Process



(Ord. 06-04-

2010, 6-16-2010, eff. 6-17-2010)
EXHIBIT B

Site Plan Review Process

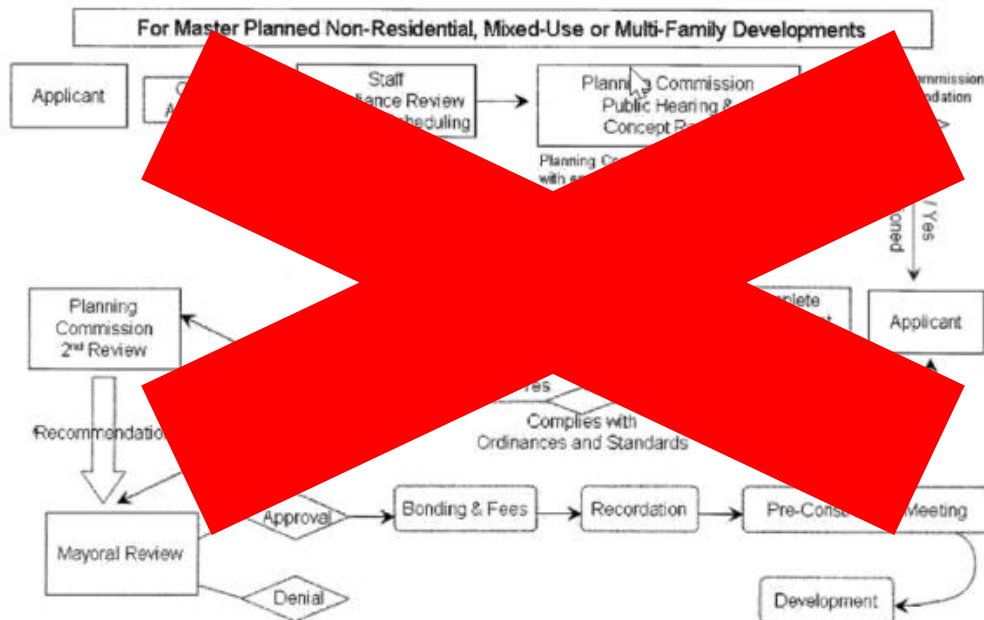


EXHIBIT C



(Ord.

03-02-2007, 3-7-2007)

The attached draft ordinance has the proposed code amendment. The Planning Commission's responsibility is to hold a public hearing and forward a recommendation to the City Council.

Recommended Motion: "Motion to recommend (approval/denial) of the proposed code amendment, which removes flow charts and modifies site plan process language."

ORDINANCE NO. **DRAFT**

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO REMOVE FLOW CHARTS AND MODIFY SITE PLAN PROCESS LANGUAGE, 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 City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; 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 68, Sections 040, 060, 070, 080, 120 and 130 to remove flow charts and update site plan process language to reflect current operations; and

WHEREAS, the Santaquin City Planning Commission held a public hearing on April 22, 2025, 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 68 Section 040 is amended as follows: (underlined text is added, stricken text is deleted)

10.68.040 ANNEXATION PROCESS

All proposed annexations shall conform to the process outlined by State law. ~~and as further illustrated in SCC 10.68.130, exhibit A.~~

Title 10 Chapter 68 Section 060 is amended as follows: (underlined text is added, stricken text is deleted)

10.68.060 NONRESIDENTIAL AND MULTI-FAMILY SITE PLAN DEVELOPMENT PROCESS

~~Proposed commercial, industrial, mixed use and multi-family developments shall be eligible for approval according to SCC 10.68.130, exhibits C-1 and C-2 and in accordance with the provisions that follow:~~

- ~~A. Master Planned Nonresidential, Mixed Use Or Multi-Family Projects: Proposals for a master planned nonresidential, mixed use or multi-family development shall complete the review process illustrated in SCC 10.68.130, exhibit C-1 prior to application for site development review on any portion of the development. Other developments that necessitate such review are proposed commercial and/or industrial developments where:~~
 - ~~1. The entire development is to be phased;~~
 - ~~2. The development plans to be reviewed do not propose the "final development product" for all or a portion of the development area; and/or~~
 - ~~3. The development consists, whether entirely or in part, of one or more pad sites on which commercial and/or industrial buildings or uses are to be constructed.~~
 - ~~4. The proposed use of the property requires a conditional use permit.~~
- ~~B. Individual Site Developments: Proposals for site developments of permitted uses or pad sites within master planned developments which have received development approval in accordance with the process outlined in exhibit C-1 in SCC 10.68.130 may apply for review under the review process illustrated in exhibit C-2 in SCC 10.68.130. (Ord. 03-02-2007, 3-7-2007)~~
- A. Site Plan Application: For the applicant to have a complete site plan application, all required items on the site plan application checklist shall be submitted. The site plan application can be found on the City's website or the Community Development Office.
- B. Review Process: After a complete site plan application has been submitted, the application will be placed on a Development Review Committee agenda. The Development Review Committee will be the land use authority for all site plans.

Title 10 Chapter 68 Section 070 is amended as follows: (underlined text is added, stricken text is deleted)

10.68.070 CONDITIONAL USES

All proposed projects which are required to obtain a conditional use permit, as provided for in the Santaquin City ~~d~~Development ~~e~~Code, shall receive the conditional use permit prior ~~to any final site development approvals.~~to submitting a site plan application.

Title 10 Chapter 68 Section 080 is amended as follows: (underlined text is added, stricken text is deleted)

10.68.080 CONCURRENT APPROVALS

A concurrent review of a subdivision and site plan will occur with multi-family developments. The multi-family project will adhere to the subdivision review process. ~~Except as otherwise provided in this code, where developments must complete multiple processes before final approvals can be granted, such processes may be applied for and processed concurrently where appropriate, and under the following circumstances:~~

- ~~A. No project shall receive final development approval before annexation is completed.~~

- ~~B. No application for final review may be submitted until all annexation approvals have been granted and conceptual recommendations have been given by the planning commission.~~
- ~~C. City council approval of an annexation proposal does not equate to conceptual or preliminary project approval for any such development unless specifically stated in motion by the city council.~~
- ~~D. Development applications may be reviewed concurrently with an annexation petition. Any and all land use applications submitted during the annexation process must be accompanied by nonrefundable application fees.~~
- ~~E. All zoning approvals (i.e., rezoning applications, conditional use permits, variances, etc.) must be completed prior to final development approvals. (Ord. 03-02-2007, 3-7-2007)~~
- ~~F. Concurrent review processes shall be completed in accordance with exhibits A, B-1, B-2, C-1 and C-2 in SCC 10.68.130. (Ord. 03-02-2007, 3-7-2007; amd. Ord. 06-04-2010, 6-16-2010, eff. 6-17-2010)~~

Title 10 Chapter 68 Section 120 is amended as follows: (underlined text is added, stricken text is deleted)

10.68.120 DEVELOPMENT APPLICATION REQUIREMENTS

All development proposals shall include the appropriate city approved application forms; required information listed on such forms, and required fees prior to city review of the proposal. These forms include the following:

~~Site development review application—concept.~~

Site plan ~~development~~ review application.

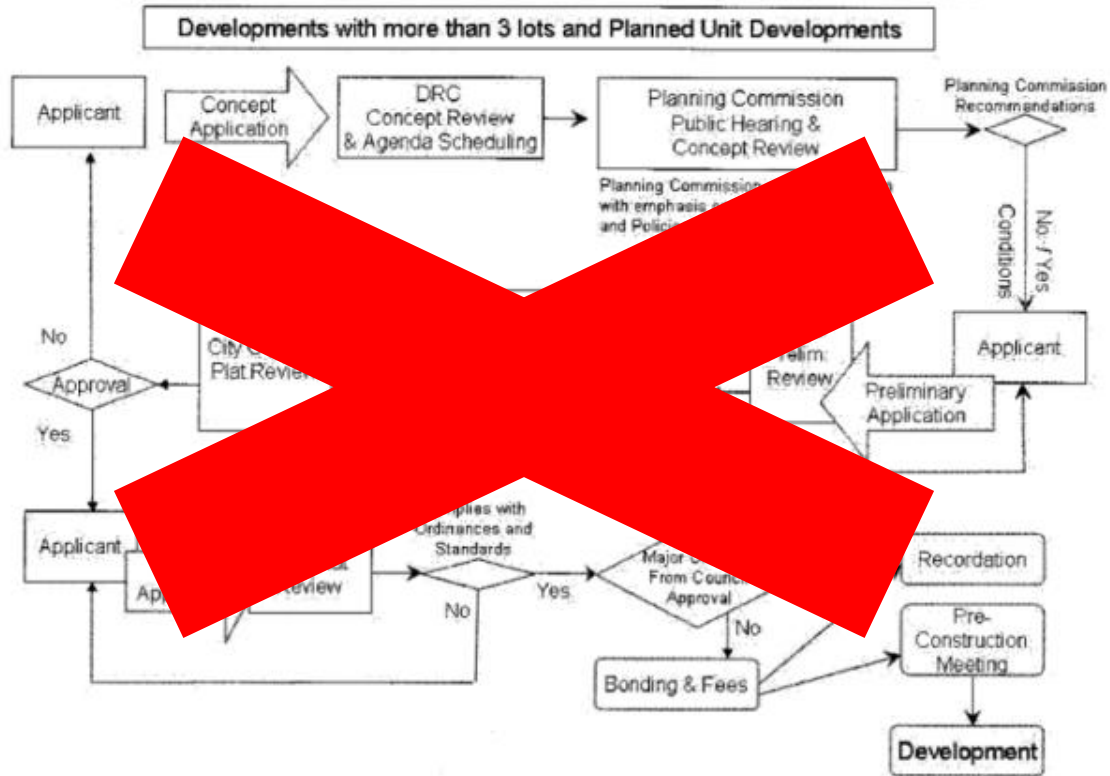
Subdivision or condominium review application - preliminary.

Subdivision or condominium review application - final.

Title 10 Chapter 68 Section 130 is deleted as follows: (underlined text is added, stricken text is deleted)

10.68.130 DEVELOPMENT PROCESS EXHIBITS **EXHIBIT A**

Subdivision and Condominium Review Process



(Ord. 06-

04-2010, 6-16-2010, eff. 6-17-2010)

EXHIBIT B

Site Plan Review Process

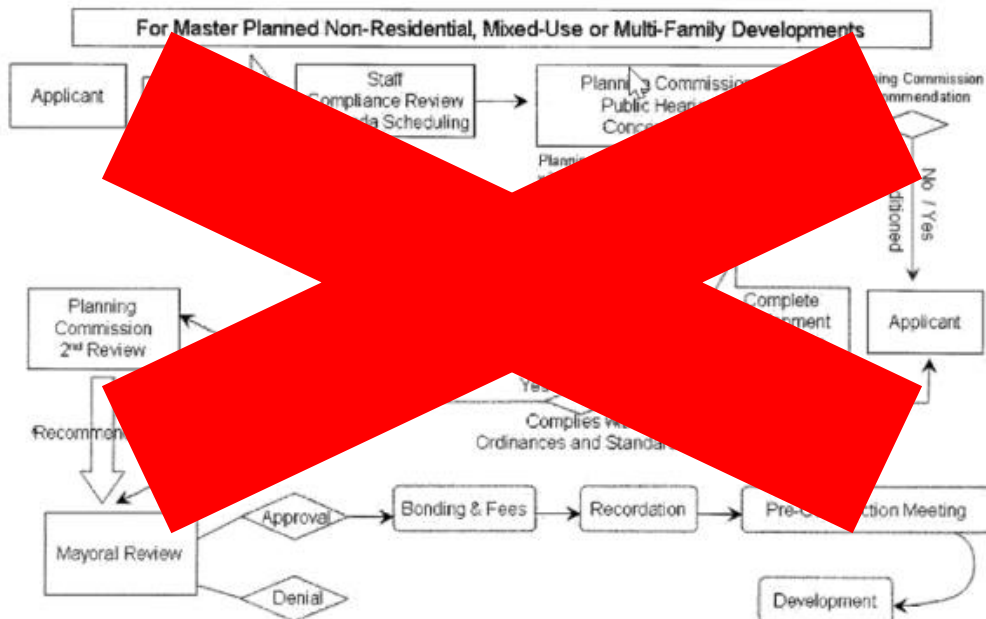


EXHIBIT C



(Ord. 03-02-2007, 3-7-2007)

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, May 7th, 2025. 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 6th day of May 2025.

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 6th day of May 2025, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO REMOVE FLOW CHARTS AND MODIFY SITE PLAN PROCESS LANGUAGE, 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 6th day of May 2025.

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, at the City Hall Building at 110 S. Center Street 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 ____ 2025, by AMALIE R. OTTLEY.

My Commission Expires:

MEMO



To: Planning Commission

From: Aspen Stevenson, Planner

Date: April 22, 2025

RE: **Code Amendment To Update Property Line Adjustments Per Senate Bill 104**

It is proposed that the Planning Commission and City Council consider amending Santaquin City Code 11.08.20, 11.20.110 and 11.20.120 to meet requirements in Senate Bill 104. The proposed ordinance will create definitions for boundary adjustments and boundary establishment simple and full. In addition to updating the process of how property lines can be moved. Lot line adjustments will be replaced with boundary establishments and parcel boundary adjustments will be split between simple and full with different requirements for each. Simple boundary adjustments do not affect public property, public right of way or the public utility easement.

Below are the proposed changes to the Santaquin City Code.

11.08.020 TERMS DEFINED - SUBDIVISION REGULATIONS

AVERAGE PERCENT OF SLOPE: The average percent of rise or fall in elevation along a line perpendicular to the contours of the land connecting the highest point of land to the lowest point of land within a designated parcel.

BOUNDARY ADJUSTMENT: an agreement between adjoining property owners to relocate a common boundary that results in a conveyance of property between the adjoining lots, adjoining parcels, or adjoining lots and parcels. It does not create an additional lot or parcel.

SIMPLE BOUNDARY ADJUSTMENT: a boundary adjustment that does not; affect a public right-of-way, municipal utility easement, or other public property; affect an existing easement, onsite wastewater system, or an internal lot restriction; or result in a lot or parcel out of conformity with land use regulations.

FULL BOUNDARY ADJUSTMENT: a boundary adjustment that affects a public right-of-way, municipal utility easement, or other public property; affect an existing easement, onsite wastewater system, or an internal lot restriction; or result in a lot or parcel out of conformity with land use regulations.

BOUNDARY ESTABLISHMENT: an agreement between adjoining property owners to clarify the location of an ambiguous, uncertain, or disputed common boundary. It does not mean a modification of a lot or parcel boundary that creates an additional lot or parcel; is made by the Department of Transportation.

BLOCK: Land surrounded by streets and other rights of way or land which is designated or shown as a block on any recorded subdivision plat, official map, or plat adopted by the city council.

11.20.110 VACATING OR CHANGING A SUBDIVISION PLAT

A fee owner of land, as shown on the last County assessment roll, in a subdivision that has been laid out and platted as provided in this part may file a ~~written~~ petition to have some or all of the plat vacated or amended.

- A. Petition Submittal Requirements: Any fee owner of land, as shown on the last county assessment roll, in a subdivision that has been laid out and platted, may file a ~~written~~ petition with the City to have some or all of the plat vacated or amended. Each petition to vacate or amend a plat shall include the following:
1. The name and address of each owner of record of the land contained in the entire plat or on the portion of the plat described in the petition; and
 2. The signature of each owner who consents to the petition.
 3. Upon filing a petition to request a subdivision amendment, the owner shall prepare and, if approved by the Planning Commission, record a plat in accordance with State Code 10-9a-603 that:
 - a. Depicts only the portion of the subdivision that is proposed to be amended;
 - b. Includes a plat name distinguishing the amended plat from the original plat;
 - c. Describes the differences between the amended plat and the original plat; and
 - d. Includes references to the original plat.
- B. Considering And Resolving Petitions: The Planning Commission may consider and resolve any petition submitted under paragraph A in accordance with the following paragraphs:
1. The City shall provide notice of the petition by mail; or email ~~or other effective means~~ to ~~and~~ each affected entity that provides a service to ~~an~~ a property owner of the record of the portion of the plat that is being vacated or amended and to each property owner of record within the portion of the subdivision that is proposed to be amended. ~~at least ten (10) calendar days before the Planning Commission may approve the vacation or amendment of the plat.~~
 - a. The notice shall include a deadline by which written objections to the petition are due to the land use authority, but no earlier than ten (10) calendar days after the day on which the City sends the notice.
 2. The Planning Commission shall hold a public hearing within forty-five (45) days after the day on which ~~the~~ a petition is filed if:
 - a. Any property owner within the ~~plat~~ subdivision that is proposed to be amended notifies the City of the owner's objection in writing ~~within ten (10) days of mailed notification~~ before the deadline for objections; ~~or~~
 - b. ~~A public hearing is required because all of the owners in the subdivision have not signed the revised plat.~~
 3. The public hearing requirement does not apply, and the Planning Commission may consider at a public meeting an owner's petition to vacate or amend a subdivision plat if the petition seeks ~~only~~ to:
 - a. Join two (2) or more of the petitioning fee owner's contiguous lots;
 - b. ~~Adjust the lot lines of adjoining lots or between a lot and an adjoining parcel if the fee owners of each of the adjoining properties join in the petition, regardless of whether the properties are located in the same subdivision.~~
 - ~~e.~~ b. On a lot owned by the petitioning fee owner, adjust an internal lot restriction imposed by the City; or
 - ~~d.~~ c. Alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - (1) Owned by the petitioner; or
 - (2) Designed as a common area.
 4. The Planning Commission may approve a petition for a subdivision amendment no earlier than:
 - a. The day after the day on which written objections were due to the land use authority; or

- b. If a public hearing is required, the day the public hearing takes place.
- C. Petition To Vacate, Or Alter A Street Or Alley: If a petition is submitted containing a request to vacate or alter any portion of a street or alley within a subdivision the following shall apply:
1. Petition Requirements: A petition to vacate some of all of a public street or municipal utility easement shall include:
 - a. The name and address of each owner of record of land that is:
 - (1) Adjacent to the public street or municipal utility easement between the two nearest public street intersections; or
 - (2) Accessed exclusively by or within 300 feet of the public street or municipal utility easement.
 - b. Proof of written notice to operators of utilities located within the bounds of the public street or municipal utility easement to be vacated.
 - c. The signature of each owner listed on the petition who consents to the vacation.
 2. The Planning Commission shall review the request and make a recommendation to the City Council.
 3. The City Council shall hold a public hearing, after providing notice to property owners within three hundred feet (300') of the area being petitioned for vacation or alteration, and to operators of utilities and culinary water or sanitary sewer facilities located within the bounds of the public street or municipal utility easement sought to be vacated. After the public hearing, the City Council may adopt an ordinance granting a petition to vacate some or all of a public street, right-of-way, or easement if it finds that good cause exists for the vacation or alteration and neither the public interest nor any person will be materially injured by the vacation. If the City Council vacates or alters any portion of a street or alley, the City Recorder shall ensure that the plat, and a legal description of the public street to be vacated are recorded in the Office of the Recorder of the County in which the land is located.
 4. The action of the City Council vacating or narrowing a street or alley that has been dedicated to public use shall operate to the extent to which it is vacated or narrowed, upon the effective date of the vacating plat, as a revocation of the acceptance thereof, and the relinquishment of the City's fee therein, but the right-of-way and easements therein, if any, of any lot owner and the franchise rights of any public utility may not be impaired thereby. (Ord. 12-01-2017, 3-7-2018, eff. 3-8-2018)

11.20.120 PROPERTY BOUNDARY ADJUSTMENTS

A. ~~Lot Line Adjustment~~ Boundary establishment.

1. The owners of record of adjoining properties ~~where one or more of the properties is a lot~~ may exchange title to portions of those properties to resolve an ambiguous, uncertain, or disputed boundary between the adjoining properties and agree upon the location of an existing common boundary between properties. To execute, the adjoining property owners shall prepare an establishment document that complies with Utah State Code 57-1-45 and record the boundary establishment with the Utah Country Recorder. It does not require consent or approval from the City before it may be recorded. if the exchange of title is approved by the Zoning Administrator as a lot line adjustment.
2. ~~The Zoning Administrator shall approve a lot line adjustment if the exchange of title will not result in a violation of any land use ordinance.~~
3. ~~If a lot line adjustment is approved:~~

~~a. A notice of lot line adjustment approval shall be recorded in the office of the County Recorder which:~~

~~(1) Is approved by the Zoning Administrator; and~~

~~(2) Recites the legal descriptions of both the original properties and the properties resulting from the exchange of title.~~

~~b. A document of conveyance shall be recorded in the office of the County Recorder.~~

~~c. A notice of lot line approval does not act as a conveyance of title to real property and is not required in order to record a document conveying title to real property~~

B. Parcel Simple Boundary Adjustment

~~1. The owner of record of adjacent parcels that are described by a metes and bounds description may exchange title to portion of those parcels if properly executed and acknowledged as required under the provision of Utah Code 10-9a-523 and Utah Code 10-9a-524. A proposal for a simple boundary adjustment shall:~~

~~b. Include a conveyance document that complies with Utah State Code 57-1-45.5;~~

~~c. Describe all lots or parcels affected by the proposed boundary adjustment.~~

~~2. The Zoning Administrator shall consent to a proposed simple boundary adjustment if the Zoning Administrator verifies that the proposed simple boundary adjustment:~~

~~a. Meets the requirement of paragraph 1 of this subsection; and~~

~~b. Does not:~~

~~a. Affect a public right-of-way, municipal utility easement, or other public property;~~

~~b. Affect an existing easement, onsite wastewater system, or an internal lot restriction; or~~

~~c. Result in a lot or parcel out of conformity with land use regulations.~~

~~3. If the Zoning Administrator determines that a proposed simple boundary adjustment does not meet the requirements of paragraph 2 of this subsection, a full boundary adjustment is required.~~

C. Full Boundary Adjustment

~~1. To propose a full boundary adjustment, the adjoining property owners shall submit a proposal to the City that includes:~~

~~a. A conveyance document that complies with Utah State Code 57-1-45.5;~~

~~b. A survey that complies with Utah State Code 57-1-45.5(3)(b).~~

~~2. The Zoning Administrator shall consent to a proposed full boundary adjustment if:~~

~~a. The proposal submitted to the Zoning Administrator includes all necessary information in paragraph 1 of this subsection;~~

~~b. The survey shows no evidence of a violation of a land use regulation.~~

~~3. Notice of consent shall be provided to the person proposing the boundary adjustment in a format that makes clear:~~

~~a. The City is not responsible for any error related to the boundary adjustment; and~~

~~b. The County Recorder may record the boundary adjustment.~~

D. A boundary adjustment is effective from the day on which the boundary adjustment, as consented to by Zoning Administrator, is recorded by the County Recorder along with the relevant conveyance document.

The attached draft ordinance has the proposed code amendment. The Planning Commission's responsibility is to hold a public hearing and forward a recommendation to the City Council.

Recommended Motion: "Motion to recommend (approval/denial) of the proposed code amendment, which modifies how property lines can be moved to meet state code."

ORDINANCE NO. **DRAFT**

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY HOW PROPERTY LINES CAN BE MOVED PER SENATE BILL 104, 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 City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; 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 11, Chapter 8, Section 20 to include definitions of boundary adjustment and boundary establishment, and to amend Title 11 Chapter 20 Section 110 and 120 to update how property lines can be moved; and

WHEREAS, the Santaquin City Planning Commission held a public hearing on April 22, 2025, 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 11 Chapter 8 Section 20 is amended as follows: (underlined text is added, stricken text is deleted)

11.08.020 TERMS DEFINED - SUBDIVISION REGULATIONS

AVERAGE PERCENT OF SLOPE: The average percent of rise or fall in elevation along a line perpendicular to the contours of the land connecting the highest point of land to the lowest point of land within a designated parcel.

BOUNDARY ADJUSTMENT: an agreement between adjoining property owners to relocate a common boundary that results in a conveyance of property between the adjoining lots, adjoining parcels, or adjoining lots and parcels. It does not create an additional lot or parcel.

SIMPLE BOUNDARY ADJUSTMENT: a boundary adjustment that does not: affect a public right-of-way, municipal utility easement, or other public property; affect an existing easement, onsite wastewater system, or an internal lot restriction; or result in a lot or parcel out of conformity with land use regulations.

FULL BOUNDARY ADJUSTMENT: a boundary adjustment that affects a public right-of-way, municipal utility easement, or other public property; affect an existing easement, onsite wastewater system, or an internal lot restriction; or result in a lot or parcel out of conformity with land use regulations.

BOUNDARY ESTABLISHMENT: an agreement between adjoining property owners to clarify the location of an ambiguous, uncertain, or disputed common boundary. It does not mean a modification of a lot or parcel boundary that creates an additional lot or parcel; is made by the Department of Transportation.

BLOCK: Land surrounded by streets and other rights of way or land which is designated or shown as a block on any recorded subdivision plat, official map, or plat adopted by the city council.

Title 11 Chapter 20 Section 110 is amended as follows: (underlined text is added, stricken text is deleted)

11.20.110 VACATING OR CHANGING A SUBDIVISION PLAT

A fee owner of land, as shown on the last County assessment roll, in a subdivision that has been laid out and platted as provided in this part may file a ~~written~~ petition to have some or all of the plat vacated or amended.

- A. Petition Submittal Requirements: Any fee owner of land, as shown on the last county assessment roll, in a subdivision that has been laid out and platted, may file a ~~written~~ petition with the City to have some or all of the plat vacated or amended. Each petition to vacate or amend a plat shall include the following:
 1. The name and address of each owner of record of the land contained in the entire plat or on the portion of the plat described in the petition; and
 2. The signature of each owner who consents to the petition.
 3. Upon filing a petition to request a subdivision amendment, the owner shall prepare and, if approved by the Planning Commission, record a plat in accordance with State Code 10-9a-603 that:
 - a. Depicts only the portion of the subdivision that is proposed to be amended;
 - b. Includes a plat name distinguishing the amended plat from the original plat;
 - c. Describes the differences between the amended plat and the original plat; and
 - d. Includes references to the original plat.
- B. Considering And Resolving Petitions: The Planning Commission may consider and resolve any petition submitted under paragraph A in accordance with the following paragraphs:

1. The City shall provide notice of the petition by mail; ~~or email or other effective means~~ to ~~and~~ each affected entity that provides a service to ~~an a property~~ owner of the record of the portion of the plat that is being vacated or amended and to each property owner of record within the portion of the subdivision that is proposed to be amended. ~~at least ten (10) calendar days before the Planning Commission may approve the vacation or amendment of the plat.~~
 - a. The notice shall include a deadline by which written objections to the petition are due to the land use authority, but no earlier than ten (10) calendar days after the day on which the City sends the notice.
 2. The Planning Commission shall hold a public hearing within forty-five (45) days after the day on which ~~the a~~ petition is filed if:
 - a. Any property owner within the ~~plat~~ subdivision that is proposed to be amended notifies the City of the owner's objection in writing ~~within ten (10) days of mailed notification before the deadline for objections.~~ ~~;~~ ~~or~~
 - b. ~~A public hearing is required because all of the owners in the subdivision have not signed the revised plat.~~
 3. The public hearing requirement does not apply, and the Planning Commission may consider at a public meeting an owner's petition to vacate or amend a subdivision plat if the petition seeks ~~only~~ to:
 - a. Join two (2) or more of the petitioning fee owner's contiguous lots;
 - b. ~~Adjust the lot lines of adjoining lots or between a lot and an adjoining parcel if the fee owners of each of the adjoining properties join in the petition, regardless of whether the properties are located in the same subdivision.~~
 - ~~e.b.~~ On a lot owned by the petitioning fee owner, adjust an internal lot restriction imposed by the City; or
 - ~~d.c.~~ Alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - (1) Owned by the petitioner; or
 - (2) Designed as a common area.
 4. The Planning Commission may approve a petition for a subdivision amendment no earlier than:
 - a. The day after the day on which written objections were due to the land use authority; or
 - b. If a public hearing is required, the day the public hearing takes place.
- C. Petition To Vacate, Or Alter A Street Or Alley: If a petition is submitted containing a request to vacate or alter any portion of a street or alley within a subdivision the following shall apply:
1. Petition Requirements: A petition to vacate some of all of a public street or municipal utility easement shall include:
 - a. The name and address of each owner of record of land that is:
 - (1) Adjacent to the public street or municipal utility easement between the two nearest public street intersections; or
 - (2) Accessed exclusively by or within 300 feet of the public street of municipal utility easement.

- b. Proof of written notice to operators of utilities located within the bounds of the public street or municipal utility easement to be vacated.
 - c. The signature of each owner listed on the petition who consents to the vacation.
- 2. The Planning Commission shall review the request and make a recommendation to the City Council.
- 3. The City Council shall hold a public hearing, after providing notice to property owners within three hundred feet (300') of the area being petitioned for vacation or alteration, and to operators of utilities and culinary water or sanitary sewer facilities located within the bounds of the public street or municipal utility easement sought to be vacated. After the public hearing, the City Council may adopt an ordinance granting a petition to vacate some or all of a public street, right-of-way, or easement if it finds that good cause exists for the vacation or alteration and neither the public interest nor any person will be materially injured by the vacation. If the City Council vacates or alters any portion of a street or alley, the City Recorder shall ensure that the plat, and a legal description of the public street to be vacated are recorded in the Office of the Recorder of the County in which the land is located.
- 4. The action of the City Council vacating or narrowing a street or alley that has been dedicated to public use shall operate to the extent to which it is vacated or narrowed, upon the effective date of the vacating plat, as a revocation of the acceptance thereof, and the relinquishment of the City's fee therein, but the right-of-way and easements therein, if any, of any lot owner and the franchise rights of any public utility may not be impaired thereby. (Ord. 12-01-2017, 3-7-2018, eff. 3-8-2018)

Title 11 Chapter 20 Section 120 is amended as follows: (underlined text is added, stricken text is deleted)

11.20.120 PROPERTY BOUNDARY ADJUSTMENTS

A. ~~Lot Line Adjustment~~ Boundary establishment.

- 1. The owners of record of adjoining properties ~~where one or more of the properties is a lot~~ may exchange title to portions of those properties to resolve an ambiguous, uncertain, or disputed boundary between the adjoining properties and agree upon the location of an existing common boundary between properties. To execute, the adjoining property owners shall prepare an establishment document that complies with Utah State Code 57-1-45 and record the boundary establishment with the Utah Country Recorder. It does not require consent or approval from the City before it may be recorded. ~~if the exchange of title is approved by the Zoning Administrator as a lot line adjustment.~~
- 2. ~~The Zoning Administrator shall approve a lot line adjustment if the exchange of title will not result in a violation of any land use ordinance.~~
- 3. ~~If a lot line adjustment is approved:~~
 - a. ~~A notice of lot line adjustment approval shall be recorded in the office of the County Recorder which:~~
 - (1) ~~Is approved by the Zoning Administrator; and~~
 - (2) ~~Recites the legal descriptions of both the original properties and the properties resulting from the exchange of title.~~
 - b. ~~A document of conveyance shall be recorded in the office of the County Recorder.~~

~~c. A notice of lot line approval does not act as a conveyance of title to real property and is not required in order to record a document conveying title to real property~~

B. ~~Parcel~~ Simple Boundary Adjustment

1. ~~The owner of record of adjacent parcels that are described by a metes and bounds description may exchange title to portion of those parcels if properly executed and acknowledged as required under the provision of Utah Code 10-9a-523 and Utah Code 10-9a-524. A proposal for a simple boundary adjustment shall:~~
 - b. Include a conveyance document that complies with Utah State Code 57-1-45.5;
 - c. Describe all lots or parcels affected by the proposed boundary adjustment.
2. The Zoning Administrator shall consent to a proposed simple boundary adjustment if the Zoning Administrator verifies that the proposed simple boundary adjustment:
 - a. Meets the requirement of paragraph 1 of this subsection; and
 - b. Does not:
 - a. Affect a public right-of-way, municipal utility easement, or other public property;
 - b. Affect an existing easement, onsite wastewater system, or an internal lot restriction; or
 - c. Result in a lot or parcel out of conformity with land use regulations.
3. If the Zoning Administrator determines that a proposed simple boundary adjustment does not meet the requirements of paragraph 2 of this subsection, a full boundary adjustment is required.

C. Full Boundary Adjustment

1. To propose a full boundary adjustment, the adjoining property owners shall submit a proposal to the City that includes:
 - a. A conveyance document that complies with Utah State Code 57-1-45.5;
 - b. A survey that complies with Utah State Code 57-1-45.5(3)(b).
2. The Zoning Administrator shall consent to a proposed full boundary adjustment if:
 - a. The proposal submitted to the Zoning Administrator includes all necessary information in paragraph 1 of this subsection;
 - b. The survey shows no evidence of a violation of a land use regulation.
3. Notice of consent shall be provided to the person proposing the boundary adjustment in a format that makes clear:
 - a. The City is not responsible for any error related to the boundary adjustment; and
 - b. The County Recorder may record the boundary adjustment.

- D.** A boundary adjustment is effective from the day on which the boundary adjustment, as consented to by Zoning Administrator, is recorded by the County Recorder along with the relevant conveyance document.

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, May 7th, 2025. 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 6th day of May 2025.

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 6th day of May 2025, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY HOW PROPERTY LINES CAN BE MOVED PER SENATE BILL 104, 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 6th day of May 2025.

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, at the City Hall Building at 110 S. Center Street 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 ____ 2025, by AMALIE R. OTTLEY.

My Commission Expires:

MEMO



To: Planning Commission

From: Aspen Stevenson, Planner

Date: April 22, 2025

RE: **Code Amendment Amending Dumpster Requirement in Multi-family Developments**

It is proposed that the Planning Commission and City Council consider amending Santaquin City Code (SCC) 10.16.60 to include a requirement that multi-family developments with three or more units use dumpsters instead of individual trash receptacles. This code amendment comes as a request from Police and Fire who are concerned about accessing these developments in an emergency when there are individual receptacles. The utilities department has also requested that when a master meter is used, which is three units or more, dumpsters be required so utility accounts don't have to be created for trash only.

Below are the proposed changes to Santaquin City Code.

10.16.060 MULTIPLE-UNIT DWELLINGS

D. Additional standards applicable to all multiple-unit developments:

4. [Dumpsters: Multiple-family developments with three units or more require dumpsters. Individual trash receptacles are not authorized and will not be collected. Dumpster enclosures shall use the same architectural elements and types of materials and colors as the primary structure.](#)

The attached draft ordinance has the proposed code amendment. The Planning Commission's responsibility is to hold a public hearing and forward a recommendation to the City Council.

Motion: "Motion to recommend (approval/denial) of the proposed code amendment to require dumpsters in multiple-family developments with three units or more."

ORDINANCE NO. DRAFT

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO INCLUDE REQUIREMENTS FOR DUMPSTERS AT MULTI-UNIT DEVELOPMENTS WITH THREE OR MORE UNITS, 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 City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; 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 16, Section 060 to include requirements for dumpster at multi-unit developments with three or more units; and

WHEREAS, the Santaquin City Planning Commission held a public hearing on April 22, 2025, 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 16 Section 060 is amended as follows: (underlined text is added, stricken text is deleted)

10.16.060 MULTIPLE-UNIT DWELLINGS

D. Additional standards applicable to all multiple-unit developments:

1. Accessory Uses: Dwelling units which are part of an approved multiple-unit development may not have accessory apartments.

2. Landscaping: A landscaping plan shall be submitted for approval by the architectural review committee. All landscaping and maintenance systems shall be installed prior to a certificate of occupancy being granted. Where landscaping cannot be completed before October in the same year construction begins, a certificate of occupancy may be granted if a cash bond for completion of the landscaping is provided to Santaquin City. Bond amounts shall be determined by the city engineer consistent with the city development bonding regulations. Landscaping must be installed within six (6) months of bond posting.
3. Location: Multiple-unit structures may not be built on a flag lot or on properties created under the city's infill development standards. (Ord. 07-02-2013, 8-14-2013, eff. 8-15-2013; amd. Ord. 10-01-2014, 10-1-2014, eff. 10-2-2014; Ord. 11-02-2017, 11-21-2017, eff. 11-22-2017 Ord. 03-02-2018, 3-21-2018, eff. 3-22-2018;)
4. Dumpsters: Multiple-family developments with three units or more require dumpsters. Individual trash receptacles are not authorized and will not be collected. Dumpster enclosures shall use the same architectural elements and types of materials and colors as the primary structure.

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, May 7th, 2025. 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 6th day of May 2025.

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 6th day of May 2025, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO INCLUDE REQUIREMENTS FOR DUMPSTERS AT MULTI-UNIT DEVELOPMENTS WITH THREE OR MORE UNITS, 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 6th day of May 2025.

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, at the City Hall Building at 110 S. Center Street 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 ____ 2025, by AMALIE R. OTTLEY.

My Commission Expires:



Planning Commission Members in Attendance: Commissioners Trevor Wood, Drew Hoffman, Mike Weight, Michael Romero, and LaDawn Moak.

Commissioners Jessica Tolman and BreAnna Nixon were excused from the meeting.

Others in Attendance: Senior Planner Ryan Harris, Deputy City Recorder Stephanie Christensen, Planner Aspen Stevenson, Assistant Manager Bond, Council Member Jeff Siddoway, and other various members of the public.

Commission Chair Wood called the meeting to order at 7:09 p.m.

INVOCATION/INSPIRATIONAL THOUGHT

Commissioner Weight offered an invocation.

PLEDGE OF ALLEGIANCE

Commissioner Romero led the Pledge of Allegiance.

PUBLIC FORUM

Commission Chair Wood opened the Public Forum at 7:11 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 7:11 p.m.

DISCUSSION & POSSIBLE ACTION ITEMS:

1. PUBLIC HEARING: Modifying Multi-Family Requirements in the Main Street Residential Area

Senior Planner Harris introduced a possible code amendment as requested by a resident (Lonnie Martinez) in previous meetings. The proposed ordinance would remove the minimum density requirement and adjust the maximum density requirement to 8 units per acre in the Main Street Residential Area (MRS) of the Main Street Business Districts Zone. Members of the Planning Commission discussed proposed language for the ordinance in the March 25th, 2025 meeting.

Commission Chair Wood opened the Public Hearing at 7:14 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:14 p.m.

Assistant City Manager Jason Bond addressed the members of the Planning Commission. He discussed actions by both the Planning Commission and City Council years ago when minimum and maximum units were imposed in the MSR. He discussed the Santaquin City General Plan that addresses where multi-family developments are appropriate in the City in regard to future planning.

Commissioner Romero made a motion to recommend approval of the proposed code amendment, which updates the multi-family density and lot requirements in the Main Street Residential (MSR) Area. Commissioner Weight seconded the motion.

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

The motion passed.

2. PUBLIC HEARING: Update to Parking Requirements per Senate Bill 181

Planner Stevenson introduced a possible code amendment. The proposed ordinance would reduce the required garage dimensions from 24' x 24' to 20' x 20', allow tandem parking for two or more unit dwellings, and rename a few uses to match definitions found in Title 10 Chapter 8.

Commission Chair Wood opened the Public Hearing at 7:22 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:22 p.m.

Commissioners all disagreed with the senate bill requirements pointing out that in communities like Santaquin residents own larger vehicles which would not fit in a 20x20 garage.

Commissioner Romero made a motion to recommend approval of the proposed code amendment, which updates parking requirements to meet Senate Bill 181.

Commission Chair Wood seconded the motion.

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

The motion passed.

OTHER BUSINESS

Meeting Minutes Approval

Commissioner Moak made a motion to approve the March 25, 2025 Meeting Minutes. Commissioner Romero seconded the motion.

Commissioner Hoffman	Absent
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes

Commissioner Tolman	Absent
Commissioner Weight	Yes
Commissioner Wood	Yes

The motion passed.

Senior Planner Harris went over items for upcoming Planning Commission meetings.

ADJOURNMENT

Commissioner Weight made a motion to adjourn the meeting.

The meeting was adjourned at 7:29 p.m.

City Recorder – Amalie R. Ottley

Planning Commission Chair – Trevor Wood