



**DRC Members in Attendance:** City Engineer Jon Lundell, Building Inspector Jon Hepworth, Planner Aspen Stevenson, City Manager Norm Beagley, Public Works Director Jason Callaway, and Fire Chief Ryan Lind.

**Others in Attendance:** Recorder Amalie Ottley, EIT Megan Wilson, Alex Rugg (Centracom), David Peterson, and Bruce Fallon. Michelle MacDonnell and Maria Quintero attended the meeting via Zoom.

Lieutenant Mike Wall was excused from the meeting.

**1. CVMC Phase #2 Site Plan**

*A site plan review for Phase 2 of the CVMC Building located at 210 E. Main St.*

The applicants David Peterson and Bruce Fallon attended the meeting.

Building Inspector Hepworth had no comments.

Planner Stevenson indicated that the drive aisles are required to be 26 feet wide. The plans currently show the aisles to be 24 feet wide. The applicant inquired about the purpose of the 26-foot drive aisle requirement. Engineer Lundell indicated that the city code has been updated to match fire code which sets drive aisle width at 26 feet wide. Planner Stevenson confirmed that the aisle width is applicable to the new drive aisle only, and the existing aisle may remain at 24 feet. Planner Stevenson also pointed out that 5-foot landscaping areas are required in order to reduce parking sizes to 18 feet. Adding that if there is not 5 feet of landscaping, a 20-foot parking stall is required.

Director Callaway and Engineer Lundell discussed the placement of trees in the clear view area. Fire Chief Lind discussed the placement of large trees near the drive aisles. Members of the DRC encouraged the applicant to place smaller trees in the landscaping to avoid potential safety issues. Engineer Lundell also encouraged the applicant to place rock cobbles in place of sod as currently shown to reduce water usage.

Manager Beagley had no additional comments.

Manager Beagley made a motion to conditionally approve the CVMC Phase #2 Site Plan contingent on the red lines being addressed. Chief Lind seconded the motion.

Lieutenant Mike Wall	Absent
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

Mr. Fallon inquired about the need for review by the Architecture Review Committee (ARC). Manager Beagley indicated the Assistant Manager Bond will coordinate any ARC needs with the applicant.

## **2. The Hills LDS Church Site Plan (Santaquin West Meetinghouse)**

*A site plan review for an LDS church located at 1544 South Sageberry Drive.*

Representatives for the applicant, Michelle MacDonnell and Maria Quintero attended the meeting via Zoom.

Building Inspector Hepworth had no comments.

Planner Stevenson pointed out that additional lighting is needed in the parking lot away from the building.

Public Director Callaway and Engineer Lundell discussed if roadcuts are required to access utility connections. Engineer Lundell indicated that it would be possible to combine the road cuts into one to not have to have multiple road cuts on a new road for the project. Director Callaway asked Chief Lind if the fire hydrant could be relocated closer to utilities to avoid another roadcut. Chief Lind indicated that the placement of the fire hydrant on the road may be difficult to move any further north. Engineer Lundell stated that the city will work with the applicant to decide where the water lines need to be connected to avoid unnecessary road cuts.

Chief Lind thanked the applicant for relocating the entrance into the parking lot. He indicated that the Fire Department Connection (FDC) needs to be located within 100 feet of the fire hydrant that is near the building, adding that if it's less than 100 feet from the FDC a Post Indicator Valve (PIV) would not be required. He also indicated that the parking stall nearest to the fire hydrant needs to be reconsidered to allow for at least 3 feet of clearance around the hydrant.

Manager Beagley had no comments.

Engineer Lundell pointed out that any retaining walls over 4 feet in height will require a building permit and engineering to complete. The applicant inquired if there is a maximum height requirement for retaining walls. Engineer Lundell indicated that there is not a City code requirement for the maximum height of retaining walls.

Chief Lind made a motion to approve the Hills LDS Church Site Plan (Santaquin West Meetinghouse) site plan contingent on red lines being addressed. Planner Stevenson seconded the motion.

Lieutenant Mike Wall	Absent
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

**3. Peak 2-Lot Subdivision Preliminary Plan**

*A preliminary review of the Peak 2-lot Subdivision located at approximately 390 N. 200 E.*

Building Inspector Hepworth had no comments.

Planner Stevenson had no comments.

Director Callaway pointed out that one road cut will be required to connect the pressurized irrigation (PI) and culinary lines on the west side of 200 East.

Chief Lind had no comments.

Manager Beagley mentioned the piece of the property that is still part of the north parcel according to the Utah County parcel map. Engineer Lundell addressed the anticipated quit claim deed that will be recorded to pass ownership of the small strip of land to the neighboring property.

Engineer Lundell pointed out some minor redline notes on the plat.

Manager Beagley made a motion to forward a positive recommendation for the Peak 2-Lot Subdivision preliminary plan to the Planning Commission on the condition that redlines be addressed prior to the application being added to a Planning Commission meeting agenda. Director Callaway seconded the motion.

Lieutenant Mike Wall	Absent
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

**4. Meeting Minutes Approval**

Manager Beagley made a motion to approve the November 12, 2024 meeting minutes. Chief Lind seconded the motion.

Lieutenant Mike Wall	Absent
Public Works Director Jason Callaway	Yes
Fire Chief Ryan Lind	Yes
City Manager Norm Beagley	Yes
Planner Aspen Stevenson	Yes
Building Inspector Jon Hepworth	Yes
City Engineer Jon Lundell	Yes

The motion passed.

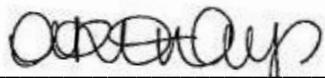
**Adjournment**

Chief Lind made a motion to adjourn the meeting.

The meeting was adjourned at 10:27 a.m.

---

Jon Lundell, City Engineer



---

Amalie R. Ottley, City Recorder

DRAFT