



Development Review Committee (DRC) Members in Attendance: City Engineer Jon Lundell, City Planner Aspen Elmer, Public Works Director Jason Callaway, Police Lieutenant Mike Wall, Fire Marshall Allen Duke

Excused: Building Official Randy Spadafora and Assistant City Manager Jason Bond

Others in Attendance: Engineer Megan Wilson, Deputy City Recorder Gwen Butters, applicants Kirk Greenhalgh, Kase Greenhalgh, Riley Greenhalgh and Gavin West for the Heritage Circle Subdivision.

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

City Engineer Lundell reviewed the agenda items. It was proposed, with consideration for the applicants in attendance, the Heritage Circle Preliminary Plan be the first item discussed. The Committee approved.

NEW BUSINESS

1. Heritage Circle Preliminary Plan

A preliminary plan review of a 6-lot subdivision located at approximately 100 N 100 W

City Engineer Lundell introduced the agenda item clarifying the address as it was in error on the agenda. The 6-lot subdivision is in the R-8 zone which requires each lot to be 8,000 square feet. Each lot appears to meet this requirement. This is a preliminary review, and the role of the DRC currently is to be a recommendation body for the Planning Commission.

City Planner Elmer outlined items that need attention. Frontages for lots 2-5 do not meet the 80 feet requirement in the R-8 zone. It was noted that the street side setbacks require 20 feet; this plan shows 25 feet and therefore needs addressing. A PLSS certificate is needed as well as to provide addressing the double frontage lots. These lots are strongly discouraged, however, if the applicants do choose to proceed, a fence would be required. The plats also need to be labeled showing that there is no access to these areas.

City Engineer Lundell further clarified regarding frontage requirements in a cul-de-sac stating that they are to be measured 30-feet back from the front property line. While the curbs are less than 30-feet, measuring back from that property line is the area that must meet the 80-foot requirement. As the plan currently shows, that point is not being met. Additionally, when it comes to the double frontage lots, Santaquin City Code (SCC) prohibits double frontage lots for any development. However, to aid development, there are situations where double frontage lots are proposed and it makes sense to have them. The requirement in these instances is as mentioned by City Planner Elmer and must be noted on the plat and have a fence, restricting access. Delineation is necessary if this is to be the case.

City Planner Elmer referred to the cover sheet and stated that another note is needed regarding the geotechnical study.

Public Works Director Callaway confirmed that the utility lines are ready for this development and are accessible. It was questioned if the plan shows a snow load area at the back of the cul-de-sac. City Engineer Lundell stated that it is not clear and notes that a comment shows no snow load according to

our specifications sheet, ST3. In all cul-de-sacs there is a concrete pad between the curb and gutter and the sidewalk allowing for snow to be pushed into that area. In relation to this issue, relocating the fire hydrant to a different property line will be required.

No further comments were made by the Committee members.

City Engineer Lundell further notes that the shown retention is under asphalt and this is not allowed. It must stay within five (5) feet from back of curb in the park strip area. It was stated that it may run under sidewalk and this may be better, depending on grading elevations, to shift those out and put them into the right-of-way of 100 North. Otherwise, those will have to follow the radius there. It was questioned, regarding the elevation of that area, if there is a buildup of the sidewalk, will that direct flows to the South? This is not a requirement, however, if building up is being done, a drop-off on the side of the homes will result and will need to be filled.

Applicant, Kirk Greenhalgh stated a concern with the sewer system. He noted that attempts were made to create manholes and they may need to be built up. City Engineer Lundell offers that coming in from 100 West to access and possibly extend the sewer along property lines may be a plausible option. An easement of 20 feet with offset may be beneficial if repairs are needed in the future. This will ensure that the space needed will be there. It was stated that, if the sewer lines are only 6.5 feet deep, the homeowner will need to have ejector pumps installed and this may not be a desirable option for the homeowner. Public Works Director Callaway commented that there are several homes in the area that currently have these pumps. City Engineer Lundell states that topic will need further discussion.

City Engineer Lundell questioned whether there is an existing easement for power lines shown along the western boundary of the property. If so, it is anticipated that Rocky Mountain Power may want more of an easement on the plat itself, clarifying that the access needed is there. It was suggested to the applicant to consult with Rocky Mountain Power on this matter.

City Engineer Lundell states that a manhole appears to be on the site and needs confirmation.

City Engineer Lundell states that the symbology for street light poles is not consistent and must show as power poles in that regard. It was also noted that SCC code requires curb and gutter on all frontages of the property. In the current plan, this is indicated along the cul-de-sac and a connection on to 100 North but not on the remaining property. Deferral agreements for developments have been done in the past, however, it is unusual and typically granted for smaller subdivisions only. If this plan were to proceed as shown, approval would be needed from City Council and based on a recommendation from Planning and Engineering. Documentation may be provided to the applicants, if desired, and a meeting with City Council may be arranged. Otherwise, if improvements are not shown, this body may not move forward with approval.

City Engineer Lundell states that the overhead power lines run along the frontage of the property. SCC code requires those lines be underground and modifications be made to indicate the moving of a power pole. SCC code states that this must be underground as well. Consultation with Rocky Mountain Power is paramount for this item.

City Engineer Lundell states that the existing water lines are buried under the hatching and must be made visible. If a deferral agreement is not approved by the City Council, the storm drain report requires updating to reflect the additional storm water that would be generated. It was advised to make sure that the storm drain design is legible as currently the lettering is hard to read.

Applicant Kirk Greenhalgh inquired whether a geotechnical report was needed. City Engineer Lundell confirmed that it was. It was explained that from this report is where information regarding performance rate for storm water infiltration is found as well as providing recommendations to the building department on foundations and potential road cross sections. Due to the items that need addressing, City Engineer Lundell recommends a motion to table the item at this time.

Police Lieutenant Wall made a motion to table the Heritage Circle preliminary plan review until the red lines can be addressed. Fire Marshall Duke seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Public Works Director Jason Callaway	Yes
Police Lieutenant Mike Wall	Yes
Fire Marshall Allen Duke	Yes

The motion passed.

2. Scenic Ridge Phase D

A preliminary plan review of a 3-lot subdivision located at 430 S 1200 E

City Engineer Lundell introduced the preliminary plan to review the 3-lot subdivision located on the East Bench of the Scenic Ridge Development stating that this is a preliminary review and the role of the DRC at this time is to be a recommending body to the Planning Commission.

City Planner Elmer states that a density table is needed on the cover sheet to state the zone and number of lots. A density table is located on another page; however information is missing and the checklist requires it to be on the cover sheet. The acceptance body is no longer the City Council, it is the Planning Commission and that legislative body as noted, should be updated. The buildable area needs to be included.

Public Works Director Callaway confirmed that the utility lines are ready for this development. City Engineer Lundell states that the symbology does not correlate with what is listed and what is proposed.

Fire Marshall Duke states that this subdivision is within the Wildland Urban Interface (WUI) area and the structures would have to be built within the WUI code. City Engineer Lundell inquires if there is a reference that can be given to the applicants regarding these guidelines. Because this is a new code, it was agreed that this will be discussed later as research is needed.

City Engineer Lundell referred to a comment that there may be re-proposed phasing for the project noting that there is a portion to the East of 1200 East, as per the development agreement, that has

anticipated lots that will require addressing by the DRC. This will not preclude the item from moving forward.

No other comments or questions on this item were addressed.

Public Works Director Jason Callaway made a motion to approve preliminary plan review for Scenic Ridge Phase D providing all redlines are met. Police Lieutenant Wall seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Public Works Director Jason Callaway	Yes
Police Lieutenant Mike Wall	Yes
Fire Marshall Allen Duke	Yes

The motion passed.

MEETING MINUTES APPROVAL

3. February 10, 2026

City Planner Elmer made a motion to approve the DRC meeting minutes from February 10, 2026. Fire Marshall Duke seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Public Works Director Jason Callaway	Yes
Police Lieutenant Mike Wall	Yes
Fire Marshall Allen Duke	Yes

The motion passed.

ADJOURNMENT

Police Lieutenant Wall made a motion to adjourn the meeting.

The meeting was adjourned at 10:20 a.m.

Jon Lundell, City Engineer

Gwen Butters, Deputy City Recorder