



**Wednesday, April 1, 2026  
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 5:15 p.m., and the Planning Commission Meeting commencing at 6:00 p.m. on April 1, 2026.

**Planning Commissioners**

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

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**1. 5:15pm 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. December 3, 2025.
- B. February 4, 2026.
- C. March 4, 2026.

**4. Preliminary Plat**

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A. ANDY RIDGE SUBDIVISION. This proposal involves approving a Preliminary Plat for a standard subdivision with six single-family residential lots to be located at 418 West Quail Run Road.

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

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- A. ANDY RIDGE ZONE CHANGE. This proposal involves changing the zoning of a property from R-R to R-1-12 to allow for the development of a standard subdivision with six residential lots located at 418 West Quail Run Road.
- B. HALES 2-LOT INFILL. This proposal involves a Zone Change to apply the Infill Overlay to the R-1-6 Zone at 208 North 600 East in order to develop two single-family residences with modified setbacks.

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

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A. TITLE 15 AMENDMENTS. This proposal involves various modifications to Title 15.

**7. Concept Review**

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A. 7th NORTH BUILDING CONCEPT.

**8. Adjourn**

End

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Draft Minutes  
Spanish Fork City Planning Commission  
80 South Main Street  
Spanish Fork, Utah  
December 3, 2025

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

Absent: Michelle Carroll.

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

Citizens Present: Kevin Olson, Eldon Neves, Eddie \*Illegible\*, David Simpson, Kaden Cole, Wade Roberts, Nik Simpson, Jackie Larson.

WORK SESSION

Chairman Mitchell called the meeting to order at 7:00 p.m.

PRELIMINARY ACTIVITIES

**Pledge of Allegiance**

Commissioner Dayton led the pledge.

MINUTES

October 8, 2025

November 5, 2025

Commissioner Dayton moved to approve the minutes from October 8 and November 5, 2025.

Commissioner Clayson seconded and the motion passed all in favor.

### ZONE CHANGE (Public Hearing)

#### GILES ZONE CHANGE

David Mann approached the podium and identified the location of the subject property, providing a brief overview of the proposal. He explained that the property is currently zoned R-1-6 and that the applicant is requesting a Zone Change to R-3 with the Infill Overlay to allow for the development of a duplex. He noted that staff has coordinated with both the applicant and adjacent property owners to ensure continued access, as the existing driveway extends into a neighboring property. Mr. Mann further stated that the applicant is requesting a reduced rear setback of 15 feet in lieu of the standard 25-foot requirement. Based on staff review, staff and the Development Review Committee (DRC) are recommending approval of the request.

Commissioner Warnick asked whether there are neighboring properties with similar nonconforming conditions. Mr. Mann responded that such situations are common in the older, more historic areas of the city. Commissioner Warnick then inquired how these situations are addressed from a code enforcement standpoint, and Mr. Mann explained that the city does not proactively investigate overlapping property lines or property boundary disputes.

Commissioner Mitchell asked whether the carport extends over the property line. It was confirmed that the carport does not encroach over the property line, but rather runs parallel to the boundary.

Commissioner Warnick continued her inquiry regarding how the city enforces properties that do not meet current code standards. Mr. Mann stated that enforcement varies depending on the circumstances and confirmed that there have been no prior issues or complaints regarding the placement of the carport along the property line prior to the current application.

Dave Anderson addressed the Commission and explained that, historically, the city has allowed certain structures, including carports, to be constructed up to property lines when they met the code requirements in effect at the time of construction. He clarified that a structure's nonconformance with current standards does not automatically constitute a violation.

Kevin Olsen then approached the podium to respond to questions regarding setbacks and the carport. He stated that the property was resurveyed and that additional land was acquired from the adjacent property owner to provide a buffer area.

Commissioner Warnick asked about the unfinished basement shown on the plans. Mr. Olsen responded that the basement may be addressed in the future, but that it is not currently intended to be rented as a separate unit.

Commissioner Mitchell commented that he supports the inclusion of the unfinished basement, noting that it provides ample storage space and encourages use of the garage for vehicle parking rather than storage.

Staff further discussed the basement being used for storage purposes and noted that this would be a beneficial option.

Chairman Mitchell opened the public hearing at 7:13 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 7:13 p.m.

Commissioner Warnick provided feedback on the floor plan and inquired about the adjoining wall, which staff confirmed included an adequate fire wall for sound attenuation.

Commissioner Woodhouse **moved** to recommend the approval of the Giles Zone Change to the City Council based on the following findings and conditions.

Findings:

1. That the proposal is consistent with the City's General Plan Designation of High Density Residential.
2. That the proposal meets the intent of the Infill Overlay Zoning 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 any staff review comments.
3. That the Applicant coordinate access and property line concerns prior to applying for a building permit.

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

#### SWENSON PROPERTY ZONE CHANGE

Dave Anderson approached the podium to discuss the proposed Zone Change. He noted that this area was recently annexed into the city as the Ray Allen Swenson Annexation and contains approximately 64 acres. He noted that the property was annexed into the city as Rural Residential and the applicants are requesting to change the zoning to I-1 Light industrial. He acknowledged that there is not a lot of helpful detail that can be provided from staff regarding this proposal, but stated that staff is still recommending approval based on the findings. He noted there is significant industrial development happening in the immediate vicinity. He made the request that if the Commission recommends approval, that they strike finding number three and note that the city can provide most utility services to the property, but at the current moment cannot provide power to the subject property. He feels that findings 1,2, and 4 are still very adequate justification for city staff to recommend that the proposal be approved. He hopes that the city will be able to provide power to the subject property soon.

Commissioner Mitchell inquired about the timelines and asked what obstacles the city was facing in providing power to this property. Mr. Anderson stated that it is his understanding that the timeline for this solution will be over a year after the city has been able to identify a location for a substation to provide power. He noted that the city cannot begin to design a substation until a site has been secured.

Commissioner Warnick asked if there are any development plans for the property at this time and it was noted that the city has not received any formal development applications for this property.

Kaden Cole approached the podium and stated that he is representing the developer. He noted that the area is largely industrial and he stated they are currently working with the city to provide power to the property.

Chairman Mitchell opened the public hearing at 7:20 p.m.

Eldon Neves approached the podium to address the Commissioners. He thanked the Commissioners for their time and stated that he runs a cattle ranch that is adjacent to this property. He provided a brief history of how his property has operated for many years and he expressed his opposition to this proposal. He stated that his opposition is due entirely based on the encroachment to his property and how it could negatively impact his ability to continue to operate the way he wants. He does not feel that additional industrial development will be of any benefit to the area. He feels that once development begins, it will not stop. He implored the Commissioners to protect the remaining agricultural land and preserve the current way of life.

Wade Roberts approached the podium and stated that he is an employee of the city in the Public Works Department at the Airport. He noted that Eldon is his grandfather and he appreciates being able to see the process the city goes through with development, and he noted that it is important to remember the city's roots when the city is growing.

Chairman Mitchell closed the public hearing at 7:32pm

Dave Anderson noted that this area is largely industrial and so that the proposed change meets the surrounding properties as it is near the airport.

Commissioner Mitchell acknowledged that the property owner is within their rights to try and develop the property to the best of their ability.

Commissioner Dayton states that he understands the feelings residents have and the desire to keep the property as agriculture but stated that he understands that property owners do have rights to develop their property as they like.

Commissioner Warnick spoke briefly of the municipal code and the permitted uses within I-1 and noted that there are a lot of uses within that zone. She asked if the city typically allows a Zone Change without a development plan.

Dave Anderson stated that typically the city requires a development plan with residential developments but that commercial and industrial changes have often been considered without a development proposal. He suggested that if the Commission feels any discomfort moving forward without a proposed development plan, they can recommend that the proposal be continued until the applicant can

provide a development plan. He noted that the city is working with the applicant on a potential location for the future substation.

Commissioner Warnick wanted to express her dislike for pointing fingers and stated that the city works at the behest of the property owners' desires to develop their property. She noted that the city staff greatly respects property owners' rights.

Staff discussed the best course of action and if the best decision would be to table the proposal until a development plan can be provided for staff review.

Joshua Neilson clarified that the Commissioners are not the approving body and noted that if the Commissioners decide to continue the proposal, it would only be for a short period of time as the applicant is entitled to a motion to move forward to the City Council for final approval.

Nik Simpson approached the podium and stated that he is with the developing group. He wanted to acknowledge that he grew up locally in Palmyra and has even attended a branding at Mr. Neves property as he has personal ties to the family. He sympathized with Mr. Neves. He also noted that he is a current resident of Palmyra as well. He stated that the only plans the developer has for the area are for the substation. He commented that there are no formal development plans at this time. He commented that the existing area is light industrial and neighbors the city airport. He feels that there will be future need for additional industrial warehouse and storage space.

Dave Simpson approached the podium and stated that he understands Mr. Neves' feelings but states that, as the property owner, he does have rights to use his property. He noted that if Mr. Neves does not want him to develop his property, he is welcome to purchase it from him. He asked the Commissioners to honor his rights as a property owner and states that he will be bringing this proposal to the City Council for the final decision. He does not appreciate Mr. Neves telling him what he can do with his property.

Commissioner Mitchell acknowledged that while, yes, the property owner has the right to propose what he wants with his property, but he is not entitled to receiving it. He stated that the City Council is the ultimate authority when it comes to Zone Changes.

Commissioner Carroll stated that it is her preference that the Commission not hold up the process and Commissioner Dayton agreed. He does not feel like the Commissioners would achieve anything by holding up the process.

Commissioner Clayson stated that he is not ready to see this move forward.

Commissioner Warnick still desires to see a development plan before these moves forward so that the city can see what type of impact this change will have on the area.

The Commissioners discussed the potential uses for the industrial area.

Commissioner Carroll **moved** to recommend the approval of the Swenson Property Zone Change to the City Council based on the following findings:

Findings:

1. That properties in the immediate vicinity have already developed in the Industrial 1 Zone.
2. That plans exist for other properties in the area to develop in the Industrial 1 Zone.
3. That zoning the property I-1 Light Industrial at this time will not have adverse effects on the future development of this property.

Commissioner Woodhouse **seconded** and the motion **passed** 4-6 with Commissioners Mitchell and Warnick opposing the motion.

DISCUSSION TOPIC

PRESENTATION ON THE LAND USE ELEMENT OF THE GENERAL PLAN

Dave Anderson and David Mann approached the podium to speak on the city's proposal. He stated that city staff have been working on this draft for an extended period and reported that this update would change what the city has envisioned for long term Land Use. He stated that overall, this is not a very significant change, and this is in part due to the feedback that was received from residents and property owners within the community. He remarked that it was the overall feeling that less change is what they most of the community seems to be most comfortable with.

He stated that staff had implemented a webpage on the city's website that contained a document of approximately 60 pages, that would replace the city's current Land Use Element of the General Plan. He stated that if anyone had any issues being able to locate this document, to reach out or visit the Community Development office anytime and staff would be happy to assist. He closed his presentation by discussing how this project was branded, "*Today's Progress, Tomorrow's Pride.*" He really believes that this motto is integral for the city's growth and that it accurately reflects a lot of things about Spanish Fork and the future that staff feels that this document will help support in terms of how the city will grow over time. He then turned the presentation over to Senior Planner, David Mann.

Mr. Mann addressed the Planning Commission and explained that the General Plan is intended to comply with state land use requirements while remaining clear and accessible to the public, City staff, and elected officials. He emphasized that the General Plan is a living document, one that can and should be updated over time as community conditions evolve and new needs arise.

He described the Plan as a long-range vision outlining how Spanish Fork may develop over the next several decades. While it guides policy decisions related to zoning and future code amendments, it is not zoning itself. It does not grant development approvals or dictate exactly what can be built on a property, nor does it establish timing. Rather, it identifies where various land uses are most appropriate and provides a policy framework for future decisions.

Mr. Mann noted that the Plan is largely map-based, allowing the community and decision-makers to visually understand how areas relate to one another and where change may occur. He expressed that this approach helps preserve community values, identify important assets, and highlight areas that should be protected. He also explained that the General Plan integrates multiple elements, including transportation, moderate-income housing, utilities, infrastructure, parks, and the potential future station area plan, ensuring that land use decisions are coordinated with long-term infrastructure planning.

He outlined the extensive public outreach effort that informed the Plan. The process began with a focus group of approximately 35 community stakeholders and generated roughly 3,000 survey responses. That feedback was presented in public workshops, where participants were able to discuss the findings and provide additional input. A second survey gathered more detailed feedback on topics such as traffic, density, housing location, and development intensity. He noted there was expressed support for walkable, mixed-use areas in appropriate locations.

Mr. Mann shared that much of the community feedback centered on housing, with concerns about where higher-density development should occur. Residents expressed opposition to higher density along Highway 6 and in certain future growth areas, and they emphasized the importance of preserving the larger lot patterns historically associated with Spanish Fork. The Plan seeks to concentrate higher-density development in appropriate areas rather than dispersing it throughout the City. It also aims to define and protect established neighborhoods from incompatible development.

He further discussed the strong desire to preserve farmland and open space while maintaining the small-town character that defines Spanish Fork. He concluded by acknowledging the complexity of balancing growth with preservation and referenced key tools such as the Growth Management Boundary and Agricultural Protection Areas. These mechanisms help protect sensitive lands and guide development away from environmentally constrained or inappropriate areas.

Mr. Mann then concluded his remarks and returned the presentation to Mr. Anderson.

Mr. Anderson explained to the Commission that his intent in reviewing the draft General Plan was to highlight its key components and help both the Commission and the public better understand what will be considered moving forward. He expressed appreciation for Mr. Mann's work on the document, noting that it is well organized and written in a way that makes complex planning concepts more accessible to residents. Based on early feedback, he believes the draft successfully meets its goal of being clear and user-friendly.

He provided broader context regarding Spanish Fork's continued growth, emphasizing that the data included in the document illustrates the need for long-term planning. He stressed that growth is inevitable, but it must be managed in a way that balances community values with practical development realities.

A central theme of his remarks focused on preserving the character of established neighborhoods. He noted that public outreach consistently reflected a strong desire to maintain neighborhood stability and compatibility. The plan, therefore, incorporates strategies to ensure that new development near existing neighborhoods is thoughtfully designed and complementary in scale and character, rather than disruptive.

Mr. Anderson also addressed redevelopment opportunities within already developed areas, emphasizing that reinvestment should be sensitive to existing community characteristics. He explained that this approach aligns with sound planning principles and the feedback received from residents who value the qualities that define their neighborhoods.

He further highlighted the importance of directing future growth to areas supported by existing infrastructure. Significant public investments—such as freeway access, interchanges, and major transportation corridors—should guide where new development occurs. By focusing growth in areas with existing or expandable infrastructure capacity, the City can manage growth more efficiently and responsibly.

He explained the distinction between long-term and short-term growth management tools. The General Plan establishes the long-range vision, while the Growth Management Boundary functions as a shorter-term planning mechanism, identifying areas the City can reasonably serve with municipal services over approximately the next five years. He noted that only minor adjustments to the boundary are currently proposed, but these changes help direct near-term development to appropriate locations.

Mr. Anderson also reviewed the City's Annexation Policy Plan, describing it as a long-range framework for potential future expansion over several decades. Areas within the current growth boundary are generally ready for service, while other shaded areas

reflect long-term annexation planning. This forward-looking approach allows the City to strategically plan for utilities, transportation, and public services well in advance of development.

He emphasized the importance of green space preservation as part of maintaining quality of life. Spanish Fork benefits from a strong network of parks, school-owned open space, agricultural land, environmentally sensitive areas, and an expanding trail system. Protecting and enhancing these assets remains a key priority within the plan.

Mr. Anderson clarified that the land use map is not a zoning map. Zoning is regulatory and directly governs development standards and property rights, whereas the General Plan is an adopted advisory document that guides future zoning decisions. Although not regulatory, it is an important statutory planning tool that establishes the City's policy direction.

He concluded by noting that the document has undergone extensive review through multiple meetings with the Planning Commission and City Council. He expressed appreciation for the time and effort contributed by staff, elected officials, and community members. He reiterated that the Land Use Element represents a clear vision for the City's future, with each map designation supported by a consistent color key and descriptive explanations to help readers understand the plan's intent. He then invited Mr. Mann to continue the presentation.

Mr. Mann explained that the analysis and community discussions conducted throughout the planning process ultimately informed the proposed land use decisions reflected in the draft map. He noted that each designation was carefully considered in the context of how Spanish Fork is expected to grow over time and where various land uses would be most appropriate and sustainable.

He stated that the draft also includes supporting data to illustrate how land use is distributed citywide and what the long-term outcome could look like if the plan is implemented as proposed. This breakdown provides a snapshot of how different uses, such as industrial, commercial, and varying residential densities, compose the city. Mr. Mann emphasized that including this data helps the community understand

the broader implications of the plan at a citywide scale rather than viewing changes in isolation.

Mr. Mann highlighted the introduction of a new “Environmentally Sensitive Areas” designation. He explained that, in the past, such areas were often broadly categorized as agricultural. However, he noted that there is an important distinction between land that can function as a working farm and land constrained by environmental limitations that restrict development. The new designation is intended to clearly differentiate those areas to ensure better long-term planning and protection of sensitive lands.

He also discussed the structure of the residential designations within the plan, which include estate, low-, medium-, and high-density categories. Each designation includes defined density ranges and examples of appropriate housing types. These descriptions are supported by maps, color coding, and reference imagery throughout the document to provide clarity and visual guidance when future zoning decisions or land use amendments are considered.

Mr. Mann described the addition of the “Gateway” designation as a direct response to feedback from the community and elected officials. This designation is intended to concentrate higher-density development in areas with strong transportation access and infrastructure, while minimizing impacts to established neighborhoods. He noted that this approach aligns with earlier discussions about preserving neighborhood character while directing growth to appropriate locations.

He also addressed the Mixed-Use designation, explaining that it reflects the historic character of areas such as Main Street, where commercial and residential uses coexist more closely than in typical suburban development patterns. This designation supports maintaining those historic patterns and allows for thoughtful infill development over time.

Mr. Mann noted that traditional Commercial and Business Park designations remain part of the plan, continuing elements that were included in the previous land use map. Additionally, the draft identifies key public facilities, including schools, parks,

infrastructure, and utilities, to show how these assets relate to overall land use patterns throughout the city.

Finally, he referenced the station area as an important long-term planning component. He explained that while transit service may still be years away, the plan acknowledges the potential for future transit and anticipates how development could be oriented around that asset to maximize its benefit to the community.

Mr. Anderson concluded the presentation by highlighting one of the most important components of the draft document, the goals, objectives, and strategies section. While much of the plan is visual in nature, he explained that this portion provides the narrative framework that guides decision-making beyond what is conveyed on a map. He again credited Mr. Mann for the strong visual presentation of the document but emphasized that these roughly 20-plus pages of written policy language are critical, as they articulate the community's direction with greater clarity and specificity.

He noted that the goals are organized under nine subject headings and reflect prior discussions held with both the Planning Commission and City Council. From a staff perspective, Mr. Anderson explained that this section serves as day-to-day operational guidance for the Community Development Department. It communicates the policy direction established by the City Council and informs how staff advises applicants, evaluates proposals, and implements long-term planning initiatives.

Mr. Anderson invited Commissioners and members of the public to review the full draft on the City's website and provide feedback during this final stage of the process. He emphasized the strength of the public outreach effort, noting that more than 3,500 individual responses were collected throughout the project's evolution. He expressed confidence that this level of engagement will contribute to the document's longevity and effectiveness, as it reflects substantial community input. He further noted the importance of City Council ownership of the plan, as long-term stability and consistent direction are key to its success.

Returning to the topic of growth management, Mr. Anderson reiterated earlier discussion regarding the growth boundary. He explained that staff has discussed the possibility of establishing a defined schedule for reviewing and potentially updating

the growth boundary, perhaps annually or every other year. This approach would allow the City Council to take a proactive role in directing near-term growth to appropriate areas. He noted that such a framework would also provide clarity for property owners and developers by signaling where growth is anticipated in the short term and where it may not be supported.

In closing, Mr. Anderson expressed appreciation for the time and engagement of the Commission, Council, staff, and community members. He acknowledged that the project has involved significant effort from many contributors over an extended period. While he anticipates minor refinements prior to formal adoption, he believes the document is now largely in a fine-tuning stage. He concluded by stating that he is pleased with how the draft reflects the input received and how it represents the shared vision for the community's future.

Commissioner Mitchell thanked Mr. Anderson and Mr. Mann for their thorough presentation and expressed appreciation for the broader staff team that contributed to the preparation of the document. He commented that the draft is very user-friendly and commended staff for the quality and clarity of their work. He then invited fellow Commissioners to share any additional comments or feedback.

Commissioner Warnick expressed enthusiasm for the draft and thanked staff for the significant time and dedication invested in the project. She specifically acknowledged staff's transparency in posting the draft document on the City's website and social media platforms to encourage meaningful community engagement. She noted that the level of public outreach has been impressive and beneficial. Commissioner Warnick agreed with the concept of periodically reviewing the land use element to ensure it remains relevant and responsive to the community's needs.

She referenced the CPAT Historic Downtown Revitalization Report and the 2019 Main Street Study, stating that she would welcome a section within the document that more clearly articulates the City's goals related to historic preservation. She also raised questions regarding the growth boundary and annexation policy boundary, wondering whether those elements should be addressed more explicitly given how

boundaries can evolve over time. Additionally, she complimented the clarity of the mapping included in the draft and expressed appreciation for the inclusion of utilities and other infrastructure components that are sometimes overlooked in long-range planning documents. She concluded by asking whether Section 4.2.2 specifically relates to Main Street.

Mr. Anderson thanked Commissioner Warnick for her thoughtful comments and positive feedback. In response to her remarks about historic preservation, he explained that the City has retained a consultant to conduct a survey identifying buildings with historic significance. He noted that if a sufficient concentration of historically intact structures is identified, the City may pursue the creation of a historic district through the State Historic Preservation Office. He explained that designation would allow eligible property owners to participate in programs that provide financial incentives, such as tax credits, for improvements that follow preservation guidelines. He emphasized that this represents an important opportunity for the community and is something the City is excited to explore.

Commissioner Mitchell then asked whether inclusion within a historic district is optional for residential properties, expressing concern that such designation might **restrict homeowners' ability to modify or improve their homes.**

Mr. Anderson thanked Commissioner Mitchell for raising the question and clarified that there is a common misconception about historic district designation. He explained that inclusion in a historic district does not automatically impose additional regulatory restrictions on property owners or limit their ability to modify or even demolish a structure. Rather, it creates eligibility for voluntary programs that offer incentives if property owners choose to participate. He reassured the Commission that no special approval would be required to remove a structure solely because it is located within a historic district. He again thanked Commissioner Warnick for prompting the discussion, as it provided an opportunity to clarify the intent and implications of historic designation.

Commissioner Dayton concluded the discussion by sharing several aspects of the document that he particularly appreciated. He noted that staff has been candid in

acknowledging that the document is not perfect and should be viewed as a living document that can evolve over time. He expressed support for the idea of reviewing and updating the plan on an annual or semi-annual basis. He also commented that the document reads in many ways like a mission statement, which he views as a positive and guiding approach. Commissioner Dayton described the proposed station area plan as bold and forward-looking, and he echoed appreciation for the inclusion of public utilities within the document. He observed that utilities are often taken for granted until problems arise and emphasized the importance of proactively planning for that infrastructure as part of the City's long-term vision.

### GENERAL PLAN AMENDMENT (Public Hearing)

#### WATER USE & CONSERVATION ELEMENT OF THE GENERAL PLAN

Byron Haslam presented the proposal for an amendment to the Water Use and Conservation Element of the General Plan. He proceeded to review the proposed document for the Commissioners. He explained that this amendment is primarily designed to establish and integrate robust water conservation plans within the City's comprehensive General Plan. Consistent with earlier discussions, Mr. Haslam affirmed that this element is intended as a living document, subject to periodic review and necessary updates. He detailed that the City's Water Department collaborated with a consultant to develop this component for formal inclusion. The document is set to implement specific goals and policies aimed at reducing municipal water consumption and waste, while also outlining existing water management policies and projecting future water usage trends.

Chairman Mitchell opened the public hearing at 8:56 p.m.

Resident Jackie Larson addressed the Planning Commission and staff, explaining that her family actively farms in the community. She stated that their operation relies on irrigation shares from the Spanish Fork South Irrigation Company and Strawberry Project water, and that their land depends on the Benjamin Drainage District to maintain workable soil conditions.

Ms. Larson indicated that her comments focused specifically on the agriculture-related sections of the draft plan, particularly Sections 2.4 and 2.5. She expressed concern that certain assumptions in the document are inaccurate and could directly affect farmers' legal rights to continue flood irrigation and maintain the drainage systems essential to agricultural viability in the valley.

She addressed language suggesting that, as development occurs, historic irrigation ditches may be abandoned and farms converted to pressurized systems such as sprinklers or drip irrigation. Ms. Larson stated that this assumption does not reflect how irrigation functions locally. She emphasized that the Spanish Fork South Irrigation Company is not a municipal utility but a private irrigation company with adjudicated water rights and its own delivery infrastructure. She explained that water delivery through headgates and ditches is a protected property right that cannot be altered or replaced without approval from both the irrigation company and the individual water user.

Ms. Larson noted that the draft does not adequately recognize the role of the Benjamin Drainage District and other drainage districts in the area. She explained that flood irrigation and drainage systems function together, with drainage tiles and open channels preventing groundwater rise and preserving soil productivity. She cautioned that failing to account for the drainage system in planning efforts could increase risks of waterlogging, soil alkalinity, crop loss, and long-term soil degradation. In her view, planning for water use must also acknowledge the drainage infrastructure that sustains agricultural operations.

Ms. Larson expressed concern that the plan characterizes agriculture as a temporary land use. She stated that under Utah law, including provisions related to Agricultural Protection Areas, agriculture is recognized as a long-term primary land use. She emphasized that water rights, ditch easements, and drainage easements remain in effect regardless of nearby development.

She distinguished agricultural flood irrigation from municipal landscape irrigation, noting that flood irrigation contributes to return flows, groundwater recharge, and

downstream water reuse. She stated that it is an integral part of the valley's hydrology and should not be equated with subdivision turf irrigation practices.

Ms. Larson requested that the City remove assumptions that irrigation ditches will be abandoned or that farms must convert to pressurized systems; formally acknowledge the legal authority and engineering requirements of irrigation companies and drainage districts; affirm that active farms retain the right to continue flood irrigation; correct language suggesting agriculture is temporary; and commit to coordinating with irrigation companies, drainage districts, and Agricultural Protection Area boards prior to approving development or land use changes.

She concluded by emphasizing that the valley's irrigation delivery systems, flood infrastructure, and drainage networks are foundational to agriculture in the area and should be accurately represented within the General Plan.

Byron Haslam acknowledged Ms. Larson's concerns and noted that many of the issues she raised are valid considerations as development occurs. It was clarified, however, that the Water Use and Preservation element of the General Plan is primarily focused on the City's pressurized irrigation (PI) system and municipal water infrastructure, rather than the operations of private irrigation companies.

He explained that the agricultural water use data included in the plan reflects usage within the City's irrigation system. As development occurs on individual parcels, some private lateral ditches are removed when properties transition to urban uses. In cases where a main irrigation ditch is involved, coordination with the applicable irrigation company typically occurs to ensure continued operation and appropriate accommodation.

Mr. Haslam further noted that in certain situations, rather than investing in costly piping of main irrigation ditches, the City has been able to connect larger agricultural fields to the municipal pressurized irrigation system. The data included in the document illustrates that, in recent years, agricultural water usage within the City's system has increased in some areas. This increase reflects properties transitioning from private ditch irrigation to the City's PI system. He emphasized that when agricultural users convert to sprinkler or drip systems within the municipal network,

water conservation can be achieved while still supporting continued agricultural production.

It was reiterated that references to agricultural water use within this section of the plan pertain specifically to the City's irrigation infrastructure. Private irrigation companies operate independently as separate utilities, and their water rights, delivery systems, and governance remain outside the City's direct authority. In conclusion, he acknowledged the importance of those systems and clarified that the intent of the General Plan language is not to supersede or regulate private irrigation operations, but rather to address how the City manages and plans for water use within its own system as growth occurs.

Commissioner Mitchell acknowledged the contributions of a former Commissioner, who was noted for his in-depth knowledge of regulations concerning drainage and irrigation ditches, and his commitment to their preservation during zoning discussions.

Mr. Haslam agreed, affirming that City staff actively maintains awareness of ditch locations and facilitates coordination between property owners and the relevant private irrigation companies or drainage districts when development is proposed. He noted that this practice has successfully enabled the conversion of agricultural fields from traditional flood irrigation to the City's pressurized irrigation system, resulting in significant water conservation. Furthermore, he clarified that farmers wishing to participate in the pressurized system can coordinate with the City to secure the necessary water rights.

Subsequently, Commissioner Mitchell requested clarification on the procedural requirements for the proposed General Plan amendment.

Assistant City Attorney Joshua Nielsen explained that the update of the General Plan is a legislative action. Therefore, the Planning Commission's role is to provide a recommendation for the City Council, which is the final approving authority. He also noted that state code mandates the adoption of this element by the end of the year.

Chairman Mitchell closed the public hearing at 9:06 p.m.

Commissioner Warnick understands the confusion that Ms. Larson had with this adoption and what the intent of this proposal is and she thanked Mr. Haslam for providing this additional clarification.

Ms. Larson requested to add additional clarification to her previous statements but Commissioner Mitchell stated that the public hearing portion of the meeting had concluded and no further statements will be accepted at this time.

Commissioner Woodhouse moved to recommend the approval of the Water Use & Conservation Element of the General Plan to the City Council.

Commissioner Carroll seconded and the motion passed all in favor.

Chairman Mitchell moved to adjourn the meeting at 9:08 p.m.

Adopted:

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Kasey Woodard  
Community Development  
Secretary

Draft Minutes  
Spanish Fork City Planning Commission  
80 South Main Street  
Spanish Fork, Utah  
February 4, 2026

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

Absent: Todd Mitchell, Mike Clayson, Michelle Carroll.

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; Vaughn Pickell, City Attorney; Joshua Nielsen, Assistant City Attorney; Kasey Woodard, Community Development Secretary.

Citizens Present: Brice Wilson, Hyrum Bosserman, Nik Simpson, Kaden Cole, Jackie Larson, Kelly Hawkins, Douglas Morris, Kara Morris, Camilla Pace, Stephanie Myers, Stephanie Grady, Katie Gappmayer, Kaylee Jenson, Cameron Killpeck, Kristen Killpeck, Ryeley Kelly, Ktherine Wetzel, John Sumsion, Alfreda Tsai, Anna Gibbs, Jeremy Evans, Richard Mendenhall

#### WORK SESSION

Commissioner Warnick called the meeting to order at 6:07 p.m.

#### PRELIMINARY ACTIVITIES

##### **Pledge of Allegiance**

Landon Beestom led the pledge.

#### CONDITIONAL USE PERMIT (Public Hearing)

## Chicken Processing Facility

David Mann began his presentation by identifying the location of the subject property and confirming that it is zoned I-1 (Light Industrial). He explained that the proposed use is permitted within this zone subject to approval of a Conditional Use Permit. Mr. Mann provided a brief overview of the business operations and presented the proposed floor plan to the Commissioners. He noted that, as part of the conditions of approval, the applicant will be required to install a grease trap. **Based on the staff's findings and the recommended conditions, staff is recommending approval of the Conditional Use Permit.**

Commissioner Warnick inquired about any discussions with neighboring property owners. Mr. Mann responded that the City has not received any opposition or negative feedback regarding the proposal.

Commissioner Woodhouse asked whether any operations would take place outdoors. It was clarified that, aside from the daily removal of animal remains from the site, all operations will occur within the building. Mr. Mann also noted that the applicant intends to occupy the building temporarily for approximately two to three years, after which the business plans to relocate to a site in the county.

Brice Wilson then addressed the Commission to provide additional detail regarding the business operations. He explained that the number of birds processed is regulated by the state, limiting the scale of operations. He reiterated that any future expansion would occur at a location outside Spanish Fork City. Mr. Wilson described **the company's efforts to minimize waste, noting that byproducts such as blood will be repurposed as fertilizer for the property where the birds are raised.** He also stated that the birds are generally allowed to free roam on the property prior to processing.

Commissioner Warnick asked why the use requires a Conditional Use Permit. **Dave Anderson explained that, under the City's current zoning regulations, meat processing facilities are classified as conditional uses within the I-1 zone, necessitating Commission approval.**

Commissioner Warnick opened the public hearing at 6:16 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 6:16 p.m.

Commissioner Woodhouse **moved** to approve the Chicken Processing Facility based on the following findings and conditions.

Findings:

1. That the proposal conforms to the City's General Plan Designation and Zoning Map.
2. That anticipated detrimental impacts on surrounding properties in an industrial area will be minimal.

Conditions:

1. That the Applicant meets the City's development and construction standards and other applicable City ordinances.
2. That any incineration be approved by the Building Official before it happens.
3. That on a daily basis, any organic material that is not refrigerated is removed from the site.
4. That the facility is approved by Pre-Treatment.

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

ZONE CHANGE (Public Hearing)

Let Them Grow Montessori Preschool Enhancement

Ian Bunker began his presentation by identifying the location of the subject property, noting that it was formerly occupied by the UMPA building. He explained that the property is currently zoned Residential Office (RO) and stated that the proposed use is generally consistent with the intent of that zoning designation.

Mr. Bunker indicated that the applicant is seeking to convert the existing office use to a Montessori school. To meet applicable building and development standards, the applicant is requesting approval of a Development Enhancement Overlay. He further noted that the proposal includes the addition of a playground area at the front of the property. The project was reviewed by the Development Review Committee, and based on the findings and recommended conditions outlined in the staff report, staff is recommending approval.

Commissioner Warnick inquired whether the business is currently operating at a nearby location. It was confirmed that the Montessori school is presently operating near the subject site.

The Commission discussed fencing requirements for the proposed front-yard playground. It was noted that if a playground is in the front yard, any required fencing cannot be sight-obscuring. At the same time, the fencing design must ensure the safety and security of the children on the property.

Commissioner Dayton asked about potential traffic impacts and whether there are concerns regarding congestion in the area. Staff responded that traffic has not been identified as a significant concern; however, it was acknowledged that the school will generate concentrated pick-up and drop-off traffic during peak times.

Commissioner Warnick opened the public hearing at 6:25pm

Kelly Hopkins, a neighboring resident, addressed the Commission to express concerns regarding potential traffic generation, noting his 20 years of residency. He specifically inquired about the required amount of onsite parking and asserted that the proposed use would generate excessive traffic for the area.

Douglas Morris, another neighbor, affirmed his appreciation for the existing school but voiced significant concern over the anticipated increase in traffic. He contrasted the existing enrollment of approximately 30 children with the proposed capacity of up to 150 and questioned the road's ability to handle the expanded volume. He also referenced past parking congestion issues at the site, emphasizing his concerns about the projected traffic impact.

Anna Gibbs, a teacher and parent at the Montessori Schools, spoke in support of the proposal. She stated that the relocation would be a positive development, allowing the school to accommodate up to 100 children. She committed to mitigating any negative impact on neighboring properties regarding pick-up and drop-off times and highlighted the community benefit of the school in that location.

Kendra Smith, a teacher at the school, voiced support, emphasizing the considerable educational benefits that the Montessori method provides to the community.

Stephanie Grady, a parent, also spoke in support. She acknowledged the current school's limited parking but asserted that the pick-up and drop-off procedure is efficient and is not expected to create a traffic problem. She also shared supportive comments from an absent resident.

Kyle Crown, a supporting parent, reinforced that the efficiency of the pick-up and drop-off process would minimize negative traffic impacts. He also noted that the proposed site would offer a safer and more secure location compared to the existing Main Street facility.

Ryeley Kelly, a parent, expressed support, citing the significant community benefit of the Montessori school.

Kara Morris, a neighbor to the east, reiterated concerns regarding parking and traffic, noting that congestion is a recurring issue during business operations in the area. She recommended that, if the proposal is approved, a maximum student enrollment number be established to address traffic concerns.

Misha Hopkins approached the podium to express concerns related to traffic and parking. She reported that her property is frequently obstructed by parents during school pick-up and drop-off times and requested assurance that the business would not impede access to her property.

Commissioner Warnick closed the public hearing at 6:50 p.m.

Camilla Pace, owner of Let Them Grow Montessori School, addressed the Commission, acknowledging concerns raised by neighboring property owners and emphasizing that safety is her top priority. She explained that her current location is four times too small to meet demand and that each class currently accommodates up to 15 students. Ms. Pace presented a detailed plan for staggered pick-up and drop-off times to manage traffic efficiently and expressed her willingness to work with neighbors and city staff to address any concerns. She emphasized that her goal is not profit, but providing educational opportunities to local families, and noted that she is committed to keeping the school in Spanish Fork despite challenges at her current Main Street location. She also provided context about her work experience, the age ranges of students, and state-imposed limitations based on building square footage.

Commissioner Dayton inquired about scheduling, and Ms. Pace explained that the school currently offers half-day programs but hopes to provide full-day enrollments, which she anticipates will reduce peak traffic during drop-off and pick-up times. **Commissioner Woodhouse acknowledged the neighbors' traffic concerns.** Ms. Pace also described proposed upgrades to the outdoor space, noting that the playground will be modest in size.

When questioned about class sizes, Ms. Pace confirmed that they are limited to 15 students per class, with a maximum of 30 students permitted by state regulations,

depending on inspection outcomes. Commissioner Warnick raised concerns regarding parking for both employees and parents during peak hours. Ms. Pace indicated that her staff is small and mostly part-time, and she expressed confidence that the planned pick-up and drop-off loop would prevent parking issues. Commissioner Woodhouse suggested creating a front-of-property loop to facilitate traffic flow, which Ms. Pace agreed would be a beneficial solution.

Commissioner Warnick also inquired about fencing along the property frontage. Ms. Pace stated her preference for wrought iron fencing to ensure an aesthetically pleasing appearance. She reiterated that pick-up and drop-off times will be staggered to minimize congestion, with approximately 20 students arriving or departing at any one time. Commissioner Dayton commented that, based on his experience, pick-ups and drop-offs occur in waves and are unlikely to significantly impact traffic on Main Street. Ms. Pace again emphasized her willingness to collaborate with neighboring property owners to mitigate concerns.

Mr. Anderson provided context regarding the Development Enhancement Overlay requested for the site. He explained that while the property does not meet all current development standards, the overlay allows flexibility to approve the school with specific conditions, including parking requirements and student limits. Commissioner Dayton asked about enforcement if conditions are violated, and Mr. Anderson clarified that the city can address noncompliance through the business license renewal process.

The primary concerns identified by both the Commissioners and residents were parking and traffic. Residents expressed skepticism regarding whether the site provided adequate parking. Staff clarified that the city requires one space per staff member and one space per 10 students. With 16 spaces available, staff and Commissioners concluded that this meets the needs of the proposed use. Mr. Anderson noted that the City evaluated multiple potential sites and determined this location to be the most suitable, given zoning, infrastructure, and parking considerations.

The discussion concluded with the Commissioners expressing general support for moving the proposal forward without unnecessary delay, while also considering limitations on student enrollment to ensure safe and manageable operations.

Commissioner Dayton **moved** to recommend the approval of the Let Them Grow Montessori Preschool Enhancement to the City Council based on the following findings and condition.

#### Findings:

1. That the proposed modifications will conform to the intent of the Development Enhancement Overlay Zone.
2. That the existing masonry wall on site alleviates the need for a 10-foot landscape buffer to the south and the west.
3. That the school's current location is roughly 150 feet to the east of this proposed site, keeping it in the same neighborhood of the community.
4. That the proposed site allows for the expansion of the school's current operations.
5. That the city council review the enrollment number to address traffic concerns.

Condition:

1. That if the playground is installed, it be enclosed with a legally constructed fence.

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

TITLE 15 (Public Hearing)

Title 15 Old Dominion

Dave Anderson approached the podium and explained that staff has been working closely with Mr. Bosserman on behalf of Old Dominion. He noted that this item was previously discussed with the Planning Commission at the end of 2024. He provided additional background on the proposal, which includes a text amendment to the City's fencing standards that would modify required setbacks and permitted fencing materials.

Mr. Anderson stated that the proposal had previously received recommendations of denial from both the Development Review Committee and the Planning Commission. Since that time, he has continued working with Old Dominion's legal counsel on proposed replacement language for the existing code. He clarified that the matter was brought forward because the applicant deviated from the approved site plan by installing fencing materials that were not approved and placing the fencing within the required setback area. The proposed amendment would allow the existing fencing to remain in its current location. Staff, however, is recommending denial. He added that if the Commission were inclined to recommend approval and allow the

fencing to remain, the proposed draft language would replace the current fencing standards in the City Code.

Commissioner Warnick asked whether, if the proposal were denied, there was any alternative mechanism to grant an exception. Mr. Anderson responded that the City applies its code uniformly and does not grant exceptions or variances under the current structure. While the City could consider adopting language in the future to allow for certain exceptions or variances, no such provision currently exists.

Commissioner Woodhouse inquired whether granting an exception in this case could create precedent for other developments that were previously required to comply with the code. Mr. Anderson agreed that it could raise such concerns. Commissioner Woodhouse expressed the view that the situation appeared to be one of proceeding first and seeking forgiveness afterward.

Hyrum Bosserman thanked the Commissioners for their time and provided background on Old Dominion's operations. He acknowledged the sentiment expressed regarding seeking forgiveness after the fact and confirmed that a site plan had been approved. He explained that a miscommunication occurred between the site plan and the building department, resulting in construction proceeding from a plan set that was not the City-approved version. He stated that the builders followed the plans provided to them, although those plans did not reflect the approved fencing standards.

Mr. Bosserman explained that Old Dominion prefers chain-link fencing for safety reasons, particularly due to overnight parking and late-night employee activity. He emphasized that employee safety and cargo security are paramount for the company and stated that this fencing model has proven to be the safest and most effective across their facilities.

Commissioner Dayton asked whether the originally approved site plan complied with City code and whether the fencing was constructed differently based on company preference. Mr. Bosserman acknowledged that this was an oversight. He noted that the code does permit eight-foot chain-link fencing with barbed wire if setback requirements are met. While he understands the City's aesthetic considerations, he believes employee and cargo safety should take priority. He further stated that the proposed amendment could benefit other trucking companies that allow overnight parking and that the proposed language is tailored to similar industrial operations.

Commissioner Warnick asked whether employee parking could be relocated on the site. Mr. Bosserman responded that relocation would be difficult due to the current layout and the positioning of semi-truck parking. She also inquired about how frequently the employee parking area reaches capacity. Mr. Bosserman indicated that he did not have that data available but would be willing to gather and provide it to the Commission.

Commissioner Woodhouse asked about the purpose of the 25-foot setback requirement for a site of this nature. Mr. Anderson explained that the setback serves aesthetic purposes and accommodates access and utility easement needs, ensuring City staff can perform necessary maintenance. Mr. Bosserman responded that access concerns could be addressed through a manned gate, allowing utility personnel entry as needed.

There was additional discussion regarding a utility box located on the property.

Mr. Bosserman reiterated that a 25-foot front setback is unusually large compared to other industrial facilities the company has developed in various municipalities, where similar requirements have not been imposed.

Commissioner Dayton acknowledged that Old Dominion has successfully utilized this operational model elsewhere. However, he noted that the facility was constructed in a manner inconsistent with City regulations, despite the approved code requirements. While he expressed sympathy for the applicant's position, he stated he is hesitant to amend the code based on a single circumstance.

Commissioner Warnick expressed similar sentiments, indicating she is sympathetic to the applicant but uncertain whether the code should be revised for one development.

Commissioner Woodhouse again questioned the rationale for such a substantial setback requirement. It was noted that comparisons had been made to facilities in West Valley, which differs significantly in character from Spanish Fork.

The Commissioners concluded the discussion by reiterating their desire to remain supportive and collaborative with industrial developments while also upholding established City standards.

Commissioner Warnick opened the public hearing at 8:09 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 8:09 p.m.

Commissioner Woodhouse expressed support for the proposed language, stating that he had no concerns with how it was written. A question was raised regarding whether the proposed change would have any impact on existing businesses.

Commissioner Dayton commented more broadly on the importance of adhering to established processes and regulations, questioning the purpose of having standards in place if they are not consistently followed.

Youth City Council Member Landon Beeston indicated that he did not have any concerns with the proposal.

Commissioner Woodhouse sought clarification regarding the approval process, asking whether a site plan had originally been approved and whether the miscommunication occurred during the building permit stage or as part of a site plan amendment.

Dave Anderson clarified that no site plan amendment had occurred. He explained that once a site plan is approved, the project proceeds through the building permit process, which is reviewed by a building inspector. In this instance, the building permit application was submitted with an unapproved plan set. It was also confirmed that no separate fence permit had been applied for through the City.

Commissioner Woodhouse reflected on his own past experiences with projects where approved plans were not followed. He noted that in those situations, corrections were required or penalties were imposed. He reiterated his concern about establishing a precedent of seeking forgiveness after the fact rather than obtaining proper approval beforehand.

The Commissioners then discussed the broader policy implications and considered **whether the City's industrial setback requirements should be reevaluated**. It was emphasized that City standards are intended to be followed uniformly and that granting exceptions should not become common practice.

As the discussion progressed, the Commissioners deliberated whether it was appropriate to make a recommendation with three members absent, given that the proposal involves an amendment to City code. They considered whether the matter should proceed to the City Council if the remaining Commissioners agreed.

Commissioner Warnick stated that she felt comfortable forwarding a recommendation to the City Council. Commissioner Dayton added that he believes **the applicant's desire to enhance site security is reasonable, acknowledging the legitimacy of those concerns as part of the overall discussion.**

Commissioner Woodhouse moved to recommend **approval** of the Title 15 Amendments to the City Council as it is written.

Commissioner Dayton **seconded** and the motion. Commissioner Warnick opposed the motion.

Dave Anderson suggested an alternative to the proposed language to include a 10-foot setback requirement.

Commissioner Dayton moved to approve the newly proposed language and Woodhouse seconded and the motion passed unanimously.

#### Title 15 Temporary Storage Yard

Dave Anderson approached the podium and noted for the record that the applicant was not present for the discussion. **He began by expressing the City's enthusiasm about Omega Morgan locating in Spanish Fork, noting that the company would be the first business to occupy a building within the Verk Project. He provided a high-level overview of the proposal, explaining that the facility would house a large data center.**

**Mr. Anderson outlined staff's concerns related to the proposal within the I-1 Light Industrial zone. He explained that the submitted site plan includes an area that currently qualifies as outdoor storage under the City's code. He reviewed the applicable standards, which require screening of outdoor storage areas from adjacent properties, including installation of a six-foot masonry wall to effectively screen materials and products stored outside.**

He stated that the applicant is requesting an amendment to waive the masonry wall requirement and instead install a six-foot black chain-link fence with black privacy slats. Mr. Anderson candidly shared that this is not his preferred fencing option, as he does not believe it maintains its appearance or durability over time. He further explained that staff does not support the requested change, as it may create the perception that the City selectively enforces outdoor storage standards. He added

that the applicant has indicated the request is intended as a temporary solution, given that the tenant anticipates occupying the site for a limited term.

Commissioner Warnick expressed that she felt strongly the item should be continued to a future meeting when the applicant could be present to address questions directly. She then asked Mr. Anderson for clarification regarding fencing requirements, including whether barbed wire may be installed atop a masonry wall and whether a masonry wall would provide comparable security to a chain-link fence.

Mr. Anderson responded that he does not believe a masonry wall would fail to meet **the applicant's security needs**. He explained that the **primary distinction is cost**, noting the significant price difference between constructing a masonry wall and installing a chain-link fence with privacy slats and barbed wire. He acknowledged that the tenant is leasing the property for up to three years rather than purchasing it, which likely factors into their cost considerations.

Commissioner Dayton recognized the substantial cost difference between the two fencing options and asked how the City would address the situation if the site were occupied only temporarily. Mr. Anderson explained that it could be challenging to enforce limitations on future tenants, particularly if the outdoor area were later used for more intensive storage purposes, such as a lumber yard. He reiterated the **distinctions within the City's current outdoor storage standards and the importance of applying those requirements consistently**.

Commissioner Warnick opened the public hearing at 8:39 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 8:39 p.m.

Commissioner Dayton expressed his desire to have further discussion with the applicant.

Commissioner Woodhouse inquired about the property's tenure, and it was confirmed that the applicant leases the property.

Commissioner Warnick sought clarification on the available motions, which included recommending approval to the City Council, recommending denial, or tabling the discussion until the applicant could be present to discuss their proposal.

Assistant City Attorney Joshua Nielsen advised a fourth option: a motion to recommend modification of the proposed language. Mr. Anderson noted the urgency of the proposal for the applicant.

The Commissioners then shared their preliminary positions on the proposal: Commissioner Warnick stated her opposition, Commissioner Woodhouse indicated a preference to continue the proposal, and Commissioner Dayton observed that the Commissioners held differing opinions.

Commissioner Woodhouse moved to recommend approval of the Title 15 Amendments to the City Council as it is presented.

Commissioner Dayton **seconded** and Warnick opposed and the motion failed but will move forward to the City Council without a recommendation.

#### GENERAL PLAN AMENDMENT (Public Hearing)

##### General Plan Update - Land Use Element of the General Plan

Dave Anderson began by expressing appreciation to the Planning Commission for their time and dedication to this long-term planning effort. He noted that while the process has taken longer than initially anticipated, significant progress has been made in resolving challenges that had previously slowed advancement. The land use element presented tonight is intended to provide a practical, functional framework for guiding future land use decisions in Spanish Fork, rather than a flashy or overly complex document. The goal is to clearly translate the vision of both the Planning Commission and City Council into a usable planning tool.

He explained that the Development Review Committee had previously reviewed the document and recommended approval, subject to several revisions that are reflected in the draft before the Commission. He also emphasized staff's intent to ensure that, once adopted, the document is actively used in routine land use and development review discussions rather than becoming a document that is rarely referenced after adoption.

Mr. Anderson reviewed the role of the General Plan, noting that municipalities are required by state law to maintain such a plan and that the Planning Commission plays a key role in recommending the plan to the City Council. While the Commission did not draft every detail of the document, their guidance helped shape the effort, supported by staff and a professional consultant team.

He explained that the General Plan is composed of two primary components: a land use map and accompanying narrative policy guidance. These components are intended to provide broad, high-level direction rather than project-specific guidance. The plan is meant to assist decision-makers when evaluating site-specific proposals such as zoning changes or development applications.

Mr. Anderson also emphasized that the General Plan is not zoning. Unlike earlier versions of the city's General Plan that closely mirrored zoning designations, the current approach focuses on future land use vision rather than existing conditions. The plan is intended to provide flexible guidance through full city buildout, though it does not specify timelines or development sequencing.

He further explained that the General Plan will help guide future infrastructure planning, including water, sewer, storm drainage, transportation, and utility systems. Adoption of the plan will help guide future updates to infrastructure master plans and support long-term capital investment planning.

Finally, Mr. Anderson highlighted that the document was developed with extensive community input and public engagement throughout the process. He concluded by reiterating that while the general plan is advisory in nature, it remains an important tool for guiding long-term growth and development decisions in the community.

Commissioner Warnick acknowledged that this is a living document that can be modified as it is needed. Mr. Anderson noted that there have not been many years that have passed without a proposed change being made to the Land Use Element coming before the Planning Commission and City Council. Commissioner Warnick felt that the intent of the General Plan is a great foundation for looking at future growth.

Mr. Anderson again thanked the Planning Commission for their continued time and dedication to this long planning process, as well as acknowledging City Council and community members for their participation. He noted that this effort has involved multiple steps, including a recent public engagement survey that generated an exceptionally strong response with more than 3,000 participants. He emphasized that community feedback is a key foundation of the plan, and much of the guiding language throughout the document reflects the values and priorities expressed by residents. He stressed that long-term planning efforts are most successful when they are rooted in community input.

Mr. Anderson explained that the draft plan includes both a land use map and accompanying policy goals. The map represents different land use designations through color-coded areas that identify appropriate future uses of land throughout the city. He noted that the plan is comprehensive in nature and is not focused on any single type of development, such as housing, commercial, or industrial growth alone. Instead, it establishes 12 guiding goals that collectively support the long-term vision for Spanish Fork's future development.

He reviewed recent refinements to the draft land use map, noting that the version presented tonight reflects changes directed through prior discussions with staff and elected officials. Numbered annotations on the map identify areas where revisions differ from the currently adopted plan, with accompanying descriptions explaining those changes. He also mentioned that additional feedback from Councilman Marshall had been received and would be reviewed further by staff and City Council, which may result in additional modifications before final adoption.

Mr. Anderson then discussed two late-breaking potential map changes for the Commission's consideration. The first relates to a proposed large annexation concept on the west side of Interstate 15 associated with a proposal from Clyde Company. He described the general location of the proposed annexation and noted that staff is seeking direction on whether to adjust the land use map to better align the transition between a station area and industrial development. Rather than maintaining a more arbitrary boundary, the proposed change would follow existing natural features, such

as a drainage ditch, to create a more logical and functional land use transition consistent with the concept presented by the applicant.

He concluded by indicating that additional information regarding the proposed annexation would be provided for further review and discussion as the process continues.

Commissioner Dayton paused the discussion to point out the station area portion of the plan and the future perimeter location. It was asked if Clyde is aware of this and it was confirmed that this is influencing their concept plan.

Mr. Anderson expressed appreciation for the Commission's input and encouraged them to interrupt with questions at any time. He explained that the item before them represents a logical next step in the planning process for the intersection of Spanish Fork Parkway and 400 North. He noted that it has been several months since the Commission reviewed development concepts for this area.

He explained that the current general plan designates all three corners of this intersection as low-density residential. However, based on prior discussions and direction from the Planning Commission, staff previously supported changing portions of this area from low-density residential to medium-density residential to allow for a mix of housing types, including single-family homes, twin homes, and townhomes. A similar direction was later provided for another corner of the intersection.

Mr. Anderson stated that the current proposal represents a further refinement of that earlier concept. The proposed change would support a future zone change that would allow for slightly higher-density residential development on the remaining corner of the intersection, creating a consistent and thoughtful residential transition while maintaining compatibility with surrounding uses.

Commissioner Warnick inquired as to the size of this development and Mr. Anderson noted that he did not have that information readily available at that moment but that he would check back with Commissioner Warnick to provide her with this

information. She also requested the zoning and highest density that would be located there.

Mr. Anderson felt that the zoning would be close to R-1-6, but states that there are developers that request R-3 zoning. He explained the density difference between R-1-6 and R-3, stating that R-1-6 would allow up to five units to the acre, with the R-3 density allowing up to 12 units to the acre. He continued by stating that this area is one of the more significant intersections in the community, and he feels that it makes the most sense to develop single-family homes in this area. He mentioned that there was a recent announcement for a nearby retail development. He commented on some remarks made by Councilman Marshall in a recent Council meeting. He acknowledged that there have been previous discussions with this document, and he recognizes that there has been some amount of fatigue with the overall topic as parts of the discussion may feel repetitive. He apologized for the redundancy, but expressed desire to be thorough as some participants may be watching that may not have been a part of the discussion up to this point. He asked the Commissioners if they have any thoughts or suggestions on what they would like to see discussed next.

Commissioner Warnick felt that a high-level review of the document would be appropriate as this is the formal public meeting to discuss the proposal.

Brandon Snyder suggested that staff and participants take a brief break before the formal discussion began as the meeting has extended past the three-hour mark.

Commissioner Warnick agreed with this recommendation and suggested that everyone take a brief five-minute break before the meeting continued.

The meeting paused for a brief intermission and resumed at approximately 9:15 p.m.

Commissioner Warnick invited David Mann up to begin his presentation.

David Mann began by explaining that the current draft document is approximately 70 pages long and contains a substantial amount of valuable information developed over several months of work and revisions. He encouraged the Planning Commission to

review the community feedback report, which summarizes responses from the public survey. He noted that the survey generated a wide range of comments, both positive and negative, and that staff carefully reviewed each response to ensure the draft document meaningfully reflects community input.

Mr. Mann emphasized that a primary goal of this process was to demonstrate to residents that their voices were heard and thoughtfully considered. He acknowledged that some community members expressed concerns about whether their feedback would be incorporated, and staff made a deliberate effort to show that public input is an important and foundational part of the planning process.

He then directed attention to the early sections of the document, specifically page four, which outlines statutory requirements for a General Plan and explains the role of the Land Use Element within the city's comprehensive planning framework. He explained that including this information provides a clear reference point for future planning efforts, including updates to other plan elements and related planning initiatives such as downtown and Main Street planning efforts, as well as future planning projects that may be undertaken.

He concluded by noting that the document is intended to establish a strong foundation for long-term planning in Spanish Fork and help create a clearer, more streamlined planning process moving forward.

Commissioner Warnick spoke briefly about the Station Area Plan and that the Planning Commission chose to make this part of the General Plan, and she notes that typically this is optional as other cities may not include a station area plan in with their General Plan. She notes that both the Planning Commission and City Council have chosen to include this as a possibility and they are happy to be able to include this in their future planning for the city.

Mr. Mann continued by explaining that several new planning concepts in the draft reflect recent state requirements, particularly related to planning for potential transit station areas. He noted that while Spanish Fork currently does not have a defined transit station with a confirmed timeline or funding for construction, this planning effort provides an opportunity to evaluate potential future station locations in a

conceptual and forward-looking manner. The goal is to establish a framework that can guide future development if transit infrastructure becomes a reality.

He also discussed feedback from the community regarding terminology used throughout the document. In response, staff worked to improve clarity by defining technical planning and development terms that may be less familiar to residents. For example, terms such as infill development were clearly defined to make the plan more accessible, understandable, and user-friendly for the public.

Mr. Mann then reviewed demographic, development, and transportation data included in the document, including building permit activity, population, and age trends, commuting patterns, and future development opportunities. He emphasized that as the city continues to grow, available developable land is becoming more limited, making it important to thoughtfully plan for remaining large-scale development opportunities. The intent is to ensure that when property owners are ready to sell or develop their land, the city is prepared to guide that development in a meaningful and productive way.

He also addressed feedback regarding the use of the term “gateways” within the plan. To reduce confusion, staff clarified that gateway designations now primarily refer to land use map designations. Other references to gateways in the document were revised to focus on “growth centers,” which better describes areas where future development may be concentrated to help form new neighborhoods or development hubs. Examples of potential future growth centers include areas in the north end of the city near Canyon Creek, as well as the station area and southwest portions of the city.

He concluded by highlighting upcoming infrastructure improvements, including a new north-end interchange that will improve access to Canyon Creek and planned improvements to the Benjamin exit in the coming years. He emphasized that these forward-looking planning efforts help position the city to respond strategically when future development opportunities arise.

Commissioner Dayton expressed his thoughts regarding the future growth areas. He wanted to ensure that he is understanding the overall timing of this future growth

plan and Mr. Mann stated that this is the city's plan now that is based on the knowledge and technology that staff has at this time and what the property owners chose to do with their property at that point in time. It was expressed that development methods might change but since this is a living document it provides enough flexibility to change over time.

Commissioner Warnick expressed her appreciation for the layout and easily digestible information with the document. Mr. Mann agreed that this layout allows the reader the ability to read the high-level information contained in the document without having to read the whole page of text as it can be overwhelming. He goes further into the defining highlights including Annexation Policy Boundary and the Growth Management Boundary. He explained that these two boundaries are used to determine where Spanish Fork could grow as far as expanding the city border when property owners desire to be annexed into the city. He continued by explaining that the Growth Management Boundary is a way to determine when properties are ready to be developed. He feels that this document provides excellent information as far as being able to manage growth efficiently and successfully over time.

Commissioner Warnick wanted to provide context to the discussion that there is a misconception that the city desires to acquire all the available land for development and she states that this is not true. **This plan is the city's planners' way of being** prepared for when property owners decide that they wish to become part of the city and develop their property and utilize some of the benefits and services that are provided by the city. She explained that this is just something that is mutually beneficial to both parties.

Mr. Mann emphasized the importance of thoughtful growth management as Spanish Fork continues to experience significant expansion. He explained that managing growth responsibly helps ensure the city develops in a way that does not overextend public services or require costly infrastructure investments that would only serve isolated areas of the community. He noted that growth management tools are valuable for guiding long-term development decisions and anticipates that elected

officials will continue to rely on these tools when considering future applications and public hearing items.

Mr. Mann then discussed the addition of a green space map on page 14, which was suggested by a council member to better highlight the city's existing and future amenities. The map identifies important community assets, including agricultural lands, environmentally sensitive areas, existing parks, and schools that function as open space resources. It also identifies opportunities to incorporate additional parks and recreational spaces as the city grows to better serve future residents.

He further explained that the map also illustrates the network of existing and planned trails throughout the city, demonstrating how these systems can connect residents to parks, neighborhoods, and community amenities. He concluded by welcoming questions and inviting feedback on any additional details within the plan that the Commission would like further clarification on before continuing the discussion.

Commissioner Warnick expressed appreciation for the thought and time that was put into this project. Mr. Mann shared that initially, staff had questioned how this would be accomplished, but he feels that the overall turnout of the document is great. He continued his presentation by stating that the next section focuses primarily on the Land Use Map and the different designations. He stated that staff wanted to make this as clear as possible to provide simple definitions and visual references for the type of development that could occur based on those designations.

Commissioner Warnick suggested that a shorter verbiage option be included regarding the station area plan and the possibility of a future FrontRunner station.

Mr. Mann expressed that there are reasons why this was placed where it was in the document and that staff had initially moved it in the document a few different ways but ultimately felt that the final location was the most ideal. He acknowledged that the station area is not highlighting a specific location as it has not been determined at this time but that it is trying to set a framework for what could be built in time.

Mr. Anderson paused the discussion to note that this proposal tonight is to accept a recommendation like what Commissioner Warnick is suggesting regarding the

verbiage. He encouraged her to provide suggestions on what the Commissioners would like to see included in the proposal.

Commissioner Dayton echoed previous statements made by Councilman Marshall regarding the future station area. He acknowledged that it would take a great deal of effort to get the FrontRunner station here. He stated that it would depend greatly on the Utah Transit Authority and other dependencies in the area. He clarifies that he does not like the idea of calling it a placeholder.

Mr. Mann explained that station area planning is a relatively new concept for many municipalities, and communities across the state have approached it differently depending on local context. He shared observations from discussions regarding station planning in Utah County, noting that some areas are focused on infill development within already built environments, while others—like Spanish Fork—have opportunities to plan more broadly because surrounding land is largely agricultural or undeveloped. This provides greater flexibility to thoughtfully shape how future development could occur if transit infrastructure is eventually constructed.

He emphasized that this represents a unique, forward-thinking opportunity for Spanish Fork. With existing railroad and transportation infrastructure in place and potential future transit investments under consideration, the city has a valuable chance to plan proactively rather than reacting after development occurs. He contrasted this with other communities where station areas were developed in a less coordinated manner, noting that poor early planning can result in areas that feel disjointed or like an afterthought. He cited examples where lack of early planning has made successful integration of station areas more challenging.

Mr. Mann encouraged maintaining a forward-looking planning approach that clearly states the city is actively exploring and pursuing strategic long-term opportunities related to station-area development. He noted that this approach aligns with other components of the Land Use Element and supports the city's broader planning goals.

Mr. Mann continued by noting that much of the information in the middle sections of the draft plan has remained largely unchanged over the past few months. He emphasized that the most significant portions of the document are the final sections,

which outline the city's goals, policies, strategies, and implementation objectives. He expressed that he would have welcomed additional public feedback on these sections, as more engagement could have generated valuable discussions about how the city can **better reflect the community's long-term priorities and values** through its planning efforts.

He explained that each goal is supported by clear strategies and objectives designed to guide future decision-making. He also highlighted a new strategy added under the agricultural preservation goal, which encourages coordination with the Utah Department of Agriculture and Food regarding agriculture protection areas. He noted that the city has spent considerable time reviewing these designations over the past year, including supporting the creation of new agriculture protection areas where appropriate, as well as removing designations in areas where agricultural production is no longer occurring.

Mr. Mann emphasized the importance of maintaining accurate records with the state to ensure that agricultural land preservation efforts are properly aligned with current conditions, allowing the city to plan responsibly for both preservation and future growth.

Commissioner Woodhouse called attention to the lack of inclusion of Agriculture protection Areas in the south valley and he notes that property owners are requesting it for their land. He notes that its labeled commercial

Mr. Mann clarified that the Land Use Map is intended to illustrate how properties could develop over time and that it is not a zoning map or a buildout time table. He felt that Mr. Anderson was very clear in explaining the intent of the document.

Commissioner Woodhouse expressed his concern that a first glance at this document may be misleading.

Mr. Mann explained that staff is considering adding an updated map to the plan to reflect recent changes to agriculture protection areas based on the latest GIS data provided by the state. These updates capture both newly created agriculture protection areas within the city and county, as well as areas that have been removed

from protection. Including this map would help visually communicate current conditions and better support planning decisions moving forward.

He further noted that these updates are also reflected in the city's Growth Management Boundary policies. The intent is to ensure that property owners within agriculture protection areas who wish to continue agricultural operations may do so without pressure to develop in the future. At the same time, development proposals on lands located outside the established Growth Management Boundary would generally not be considered at this time, consistent with direction from City leadership. Such proposals would only be evaluated in the future when adjustments to the Growth Management Boundary are formally considered.

Commissioner Warnick asked staff if the Commission should provide their recommendation first, or they should hold a public hearing before they give their recommendation and Mr. Anderson felt that it would be most appropriate to hold a public hearing first. Commissioner Warnick recited the rules for the public hearing and requested that any public commenters provide the area of town that they reside in as well as their concern with the proposal.

Commissioner Warnick opened the public hearing at 10:04 p.m.

John Sumsion approached the podium and stated he lives around 400 North and Spanish Fork Parkway. He stated that it is very important to him that the city retain bike pedestrian corridors open to the future FrontRunner area. He acknowledged the traffic that will be generated for the area, so he would like to retain bike access to the future station area.

Jackie Larson addressed the Commissioners regarding the proposed density and its relationship to designated Agriculture protection Areas (APAs), particularly in the Leland area near her family's property. Drawing on her experience serving on the board of the Utah County Farm Bureau and working closely with the Utah Department of Agriculture and Food, she expressed concern that the draft General Plan does not fully or accurately reflect state law governing APAs.

She emphasized that state statute requires the General Plan to identify Agriculture protection Areas and avoid land uses that are detrimental to agricultural operations. She also noted that transportation and station area plans must be reviewed by the County Agricultural Advisory Board and UDAF to ensure agriculture remains a primary consideration. Larson underscored that APAs represent a 20-year rolling commitment and stated her family's long-standing intent to continue farming their property.

She suggested that if a property owner chooses to remove land from agriculture protection in the future, the General Plan could be amended at that time to reflect appropriate density. Ms. Larson concluded by requesting additional dialogue with City officials to further discuss the proposal and its implications for agricultural landowners. She was directed to send her additional questions by email to the Commissioners.

Richard Mendenhall approached the podium to address the Commissioners. He began by stating that he is representing Canyon Creek Shopping Center. He wanted to acknowledge staff and the Commissioners and City Council for their hard work in preparing this document. He spoke briefly of the future interchange area and the growth of the Canyon Creek shopping area. He requested that the unimproved area maintain the Gateway label to elevate the future land use. He spoke about the potential to combine high density housing with commercial uses to create a vibrant Mixed-Use neighborhood.

Kaden Cole approached the podium and stated that he is with Landmark Real Estate and he is representing a client on the 400 North Spanish Fork Parkway intersection. He notes previous discussions with Mr. Anderson and feels that he is on the same page with staff but would like to request that a Commercial component be considered on the northern portion of the property as well. He notes there are constraints with the property due to the power lines but he ultimately feels that it will be beneficial to the city and the land owner to have a Commercial component in this location as it is an ideal intersection. He notes there have been discussions regarding this proposal in the past and he wanted to revisit this proposal.

Commissioner Warnick closed the public hearing at 10:20 p.m.

Commissioner Warnick thanked all the attendees for their comments and continued the discussion by addressing some of the residents' comments and consideration requests. She acknowledged that these consideration requests will likely need to be discussed with the other Commissioners that are not in attendance for tonight's meeting. She started with the proposal of changing the proposed Medium Density Residential to a Commercial use on the corner of 400 North Spanish Fork Parkway. She also suggested adding additional verbiage to the station area plan.

Discussion continued regarding the future FrontRunner station and it was noted that UTA has indicated a very strong likelihood that this is happening and that the city needs to plan for it. It was stated that this is not known for sure, and there is no funding for it at this time, but the city is planning for it.

Mr. Anderson asked the Commissioners if they would find it beneficial for staff to provide them with additional information in the form of a status report that includes environmental studies and investment information. The Commission generally agreed that this would be very helpful as it would provide additional clarity. The discussion continued regarding the potential FrontRunner station and future interchange.

Commissioner Warnick thanked Mr. Anderson for providing the Commission with the public feedback, and then she thanked the community for taking the time to provide their feedback. She wanted to address the concerns that were expressed regarding higher density zones increasing crime rates and she acknowledged that this is possible, and she acknowledged that there is likely data that shows this increase, but she feels that higher density also brings teachers, city employees including fire fighters and law enforcement, and she also notes that it allows grandchildren to reside closer to family members. She greatly values the residents of all income levels and she feels that it lifts the community and brings people together. She respectfully disagreed with this idea and she stated that she values the diversity of her neighborhood and community. She moved on in subjects to discuss the growing concern with the city's use of roundabouts in the community and she states that she

is now a fan of them and that she prefers them to lighted intersections because she feels that they keep traffic flowing. She supported Commissioner Woodhouse in his proposal to have lower density in his neighborhood and understands this desire.

Mr. Anderson spoke about a previous discussion he had with the City Manager regarding this area of the community and what it meant to increase the density for the area. He feels that there is less development potential on the north side of 900 South.

Commissioner Dayton stated that the Commissioners respect the property owners' rights to do what they want with their property. He states that this is a discussion regarding proposed future use that would take place in 30-40 years. And there is nothing saying that it will for sure happen.

Commissioner Woodhouse generally would like some protection and he emphasized the heritage of Spanish Fork. He states that he would love for his kids to be able to purchase a home in the community, but he acknowledged the high cost of housing now. He stated that in general, he is not a fan of high-density housing but understands that it is necessary. He just would like protection for certain areas.

Mr. Anderson felt that it was necessary to add that there is a perception that Spanish Fork City promotes high density housing. He feels that from the city's perspective, there is concern for maintaining half acre minimum lot sizes. He spoke about that often, when there is a desire to develop land, it is typically the property owner that is pushing for higher density, not the city. He notes that often it is the city that is telling the property owners that the zoning designation requires a larger lot size than what they are proposing.

Commissioner Woodhouse recalled the adjacent development for Fieldstone Homes and he noted that the neighboring residents were unhappy and felt that they could no longer farm due to the new development across the street complaining. He notes that a lot of the farmers were forced to move, and he notes this is why he is advocating to protect certain areas.

Commissioner Dayton felt that this would have been a great case for Agriculture protection.

Mr. Anderson commented to Commissioner Woodhouse that he would appreciate further discussion with the property owners along the corridor.

Commissioner Warnick acknowledged how it could be hard for a property owner to see a high-density subdivision be developed next to their five-acre lot. She deliberated the motions that would be made with this proposal tonight. She felt that there is still some fine tuning that needs to be done before this can be approved by the City Council.

Mr. Anderson stated that there is no urgency in approving the item at this time.

Commissioner Warnick recommended that the item be continued to the March meeting, noting that staff is not seeking immediate approval. The Commission and staff were generally in agreement with this suggestion.

Mr. Anderson concluded by noting that the Planning Department will proceed with additional work and further research related to the south corridor.

Commissioner Dayton moved to continue the item.

Commissioner Woodhouse seconded and the motion passed all in favor.

#### General Plan Update - Growth Map Boundary Map

Mr. Anderson explained that Spanish Fork's Growth Management Boundary is a unique and important planning tool that functions as part of the City's General Plan, helping distinguish between long-term growth expectations and areas ready for near-term development. He described the boundary as identifying where the City is currently prepared to provide services, support development, and consider

annexations or rezones—typically within the next three to five years—while areas outside the boundary are not intended for such actions under existing policies.

He emphasized that this tool helps bridge the gap between the Annexation Policy Plan, which looks decades into the future, and the City's more immediate development readiness. In doing so, it provides clearer direction and predictability to property owners, developers, and decision-makers by signaling where growth is appropriate at a given time.

Mr. Anderson also noted that the City has historically made large, sweeping amendments to the boundary but is now shifting toward a more strategic and incremental approach, including reviewing the boundary every two years. This approach allows the City to respond more thoughtfully to development inquiries, offering clearer guidance based on whether a property is within the boundary.

Additionally, he highlighted the importance of aligning the boundary with agriculture protection areas. He explained that excluding properties designated for Agriculture protection from the Growth Management Boundary avoids conflicting signals and reinforces the City's intent to preserve those lands from development, even if they are identified for potential future residential use in the general plan.

Finally, he described the proposed amendment as a relatively minor map update—primarily adding a few areas where infrastructure is now available—while also correcting past inconsistencies and ensuring the boundary more accurately reflects current policy direction. He concluded by emphasizing that, as part of the General Plan, any changes to the Growth Management Boundary require a public hearing and formal recommendation to the City Council.

Commissioner Dayton sought clarification on how the proposed changes align with agriculture protection efforts. He noted that certain areas have been removed from the general plan and appear to correspond with Agriculture protection designations. He interpreted this to mean that the City does not intend to extend services or support development in those areas, consistent with the broader vision outlined in the general plan.

He further observed that excluding these properties from the Growth Management Boundary reinforces the City's commitment to preserving agricultural lands, signaling that these protections are being taken seriously. He concluded by asking if his understanding of this approach was accurate.

Mr. Anderson felt that this was an excellent summary and very well said. Commissioner Warnick agreed.

Commissioner Warnick noted a realization regarding the distinction between the Growth Management Boundary and the General Plan. He explained that the Growth Management Boundary reflects areas where development is anticipated in the near term, while the general plan maps illustrate long-term future land use. He added that if property owners choose to change how their land is used over time, the general plan provides a framework for development that aligns with thoughtful and well-planned city growth.

Mr. Anderson noted that, after reviewing the map, staff recognizes the City will not be able to extend services to the area surrounding the future rail line for the foreseeable future.

Commissioner Warnick opened the public hearing at 11:04 p.m.

Jackie Larson expressed concern that the proposed action and written materials do not align with prior conversations she and her family had with Councilman Marshall. She noted that those discussions were intended to reach a compromise, including the understanding that her family's property would be carved out of the proposal.

She further explained that, although she is not the property owner herself, she is speaking on behalf of her family and feels the current proposal does not reflect the agreements or expectations formed during earlier discussions. As a result, she stated that she does not agree with the proposal as presented.

Commissioner Warnick closed the public hearing at 11:04 p.m.

Commissioner Dayton expressed that the proposal is straightforward and that he does not believe further discussion is necessary. He also stated that reviewing and updating the Growth Management Boundary on a two-year cycle is an appropriate and effective approach.

Commissioner Woodhouse asked for clarification regarding whether a property owner whose land lies outside the Growth Management Boundary would be denied a request if they approached the City shortly after the boundary is adopted. Mr. Anderson responded that, if the City Council chooses to adhere strictly to the policy as outlined, such a request would indeed be denied.

Commissioner Warnick inquired about the frequency with which the Growth Management Boundary may be reviewed or expanded. Mr. Anderson explained that, as part of the advisory General Plan, the intent is to review the boundary on a biennial basis. Commissioner Warnick then followed up by asking whether, upon recommendation and subsequent approval by the City Council, that action would initiate the two-year review period.

Mr. Anderson noted that, in theory, the situation could be considered; however, he emphasized that the City is still in a formative stage with respect to applying the Growth Management Boundary, particularly in cases like the Clyde annexation. He explained that the current process provides an opportunity for the City Council to determine whether the Clyde property should be included within the Growth Management Boundary, recognizing that the Council may or may not be prepared to make that decision at this time.

He further stated that, to his knowledge, it is uncommon for the City to consider annexations outside of the Growth Management Boundary, as most other annexation requests currently in process fall within the established boundary. As such, he characterized the situation as somewhat unique and indicative of the City's evolving approach to applying its growth management policies.

Commissioner Woodhouse asked why staff did not include the annexation currently in process within the proposed Growth Management Boundary map. He expressed

his view that it may be more efficient to adjust the boundary at this time rather than waiting to make the change later.

Mr. Anderson responded that he was somewhat surprised the City Council accepted the Clyde annexation for further study, given prior discussions in which the Council had expressed reluctance to support residential development on the west side of I-15. He suggested that the Council's decision may have been intended to allow the proposal to be evaluated more fully through the study process rather than to signal a final position.

He also noted that the Clyde annexation concept received a favorable initial review from the City Council in recent weeks and appears to align with the station area plan, as well as with the type of development typically anticipated in proximity to such a facility.

Commissioner Woodhouse expressed concern that proceeding with the proposal at this time may create additional work for the City, particularly given the likelihood of a significant development occurring soon.

Mr. Anderson suggested that, in hindsight, he would have preferred to consider the current approach earlier in the process. He recommended that the Commission could proceed with a recommendation for approval of the proposal tonight, with the condition that the Clyde annexation component be further clarified. He further advised that this matter could be carried forward to the City Council's discussion, where it may help provide more definitive direction regarding the Clyde annexation and how it should be addressed within the overall proposal.

Commissioner Woodhouse expressed that items of this nature should remain open to consideration and cautioned against a rigid approach that would prevent adjustments to the Growth Management Boundary for the next two years.

Mr. Anderson acknowledged the concern and noted that, while he shares an interest in advancing planning efforts for the north end of the city, he is not otherwise in a particular rush to pursue additional changes beyond that area.

He concluded by requesting that the Commission continue the item, noting that a public hearing has already been held and that no additional discussion in a subsequent meeting would be necessary.

Commissioner Woodhouse moved to continue the General Plan Update- Growth Boundary Map to get more information on the possible future annexation of property.

Commissioner Dayton seconded and the motion passed all in favor.

Commissioner Dayton moved to adjourn the meeting at 11:15 p.m.

Adopted:

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Kasey Woodard  
Community Development  
Secretary

Draft Minutes  
Spanish Fork City Planning Commission  
80 South Main Street  
Spanish Fork, Utah  
March 4, 2026

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

Absent: Chairman Todd Mitchell.

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: Ron Stoker, John Burgon, Ken \*illegible\*, William Hoeverler, Ron Doty, Paula \*illegible\*, Christyn Bowler, Tammy Ferrin, Becky Ottesen, Craig \*illegible\* Kaden Cole, Richard Miller, Kevin Anderson, Melling Hales, Diane Garcia.

WORK SESSION

Commissioner Warnick called the meeting to order at 6:00 p.m.

PRELIMINARY ACTIVITIES

**Pledge of Allegiance**

Commissioner Carroll led the pledge.

PRELIMINARY PLAT

TIETJEN SUBDIVISION (AGREEMENT)

Ian Bunker presented the proposal and identified the subject property, noting that it encompasses approximately five acres. He explained that the project is zoned R-1-15, which permits a standard subdivision.

Mr. Bunker further stated that the City Council previously approved a Development Agreement in 2021, authorizing 11 residential lots of varying sizes. The smallest lot is approximately 13,000 square feet with the largest lot being approximately 17,000 square feet and is permitted without a Master Planned Development Overlay due to the prior approval of the Development Agreement.

Because the zoning and Development Agreement have already been approved by the City Council, Mr. Bunker clarified that the Planning Commission serves as the approving authority for this standard subdivision, as the request does not involve a legislative change.

He also noted that an existing road will need to be vacated prior to recording the final plat. Concluding his remarks, Mr. Bunker described the proposal as straightforward and stated that staff is recommending approval.

The discussion concluded with a brief review of land ownership, after which the Commission expressed consensus that the proposal represents a strong and appropriate use of the property.

Commissioner Woodhouse **moved** to approve the Tietjen Subdivision (Agreement) based on the following findings and conditions.

Findings:

1. That the proposal conforms to the City's General Plan Designation of Estate Density Residential.
2. That the proposal conforms to the existing Development Agreement entered into with the City Council.

Conditions:

1. That the Applicant meets the City's development and construction standards and other applicable City ordinances.
2. That any remaining redlines are addressed.
3. That the Applicant corrects the plat setback diagram to conform with the standard setbacks of the R-1-15 zone.
4. That the Applicant participate in the amendment and vacation of existing subdivision plat and street.

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

#### PRELIMINARY PLAT (Public Hearing)

#### **THE VILLAS AT ANNIE'S ACRES SUBDIVISION AMENDED**

Brandon Snyder addressed the Planning Commission, explaining that this item will require two separate motions, each requiring a public hearing due to the involvement of a master plan development. He described the proposal as a straightforward request to rezone a roughly two-acre parcel from RR to R-1-6 and incorporate it into the existing Annie's Acres development under the current master plan.

Mr. Snyder noted that the addition of this acreage would integrate seamlessly with the already developed 47-unit subdivision and the Villas at Annie's Acres, resulting in a modest expansion of the project. The revised layout would allow for improved connectivity, including the completion of Volunteer Drive and associated improvements to Bradford Lane and River Bottoms Road.

He further explained that the proposed changes would slightly reorient some units and add eight additional units, while maintaining the same product type and preserving key amenities, including the clubhouse. Landscaping and infrastructure plans remain consistent, with enhancements supporting roadway completion and overall site cohesion.

Mr. Snyder concluded by noting that most of the proposed conditions are carryovers from the previously approved final plat, and staff is recommending approval of both the zone change and associated amendments. He also indicated that the proposal will move forward to the City Council for final consideration.

Commissioner Warnick asked for clarification on the area that is being added to the development. Mr. Snyder stated that it will be two additional acres. She then asked if any part of the development is currently in process and Mr. Snyder stated that no work had commenced at this point but he acknowledged that the land is ready for it to begin. He expressed his happiness that the developer was able to acquire the extra portion of land and he feels that this will be a great addition to an already good development.

Commissioner Woodhouse asked if the change is because the developer bought out the neighboring property owner, and they now have more area to expand the development.

Mr. Snyder responded that, under the previous plan, the street improvements would have terminated at the boundary of the existing frontage. With the inclusion of the additional two-acre parcel, the project will now facilitate the full completion of those street improvements, in addition to the infrastructure that had already been proposed.

Commissioner Warnick opened the public hearing at 6:14 p.m.

Ron Stoker approached the podium to inquire about the proposed roadway connection between Volunteer Drive, River Bottoms Road, and Bradford Lane.

Commissioner Warnick closed the public hearing at 6:16 p.m.

Mr. Snyder asked Josh Wagstaff to display the corresponding plans to address questions regarding the road connection.

Byron Haslam provided additional clarification, explaining that more detailed information will be available once the Final Plat process is underway.

Dave Anderson inquired about the anticipated timeline for completing the connection between Volunteer Drive and River Bottoms Road. Mr. Haslam stated that it is up to the development, but he anticipates it happening this summer.

Commissioner Warnick then invited the applicant to present remarks regarding the proposal.

Dave Erickson approached the podium and expressed his appreciation to Mr. Snyder for the comprehensive overview of the project. He stated that he believes the proposal will be a valuable addition to the development and shared his enthusiasm about moving forward.

With no further questions from the Commissioners, the discussion was concluded.

Commissioner Carroll **moved** to recommend the approval of The Villas at Annie's Acres Subdivision to the City Council based on the following findings and conditions.

Findings:

1. That the proposal is consistent with the City's General Plan Designation of Medium Density Residential.
2. That the proposal meets the intent of the Master Planned Development Overlay Zoning 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 any staff review comments.
3. That the City Council approves of the associated zone change.
4. That the City Council approves an amended development agreement.
5. That the fencing along Volunteer Drive and Bradford Lane match the existing wrought iron fencing along South Lane.
6. That the Applicant complies with the project's details and amenities as previously approved with the Final Plat and Preliminary Plat.
7. That the applicant provides detailed building elevations, materials, and designs for the single-family lots 103-107, at the time of building permits, for review and approval regarding compliance with the quality and compatibility with the remaining residential units and compliance with the architectural standards of the Master Planned Development Overlay.
8. That the building plans for lots 103-107, include enhanced elevations for the corner and high visibility building elevations.
9. That the appropriate process be followed for the disposal of any property that is involved in the project.

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

ZONE CHANGE (Public Hearing)

**THE VILLAS AT ANNIE'S ACRES ZONE CHANGE**

Brandon Snyder advised that no additional discussion was needed, but confirmed a public hearing was required for the Zone Change.

Commissioner Warnick opened the public hearing at 6:22 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 6:22 p.m.

Commissioner Dayton **moved** to recommend the approval of The Villas at Annie's Acres Zone Change to the City Council based on the following findings and conditions.

Findings:

1. That the proposal is consistent with the City's General Plan Designation of Medium Density Residential.
2. That the proposal meets the intent of the Master Planned Development Overlay Zoning 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 any staff review comments.
3. That the City Council approves an amended development agreement.

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

TITLE 15 (Public Hearing)

Title 15 Amendments Reimbursable Projects - Impact Fee Deadline Update

Josh Wagstaff addressed the Planning Commission, explaining that the first amendment pertains to reimbursable projects, specifically impact fees. He noted that the proposed change adds a clear deadline for submitting impact fee reimbursement requests—within six months after the project passes final inspection and enters the warranty phase. He emphasized that this timeline will help staff more efficiently track completed projects for the annual impact fee analysis and prevent reimbursement requests from being delayed for extended periods, improving overall management of the city's impact fees.

Commissioner Warnick asked whether such late reimbursement requests are common. Mr. Wagstaff replied that while they are not frequent, it does occasionally

occur, that a developer submits a reimbursement request more than a year after project completion.

Commissioner Dayton inquired about the typical timeline for developers to request and receive reimbursements. Mr. Haslam explained that most developers submit their documentation within a few months of passing final inspection. However, there have been instances where reimbursement requests were submitted one to two years later. He noted that there is currently no formal timeline, and this proposal would provide the city with additional protection, though timelines do exist under certain Pioneering Agreements.

Commissioner Dayton commented that a six-month window seems reasonable and asked why that specific timeframe was chosen. Mr. Wagstaff explained that six months is still considered “fresh” in terms of development, allowing sufficient time for submission. Commissioner Clayson agreed that six months is appropriate.

Finally, Commissioner Dayton asked whether developers would be notified of this requirement. Mr. Wagstaff confirmed that a notice will be sent to developers following the completion of the final inspection.

Commissioner Warnick opened the public hearing at 6:28 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 6:28 p.m.

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

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

### TITLE 15 (Public Hearing)

#### Title 15 Fencing and walls for the Public Facilities

Dave Anderson addressed the Planning Commission, explaining that the proposed amendments relate specifically to fences and walls around power substations, a **critical component of the city's infrastructure**. He noted that the city currently has two substations, with a possible third in planning, and emphasized the need for

adequate space within each substation footprint to accommodate necessary components.

He highlighted that the proposed changes would allow fences or walls in the Public Facility Zone—like industrial zones—to reach eight feet in height without requiring City Council approval. This adjustment would streamline the process for constructing standard eight-foot masonry walls around substations to ensure security. Mr. Anderson concluded by noting that these amendments have been thoroughly reviewed by the Development Review Committee, which recommends approval.

Commissioner Warnick asked Mr. Anderson to illustrate the impact of the proposed power substation changes, noting that a neighbor's property is adjacent to an existing substation. She requested a visual showing a 10-foot fence with no setbacks to better understand how such modifications might affect the neighboring property and daily life in the area.

Mr. Anderson explained that even with the proposed changes, the wall would still require a greater setback from Canyon Road than currently exists. He outlined that on a typical public street, the distance is measured from the outside edge of the sidewalk, which would allow for a 10-foot setback to the wall—less than the current 20-foot code requirement but still sufficient. He noted that this 10-foot space could be effectively used for landscaping to screen and soften the appearance of the wall. Mr. Anderson emphasized that the Development Review Committee felt comfortable recommending this change, particularly since the remaining space inside the substation compound could be utilized efficiently.

Commissioner Warnick stated that the proposal appears reasonable and asked Mr. Anderson to confirm that the discussion is focused solely on fencing. Mr. Anderson affirmed this. She then expressed her appreciation for the city's careful consideration and the thoughtfulness invested in the design of public facilities.

The Commission discussed these proposed setbacks and how beneficial they are.

Commissioner Dayton inquired if the city has any substations that are not owned by the city and if so, would they be required to follow these setbacks. Mr. Anderson stated that yes, these setbacks would apply to them as well.

Mr. Anderson explained that any proposed substation must be located on property zoned Public Facilities to apply the relevant setbacks. If a non-city entity, such as a utility corporation, wants to build a substation, they would need to petition for a zoning change. He clarified that the Public Facilities zone primarily applies to city-owned properties or clearly public entities, such as the school district or state agencies, rather than private or quasi-public utilities.

Commissioner Dayton commented that, based on previous fencing discussions and observations from the City Council, he supports a consistent approach that avoids creating exceptions for specific projects or entities. He emphasized the value of applying the same standards to all public lands and similar entities, noting that he appreciates this philosophy and hopes it continues to guide decisions.

Commissioner Warnick opened the public hearing at 6:41 p.m.

There was no public comment.

Commissioner Warnick closed the public hearing at 6:41 p.m.

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

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

## GENERAL PLAN AMENDMENT

### General Plan Update - Land Use Element of the General Plan

Dave Anderson addressed the Planning Commission, noting that Joshua had distributed an updated map highlighting proposed changes since the last meeting, including some adjustments at the intersection of 400 North and Spanish Fork Parkway. He emphasized that the map is provided as a reference to guide discussion.

He reminded the Commission that public hearings on the Land Use Element and Growth Management Boundary were held in February, satisfying the requirement before making a recommendation. He explained that the Commission now has full

discretion to recommend approval, denial, approval with changes, or continuation of the general plan for further consideration.

Mr. Anderson acknowledged the substantial work done since the last meeting, particularly by Mr. Mann, and expressed appreciation for the Commission's prior input and ongoing dialogue with City Council members. He encouraged the Commission to feel comfortable acting, noting that the general plan is a living document that has been updated multiple times since its comprehensive adoption 15 years ago.

He highlighted areas that may still warrant further discussion with the Council, including the station area, the Leland area, the 9th South Corridor, and specific properties such as Canyon Creek. Mr. Anderson concluded by stating that the table is well set for action, but he welcomed additional questions or insights before turning the discussion over to Mr. Mann.

David Mann addressed the Planning Commission, thanking them and staff for their efforts and referencing the city's motto, "*Today's progress, tomorrow's pride*," which guides the general plan. He provided an overview of updates made since the last meeting, highlighting page-by-page improvements that clarify language, strengthen the plan's direction, and ensure alignment with state code requirements.

He explained that the station area plan has been refocused to reflect the status of development for the future FrontRunner station and related infrastructure. The revisions emphasize planning based on confirmed information to date, while leaving future discussions and decisions for subsequent stages as funding and support become available.

Mr. Mann also noted adjustments related to agricultural protection areas, ensuring that recently approved Agriculture protection areas are correctly excluded from the city's growth boundary. He presented the updated land use map reflecting these changes and encouraged the Commission to ask questions or request additional information to facilitate a well-informed recommendation as the plan moves forward.

Commissioner Warnick thanked Mr. Mann and asked for clarification regarding the agricultural protection areas. She noted that the current land use map, labeled the

"Growth Management Boundary Map," does not show these areas as zoned agricultural land and sought to confirm how they are represented within the map.

Mr. Mann replied that currently, the Planning Department has not named this and is open to suggestions from the Commission. He notes that this illustrates the Growth Boundary as well as other boundaries. He confirmed that it will be reviewed and updated semi-annually.

Commissioner Warnick asked Mr. Mann to clarify for the public why the city's General Plan, or planning "forecasting map," does not include areas designated as Agriculture Protection Areas.

Mr. Mann explained that confusion often arises between the land use map and the zoning map. The land use map, sometimes called a "future land use map," is intended to guide how development could occur over time, aligning with existing uses while planning for broader community needs such as traffic, parks, schools, and other public considerations. He emphasized that the map illustrates potential future development, rather than mandating changes, ensuring the city can thoughtfully plan rather than leaving decisions solely to individual developers. He stated that the city could change the land use and zone to look at other uses if needed.

Commissioner Dayton noted that Agricultural Zones are not represented in the city's future vision, as the area is being considered for Industrial use despite its current agriculture protection area designation. Mr. Mann confirmed this understanding and added that property owners could choose to remove their land from the protection zone in the future. He emphasized that the designation safeguards existing uses and the rights of property owners under the current zoning.

He continued by stating that the explanation is very reasonable and helps clarify the distinction: the land use designation represents a future-looking plan, zoning reflects current law and permitted uses, and Agriculture protection adds a layer safeguarding existing uses for willing landowners. He emphasized his appreciation for the forward-looking perspective, noting it reflects the overall spirit of the planning process.

Commissioner Warnick expressed her appreciation for the Agricultural Protection Area.

Commissioner Woodhouse voiced concern over a community area designated for Medium Density development, noting that many residents keep livestock and would prefer lower-density development, as a higher-density subdivision would not align with their lifestyle. While clarifying that he was not speaking on behalf of the residents, he felt it important to relay their concerns.

Mr. Mann responded that the Planning Department had considered this and emphasized that addressing the issue prior to the proposal going to the City Council would give residents an opportunity to provide input.

Commissioner Woodhouse added that adjusting the density would improve the overall cohesion of the area. Commissioners Dayton and Warnick agreed and expressed support for the proposed change.

Mr. Anderson affirmed the Commissioners' suggestions but noted that the proposal reflects the culmination of staff discussions with property owners, which shaped the version under review. He clarified that his comments were not intended to question Commissioner Woodhouse's knowledge of his neighbors.

It was agreed that the City Council would further discuss whether to lower the density in the area of concern.

Commissioner Woodhouse also raised concerns about the Station Area designation, questioning why it is moving forward despite his previous objections.

Mr. Mann clarified that the developer seeking to annex the property intends for the proposed development to align with a future station area, designing it to function effectively if a station is established. He noted, however, that annexation approval remains under discussion and will ultimately be decided by the City Council.

Commissioner Woodhouse expressed general confusion over including this designation, noting that the property is outside the Growth Boundary and not currently addressed in the city's Annexation Policy.

Commissioner Dayton clarified that it is being included as part of the plan for the city.

The discussion focused on the future steps a developer would need to take, including annexation and the potential creation of a new zoning overlay. It was emphasized that these considerations are part of long-term city planning and are not imminent. The city cannot guarantee that the area will be annexed or that a station area will be established; rather, this planning is intended to prepare for potential future scenarios.

Commissioner Woodhouse expressed his frustration and stated that he does not agree with this plan.

Mr. Mann assured Commissioner Woodhouse that the designation is based on extensive studies conducted by city staff, UDOT, and UTA, with input from various state and county departments. He emphasized that the designation serves as a placeholder for future development and noted that if a station does not materialize, the city can amend the Land Use Element to assign a more suitable designation.

Commissioner Woodhouse provided a future scenario that included single-family homes being built where the city has non-residential land designations.

Mr. Anderson acknowledged that development on five-acre lots may occur before a FrontRunner station is built and emphasized that the city does not intend to interfere with property owners' rights under county regulations. He explained that annexing land prematurely could conflict with long-term transit-oriented goals, particularly near the Center Street interchange. While the station area is identified for future planning, the detailed station plan is not yet ready, and the city must reconcile policy language in the Land Use Element with potential annexations. He stressed that these matters require careful consideration and direction from the city council to ensure consistency between growth management policies and future development.

Commissioner Warnick emphasized the need for staff to ensure that all relevant items within the Land Use Element and the General Plan have been fully addressed before moving forward.

Commissioner Dayton expressed appreciation for Mr. Anderson's clarification on the purpose of the document and noted that he does not wish to slow the plan's progress.

Commissioner Warnick acknowledged the complexity of the multiple layers involved in future development. The discussion highlighted that it has been approximately 15 years since the General Plan's last major overhaul, underscoring the importance of careful review.

The Commissioners generally agreed that the Land Use Element provides a solid framework for guiding future growth in an orderly, efficient, and fiscally responsible manner. While there are differences in perspective regarding timing and level of detail—particularly around the potential FrontRunner station and related transit-oriented development—the group supported keeping the station area as a placeholder and allowing the plan to remain flexible. Overall, the consensus was to move the document forward, recognizing it as a living plan that can be refined over time as conditions and opportunities evolve.

The discussion concluded with Commissioner Warnick noting a landowner's request for higher-density housing in an area currently designated commercial. She emphasized that the designation was carefully determined during the two-and-a-half-year general plan process, but any concerns regarding the Land Use Element can still be raised with the city council in future meetings.

Commissioner Clayson moved to recommend the approval of the General Plan Update to the City Council based on the following findings and conditions.

Commissioner Carroll seconded the motion.

Commissioner Woodhouse was opposed and the motion passed 4-1.

Before moving the item forward, Mr. Anderson asked Commissioner Woodhouse if he had any additional concerns to raise with the City Council. Commissioner Woodhouse responded that he had already expressed all his concerns and had none remaining regarding the proposal.

## GENERAL PLAN AMENDMENT

### General Plan Update - Growth Management Boundary Map

David Mann explained the recent updates to the map since the commission last reviewed it. He highlighted the two smaller green areas on the south end, which are newly approved Agricultural Protection areas, noting that these were excluded from the Growth Management Boundary until property owners consider removing Agriculture protection for potential inclusion. He also reviewed the yellow areas on the north end, including the recently approved Money annexation nearing recordation and other developments within the city boundary. On the west side, two additional annexations were noted, including the 1050 West annexation, which remains uncertain pending further city council deliberation.

Staff discussed the proposed changes based on the map that were presented in the meeting.

Commissioner Woodhouse feels that this proposal seems to address most of the concerns that were raised in the last meeting with the Growth Boundaries being expanded.

Commissioner Dayton concluded the discussion by reflecting the Commission's intent to respect the Agricultural zone and follow the established growth boundary. He noted that the updates are primarily technical, including the Money property, and affirmed that the proposed changes align with prior discussions without contradicting the commission's goals.

Commissioner Dayton moved to recommend the approval of the General Plan Update to the City Council based on the following findings and conditions.

Commissioner Clayson seconded and the motion passed all in favor.

Commissioner Dayon moved to adjourn the meeting at 7:40 p.m.

Adopted:

---

Kasey Woodard  
Community Development  
Secretary



Andy Ridge Subdivision  
 Preliminary Plat  
 418 West Quail Run  
 3.07 acres  
 R-1-12  
 Proposed Zone  
 Low Density General Plan  
 Designation



**PROPOSAL**

The Applicant has requested that a Preliminary Plat be approved in order to create six single-family residential lots. The proposal is for a standard subdivision meaning that each lot will be a minimum of 12,000 square feet and comply with dimension requirements. There is an existing residence that is planned to remain that will be on a lot that is 51,000 square feet.

This proposal will connect to a stubbed road that was created as a part of the Arrowhead Subdivision. The existing residence on proposed Lot 5 is planning to continue to have access from Quail Run. The proposed Lot 5 will also have street frontage along the proposed street cul-de-sac.

Some of the key issues to consider are: improvements, access, and grading.

**STAFF RECOMMENDATION**

That the proposed Preliminary Plat for the Andy Ridge Subdivision be approved based on the following finding and subject to the following conditions:

**Finding**

1. That the proposal is consistent with the City's General Plan Land Use Designation of Low Density Residential.

**Conditions**

1. That the Applicant meets the City's Development & Construction standards, zoning requirements, and other applicable City ordinances.
2. That the City Council approves a Zone Change from R-R to R-1-12.
3. That the Applicant addresses any red-lines.
4. That the Applicant complies with all environmental requirements as outlined in the Subsurface Soil Gas Sampling Report prepared by Wasatch Environmental.
5. That the frontage of lot 5 on the cul-de-sac be treated like a front setback for purposes of landscaping, structures, fencing, and any other setback related requirements.
6. That lots 1, 2, 3, 4 and 6 be addressed and accessed only from the cul-de-sac and that Lot 5 be addressed off of its current address on Quail Run Road.

**EXHIBITS**

1. Proposed Preliminary Plat
2. Area Map





Andy Ridge Subdivision  
 Zone Change  
 418 West Quail Run  
 3.07 acres  
 R-1-12 Residential  
 Proposed Zone  
 Low Density General Plan  
 Designation



**PROPOSAL**

The Applicant has requested that a Zone Change from R-R Rural Residential to R-1-12 Residential be approved in order to subdivide and develop the property residentially. The proposal is for a standard subdivision meaning that each single-family residential lot will be a minimum of 12,000 square feet with no allowed deviations in setbacks or lot dimensions.

This area includes several large lot residential properties, vacant parcels in agricultural production or use, and recent subdivision lots. This property is adjacent to R-R Rural Residential to the west and R-1-12 Residential to the east, north, and south. This R-1-12 Residential proposal will blend with existing development and recent residential subdivisions. The Development Review Committee reviewed the proposed zoning and preliminary plat on March 11, 2026, and recommended approval.

Some of the key issues to consider are: improvements, access, and grading.

**STAFF RECOMMENDATION**

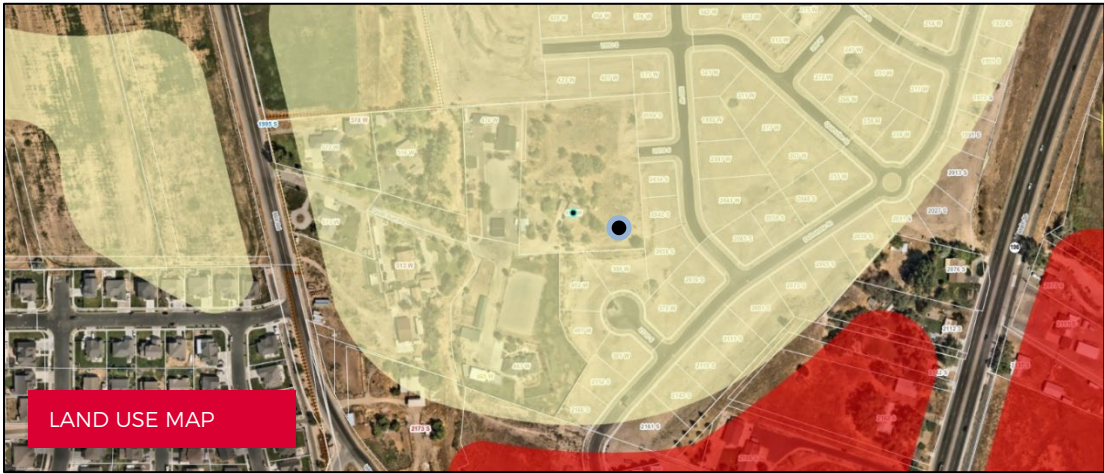
That the proposed Zone Change for the Andy Ridge Subdivision be recommended for approval based on the following findings:

**Findings**

1. That Spanish Fork City is prepared to provide services that the proposed Zone Change would require.
2. That the proposal is consistent with the City’s General Plan Land Use Designation of Low Density Residential.
3. That this proposal is designed with local streets that are discontinuous, but well connected, creating a pattern to discourage through traffic (Spanish Fork City General Plan Land Use Policy A.3.2).

**EXHIBITS**

1. Area Maps





Hales 2-Lot Infill  
 Zone Change  
 208 North 600 East  
 0.29 acres  
 R-1-6 with the Infill Overlay  
 General Plan Designation  
 Medium Density Residential



**PROPOSAL**

This proposal involves a Zone Change to apply the Infill Overlay to the R-1-6 Zone at 208 North 600 East in order to permit a two-lot subdivision for two single-family detached residences with modified setbacks. The Infill Overlay allows for variations in setbacks from the underlying zone which may be considered on a case-by-case basis. The existing single-family residence was built in approximately 1934. It is proposed that the existing residence and accessory structures are to be demolished. Both proposed lots comply with the minimum lot dimension standards of 6,000 square feet in lot size, 50 feet in lot width and 90 feet of lot depth. The Planning Commission previously reviewed a concept for townhomes in March of 2023.

The setbacks proposed to be modified include: 200 North Street (south) setback of 20 feet to living and garages (instead of 25 feet to garages); north (rear) setbacks of 16 feet (instead of 25 feet for Lot 2 and 20 feet for Lot 1), which is a corner lot. (Municipal Code indicates that on corner lots, the setback is reduced by five (5) feet.); and the interior side setbacks of 7 feet each (instead of 5 and 10 feet).

The setback for living areas off of 600 East Street is a minimum of 15 feet since no garage or driveway is proposed. (The plat indicates 16 feet is proposed.)

The Infill Overlay Zone is intended to provide flexibility in development standards for small residential parcels that consist of two (2) acres or less that are difficult to develop under standard residential requirements. Municipal Code allows for modified development standards while maintaining high quality construction and maintaining the general character of the underlying zone. "Prior to approving the Infill Overlay Zone, the City Council shall determine that the proposed development promotes the historic character of the neighborhood and conforms to the physical characteristics of the adjoining properties including architectural style, materials and size."

The proposed single-family residences would be compatible with the existing neighborhood. Each residence would include a two-car garage and driveway parking.

The Applicant has provided the specific residential floorplans and building elevations to be built for both lots as part of the Infill Overlay building design and architectural requirements. Lot 1 (corner) is proposed to have the following exterior building materials: horizontal siding with a stone wainscot on both of the street frontage elevations. Lot 2 (interior) is proposed to have the following exterior building materials: vertical board and batten, horizontal siding and a brick wainscot.

No uniform fencing or landscaping is proposed at this time since the proposal is for detached single-family residences on individual lots. Appropriate screening and buffering between the project and the surrounding properties may be accomplished with standard fencing and landscaping for single-family dwellings. Fencing for the north (rear) reduced setbacks can be discussed.

Both lots will need to comply with the landscaping, planting and tree requirements as outlined in Municipal Code. Landscaping is expected to be completed soon after the residences are occupied. (All single-family...residential lots shall have the front yard, side-street yards for corner lots and park strips landscaped within one (1) year of receiving a Certificate of Occupancy. Interior side and back yards must be landscaped within two (2) years of receiving a Certificate of Occupancy.)

The Development Review Committee reviewed the proposed zone change and associated minor subdivision plat and recommended approval on March 25, 2026.

Some of the key issues to consider are: proposed setbacks and building elevations.

## STAFF RECOMMENDATION

That the proposed Hales 2-Lot Infill Zone Change be recommended for approval based on the following findings and subject to the following conditions:

### Findings

1. That the proposal is consistent with the City's General Plan Designation of Medium Density Residential.
2. That the proposal meets the intent of the Infill Overlay Zone.

### 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 any staff review comments.
3. That the Applicant follows the approved building plans and exterior elevations.

## EXHIBITS

1. Area Maps
2. Proposed Subdivision Plat
3. Site Plan
4. Building Elevations and Floorplans
5. Imagery



EXHIBIT 2

# HALES 2-LOT

## A RESIDENTIAL SUBDIVISION

### SPANISH FORK, UTAH

#### FINAL PLAN SET

#### MARCH 2026

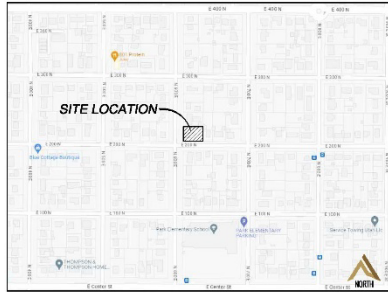
-SHEET INDEX-

SHEET	SHEET NAME
1	COVER
2	FINAL PLAN
3	OVERALL SITE PLAN
4	EXISTING TOPOGRAPHY
5	GRADING/DRAINAGE PLAN
ROS	RECORD OF SURVEY



**LEGEND**  
(APPLICABLE TO ALL SHEETS)

—	EXISTING POWER POLE
—	PROPOSED STREET LIGHT
—	EXISTING FIRE HYDRANT
—	EXISTING WATER VALVE
—	EXISTING STREET LIGHT
—	EXISTING SIGN
—	PROPOSED FIRE HYDRANT
—	PROPOSED WATER VALVE
—	PROPERTY BOUNDARY
—	EXTENSION
—	RIGHT-OF-WAY LINE
—	LOT LINE
—	SECTION LINE
—	SETBACK
—	EXISTING DEED LINE
—	EDGE OF PARKWAY
—	EXISTING OVERHEAD POWER
—	EXISTING POWER LINE
—	EXISTING SANITARY SEWER MAIN/WASH
—	EXISTING STORM SEWER MAIN
—	EXISTING WATER
—	EXISTING PRESSURIZED AREA
—	PROPOSED SIGN
—	PROPOSED STORM SEWER
—	PROPOSED FIRE HYDRANT
—	PROPOSED PRESSURIZED
—	PROPOSED (PUPA) PLS



VICINITY MAP  
-NTS-

HALES 2-LOT



**GENERAL NOTES:**

- CONTRACTOR TO FIELD VERIFY HORIZONTAL AND VERTICAL LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION AND REPORT ANY DISCREPANCIES TO THE ENGINEER.
- ANY AND ALL DISCREPANCIES IN THESE PLANS ARE TO BE BROUGHT TO THE ENGINEER'S ATTENTION PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- BEFORE PROCEEDING WITH THIS WORK, THE CONTRACTOR SHALL CAREFULLY CHECK AND VERIFY ALL CONDITIONS, QUANTITIES, DIMENSIONS, AND GRADE ELEVATIONS, AND SHALL REPORT ALL DISCREPANCIES TO THE ENGINEER.
- ALL DRINKING WATER AND PRESSURIZED IRRIGATION LINES UP TO AND INCLUDING THE METER, ALL SANITARY SEWER MAINS, ALL ELECTRICAL METERS, AND ALL ELECTRIC AND STORM COMMUNICATION SERVICE LINES UP TO THE MAST ON OVERHEAD INSTALLATIONS AND TO THE TOP OF THE METER BASE, FOR UNDERGROUND INSTALLATIONS ARE DEDICATED TO SPANISH FORK CITY.
- ALL CONSTRUCTION WILL CONFORM TO SPANISH FORK CITY CONSTRUCTION STANDARDS.

**CONTRACTOR NOTE:**

THE SIZE, ELEVATION, & LOCATIONS OF EXISTING IMPROVEMENTS AND UTILITIES SHOWN HEREON ARE ASSUMED AND APPROXIMATELY SHOWN BASED UPON THE FIELD DATA FROM THE SURVEY. ALL SIZE, LOCATIONS & ELEVATIONS ARE TO BE VERIFIED. IF THERE ARE DISCREPANCIES, ATLAS ENGINEERING, LLC NEEDS TO BE NOTIFIED BEFORE CONSTRUCTION. ATLAS ENGINEERING, LLC WILL NOT BE HELD RESPONSIBLE FOR REMOVAL, CONSTRUCTION, OR REINSTALLATION OF IMPROVEMENTS THAT ARE NOT IN ACCORDANCE WITH THESE PLANS. ANY AND ALL CHANGES OR VARIATIONS IN THE REMOVAL, CONSTRUCTION OR INSTALLATION OF THE IMPROVEMENTS MADE WITHOUT THE APPROVAL OF THE DESIGNER WILL RESULT IN SOLE LIABILITY TO THE CONTRACTOR. IN ADDITION, ATLAS ENGINEERING, LLC ASSUMES NO RESPONSIBILITY FOR ANY AND ALL EXISTING UTILITIES NOT SHOWN ON THIS PLAN AND ASSUMES NO LIABILITY FOR FAILURE TO EXACTLY LOCATE ALL EXISTING UTILITIES, SHOULD THERE BE INCIDENT.

**ENGINEER/SURVEYOR CONTACT INFO:**  
ATLAS ENGINEERING LLC  
(801) 838-8300  
SPANISH FORK, UT 84660

**OWNER/DEVELOPER:**  
TRAVIS HALES  
801-404-4261  
trahales@spanishfork.com

© 2025 ATLAS ENGINEERING, LLC - ATLAS ENGINEERING, LLC OPERATIONS 111 - 004-1000105-000 HALES 2-LOT SUBDIVISION (VAD) SUBDIVISION (VAD) - CONTINUED

**LEGEND**

—	UTAH COUNTY MONUMENT
—	FOUND MONUMENT
—	SET 5/8" REBAR AND CAP
—	SET CURB PILE
—	PROPERTY BOUNDARY
—	RIGHT-OF-WAY LINE
—	LOT LINE
—	SECTION LINE
—	SETBACK
—	EASEMENT
—	SEWERLINE
—	ADDRESS
—	PROPOSED LOT NUMBERS

**DATA TABLE**

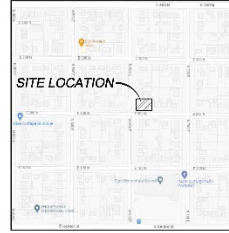
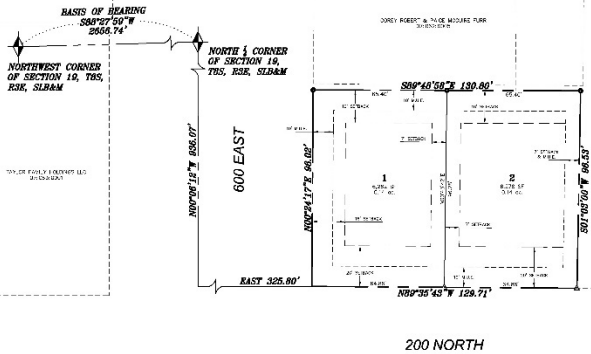
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TOTAL # OF LOTS=2  
TOTAL ACRES OF LOTS=0.29  
ACRES IN ROADS=0.00  
ACRES OF OPEN SPACE=PONDS+0.00 ACRES  
ZONING=R-1-B (INFILL OVERLAY)

**OWNER/DEVELOPER:**  
TRAVIS HALES  
(801) 404-4261  
trahales@spanishfork.com

**ENGINEER/SURVEYOR CONTACT INFO:**  
ATLAS ENGINEERING LLC  
(801) 838-8300  
SPANISH FORK, UT 84660

**NOTES:**

- VERTICAL DATA BASED ON NAVD 88.
- COORDINATE SYSTEM = NAD83.



VICINITY MAP  
-NTS-

**SURVEYOR'S CERTIFICATE**

I, MATTHEW R. HEDGECOCK, PROFESSIONAL ENGINEER AND SURVEYOR, AND TRAVIS HALES, PROFESSIONAL LAND SURVEYOR AND REALTOR, HAVE BEEN EMPLOYED BY ATLAS ENGINEERING, LLC AND TRAVIS HALES, REALTOR, TO SURVEY AND RECORD THE BOUNDARY OF THE PROPERTY DESCRIBED IN THESE PLANS. THE SURVEY WAS CONDUCTED ON 03/11/2025. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT.

**BOUNDARY DESCRIPTION**

COMMENCING AT THE SOUTHWEST CORNER OF LOT 1, BLOCK 62, PLAT 4, SPANISH FORK SUBDIVISION, SECTION 16, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASIN AND MERIDIAN, UTAH COUNTY, UTAH, AND PROCEEDING EAST ALONG THE WESTERLY CORNER OF SAID TRACT OF LAND TO THE EAST CORNER OF SAID TRACT OF LAND, THENCE S89°27'50\"/>

**OWNER'S DEDICATION**

I, TRAVIS HALES, OWNER OF ALL THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREBY DEDICATE TO THE PUBLIC THE RIGHTS AND INTERESTS IN THE PROPERTY DESCRIBED IN THESE PLANS AS INDICATED THEREON FOR THE PURPOSES OF THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT. THIS DEDICATION IS MADE THIS 11th DAY OF MARCH, 2025.

**CORPORATE ACKNOWLEDGMENT**

I, TRAVIS HALES, OWNER OF ALL THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREBY DEDICATE TO THE PUBLIC THE RIGHTS AND INTERESTS IN THE PROPERTY DESCRIBED IN THESE PLANS AS INDICATED THEREON FOR THE PURPOSES OF THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT. THIS DEDICATION IS MADE THIS 11th DAY OF MARCH, 2025.

**ACCEPTANCE BY LEGISLATIVE BODY**

I, TRAVIS HALES, OWNER OF ALL THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREBY DEDICATE TO THE PUBLIC THE RIGHTS AND INTERESTS IN THE PROPERTY DESCRIBED IN THESE PLANS AS INDICATED THEREON FOR THE PURPOSES OF THE UTAH SURVEYING ACT AND THE UTAH PROFESSIONAL ENGINEERING ACT. THIS DEDICATION IS MADE THIS 11th DAY OF MARCH, 2025.

**HALES 2-LOT**

A RESIDENTIAL SUBDIVISION  
SPANISH FORK, UTAH  
CONTAINING 2 LOTS AND 0.29 ACRES  
LOCATED IN THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASIN AND MERIDIAN, UTAH COUNTY, UTAH.



SCALE 1" = 20'

SCALE 1" = 40'

CURB RECORDS

SCALE

SURVEYOR'S SEAL

SCALE

CITY ENGINEER

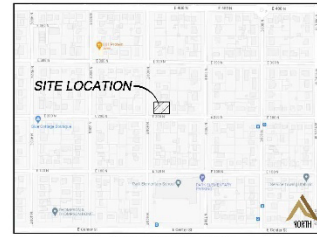
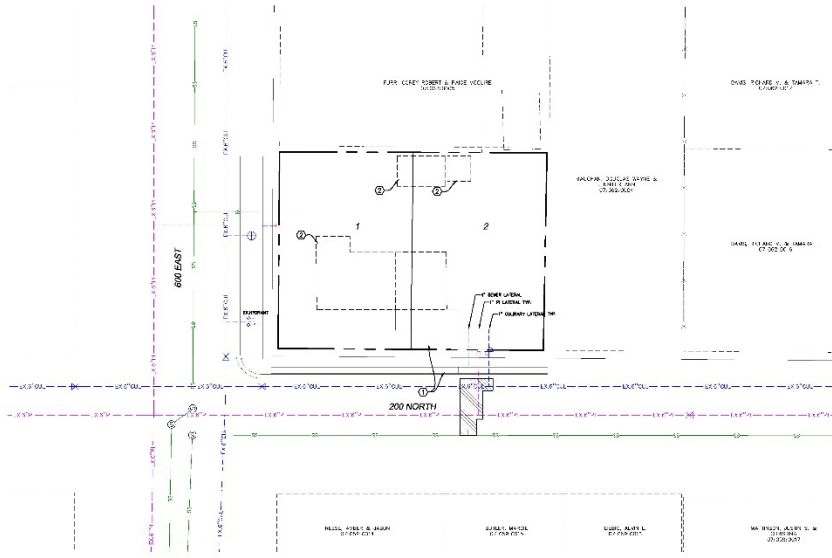
SCALE

COUNTY ENGINEER

SCALE

**NOTES**  
 1. CONTRACTOR TO REMOVE AND REPLACE ALL BROKEN/FRACTURED CURB AND SIDEWALK ON SITE PER SPANISH FORK CITY STANDARDS.  
 2. EXISTING WATER, SW, AND SEWER LATERALS TO BE REPLACED AS NEEDED TO MEET CURRENT SPANISH FORK CITY STANDARDS.  
 3. ALL DRINKING WATER AND PRESSURIZED IRRIGATION LINES UP TO AND INCLUDING THE METER, ALL SANITARY SEWER MAINS, ALL ELECTRICAL METERS AND ALL ELECTRIC AND SEW COMMUNICATION SERVICE LINES UP TO THE BASE ON GROUND INSTALLATIONS AND TO THE TOP OF THE METER BASE FOR UNDERGROUND INSTALLATIONS ARE DEDICATED TO SPANISH FORK CITY.

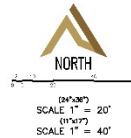
**CONSTRUCTION NOTES**  
 1. REMOVE EXISTING DRIVEWAY AND REPLACE CURB.  
 2. EXISTING ROADWAY TO BE REPAIRED.  
 3. REMOVE AND REINSTALL EXISTING DRIVEWAY.



VICINITY MAP  
-NTS-

**LEGEND**

—	EXISTING POWER POLE
—	PROPOSED STREET LIGHT
—	EXISTING FIRE HYDRANT
—	EXISTING WATER VALVE
—	EXISTING STREET LIGHT
—	EXISTING SIGN
—	PROPOSED FIRE HYDRANT
—	PROPOSED WATER VALVE
—	PROPOSED SIGN
—	PROPERTY BOUNDARY
—	CENTRALLINE
—	RIGHT-OF-WAY LINE
—	LOT LINE
—	SECTION LINE
—	EASEMENT
—	EXISTING DEED LINE
—	LINE OF PROGRESS
—	EXISTING OVER HEAD POWER
—	EXISTING FENCE LINE
—	EXISTING SANITARY SEWER MAIN/WASTEWATER
—	EXISTING STORM SEWER MAIN
—	EXISTING WATER
—	EXISTING PRESSURIZED IRRIGATION
—	PROPOSED SIGN
—	PROPOSED STORM SEWER
—	PROPOSED SANITARY WATER
—	PROPOSED PRESSURIZED IRRIGATION (DRIP/PIE)



SHEET NO. 3

HALES 2-LOT

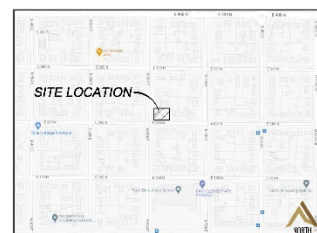
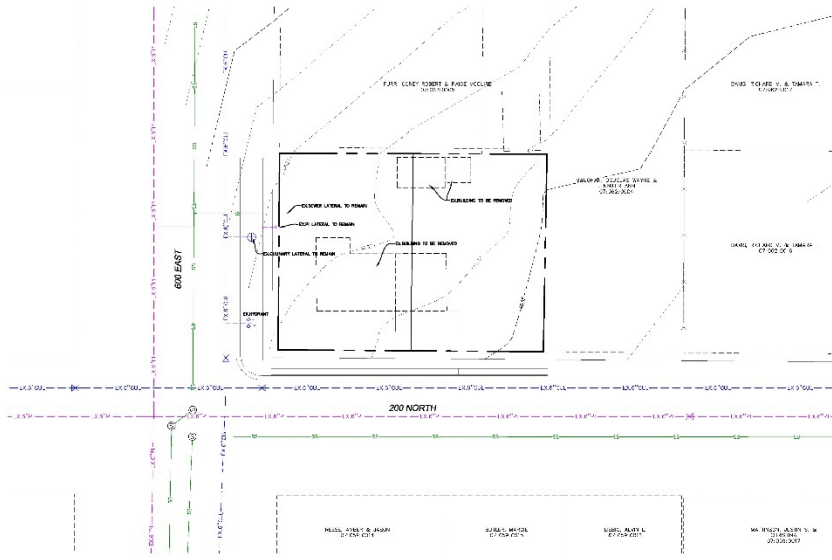
OVERALL SITE PLAN

SPANISH FORK, UTAH

ATLAS ENGINEERING  
 CIVIL - STRUCTURAL - SURVEY

REGISTERED PROFESSIONAL ENGINEER - CIVIL - UTAH LICENSE NO. 12000

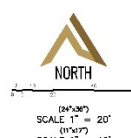
**NOTES**



VICINITY MAP  
-NTS-

**LEGEND**

—	EXISTING POWER POLE
—	PROPOSED STREET LIGHT
—	EXISTING FIRE HYDRANT
—	EXISTING WATER VALVE
—	EXISTING STREET LIGHT
—	EXISTING SIGN
—	PROPOSED FIRE HYDRANT
—	PROPOSED WATER VALVE
—	PROPOSED SIGN
—	PROPERTY BOUNDARY
—	CENTRALLINE
—	RIGHT-OF-WAY LINE
—	LOT LINE
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—	EXISTING SANITARY SEWER MAIN/WASTEWATER
—	EXISTING STORM SEWER MAIN
—	EXISTING WATER
—	EXISTING PRESSURIZED IRRIGATION
—	PROPOSED SIGN
—	PROPOSED STORM SEWER
—	PROPOSED SANITARY WATER
—	PROPOSED PRESSURIZED IRRIGATION (DRIP/PIE)



SHEET NO. 4

HALES 2-LOT

EXISTING TOPOGRAPHY

SPANISH FORK, UTAH

ATLAS ENGINEERING  
 CIVIL - STRUCTURAL - SURVEY

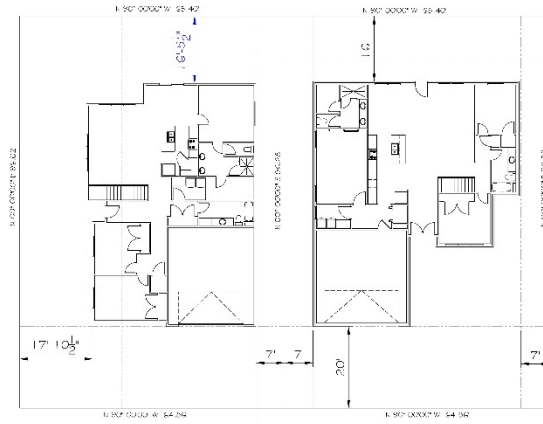
REGISTERED PROFESSIONAL ENGINEER - CIVIL - UTAH LICENSE NO. 12000



**EXHIBIT 3**



**600 EAST STREET**



**200 NORTH STREET**

**TRAVIS HALES  
600 EAST 200 NORTH  
SPANISH FORK, UT 84660  
SCALE: 1" = 10'**

**I & L DESIGNS**



**PLOT PLAN**

TRAVIS HALES  
600 EAST 200 NORTH  
SPANISH FORK, UT 84660  
(801) 462-4241

REV. NO.	DATE	BY

DATE: 02/24/24

FILE NAME: 04-01-1

NO. OF SHEETS: 01 OF 02

SHEET NO. **P1**

**EXHIBIT 4**

# TRAVIS HALES LOT 1

TRAVIS HALES  
200 NORTH 600 EAST  
SPANISH FORK, UT 84660  
(801) 404-4261  
travis@ponds.bah.com

*Handwritten notes:*  
Front porch  
Front windows  
Front door  
Front yard  
Front fence

---

**OWNER**  
TRAVIS HALES  
4519 West 7500 South  
SPANISH FORK, UT 84660  
(801) 404-4261  
travis@ponds.bah.com

**DESIGN**  
L & L DESIGNS  
3335 WEST 7500 SOUTH  
SPANISH FORK, UT 84660  
(801) 796-0707  
l&l@l&l-designs.com

**BUILDER**  
TRAVIS HALES

**ENGINEER**

**SYMBOLS**

EXTERIOR WALL  
 INTERIOR WALL  
 WINDOW  
 DOOR  
 DOOR SWING

**INDEX TO DRAWINGS**

- A1 EXTERIOR ELEVATION
- A2 EXTERIOR ELEVATION - FRONT PORCH
- A3 EXTERIOR ELEVATION - SIDE
- A4 EXTERIOR ELEVATION - REAR
- B FLOOR PLAN
- C FOUNDATION PLAN
- D ROOF PLAN
- E MECHANICAL PLAN
- F ELECTRICAL PLAN
- G PLUMBING PLAN
- H HVAC PLAN
- I FINISH SCHEDULE
- J WINDOW SCHEDULE
- K DOOR SCHEDULE
- L FINISH SCHEDULE
- M FLOOR PLAN

50 JARS FOOT  
 BASEMENT FINISH: 1,320 SQ FT  
 MAIN FLOOR FINISH: 1,850 SQ FT  
 TOTAL FINISH: 3,170 SQ FT  
 FOOTPRINT: 2,411 SQ FT

**A1**  
TRAVIS HALES LOT 1

**BASEMENT FLOOR PLAN**

**MAIN FLOOR PLAN**

**NOTE:**  
 A. INTERIOR FINISH WALLS ARE DETAIL AT 3'-0". ALL EXTERIOR FINISH WALLS ARE DETAIL AT 4'-0". ALL DOOR AND WINDOW SCHEDULES ARE AT 9'-0".  
 B. EXTERIOR FINISH WALLS ARE DETAIL AT 4'-0".  
 C. UNLESS OTHERWISE NOTED ON PLAN.

**L & L DESIGNS**  
 3335 WEST 7500 SOUTH  
 SPANISH FORK, UT 84660  
 (801) 796-0707  
 l&l@l&l-designs.com

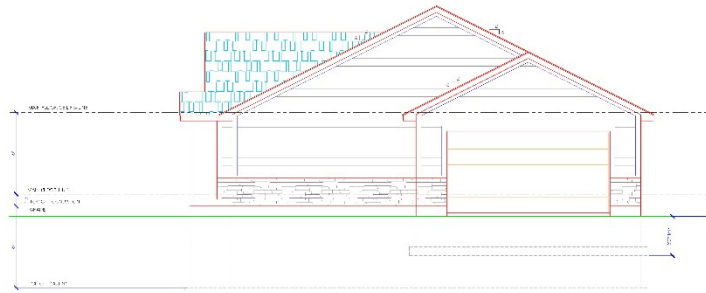
**MAIN FLOOR PLAN**  
 TRAVIS HALES  
 200 NORTH 600 EAST  
 SPANISH FORK, UT 84660  
 (801) 404-4261

DATE	3/23/24
REV	
BY	
CHECKED BY	
SCALE	2 0/32"

**A2**



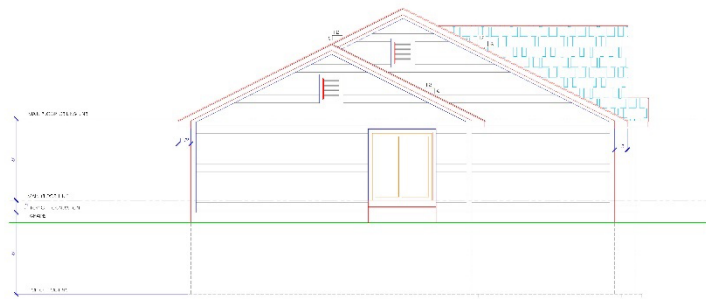
**WEST ELEVATION**  
SCALE: 1/4" = 1'-0"



**SOUTH ELEVATION**  
SCALE: 1/4" = 1'-0"



**EAST ELEVATION**  
SCALE: 1/4" = 1'-0"



**NORTH ELEVATION**  
SCALE: 1/4" = 1'-0"

**L & L DESIGNS**

1000 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 735-0717  
L&LDESIGNS@GMAIL.COM

**ELEVATIONS**

LOT #1  
2000 EAST 200 NORTH  
SPANISH FORK, UT 84660  
39711-4044-00

NO. DATE DESCRIPTION

DATE	02-07-23
NO. DATE DESCRIPTION	1000 EAST 200 NORTH
NO. DATE DESCRIPTION	3 OF 3 SHEETS
DATE	02-07-23
NO. DATE DESCRIPTION	1000 EAST 200 NORTH
NO. DATE DESCRIPTION	3 OF 3 SHEETS
DATE	02-07-23
NO. DATE DESCRIPTION	1000 EAST 200 NORTH
NO. DATE DESCRIPTION	3 OF 3 SHEETS

**A3**

**L & L DESIGNS**

1000 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 735-0717  
L&LDESIGNS@GMAIL.COM

**ELEVATIONS**

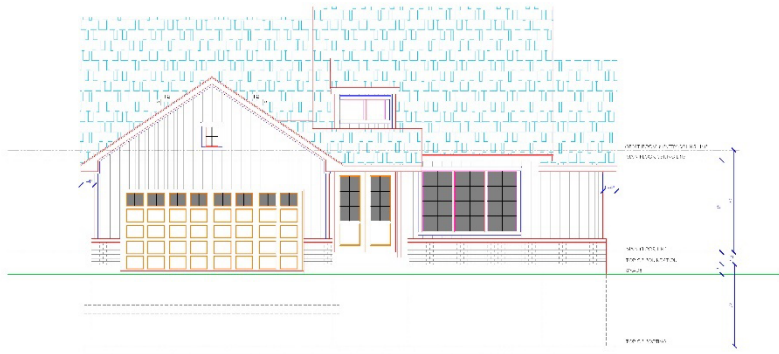
LOT #1  
2000 EAST 200 NORTH  
SPANISH FORK, UT 84660  
39711-4044-00

NO. DATE DESCRIPTION

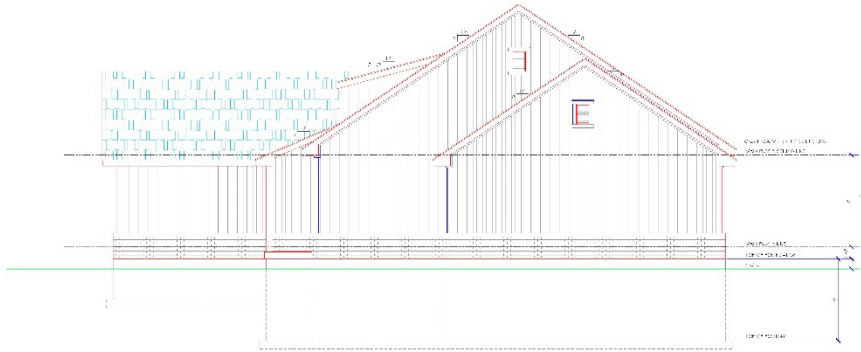
DATE	02-07-23
NO. DATE DESCRIPTION	1000 EAST 200 NORTH
NO. DATE DESCRIPTION	4 OF 3 SHEETS
DATE	02-07-23
NO. DATE DESCRIPTION	1000 EAST 200 NORTH
NO. DATE DESCRIPTION	4 OF 3 SHEETS

**A4**





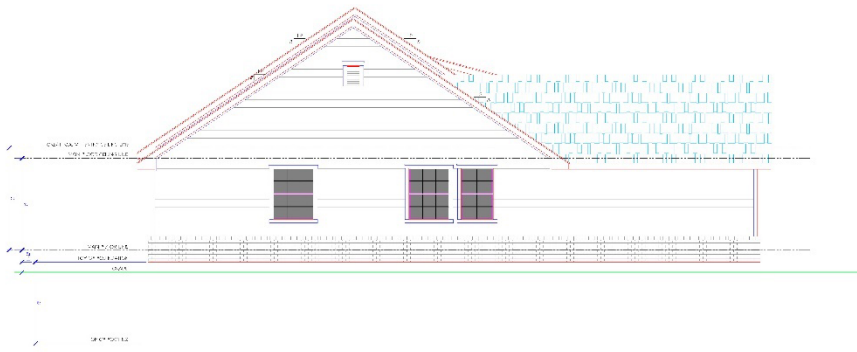
**FRONT ELEVATION**  
SCALE: 1/4" = 1'-0"



**RIGHT ELEVATION**  
SCALE: 1/4" = 1'-0"



**REAR ELEVATION**  
SCALE: 1/4" = 1'-0"



**LEFT ELEVATION**  
SCALE: 1/4" = 1'-0"

**L & L DESIGNS**

TRAVIS HALES  
200 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 798-0717  
L&LDESIGNS@GMAIL.COM

**ELEVATIONS**

TRAVIS HALES  
200 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 798-0717  
L&LDESIGNS@GMAIL.COM

NO. DATE DESCRIPTION

DATE	02/25
1 - NAME	TRAVIS HALES
NO. OF SHEETS	4 OF 00
SHEET NO.	<b>A4</b>

**L & L DESIGNS**

TRAVIS HALES  
200 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 798-0717  
L&LDESIGNS@GMAIL.COM

**ELEVATIONS**

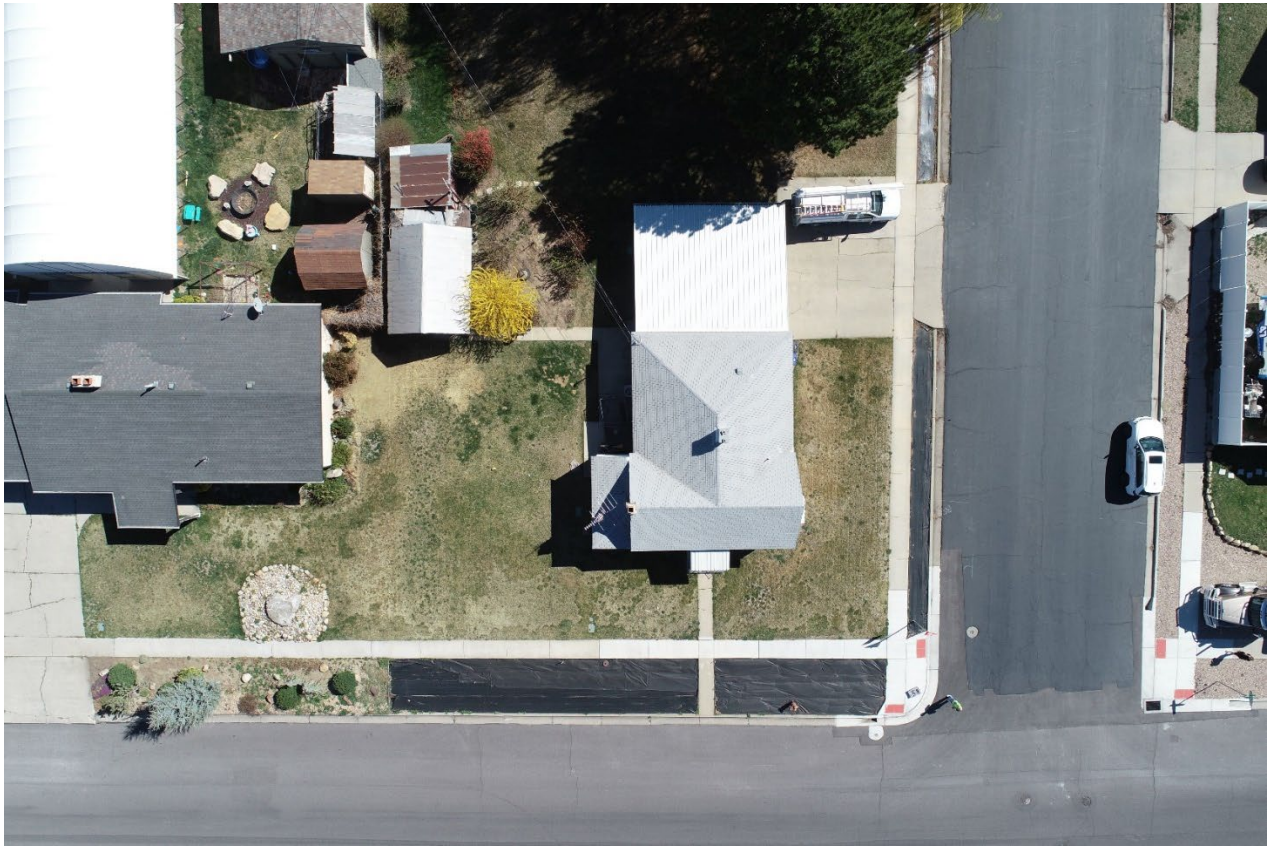
TRAVIS HALES  
200 EAST 200 NORTH  
SPANISH FORK, UT 84660  
TEL: (435) 798-0717  
L&LDESIGNS@GMAIL.COM

NO. DATE DESCRIPTION

DATE	02/25
1 - NAME	TRAVIS HALES
NO. OF SHEETS	4 OF 00
SHEET NO.	<b>A4</b>

**EXHIBIT 5**







TO: Planning Commission  
FROM: Dave Anderson, AICP  
DATE: April 1, 2026  
RE: Title 15 Amendment - Church Height

This proposal would modify the development standards for Churches that meet certain criteria. The Development Review Committee recommended that these changes be approved.

### **15.3.16.020 Residential Districts**

**R-1-80, R-1-60, R-1-40, R-1-30:** These districts provide a rural residential environment within Spanish Fork that are characterized by large single-family lots conducive to animal rights as defined in §15.3.24.090(G).

**R-1-20, R-1-15, R-1-12:** These districts provide low density single-family lots within Spanish Fork City. In the event a Master Planned Development is constructed within any of these zones, townhomes, condominiums, and twin homes are allowed, consistent with the requirements of the Master Planned Development section of Title 15, found in §15.3.20.080.

**R-1-9, R-1-8:** These districts are to provide moderate density that is characterized by a variety of single-family housing types and lot sizes. In the event a Master Planned Development is constructed within either of these zones, townhomes, condominiums, and twin homes are allowed, consistent with the requirements of the Master Planned Development section of Title 15, found in §15.3.20.080.

**R-1-6:** This district provides a residential environment that is medium density. In the event a Master Planned Development is constructed within this zone, townhomes, condominiums, duplexes, and twin homes are allowed, consistent with the requirements of the Master Planned Development section of Title 15, found in §15.3.20.080. Single-family homes on lots that are less than 6,000 square feet may also be permitted if a project is approved for the Infill Overlay Zone.

A. Permitted Uses:

1. One (1) single residence dwelling per lot.
2. Municipal facilities required for local service.
3. Churches.

B. Uses Subject to Conditions:

1. Accessory Dwelling Units in the R-1-6, R-1-8, R-1-9, R-1-12, R-1-15, R-1-20, R-1-30, R-1-40, R-1-60 or R-1-80 zones provided that the conditions of §15.3.24.090 are met.
- 2. Churches taller than 35 feet.**
2. Home Occupations (as described in §5.40.010 et seq.).
3. Manufactured Homes (as described in §15.3.24.040 et seq.).
4. Master Planned Developments (as described in §15.3.20.080 et seq.).
5. Residential facility for elderly persons (as described in §15.3.24.010(B) et seq.).
6. Residential facility for persons with a disability (as described in §15.3.24.010(A) et seq.).

- 7. Subdivision Model Home Complexes (as described in §15.3.24.060 et seq.).
  - 8. Temporary office or construction trailers (as described in §15.3.24.070 et seq.).
- C. Uses Subject to Conditional Use Permit (see §15.3.08.060):
- 1. Assisted living facilities must meet the minimum conditions of §15.3.24.010(c).
  - 2. Private schools (when located on a collector or arterial street).
  - 3. Residential treatment centers must meet the conditions of §15.3.24.010 et seq.
  - 4. Wireless communication facilities on existing structures, with the intent to make them “stealth” facilities, which are not noticeable to a degree greater than the structure to which it is attached; or new stealth facilities which are camouflaged into its surroundings.
- D. Accessory Buildings and Uses (see §15.3.24.090).
- E. Development Standards (see Table 1).
- F. Site Plan/Design Review (see §15.4.08.010 et seq.).
- G. Landscaping, Buffering, Walls (see §15.4.16.130).
- H. Signs (see §5.36.010 et seq.).
- I. Parking (see §15.4.16.120).

.....

**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
- Impound Yards

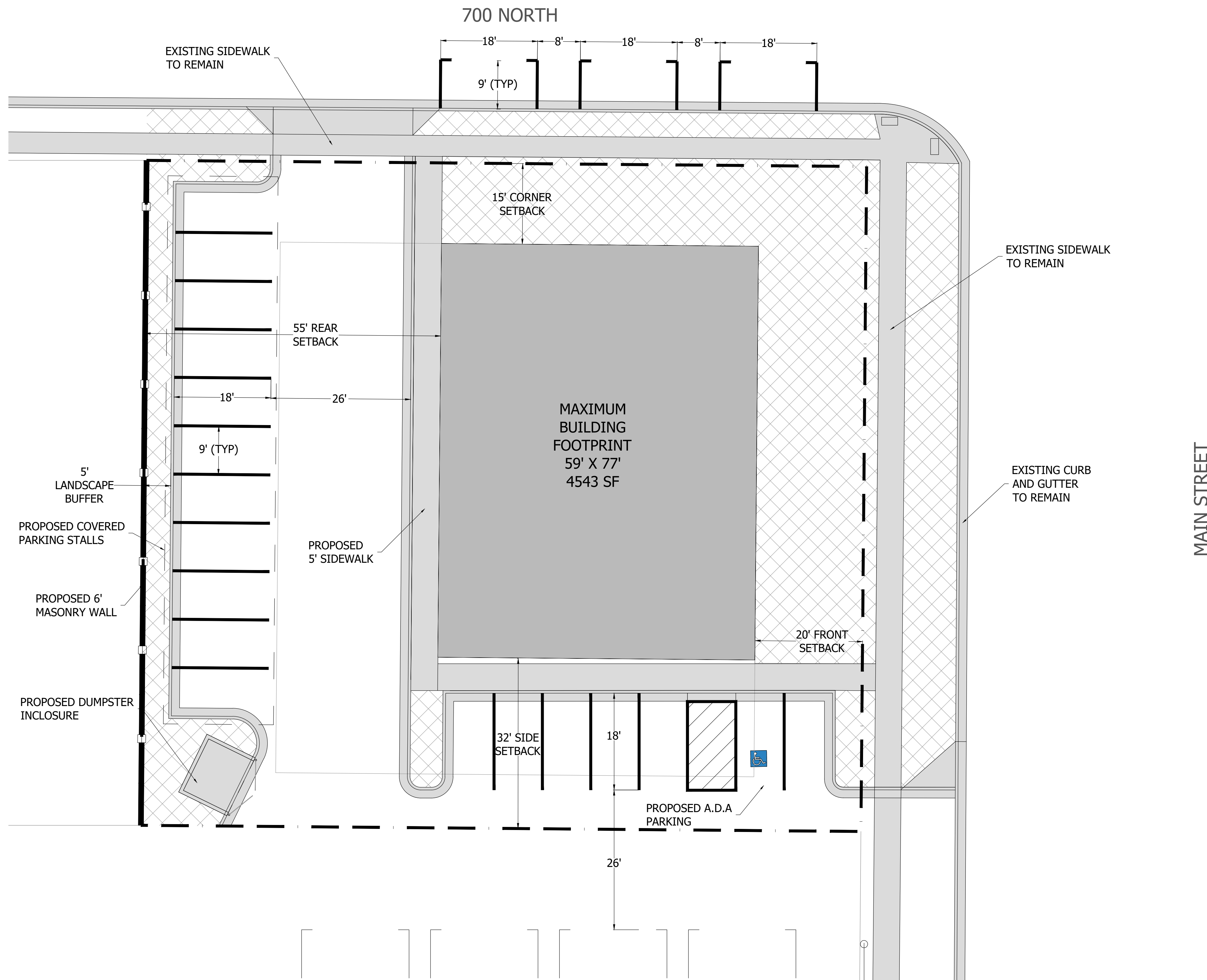
**Churches taller than 35 feet**

.....

**N. Churches taller than 35 feet.**

- 1. The following conditions must be met for Churches that are taller than 35 feet:**
  - a. The lot or parcel that the structure is located on may be no less than 8 acres in size.**
  - b. The floor area of the structure must be at least 65,000 square feet in size.**
  - c. The building height can be no greater than 80 feet.**

- d. The height of any steeples, towers, or other similar features may be no greater than 70 feet unless they are constructed of non-combustible materials, but in any case may not exceed 200 feet.**



**SITE DATA SUMMARY TABLE-1**

ITEM	AREA
TOTAL AREA (ACRES)	0.38
TOTAL AREA (SF)	16,583
ZONE	R-O
GROSS OFFICE AREA (SF)	4543
RESIDENTIAL UNITS	8

**SETBACK SUMMARY TABLE-2**

ITEM	REQUIRED	PROVIDED
SIDE YARD SETBACK (15.3.16.170 TABLE 1)	5-10 FT	32 FT
FRONT YARD SETBACK (15.3.16.170 TABLE 1)	15-25 FT	20 FT
REAR YARD SETBACK (15.3.16.170 TABLE 1)	25 FT	60 FT
CORNER SETBACK (15.3.16.170 TABLE 1)	15-25 FT	15 FT

**PARKING SUMMARY TABLE-3**

ITEM	REQUIRED	PROVIDED
PARKING USE (15.4.16.120.C):		
- GENERAL/PROFESSIONAL OFFICE (1:300 FT)	15	21
- RESIDENTIAL MULTIFAMILY (2 SPACES PER UNIT)	16	
ADA PARKING STALLS	1	

**LANDSCAPE SUMMARY TABLE-4**

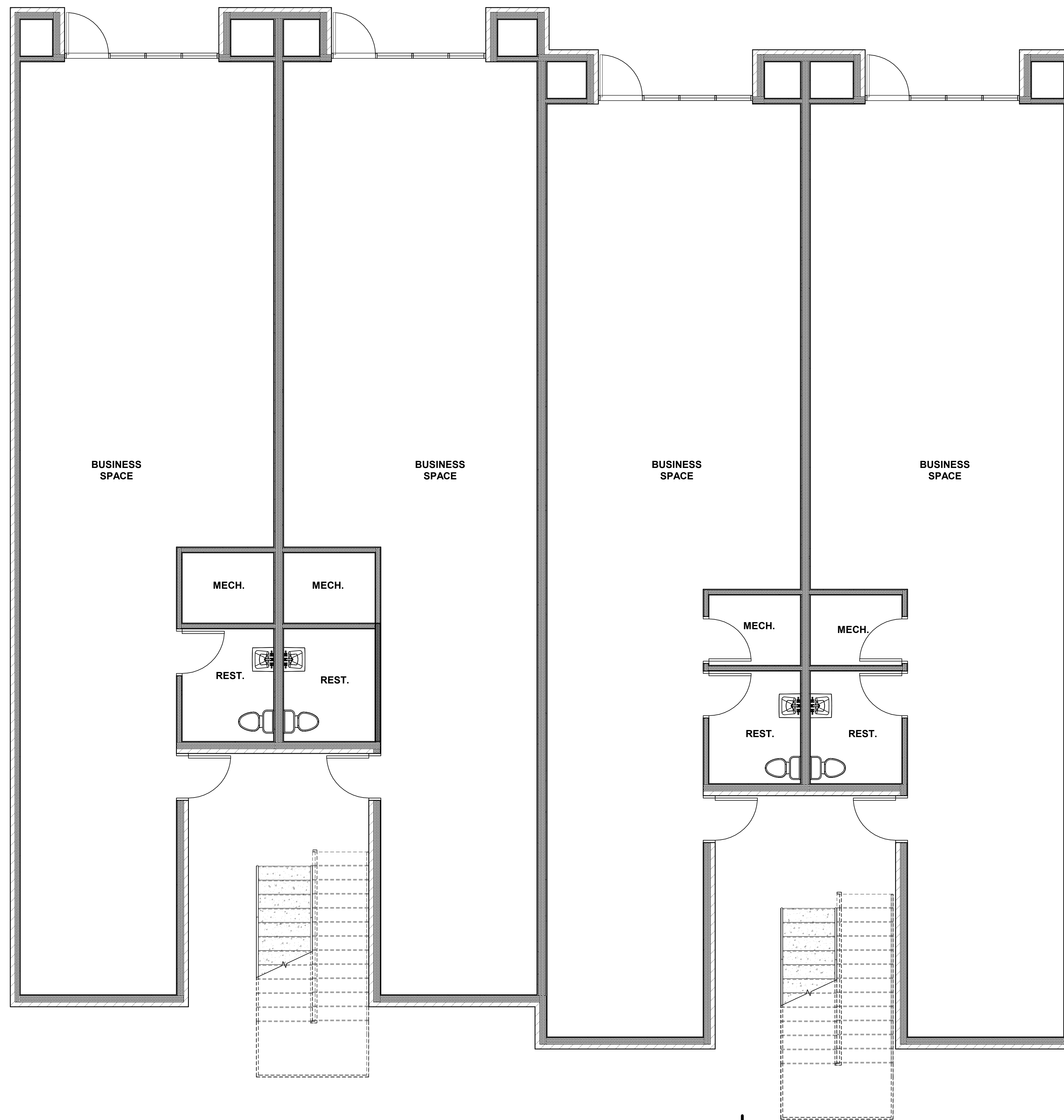
ITEM	REQUIRED	PROVIDED
LANDSCAPING AREA: 25% OF TOTAL SITE (15.4.16.130.D.5.a.(1))	4146 SF	5773 SF (34.8%)

**LEGEND**

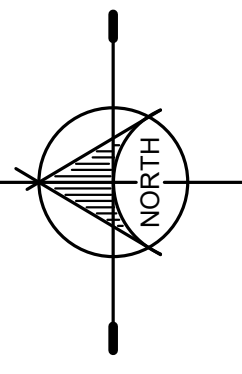
- PROPERTY BOUNDARY LINE
- STREET CENTERLINE
- EASEMENT LINE
- SETBACK LINE
- EXISTING UTILITY LINE
- PROPOSED UTILITY LINE
- CONCRETE CURB AND GUTTER
- ADA PARKING SIGN
- PROPOSED CONCRETE
- LANDSCAPE AREA
- EXISTING CONTOURS
- PROPOSED CONTOURS

REVISIONS

NO.	DATE	BY	REMARKS



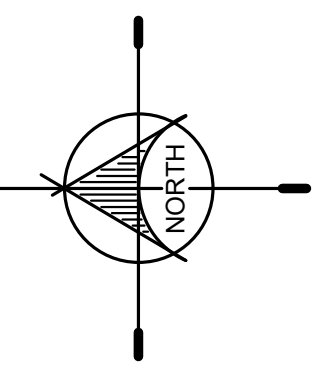
PRELIMINARY MAIN FLOOR PLAN  
1/4" = 1'-0"





PRELIMINARY SECOND FLOOR PLAN

1/4" = 1'-0"





PRELIMINARY THIRD FLOOR  
 1/4" = 1'-0"

