



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Mike Weight, LaDawn Moak, BreAnna Nixon, and Michael Romero.

Commissioners Jessica Tolman and Drew Hoffman were excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, City Recorder Amalie Ottley, Lonnie Martinez, and Chase Greenhalgh.

Commission Chair Wood called the meeting to order at 7:01 p.m.

**INVOCATION/INSPIRATIONAL THOUGHT**

Commissioner Romero offered an inspirational thought.

**PLEDGE OF ALLEGIANCE**

Commissioner Weight 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 Planning Commission in the Public Forum.

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

**DISCUSSION & POSSIBLE ACTION ITEMS:**

To accommodate the applicants present at the meeting, Commission Chair Wood rearranged the order of the agenda items.

**1. Parking Reduction Request for Santaquin Peaks Lot #14 Site Plan (Greenhalgh) (Item #3)**

Senior Planner Harris introduced a request from Kirk Greenhalgh for a parking reduction on his lot #14 located in Santaquin Peaks Industrial zone. The site plan has been reviewed and was conditionally approved by the DRC on February 25, 2025. An approved parking reduction or adding four additional stalls are the conditions of approval. There are a total of 25 parking spaces required: 12 stalls for the warehouse area and 13 stalls for the office area according to Santaquin City Code 10.48.040. The majority of employees will park in the gravel storage area, with only two or three people using the office space. Therefore, Kirk has requested a reduction in parking requirements to 21 stalls, which his site currently meets.

The applicant, Kirk Greenhalgh, was unable to attend the meeting. His son, Case Greenhalgh, attended the meeting to represent the applicant.

Case Greenhalgh explained that the site will be used for an excavation company, wherein trucks will park in the back and the parking lot will be used primarily for few customers. Commissioner Weight confirmed the actual numbers of parking spots that will be at the site. Senior Planner Harris indicated that if use for the site changes in the future, parking requirements would have to meet city code. If the use stays the same, the reduced parking will apply to any future business. Commissioners agreed that the application was straight forward and applicable to this site alone and not to any zone.

Commissioner Nixon made a motion to approve the parking reduction request for Santaquin Peaks lot #14. Commissioner Weight seconded the motion.

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

The motion passed.

## 2. Discussion on Multi-Family Units in the Main Street Residential (MSR) Zone (Item #4)

Senior Planner Harris introduced a request from property owner, Lonnie Martinez, to allow for multi-family units in the Main Street Residential (MSR) Zone. Mr. Martinez owns a single-family home in the Main Street Residential Zone and would like to convert the home to a duplex which currently is not allowed by code. Senior Planner Harris indicated that staff would encourage multi-family housing in the MSR zone as it's close to Main Street, utilities, and transit. Mr. Martinez addressed the Planning Commission explaining his frustration with the code as it does not allow for multi-family units on his lot even though multi-family developments were allowed at one time and have been built in multiple locations in the MSR Zone.

After a lengthy discussion, planning commissioners agreed to recommend the code be simplified by removing language pertaining to minimums and maximums in the MSR Zone and simply state that 2 units are allowed per 0.25 acre which would equal up to 8 units per acre and so forth. Senior Planner Harris indicated that he would take the recommendation and include it in a proposed ordinance to be considered in a public hearing at the next Planning Commission meeting.

## 3. PUBLIC HEARING: Minimum Unit Size Reduction in the Main Street Commercial Area in the MSBD (Item #2)

Senior Planner Harris introduced the proposed code amendment which updates Santaquin City Code Title 10 Chapter 20 Section 190 to reduce the minimum building size in the Main Street Commercial Area (MSC) in the Main Street Business Districts Zone. The proposed code amendment will satisfy Strategy 3 of the Moderate Incoming Housing plan.

Commission Chair Wood opened the public hearing at 8:06 p.m.

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

Commission Chair Wood closed the public hearing at 8:06 p.m.

Commissioner Romero made a motion to recommend approval of the proposed code amendment, which reduces the minimum building size for the Area in the Main Street Business Districts Zone. Commissioner Moak seconded the motion.

Commissioner Hoffman	Absent
Commissioner Moak	Yes

Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Tolman	Absent
Commissioner Weight	Yes
Commissioner Wood	Yes

The motion passed.

#### **4. PUBLIC HEARING: Reduction in Asphalt Requirements for Dedicated Roads (Item #1)**

Senior Planner Ryan Harris introduced a proposed code amendment updating Santaquin City Code 11.36.110 to reduce the minimum pavement width from 38 feet to 32 feet for all subdivision streets. As well as replacing City Council with the Planning Commission as the land use authority for approving any half plus 10' requests to maintain consistency throughout City Code.

Commission Chair Wood opened the public hearing at 8:10 p.m.

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

Commission Chair Wood closed the public hearing at 8:10 p.m.

Commission Chair Wood asked for clarification on the last sentence of the proposed code amendment. Planner Harris indicated that he would review the amendment with the City Engineer prior the upcoming City Council meeting.

Commissioner Moak made a motion to recommend approval of the proposed code amendment, which updates the requires pavement width to 32 feet, with the condition that language is reviewed in the last sentence of the proposed amendment. Commissioner Romero seconded the motion.

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

The motion passed.

#### **OTHER BUSINESS**

##### **Meeting Minutes Approval**

Commissioner Romero made a motion to approve the February 25, 2025 Meeting Minutes. Commissioner Weight seconded the motion.

Commissioner Hoffman	Absent
Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Tolman	Absent

Commissioner Weight	Yes
Commissioner Wood	Yes

The motion passed.

Senior Planner Harris went over items for upcoming Planning Commission meetings.

**ADJOURNMENT**

Commissioner Nixon made a motion to adjourn the meeting.

The meeting was adjourned at 8:16 p.m.

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City Recorder – Amalie R. Ottley

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Planning Commission Chair – Trevor Wood