



DRC Members in Attendance: City Engineer Jon Lundell, City Planner Aspen Elmer, Building Official Randy Spadafora and Assistant City Manager Jason Bond

Excused: Public Works Director Jason Callaway, Police Lieutenant Mike Wall, Fire Marshall Allen Duke

Others in Attendance: Engineer Megan Wilson, Deputy City Recorder Gwen Butters, Applicant David Peterson (via Zoom) and other members of the public.

City Engineer Lundell called the meeting to order at 10:04 a.m.

NEW BUSINESS

1. 130 S Street Church 2-lot Preliminary Subdivision Plan

A preliminary plan review of a proposed 2-lot subdivision located at approximately 130 S and Highland Drive

City Engineer Lundell introduced the item and stated that this is a proposed subdivision located at 130 South and Highland Drive. At the present time this is a large vacant field, and the proposal is to divide the parcel. The plans show four future lots with the largest lot on the corner for the building of a church.

City Planner Elmer stated that the plan has checklist items missing. An acknowledgement from the post office and the PLSS certificate from the county are needed. In addition, the frontage for lot 4 is too narrow for the R-10 zone. Santaquin City requires 80 feet, and it appears that the measurement has been taken from the 30-foot setback, making it approximately 63 feet. It was suggested that some frontages be taken from lot 3.

Assistant City Manager Bond stated that the priority for this plan is for the future building of an LDS church building. The question was posed whether it made sense to phase this plan since the cul-de-sac is the secondary access for the future church site plan. If phase 2 is developed, secondary access will need to be closed to put in infrastructure. This will negate the purpose of having secondary access. It was asked that the applicant consider this to avoid issues in the future. Applicant Peterson stated that they plan to install the improvements needed for the lots to not disturb the cul-de-sac. Assistant City Manager Bond stated that it appears that curb, gutter and sidewalk will be installed around the whole perimeter of the subdivision. Applicant Peterson stated that because it is required to do this as part of the preliminary plan, this is why it is being shown. The plan is to install these improvements when those phases begin. Assistant City Manager Bond requested that these plans be made clear to avoid future conflicts.

Assistant City Manager Bond notes the plan shows an existing shed on the corner of the development property. Santaquin City code does not allow accessory buildings to stand alone without a primary dwelling. As the focus of this subdivision is for lot 1 and the remaining property is for future development, this is not a remnant, which is not allowed. It is large enough to be usable whereas a remnant is a small parcel that is not developable. It was suggested that the applicants keep the highlighted areas in red as a future development area and it was questioned whether there are plans to divide those lots out further to meet zoning requirements. Also noted was that the Utah Department of Transportation (UDOT) will be rerouting Highland Drive which will affect the Northwest portion of this

parcel. The initial access to the church will need to be on the far East side of lot 1 so as not to conflict with the Highland Drive route. Applicant Peterson confirmed that access for lot 1 will be as far East as possible.

City Engineer Lundell stated the preliminary proposal shows 4 lots. Clarification is needed to show the three lots in question are future phase 2 development improvements. An updated mylar should show the first phase of the proposed subdivision. The remaining lots may have the utility connections installed as is. After this initial phase is subdivided off, the second phase would be contingent on a final application being submitted for those three lots. There is a 3-year window for a final application.

Applicant Peterson stated the landowner does not plan to develop lots 2-4 at the present time, only lot 1 and the cul-de-sac. He acknowledged that the current plat causes confusion as it appears that they are developing the entire lot when they are not. City Engineer Lundell confirmed this fact and stated that the first phase of this plan is all that can be recorded at this time. A traffic study is required for the two access areas, and this will be coordinated with the applicant later. Sidewalks need to be adjusted from the shown 4-foot sidewalk to the required 5-foot sidewalks.

Applicant Peterson discussed with City Engineer Lundell where the sewer lateral and storm drain should be located and specifications were discussed. Also noted was the need to add a snow loading area directing the applicant to view the specifications on the ST-3. Instructions were given to the applicant to note the buildable area beneath each lot, and it was directed that this was less than 30% within the setback lines.

A question was posed by a member of the public whether the improvements on Highland Drive and 130 South are required due to the UDOT project. City Engineer Lundell confirmed they are and stated that a small portion of lot 1 will be taken for this project. Assistant City Manager Bond stated that coordination with this project and the UDOT project would be beneficial for both parties in making those improvements. This has been discussed previously with the applicant and property owner.

No further comments from the DRC Committee were received.

Assistant City Manager Bond made a motion to recommend approval of the 130 S Street Church Preliminary Plan with the condition that all redline items be addressed. Building Official Spadafora seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Building Official Randy Spadafora	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

2. Scenic Ridge Estates Phase D

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

City Engineer Lundell introduced the item and stated that a large parcel remains from the initial subdivision application. The applicants want to divide that parcel into three lots. Preliminary approval was given by the Planning Commission in March. Utilities have been installed; the roadway has been constructed. This is the final application.

Building Official Spadafora questioned whether the addressing had been assigned. City Engineer Lundell stated that it had but will confirm.

No further comments from the DRC Committee were received.

Building Official Spadafora made a motion to approve the final plan review of the Scenic Ridge Estates Phase D. City Planner Elmer seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Building Official Randy Spadafora	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

3. Cortland Townhomes Phase 1 Final Plan Amendment

An amendment to the Cortland Townhomes Phase 1 final plat located at approximately 200 N and 400 E

City Engineer Lundell introduced the item and stated that once construction began on this project, an existing utility was found to run adjacent and within 2 feet of the existing Public Utility Easement (PUE). The specifications require that there be a minimum of a 5-foot separation between the utility and the building foundation. Instead of coordinating to move the utility, the applicant is proposing to move the building location approx. 3 feet to the East. This does not impact on parking or open space.

City Planner Elmer stated there are plat cleanup items to address from the original plat recorded with the county. Namely, the private lane and open space needs labeling.

Building Official Spadafora inquired whether this amendment affects any other building. City Engineer Lundell stated that it affects only one building which is lot 6-11.

City Engineer Lundell stated that there are minor clarifications needed for lots 28-34. It is not indicated which building details are associated with each unit. An example was given and stated that on the first and second building the footprint being used is indicated. Lot 28-34 does not have that notation, and this will need to be indicated on the plat.

No further comments from the DRC Committee were received.

Assistant City Manager Bond made a motion to approve the minor change to the Cortland Townhomes Phase 1 on condition that the red lines be addressed. Building Official Spadafora seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Building Official Randy Spadafora	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

MEETING MINUTES APPROVAL

4. March 10, 2026

City Planner Elmer made a motion to approve the DRC meeting minutes from March 10, 2026.
Building Official Spadafora seconded the motion.

City Engineer Jon Lundell	Yes
City Planner Aspen Elmer	Yes
Building Official Randy Spadafora	Yes
Assistant City Manager Jason Bond	Yes

The motion passed.

ADJOURNMENT

Assistant City Manager Bond made a motion to adjourn the meeting.

The meeting was adjourned at 10:39 a.m.

Jon Lundell, City Engineer

Gwen Butters, Deputy City Recorder