



**Wednesday, September 3, 2025**  
**Planning Commission**

**Planning Commission Agenda**

**PUBLIC NOTICE** is hereby given that the Planning Commission of Spanish Fork, Utah, will hold a meeting in the City Council Chambers at Library Hall, on the second floor, 80 South Main Street, Spanish Fork, Utah, with a work session commencing at 5:30 p.m., and the Planning Commission Meeting commencing at 6:00 p.m. on September 3, 2025.

**Planning Commissioners**

**Todd Mitchell**  
**Shauna Warnick**  
**Michelle Carroll**  
**Michael Clayson**  
**Paul Dayton**  
**Dave Woodhouse**

**SPANISH FORK CITY** does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the employment or the provision of services. The public is invited to participate in all Spanish Fork City Planning Commission Meetings located at the City Council Chambers at Library Hall, 80 South Main Street, Spanish Fork. If you need special accommodation to participate in the meeting, please contact the Community Development Office at 801-804-4580.

**1. 5:30pm WORK SESSION - No formal actions are taken in a work session.**

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**2. 6:00 Agenda Items**

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**3. Minutes**

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A. July 8, 2025.

**4. Zone Change (Public Hearing)**

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A. MABEY OFFICE BUILDING DEVELOPMENT ENHANCEMENT OVERLAY. This proposal involves a Zone Change to add the Development Enhancement Overlay to accommodate the development of a commercial office building located at 48 East South Lane.

**5. Annexation**

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A. RAY ALLEN SWENSON ANNEXATION. This proposal involves annexing 64.42 acres into the city with the Rural Residential zoning designation. The subject property is located at approximately 1730 West SR-77.

**6. Title 15 Amendment (Public Hearing)**

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A. TITLE 15 ACCESSORY STRUCTURE. This proposal involves a request to amend the city's code to allow for detached accessory structures located on parcels larger than one acre to exceed 1,000 square feet in size.

**7. Other Discussion**

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**8. Adjourn**

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**Draft Minutes**  
**Spanish Fork City Planning Commission**  
**80 South Main Street**  
**Spanish Fork, Utah**  
July 8, 2025

Commission Members Present: Chairman Todd Mitchell, Shauna Warnick, Michelle Carroll, Mike Clayson, Paul Dayton, Dave Woodhouse.

Staff Members Present: Dave Anderson, Community Development Director; Brandon Snyder, Senior Planner; David Mann, Senior Planner; Ian Bunker, Associate Planner; Byron Haslam, Assistant City Engineer; Josh Wagstaff, Assistant City Engineer; Joshua Nielsen, Assistant City Attorney; Kasey Woodard, Community Development Secretary.

**Citizens Present:** Shawn Herring, Brady Redfearn, Taylor Smith.

WORK SESSION

Chairman Mitchell called the meeting to order at 6:00 p.m.

PRELIMINARY ACTIVITIES

**Pledge of Allegiance**

Commissioner Dayton led the pledge.

MINUTES

June 4, 2025

Commissioner Carroll moved to approve the minutes from June 4, 2025.

Commissioner Dayton seconded and the motion passed all in favor.

## ZONE CHANGE

### MAPLE MOUNTAIN PLAT N ZONE CHANGE

Brandon Snyder approached the podium and explained that this item was continued from the June meeting, during which a public hearing was held, fulfilling that requirement. He informed the Chairman that it would be at his discretion whether to invite additional public comment. Mr. Snyder stated that the proposal is largely a reapproval of a project originally approved in 2018, noting that the previous approvals have since expired. **Since that time, the city's land use code has changed, now** requiring a Master Planned Development (MPD) Overlay for approval. He presented the details of the proposed development, which includes 33 single-family lots, and noted that the applicant is requesting the MPD Overlay because the layout features a mix of lot sizes. Approximately half of the lots are below the 12,000 square foot minimum, while the remaining lots exceed the minimum requirement. He also noted that several lots have varying widths and depths from what is typically required under the zoning designation. Mr. Snyder stated that staff has reviewed the proposal and is recommending approval based on the findings and conditions outlined in the staff report.

Commissioner Warnick disclosed that she serves on the Nebo School District Board of Education, the adjacent property owner, but stated this does not hold any impact regarding the proposed development.

Commissioner Carroll noted that the applicant was not present at the June meeting, which prevented some concerns from being addressed. She inquired whether the applicant was present for this meeting, and it was confirmed that Shawn Herring was in attendance to represent the project.

Commissioner Mitchell asked why the item was continued from the previous month. Mr. Snyder explained that only three Commissioners were present at the June meeting, requiring a unanimous vote to proceed. He also noted that Commissioner Warnick expressed concerns regarding the applicant's proposed use of the MPD Overlay.

Commissioner Warnick elaborated on her concerns, stating that while the minimum lot size is 12,000 square feet, the proposed design includes many lots at only 8,500 square feet. She feels that this does not meet the intended use of the overlay and

suggested that reducing the number of lots could allow for larger lot sizes consistent with the MPD's intended purpose.

Commissioner Woodhouse expressed a different view, stating that the proposed design aligns with the existing plat and previous phases of the development, and he did not consider the change significant.

Commissioner Warnick acknowledged Commissioner Woodhouse's perspective but maintained her concerns regarding the lot sizes.

Shawn Herring approached the podium and referenced a prior development involving a land swap with the Nebo School District. He provided context on the design process, explaining that there were design challenges with the property and that the proposed layout maximizes the allowed density.

The Commissioners discussed the reduced lot sizes for lots 37-40 and potential solutions to increase these lot sizes. It was noted that the layout aligns with the existing plat. Staff suggested that removing one lot could increase the sizes of the remaining lots; however, Mr. Herring expressed that this would not be a feasible solution due to the associated costs and challenges, including the presence of an irrigation canal on the site, indicating that losing any lots could jeopardize the project.

Commissioner Mitchell noted that the applicant purchased land in an area zoned with a 12,000 square foot minimum lot size, to which Mr. Herring responded that the zoning designation was different at the time of the purchase. The Chairman commented that while he prefers developers to adhere closely to city standards, and he respects Commissioner Warnick's opinion, he does not have concerns with the proposed design and agrees with the staff's findings listed in the staff report.

Commissioner Carroll stated she was present at the previous meeting and did not have concerns, expressing support for the design as presented.

Commissioner Dayton, who was present at the previous meeting, stated that he did not have concerns with the design and acknowledged the importance of adhering to City standards. He noted that if the proposed design is functionally consistent with the existing plat, he does not believe that removing any lots would be the appropriate course of action to push for.

Commissioner Carroll **moved** to recommend the approval of the Maple Mountain Plat N Zone Change to the City Council based on the following findings:

Findings:

1. That the proposal conforms to the City's General Plan Designation of Low Density Residential.
2. That the proposal provides additional housing at a lower density range.
3. That the proposal provides for local street and utility connections.
4. That the proposal meets the required findings of the Master Planned Development Overlay zone.

Commissioner Woodhouse **seconded** and the motion **passed** all in favor.

PRELIMINARY PLAT

MAPLE MOUNTAIN PLAT N PHASE 2

Staff had no additional discussion.

Commissioner Dayton **moved** to recommend the approval of the Maple Mountain Plat N Phase 2 to the City Council based on the following findings and conditions:

Findings:

1. That the proposal conforms to the City's General Plan Designation.
2. That the proposal is consistent with the purpose, intent, and findings of the MPD Overlay District.

Conditions:

1. That the Applicant meets the City's development and construction standards, zoning requirements and other applicable City ordinances.
2. That the Applicant addresses all red-line review comments.
3. That the City Council approves of the corresponding Zone Change request

Commissioner Carroll **seconded** and the motion **passed** with 5 out of 6 Commissioners in favor.

Commissioner Warnick opposed the proposal.

## ZONE CHANGE (Public Hearing)

### WALMART DEVELOPMENT ENHANCEMENT OVERLAY

Ian Bunker presented the item, clarifying that the proposal pertains to the large Walmart located in the Canyon Creek shopping complex, not the smaller Neighborhood Walmart. He explained that the applicant is requesting to utilize the City's Development Enhancement Overlay to allow for the expansion of the online pickup area. This overlay is necessary because the proposed expansion will result in the removal of parking stalls and landscaped areas, causing the site to fall below the City's parking and landscaping requirements. He shared the recently approved Site Plan to illustrate the proposed pickup area location within the parking lot, noting that there are currently 22 parking stalls in the pickup area, consisting of 9 regular stalls and 13 pickup stalls. He reviewed the City's required parking ratio, which is based on the total square footage of the commercial building.

He noted a comment made by the City Manager during the Development Review Committee meeting, stating that although the overall parking count may be reduced, the expansion of the online pickup area facilitates quicker turnover as customers do not enter the store and park for shorter durations while picking up their orders. Staff recommended approval based on the findings outlined in the staff report.

The Commissioners inquired about general parking availability in the existing online pickup area, and it was noted that the area is currently under-parked. It was further stated that four cart corrals will be removed to create additional parking.

Taylor Smith approached the podium to present the proposal, confirming that the pickup area cannot currently accommodate the volume of online orders at this location. He explained that the proposed expansion would significantly improve the flow of the pickup area, reduce the number of in-person shoppers and thereby lessen the parking demand in the remainder of the lot.

Commissioner Mitchell inquired whether the building addition would accommodate online pickup orders. Mr. Smith confirmed this, explaining that the staging area for online orders inside the building would also be expanded to provide additional space for employees to manage the increasing volume of online orders.

Commissioner Dayton asked whether there will be any changes to the retail space that would impact customers, and it was confirmed that there would be no changes

to the retail shopping area. It was also noted that the expansion would also enhance safety for online shoppers by allowing employees to exit the building directly to the pickup area, eliminating the need to cross lanes of moving traffic in the parking lot when delivering orders to customers' vehicles.

Chairman Mitchell opened the public hearing at 6:33 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 6:33 p.m.

Commissioner Warnick **moved** to recommend the approval of the Walmart Development Enhancement Overlay to the City Council based on the following findings:

Findings:

1. That the proposal conforms to the City's General Plan Designation of Commercial.
2. That the proposal provides a service that is being utilized by residents and there is a need to expand said service.
3. That the necessary findings have been met for the Development Enhancement Overlay to be approved.

Commissioner Clayton **seconded** and the motion **passed** all in favor.

TITLE 15 (Public Hearing)

Title 15 Reimbursable Projects

Byron Haslam approached the podium to present the item. He explained that the Engineering staff is proposing to incorporate reimbursement percentages for Master Plan utility upsizing into the City Code under Title 15. He noted that developers are reimbursed over time as the City collects impact fees from subsequent developments. He explained that this reimbursement process is a tool frequently utilized by the City and is currently available online within the "Developer's Tool Box." However, he expressed that including this information in the City Code would provide added

convenience for developers. He also noted that the information would be reviewed and updated periodically to ensure it remains current.

Chairman Mitchell opened the public hearing at 6:36 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 6:36 p.m.

Commissioner Warnick moved to recommend the approval of the Title 15 Reimbursable Projects Amendments to the City Council based on the following findings and conditions.

Commissioner Dayton **seconded** and the motion **passed** all in favor.

#### Title 15 Amendments to Modify Land Use Regulations

Dave Anderson approached the podium to present the staff recommendation to remove the Large Utility Facility Overlay from Title 15. He explained that the overlay was proposed by staff in 2024 and subsequently adopted by the City Council to create a process for reviewing large utility projects, such as major power or gas lines, that may not primarily serve Spanish Fork but the broader region. While he initially supported the overlay, Mr. Anderson noted that new information has since raised concerns. He explained that the City has very limited authority to influence projects of this scale, and including this language in City Code may be misleading and could potentially cause more harm than good. He detailed the noticing requirements associated with legislative actions and emphasized that holding a public hearing for developments over which the City ultimately has no authority could misrepresent the City's role and mislead residents. Based on these concerns, staff recommended removing the overlay, as it no longer serves its intended purpose.

Commissioner Mitchell expressed concern regarding the City's limited ability to prevent large-scale regional or state-driven developments and inquired how residents could stay informed and participate in meetings to share their concerns on such projects.

Mr. Anderson responded that residents may reach out directly to the entities developing these projects or to state regulatory boards that oversee large utility developments. He explained that commissions and boards exist specifically to manage such projects within the state.



Commissioner Carroll asked whether these commissions and boards are required to provide notice to the public and affected entities regarding proposed developments, expressing the need for residents to be informed.

Mr. Anderson confirmed that these developments are subject to public noticing requirements. He emphasized his intent to be transparent in this discussion, referencing an upcoming large powerline project affecting the City. He expressed personal frustration with the proposed line but clarified that the proponents are operating within required regulations. He described that the powerline project would extend through Spanish Fork and neighboring communities, with public meetings held by the responsible entities, including a meeting in Spanish Fork in the summer of 2024. At that time, no final route had been chosen, and various alignments were still under consideration. Mr. Anderson noted that approximately 30 residents from Spanish Fork, Salem, and Utah County attended, and he felt the noticing for this meeting was sufficient.

Commissioner Mitchell expressed concern that holding meetings before a route is finalized does not adequately disclose potential impacts to the community. Mr. Anderson noted that the meeting did include discussion of potential routes being considered.

Commissioner Carroll sought clarification, noting that maintaining the overlay could imply that the City has authority over such developments and that holding public hearings could further imply the City has the ability to stop or modify the project. Mr. Anderson confirmed this interpretation, sharing his prior experience on the Provo City Planning Commission where public hearings were held for projects the City was obligated to approve, regardless of resident concerns. He emphasized that while cities can collaborate with developers to adjust alignments or materials, state law requires the City to bear the cost of such changes, which could place a significant financial burden on the City. He noted that representatives from Rocky Mountain Power had recently met with the City Council to discuss the powerline project and that the Council remains concerned about its impacts, taking time to understand what actions they can and cannot take regarding these developments. Mr. Anderson reiterated his frustration with the project's alignment and its potential effects on other developments within the City.

Commissioner Mitchell asked how residents would remain informed about such projects if the overlay were removed and a state or regional entity had already held a public hearing. Mr. Anderson indicated that information is available on project

websites. The Chairman expressed concern that residents may not seek out these websites without additional notification.

Mr. Anderson stated that the City would continue to discuss projects of this magnitude in public meetings and encouraged residents to stay informed through City announcements regarding upcoming meetings.

Commissioner Warnick agreed with the Chairman's concerns and stated that the City has an obligation to keep residents informed and to provide resources that allow residents to voice their concerns.

Commissioner Dayton expressed his understanding of the original intent of the overlay but agreed that its removal would prevent confusion regarding the City's authority over these types of projects.

Mr. Anderson concluded by reviewing the City's public noticing process, explaining that residents within 300 feet of a subject property are notified, and signage is posted on-site for proposed developments and public meetings. He noted that despite these efforts, some residents may still miss notifications and later express concerns. He anticipated significant public concern regarding the upcoming powerline project.

Commissioner Woodhouse inquired about the project's timeline, and it was noted that construction is anticipated to begin by the end of 2026, with the line expected to be operational by 2030.

Chairman Mitchell opened the public hearing at 6:55 p.m.

Brady Redfearn approached the podium and suggested that the City share information regarding these changes through the community newsletter and social media platforms. He noted that with careful messaging, the information could be communicated in a manner that would help residents understand the changes without causing unnecessary concern.

Chairman Mitchell closed the public hearing at 6:56 p.m.

The Chairman inquired further regarding this suggestion, and Mr. Anderson agreed it was an excellent idea, stating that he would coordinate with the City's Public Information Officer, Jack Urquhart, to explore this option.

Commissioner Clayton noted that the City is working to protect the interests of its residents. He acknowledged that while some frustration may arise, the City is making every effort to address these concerns appropriately.

Commissioner Dayton agreed that the actions being taken are in the best interest of the community but shared that he remains frustrated by the situation.

Commissioner Woodhouse moved to recommend the approval of the Title 15 Amendments to Modify Land Use Regulations to the City Council based on the following findings and conditions.

Commissioner Clayton **seconded** and the motion **passed** 4 out of 5 Commissioners.

Commissioner Dayton opposed the motion, referencing his earlier comments. While he acknowledged the City's intent to act in the community's best interest and avoid financial entanglements with developers, he expressed a desire for the City to assert more authority where possible.

Before adjournment, Dave Anderson noted scheduling conflicts for the upcoming meeting and proposed moving the August meeting to Tuesday, August 12. Staff and the Commission agreed to the change.

Commissioner Carroll requested that calendar invites be used for Planning Commission meetings, and staff confirmed this will be implemented.

Mr. Anderson also raised the need to appoint a new Vice-Chair following John Mendenhall's departure. After brief discussion, the Commission nominated Commissioner Shauna Warnick to serve as Vice-Chair, recognizing her seniority on the Commission.

Chairman Mitchell moved to adjourn the meeting at 7:05 p.m.

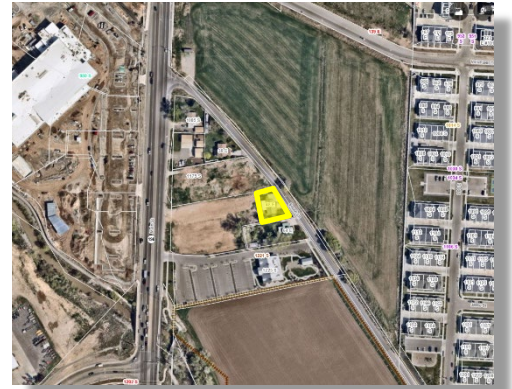
Adopted:

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Kasey Woodard  
Community Development  
Secretary



Mabey Office Building  
Zone Map Amendment  
48 East South Lane  
0.25 acres  
C-2 Zone  
Mixed Use General Plan Designation



## PROPOSAL

The Applicant applied for a Zone Map Amendment approval for the Development Enhancement Overlay Zone on the subject property. According to the performance standards in §15.3.20.060, “The City Council has the discretion to impose conditions with the Development Enhancement Overlay Zone to mitigate negative impacts incurred by not meeting the standard requirements, which may include architectural requirements, color requirements, more intense landscaping, shared parking with adjacent uses, height requirements, signage requirements, lighting requirements, or others deemed appropriate in the specific circumstances to compensate for any deficiencies in the standard requirements.”

The Applicant is proposing a five-foot-wide planting buffer adjacent to the neighboring residential property to the south instead of the 10-foot-wide buffer required by §15.4.16.130 of the Municipal Code. The proposed buffer would match what is shown on the plans for the adjacent development to the west due to the approved Development Enhancement Overlay Zone on that property. The Applicant increased the amount of landscaping shown on the landscape plan, including trees adjacent to the residence to the south. In order to meet the requirement of a 10-foot-wide buffer along the south property line, the building footprint would have to be reduced, the parking lot would need to shift five feet to the north, and this development would not line up with the adjacent development.

The Development Review Committee reviewed this application in conjunction with the Site Plan application on August 20. The DRC recommended approval of the Development Enhancement Overlay Zone and conditionally approved the Site Plan contingent on the City Council's approval of this Zone Map Amendment.

Some of the key issues to consider are: proposed use, site configuration, adjacent uses, development timing, landscaping, fencing.

## STAFF RECOMMENDATION

That the proposed Mabey Office Building Zone Map Amendment be approved based on the following findings and subject to the following conditions:

### Findings

1. That the proposed use is an appropriate use on the specific parcel as compared with other possible uses.
2. That granting the Development Enhancement Overlay Zone with modified restrictions will not cause a detriment to prospective patrons, to adjacent property owners, nor to traffic flows on the adjacent public streets.
3. That adequate conditions have been incorporated into the Zone which will offset the easing of usual requirements.
4. That the DRC recommended approval of the Development Enhancement Overlay Zone.

## Conditions

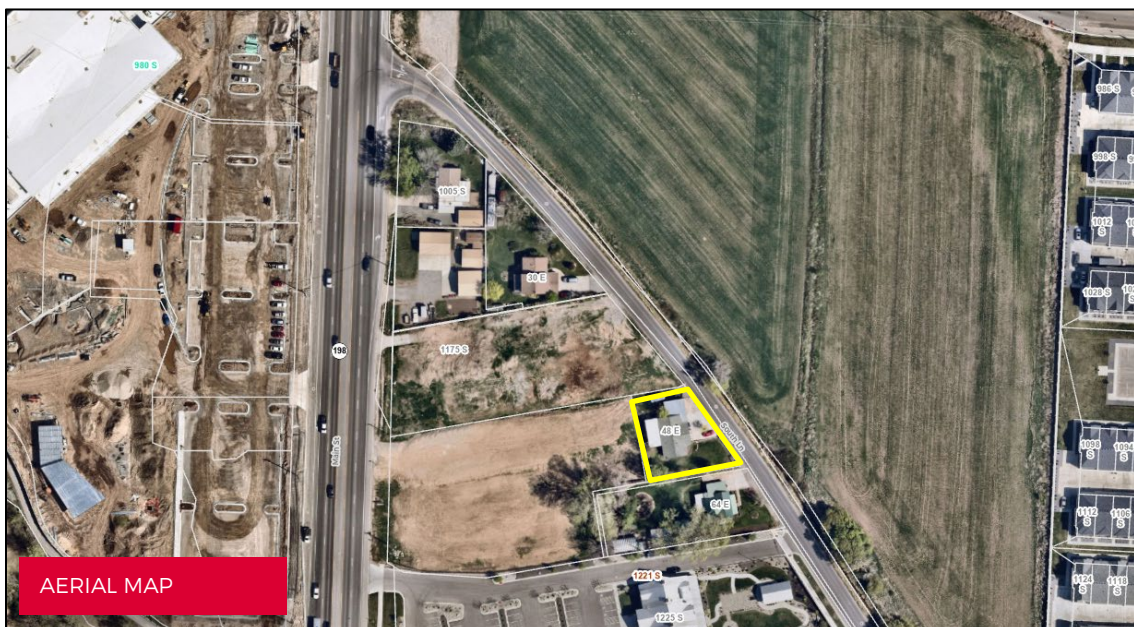
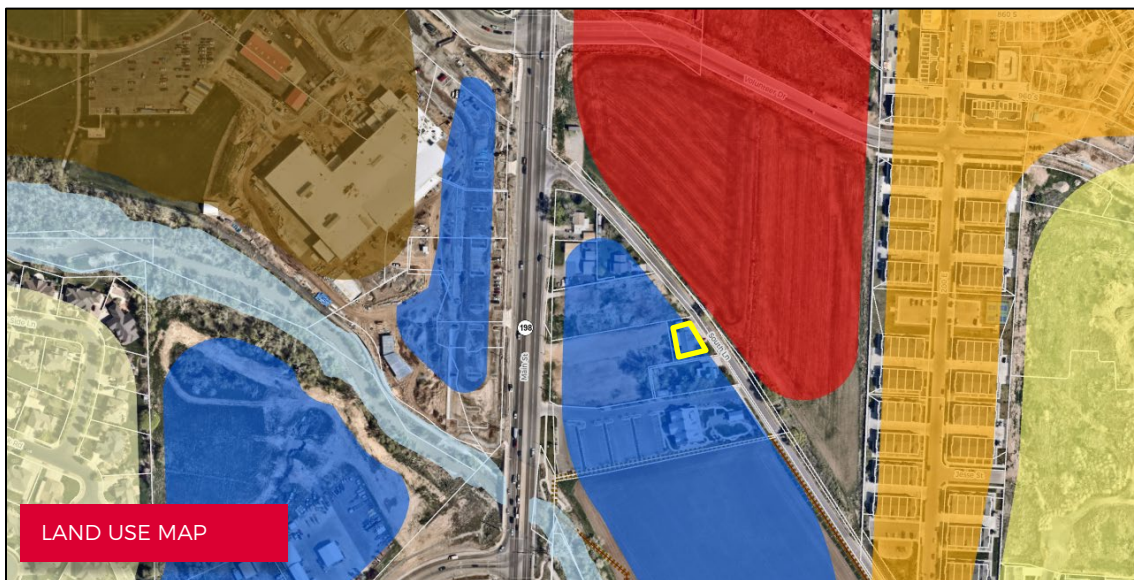
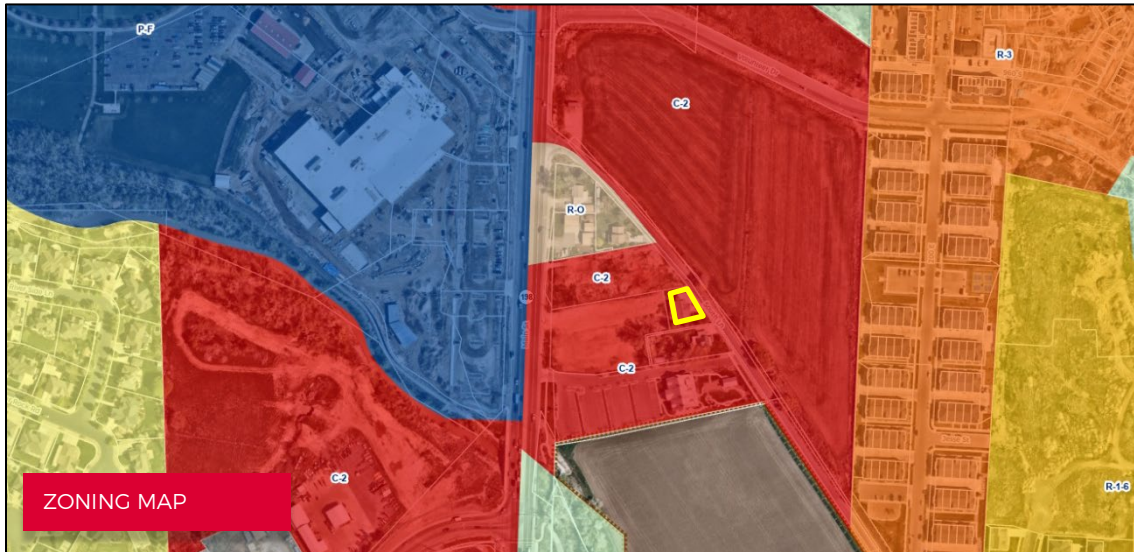
1. That the Applicant meets the City's development and construction standards, zoning requirements, and other applicable City ordinances.
2. That any remaining redlines are addressed prior to a building permit being issued.

## EXHIBITS

1. Area Maps
2. Letter of Support
3. Overlay Memo
4. Landscape Plan

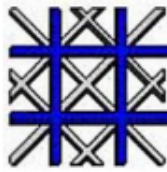


## EXHIBIT 1





## EXHIBIT 2



962 West 800 North, Orem Utah, 84057

### Architectural Coalition

Phone: 801-491-0275 - email: archcoalition@hotmail.com

Guilford A. Rand, Architect-AIA-NCARB

28 July 2025

Spanish Fork City Planning Department  
40 South Main Street  
Spanish Fork, Utah 84660

REF: A new office building for Brad Mabey.

To Whom It May Concern,

Brad Mabey, Owner of the project, is seeking Development Enhancement Overlay (DEO) approval for his project located at 48 East South Lane, Spanish Fork, Utah 84660. Approval of the DEO will allow the project to have a 5' setback on the south property line rather than the required 10' setback per city ordinances. The property to the south of the project is zoned single family residential.

The Development Enhancement Overlay allows for reductions in setbacks when the subject property gives back to the city additional benefits. The Owner is providing the following enhancements.

1. A significant increase in plant materials which includes 3 trees, and 41 shrubs more than code requires.
2. A cross access easement with the property to the west so that they may access South Lane. This will reduce the number of cars that would otherwise have to access the property from South Main Street.
3. A cross access easement will also be granted so that the development to the west can share water and sewer laterals into South Lane. This means that the development to the west will not have to extend their water and sewer lines into South Main Street.
4. The development to the west already has DEO approval for the 5' setback reduction along the south property line for their parking lot driveway. The 5' reduction for the Mabey property will allow the drive ways to be straight and continuous to South Lane.

Thank you for considering this request. Please let me know if there are any questions or clarifications that need to be addressed.

Respectfully Submitted,

Guilford A. Rand  
Architect  
AIA - NCARB

## EXHIBIT 3



TO: Planning Commission

FROM: Community Development

DATE: September 3, 2025

RE: Mabey Office Development Enhancement Overlay






Municipal Code 15.3.20.060 Development Enhancement Overlay. The following findings must be made by the City Council before approving any Development Enhancement Overlay:

1. That the proposed use is an appropriate use on the specific parcel as compared with other possible uses.
  - a. The proposed use is permitted in the base C-2 Zone.
2. That granting the Development Enhancement Overlay Zone with modified restrictions will not cause a detriment to prospective patrons, to adjacent property owners, nor to traffic flows on the adjacent public streets.
  - a. The scale of the requested change as well as the proposed modifications will not result in a detriment to the adjacent property owners. The Applicant's proposal will not be detrimental to patrons. The modifications will not be materially detrimental to traffic flows on adjacent streets.
3. That adequate conditions have been incorporated into the Zone which will offset the easing of usual requirements.
  - a. The Applicant has proposed additional landscaping and building elevations that will match the neighboring development, in addition to a masonry wall.
4. If a study has been submitted by the Developer, the Council accepts the study as accurate as far as addressing the more lenient standards and the impact it will have on adjacent property owners and the City.
  - a. A study was not deemed necessary.

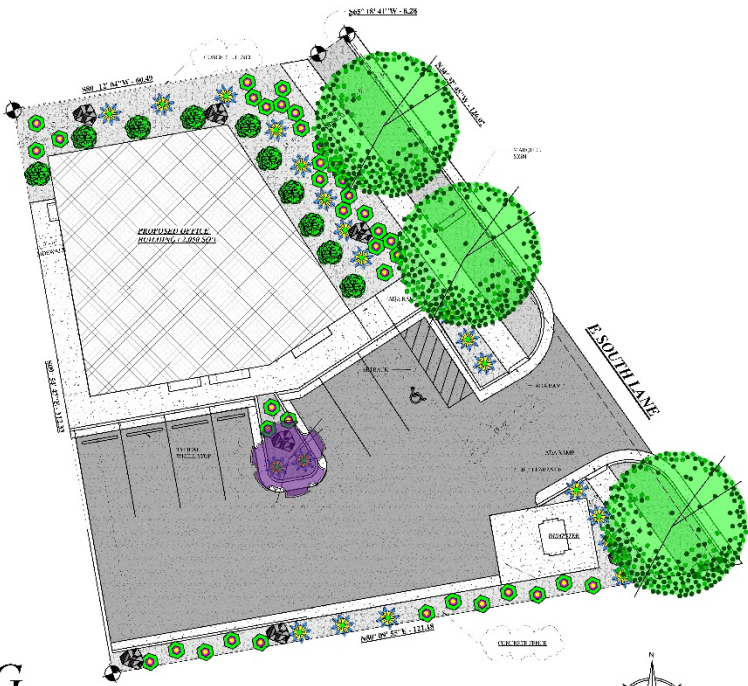


EXHIBIT 4

PLANT SCHEDULE

	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	QTY
TREES:					
	GLABRIMA FRAGANTISSIMA	HONEY LOCUST	2" CALIBER	BALL & BURLAP	3
	KRAUTER VESUVIENSIS	FLOWERING PLUMB	2" CALIBER	BALL & BURLAP	1
SHRUBS / PERENNIALS:					
	CORONATA SPICATA 'ARTIC' TREE	RED TWIG DOGWOOD	4 GALLON	PLASTIC BUCKET	10
	JUNBERGIA SQUAMATA 'BLUE STAR'	BLUE STAR JONQUIL	3 GALLON	PLASTIC BUCKET	20
	FRANKFURTIA 'REDY STAR'	DAVID'S REDY STAR	3 GALLON	PLASTIC BUCKET	34
	FIELD STONES	FIELD STONES	12" x 5"	1 DUMPTRUCK LOAD	

LANDSCAPE PLANTING PLAN



NOTES:  
1. ALL PLANTS ARE TO BE PLANTED IN THE SPACES INDICATED ON THIS PLAN.  
2. ALL PLANTS ARE TO BE PLANTED IN THE SPACES INDICATED ON THIS PLAN.  
3. ALL PLANTS ARE TO BE PLANTED IN THE SPACES INDICATED ON THIS PLAN.  
4. ALL PLANTS ARE TO BE PLANTED IN THE SPACES INDICATED ON THIS PLAN.  
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ARCHITECTURAL COALITION

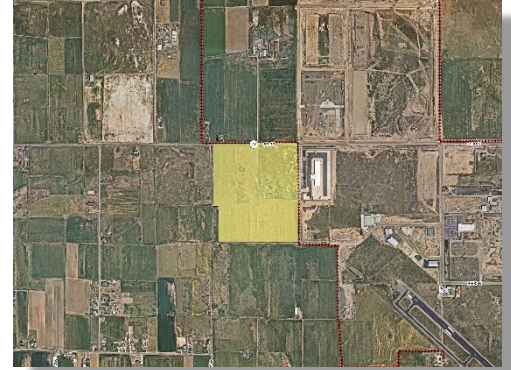
A NEW OFFICE BUILDING  
For Broc Mabey

Scale: 1" = 1'

1-1.0



Ray Allen Swenson  
Annexation Petition  
1730 West SR-77  
64.66 acres  
R-R Rural Residential  
Proposed Zone  
Agricultural General Plan  
Designation



## PROPOSAL

The Applicant has proposed that a parcel totaling 64.66 acres, located at approximately 1730 West SR-77, be annexed. The subject property is currently outside City boundaries but is located within the City's Annexation Policy Boundary and Growth Management Boundary. Upon annexation, it is recommended that these parcels be assigned the zoning designation of R-R Rural Residential as the city has not yet received any development plans for the property.

On July 1, 2025, the City Council accepted this annexation proposal for further study. The protest period for the annexation ended on August 8, 2025 with no protests received.

On August 27, 2025, the Development Review Committee recommended approval of the Ray Allen Swenson Annexation with R-R Rural Residential Zoning.

Some of the key issues to consider are: annexation configuration, general plan, land uses, zoning, utilities and power.

## STAFF RECOMMENDATION

That the proposed Annexation be approved based on the following findings:

### Findings

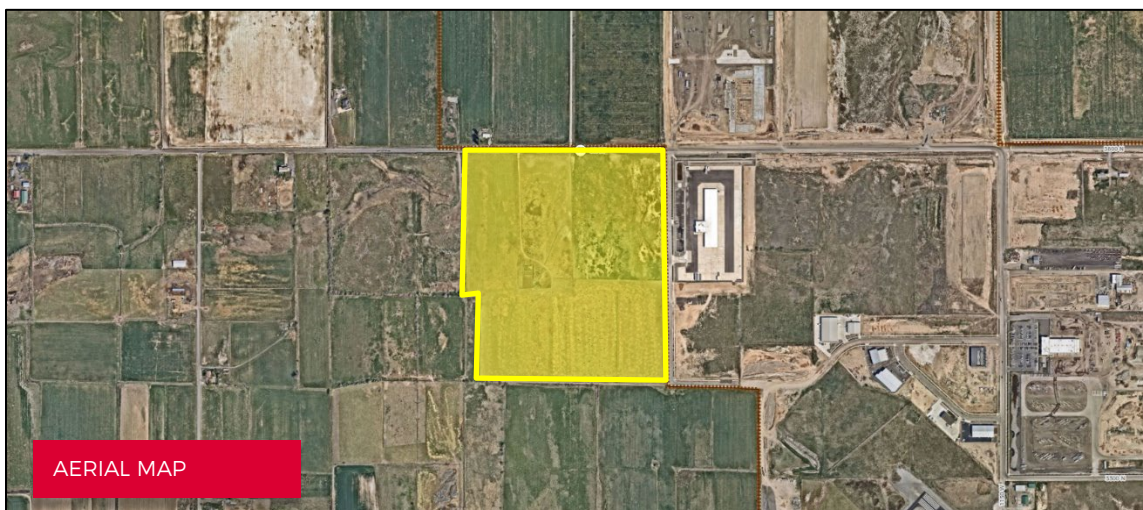
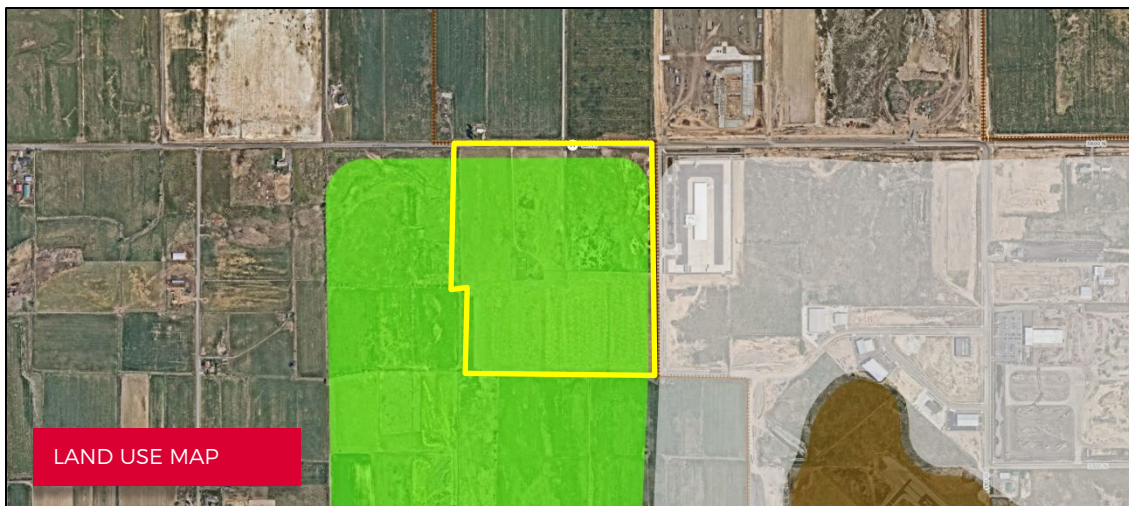
1. That the subject property is located within the City's Annexation Policy Boundary and Growth Management Boundary.
2. That the city's General Plan Land Use Designation for the annexation area is Agricultural.
3. That the city has not yet received any development applications for the annexation area so R-R Rural Residential would allow for the property owner to use the property in a similar way to how it has historically been utilized.

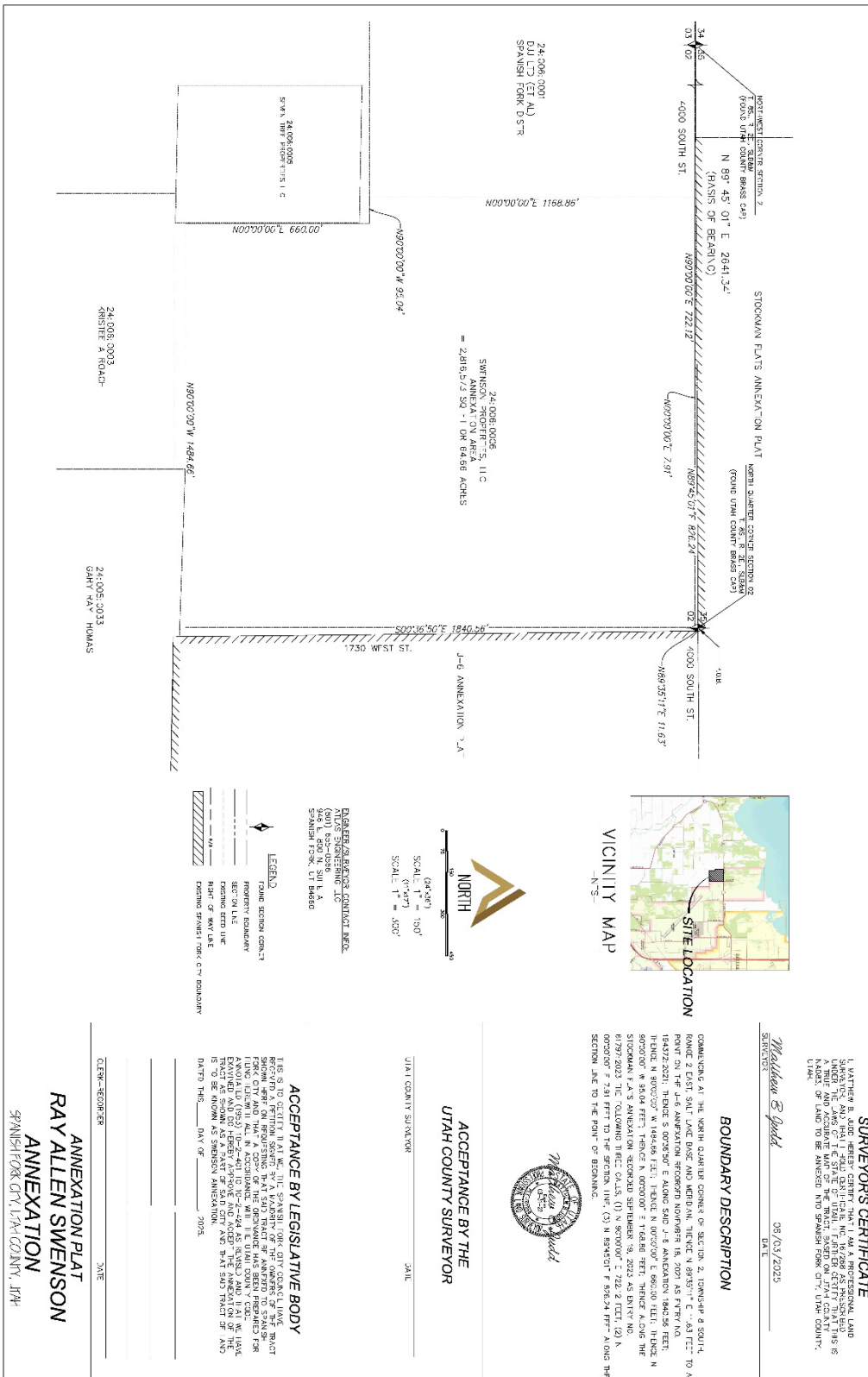
## EXHIBITS

1. Area Maps
2. Annexation Plat



## EXHIBIT 1





TO: Spanish Fork City Planning Commission

FROM: Dave Anderson, AICP

DATE: September 3, 2025

RE: Proposed Change to Regulations for External Accessory Dwelling Units

This proposal would allow detached Accessory Dwelling Units on parcels that are at least one acre in size to have more than 1,000 square feet of habitable living space. Currently, property size is not considered. Today, all detached Accessory Dwelling Units are limited to 1,000 square feet of habitable living space.

When the proposal was reviewed by the Development Review Committee, it was recommended that the proposal be approved, with one additional change. The DRC recommended that language in the section that requires architectural compatibility be removed.

#### **15.3.24.090 Supplementary Regulations**

Accessory Buildings, Structures, or Satellite Earth Stations.

Swimming Pools

Yard/Garage Sales

Irregular Lots

Accessory Dwelling Units (ADUs)

Awnings, Carports or Covered Decks

Animals

Wind Turbines (WT)

Outdoor Storage Areas

Public Rights-of-Way

Temporary Uses

Amateur Radio Antennas

##### **A. Accessory Structures:**

##### **1. All accessory structures must meet the following requirements:**

a. All accessory structures are required to obtain a building permit.

b. Permits for structures that are less than 200 square feet or are otherwise exempt from the adopted Building Code, as set forth in §14.04.010, are free of charge.

c. All detached accessory structures must be located behind the front wall plane of the principal structure.

Where property abuts against Interstate 15 or U.S. Highway 6, accessory structures have no required set back from the Interstate 15 or Highway 6 right-of-ways.

d. The combined square footage of all detached accessory structures shall not exceed 15% of the total lot area if the structure is entirely within



the setbacks for the principal structure, or 10% of the total lot area if the structure is located elsewhere on the lot.

e. If any accessory structure must be removed, relocated, or otherwise modified in any manner in order to access public utilities, the property owner shall bear the full expense of such removal, relocation or modification, together with all costs of restoration.

f. Accessory structures located on a corner lot shall meet the same front, rear, and side setbacks as required for accessory structures on an interior lot. Accessory structures located behind the front plane of the house and within 20 feet a public right-of-way shall be architecturally compatible with the primary structure on the lot. The second clear vision area as addressed in §15.4.16.150 needs to be maintained at all times.

g. The minimum front setback for detached accessory structures shall conform to the minimum front setback for the existing principal structure and shall be set at least five (5) feet, measured from eave to eave, from all structures on the property.

h. Accessory structures that meet the setback requirement for the principal building may be allowed to meet the maximum height allowed in that zone.

i. The maximum height for detached accessory structures shall be 20 feet to the peak of the roof measured from the finish grade (measured five (5) feet from the proposed structure). Any structures taller than 15 feet shall have a roof pitch of no less than 2/12.

j. Properties over one-half (1/2) acre in size can increase the maximum height to 24 feet by having the rear and side setbacks the same as the building height.

k. The structure must be constructed so all water runoff from the accessory structure does not flow onto adjoining properties.

l. Accessory structures that house Accessory Dwelling Units ~~shall be architecturally compatible with the Primary Structure on the lot,~~ shall be permanently connected to utilities via laterals from the Primary Structure or laterals from the public right-of-way, and shall maintain setbacks of no less than five (5) feet from all property lines and other structures.

m. **On parcels that are less than one (1) acre in size**, external or detached Accessory Dwelling Units shall not have more than 1,000 square feet of habitable living space. **External or detached Accessory Dwelling Units on parcels that are one (1) acre in size or larger, must meet the minimum setback requirements applicable to the principle structure.**

n. A Recreational Vehicle is not considered an accessory structure and may not be used as a dwelling unit within any zone. It shall be unlawful for any person to reside in a Recreational Vehicle as a dwelling unit.