



## PLANNING COMMISSION

Tuesday, October 22, 2024, at 7:00 PM  
Council Chambers at City Hall Building and Online  
110 S. Center Street, Santaquin, UT 84655

### MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

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

### ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

## AGENDA

### WELCOME

### INVOCATION/INSPIRATION THOUGHT

### PLEDGE OF ALLEGIANCE

### ORDER OF AGENDA ITEMS

### PUBLIC FORUM

### DISCUSSION & POSSIBLE ACTION

1. **[Public Hearing: Cul-De-Sac Length Code Amendment](#)**

[The Planning Commission will hold a public hearing to consider modifying Santaquin City Code sections 11.24.020, updating cul-de-sac lengths to match the Santaquin City Standards, Specifications and Drawings.](#)

2. **[Public Hearing: Parking Aisle Width Code Amendment](#)**

[The Planning Commission will hold a public hearing to consider modifying Santaquin City Code sections 10.48.030 and 10.48.060, updating parking aisles width to match fire code requirements.](#)

### OTHER BUSINESS


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

[09-24-2024](#)

### 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: October 18, 2024  
RE: Code Amendment Updating Cul-De-Sac Lengths

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It is proposed that the Planning Commission and City Council consider amending language related to cul-de-sac lengths to match the requirements in the Santaquin City Standards, Specifications, and Drawings. Santaquin City Code (SCC) 11.24.020 states that a cul-de-sac cannot be any larger than 250 ft., but the City's Standards and Specifications allow a cul-de-sac to be 500' in length (Section 3A.04.K). Other codes in Title 11 (Subdivision) of the City Code allow a dead end up to 500'. The proposed amendment would bring SCC 11.24.020 in line with requirements in the City's Standards and Specifications and other sections of the City Code.

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 allow the maximum length of a cul-de-sac to be 500' in length.

## ORDINANCE NO. **DRAFT**

**AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO AMEND THE MAXIMUM LENGTH OF A CUL-DE-SAC TO 500 FEET TO MATCH SANTAQUIN CITY STANDARDS, SPECIFICATIONS, AND DRAWINGS, 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 desires to adopt Santaquin City Code Title 11 Chapter 24 Section 20 to amend the maximum length of a cul-de-sac to 500 feet to match Santaquin City Standards, Specifications, and Drawings.

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on October 22, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

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

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

### **Section I. Amendments**

**Title 11 Chapter 24 Section 20 is adopted as follows:** (underlined text is added)

#### **11.24.020 STREETS**

K. Cul-De-Sacs:

1. Design: Cul-de-sacs are to be implemented only when design and property layout constraints necessitate and must be terminated by a circular turnaround not less than one hundred feet (100') in diameter, as measured across the bowl from the property line on one side to the same point on the opposite side of the bowl, and consist of paved surfacing not less than eighty feet (80') in diameter measured in the same manner. The length of any cul-de-sac shall not exceed ~~two hundred fifty five~~ **five hundred** feet (~~250~~**500**') measured from the center point of the bowl to the centerline of the nearest connecting street, measured along the centerline of the cul-de-sac.

### **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, November 6, 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 5<sup>th</sup> day of November 2024.

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

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

ATTEST:

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

STATE OF UTAH )  
 ) ss.  
COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 5<sup>th</sup> day of November 2024, entitled

**“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO AMEND THE MAXIMUM LENGTH OF A CUL-DE-SAC TO 500 FEET TO MATCH SANTAQUIN CITY STANDARDS, SPECIFICATIONS, AND DRAWINGS, 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 5<sup>th</sup> day of November 2024.

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

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH                    )  
  ) ss.  
COUNTY OF UTAH                )

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

I further certify that copies of the ordinance were posted online at [www.santaquin.org](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: October 22, 2024  
RE: **Code Amendment Updating Parking Aisle Widths**

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It is proposed that the Planning Commission and City Council consider amending code for parking aisle widths from 24 feet to 26 feet to meet Fire requirements. The parking aisle widths and figures can be found in Santaquin Code 10-48 Parking and Circulation standards.

Below are the proposed changes to the Santaquin City Code.

**Required Backing Distances:** All parking stalls shall have a minimum clear backing area of twenty six feet by nine feet (26' x 9') as measured from the rear of the parking stall in a manner parallel to the backing motions of a vehicle exiting the stall.

Figure 1 will be updated to show 26 feet aisle widths for two-way parking aisles.

Figure 2 will be updated from 15 feet aisle width for one-way parking aisles to 18 feet to match the written code.

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 updates parking aisle widths to 26 feet."



## **ORDINANCE NO. DRAFT**

**AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO UPDATE PARKING AISLE WIDTHS TO MATCH FIRE CODE REQUIREMENTS, 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 desires to adopt Santaquin City Code Title 10 Chapter 48 Section 30 to update parking aisle widths to match fire code requirements.

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on October 22, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

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

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

### **Section I. Amendments**

**Title 10 Chapter 48 Section 30 is adopted as follows: (underlined text is added)**

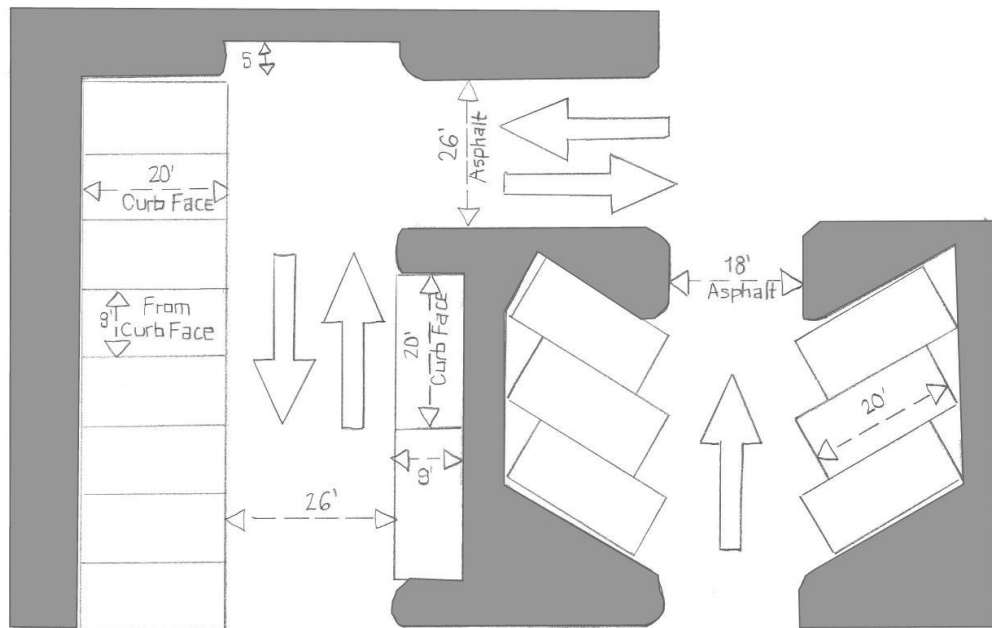
#### **10.48.030 GENERAL PARKING STANDARDS**

- A. Plot Plan Required: At the time a building permit is requested for any building or structure, or at the time the use of land is changed in a manner which requires additional off street parking space, a plot plan shall be submitted for review by the development review committee. Such plans must show the location and layout of the proposed spaces, ADA compliant spaces, access and drive aisles, roadways, curbs, and curb cuts. All parking spaces, drive aisles, and accesses shall meet the requirements for off street parking as set forth in this title and the Santaquin City fire codes, and construction and development standards. Parking and circulation plans must be stamped by an engineer licensed in the state of Utah. (Ord. 07-01-2016, 7-6-2016, eff. 7-7-2016)
- B. Parking Stall Dimensions: All parking spaces shall be a minimum of nine feet (9') wide by twenty feet (20') long and according to the following:
  1. Square Parking: Square parking is determined to be ninety degree (90°) parking, parallel parking, or any other parking where any one side of a parking stall lies flush with the exterior border of a parking facility. Square parking may also be interior parking oriented essentially parallel or perpendicular to the aisleway providing vehicular access to that parking stall. The dimensions of all square parking shall be

measured along the boundaries of the parking stall as shown in figure 1 of this section.

2. Angled Parking: The width of all angled parking stalls shall be measured perpendicular to the centerline of the parking stall, as shown below. The length of an angled parking stall, despite the angle, shall be measured along the short side of the parking stall, as shown in figure 1 of this section.
3. Required Backing Distances: All parking stalls shall have a minimum clear backing area of twenty ~~four~~ ~~six~~ feet by nine feet (24' x 9') as measured from the rear of the parking stall in a manner parallel to the backing motions of a vehicle exiting the stall.

Figure 1

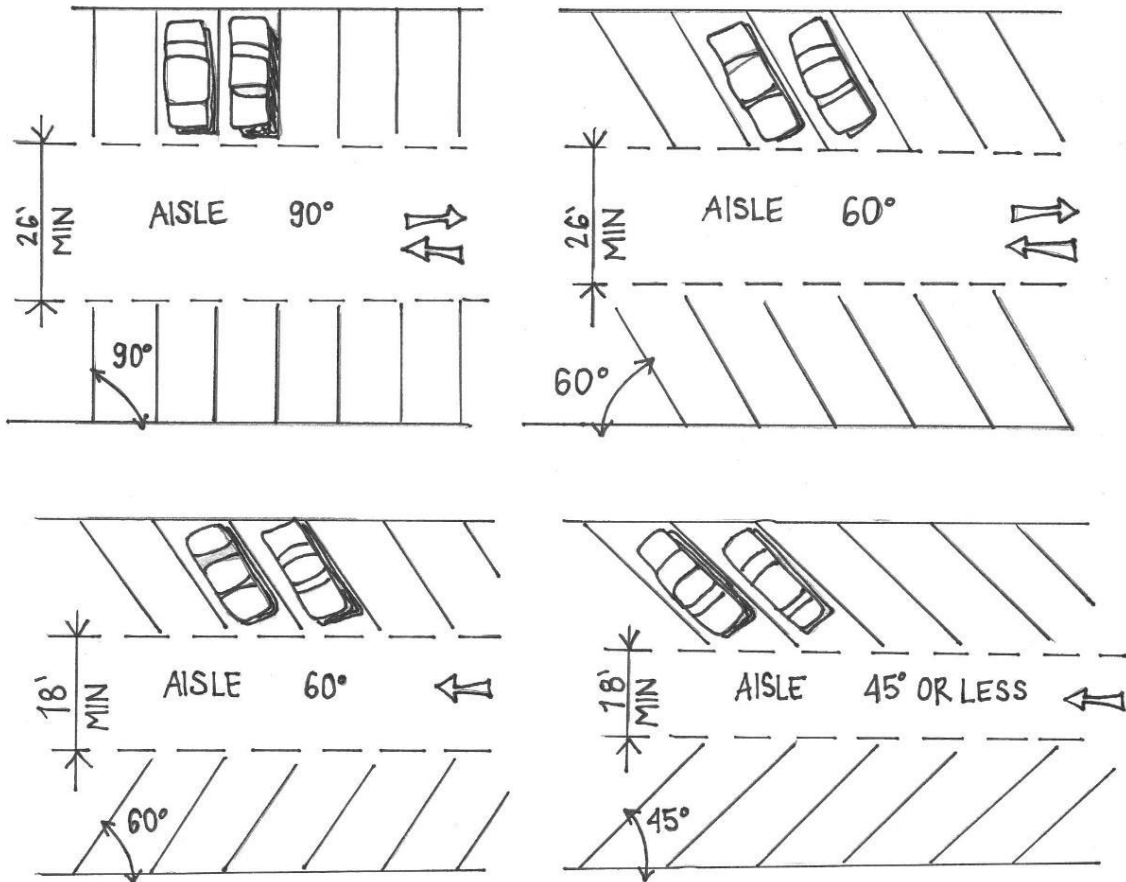


### **10.48.060 CIRCULATION WITHIN A PARKING AREA**

- A. Traffic Aisles: Circulation within a parking area shall comply with the following requirements:
  1. Parking areas with more than one aisle must be so arranged that a car need not enter the street to reach another aisle within the same parking area.
  2. Drive aisles within a parking facility shall be designed to accommodate two-way traffic and required backing distances from parking spaces. Drive aisle widths shall be provided as shown in figure 2 of this section. Aisles designed to accommodate one-way traffic shall be not less than eighteen feet (18') in width, measured perpendicular to the centerline of the aisle.

3. Primary access points and an emergency access route shall be designed for the site to accommodate the City's largest emergency response vehicle, in accordance with City adopted IFC standards.
4. Drive aisles adjacent to a building that exceeds thirty feet (30') in height must be a minimum of twenty six feet (26') in width and be located a minimum of fifteen feet (15) and a maximum of thirty feet (30') from the building and shall be parallel to one entire side of the building. (Ord. 09-02-2018, 9-18-2018, eff. 9-19-2018)

FIGURE 2



**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.

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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 )

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Amalie R. Ottley  
Santaquin City Recorder

(SEAL)

AFFIDAVIT OF POSTING

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\_\_\_\_\_  
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



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

Commissioner Michael Romero was excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, Planner Aspen Stevenson, City Council Member Jeff Siddoway, Recorder Amalie Ottley, Mark Openshaw, Scott & Roni Miller, and other various members of the public.

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

**INVOCATION/INSPIRATIONAL THOUGHT**

Commissioner Tolman offered an inspirational thought.

**PLEDGE OF ALLEGIANCE**

Commissioner Weight led the Pledge of Allegiance.

**PUBLIC FORUM**

Commission Chair Wood opened the Public Forum at 7:01 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 7:01 p.m.

**DISCUSSION & POSSIBLE ACTION ITEMS:**

**1. Public Hearing: Public Facilities (PF) Zone Change**

Planner Aspen Stevenson introduced the proposed rezone of approximately 87.18 of city-owned properties to the Public Facility (PF) Zone. All of the properties in the proposed rezone are owned by Santaquin City and include open space, parks, pump stations, water tanks, etc. Senior Planner Harris indicated that the purpose for the rezone is to rezone City-owned property to the Public Facility zone so that City operations will align more clearly with allowable uses in the code.

Commission Chair Wood opened the Public Hearing at 7:04 p.m.

Mark Openshaw inquired what the previous zones were and what the purpose was behind the zone change. Senior Planner Harris indicated that the previous zones were residential, and the rezone would allow for the City to build public facilities on the properties.

Roni Miller inquired if there was a chance that any of the properties included in the rezone would be a sewage facility. Senior Planner Harris indicated that the property that Ms. Miller lives is planned to be a city park.

Commission Chair Wood closed the Public Hearing at 7:07 p.m.

Commissioner Weight discussed with Senior Planner Harris the future possibilities of City properties on the north side of Summit Ridge. Commissioner Moak expressed similar concerns to Ms. Miller as well as concerns regarding more homes being built. Senior Planner Harris indicated that homes would no longer

be allowed to be built on the properties in a PF Zone adding that should the City need to build a sewage treatment facility that the current Water Reclamation Facility at the Public Works property would be expanded before moving on to other properties. Senior Planner Harris also pointed out in the City Code the list of approved uses in the PF Zone. Commissioner Tolman inquired about temporary uses such as batch plants. Senior Planner Harris reminded commissioners that any proposed use by a different party on City property would have to be approved by the City Council.

Commissioner Weight made a motion to forward a positive recommendation to the City Council that approximately 87.18 acres of City-owned property from the Residential (R-10, R-10 PUD, R-12 PUD, R-15 PUD, R-20, R-43) Zone and the Planned Community (PC) Zone to the Public Facility (PF) Zone. Commissioner Nixon seconded the motion.

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

The motion passed.

**2. Public Hearing: Plat Amendment, Lot Line Adjustment, and Parcel Line Adjustment Process Update**

Senior Planner Harris introduced the proposed code amendment that would amend language related to the plat amendment and parcel boundary adjustment process to meet State Code requirements. In the past several years, the State has passed several laws updating these processes. Significant changes include:

- The proposed code amendment clarifies what the petition requires for a plat amendment and street vacation.
- The code lists several requirements, and if the plat amendment meets one of the requirements, a public hearing is not required. This amendment removes one requirement related to subdividing a lot and adds a requirement listed in the State Code.
- A plat amendment or lot line adjustment is required to move a property line that is part of a lot (within a subdivision). A parcel boundary adjustment is required to move a property line not within a subdivision. The amendment clarifies the process for a lot line adjustment and a parcel boundary adjustment.

Commission Chair Wood opened the Public Hearing at 7:18 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:19 p.m.

Commission Chair Wood discussed with Senior Planner Harris the difference between lots and parcels and the new process for adjustments. Commissioners also discussed the possibility that parcel line adjustments being approved by the County Recorder's office without the City's knowledge or approval. Commissioners encouraged residents to verify any property line adjustment with the City prior to recordation at Utah County.



Commissioner Moak made a motion to recommend approval of the proposed code amendment, which amends the plat amendment, lot line adjustment, and parcel boundary adjustment process to meet state requirements. Commissioner Tolman seconded the motion.

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

The motion passed.

**3. Public Hearing: Rear Setback Exceptions**

Senior Planner Harris introduced the proposed code amendment that would create language related to residential rear yard setback exceptions to meet State Code requirements and House Bill (HB) 476, which passed earlier this year. The residential rear setback exceptions can be found in Utah State Code 10-9a-540. Some of the proposed changes to the Santaquin City Code include

- An "Allowable Feature" is defined, and the definition is copied from the State Code.
- Landings and Walkout Porches are allowed to extend into the rear setback if the area of the landing or walkout porch that is within the rear setback is no more than 32 square feet and is used for ingress to and egress from the rear of the residential dwelling.
- Window wells are allowed within the rear setback.

Commission Chair Wood opened the Public Hearing at 7:31 p.m.

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

Commission Chair Wood closed the Public Hearing at 7:32 p.m.

Commissioner Nixon made a motion to recommend approval of the proposed code amendment, which adopts residential rear yard exceptions. Commissioner Weight seconded the motion.

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

The motion passed.

Commissioners discussed and clarified what the new requirements and square footage for rear yard setbacks mean for residents.

**OTHER BUSINESS**

**4. Meeting Minutes Approval**

Commissioner Tolman made a motion to approve the September 10, 2024 Meeting Minutes.  
Commissioner Moak seconded the motion.

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

The motion passed.

**ADJOURNMENT**

Commissioner Nixon made a motion to adjourn the meeting.

The meeting was adjourned at 7:39 p.m.

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City Recorder – Amalie R. Ottley

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Planning Commission Chair – Trevor Wood