



## Planning Commission Meeting Minutes

Tuesday, February 9, 2021

**Planning Commission Members in Attendance (Attending via Zoom):** Trevor Wood, Art Adcock, Kylie Lance, Kody Curtis, Drew Hoffman and BreAnna Nixon.

**Other's in Attendance (Attending Via Zoom):** City Manager Ben Reeves, and Community Development Director Jason Bond.

### WELCOME

Commission Chair Wood called the meeting to order at 7:02 p.m.

### INVOCATION/INSPIRATION THOUGHT

Commissioner Curtis offered an invocation.

### PLEDGE OF ALLEGIANCE

Mr. Bond led the Pledge of Allegiance.

### PUBLIC FORUM

Commission Chair Wood opened the Public Forum at 7:03 p.m. Mr. Bond read the comment received regarding requirements for Drive in Restaurants (See Attachment 'A'). Commissioner Chair Wood closed the Public Forum at 7:05 p.m.

### DISCUSSION & POSSIBLE ACTION

#### Public Hearing- Rezone of City Hall Property

*The Planning Commission will hold a Public Hearing to review a proposal to rezone approximately 5.97 acres located at approximately 65 W. 100 S. including parcels: 09:065:0008, 09:065:0006, 09:065:0001, 09:065:0002, 09:065:0007, and 09:068:0026. The proposed rezone is from the R-8 residential and Commercial Business District (CBD) zones to the Public Facility (PF) zone.*

Mr. Reeves shared a presentation regarding the two proposed rezones to the Public Facility (PF) zone (See Attachment 'B'). He outlined the proposed new City Hall including its orientation on the lot. He also showed proposed renditions of the City Center. He explained that the zoning in the historic area of town has never been updated.

Mr. Reeves also outlined the proposed zone change for the property near Highland Drive to a Public Facility zone. He explained that the purpose of this rezone is to facilitate reconfiguration of the intersection to the North at Canyon Road and Highland Drive. He expounded that there is a billboard in the way of this reconfiguration that is currently located in a residential zone. This rezone would allow the City to help this property owner move the billboard to the south. Mr. Reeves clarified that the billboard would be moved to a future residential zoning. Which would allow the future residents of this area to know of the billboard upfront prior to building there.

#### Public Hearing:

Commission Chair Wood opened the Public Hearing at 7:13 p.m. Mr. Bond read a comment received regarding this rezone (See Attachment 'C'). Commission Chair Wood closed the Public Hearing at 7:13 p.m.

Commissioner Curtis asked when the new City Hall will be constructed. Mr. Reeves answered that there is a contractor on board for the project, as well as funding in place and it is anticipated that the groundbreaking will take place in the Spring. Commissioner Wood asked what the purpose of the rezone is? Mr. Bond explained that Public Facility zoning is appropriate for civic uses such as the City Hall. The rezoning is essentially aligning the appropriate zoning with the building.

Mr. Reeves addressed questions received regarding this rezone. He explained that curb and gutter will be installed along Center Street and 100 S. He stated that the intent is to maintain as much of the open grass space behind the old City Hall as possible.

Commissioner Wood asked if the existing buildings will be removed? Mr. Reeves explained that the Seniors and Veterans will continue using their current buildings during construction and will move to the new building once complete. The intent of the City is to tear down the old City Hall and Senior Center once the building is complete.

**Motion:** Commissioner Lance motioned to forward a positive recommendation to the City Council that the City-owned property in the core area be rezoned from R-8 Residential and Central Business District (CBD) to Public Facilities (PF). Commissioner Adcock seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Nixon	Aye
Commissioner Hoffman	Aye
Commissioner Curtis	Aye
Commissioner Adcock	Aye
Commissioner Lance	Aye

The motion was passed unanimously 6 to 0.

### **Public Hearing- Rezone of Property Near Highland Drive**

*The Planning Commission will hold a Public Hearing to review a proposal to rezone approximately 9.93 acres located west of Highland Drive, comprising the following parcel numbers: 41:977:0001, 32:017:0151, 32:017:0150, 32:017:147, 32:017:0146, 32:017:0143. The proposed rezone is from the R-10 PUD and R-15 PUD residential zones to the Public Facility (PF) zone.*

Commission Chair Wood opened the Public Hearing at 7:25 p.m. there were no comments, so he closed the Public Hearing at 7:25 p.m.

Commissioner Adcock asked if this rezone would have any adverse effect on property owners? Mr. Reeves described that this rezone could arguably increase the value of property near the current billboard and could diminish property value near the future homes in the South. Mr. Bond clarified that the billboard relocation would not affect values of existing residences. Mr. Reeves explained that these areas near the future billboard location have not been parceled; no homes are currently being built there.

Commissioner Hoffman stated that code has certain requirements for the relocation of billboards. He asked if this billboard would meet these requirements? Mr. Bond explained that all the information still needs to be gathered, but it will be reviewed by the code to ensure that it meets the requirements. Mr. Reeves outlined a new State Bill (SB61) which if passed, would usurp city code regarding billboards.

**Motion:** Commissioner Lance motioned to forward a positive recommendation to the City Council that the property between Highland Drive and Interstate I-15 be rezoned from R-15 Residential PUD and R-10 Residential PUD to Public Facilities (PF). Commissioner Curtis seconded.

Roll Call:

Commissioner Lance	Aye
Commissioner Adcock	Aye
Commissioner Curtis	Aye
Commissioner Hoffman	Aye
Commissioner Nixon	Aye
Commissioner Wood	Aye

The motion passed unanimously 6 to 0.

### **Proposed Parking Reduction for Drive in Restaurants**

*The Planning Commission will review a proposed amendment to Santaquin City Code Title 10 Chapter 48 Section 040 regarding the number of parking spaces required for a drive-in restaurant.*

Mr. Bond presented modified language regarding this code amendment (See Attachment 'D'). He explained that the updated language would require a rate of 1 parking space per 4 seats: instead of basing the number of required parking stalls off design capacity. He noted that this is consistent with the parking requirements for family restaurants. Mr. Bond stated that this language should address the concern that parking would be reduced too much for drive-ins with additional seating. He clarified that the proposed language still says that drive-ins without seating would have to provide 8 parking stalls rather than the current 12. Mr. Bond explained that the intent of the ordinance is to remove barriers that may prevent future businesses from coming to town that are strictly drive-ins.

Commissioner Wood stated that the new language makes more sense than the previous language. He asked the reasoning behind the switch from 12 parking stalls to 8. Mr. Bond answered that a simple analysis was done and 8 was suggested. Commissioner Lance suggested that extra parking for curbside pickup should be considered. Commissioner Curtis implied that more research is needed to foresee drive through businesses that may have a higher number of employees than 8.

Commissioner Wood explained that he has researched neighboring City's requirements, many whom tie the number of required parking spaces to the size of the building. He suggested that something like this be considered. Commissioner Curtis agreed with this. Commissioner Lance

stated that she wants to be cognizant and careful in the decision. Commissioner Adcock suggested that a hybrid mix based upon square footage and seating be considered. He asked to see an example of how many stalls a drive through restaurant with seating would be required to have with the proposed language. Mr. Bond stated that a sample size parking assessment could be conducted.

Commissioner Hoffman stated that he doesn't know how imperative it is to change this code right away since the Planning Commission has the authority to reduce parking on a case-by-case basis. Commissioner Wood indicated that he doesn't want extra work to turn away potential businesses.

Mr. Bond offered to provide more information for the Planning Commission at the next meeting.

**Motion:** Commissioner Curtis motioned to table the proposed parking reduction for drive in restaurants. Commissioner Hoffman seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Nixon	Aye
Commissioner Hoffman	Aye
Commissioner Curtis	Aye
Commissioner Adcock	Aye
Commissioner Lance	Aye

The motioned passed unanimously 6 to 0.

### OTHER BUSINESS

Approval of Meeting Minutes from  
January 26, 2021

**Motion:** Commissioner Adcock motioned to approve the minutes from January 26, 2021. Commissioner Nixon seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Nixon	Aye
Commissioner Hoffman	Aye
Commissioner Curtis	Aye
Commissioner Adcock	Aye
Commissioner Lance	Aye

The motion passed unanimously 6 to 0.

Mr. Bond provided some updates regarding planning projects within the City. He explained that regarding the general plan update, People Plus Place has been meeting with staff to work on

public outreach, etc. He stated that they have established a general plan committee including residents around town. It is anticipated that the Committees first meeting would be Thursday February 18<sup>th</sup>. The Planning Commission and City Council will be included in the general plan update as well.

Mr. Bond explained that Utah State University has been doing a visioning project for Santaquin City to generate ideas and use as a medium for their class projects. He informed the Commissioners that the presentation video will be posted on the City website if they would like to watch it.

Mr. Bond stated that last year the City was awarded a grant \$50,000 from Mountainland Associations for an active transportation plan. Parametric's who will be doing the work to update an active transportation plan for the trails, recommended to have those interested to participate. He explained that some of the work Parametric's will be doing will be working directly with the Planning Commission. Residents who are interested will be invited to participate as well.

#### **ADJOURNMENT**

Commissioner Lance motioned to adjourn at 8:13 p.m.

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Trevor Wood, Commission Chair

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Kira Petersen, Deputy Recorder

# PUBLIC FORUM

Dear Planning Commission Members,

I am writing in response to the proposed amendment to minimum parking requirements for drive-in restaurants.

In addition to parking space considerations, we have seen the problems associated with popular establishments and inadequate drive through capacity for years with our beloved Santa Queen and most recently with the hugely popular new Iceberg Drive Inn. Hopefully these problems will also be addressed and mitigated in the future, in order to enhance safety and reduce customer frustration. It is wonderful to live in a community with so many thriving businesses.

What is confusing to me in this latest proposal is that the amended statute does not differentiate between drive in restaurants without seating and drive in restaurants with seating. Am I missing something? It seems like there is a huge difference between a business where no one stays to eat a meal and the majority of parking spaces will be used for quick pick ups and employee vehicles, versus a restaurant with seating inside as well. Although I would certainly agree that the 12 space minimum does seem somewhat onerous for a restaurant with no seating whatsoever, it seems that it would be inadequate for one with even a few tables. And transferring the parking burden to nearby businesses seems shortsighted and unfair.

Thanks so much for your careful consideration of this matter, and all your hard work for our city.

Sincerely,

Jody Reid



Planning Commission 2-9-2021  
Attachment 'B'

# Planning Commission

February 9, 2021

## Public Facility (PF) Zone Changes

This aerial map of Santaquin, Utah, displays proposed zone changes and the location of the new city hall. The map is overlaid with a grid of colored polygons representing different zoning districts: yellow for R-1, R-2, R-3, R-4, R-5, R-6, R-7, R-8, R-9, R-10, R-11, R-12, R-13, R-14, R-15, R-16, R-17, R-18, R-19, R-20, R-21, R-22, R-23, R-24, R-25, R-26, R-27, R-28, R-29, R-30, R-31, R-32, R-33, R-34, R-35, R-36, R-37, R-38, R-39, R-40, R-41, R-42, R-43, R-44, R-45, R-46, R-47, R-48, R-49, R-50, R-51, R-52, R-53, R-54, R-55, R-56, R-57, R-58, R-59, R-60, R-61, R-62, R-63, R-64, R-65, R-66, R-67, R-68, R-69, R-70, R-71, R-72, R-73, R-74, R-75, R-76, R-77, R-78, R-79, R-80, R-81, R-82, R-83, R-84, R-85, R-86, R-87, R-88, R-89, R-90, R-91, R-92, R-93, R-94, R-95, R-96, R-97, R-98, R-99, R-100, R-101, R-102, R-103, R-104, R-105, R-106, R-107, R-108, R-109, R-110, R-111, R-112, R-113, R-114, R-115, R-116, R-117, R-118, R-119, R-120, R-121, R-122, R-123, R-124, R-125, R-126, R-127, R-128, R-129, R-130, R-131, R-132, R-133, R-134, R-135, R-136, R-137, R-138, R-139, R-140, R-141, R-142, R-143, R-144, R-145, R-146, R-147, R-148, R-149, R-150, R-151, R-152, R-153, R-154, R-155, R-156, R-157, R-158, R-159, R-160, R-161, R-162, R-163, R-164, R-165, R-166, R-167, R-168, R-169, R-170, R-171, R-172, R-173, R-174, R-175, R-176, R-177, R-178, R-179, R-180, R-181, R-182, R-183, R-184, R-185, R-186, R-187, R-188, R-189, R-190, R-191, R-192, R-193, R-194, R-195, R-196, R-197, R-198, R-199, R-200, R-201, R-202, R-203, R-204, R-205, R-206, R-207, R-208, R-209, R-210, R-211, R-212, R-213, R-214, R-215, R-216, R-217, R-218, R-219, R-220, R-221, R-222, R-223, R-224, R-225, R-226, R-227, R-228, R-229, R-230, R-231, R-232, R-233, R-234, R-235, R-236, R-237, R-238, R-239, R-240, R-241, R-242, R-243, R-244, R-245, R-246, R-247, R-248, R-249, R-250, R-251, R-252, R-253, R-254, R-255, R-256, R-257, R-258, R-259, R-260, R-261, R-262, R-263, R-264, R-265, R-266, R-267, R-268, R-269, R-270, R-271, R-272, R-273, R-274, R-275, R-276, R-277, R-278, R-279, R-280, R-281, R-282, R-283, R-284, R-285, R-286, R-287, R-288, R-289, R-290, R-291, R-292, R-293, R-294, R-295, R-296, R-297, R-298, R-299, R-300, R-301, R-302, R-303, R-304, R-305, R-306, R-307, R-308, R-309, R-310, R-311, R-312, R-313, R-314, R-315, R-316, R-317, R-318, R-319, R-320, R-321, R-322, R-323, R-324, R-325, R-326, R-327, R-328, R-329, R-330, R-331, R-332, R-333, R-334, R-335, R-336, R-337, R-338, R-339, R-340, R-341, R-342, R-343, R-344, R-345, R-346, R-347, R-348, R-349, R-350, R-351, R-352, R-353, R-354, R-355, R-356, R-357, R-358, R-359, R-360, R-361, R-362, R-363, R-364, R-365, R-366, R-367, R-368, R-369, R-370, R-371, R-372, R-373, R-374, R-375, R-376, R-377, R-378, R-379, R-380, R-381, R-382, R-383, R-384, R-385, R-386, R-387, R-388, R-389, R-390, R-391, R-392, R-393, R-394, R-395, R-396, R-397, R-398, R-399, R-400, R-401, R-402, R-403, R-404, R-405, R-406, R-407, R-408, R-409, R-410, R-411, R-412, R-413, R-414, R-415, R-416, R-417, R-418, R-419, R-420, R-421, R-422, R-423, R-424, R-425, R-426, R-427, R-428, R-429, R-430, R-431, R-432, R-433, R-434, R-435, R-436, R-437, R-438, R-439, R-440, R-441, R-442, R-443, R-444, R-445, R-446, R-447, R-448, R-449, R-450, R-451, R-452, R-453, R-454, R-455, R-456, R-457, R-458, R-459, R-460, R-461, R-462, R-463, R-464, R-465, R-466, R-467, R-468, R-469, R-470, R-471, R-472, R-473, R-474, R-475, R-476, R-477, R-478, R-479, R-480, R-481, R-482, R-483, R-484, R-485, R-486, R-487, R-488, R-489, R-490, R-491, R-492, R-493, R-494, R-495, R-496, R-497, R-498, R-499, R-500, R-501, R-502, R-503, R-504, R-505, R-506, R-507, R-508, R-509, R-510, R-511, R-512, R-513, R-514, R-515, R-516, R-517, R-518, R-519, R-520, R-521, R-522, R-523, R-524, R-525, R-526, R-527, R-528, R-529, R-530, R-531, R-532, R-533, R-534, R-535, R-536, R-537, R-538, R-539, R-540, R-541, R-542, R-543, R-544, R-545, R-546, R-547, R-548, R-549, R-550, R-551, R-552, R-553, R-554, R-555, R-556, R-557, R-558, R-559, R-560, R-561, R-562, R-563, R-564, R-565, R-566, R-567, R-568, R-569, R-570, R-571, R-572, R-573, R-574, R-575, R-576, R-577, R-578, R-579, R-580, R-581, R-582, R-583, R-584, R-585, R-586, R-587, R-588, R-589, R-590, R-591, R-592, R-593, R-594, R-595, R-596, R-597, R-598, R-599, R-600, R-601, R-602, R-603, R-604, R-605, R-606, R-607, R-608, R-609, R-610, R-611, R-612, R-613, R-614, R-615, R-616, R-617, R-618, R-619, R-620, R-621, R-622, R-623, R-624, R-625, R-626, R-627, R-628, R-629, R-630, R-631, R-632, R-633, R-634, R-635, R-636, R-637, R-638, R-639, R-640, R-641, R-642, R-643, R-644, R-645, R-646, R-647, R-648, R-649, R-650, R-651, R-652, R-653, R-654, R-655, R-656, R-657, R-658, R-659, R-660, R-661, R-662, R-663, R-664, R-665, R-666, R-667, R-668, R-669, R-670, R-671, R-672, R-673, R-674, R-675, R-676, R-677, R-678, R-679, R-680, R-681, R-682, R-683, R-684, R-685, R-686, R-687, R-688, R-689, R-690

# New City Hall

09:068:0026  
SANTAQUIN CITY...  
Value: \$0 - 1.05 acres  
Entry# 44288-1986  
Santaquin  
City Library

Historic Santaquin  
Junior High School

09:065:0008  
SANTAQUIN CITY CORPORATION  
65 W 100 SOUTH - SANTAQUIN  
Value: \$0 -- 4.31 acres  
Entry# 24735-1983

UNFINISHED SHELTER WING  
UNFINISHED ONE FLOOR  
UNFINISHED BASEMENT  
676 SQ. FT. EACH

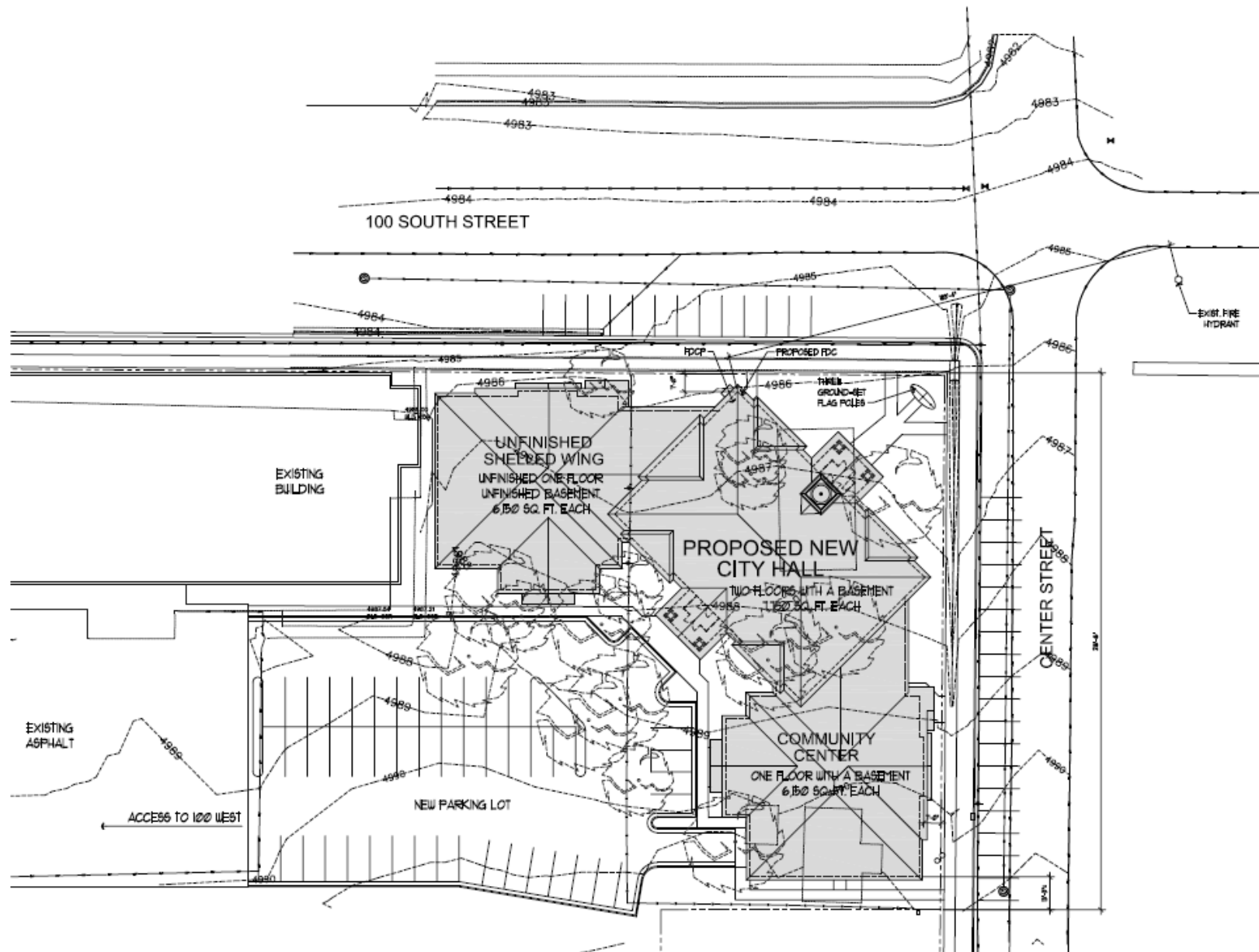
PROPOSED NEW  
CITY HALL  
1070 SQ. FT. A BASEMENT  
1200 SQ. FT. EACH

COMMUNITY  
CENTER  
ONE FLOOR UNIT A BASEMENT  
676 SQ. FT. EACH

PARKING LOT

Open Dead Prints Page





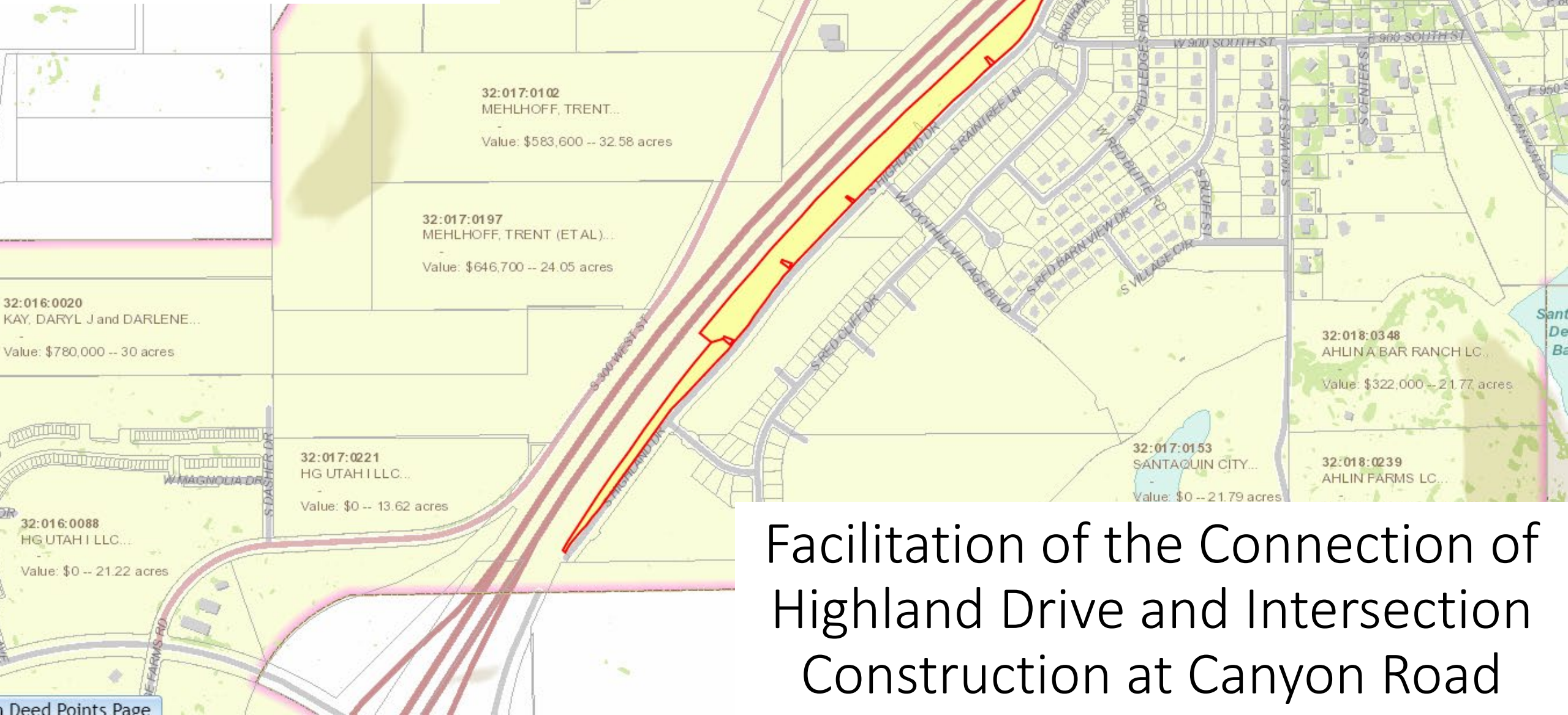
PROPOSED SITE PLAN



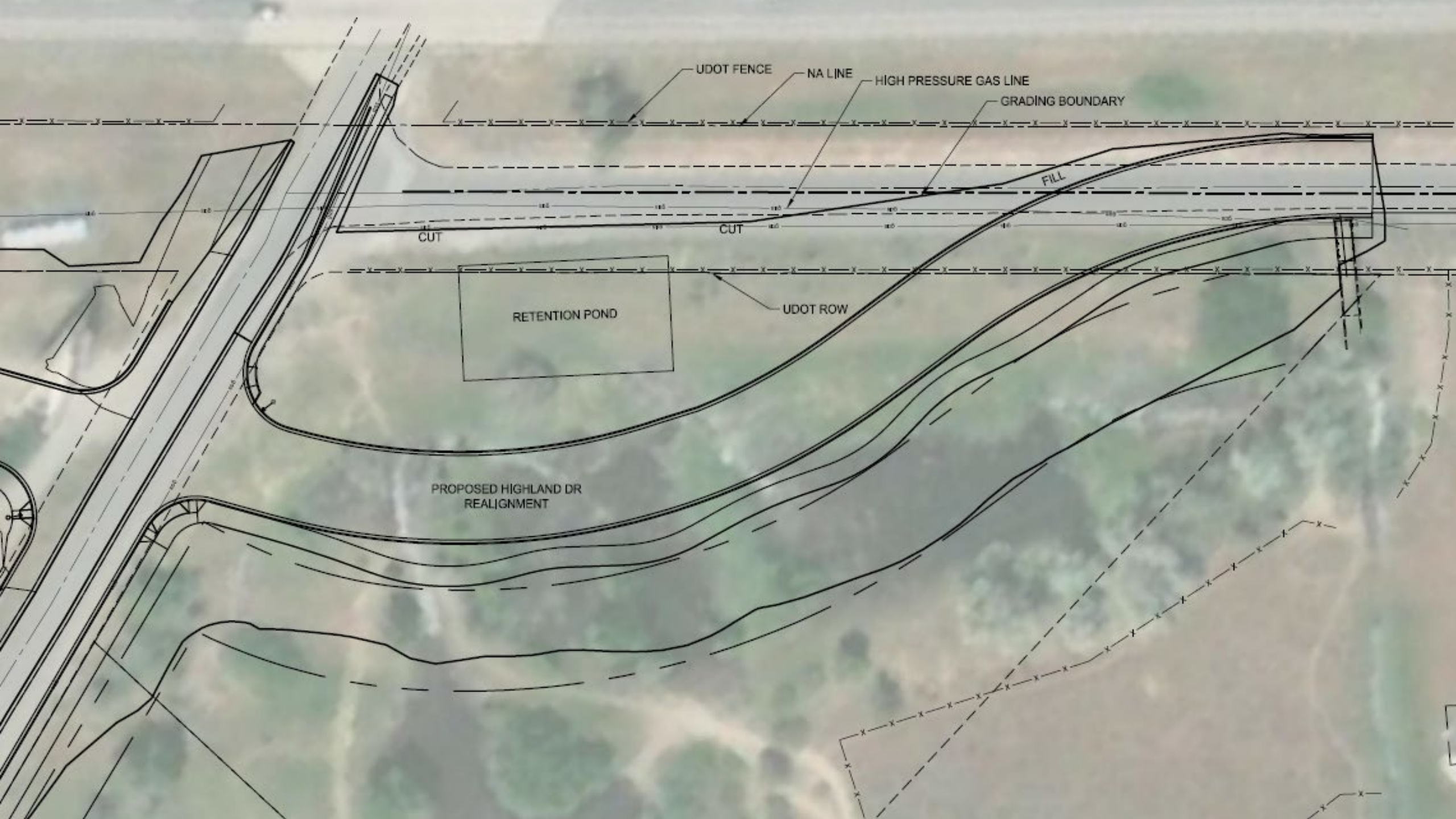


① NORTHEAST ELEVATION  
1/8" = 1'-0"

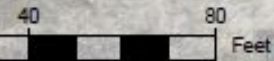
# Public Facility (PF) Zone Change #2











PT: 2+88.25

3+00

**4" SOLID WHITE LINE**  
STA 3+29.25, 16.50 R TO  
STA 4+00.68, 16.50 R

**4" SOLID AND BROKEN YELLOW LINE**  
STA 3+38.94, 5.50 R TO  
STA 4+00.68, 5.50 R

**4" SOLID AND BROKEN YELLOW LINE**  
STA 4+00.68, 5.50 R

**4" DOTTED WHITE LINE**  
STA 4+00.68, 16.50 R TO  
STA 5+35.68, 11.50 R

**8" SOLID WHITE LINE**  
STA 5+35.68, 0.50 R TO  
STA 7+59.09, 0.50 R

**8" SOLID WHITE LINE**  
STA 5+35.68, 11.50 R TO  
7+56.15, 11.50 R

**ARROW PAVEMENT MESSAGE**  
STA 5+56.00, 16.50 R

**ARROW PAVEMENT MESSAGE**  
STA 7+36.13, 16.50 R

**4" SOLID AND BROKEN YELLOW LINE**  
STA 3+48.44, 5.50 L TO  
STA 4+00.68, 5.50 L

**4" SOLID WHITE LINE**  
STA 3+58.05, 16.50 L TO  
STA 4+00.68, 16.50 L TO  
STA 5+34.94, 20.50 L

**4" DOUBLE SOLID YELLOW LINE**  
STA 4+00.68, 5.50 L TO  
STA 5+35.70, 9.00 L TO  
STA 7+61.77, 9.50 L

**ARROW PAVEMENT MESSAGE**  
STA 5+56.00, 4.50 L

**ARROW PAVEMENT MESSAGE**  
STA 7+40.42, 4.50 L

10' PATH

11' LANE

11' LANE

11' LANE

HIGHLAND DRIVE

PC: 4+82.95

5+00

6+00

PT: 6+62.56

7+00

11' LANE

10' LANE

11' LANE

10' LANE

12" STOP BAR  
STA 7+59.22

[INSTALL STREET/STOP SIGN  
(BY SANTAQUIN CITY)]

5+00

6+00

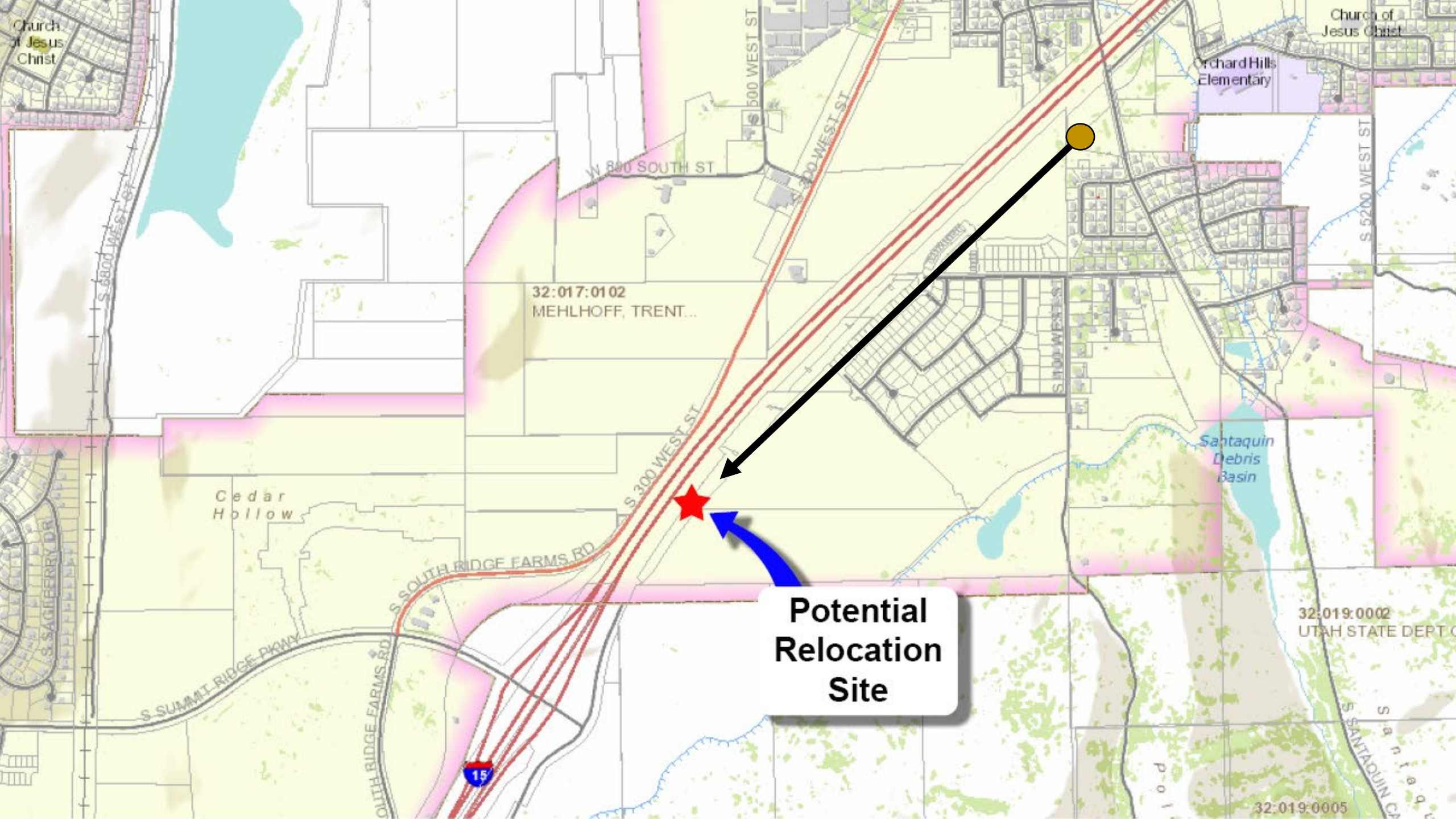
7+00

8+00

CANYON ROAD

PHASE 2  
PHASE 1





**Potential  
Relocation  
Site**







Existing Reagan  
Billboards (x5)

Potential  
Evans Sign  
Relocation







N 86°38'59"E ~ 284.92 ft

58.0

32.017:0152

S 42°15'0" ~ 837.77 ft  
N 42°02'00" ~ 840.92 ft  
N 42°15'0" ~ 837.77 ft

32.017:0142

Potential Sign Location



Questions





## City Center Rezone Public Comment:

My wife and I own the home at 160 S. Center St., Santaquin, and as such have a strong interest in the intentions of the Santaquin City Planning Commission regarding the construction of the new city hall on property adjacent to ours. I request the following questions be addressed during the meeting:

1. What are the planned dimensions of the new structure, how tall and how close to our property will the new building be?
2. Will property line surveys be conducted?
3. Are there plans for curb and gutter on Center St.?
4. What are the plans for storm drainage for the new structure?
5. Will the park/grass space to the south of the current City buildings be kept intact?
6. Are there plans for fencing around the proposed project?

Finally, how can we access the online open meeting at 7:00 pm on February 9? The notice fails to list that information.

Thank you for your consideration.

Roger Hiatt  
(801) 361-9918

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What is the long range plan for the 3 remaining homes on Center St between 100 South and 200 South?

Are there plans for the remaining park/lawn on the south and west side of the City Center block?

Have you considered a park with splash pad? Similar to what Springville City has?

Thank you for your response in advance.  
Roxanne Lamb

# MEMO



To: Planning Commission

From: Jason Bond, Community Development Director

Date: February 5, 2021

Re: **Amendment to Parking Code Related to Drive-in Restaurant Requirements - UPDATE**

It is proposed that the Planning Commission and City Council consider amending the code related to the parking requirement for drive-in restaurants (SCC 10.48.040). The proposed amendment is as follows:

Restaurants:		
	Drive-in restaurants	<del>12</del> 8 off street parking spaces or sufficient off street parking spaces to accommodate all patrons or customers based on <del>design capacity</del> <u>a rate of 1 space per 4 seats</u> , whichever is greater
	Family restaurants	1 space per 4 seats
	Restaurants (dinner only)	1 space per 2 seats

Staff feels that the minimum number of required parking spaces required may be too high for drive-in restaurants especially when they do not even have a dine-in option for customers. As economic development continues to happen in Santaquin, staff feels that this requirement could be onerous for future drive-in restaurants that may be interested in locating their business in Santaquin. It is felt that this amendment is worth consideration.

**Staff Recommendation:** It is recommended that the Planning Commission provide a recommendation to the City Council which would reduce the parking requirement for drive-in restaurants.

**Recommended motion:** “Motion to recommend approval of a code amendment which will reduce the minimum number of required parking stalls for a drive-in restaurant.”