



DEVELOPMENT REVIEW COMMITTEE

Tuesday, October 24, 2023, at 10:00 AM
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

NEW BUSINESS

1. Access Requirements Code Discussion

Discussion regarding access requirements on Main Street and other areas of town with regards to Santaquin City Code 10.48.050.E "Access to Parking Facilities."

MEETING MINUTES APPROVAL

2. September 12, 2023

3. September 26, 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, 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

10.48.050 ACCESS TO PARKING FACILITIES

- A. Access driveways shall be provided for access to and egress from all parking and loading facilities designed as provided in the Santaquin City construction standards. Each parking and loading space shall be easily accessible to the intended user.
- B. Forward travel in an automobile to and from parking facilities from a dedicated street or alley shall be required for all uses, except for parking which has been provided in connection with single- and multi-family dwellings. The parking area shall be adequate to facilitate the turning of vehicles to permit forward travel upon entering a street.
- C. Access to all off street parking facilities shall be designed in a manner which will not interfere with the movement of vehicular and pedestrian traffic.
- D. All commercial developments shall provide access to and between adjacent nonresidential properties and their associated parking areas. Such access shall be designed based on the adjacent or anticipated use of the adjoining property. (Ord. 07-01-2016, 7-6-2016, eff. 7-7-2016)
- E. Any development with a single point of access (ingress and egress) shall have a maximum ADT (average daily trips) of two hundred fifty (250) trips. Any development that exceeds an ADT of two hundred fifty (250) shall provide a secondary access for ingress to and egress from the site. (Ord. 04-02-18, 4-18-2018, eff. 4-19-2018)

HISTORY

Amended by Ord. [04-02-2018](#) on 4/18/2018



DRC Members in Attendance: City Manager Norm Beagley, Assistant City Manager Jason Bond, City Engineer Jon Lundell, Public Works Director Jason Callaway, Building Official Randy Spadafora, Police Officer Kayson Shepherd, Fire Chief Ryan Lind.

Others in Attendance: Engineer Megan Wilson, Recorder Amalie Ottley, Alex Rugg – Centracom.

Senior Planner Ryan Harris entered the meeting at 10:40 a.m.

Engineer Lundell called the meeting to order at 10:00 a.m.

2. Provstgaard Acres Plat B Preliminary/Final Plan Review

A Preliminary/Final Plan review of a 2-lot subdivision located at approximately 39 E. 900 S.

The applicant for the Deer Haven Subdivision concept plan was not ready at the time the meeting started. Therefore, the order of items 1 and 2 on the agenda were switched.

The applicants Chelsea Carter and Engineer Dan Fechner (LEI Engineers) attended the meeting.

Building Official Spadafora had no comments.

Public Works Director Callaway indicated that the City will work with the applicant to ensure that water lines are properly located and/or placed.

Fire Chief Lind had no comments.

Officer Shepherd had no comments.

Manager Beagley inquired if the existing home on the lot meets setback requirements in the City Code. The applicant and Engineer Lundell confirmed that setbacks are met.

Engineer Lundell pointed out notes on the plats that just need to be cleaned up but otherwise had no other comments.

Fire Chief Lind made a motion to make a positive recommendation of the Provstgaard Preliminary/Final to the Planning Commission. Manager Beagley seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

1. Deer Haven (Vincent Ridge) Subdivision Concept Plan

A concept plan review for the Deer Haven Subdivision, previously known as the Vincent Ridge Subdivision, the plan includes 7 lots located at approximately 450 S. 900 E.

The applicants Layne Vincent and Engineer Kyle Spencer attended the meeting.

Building Official Spadafora had no comments.

Public Works Director Callaway indicated that the public utilities are located on 450 South and should be relatively easy to hook into. Director Callaway and Engineer Lundell discussed what the City's Master Plan has in store for the 900 East alignment.

Chief Lind pointed out that radius of the cul-de-sac was shown on the plans as 47 feet. He indicated that Fire Code requires a minimum of a 48-foot turning radius in the cul-de-sac.

Officer Shepherd pointed out that a stop sign needs to be placed entering back onto 450 South from the cul-de-sac.

Assistant Manager Bond pointed out that two of the lots are too small, stating that City Code requires lots in that zone to be a minimum of 10,000 square feet. He added that there is sufficient room in other lots to adjust and make all lots meet the minimum square footage requirements. He added that notations need to be made on the plats stating that any lots with double (or triple) frontage would not be allowed to have more than one access.

Manager Beagley recommended that in the final design a retaining wall be placed on the East side of the property as grading in the area will be significant. Engineer Kyle Spencer indicated that they would let the City know of plans for grading when the time comes and recognized that the grading will be a process for the development.

Engineer Lundell pointed out where subdivision improvements, such as curb, gutter, and sidewalk will need to be installed both in the cul-de-sac as well as on 450 South all the way to 900 East. Engineer Lundell added that storm drainage will need to be planned for infiltration on the lots. The applicant and Manager Beagley discussed easements for public utilities to allow for the infiltration galleries behind the curb, gutter, and sidewalk rather than under the road. Engineer Lundell discussed water dedication for the new homes on the lot. The applicant inquired about setback requirements for the lots. The applicant and Assistant Manager Bond discussed where fencing would be appropriate on the lots with double and/or triple frontage.

As the plans are at a concept phase, no action was taken by the DRC.

3. BDS Commercial/Industrial Site Plan

A site plan review of a proposed commercial/industrial site located at approximately 390 N. Summit Ridge Parkway.

The applicant Scott Smith and Engineer Gavin West (Atlas Engineering) attended the meeting.

Building Official Spadafora had no comments.

Public Works Director Callaway pointed out where water meters will be placed and built before construction of the building commences.

Fire Chief Lind thanked the applicant for relocating the fire hydrant stubs to a better location.

Officer Shepherd had no comments.

Manager Beagley discussed where the sewer line will be placed on the site.

Engineer Lundell asked the applicant if they intended to move and widen the current ingress/egress (throat) into the site. The applicant indicated that they plan to increase the current entrance to allow for a larger turning radius for semi-trucks and larger vehicles. Manager Beagley asked that all plans reflect the intention and corrected specifications for the entrance.

Engineer Lundell pointed out that corp stops and saddles need to be shown on the plans. He also pointed out other notes that need to be cleaned up including storm water requirements.

Manager Beagley made a motion to approve the BDS Commercial/Industrial Site Plan on the condition that redlines be addressed. Chief Lind seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

4. Access Requirements Code Discussion

Discussion regarding access requirements on Main Street and other areas of town with regards to Santaquin City Code 10.48.050E "Access to Parking Facilities" which reads:

"Any development with a single point of access (ingress and egress) shall have a maximum ADT (average daily trips) of two hundred fifty (250) trips. Any development that exceeds an ADT of two hundred fifty (250) shall provide a secondary access for ingress to and egress from the site."

Assistant Manager Bond presented Mayor Olson and the City Council's desire for the City to take an in-depth look at the City Code regarding access to businesses, specifically on Main Street, and consider whether the code can be changed to make it easier for businesses to come to Santaquin. Assistant Manager Bond suggested that rather than determining business traffic by average daily trips (ADT) that the City consider businesses completing a traffic study as part of their concept or preliminary plans to determine if a second access is required. Director Callaway asked if UDOT had any say in access requirements on Main Street (Hwy 6). Assistant Manager Bond indicated that the second access

requirement is determined by Santaquin City Code and not UDOT, however if a business located on Main Street (Hwy 6) were to need a second access, they would have to get approval from UDOT. Manager Beagley added that UDOT does have width requirements and proximity requirements for access on Main Street (Hwy 6). Manager Beagley expressed Mayor Olson's concerns about stifling economic development by having strict City Codes restricting access for businesses. Manager Beagley added that there are fundamental guidelines that are determined by engineering, the State of Utah (UDOT), safety, and the Manual on Uniform Traffic Control Devices (MUTCD) that have to be taken into consideration if a code change is considered. Chief Lind addressed other City codes that would have to be changed should 10.48.050E be modified and asked that the City take an overall look at multiple codes so that safety is the first priority. He expressed concerns with queuing on Main Street as well as landscaping with different business uses. Members of the DRC discussed how traffic studies would/could answer questions and concerns regarding queuing, traffic flow, and parking. The committee felt like at the time of the meeting they weren't ready to make a recommendation to the Planning Commission or the City Council and requested to take time for each department to consider the topic. The decision was made to continue the discussion at the next DRC meeting to allow for staff to research and consider a possible recommendation to the City Council.

5. Meeting Minutes Approval

City Manager Beagley made a motion to approve the DRC Meeting Minutes from August 22, 2023. Building Official Spadafora seconded the motion.

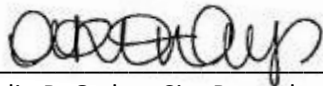
Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

Adjournment

The meeting was adjourned at 10:57 a.m.

Jon Lundell, City Engineer



Amalie R. Ottley, City Recorder



DRC Members in Attendance: City Manager Norm Beagley, Assistant City Manager Jason Bond, City Engineer Jon Lundell, Public Works Director Jason Callaway, Building Official Randy Spadafora, Police Officer Kayson Shepherd, Fire Chief Ryan Lind.

Others in Attendance: Recorder Amalie Ottley, Senior Planner Ryan Harris

Engineer Lundell called the meeting to order at 10:00 a.m.

1. Access Requirements Code Discussion

A discussion regarding access requirements on Main Street and other areas of town with regards to Santaquin City Code 10.48.050E "Access to Parking Facilities" which reads:

"Any development with a single point of access (ingress and egress) shall have a maximum ADT (average daily trips) of two hundred fifty (250) trips. Any development that exceeds an ADT of two hundred fifty (250) shall provide a secondary access for ingress to and egress from the site."

Assistant Manager Bond discussed ideas that DRC members met to discuss potential modifications to access requirements currently listed in Santaquin city code 10.48.050E . He presented the following three possible requirements that businesses would have to meet if their business has more than 250 average daily trips:

- An emergency access is provided for egress such as an emergency crash gate.
- The main access for ingress/egress is a minimum of 40-feet wide.
- If a right in/right out access is needed that signage is used to direct traffic rather than permanent medians.

Members of the DRC discussed the pros and cons of the three ideas presented. Manager Beagley pointed out that an emergency egress may not be able to accommodate emergency access or ingress should an incident arise. Fire Chief Lind indicated that emergency egress is focused on getting individuals out of the site in case of emergency rather than in. Engineer Lundell expressed his thought that every site plan will be different and will have to be considered individually, citing the difficulty for the City to make requirements that will accommodate many types of businesses and or site plans. Members of the DRC discussed how an individualized traffic control study could answer site specific concerns and questions. DRC Members agreed to add a Traffic Control Study to the three previously discussed bullet points. After discussing a possible recommendation to the Planning Commission, DRC Members also agreed that it would be prudent to meet with UDOT to better understand their requirements for applicants to develop along Main Street (Hwy 6).

Fire Chief Lind made a motion to table the discussion until such a time that members of the DRC can meet with UDOT. Assistant Manager Bond seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

Adjournment

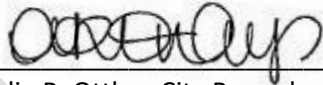
Fire Chief Lind made a motion to adjourn the DRC meeting. Assistant Manager Bond seconded the motion.

Police Officer Kayson Shepherd	Yes
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Assistant City Manager Jason Bond	Yes
Building Official Randy Spadafora	Yes
City Engineer Jon Lundell	Yes

The motion passed unanimously.

The meeting was adjourned at 10:25 a.m.

Jon Lundell, City Engineer



Amalie R. Ottley, City Recorder