



Planning Commission Meeting Minutes
Tuesday, August 25, 2020

Planning Commission Members in Attendance: Trevor Wood (attending via Zoom) Brad Gunnell, Kylie Lance, Art Adcock, Michelle Sperry (attending via zoom), Kyle Francom, and Kody Curtis.

Other's in Attendance: Community Development Director Jason Bond, City Manager Ben Reeves and Kevin Olson.

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

Invocation/Inspirational Thought: Commissioner Lance shared an inspirational thought.

Pledge of Allegiance: Commissioner Francom led the Pledge of Allegiance.

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

Mr. Bond read a public comment from Jody Reid. She expressed concern regarding the regulations of one utility meter for ADU's. She also asked why a density cap hasn't been set for the one-acre requirement for Multifamily housing within the MSR zone. (See Attachment 'A').

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

Commission Chair Wood reminded the Commissioners to speak clearly into their microphones and one at a time.

Proposed changes to code language for accessory apartments

The Planning Commission will consider modifying Santaquin City Code Title 10 Chapter 6 Section 8 regarding accessory apartments.

Mr. Bond referred to the extensive discussion regarding ADU requirements at the last meeting. He noted the Planning Commission's request to include language regarding an ADU being located within a detached garage. He reviewed the changes as were discussed at the last meeting (See Attachment 'B'). Mr. Bond noted the new language in 10-6-8-2 Sections, C (regarding permanent foundations), D (regarding the design) and E (regarding ADU's which are attached to garages).

Commissioner Gunnell suggested that subsection E regarding garages, include language that clarifies that the 24-foot height restriction is 'inclusive of the garage height.' Commissioner Francom suggested that the language clarify that the height of the garage can be a maximum of 24 feet, regardless of the height of the existing home. He also asked if the 800 square foot footprint needs to be listed in each sub section regarding ADU's.

Commissioner Lance asked to discuss utility meters for ADU's. Mr. Reeves stated that the City is indifferent regarding the number of meters for an accessory apartment. He explained that the benefits of having two meters is that you have the exact usage for the separate unit. However, he clarified that when there is a secondary meter; it would have to be in the name of the original property owner. Mr. Reeves noted that there is a base rate charge for each meter in the City. Commissioner Curtis suggested that the home owner should be able to decide if they would like one or two meters. He also recommended that there is a requirement that no more than two meters be allowed. Commissioners Lance, Tolman and Wood agreed.

Mr. Reeves suggested that the code indicates that an ADU is a clear accessory to the main unit. Clarifying that the intent is not to subdivide an ADU from a primary dwelling.

Motion: Commissioner Lance motioned to forward a positive recommendation to the City Council for the proposed changes to code language for accessory apartments; given the changes discussed this evening. Commissioner Adcock seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Gunnell	Aye
Commissioner Tolman	Aye
Commissioner Lance	Aye
Commissioner Adcock	Aye
Commissioner Curtis	Aye
Commissioner Sperry	Aye

The vote passed unanimously 7 to 0.

Proposed changes to the MSR Zone

The Planning Commission will review a proposed amendment to Santaquin City Code Title 10 Chapter 7M regarding the Main Street Business Districts (MSBD) Zone.

Mr. Bond recapped the tabling of the proposed changes to the MSR zone at the last meeting and asked the Commissioners to provide direction (See Ordinance Draft in Attachment 'C').

Commissioner Francom stated that he would like to see a set density per acre requirement. Commissioner Wood noted that the intent of this language was to implement a minimum lot size and require developers to combine multiple properties in order to develop multifamily housing. Commissioner Lance expressed that she thinks this amendment is taking a step in the right direction. Commissioner Wood reasoned that multifamily housing will be heavily discussed as part of the general plan update.

Commissioner Gunnell noted that there is only one undeveloped parcel over one acre within this zone. Commissioner Adcock asked about having an 8 unit per acre requirement. Mr. Bond explained that 8 units were discussed because it is the number of units at which multifamily developments are required to provide a tot lot.

Commissioner Francom stated that he would be more open to high density housing, if it were to have a commercial component. He indicated that he would like to preserve the area for Commercial development in the future. Commissioner Tolman stated that she would like to remove multifamily as a permitted use. Commissioner Lance explained that she would like to ensure walkability and wouldn't like to eliminate multifamily housing in this zone.

Commissioner Wood reminded the Commissioners that the intent of the amendment is not to eliminate multifamily developments. He noted that State Law doesn't allow for the removal of multifamily housing within the City. Mr. Bond clarified that the State of Utah requirement is that a moderate income housing element be included within the general plan.

Commissioner Lance stated that she wants to discourage developers from and seeing a piggy bank, and ensure that what is being built is functional and serves a purpose. Commissioner Wood agreed. Commissioner Tolman expressed her feelings that the transition area was lost when high density housing was built on Main Street. Commissioner Gunnell stated that he understands Commissioner Tolman's feelings, but feels that eliminating multifamily is changing the zoning, which is better suited to the general plan update. He suggested that a density scale be set as a minimum of 8 and maximum of 12 in order to preserve amenities while keeping the density under control.

Motion: Commissioner Lance motioned to forward a positive recommendation to the City Council for the proposed changes to the MSR zone as presented. Commissioner Adcock seconded.

Commissioner Sperry:	Aye
Commissioner Adcock:	Aye
Commissioner Lance:	Aye
Commissioner Tolman:	Nay
Commissioner Gunnell:	Aye
Commissioner Wood:	Aye
Commissioner Curtis:	Aye

The vote passed 6 to 1.

Core Area Zoning Discussion

The Planning Commission will discuss zoning boundaries within the core area of town.

Commissioner Francom explained that he feels strongly that what is being done now will affect residents from years to come; and as the population increases there will be a need for more commercial businesses. He expressed that he would like to see Main Street be a center for business.

Commissioner Lance asked what the prominent differences are between the Main Street Commercial (MSC) and Central Business District (CBD) zones? Mr. Bond explained that the CBD zone is more restrictive for residential uses. He clarified that the MSC, and CBD are technically areas within the Main Street Business District Zone. Commissioner Lance asked if mixed use is

allowed in each zone? Commissioner Gunnell noted that the proposed language classifies mixed use as conditional in each zone.

Commissioner Gunnell indicated that he understands Commissioner Francom's concerns, but he would prefer to revisit this within the general plan update. Commissioner Wood agreed and recognized the importance of preserving the commercial space within the core area.

Motion: Commissioner Gunnell motioned to direct Staff to explore options of expanding commercial uses and zoning within the core area of town, as part of the general plan process. Commissioner Lance seconded.

Roll Call:

Commissioner Wood	Aye
Commissioner Gunnell	Aye
Commissioner Tolman	Aye
Commissioner Lance	Aye
Commissioner Adcock	Aye
Commissioner Curtis	Aye
Commissioner Sperry	Aye

The vote passed unanimously 7 to 0.

Right of Way Vacation

The Planning Commission will review a proposal to have the City vacate a narrow strip of right-of way near the intersection of Highland Drive and 120 East.

Mr. Bond reported that this proposal is to have a portion of right of way adjacent to the street at the intersection of Highland Drive and 120 E be vacated. He explained that staff discovered that there was a parcel of land still under the name of the School District. The property adjacent to this parcel, has been approved to expand the Orchard Hills townhome development. Mr. Bond noted that no expansion would be needed for the sidewalk as it is already existing. He indicated that land use regulations which dictate setbacks, would be affected and the townhomes would be offset, if the parcel of land is not vacated.

Mr. Bond explained that in order for this to be addressed the City would need to vacate the right of way, which would then revert it back to the original owner with is Nebo School District. The School District would then need to vacate the right of way to the developer. He explained that the Planning Commission will review and make a recommendation to the City Council; who will then hold a public hearing.

Motion: Commissioner Gunnell motioned to recommend approval to the City Council that the right of way area located at the intersection of Highland Drive and 120 E. be vacated. Commissioner Adcock seconded.

Roll Call:

Commissioner Wood:	Aye
Commissioner Gunnell:	Aye
Commissioner Tolman:	Aye
Commissioner Lance:	Aye
Commissioner Adcock:	Aye
Commissioner Curtis:	Aye
Commissioner Sperry:	Aye

The vote passed unanimously 7 to 0.

PLANNING COMMISSION BUSINESS

Approval of minutes from
August 11, 2020

Motion: Commissioner Tolman motioned to approve the minutes from August 11, 2020. Adcock seconded.

Roll Call:

Commissioner Sperry:	Aye
Commissioner Curtis:	Aye
Commissioner Adcock:	Aye
Commissioner Lance:	Aye
Commissioner Tolman:	Aye
Commissioner Gunnell:	Aye

The vote passed unanimously 7 to 0.

Commissioner Francom explained that he attended the City Council meeting last week on August 18th. He reported that WPA architecture has been appointed as the architect for the new City Hall. He asked for clarification regarding cardiac monitoring that was discussed at the meeting? Mr. Reeves explained that it is a device that the Fire Department uses to hook up a person to a monitor. The devices the City has are no longer supported, so the provider of those units is offering a discount if the City stays with them. He explained that they will be utilizing Cares Act dollars for the cardiac monitors, and reallocate Fire department funds to the Police department for riot gear.

Commissioner Francom also noted that it was reported that more building permits have been issued year to date in 2020, than in total for 2019.

Commissioner Wood asked for volunteers to attend the next City Council Meeting. No Commissioners volunteered.

Mr. Bond explained that submittals from consultants and firms for the general plan update have been accepted. He stated that a selection committee will be created to review the applicants. The committee will be made up of city staff, City Council members, and Planning Commission Members. Kylie Lance and Art Adcock were appointed to the Committee to meet on Thursday August, 27th at 3:00 p.m.

Mr. Reeves reported that there are roughly 50 businesses participating in the business stimulus program. Each household in the community will receive 4 coupons to be used at the participating businesses. Businesses can then bring back the coupons to the City and receive reimbursement through the Cares Act dollars.

ADJOURNMENT

Commissioner Wood motioned to adjourn at 8:30 p.m.

Trevor Wood, Commission Chair

Kira Petersen, Deputy Recorder