



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

Others in Attendance: Senior Planner Ryan Harris, Recorder Amalie Ottley, City Council Member Jeff Siddoway, City Manager Norm Beagley, Assistant City Manager Jason Bond, Rose Larsen, Joe Wall, Andrea Lee, and Mike Robertson.

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

INVOCATION/INSPIRATIONAL THOUGHT

Commissioner Weight offered an invocation.

PLEDGE OF ALLEGIANCE

Commissioner Nixon led the Pledge of Allegiance.

PUBLIC FORUM

Commissioner Wood opened the Public Forum at 7:04 p.m.

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

Commissioner Wood closed the Public Forum at 7:04 p.m.

DISCUSSION & POSSIBLE ACTION ITEMS:

1. Planning Commissioners Oaths of Office

The City Recorder delivered Oaths of Office to Commissioners Jessica Tolman, Drew Hoffman, and BreAnna Nixon. Jessica Tolman was newly appointed to the Planning Commission by the City Council and Commissioners Drew Hoffman and BreAnna Nixon have chosen to continue their terms.

2. Access Requirements Code Amendment (Agenda Item #6)

Assistant Manager Bond presented the proposed code amendment to City Code 10.48.050. The proposed code amendment has been discussed at length at Development Review Committee (DRC) meetings, Planning Commission meetings, and most recently a City Council meeting. The Planning Commission reviewed the proposal on November 14, 2023, and provided the following recommendation to the City Council, which recommended approval of the language forwarded from the DRC. 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. The motion passed unanimously. The language referred to in the motion is as stated below:

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 (average daily trips) of two hundred fifty (250) trips shall provide a secondary access for ingress to and egress from the site. When a site is adjacent to a UDOT controlled right-of-way, the maximum ADT allowed before needing a secondary access for ingress to and egress from the site is five hundred (500) trips.

On December 19, 2023 after consideration of the Planning Commission recommendation and two different motions the City Council referred the code amendment back to the Planning Commission for additional review.

Andrea Lee, Rose Larsen, and Joe Wall attended the Planning Commission meeting. Although they did not address the Planning Commission in the Public Forum, they did wish to address the commissioners regarding the Access Requirement Code Amendment. They spoke at length about their concerns for their property, should the language in the code be kept as is or as previously proposed. They wished the Planning Commission to repeal paragraph E from section 10.48.050 completely, stating that it imposes hardship upon them to sell their property. Members of the Planning Commission discussed at length their reasons for the previous recommendation, especially with regard to public safety. They all expressed their concern for all of the properties in Santaquin on UDOT facilities and their responsibility to consider code amendments for the public at large and not individual property owners. Documents handed out to the commission by Rose Larsen are attached to these minutes.

Commissioner Hoffman made a motion not to remove the Average Daily Trips (ADT) requirement in City Code and forward the recommendation that was previously forwarded to the City Council which states that any development that exceeds an ADT (average daily trips) of two hundred fifty (250) trips shall provide a secondary access for ingress to and egress from the site and when a site is adjacent to a UDOT controlled right-of-way, the maximum ADT allowed before needing a secondary access for ingress to and egress from the site is five hundred (500) trips. Commissioner Weight seconded the motion.

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

The motion passed unanimously.

3. Public Hearing: Water Efficiency Standards Code Amendment (Agenda Item #2)

City Manager Norm Beagley reported on Water Efficiency Standards. He discussed how Santaquin has been and will continue to be water efficient and focused on future water planning. He pointed out the difference between the water rights and shares that the City owns versus how much water the City can pump. He made recommendations for how Santaquin City should move forward and continue to focus on efficiency in both drinking and outdoor water use by passing ordinances that will focus on water efficiency in new residential and commercial development. Planning Commissioners discussed with Manager Beagley how landscaping will be regulated at the Certificate of Occupancy (C of O) stage of the building process. By passing ordinances to regulate water efficiency in the City, the residents will be eligible for State funded rebates like smart timers and the 'Flip Your Strip' program.

Commission Chair Wood opened the public hearing at 8:04 p.m.

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

Commission Chair Wood Closed the public hearing 8:04 p.m.

The Planning Commission did not take any action on the water efficiency item. Staff will make recommendations for code amendments in the future.

4. Public Hearing: PF Public Facilities Zone Code Amendment (Agenda Item #4)

Senior Planner Harris presented a code amendment that would allow for a proposed temporary batch plant that would aid in the construction of the Central Utah Project (CUP) waterline. Planner Harris went over the guidelines that would be set forth by the ordinance that would allow for the City to carefully regulate any temporary batch plants on City properties.

Commission Chair Wood opened the public hearing at 8:11 p.m.

Mike Robertson, a resident of Santaquin, wished to address the Planning Commission in the Public Hearing. He expressed his concerns about the placement of a temporary batch plant at the City's current landfill site. He indicated that he farms the land southeast of the landfill and the temporary batch plant could be detrimental to his alfalfa and hay crops.

Commission Chair Wood closed the public hearing at 8:15 p.m.

Assistant Manager Bond clarified that the application for the temporary batch plant would be considered a conditional use and will go before the Planning Commission when a specific site plan is ready for review. He further explained that the item before the commission at the meeting was to consider the code amendment to allow batch plants in the Public Facilities zone on City owned property. The members of the Planning Commission discussed at length their concerns with the impact of a temporary batch plant on residents in the community, specifically neighboring the plant itself. The Planning Commission requested that staff review the proposed ordinance adding language that would include dust, noise, and odor mitigation as well as property reclamation and bring the proposed ordinance back for consideration at a future meeting.

Commissioner Weight made a motion to table the PF Public Facilities Zone Code Amendment to allow for language to be considered regarding dust mitigation and possible reclamation. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

5. Public Hearing: Santaquin City Property Rezone (Agenda Item #3)

Assistant City Manager Bond presented a draft ordinance amending the City Code to add a PF Public Facilities Zone. The PF Zone would allow the City to have specific uses on city properties that the City would use to service the community such as cemeteries or other City business and amenities. Senior Planner Harris showed on the map the specific City owned properties that are proposed in the rezone.

Commission Chair Wood opened the public hearing at 8:44 p.m.

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

Commission Chair Wood Closed the public hearing 8:44 p.m.

After discussion, commissioners agreed that the rezone of City properties to provide services to the residents was agreeable.

Commissioner Nixon made a motion to forward a positive recommendation to the City Council that approximately 179.49 acres of City-owned property from the Residential (R-8) Zone, the Industrial (I-1) Zone, the Planned Community (PC) Zone and the Main Street Commercial (MSC) District in the Main Street Business Districts Zone to the Public Facilities (PF) Zone. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

6. Apple Hollow at The Orchards B Preliminary Plan (Agenda Item # 5)

Senior Planner Harris presented the Apple Hollow at The Orchards B Preliminary Site Plan. The Apple Hollow at The Orchards B Subdivision is located at approximately 215 W. and Ginger Gold Road. The project is part of the Orchards Development and is subject to the Orchards Development Agreement. There was an amendment to the Orchards Development Agreement on May 2, 2023. The proposed subdivision must follow the amended development agreement. The amendment created a new site plan for how the subdivision should be laid out and shows the amenities that are required. The proposed subdivision meets the requirements of the amended development agreement and Santaquin City Code.

The proposed development is approximately 11.60 acres and will have five phases. There will be nine single family lots and 84 townhomes, which follows the development agreement. The townhome portion of the project must meet Santaquin City parking requirements. The driveways will all be at least 20' long, which meets the City Code. The garage sizes will be a minimum of 24' x 24', and the garages will count as two parking stalls for a total of 168 stalls.

There are 29 stalls for guest parking for a total of 197 parking stalls, which meets Santaquin City Code requirements. There will be three pavilions, and each will have four tables. There is also a tot lot and a shuffleboard area. The open space and site plan follow the approved site plan in the development agreement.

The applicants Kyle Spencer and John Caldwell attended the meeting to answer any questions from the Planning Commission.

Commissioner Moak asked the applicant about the current and future plans for parking at the site stating issues she has personally experienced with the lack of visitor parking. Mr. Caldwell indicated that

they would take parking and green space into consideration at the final plan stage and would be willing to reconsider the current plans to allow for more parking space.

Commissioner Hoffman made a motion to approve the Apple Hollow at The Orchards B Preliminary plan with the conditions that redlines be address and parking space versus greenspace be reconsidered. Commissioner Romero seconded the motion.

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

The motion passed unanimously.

OTHER BUSINESS

Meeting Minutes Approval

Commissioner Romero made a motion to approve the December 12, 2023 Planning Commission Meeting Minutes. Commissioner Moak seconded the motion.

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

The motion passed unanimously.

ADJOURNMENT

Commissioner Tolman made a motion to adjourn the meeting.

The meeting was adjourned at 9:11 p.m.

City Recorder – Amalie R. Ottley

Planning Commission Chair – Trevor Wood

12.30.040 Ingress And Egress

Payson City has determined that maintaining emergency access to all parcels is an important governmental interest. To provide circulation and emergency access to and from the development, Payson City's objective is to develop on a vehicular grid network. However, there are times when topography and/or development timing may reduce the ability to provide this connection in a timely manner. At all times, two points of ingress and egress will be required for all projects, subdivisions, commercial developments, schools and churches with the following exceptions:

- A. Any development, or portion of a development, which literally cannot provide two points of ingress and egress due to topography, such as hillsides, waterways, or wetlands, shall be limited to no more than fifteen (15) residential lots or units, or residential equivalents. The configuration shall adhere to all applicable fire regulations. If possible, a pedestrian access to the wetlands, waterway, or hillside shall be created to break up the block length and the street design shall avoid a situation that "walls off" the wetlands, waterway, or hillside.
- B. A development, or portion of a development, which will be served by more than one point of ingress and egress in the future may receive approval for multiple homes on one access provided that the following is met:
 1. the arrangement meets all applicable fire code requirements at all times,
 2. the streets layout for future development will bring the project to a grid with multiple points of access for all units, except as outlined in paragraph A,
 3. the streets layout for future development is reviewed and approved by the city, and
 4. the contemporary layout accommodates the connection points into the future streets and trails network.
- C. Any midblock or inner-block development, i.e. one that is contained inside on street block of no more than approximately five hundred (500) feet in length, may have multiple units per access provided that all applicable fire regulations are met and the street blocks are maintained in compliance with PCC 12.30.050 and any applicable street master plans.
- D. A commercial or industrial project, school, or church must provide a second point of ingress and egress if more than ten (10) equivalent residential units or one hundred (100) vehicle trips per day, on any day of the week, will be generated from the site.
- E. Any development providing a temporary second point of ingress and egress shall be subject to the following conditions:
 1. The second access shall be reviewed and approved in writing by the fire chief and city engineer.
 2. The second point of access shall provide continuous and unobstructed access to and from the development until which time a permanent access is completed.
 3. The second point of access may cross private property, but must connect the development to an improved public right-of-way.
 4. The second access shall be hard surfaced with at least one and one half (1 1/2) inches of asphalt prior to October 1st of the year construction began. The asphalt must be a minimum of twenty (20) feet in width.
 5. The second point of access may cross private property, but must connect to a public right-of-way.

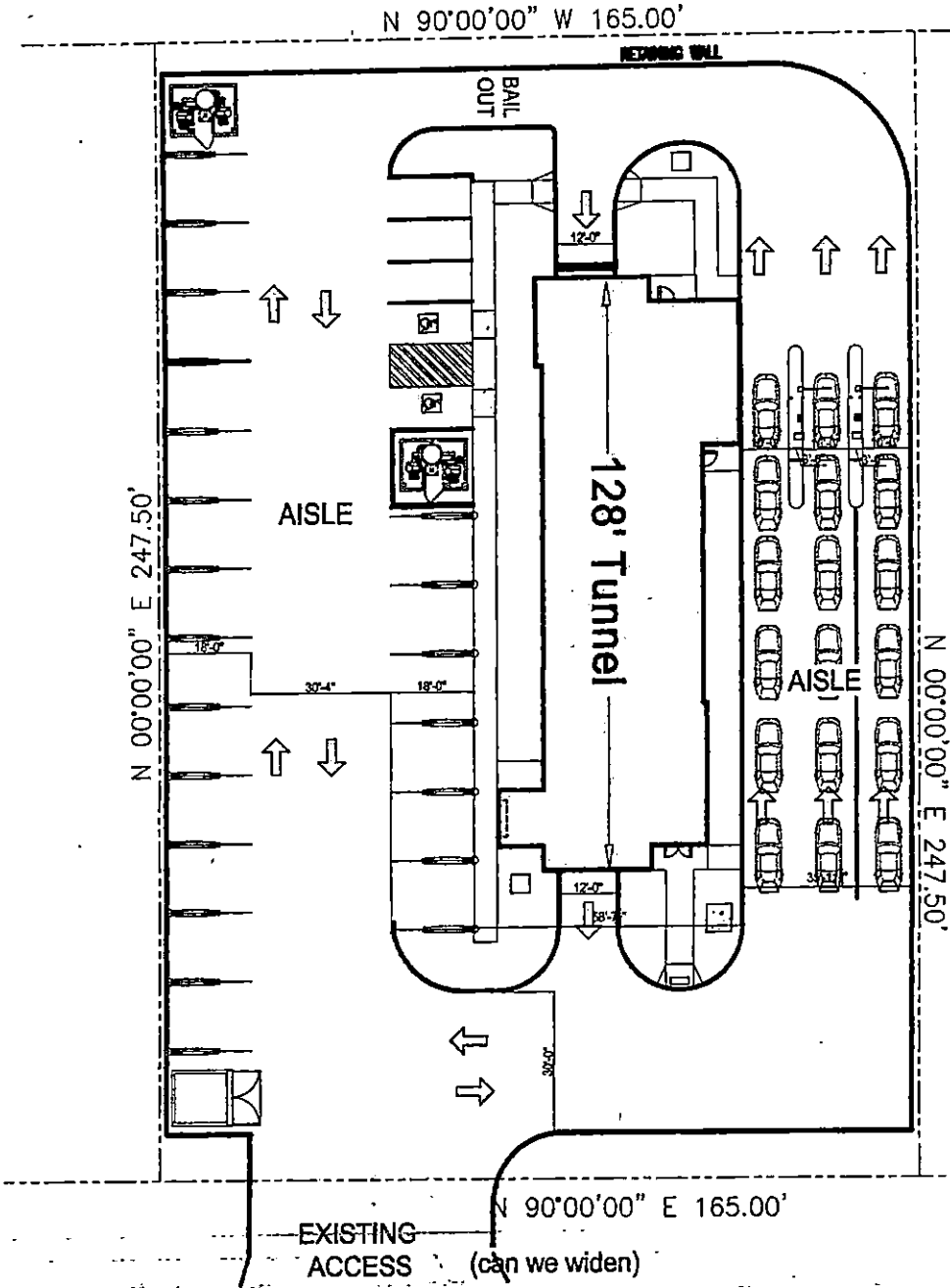
F. Access to a parcel with slopes of greater than twenty (20) percent shall satisfy the access requirements of PCC 14 Sensitive Lands.

The second point of ingress and egress shall be located in a future right-of-way unless it can be shown that the second point of access in another location is preferable to the satisfaction of the city engineer and fire chief.

The fire chief, in behalf of the City public safety officials must approve the street design in any subdivision, commercial development, school, or church with only one point of ingress and egress.

HISTORY

Adopted by Ord. [05-18-2022-D](#) on 5/18/2022



SANTAQUIN

SITE PLAN

PRELIMINARY 09:092:0003

128' TUNNEL
365 E MAIN STREET
SANTAQUIN, UTAH

HARRIS ARCHITECTURE
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SITE - .94 ACRES
 BUILDING - 4,620 SF
 PARKING - 5 STALLS (2 ADA)
 VACUUMS - 19

MAIN STREET

(e) Cross Access Driveways. In order to provide vehicular access between two (2) or more contiguous sites without entering the public street, cross access driveways are required wherever possible.

The Planning Commission or City Council may modify or waive this requirement on properties with multiple street frontages where access between two (2) lots can be accomplished through the use of a minor collector or local nonresidential street.

(Amended by Ord No. 39-2007, 12/04/2007, Ord. No. 20-2007, 04/03/2007; Ord. No. 12-2008, 06/17/2008; Ord. No. 06-2010, 06/01/2010; Ord. No. 20-2014 § 1, 08/19/2014; Ord. No. 11-2015 § 1, 09/01/2015; Ord. No. 11-2016 § 1, 06/21/2016)

11-6-114 Motor-Vehicle Access.

The purpose of this Section is to alleviate or prevent congestion of public rights-of-way to promote the safety and general welfare of the public by establishing minimum requirements for the provision of access to public rights-of-way.

- (1) General Provisions: The following general provisions apply to all motor-vehicle access requirements of this Chapter.
 - (a) Driveways shall provide paved access to a public street. Paving shall consist of an all-weather passable surface.
 - (b) No driveway with a slope of greater than twelve percent (12%) shall be permitted without approval of the City Engineer. And no driveway with a slope of greater than fifteen percent (15%) shall be permitted.
 - (c) The design and location of all driveways entering a State highway shall meet the requirements of UDOT (Utah Department of Transportation). UDOT approval of the driveway(s) shall be provided to the City in writing prior to the issuance of any building permit.
 - (d) Required driveways and parking spaces shall be paved and available for use before receiving a certificate of occupancy from the building inspector.
 - (e) Fire Lanes. A fire lane shall be required to provide access to any portion of any structure equal to or less than forty feet (40') tall which is more than one hundred fifty feet (150') from the nearest street right-of-way, and to any portion of any structure greater than forty feet (40') tall which is more than fifty feet (50') from the nearest street right-of-way. The Fire Chief may also require the provision of a fire lane or lanes to any part of any structure upon a determination that the distance of the structure from the nearest hydrant, the configuration of the development on the site, or other special characteristics of the site otherwise inhibit effective fire extinguishment. All fire lanes shall: (i) provide clear, unobstructed access for vehicles and apparatus at all times through a combination of pavement marking and signage; (ii) shall be a minimum twenty feet (20') wide; and (iii) shall be surfaced as an all-weather roadway.

(4) Other Than Residential Lots.

(a) Number and Width Requirements.

(i) Driveways per street frontage shall be allowed as follows:

Minor Collector/Local Street		Arterial/Major Collector Street	
Feet in Frontage	Driveway Access	Feet in Frontage	Driveway Access
0 – 200	1	0 – 300	1
201 – 400	1	301 – 600	1
401 – 600	1	601 – 900	1
601 – 800	1	901 – 1,200	1
One additional driveway will be allowed for every additional 200 feet of street frontage as sequenced above.		One additional driveway will be allowed for every additional 300 feet of street frontage as sequenced above.	

(ii) On 400 South between I-15 and 400 West, access shall be provided from intersecting streets with right-in and right-out access provided at driveway(s) meeting the requirements of UDOT (Utah Department of Transportation) standards.

(iii) Each two-way driveway shall not be less than twenty-four feet (24') nor more than forty feet (40') in width, measured at right angles to the center line of the driveway, except as increased by the permissible curb return radii. The entire flare of right-of-way radius shall fall within the right-of-way.

(A) Existing sites may increase driveway widths while still meeting the intent of the ordinance codified in this Section as determined by the Planning Commission.

Sites with buildings that were constructed on the site prior to July 1, 2016, may increase the driveway width up to fifty-five feet (55') as long as the increased driveway width meets the intent of the ordinance codified in this Section as determined by the Planning Commission.

(b) Distance between drive approaches. No two (2) of said drives shall be closer to each other than fifty feet (50') as measured from the most adjacent approach edge.

(c) Restrictions on Corner Lots. On any corner lot, no driveway shall be closer than one hundred feet (100') for arterial or collector streets, and fifty feet (50') for local streets, to the point of intersections as measured at the property line.

(d) Shared Access Driveways. Lots are encouraged to have a shared access guaranteed by a recorded perpetual access easement. If shared access occurs, an additional ten feet (10') in driveway width is permitted.