



## PLANNING COMMISSION

Tuesday, March 23, 2021, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online

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### MEETINGS HELD ONLINE ONLY

Pursuant to recent updates from the Utah State Department of Health regarding the number of people allowed to gather physically for a public meeting, in-person participation will be limited to elected and appointed city officials only. The public is invited to participate electronically as outlined below:

- **YouTube Live** – Public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at [https://www.youtube.com/channel/UCTzZT\\_yW2H2Hd-58M2\\_ddSw](https://www.youtube.com/channel/UCTzZT_yW2H2Hd-58M2_ddSw) or by searching for Santaquin City Channel on YouTube.

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### PUBLIC COMMENT & PUBLIC HEARING PARTICIPATION

As with all City Council and Planning Commission Meetings, we will continue to invite the public to provide “Public Comment” (30-minute duration, maximum of 5-minutes per comment). We will also continue to hold Public Hearings, as needed, and required on specific issues. We invite the public to provide comment in the following ways:

- **By Email** – Comments will be accepted by email up to 5:00 P.M. on the date of the meeting. Comments will be read during the meeting and made part of the official record of the city. Comments should be submitted to [PublicComment@Santaquin.org](mailto:PublicComment@Santaquin.org)
- **By Telephone** – For those who would like to have their own voice heard during the Public Comment or Public Hearing periods, please submit an email to [PublicComment@Santaquin.org](mailto:PublicComment@Santaquin.org) providing us your Telephone Number.

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### 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. [341 Townhomes Final Subdivision Review](#)

[A final review of a 3-unit townhome development located at approximately 341 E. 100 S.](#)


## OTHER BUSINESS

2. [Approval of Meeting Minutes from  
February 23, 2021](#)

## 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 was e-mailed to the Payson Chronicle, Payson, UT, 84651, posted on [www.santaquin.org](http://www.santaquin.org), as well as posted on the State of Utah's Public Website.

BY:   
K. Aaron Shirley, City Recorder

# MEMORANDUM



To: Planning Commission

From: Ryan Harris, Staff Planner

Date: March 19, 2021

RE: **Three Four One Townhomes Subdivision Final Review**

Zone: MSR  
Size: .27 Acres  
Units: 3

The proposed Three Four One Townhomes Subdivision is located at approximately 341 E. and 100 S. The proposal consists of 3 townhomes on approximately 0.27 acres and is 11.1 units per acre. The project has 3,860 square feet of open space, which is 36% of the site. The garages will be 24' x 24' and will count as two parking spaces and there will be three guest parking stalls on site. The project is meeting all parking requirements. Amenities are not required for the project due to there being less than 8 units.

The proposed subdivision was submitted before the new multi-family requirements were approved for the Main Street Residential Zone and the project is vested under the old code. The project has received approval from the Architectural Review Committee.

The developer has resolved all but one redline comment from the City. The applicant is still deciding if he would like to pursue a deferral agreement. The deferral agreement allows the applicant to defer the street improvements (i.e. sidewalk, curb and gutter, landscaping, asphalt, etc.) to a later date. If the applicants does not move forward with the deferral agreement, he will be required to install all the street improvements. The final plans show all the required street improvements that the applicant will be required to install if the deferral agreement is not pursued.

Subdivisions with three lots or less can combine preliminary and final plans into one submittal. This development falls under this process. These plans were reviewed by the Development Review Committee and a positive recommendation has been forwarded to the Planning Commission. The Planning Commission will be the land use authority for the subdivision.

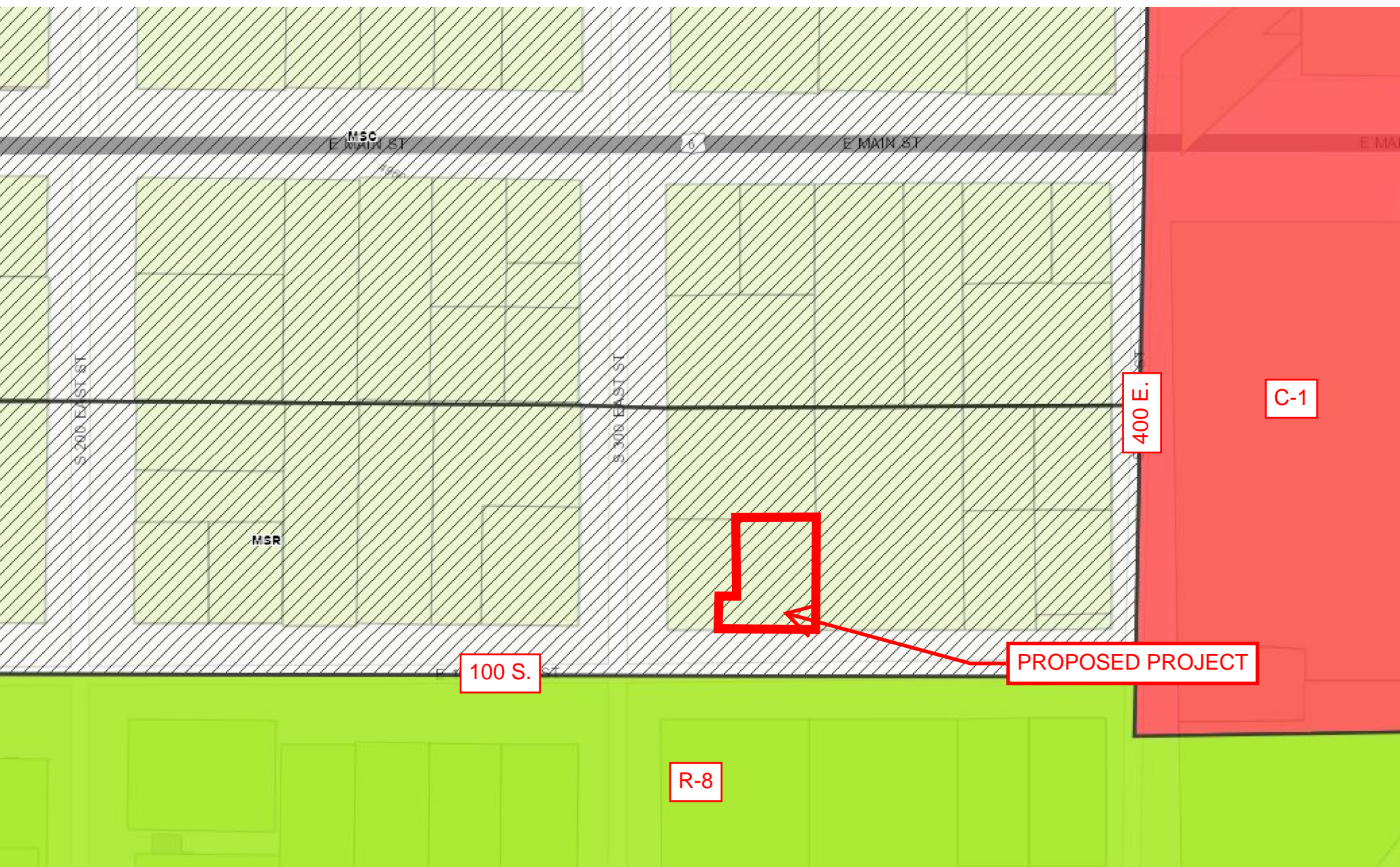
**Recommended Motion:** "Motion to approve the Three Four One Townhomes Subdivision with the following condition:

- That a deferral agreement be approved by the City Council or the applicant work closely with engineering to install all required street improvements.

**Attachments:**

1. Zoning and Location Map
2. Final Plans

ATTACHMENT 1: ZONING AND LOCATION MAP





LOCATION OF PROJECT



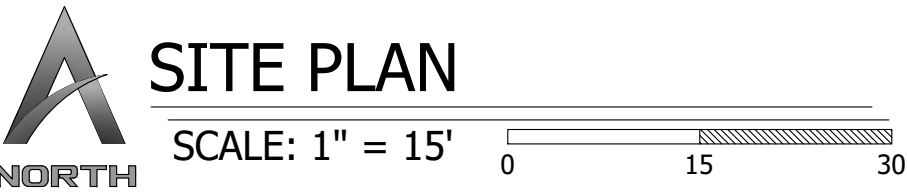
VICINITY MAP  
SCALE: N.T.S.

SHEET INDEX

C-1	COVER SHEET
C-2	PLAT SHEET
C-3	UTILITY PLAN SHEET
C-4	GRADING PLAN
C-5	LANDSCAPE PLAN
D-1	DETAIL SHEET

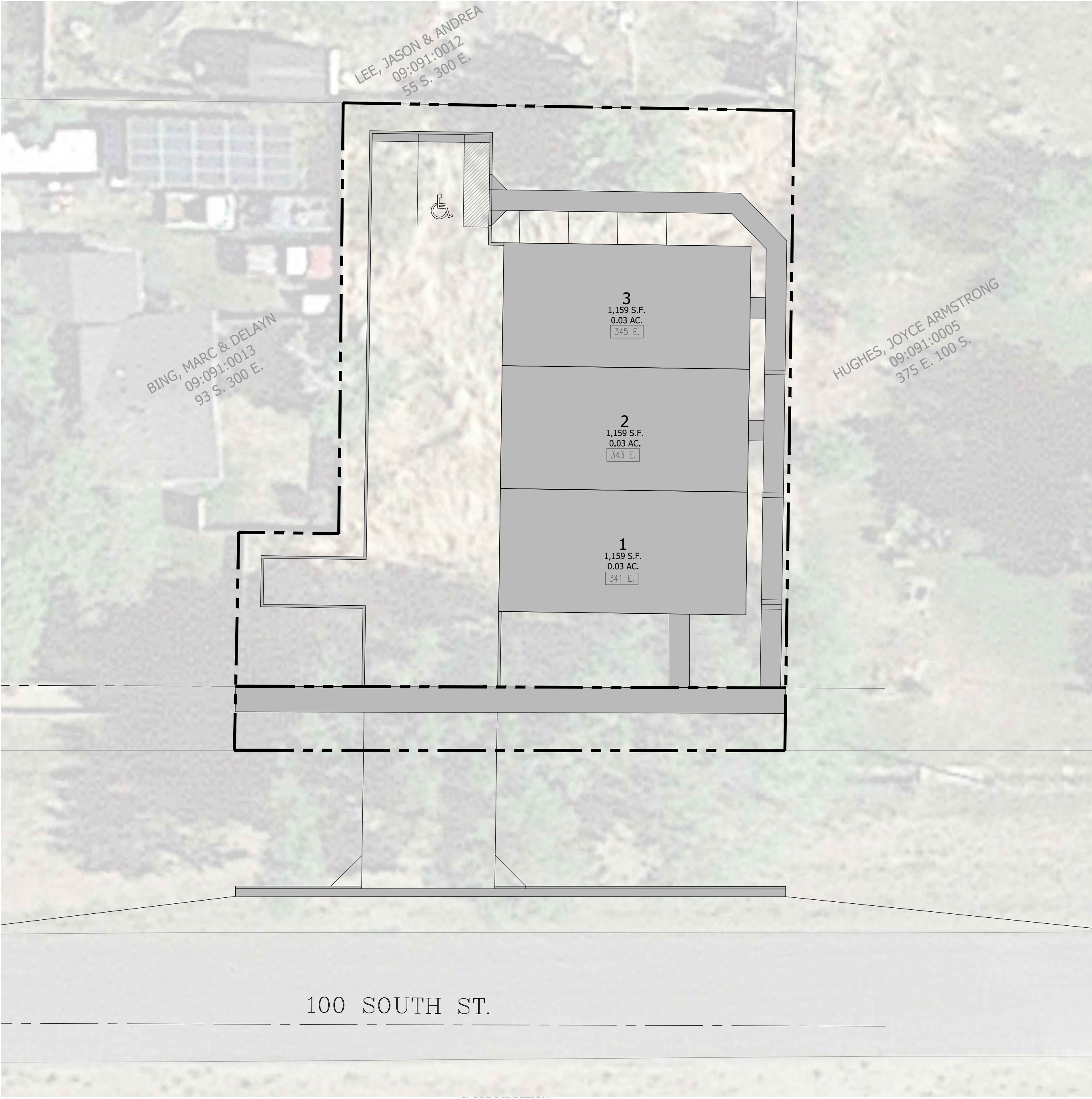
TABULATIONS		
TOTAL LOTS	3	
DENSITY	11.11 UNIT/ACRE	
TOTAL ACREAGE	0.27 AC.	100%
TOTAL ACREAGE IN LOTS	0.08 AC.	26%
PARKING SPACE ACREAGE	0.01 AC.	4%
RIGHT-OF-WAY	0.03 AC.	11%
OPEN SPACE ACREAGE	0.09 AC.	33%

NOTES:  
SUBDIVISION LIES WITHIN THE MSR ZONE



SITE PLAN

SCALE: 1" = 15'



# THREE FOUR ONE TOWNHOMES

## SANTAQUIN, UTAH COUNTY, UTAH

PROPERTY OWNER/DEVELOPER: WEST WON INC.  
3651 N. 100 E. SUITE 300 PROVO, UT  
ENGINEER: RICHARD HATFIELD (801-796-2277)  
661 N. MAIN STREET SPANISH FORK, UT

- NOTES:
1. THE DEVELOPER AND THE GENERAL CONTRACTOR UNDERSTAND THAT IT IS HIS/HER RESPONSIBILITY TO ENSURE THAT ALL IMPROVEMENTS INSTALLED WITHIN THIS DEVELOPMENT ARE CONSTRUCTED IN FULL COMPLIANCE WITH ALL STATE AND SANTAQUIN CITY CODES, ORDINANCES AND STANDARDS. THESE PLANS ARE NOT ALL INCLUSIVE OF MINIMUM CODES, ORDINANCES AND STANDARDS. THIS FACT DOES NOT RELIEVE THE DEVELOPER OR GENERAL CONTRACTOR FROM THE FULL COMPLIANCE WITH ALL MINIMUM STATE AND SANTAQUIN CITY CODES, ORDINANCES AND STANDARDS.
  2. ALL RECOMMENDATIONS MADE IN A PERTINENT GEOTECHNICAL REPORT/STUDY SHALL BE FOLLOWED EXPLICITLY DURING CONSTRUCTION OF BUILDINGS AND SITE IMPROVEMENTS.
  3. GARAGES MUST BE 24' X 24' WITH 20' OPENING.



REVISIONS		REMARKS
DATE	BY	



THREE FOUR ONE TOWNHOMES  
COVER SHEET

DATE: 3-3-2021

LOCATION: SANTAQUIN, UT

FOR: WEST WON INC.

DRAWING: C-1

# THREE FOUR ONE TOWNHOMES

## SANTAQUIN, UTAH COUNTY, UTAH

LOCATED WITHIN THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 10, SOUTH, RANGE 1 EAST, SALT LAKE

BASE AND MERIDIAN AND LOT 3, BLOCK 22, PLAT "B" SANTAQUIN SURVEY OF BUILDING LOTS

PROPERTY OWNER/DEVELOPER: WEST WON INC.

3651 N. 100 E. SUITE 300 PROVO, UT

ENGINEER: RICHARD HATFIELD (801-796-2277)

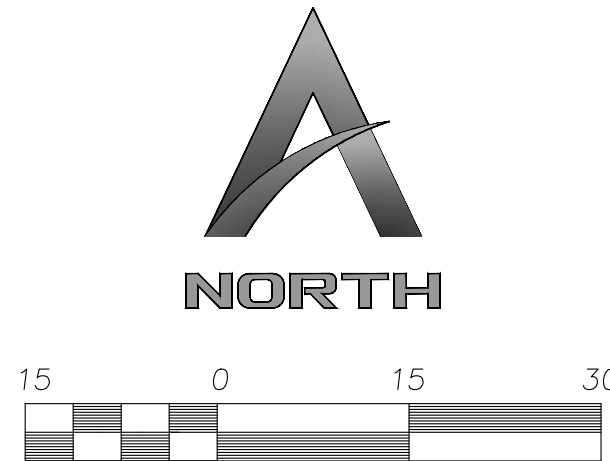
661 N. MAIN STREET SPANISH FORK, UT

### LOCATION OF PROJECT



### VICINITY MAP

SCALE: N.T.S.

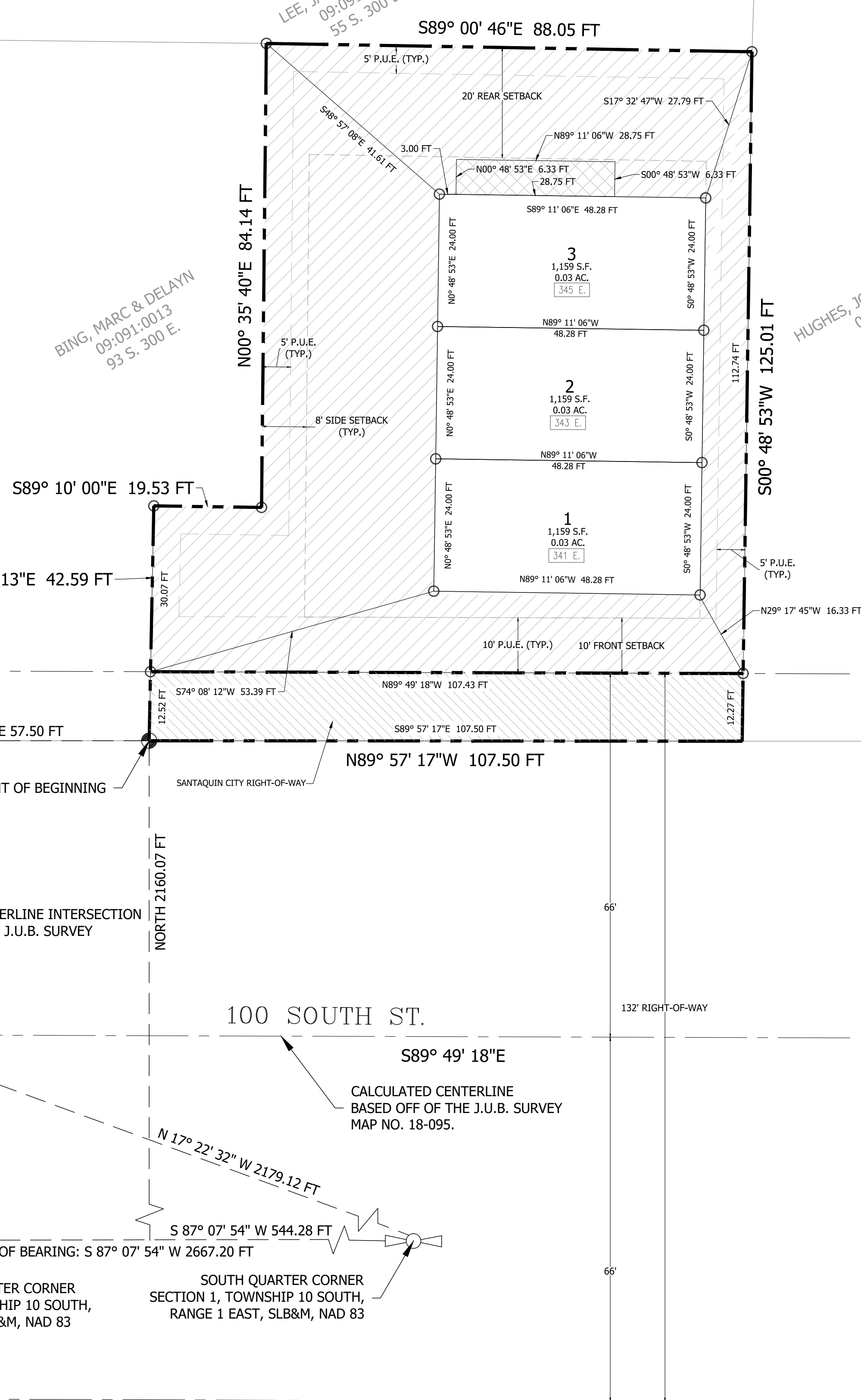


Scale: 1" = 15'

### LEGEND

- SET 5/8" REBAR & PLASTIC CAP MARKED LS 10719099
- BOUNDARY LINE
- LOT LINE
- EXISTING LOT LINE
- EASEMENT LINE
- BUILDING SETBACK
- COMMON AREA
- LIMITED COMMON AREA
- PRIVATE AREA
- SANTAQUIN CITY RIGHT-OF-WAY

- NOTE:
- ALL COMMON AREAS (NOT INCLUDING LIMITED COMMON AREA) AND STREET TO SERVE AS PUBLIC UTILITY EASEMENTS.
  - LANDSCAPING NEEDS TO BE INSTALLED OR A LANDSCAPING BOND PAID BEFORE CERTIFICATE OF OCCUPANCY CAN BE ISSUED.



### UTILITIES APPROVAL

UTILITIES SHALL HAVE THE RIGHT TO INSTALL, MAINTAIN AND OPERATE THEIR EQUIPMENT ABOVE AND BELOW GROUND AND ALL OTHER RELATED FACILITIES WITHIN THE PUBLIC UTILITY EASEMENTS IDENTIFIED ON THIS PLAT MAP AS MAY BE NECESSARY OR DESIRABLE IN PROVIDING UTILITY SERVICES WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREIN, INCLUDING THE RIGHT OF ACCESS TO SUCH FACILITIES AND THE RIGHT TO REQUIRE REMOVAL OF ANY OBSTRUCTIONS INCLUDING STRUCTURES, TREES AND VEGETATION THAT MAY BE PLACED WITHIN THE PUE. THE UTILITY MAY REQUIRE THE LOT OWNER TO REMOVE ALL STRUCTURES WITHIN THE PUE AT THE OWNER'S EXPENSE, OR THE UTILITY MAY REMOVE SUCH STRUCTURES AT THE OWNER'S EXPENSE, AT NO TIME ANY PERMANENT STRUCTURES BE PLACED WITHIN THE PUE OR ANY OTHER OBSTRUCTIONS WITH INTERFERES WITH THE USE OF THE PUE WITH OUT THE PRIOR WRITTEN APPROVAL OF THE UTILITIES WITH FACILITIES IN THE PUE.

ROCKY MOUNTAIN POWER \_\_\_\_\_ DATE \_\_\_\_\_  
CENTRACOM \_\_\_\_\_ DATE \_\_\_\_\_

### CENTURYLINK ACCEPTANCE

CENTURYLINK SHALL HAVE THE RIGHT TO A FIVE FOOT NON-EXCLUSIVE UTILITY EASEMENT TO INSTALL, MAINTAIN AND OPERATE ITS EQUIPMENT ABOVE AND BELOW GROUND AS IDENTIFIED ON THE PLAT MAP AND AS MAY BE NECESSARY OR DESIRABLE IN PROVIDING SERVICES WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREIN, INCLUDING THE RIGHT OF ACCESS TO SUCH FACILITIES UPON RECORDING OF THE PLAT MAP. CENTURYLINK VACATES, TERMINATES, RELEASES AND DISCLAIMS ANY AND ALL EASEMENTS, RIGHTS-OF-WAY, AND ANY OTHER PROPERTY RIGHTS AND INTERESTS CENTURYLINK MAY OWN, HOLD, BENEFIT FROM, OR POSSESS IN RELATION TO THAT CERTAIN RIGHT OF WAY EASEMENT IN FAVOR OF THE MOUNTAIN STATES TELEPHONE AND TELEGRAPH COMPANY DATED JANUARY 8, 1929 AND RECORDED ON JANUARY 9, 1929, AS ENTRY NO. 215, IN BOOK 269, AT PAGE 468, TO THE EXTENT THAT SUCH RIGHT OF WAY EASEMENT PERTAINS TO OR EFFECTS ANY OF THE REAL PROPERTY THAT IS DESCRIBED ON AND IS SUBJECT TO THIS PLAT.

CENTURYLINK \_\_\_\_\_ DATE \_\_\_\_\_

### DOMINION ENERGY ACCEPTANCE

DOMINION APPROVES THIS PLAT SOLELY FOR THE PURPOSE OF CONFIRMING THAT THE PLAT CONTAINS PUBLIC UTILITY EASEMENTS. DOMINION MAY REQUIRE OTHER EASEMENTS IN ORDER TO SERVE THE DEVELOPMENT. THIS APPROVAL DOES NOT CONSTITUTE ACCEPTANCE, APPROVAL OR ACKNOWLEDGEMENT OF ANY TERMS CONTAINED IN THE PLAT, INCLUDING THOSE SET FORTH IN THE OWNERS DEDICATION AND THE NOTES AND DOES NOT CONSTITUTE A GUARANTEE OF PARTICULAR TERMS OF NATURAL GAS SERVICE. FOR FURTHER INFORMATION PLEASE CONTACT DOMINION'S RIGHT OF WAY DEPARTMENT AT 1-800-366-5632.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

DOMINION ENERGY COMPANY

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

### SURVEYOR'S CERTIFICATE

I, SPENCER J. MCCUTCHEON, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD A LICENSE IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS LICENSING ACT, UTAH CODE ANNOTATED, 1953 AS AMENDED, CERTIFICATE NO. 10719099. I FURTHER CERTIFY THAT BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED HEREON, AND HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS, STREETS, TOGETHER WITH EASEMENTS, HEREAFTER TO BE KNOW AS THREE FOUR ONE TOWNHOMES SUBDIVISION PLAT "A" AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND MONUMENTED ON THE GROUND AS SHOWN ON THIS PLAT.

(SEE SEAL BELOW)

### BOUNDARY DESCRIPTION

A PARCEL OF LAND THAT LIES FULLY WITHIN THE SOUTHWEST QUARTER OF SECTION 1 TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN. BASIS OF BEARING LIES BETWEEN THE SOUTH QUARTER CORNER AND THE SOUTHWEST QUARTER CORNER OF SAID SECTION 1 (BASIS OF BEARING 2667.20 FEET S. 87°07'54" W.) MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT A POINT THAT LIES S. 89°57'17" W. 57.50 FEET FROM THE SOUTHWEST CORNER OF LOT 3, BLOCK 22, PLAT "B" SANTAQUIN SURVEY OF BUILDING LOTS, SAID POINT ALSO LIES 544.28 FEET S. 87°07'54" W. ALONG THE SECTION LINE AND 2160.07 NORTH FROM THE SOUTH QUARTER CORNER OF SECTION 01 TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE ALONG A FENCE LINE THE FOLLOWING 5 COURSES, (1) N. 01°08'13" E. 42.59 (2) S. 89°10'00" E. 19.53 FEET, (3) N. 00°35'40" E. 84.14 FEET, (4) S. 89°00'46" E. 88.05 FEET, (5) S. 00°48'53" W. 125.01 FEET TO THE NORTH SIDE OF 100 SOUTH STREET, THENCE N. 89°57'17" W. 107.50 FEET ALONG SAID NORTH SIDE OF SAID STREET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 11,877 SQUARE FEET IN AREA OR 0.273 ACRES MORE OR LESS.

### OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT I/WE, THE UNDERSIGNED OWNER(S) OF THE HEREON DESCRIBED TRACT OF LAND, HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS THREE FOUR ONE TOWNHOMES SUBDIVISION PLAT "A", AND DO HEREBY DEDICATE, GRANT AND CONVEY TO SANTAQUIN CITY, UTAH: (1) ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES FOREVER; (2) THOSE CERTAIN PUBLIC UTILITY AND DRAINAGE EASEMENTS AS SHOWN HEREON, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE, AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND DRAINAGE; AND (3) THOSE PARCELS DESIGNATED AS PUBLIC OPEN SPACE, PARKS, TRAIL OR EASEMENTS, OR OF SIMILAR DESIGNATION. IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS.

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

SIGNED JOHN MONEY, PRESIDENT \_\_\_\_\_ DATE \_\_\_\_\_

### CORPORATE ACKNOWLEDGMENT

STATE OF UTAH §  
COUNTY OF UTAH §  
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2021, BY JOHN ACE MONEY, WHO REPRESENTED THAT HE IS THE PRESIDENT OF WEST WON INC., AND HAS AUTHORITY TO EXECUTE THIS INSTRUMENT.

MY COMMISSION NUMBER: \_\_\_\_\_ MY COMMISSION EXPIRES: \_\_\_\_\_

SIGNED (TO NOTARY PUBLIC COMMISSIONED IN UTAH) \_\_\_\_\_ PRINTED FULL NAME OF NOTARY \_\_\_\_\_

### PLANNING COMMISSION APPROVAL

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2021 BY THE SANTAQUIN CITY PLANNING COMMISSION.

CHAIRPERSON, PLANNING COMMISSION \_\_\_\_\_ DATE \_\_\_\_\_

DIRECTOR-SECRETARY \_\_\_\_\_ DATE \_\_\_\_\_

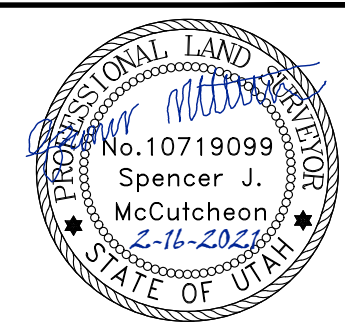
## THREE FOUR ONE TOWNHOMES

### PLAT "A"

### A RESIDENTIAL SUBDIVISION

LOCATED WITHIN THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 10, SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN AND LOT 3, BLOCK 22, PLAT "B" SANTAQUIN SURVEY OF BUILDING LOTS

RECORDER SEAL ENGINEER SEAL SURVEYOR SEAL



UTAH COUNTY RECORDING CERTIFICATE



LOCATION OF PROJECT

**VICINITY MAP**  
SCALE: N.T.S.

**UTILITY PLAN**  
SCALE: 1" = 10'

LEGEND

- EXISTING POWER POLE
- WATER METER
- P.I. METER
- CONCRETE/BLOCK WALL

- NOTES:
- THE DEVELOPER AND THE GENERAL CONTRACTOR UNDERSTAND THAT IT IS HIS/HER RESPONSIBILITY TO ENSURE THAT ALL IMPROVEMENTS INSTALLED WITHIN THIS DEVELOPMENT ARE CONSTRUCTED IN FULL COMPLIANCE WITH ALL STATE AND SANTAQUIN CITY CODES, ORDINANCES AND STANDARDS. THESE PLANS ARE NOT ALL INCLUSIVE OF ALL MINIMUM CODES, ORDINANCES AND STANDARDS. THIS FACT DOES NOT RELIEVE THE DEVELOPER OR GENERAL CONTRACTOR FROM FULL COMPLIANCE WITH ALL MINIMUM STATE AND SANTAQUIN CITY CODES, ORDINANCES AND STANDARDS.
  - PROPERTY IN NO FLOODPLAIN ZONE.



REVISIONS		REMARKS
DATE	BY	



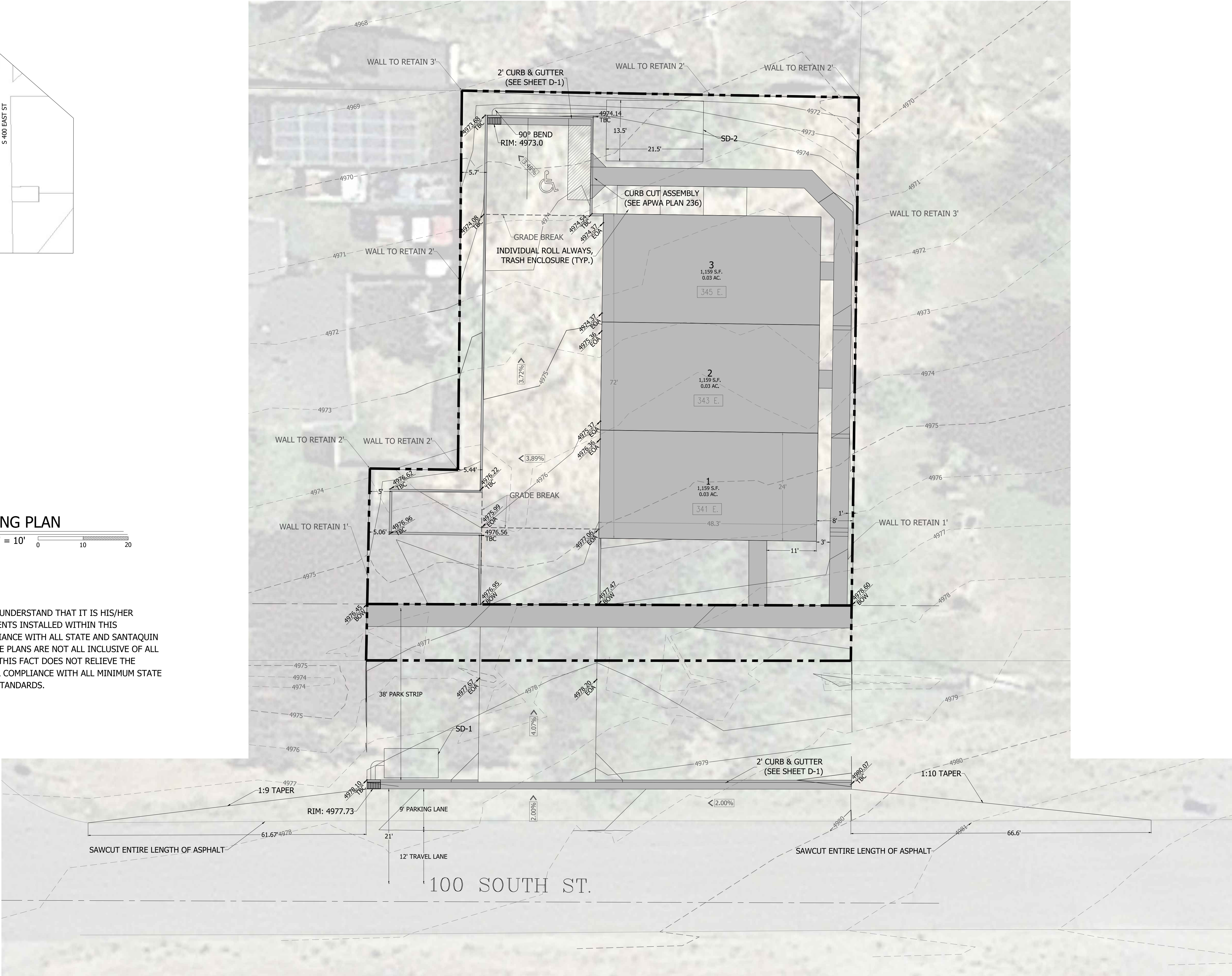


LOCATION OF PROJECT

**VICINITY MAP**  
SCALE: N.T.S.

**GRADING PLAN**  
SCALE: 1" = 10'

NOTES:  
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REVISIONS		REMARKS
DATE	BY	



THREE FOUR ONE TOWNHOMES  
GRADING PLAN

DATE: 3-3-2021

LOCATION: SANTAQUIN, UT

FOR: WEST WON INC.

DRAWING: C-4

LANDSCAPE NOTES:

- ALL PLANTS TO BE PREMIUM QUALITY AND IN HEALTHY CONDITION.
- ALL PLANTS TO BE GUARANTEED FOR 180 DAYS AFTER ACCEPTANCE. ALL PLANTS THAT DIE DURING THE 2 YEAR WARRANTY PERIOD (CITY WARRANTY PERIOD) WILL NEED TO BE REPLACED BY OWNER.
- PLANTING HOLES TO BE 3X DIA. OF CONTAINER. SEE SANTAQUIN CITY TREE PLANTING DETAIL.
- SUBSTITUTIONS (PLANT) BY APPROVAL OF ARCHITECT ONLY.
- BACK FILL PLANTING HOLES WITH A MIX OF 1 PART SOIL PEP (OR EQUAL) AND 3 PARTS TOPSOIL.
- ALL LANDSCAPE AREAS WILL BE FULLY IRRIGATED WITH BACKFLOW PREVENTION DEVICES. SYSTEM TO BE DESIGN-BUILD BY LANDSCAPE CONTRACTOR.
- RAIN SENSOR WILL BE INSTALLED AS PART OF THE IRRIGATION SPRINKLER SYSTEM.
- FERTILIZE SOIL BASE WITH 0-45-0 AT 20#/100S.F., PRIOR TO SOD INSTALLATION.
- FOR LOCATION AND SIZE OF PRESSURIZED IRRIGATION SERVICE, SEE SITE UTILITY PLANS.
- ALL LANDSCAPE AREAS BESIDES GRASS TURF AREA ARE TO BE COVERED WITH 3" DEPTH, 2-3" DIAMETER ROCK MULCH, COLOR TO COORDINATE WITH EXTERIOR FINISHES.
- WEED BARRIER TO BE INSTALLED UNDER ROCK MULCH.
- AC UNITS FOR END UNITS ARE TO BE PLACED ON THE NORTH AND SOUTH SIDE OF THE BUILDING AS SEEN ON THE PLANS.

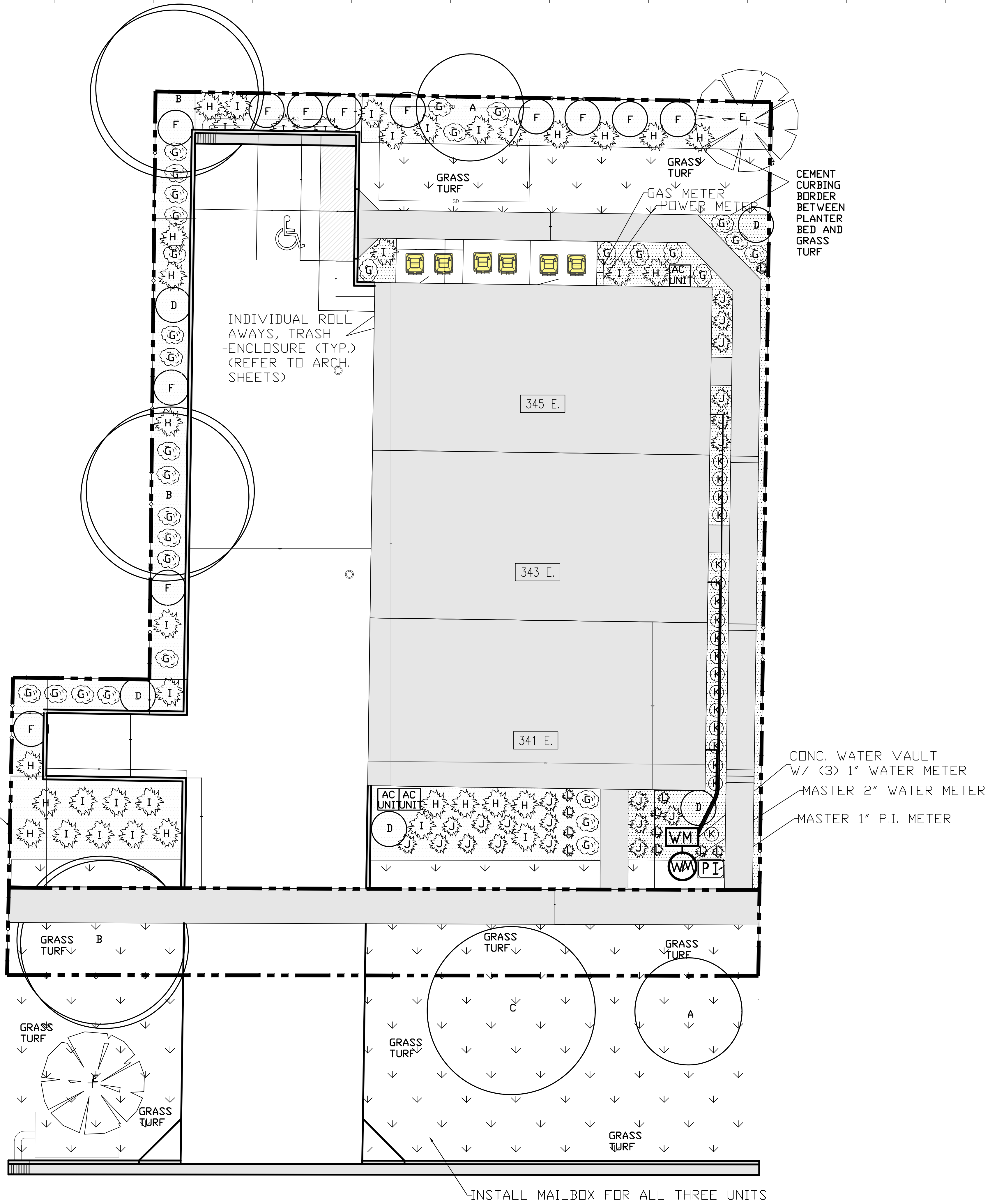
PLANTING LIST:

		BOTANICAL NAME	COMMON NAME	COLOR	SIZE	QTY
DECIDUOUS TREES	A	Acer x freemanii 'Jeffsred'	Autumn Blaze Maple	Green/red	2" caliper	1
	B	Cercis canadensis	Eastern Redbud	Green/Pink	2" caliper	3
	C	Magnolia kobus	Magnolia	White/Green	2" caliper	1
EVERGREEN TREES	D	Picea abies 'Cupressina'	Columnar Norway Spruce	Green	6' in height	5
	E	Picea orientalis 'Gowdy'	Gowdy Oriental Spruce	Green	6' in height	2
DECIDUOUS SHRUBS	F	Syringa meyeri 'Palibin'	Dwarf Korean Lilac	Purple/green	5 gallon	12
	G	Lavandula	Lavender	Purple/green	5 gallon	31
PERRENIALS & GRASSES	H	Calamagrostis X acutiflora 'Overdam'	Overdam Feather Reed Grass	Green	5 gallon	17
	I	Miscanthus sinensis 'Gracillimus'	Maiden Grass	Green	5 gallon	21
	J	Hemerocallis	Day lily	Red/Yellow	5 gallon	20
	K	Sedum spectabile 'Autumn Joy'	Autumn Joy Stonecrop	Pink	5 gallon	18
	L	Festuca ovina glauca 'Elijah Blue'	Blue Fescue	Green/Blue	5 gallon	10

FENCING DETAIL:



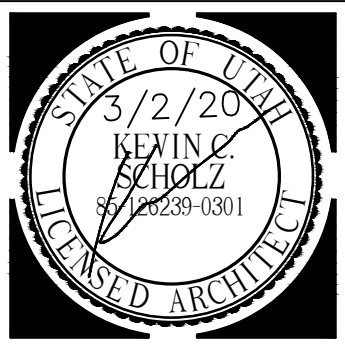
6' DECORATIVE FENCE  
ALONG PROPERTY LINE  
(SEE LANDSCAPE PLAN)



A  
LS

LANDSCAPE PLAN

SCALE: 1"=1/8"



SCHOLZ ARCHITECTS

ARCHITECTURE • PLANNING • INTERIOR DESIGN

691 WEST 200 NORTH STE. 100-B SPRINGVILLE UT 84663  
BUS: 801.373.2128 FAX: 801.373.2130 E-MAIL: kevin@scholz-arch.com



THREE FOUR ONE TOWNHOMES

UTAH

SANTAQUIN

LANDSCAPE PLAN

PLOT SCALE:

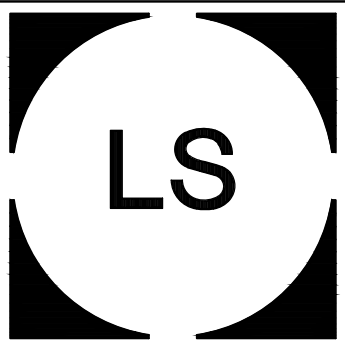
DATE: 2/19/21

JOB:

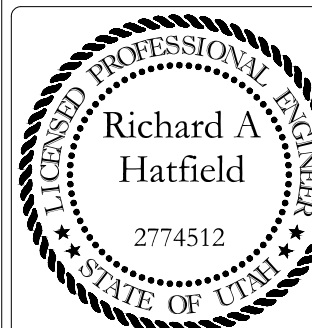
AS

ISSUES/REV:

DATE:

PLANS ARE TO BE CONSIDERED NOT FOR CONSTRUCTION UNLESS SEAL AND SIGNATURE OF ARCHITECT ARE AFFIXED.

[illegible]

DATE: 3-3-2021

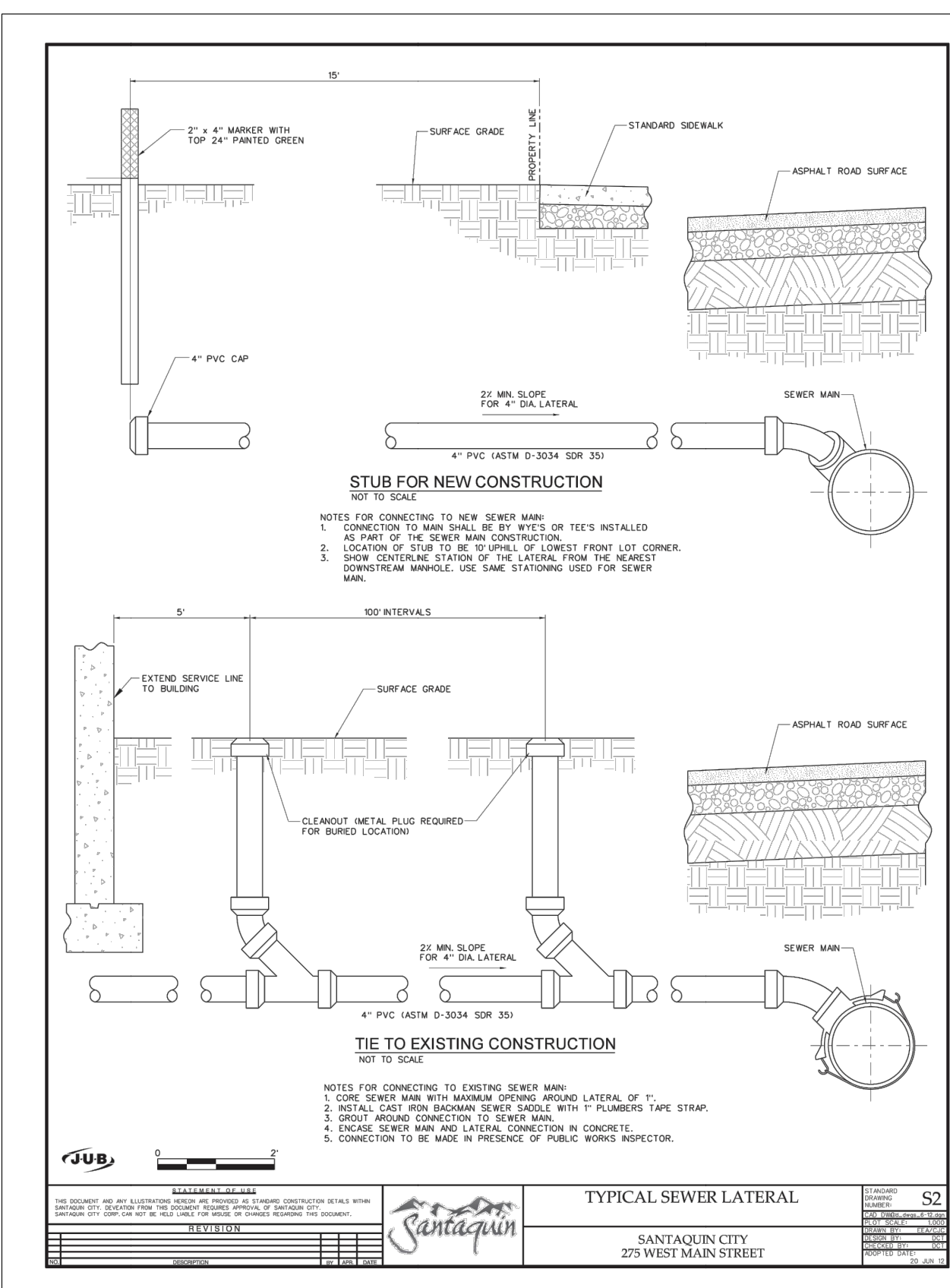
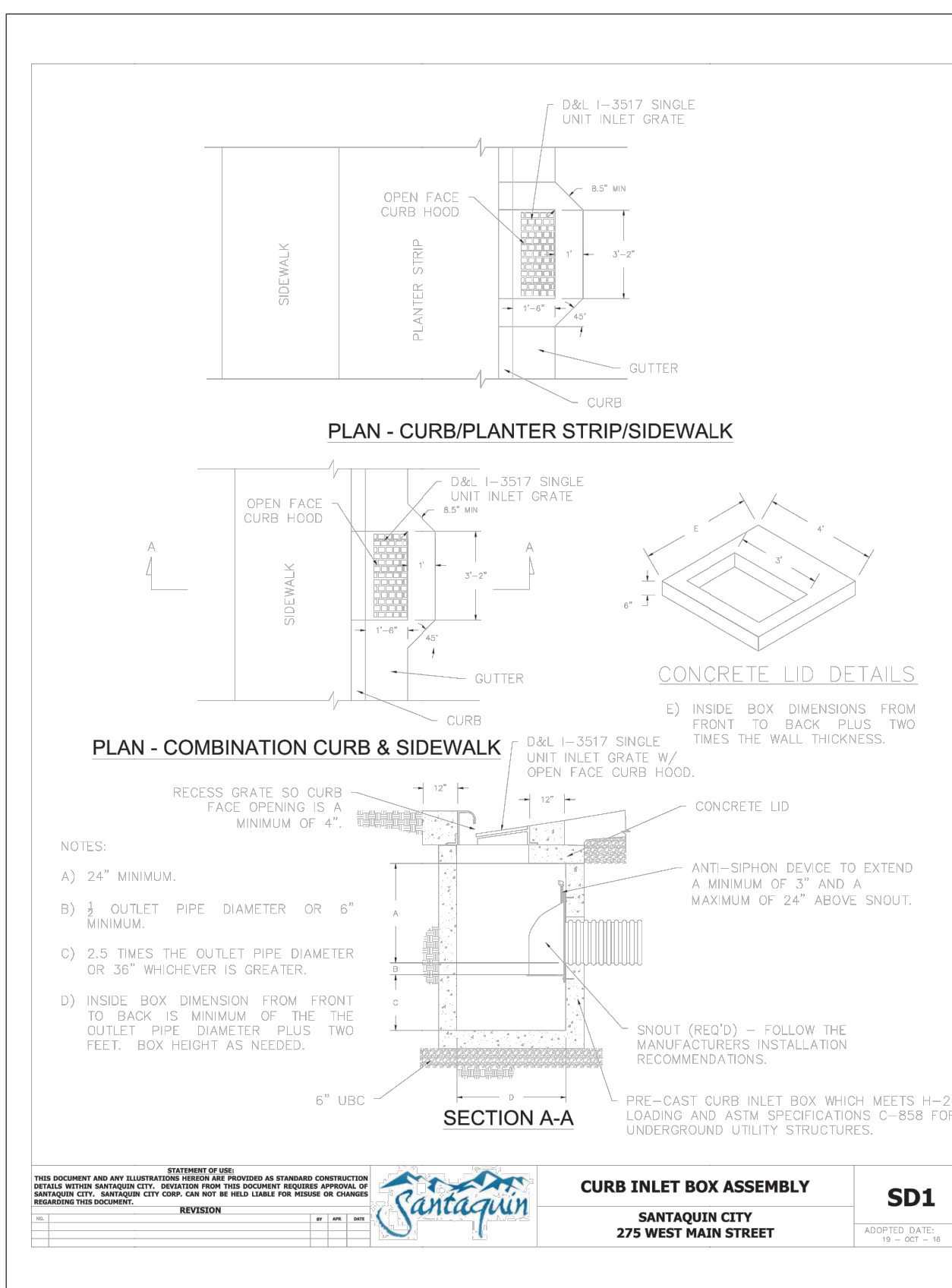
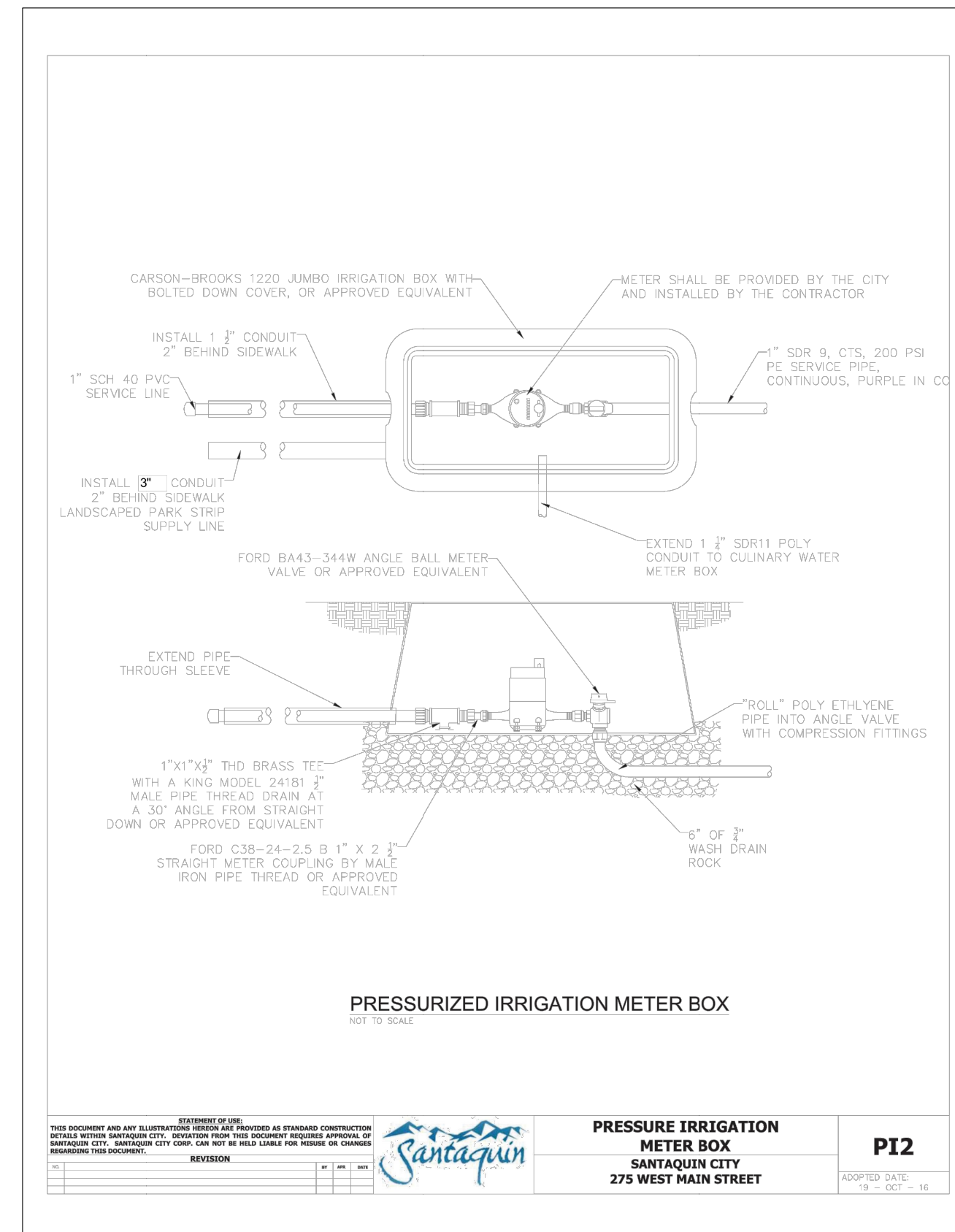
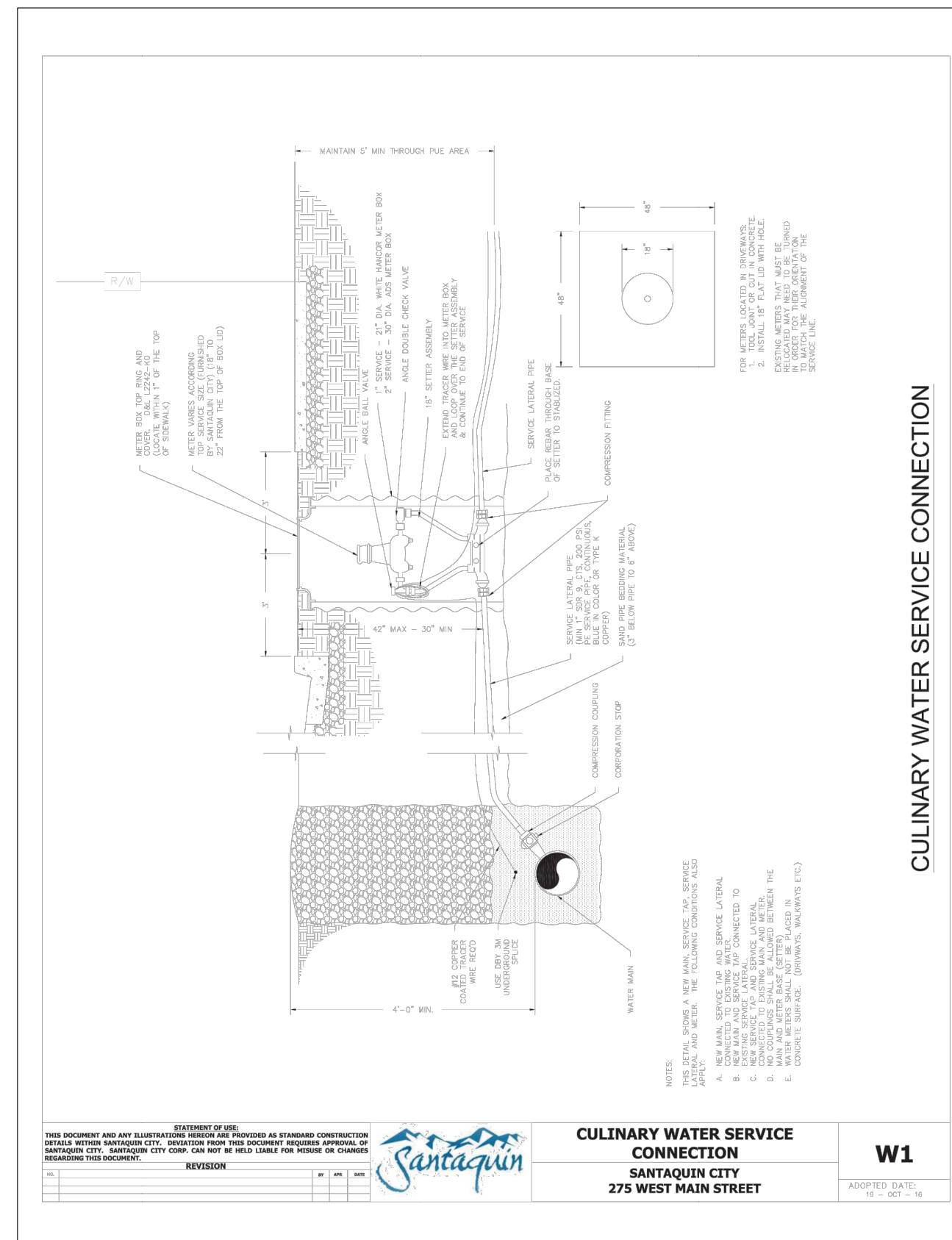
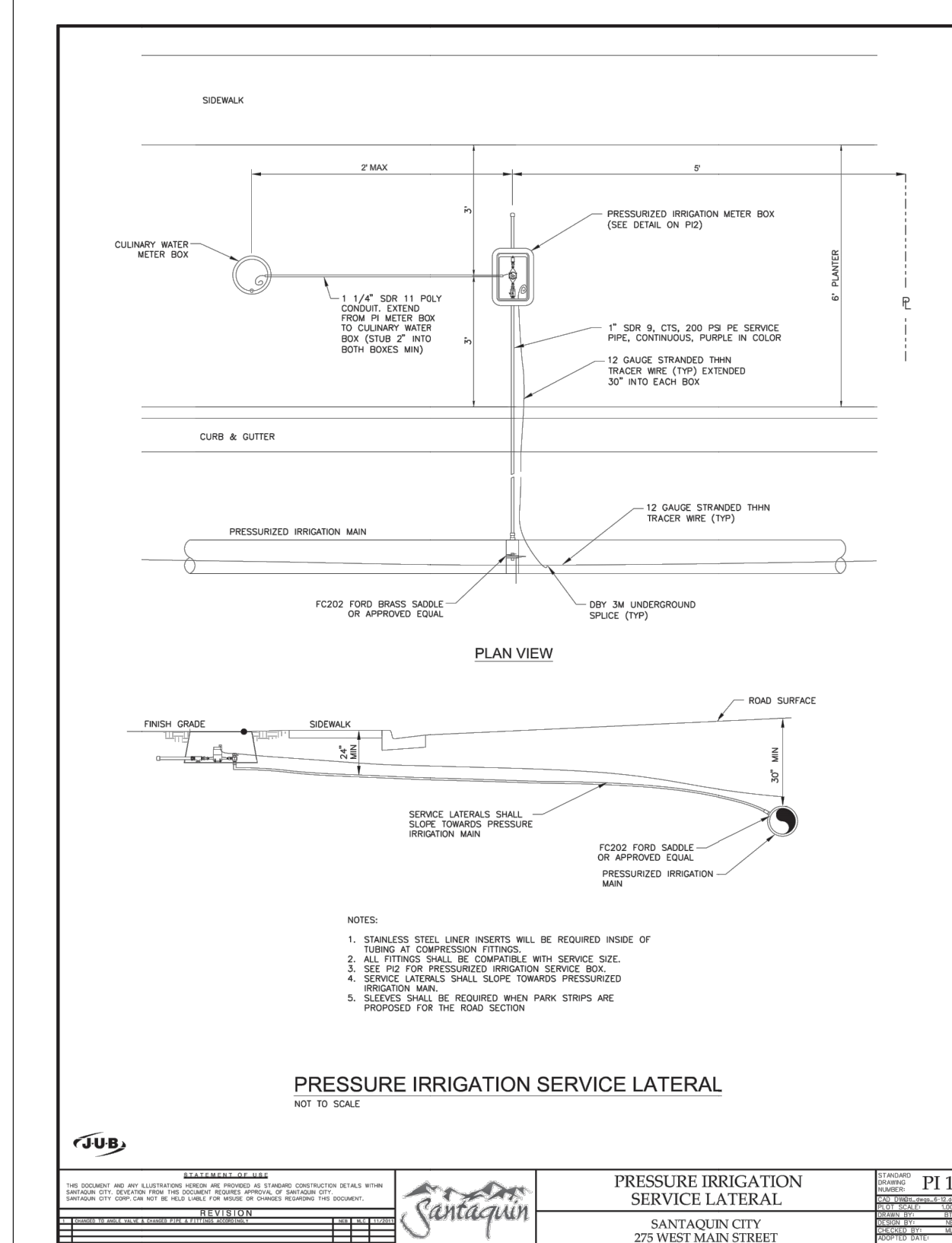
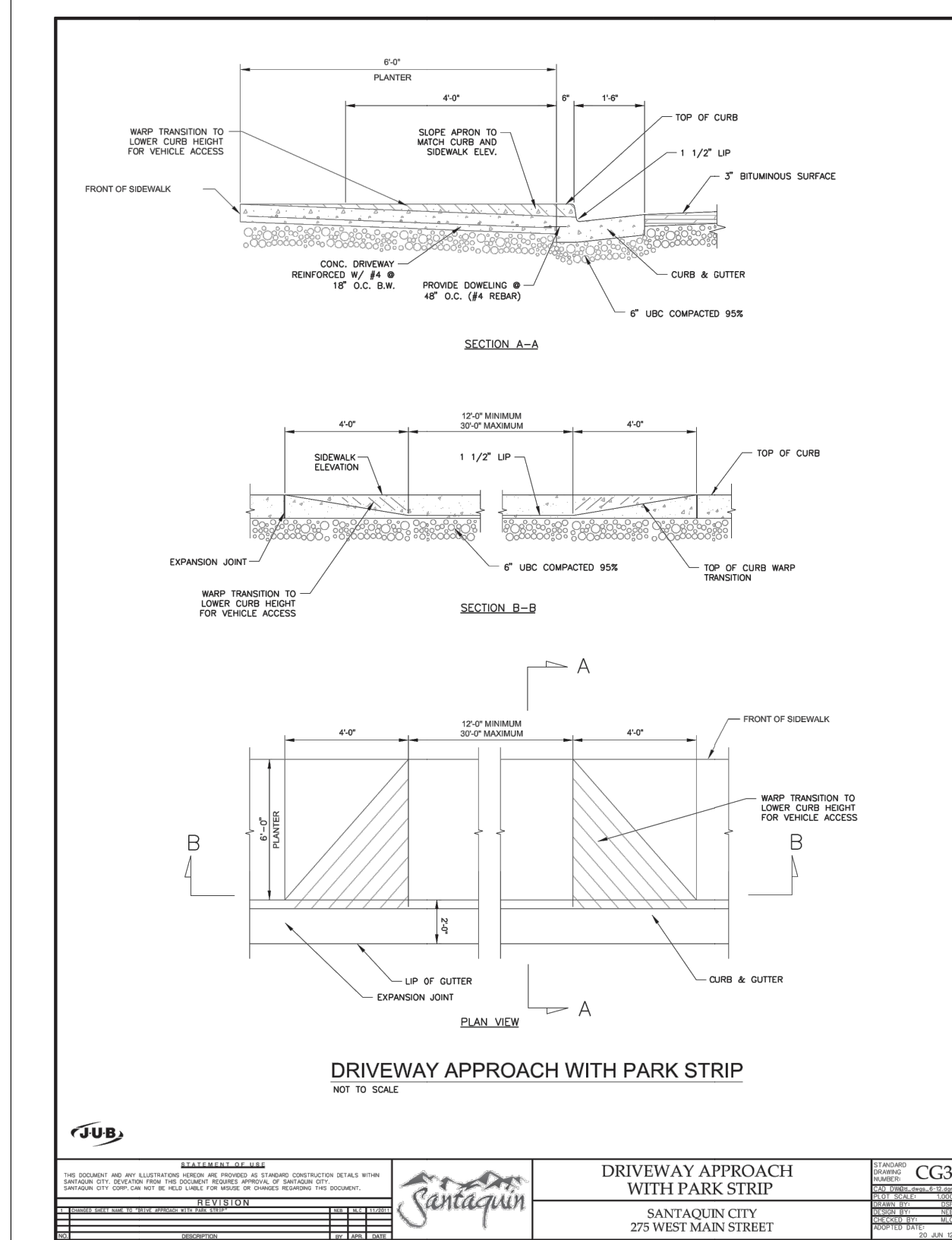
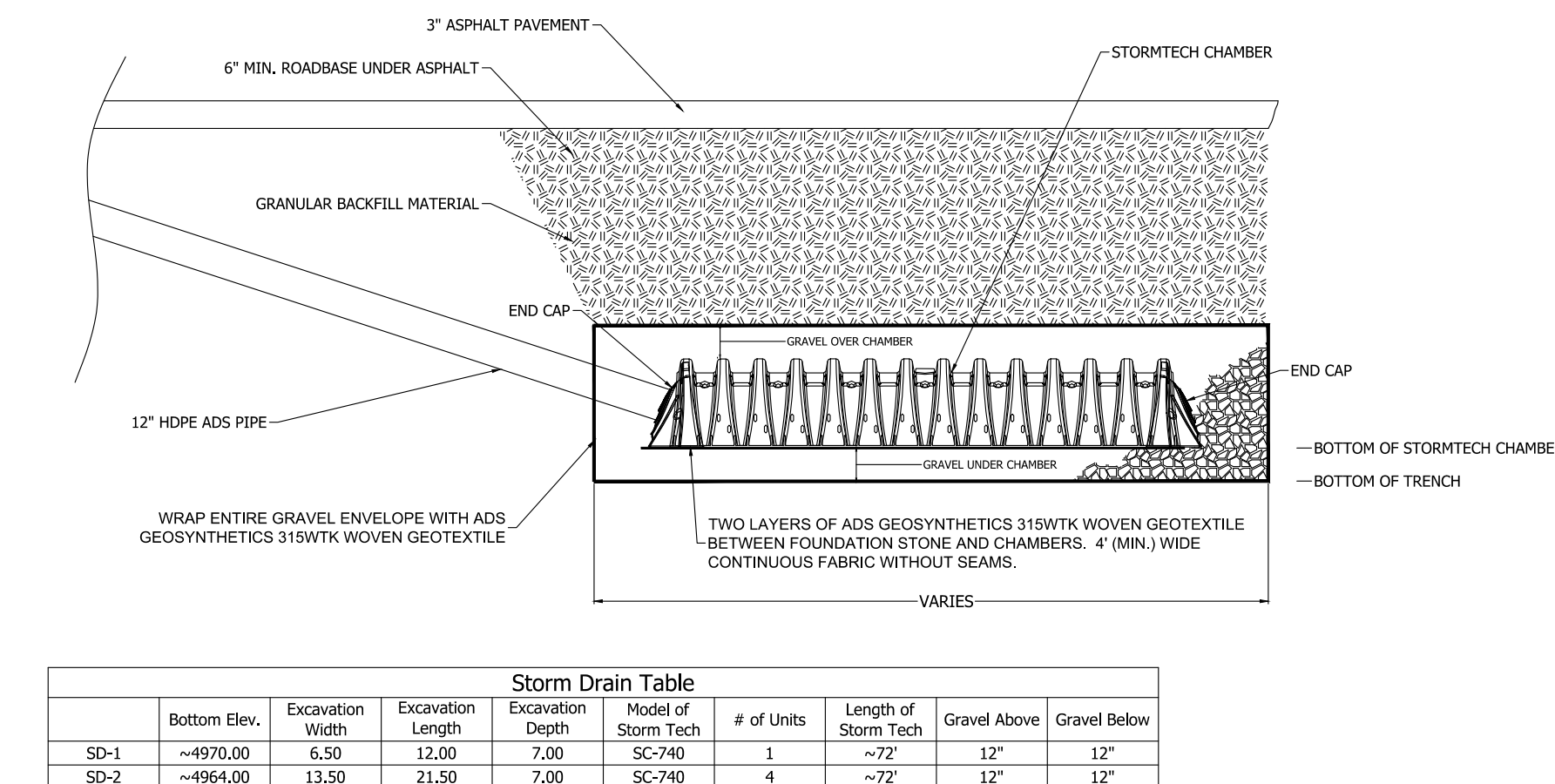
LOCATION: CLINT COUNTY, UT

FOR:

**DRAWING:**

 $D-1$ 

10

[illegible]

Storm Drain Table									
	Bottom Elev.	Excavation Width	Excavation Length	Excavation Depth	Model of Storm Tech	# of Units	Length of Storm Tech	Gravel Above	Gravel Below
SD-1	~4970.00	6.50	12.00	7.00	SC-740	1	~72'	12"	12"
SD-2	~4964.00	13.50	21.50	7.00	SC-740	4	~72'	12"	12"

THREE FOUR ONE TOWNHOMES  
DETAIL SHEET

 $D-1$



**Planning Commission Meeting Minutes**  
**Tuesday, February 23, 2021**

**Planning Commissioners in Attendance:** Trevor Wood, Art Adcock, Kylie Lance, Drew Hoffman and BreAnna Nixon.

**Others in Attendance:** Community Development Director Jason Bond, Assistant City Manager Norm Beagley, and Sean Herring of Region Engineering representing Salisbury Developers.

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

**INVOCATION/INSPIRATION THOUGHT-** Commissioner Adcock offered an invocation.

**PLEDGE OF ALLEGIANCE-** Mr. Bond led the Pledge of Allegiance.

**PUBLIC FORUM**

Commissioner Wood opened the Public Forum at 7:02 p.m. Mr. Bond read a comment received regarding the Salisbury Mass Grading Permit (See Attachment 'A'). Commission Chair Wood closed the Public Forum at 7:04 p.m.

**DISCUSSION & POSSIBLE ACTION**

**PUBLIC HEARING- Submittal Requirements for Development Applications**

*The Planning Commission will consider modifying Santaquin City Code Title 10 Chapter 68 Section 120 to require a 14-day submission requirement for development applications.*

Mr. Bond described that the current policy for development applications is that they be provided to staff 7 days prior to the meeting. He explained that due to the increased amount of development within the City, Staff is proposing to increase the requirement time to 14 days. (See Attachment 'B' for the proposed language). Mr. Bond added that the previous community he worked for had a 14-day submittal requirement, and that a 14-day requirement is common with other Cities.

Commission Chair Wood opened the Public Hearing at 7:08 p.m. there were no public comments, so he closed it at 7:08 p.m.

Commissioners Wood and Lance expressed no concerns regarding this amendment to code. Commissioner Adcock stated that he is in favor of this change, especially because the

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requirements would align with several other communities. Mr. Bond added that this requirement would provide adequate time for public hearings, which require a 10-day notice period, etc. Commissioner Nixon indicated that she is in favor of this as well.

**Motion:** Commissioner Lance motioned to forward a positive recommendation to the City Council for the extension of the submittal requirements to 14 days for development applications prior to a public meeting. Commissioner Hoffman Seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Adcock	Aye
Commissioner Hoffman	Aye
Commissioner Nixon	Aye
Commissioner Lance	Aye

The motion passed unanimously 5 to 0.

### **Salisbury Mass Grading Permit**

*The Planning Commission will review a requested extension of a mass grading permit for the mass grading associated with the Hills @ Summit Ridge.*

Mr. Bond explained that this is the work that has been happening on the South end of Summit Ridge for the past few years. More grading work is required to continue building the houses in the Hills in Summit Ridge Development. Both the Planning Commission and the City Council will review the application. He added that a site visit was conducted by both himself and the City Engineer as is required.

Commissioner Wood noted that code requires 40 feet of pavement for the entrance and exit of the grading operation. It was indicated within the memo that there is no such pavement on this development. Mr. Beagley verified that it is required per code and will need to be addressed by the applicant when they determine the entrance and exit locations. He added that staff has asked that the developer resubmit and include haul routes.

Commissioner Adcock asked that the waterline and its stability be addressed. Mr. Beagley answered that the developer will be potholing the waterline prior to driving over it or doing any mass grading in the area; and they will also berm up more soil over the area. Commissioner Adcock also asked about the 2-inch water meter? Mr. Beagley stated that this has already been already installed. Commissioner Adcock expressed concern regarding the proximity of the mass grading to existing homes. Mr. Beagley explained that mass grading will be between 30 and 50 feet away from existing structures which is allowed by code. To do this mass grading in close proximity with the homes, the developer will be bringing in smaller equipment. Mr. Herring explained that they are planning to get the grading work done next to the existing homes as soon as possible.

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Commissioner Lance asked that mitigation be provided for the citizens experiencing debris in the roads. Mr. Beagley explained that every time staff is made aware of debris, they instruct the developer to clean it up. However, staff believes that it is appropriate to ask that the developer have a sweeping mechanism to keep the roads cleaner. Mr. Beagley clarified that the State does require SWPP permits, and so does the City. He clarified that Santaquin City does not have an MS4 designation meaning they do not have the ability to fine, etc. and Infractions are handled through the State.

**Motion:** Commissioner Lance motioned to forward a positive recommendation to the City Council for the Salisbury Mass Grading Permit with the following conditions as recommended by staff:

1. Indicate the location of the proposed structures and parking on site in accordance with the required setbacks.
2. Provide a drainage plan for the site
3. That all activities comply with Santaquin City regulations pertaining to mass grading operations as found in Title 10-6-28 of the Santaquin City Code.
4. Provide appropriate bonding for the site.
5. Provide a modified haul route as per engineering recommendation.
6. Address the buildability of lots located in the north west corner of the development at proposed final grading.

With the addition that a sweeping mechanism, be used daily to ensure that debris is kept off public streets. Commissioner Nixon seconded.

Roll Call:

Commissioner Nixon	Aye
Commissioner Lance	Aye
Commissioner Hoffman	Aye
Commissioner Adcock	Aye
Commissioner Wood	Aye

The motion passed unanimously 5 to 0.

### **Proposed Parking Reduction for Drive in Restaurants**

*The Planning Commission will review a proposed amendment to Santaquin City Code Title 10 Chapter 48 Section 040 regarding the number of parking spaces required for a drive-in restaurant.*

Mr. Bond explained that staff took the Planning Commissions feedback from the last meeting. Staff Planner Ryan Harris also consulted other Cities parking requirements. Mr. Bond presented the updated language (See Attachment 'C'). He explained that the new language bases the parking requirement off 1 space per 4 seats or 1 seat per 125 square feet, whichever is greater.

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Commissioner Nixon indicated that she prefers the addition of the square footage requirement rather than just seating.

**Motion:** Commissioner Nixon motioned to recommend approval to the City Council of a code amendment which will reduce the minimum number of required parking stalls for a drive-in restaurant. Commissioner Adcock seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Adcock	Aye
Commissioner Hoffman	Aye
Commissioner Lance	Aye
Commissioner Nixon	Aye

The motion passed unanimously 5 to 0.

**OTHER BUSINESS**

Approval of Meeting Minutes from  
February 9, 2021

**Motion:** Commissioner Adcock motioned to approve the minutes from February 9, 2021. Commissioner Hoffman seconded.

Roll Call:

Commissioner Wood  
Commissioner Adcock  
Commissioner Hoffman  
Commissioner Lance  
Commissioner Nixon

The motion passed unanimously 5 to 0.

**ADJOURNMENT**

Commissioner Lance motioned to adjourn at 7:38 p.m.

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Trevor Wood, Commission Chair

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Kira Petersen, Deputy Recorder

## Planning Commission Public Comment 2-23-2021

In regards to the Salisbury Mass Grading Permit Extension:

Salisbury is doing a terrible job of keeping the public roads free of dirt, boulders, debris and airborne dust in the Summit Ridge Hills location. The dump trucks and equipment traffic are ruining our public roads and filling our drainage systems with debris.

How about as part of the permit, they be required to sweep a minimum of once per day with a pickup broom, not a shoulder broom that sweeps the debris onto the sidewalk and also to fulfill their SWPPP obligations?

I have spoken with the on-site SWPPP Inspector several times, he mentions these infractions to Salisbury all of the time but they tend to ignore him because there are no penalties attached to the infractions due to Santaquin and the State not requiring a SWPPP permit.

I have several pictures for documentation that I have shared with Norm Beagley, they include pictures of airborne dust, boulders on the public roads, BMPs removed from City drainage, mud and dirt on the public roads, heavy equipment driving on public roads, equipment filling up at fire hydrants without gate valves and poor or no traffic control while working in the City right of way.  
Please let me know if you need these pictures for the record.

As part of the Mass Grading Permit extension, I would like to see Salisbury held accountable for my addressed concerns.

Respectfully,  
Jared Jeffs

# MEMO



To: Planning Commission  
From: Jason Bond, Community Development Director  
Date: February 19, 2021  
Re: **Amendment to Development Application Requirements**

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It is proposed that the Planning Commission and City Council consider amending the code related to development application requirements (SCC 10.68.120). The proposed amendment is as follows:

**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 development review application.

Subdivision or condominium review application - concept.

Subdivision or condominium review application - preliminary.

Subdivision or condominium review application - final.

Complete applications or resubmittals for development proposals shall be submitted at least fourteen (14) days prior to the applicable public meeting. The Community Development Director and City Engineer may recommend that an application or resubmittal be on an agenda earlier than fourteen (14) days if they find that the submitted materials are ready for review by a public body. Applicants are encouraged to meet with city staff prior to submittal to discuss development concerns, required materials, review time frames and development options. (Ord. 03-02-2007, 3-7-2007)

Staff has been requiring applicants to submit a complete application seven days prior to a meeting in order for staff to have sufficient time to review the submittal in preparation for the public meeting. However, this requirement has not been codified and seven days is proving to be difficult for staff to accommodate especially with the amount of work that is being created with significant growth. A 14-day requirement for development applications is fairly common in other cities and it would give staff more time to manage workloads.

**Staff Recommendation:** It is recommended that the Planning Commission provide a recommendation to the City Council which would establish a 14-day submission requirement for development applications and resubmittals.

**Recommended motion:** “Motion to recommend approval of a code amendment which would establish a 14-day submission requirement for development applications and resubmittals.”

# MEMO



To: Planning Commission

From: Jason Bond, Community Development Director

Date: February 19, 2021

Re: **Amendment to Parking Code Related to Drive-in Restaurant Requirements – 2<sup>nd</sup> UPDATE**

It is proposed that the Planning Commission and City Council consider amending the code related to the parking requirement for drive-in restaurants (SCC 10.48.040). The proposed amendment is as follows:

Restaurants:		
	Drive-in restaurants	<del>12 off street parking spaces or sufficient off street parking spaces to accommodate all patrons or customers based on design capacity</del> <u>1 space per 4 seats including outdoor seating or 1 space per 125 sq. ft. of gross floor area</u> , whichever is greater
	<del>Family</del> Restaurants	1 space per 4 seats <u>including outdoor seating</u>
	<del>Restaurants (dinner only)</del>	<del>1 space per 2 seats</del>

Staff feels that the minimum number of required parking spaces required may be too high for drive-in restaurants especially when they do not even have a dine-in option for customers. As economic development continues to happen in Santaquin, staff feels that this requirement could be onerous for future drive-in restaurants that may be interested in locating their business in Santaquin. It is felt that this amendment is worth consideration.

**Staff Recommendation:** It is recommended that the Planning Commission provide a recommendation to the City Council which would reduce the parking requirement for drive-in restaurants.

**Recommended motion:** “Motion to recommend approval of a code amendment which will reduce the minimum number of required parking stalls for a drive-in restaurant.”