



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Michael Romero, Michael Weight, Jessica Tolman, Drew Hoffman, and BreAnna Nixon.

Commissioner LaDawn Moak was excused from the meeting.

**Others in Attendance:** Senior Planner Ryan Harris, Recorder Amalie Ottley, and City Council Member Jeff Siddoway.

Commission Chair Wood called the meeting to order at 7:00 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 7:03 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 7:03 p.m.

**DISCUSSION & POSSIBLE ACTION ITEMS:**

**1. Public Hearing: Warranty Requirements for Infrastructure Improvements**

Senior Planner Harris presented the proposed code amendment clarifying language in section 11.44.030 of the Santaquin City Code. The current code requires a warranty period of two (2) years, but the City Engineer and the Public Works Director can reduce it to one (1) year if specific requirements are met. He indicated that changes need to be made to better align the Santaquin City Code with the State Code. The proposed changes are:

1. The warranty period will now be one (1) year.
2. The City Engineer can extend the warranty period for more than a year if one of the items below can be shown.
  - a. a. "Prior poor performance by the applicant and or the applicant's contractor or subcontractor."
  - b. b. "The area upon which the infrastructure will be constructed contains suspect soil, and the City has not otherwise required the applicant to mitigate the suspect soil." (Suspect soils can be found when a geotechnical report is completed, which is required during the subdivision review process.)
3. If the City Engineer determines that a one-year warranty period is insufficient due to one of the items listed above, the City Engineer shall determine the appropriate length of the warranty period, to protect the public interest.

Commission Chair Wood opened the Public Hearing at 7:06 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 7:07 p.m.

Commissioners discussed what criteria the City looks at when considering if a contractor has poor performance. Senior Planner Harris indicated that the Public works and Engineering Departments both look at their own checklists during the warranty period to make sure that expectations are being met. He also stated that as the warranty period will be lessened from two years to one year in most cases, the City will closely monitor infrastructure improvements in that given time.

Commissioner Tolman made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 11.44.030 Clarifying Warrant Requirements for Infrastructure Improvements. Commissioner Nixon seconded the motion.

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

The motion passed.

## 2. O'Reilly's Auto Parts Sign Request

Senior Planner Harris presented the request from O'Reilly's Auto Part Store to place signs on all four sides of their new store being constructed at 500 W. Main Street. If signs are proposed on more than two sides of a building, the request goes to the Planning Commission to review. Senior Planner Harris showed the members of the commission where the signs will be placed. Commissioner Tolman inquired if a monument sign will also be placed at the site. Senior Planner Harris confirmed the location of the monument sign. Members of the commission agreed that the request was straightforward.

Commissioner Romero made a motion to approve O'Reilly's Auto Parts Sign Request. Commissioner Weight seconded the motion.

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

The motion passed.

## 3. Detached Accessory Dwelling Units Discussion

Senior Planner Harris discussed with the Planning Commission a recent Accessory Dwelling Unit Open House held by the City. He indicated that the open house was well attended by the public. He reported back to the commission and discussed the following four main points of feedback received from residents at the open house. (See attached slides.)

- **The setback from the property line needs to be reduced.**  
Senior Planner Harris pointed out the City Code that states that “the setbacks of a detached accessory dwelling unit shall be at least 12 feet from the primary dwelling and 10 feet from the side and rear property lines.” Residents that attended the open house indicated that it was difficult to meet the setback requirements as set forth in the City Code.  
Residents suggested that the code be amended to allow a single-story ADU to be 3 feet from the property line and two-story ADUs be 10 feet from the property line. Planning Commissioners discussed how utilities may be affected by moving a detached ADU closer to the property line. Senior Planner Harris suggested that if the setback requirement is reduced that a letter from utility companies be required in order to confirm that utilities don’t exist and will not be installed along any possible easements.
- **The rear yard on corner lots is a challenge.**  
Senior Planner Harris indicated that detached ADUs shall not cover more than a combined total of 25% of the rear or side yard. Corner lots pose a challenge for owners as the rear yard ends at the same distance from the property line as the main dwelling. Residents suggested that the ADUs be allowed on corner lots to the property line along the road rather than the main home. Members of the Planning Commission discussed that as long as the ADU meets the standard set back requirements, lining up the ADU with the primary dwelling would not be necessary.
- **Should Home Occupations/businesses be allowed in ADUs?**  
Senior Planner Harris reported that many individuals asked if home occupations/businesses would be allowed in detached ADUs. He indicated that currently, the City Code is silent on the subject. As such, the City would deem it not allowable by the code. However, the code does allow for a home business to occupy 25% of the main home or 50% of an accessory building such as a garage or shed, Commissioners discussed how to define what percentage of the ADU may be used for a home business and allow it as long as it meets all other standard requirements in the code.
- **The height requirement for ADUs should be amended.**  
Lastly, Senior Planner Harris reported that a contractor asked that the height requirement for ADUs be amended to allow for taller structures. Currently, the City Code requires that the ADU cannot exceed the height of the primary home. The contractor suggested that the maximum height of an ADU be allowed at 24 feet in height. After discussion, the Planning Commission agreed that the current City Code requirements should remain as is.

The Planning Commission directed staff to research what other municipalities are doing in regards to detached accessory dwelling units and bring back the topic to Planning Commission for more discussion.

#### **OTHER BUSINESS**

##### **4. Meeting Minutes Approval**

Commissioner Romero made a motion to approve the Planning Commission meeting minutes from April 23, 2024. Commissioner Tolman seconded the motion.

Commissioner Hoffman                      Yes

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

The motion passed.

**ADJOURNMENT**

Commissioner Weight made a motion to adjourn the meeting.

The meeting was adjourned at 8:21 p.m.

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City Recorder – Amalie R. Ottley

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Planning Commission Chair – Trevor Wood

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