



## PLANNING COMMISSION

Tuesday, December 12, 2023, 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: Ercanbrack Rezone Request](#)**

[The Planning Commission will hold a Public Hearing to review a rezone request for approximately 1.54 acres in the Main Street Commercial \(MSC\) District in the Main Street Business Districts Zone to the Commercial Light Manufacturing \(CLM\) zone. The property to be rezoned is located at 580 W. Main Street.](#)

### OTHER BUSINESS

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

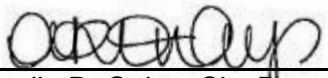
[November 14, 2023](#)

### 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: December 8, 2023  
Re: **Ercanbrack Rezone**

From: MSC  
To: CLM

Mr. Randall Ercanbrack with W.M. Ercanbrack Co., Inc. is proposing a rezone of 1.54 acres located at 580 West Main Street. The property is currently zoned as the Main Street Commercial (MSC) District within the Main Street Business Districts Zone. The applicant is requesting that the property be rezoned to the Commercial Light Manufacturing (CLM) Zone. Most of the property (Parcel 32:006:0109) is currently zoned CLM and a smaller portion of the property (1.54 acres) is zoned MSC. If the rezone is approved, the entire property will be in the CLM Zone.

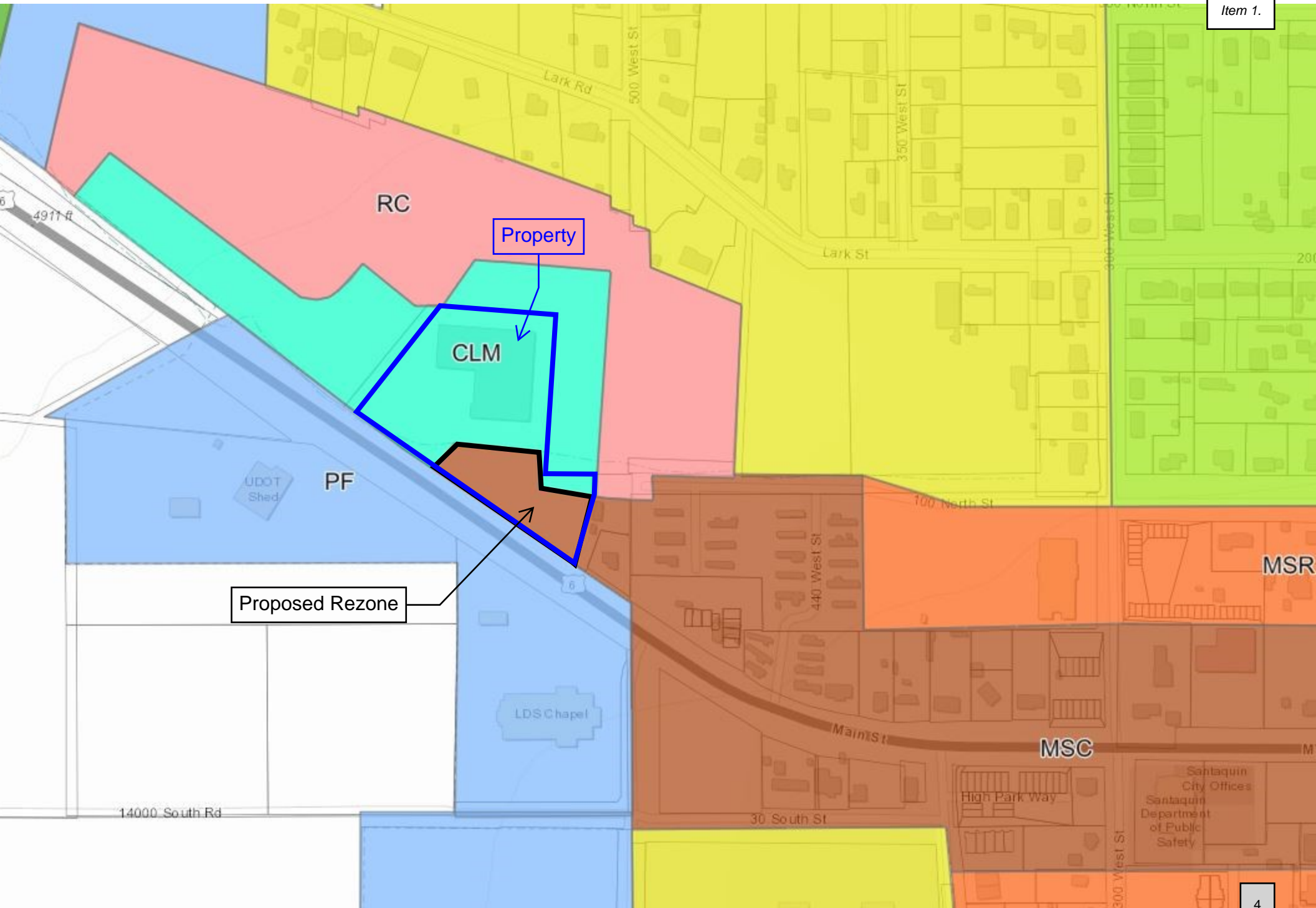
The applicant has prepared a letter explaining why he is requesting the rezone (Attachment 2) and has provided a concept plan (Attachment 3). The letter and the concept plan are the applicant's justification for why the proposed zone change should be approved. The concept plan is not binding and is an idea of what could be developed on the property. This review does not approve any development on the site. This review is for the Planning Commission to discuss the rezone proposal and forward a recommendation to the City Council.

**Staff Recommendation:** It is recommended that the Planning Commission hold a public hearing as noticed and make a recommendation to the City Council concerning the potential rezone of the described property.

**Recommended motion:** "Motion to forward a (positive/negative) recommendation to the City Council that approximately 1.54 acres of the W M Ercanbrack Co., Inc. property be rezoned from the Main Street Commercial (MSC) District within the Main Street Business Districts Zone to the Commercial Light Manufacturing (CLM) Zone."

## **Attachments**

1. Zoning and Location Map
2. Applicant Letter
3. Concept Plan



## Attachment 2: Applicant Letter

Planning Commission,

The reason I would like to rezone this section is so that I can have all my property, which is held by W M Ercanbrack Co., Inc. to be all as one CLM zone. This will be beneficial for your staff, and my engineering when it comes to developing the whole piece of property, which in turn benefits the city.

Thank you for your consideration,

Randall Ercanbrack

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

Commissioner LaDawn Moak was excused from the meeting.

**Others in Attendance:** Assistant City Manager Jason Bond, City Engineer Jon Lundell, Assistant Stephanie Christensen.

Various members of the public attended the meeting.

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

**INVOCATION/INSPIRATIONAL THOUGHT**

Michael Romero offered an inspirational thought.

**PLEDGE OF ALLEGIANCE**

Kylie Lance led the Pledge of Allegiance.

**PUBLIC FORUM**

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

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

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

**DISCUSSION & POSSIBLE ACTION ITEMS:**

**1. Public Hearing: Access Requirements Code Amendment**

At the September 5th City Council Work Session, the Mayor and Council discussed concerns about the limited access for businesses along UDOT controlled right-of-way. The council gave direction to staff that the DRC (Development Review Committee) and the Planning Commission should look at the code to determine if code changes need to be made to the access requirements for business. The City Council asked the DRC to provide a recommendation to the Planning Commission. The Council and Mayor wanted the DRC to look at the proposed code change from a technical standpoint. The DRC reviewed the proposal and provided the following recommendation:

Assistant Manager Bond made a motion to recommend to the Planning Commission and City Council an increase of ADT to 500 on UDOT roads only, no change to ADT for single access on City owned rights-of-way and allowing site queuing and internal circulation requirements to remain the same. Manager Beagley seconded the motion. The motion passed unanimously.

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

Richard Payne attended the meeting and wished to address the Planning Commission in the Public Hearing. He disclosed that he has a nephew interested in a property on Main Street. He expressed that he and other residents would like to see more businesses come into the city. He mentioned that by businesses bringing in revenues and a higher tax base to the city that the burden to provide more amenities would not be solely put on the City's shoulders. He added that businesses coming to

Santaquin would provide jobs, especially for kids, to be available in town. He hoped that the Planning Commission would take into account how being more “business friendly” would impact the City for the positive.

Commission Chair Wood closed the Public Hearing at 7:10 p.m.

Commission Chair Wood inquired about the difference in average daily trips (ADT) between 250 and 500. Assistant Manager Bond discussed what types of businesses in town brought forth the original 250 ADT number. Planning Commissioners and Assistant Manager Bond discussed what standards are regulated by the City versus by UDOT. City Engineer Jon Lundell brought up many discussions that the City had with UDOT in an attempt to understand how the City Code could better work with UDOT requirements. UDOT has indicated that they will consider businesses on Main Street in Santaquin mostly on a case-by-case basis. Engineer Lundell also discussed UDOT requirements for ingress/egress width and proximity to other driveways. Commissioner Nixon expressed her concern about safety when increasing average daily trips and the ability for public safety vehicles to get in/out in an emergency situation. Commissioner Weight expressed his concern about the increase in ADTs on other UDOT facilities in the City as well as Main Street after the widening project is complete. Mr. Payne asked staff what would happen if UDOT approved a commercial application that does not meet City Code or standards. Engineer Lundell clarified that UDOT approval would be only for the access to the business and not specific business type/land use. He added that the City’s proposal of increasing the ADT number from 250 to 500 matches UDOT’s current standard of operations and relaxes the City’s current standard. Commissioners discussed the pros and cons of approving the proposed language change.

Commissioner Hoffman made a motion to recommend approval of the proposed code amendment which amends the parking area access requirements. Commissioner Weight seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Absent
Commissioner Nixon	No
Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes

The motion passed.

**2. Public Hearing: Standard Specifications & Drawings**

Periodically Santaquin City’s Standards and specifications must be updated to address issues discovered with previous construction materials and methods and to bring specifications in line with modifications to Utah State Code. The current update addresses the following:

1. Division 1: The proposed change is to update the pre-construction meeting location.
2. Division 2: The proposed change updates the pipe embedment material to match American Public Works Association (APWA) specifications.
3. Division 3A: The proposed change changes the standard Culinary Water service meter box ring & lid for meter boxes that are located within a concrete surface (i.e., not in a landscaped area).
4. Standard Drawings
  - a. ST1 – Standard Street Cross section update



- i. Added note: “As approved by City Council on March 1, 2022, this is the required minimum cross section for all local streets/roads approved for development prior to December 19, 2023.
- ii. Removed 26’ rural private lane cross section.
- iii. Relocated 5 lane/no parking 90’ Arterial cross section from ST2.
- b. ST2 – Standard Street Cross section update
  - i. Added New 58’/2 lane local road cross section. This addresses the maximum asphalt width of 32’ as required by Utah State Code.
  - ii. Relocated 5 lane/no parking 90’ Arterial cross section to ST1.

These updates will address concerns expressed by Santaquin City Public Works and the recent changes to the Utah State Code.

Commission Chair Wood opened the Public Hearing at 7:50 p.m.

Due to audio issues, the individual’s name who attended the meeting and commented in the Public Hearing was not heard. After the microphone was turned on, he can be heard expressing his approval of the update to the Standards, Specifications and Drawings.

Commission Chair Wood closed the Public Hearing at 7:52 p.m.

Commission members discussed their concerns about lessening road widths with regards to safety. They all agreed that it’s frustrating that the State of Utah mandates these types of changes in the law without knowing the specific needs of Santaquin City. Commissioner Weight reiterated the importance of being involved and voting at the State level when it’s time.

Commissioner Romero made a motion to forward a positive recommendation to the City Council for approval of the proposed Standards, Specifications, and Drawings update. Commissioner Lance seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Absent
Commissioner Nixon	No
Commissioner Romero	Yes
Commissioner Weight	No
Commissioner Hoffman	Yes

The motion passed.

**3. 2024 Planning Commission Meeting Schedule**

Commissioner Weight made a motion to approve the meeting schedule for 2024. Commissioner Romero seconded the motion.

Commissioner Wood	Yes
Commissioner Lance	Yes
Commissioner Moak	Absent
Commissioner Nixon	Yes

Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes

The motion passed unanimously.

**4. 2024 Chair and Vice-Chair Nominations**

Commissioner Lance made a motion to nominate Trevor Wood for the Planning Commission Chair for 2024. Commissioner Nixon seconded the motion.

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

The motion passed unanimously.

Commissioner Nixon made a motion to nominate Drew Hoffman for the Planning Commission Deputy Chair for 2024.

Commissioner Lance made a motion to nominate BreAnna Nixon for the Planning Commission Deputy Chair for 2024.

Because there were two nominations a silent vote was taken. The first vote for Deputy Chair was tied at 3 votes for Commissioner Hoffman and 3 votes for Commissioner Nixon. All commissioners agreed that both BreAnna and Drew are good members of the commission and great candidates for Deputy Chair. A second silent vote was taken again. The second vote was 4 votes for Commissioner Hoffman and 2 votes for Commissioner Nixon.

**OTHER BUSINESS**

**5. Meeting Minutes Approval**

Commissioner Romero made a motion to approve the October 24, 2023 Planning Commission Meeting Minutes. Commissioner Nixon seconded the motion.

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

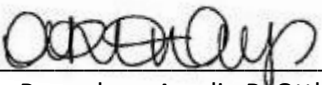
The motion passed unanimously.

Assistant Manager Bond reported on the progress of the Moderate-Income Housing reports to the State of Utah.

**ADJOURNMENT**

Commissioner Lance made a motion to adjourn the meeting.

The meeting was adjourned at 8:12 p.m.



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City Recorder – Amalie R. Ottley



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Planning Commission Chair – Trevor Wood

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