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

Commissioners Michael Weight, Jessica Tolman, and LaDawn Moak were excused from the meeting.

Others in Attendance: Senior Planner Ryan Harris, Recorder Amalie Ottley, City Council Member Jeff Siddoway, Kyle Spencer (Northern Engineering), and Layne Vincent.

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 Hoffman 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:
Commission Chair Wood moved up item #3 in the meeting in consideration of the applicants who were present.

3. Vincent Oaks Preliminary Plan
The applicants for the Vincent Oaks Subdivision, Layne Vincent and Kyle Spencer attended the meeting.

Senior Planner Ryan Harris presented the Vincent Oaks Preliminary Plan. The Vincent Oaks Subdivision is located at 850 East 450 South. The proposed subdivision is in the R-10 Residential zone and has seven lots on 3.65 acres. Lots within the R-10 zone must have a minimum lot size of 10,000 square feet and a minimum lot width of 80 feet. The lot frontage requirement for a corner lot is 95 feet. The proposed lots range from 0.24 acres (10,381 square feet) to 0.51 acres (22,160 square feet), and the lot frontages range from 95 feet to 156.70 feet. All cul-de-sac frontages meet the requirements found in Santaquin City Code (SCC) 11.24.080. All requirements in the R-10 zone (SCC 10.20.080) are being followed. The applicant will extend a portion of 900 East that is located on their property. The rest of 900 East will be located on the adjacent property in the County. When the adjacent property is annexed and developed, the rest of 900 East will be installed. There will be three lots (Lots 5-7) that will have frontage along 875 East and 900 East. These lots will not have access to 900 East.

Commissioner Wood inquired about the frontage measurements along the frontage of the curved lots. Planner Harris explained how measurements are considered by the engineers in cul-de-sacs. Commissioner Wood also asked about concerns raised in previous meetings regarding drainage on the site. Engineer Kyle Spencer indicated that a storm drainage plan has been submitted and approved by

the engineering team. He went on to say that by improving the road and individual lots the grading will intersect any flood routing or debris flow.

Commissioner Romero made a motion to approve the preliminary plans for the Vincent Oaks Subdivision on the condition that all redlines be addressed. Commissioner Nixon seconded the motion.

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

The motion passed.

1. PUBLIC HEARING: Reduction in Size of Multi-Family Dwelling Units Within the Main Street Business Districts Zone

Senior Planner Ryan Harris presented the proposed code amendment reducing the size of multi-family dwelling units within the Main Street Business District Zones. It is proposed that the Planning Commission and City Council consider amending Santaquin City Code 10.20.190.K.1 to reduce the minimum size of multi-family dwelling units in the Main Street Business Districts Zone. This proposal was created to address one of the City's five strategies to meet the State's moderate-income housing requirements.

When reviewing the proposal, there are two points to remember. First, reducing the unit size does not translate to higher density. Multi-family projects in the MSBD Zone still require 30% open space and must meet the parking requirements. Santaquin City Code requires each unit to have two parking spaces per unit for residents, and additional parking for guests. Each stall is 20' x 10', and the parking aisle would need to be extended to accommodate the additional parking. Most projects within the MSBD Zone that have been completed in the last few years have maxed out the area they could use for dwelling spaces because of the 30% open space and parking requirements. It would be hard to add additional units, even with the proposed reduction. Second, reducing the minimum size of a dwelling unit does not mean that units will be built at the minimum size. In the past few years, all projects approved in the MSBD Zone have had dwelling unit sizes larger than the minimum size allowed.

Commission Chair Wood opened the Public Hearing at 7:15 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 7:15 p.m.

Commissioners discussed on the zoning maps the zones that are included in the Main Street Business Districts zone. Members of the Planning Commission agreed that the proposed code amendment is reasonable in working toward complying with the Moderate-Income Housing requirements.

Commissioner Nixon made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 10.20.190K.1. Commissioner Romero seconded the motion.

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

The motion passed.

2. PUBLIC HEARING: Extensions for Preliminary and Final Plat Approvals
Senior Planner Harris presented the proposed code amendment changing subdivision extensions for preliminary and final plat approvals found in several sections in Santaquin City Code (SCC) 10.20. In the past few months, staff have found some areas in the Code that need to be updated to follow recent changes to the subdivision review process. The proposed amendment will also clarify the subdivision extension process. Below are some of the proposed changes to the Santaquin City Code.

1. Make the Planning Commission the land use authority to extend a preliminary plat.
2. Make the Development Review Committee the land use authority to extend a final plat.
3. Make the Planning Commission the land use authority for subdivision amendments.
4. Clarify how Preliminary and Final Plans are extended when final plats (phases) are recorded.
5. Update the section of code related to vacating a street to match State Code requirements.

Commission Chair Wood opened the Public Hearing at 7:25 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 7:25 p.m.

Commissioner Romero made a motion to recommend approval of the proposed code amendment which amends Santaquin City Code 10.48.050.E. Commissioner Nixon seconded the motion.

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

The motion passed.

OTHER BUSINESS
Commissioner Nixon made a motion to approve the Planning Commission Meeting Minutes from March 12, 2024. Commissioner Romero seconded the motion.

Commissioner Hoffman	Yes

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

The motion passed.

ADJOURNMENT
Commissioner Nixon made a motion to adjourn the meeting.

The meeting was adjourned at 7:30 p.m.

City Recorder – Amalie R. Ottley

Planning Commission Chair – Trevor Wood