



## PLANNING COMMISSION

Tuesday, June 11, 2024, at 7:00 PM  
Council Chambers at City Hall Building and Online  
110 S. Center Street, Santaquin, UT 84655

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### MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – The meeting will be held in the Council Chambers on the Main Floor in the City Hall Building
- **YouTube Live** – Some public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.

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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. **[Public Hearing: Warranty Requirements for Infrastructure Improvements](#)**  
[The Planning Commission will hold a public hearing to consider modifying Santaquin City Code 11.44.030 to clarify warranty requirements for infrastructure improvements.](#)
2. **[O'Reilly's Auto Parts Sign Request](#)**  
[The Planning Commission will review a request from O'Reilly's Auto Parts store for an additional sign at their commercial property located at approximately 479 W Main Street.](#)
3. **Detached Accessory Dwelling Units Discussion**  
The Planning Commission will discuss feedback from the recent open house regarding detached accessory dwelling units.

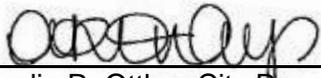
### OTHER BUSINESS

4. **[Meeting Minutes Approval](#)**  
[April 23, 2024](#)

**ADJOURNMENT**

**CERTIFICATE OF MAILING/POSTING**

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

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

# MEMO



To: Planning Commission

From: Ryan Harris, Senior Planner

Date: June 7, 2024

RE: Code Amendment - Clarifying Warranty Requirements for Infrastructure Improvements

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It is proposed that the Planning Commission and City Council consider amending the language in Santaquin City Code 11.44.030 regarding the warranty requirement for infrastructure improvements.

The current code requires a warranty period of two (2) years, but the City Engineer and the Public Works Director can reduce it to one (1) year if specific requirements are met. Staff has received questions about the warranty period in the past and has reviewed the code. Changes need to be made to better align the Santaquin City Code with the State Code. Below are some of the proposed changes.

1. The warranty period will now be one (1) year.
2. The City Engineer can extend the warranty period for more than a year if one of the items below can be shown.
  - a. "Prior poor performance by the applicant and or the applicant's contractor or subcontractor."
  - b. "The area upon which the infrastructure will be constructed contains suspect soil, and the City has not otherwise required the applicant to mitigate the suspect soil."  
(Suspect soils can be found when a geotechnical report is completed, which is required during the subdivision review process.)
3. If the City Engineer determines that a one-year warranty period is insufficient due to one of the items listed above, the City Engineer shall determine the appropriate length of the warranty period, to protect the public interest.

These updates will align Santaquin City Code with State Code requirements. The attached draft ordinance has the proposed language for the Planning Commission's review. The Planning Commission's responsibility is to forward a recommendation to the City Council.

**Recommended Motion:** "Motion to recommend approval of the proposed code amendment which amends Santaquin City Code 11.44.030."

**ORDINANCE NO. DRAFT****AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO CLARIFY WARRANTY REQUIREMENTS FOR INFRASTRUCTURE IMPROVEMENTS, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE**

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

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

**WHEREAS**, the City Council has specific authority pursuant to Title 10, Chapter 9a, Utah Code Ann. (1953 as amended) to adopt ordinances to regulate the uses and development of land within the City boundaries, and the design and construction of certain subdivision infrastructure improvements; and

**WHEREAS**, the City Council desires to amend Santaquin City Code Title 11 Chapter 44 Section 030 Guarantee of Improvements, to modify and provide clarification of subdivision infrastructure warranty requirements; and

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on June 11, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

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

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

**Section I. Findings****The Santaquin City Council finds as follows:**

- A. Santaquin City has experienced an unacceptable number of infrastructure improvement failures during the first year after the acceptance of such improvements by the City, and also between the first and second years after acceptance by the City.
- B. The premature failure of infrastructure improvements is often caused by collapsible soils settling, which in turn causes uneven and unstable roads, trenches, sidewalks, curbs and gutters.

- C. Records obtained by the City, including many geotechnical reports show that the majority of the land that has been developed within the City's boundaries during the past twenty years contains suspect soils, which are unstable and often lead to the failure, or shortened useful life of infrastructure improvements.
- D. The premature failure of infrastructure improvements is often caused by the use of unacceptable workmanship and/or unacceptable materials, which often lead to the failure, or shortened useful life of infrastructure improvements.
- E. The shortened useful life of infrastructure improvements caused by collapsible soils or poor workmanship results in an avoidable, unacceptable, and unjust burden upon Santaquin City and its residents, who often bear the burden of repairs and replacement of such failed infrastructure improvements.

## **Section II. Amendments**

### **Title 11 Chapter 44 Section 030 is amended as follows:**

#### **11.44.030 GUARANTEE OF IMPROVEMENTS**

- A. Guarantee Required: Prior to the recording of any final plat for a subdivision in the office of the county recorder, the city must receive a guarantee that all subdivision improvements identified on the subdivision plat will be completed in a timely and workmanlike manner.

Developers may choose to construct subdivision improvements "at risk", meaning construction takes place prior to recording of the subdivision plat. However, no subdivision improvements may be constructed without the required inspections or prior to obtaining the required city engineer's cost estimate and payment of all fees associated therewith (e.g., inspection, streetlight, street signs, etc.).

- B. Purpose Of The Guarantee: The guarantee shall be provided to the city as a security only and shall serve to ensure the completion of all subdivision improvements shown or described on the final plat in accordance with applicable construction standards and to warrant the materials and workmanship of the same ~~for during the two (2) years from the completion of said improvements~~ warranty period; however, the guarantee does not release the developer from any obligation for the installation of improvements, the quality of work, any of the materials used therein or the applicable warranty of the same.
- C. Acceptable Forms Of Guarantee: The guarantee referred to in paragraph A shall consist of one or more of the following:
  1. A performance bond in a form and with a surety that is acceptable to the City;
  2. A cash bond, together with a written agreement of the terms by which said cash bond shall be held or dispersed;
  3. A letter of credit from an institution or a surety that is acceptable to the City; or
  4. ~~An escrow account as approved by the City.~~

Together, the acceptable forms of guarantee may be referred to herein as "bond" or "guarantee". Each bond shall guarantee that all improvements shall be constructed in

accordance with the content of the final plat and completed within two (2) years of the commencement of construction of the same.

D. Guarantee Amount: The amount of a guarantee shall be determined in accordance with the steps described below:

1. The person from whom a bond is required (hereinafter "developer" or "subdivider") shall deliver to the City Engineer a written estimate, prepared by a licensed engineer, of the costs of the subdivision improvements for which a bond is required;
2. The developer shall deliver to the City Engineer a written request for a City Engineer's cost estimate. The City will not provide an estimate without such written request;
3. The City Engineer shall review whatever information he deems relevant, including the developer's engineer's estimate, and shall determine the "City Engineer's cost estimate";
4. The City Engineer shall deliver a written copy of the City Engineer's cost estimate to the developer;
5. The minimum bond amount shall be one hundred ~~twenty five~~ ten percent (~~125~~110%) of the City Engineer's cost estimate.

E. Acceptance Of Improvements:

1. Initiation Of Inspection For Release Of Guarantee: The developer shall request in writing that the City inspect completed improvements.
2. Acceptance Of Improvements: The City shall accept improvements only if and when City inspections show that the improvements have been constructed in accordance with all applicable standards and specifications. If, in the opinion of the City, improvements have not been constructed in accordance with all such standards and specifications, the City shall not accept said improvements and shall not release any portion of the bond for the improvements until appropriate completion, removal, reconstruction or correction is satisfactory to the City.

F. Release Of Bond:

1. Partial Release: At the developer's written request, from time to time and prior to one hundred percent (100%) completion of improvements, the City may release up to eighty percent (80%) of the bond as work is completed and accepted by the City. No such partial release may exceed the amount attributed to the completed improvements in the City Engineer's cost estimate. In no event shall the amount of the bond that is retained by the City be less than one hundred ~~twenty five~~ ten percent (~~125~~110%) of the total of the estimated cost to complete the improvements and the amount required for the ~~two (2) year~~ warranty period.
2. Release Of Bond: Any remaining balance of the bond, except that required for the ~~two (2) year~~ warranty period described below, shall be released within fourteen (14) business days from the acceptance of all of the improvements by the City.

G. Warranty:

1. Warranty Period: In order to warrant that all improvements are free from any defects in materials or workmanship, the City shall hold ten percent (10%) of the original bond for a minimum period of ~~two (2) years~~ one (1) year from the date of final acceptance of all improvements.
  - a. ~~Based on proper and adequate documentation provided by a licensed geotechnical engineer, and based on sufficient field evidence of proper performance of improvements, the City Engineer and Public Works Director may reduce the warranty period to one year for improvements installed in areas of the City that are less susceptible to failure due to inadequate soil conditions and based on geotechnical technical data provided. The Improvement Warranty Period shall not exceed one (1) year after the City's acceptance of required infrastructure, unless the City Engineer determines for good cause that a one-year period would be~~

inadequate to protect the public health, safety, and welfare; and has substantial evidence on record:

- i. of prior poor performance by the applicant and or the applicant's contractor or subcontractor; or
  - ii. that the area upon which the infrastructure will be constructed contains suspect soil and the City has not otherwise required the applicant to mitigate the suspect soil; or
  - b. If the City Engineer determines, pursuant to the criteria set forth above, that a one-year Warranty Period is insufficient, the City Engineer shall determine the appropriate length of the Warranty Period, to protect the public interest.
2. City's Right To Draw On Bond: The City may draw on the bond at any time during, or at the end of, the warranty period to correct or replace any patent or latent defects in the improvements.
  3. Final Release Of Bond: If, at the end of the warranty period described above, the City determines that the improvements are free of any defects, the remainder of the bond will be released.
  4. Liability Of Developer: In the event that the bond does not cover the costs incurred in any correction of defect in the improvements, the developer shall, at the election of the City, either make all necessary corrections or replacements to the improvements, or immediately reimburse the City for all such costs.

### **Section III. 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, provision, subdivision, sentence or part of a section or application had not been included.

### **Section IV. 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 V. 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, June 19, 2024. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 18<sup>th</sup> day of June, 2024

\_\_\_\_\_  
Daniel M. Olson, Mayor

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

ATTEST:

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



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](http://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 \_\_\_ 2024, by AMALIE R. OTTLEY.

My Commission Expires:

\_\_\_\_\_  
Notary Public

# MEMO



To: Planning Commission  
 From: Ryan Harris, Senior Planner  
 Date: June 7, 2024  
 RE: **O'Reilly Auto Parts Additional Sign Request**

O'Reilly Auto Parts will be located at 500 W Main Street (Highway 6). The applicant submitted a sign permit on March 7, 2024, and redlines were sent back to the applicant. The applicant resubmitted plans on May 16, 2024, and they are proposing wall signs on all four sides of the building. If signs are proposed on more than two sides of the building, Planning Commission approval is needed.

Santaquin City Code 10.44.080.E.6 says, "Multiple Walls: A sign on a third and fourth wall must be approved by the planning commission using the criteria as listed in paragraph E.2."

Santaquin City Code 10.44.080.E.2 says, "Multiple Signs: The fifteen percent (15%) area of the primary wall and the five percent (5%) area of all secondary walls may be divided into more than one sign with the approval of the building official under the following guidelines and restrictions:

1. Guidelines:

1. The sign package blends with the aesthetics of the building and surrounding natural and manmade environment.
2. The sign package color, style, size, scale and proportion enhances the exterior of the building and does not place too much bulk and external distractions on the exterior of the building.
3. The number of signs are appropriate to the scale of the building.

2. Restrictions:

1. The maximum number of wall signs on any given wall, including multi-tenant buildings, shall be seven (7). For the purpose of this title, a sign will be considered a complete phrase and the suggested layout of the sign package (i.e., the individual words may either be lumped together as 1 phrase to equal 1 sign, or spread out to be many different signs, such as "1 Hour Photo" would be considered 1 sign).
2. The maximum number of multiple wall signs on any given wall shall be limited to seven (7). The maximum square footage shall be limited to six hundred (600) square feet or fifteen percent (15%) of the wall (5 percent if a secondary wall), whichever is less.
3. Multi-tenant buildings may receive a conditional use permit so that the building may exceed the maximum number of signs to accommodate the additional sign if the planning commission judges the additional sign to be consistent with the criteria set forth above.
4. Multiple wall signs shall utilize individual lettering and logos only. No multiple cabinet signs or combination of cabinet and individual lettering signs shall be approved. It is encouraged that the use of multiple materials and lettering styles, such as exposed neon, different type styles, use of logos in conjunction with the lettering be implemented."

The proposed signs (Attachment 1) meet the requirements above and the size requirements. The sign on the front elevation represents 7% of the front facade, and the signs on the other three sides of the building are 4%.

If there is a sign on located on the rear of the building, Planning Commission approval is needed. Santaquin City Code 11.44.080.E.5 says, “Wall Specified: Buildings or businesses with exposure on the side(s) and front may choose which wall to mount their sign upon. Signs are allowed on the rear of the building with planning commission approval.

**Recommended Motion:** “Motion to approve the proposed O’Reilly Auto Parts Signs.

**Attachments:**

1. Proposed Sign Plans

### GENERAL NOTES

- A CONTACT OWNER'S OR TENANT'S DESIGNATED PROJECT ADMINISTRATOR FOR QUESTIONS OR CLARIFICATIONS.
- B BUILDING PERMANENT SIGNAGE OWNER FURNISHED AND INSTALLED. (REFER TO SCOPE OF WORK SCHEDULE). SIGNAGE GRAPHICS PROVIDED FOR REFERENCE ONLY (N.I.C.) AND CONTRACTOR'S COORDINATION WITH SPECIFIC PROJECT CONSTRUCTION CONDITIONS. CONTRACTOR TO PROVIDE BACKING AND ROUGH-IN ELECTRICAL AS REQUIRED FOR INSTALLATION. REFER TO A2.1 FOR EXTERIOR BUILDING FINISH.
- C REQUIRED GOVERNMENTAL PERMITS FOR PERMANENT TYPE SIGNAGE TO BE PROVIDED BY OWNER OR OTHERS (N.I.C.).

DESIGN BY OTHERS FOR REFERENCE ONLY

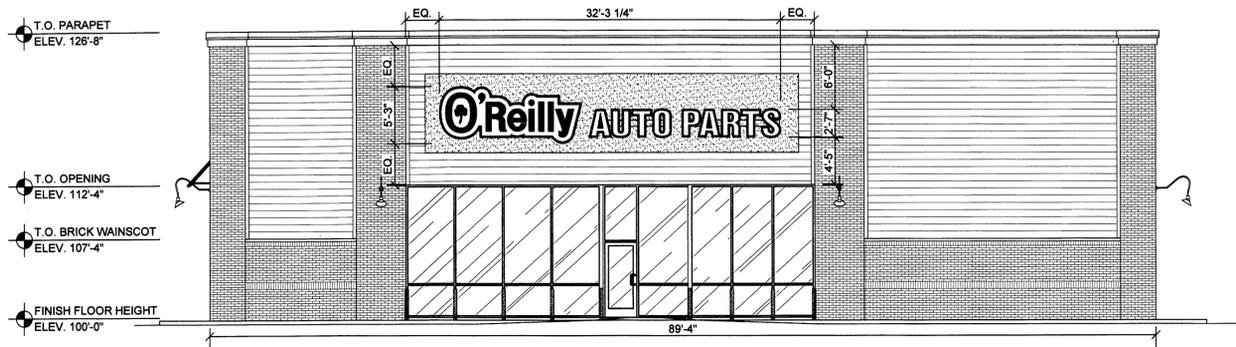
**CRAIG A. SCHNEIDER, AIA**  
**ARCHITECT**  
 1736 East Sunshine, Suite 417  
 Springfield, Missouri 65804  
 417.862.9558  
 Fax: 417.862.9285  
 e-mail: architect@estheticsmcdaniel.com

PROJECT:  
**NEW O'REILLY AUTO PARTS STORE**  
**MAIN STREET (US HWY 6)**  
**SANTAQUIN, UT**  
**BUILDING EXTERIOR SIGNAGE**

**O'Reilly AUTO PARTS**  
 CORPORATE OFFICES  
 233 SOUTH PATTERSON  
 SPRINGFIELD, MISSOURI 65802  
 (417) 862-2674 TELEPHONE

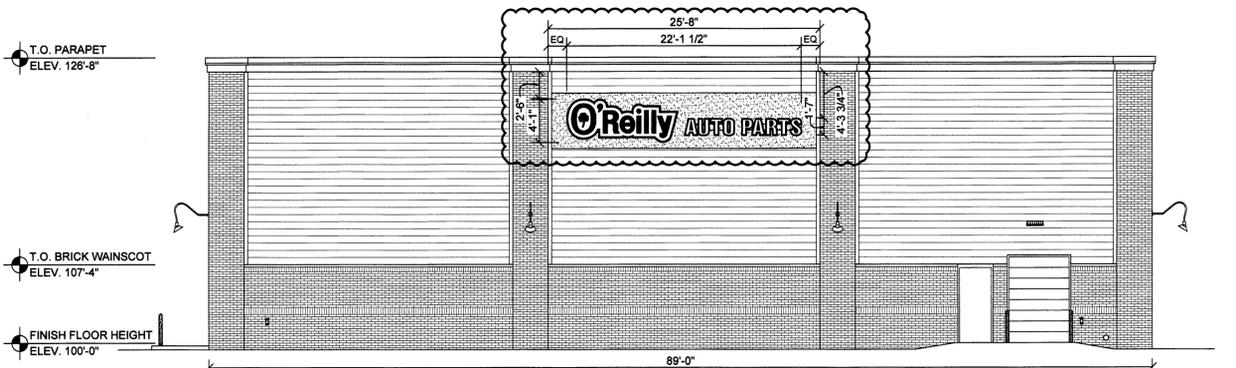
COMM #	4704
DATE:	5-26-23
REVISION	
DATE:	1-25-24
	4-5-24
	4-29-24

SG2.1



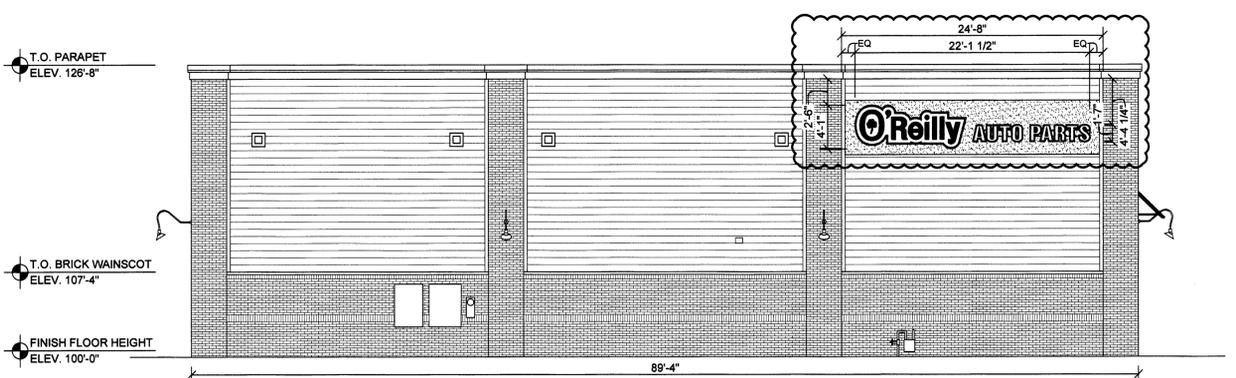
### 1 FRONT EXTERIOR ELEVATION

SG2.1 SCALE: 1/8" = 1'-0"



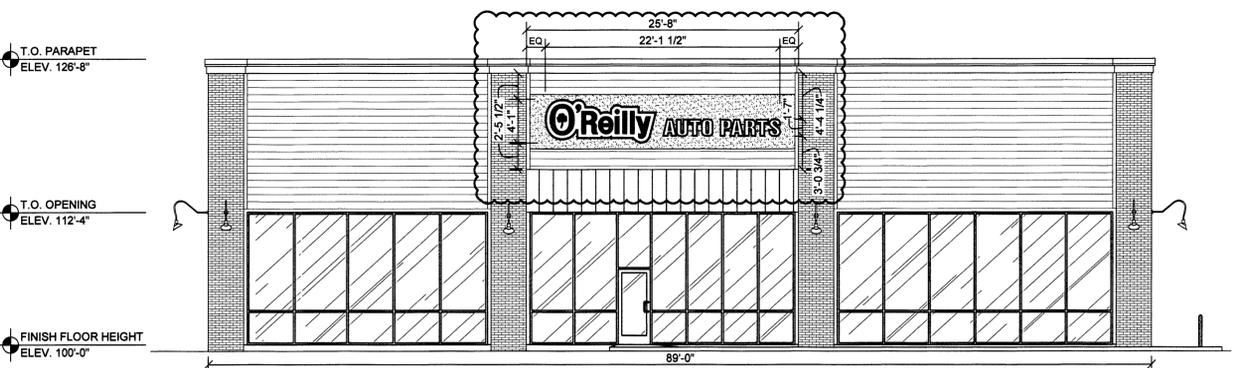
### 2 RIGHT EXTERIOR ELEVATION

SG2.1 SCALE: 1/8" = 1'-0"



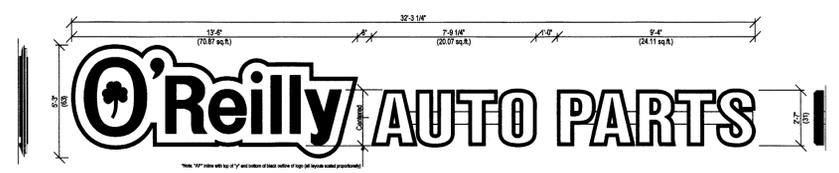
### 3 REAR EXTERIOR ELEVATION

SG2.1 SCALE: 1/8" = 1'-0"



### 4 LEFT EXTERIOR ELEVATION

SG2.1 SCALE: 1/8" = 1'-0"

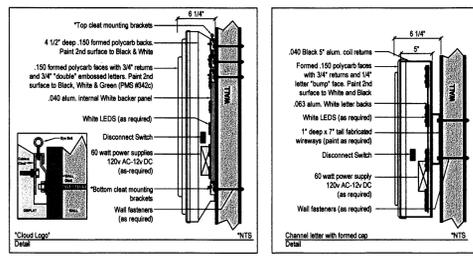


Side View  
 O'Reilly  
 Part# 6331-L-CldLogo&Chtrs-WFC  
 Scale 1/4" = 1'-0"  
 115.05 sq. ft. (Combined Individual Components) 169.42 (Encompassed Rectangle)  
 Side View  
 AUTO PARTS

\*O'Reilly\* Cloud Logo with "AP" channel letters on 7" (h) x 1" (d) wireways. Raceways paint color: TBD  
 \*O'Reilly\* Cloud Logo is formed polycarb with double embossment with 2nd surface painted graphics. Paint match to: Green (PMS# 342c), Black and White.  
 \*AP" to have formed polycarb caps with 1/4" letter "bumps". Black 5" aluminum coil returns. 2nd surface Black and White paint. WHITE LED illumination.

### 5 FRONT WALL SIGN ELEVATION

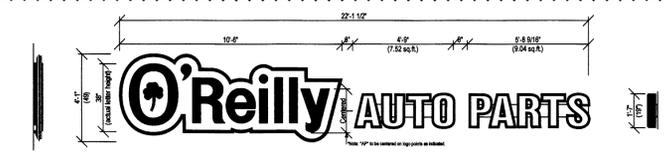
SG2.1 SCALE: 1/4" = 1'-0"



Formed Cloud Logo with "AP" Formed Caps & Channel Returns  
 Part# 6331-L-CldLogo&Chtrs-WFC

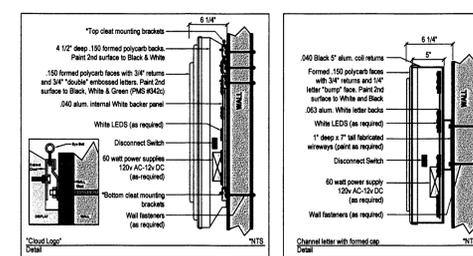
### 6 FRONT WALL SIGN MOUNTING DETAILS

SG2.1 SCALE: 1/4" = 1'-0"



Side View  
 O'Reilly  
 Part# 4919-L-CldLogo&Chtrs-WFC  
 Scale 1/4" = 1'-0"  
 59.42 sq. ft. (Combined Individual Components) 90.35 (Encompassed Rectangle)  
 Side View  
 AUTO PARTS

\*O'Reilly\* Cloud Logo with "AP" channel letters on 7" (h) x 1" (d) wireways. Raceways paint color: TBD  
 \*O'Reilly\* Cloud Logo is formed polycarb with double embossment with 2nd surface painted graphics. Paint match to: Green (PMS# 342c), Black and White.  
 \*AP" to have formed polycarb caps with 1/4" letter "bumps". Black 5" aluminum coil returns. 2nd surface Black and White paint. WHITE LED illumination.



Formed Cloud Logo with "AP" Formed Caps & Channel Returns  
 Part# 4919-L-CldLogo&Chtrs-WFC

### 7 SIDE AND REAR WALL SIGN DETAILS

SG2.1 SCALE: 1/4" = 1'-0"



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

Commissioner Jessca Tolman was excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, Recorder Amalie Ottley, and City Council Member Jeff Siddoway.

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

**INVOCATION/INSPIRATIONAL THOUGHT**

Commissioner Romero offered an inspirational thought.

**PLEDGE OF ALLEGIANCE**

Commissioner Weight led the Pledge of Allegiance.

**PUBLIC FORUM**

Commission Chair Wood opened the Public Forum at 7:03 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 7:03 p.m.

**DISCUSSION & POSSIBLE ACTION ITEMS:**

**1. Public Hearing: Home Daycare Code Amendment**

Senior Planner Harris presented a proposed code amendment to language related to Home Daycares and Preschools found in Santaquin City Code 10.080.020, 10.40.050, and 10.40.060. The proposed code amendment aligns the City Code with the State Code.

In 2022, the State passed HB15, which focused on childcare programs (daycare). This bill created a law (Utah State Code 10.8-84.6 "Prohibition on licensing or certification of childcare programs") that doesn't allow the City to impose licensing or certification requirements for a daycare. The City can require a business license, make sure the business meets buildings, fire, and health codes, and ensure that the daycare meets all state requirements.

The changes considered with this code amendment were as follows:

1. Update the definition of a Family Group Daycare.
2. Changes the requirements that home daycares licensed with the State meet state requirements and get a business license. Daycares not licensed by the State (Daycares with eight or fewer children are not required to be licensed by the State but can still get licensed if they choose to) follow all requirements in the Santaquin City Home Occupation Code.
3. Move a Family Group Daycare (nine children or more) from a major home occupation (requires a conditional use permit) to a minor home occupation (staff approval).
4. Add a requirement when two preschool sessions are held in one day, there must be a minimum 30-minute break between them. This will help with traffic control so everyone can show up at different times to pick up and drop off.

Planning Commission members discussed the trips necessary for pick-ups and drop-offs in the code. It was suggested that the numbers be updated to match how many pick-ups and drop-offs would be allowed per child at the home daycare.

Commissioner Weight made a motion to recommend approval of the proposed code amendment related to home daycares and preschools with the discussed changes. Commissioner Moak seconded the motion.

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

The motion passed.

(After the meeting, it was determined that the number of trips was applicable only to minor home occupations and not major, as such, the proposed code amendment was reverted back to the original numbers proposed.)

## 2. Santaquin Peaks Plat Amendment

Senior Planner Harris presented a proposed plat amendment that would amend the Santaquin Peaks Industrial Park Subdivision, which is in the Industrial (I-1) Zone. The original subdivision was recorded on June 14, 2023. The number of lots is staying the same; the original subdivision is 29.86 acres, and the proposed plat amendment is 30.57 acres.

The following changes were proposed to the original plat:

1. Update the street-side and rear yard setbacks to meet the setback requirements in the industrial zone. The original plat shows a 35' side street setback and a 10' setback for the rear yard. The industrial zone has a 25' setback for the street-side yard and a 25' setback for the rear yard.
2. An 11-foot strip of the city right-of-way along the front of the lots in Timpanogos Terrace, Nebo Way, and Dry Mountain Drive will be owned by the Community Development and Renewal Agency of Santaquin City (CDRA).
3. The east boundary line of the original plat will be moved east between 18' and 35'. This area is currently owned by the CDRA, and the land will be given to Lots 1-6 of the proposed Santaquin Peaks Industrial Park Plat amendment.

Planning Commissioners discussed the change in rights-of-way between the City, CDRA, and owners of the subdivision. Commissioner Nixon expressed her concern that negotiations were occurring between landowners who might not be aware of the proposed boundary changes. Planner Harris and Commissioner Hoffman pointed out that the purpose of the Planning Commission's consideration of the proposed plat amendment was to ensure that it met the City Code and it would be the responsibility of the City Council to review any negotiations and/or agreements with landowners.

Commissioner Hoffman made a motion to approve the Santaquin Peaks Plat Amendment. Commissioner Romero seconded the motion.

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

The motion passed.

**OTHER BUSINESS**

Commissioner Weight made a motion to approve the Planning Commission meeting minutes from April 9, 2024. Commissioner Romero seconded the motion.

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

The motion passed.

**ADJOURNMENT**

Commissioner Moak made a motion to adjourn the meeting.

The meeting was adjourned at 7:48 p.m.

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City Recorder – Amalie R. Ottley

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Planning Commission Chair – Trevor Wood