

Town Council Agenda Packet - July 22, 2026

RESOLUTION NO. 26-13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SPRING LAKE, UTAH, ADOPTING THE GENERAL PLAN

WHEREAS, the Town of Spring Lake was incorporated in 2025 and has undertaken the preparation of its first comprehensive General Plan to guide the future growth, development, preservation, and long-term welfare of the Town; and

WHEREAS, Utah Code Title 10, Chapter 20 (Utah Code §10-20-401) authorizes municipalities to prepare and adopt a General Plan to provide policy guidance for land use, transportation, public facilities, natural resources, economic development, annexation, and other matters affecting the future of the community; and

WHEREAS, the Spring Lake Planning Commission has devoted substantial time and effort to the preparation of the proposed General Plan through numerous public meetings, work sessions, and deliberations; and

WHEREAS, the Planning Commission conducted an extensive public engagement process, including a community-wide survey, public meetings, opportunities for public comment, and ongoing coordination with the Spring Lake Town Council, resulting in significant public participation and clear identification of community priorities; and

WHEREAS, the proposed General Plan reflects the Planning Commission's careful consideration of:

1. Preservation of Spring Lake's rural character;
2. Protection of agricultural lands and open space;
3. Thoughtful and limited growth;
4. Responsible infrastructure planning;
5. Fiscal sustainability;
6. Protection of private property rights while promoting the health, safety, and welfare of the community; and

WHEREAS, the proposed General Plan has been reviewed by legal counsel for the Town, and recommended revisions have been incorporated into the document; and

WHEREAS, the Town Council finds that the proposed General Plan represents a comprehensive and balanced statement of the community's long-term vision and provides an appropriate policy framework for future land use regulations and municipal decision-making.

NOW, THEREFORE, the Town Council of the Town of Spring Lake, Utah, hereby ordains as follows:

1. – Adoption

The Town Council hereby adopts the Town of Spring Lake General Plan (2026). The following policies are incorporated as the official policies of the Town of Spring Lake and are attached as **Exhibit A**.

2. – Administration

The Mayor, Town Recorder, Town Treasurer, and other Town officers and employees are authorized and directed to implement and administer these policies in the performance of their official duties.

3. – Periodic Review

The Town Council directs that the General Plan be reviewed periodically and updated as necessary to reflect changes in community needs, applicable state laws, and best practices.

The Town Council recognizes that the General Plan is a living policy document, and that future land use ordinances, zoning regulations, subdivision regulations, development standards, capital planning, and other municipal actions be developed and implemented in a manner consistent with the policies, goals, and vision expressed in the General Plan.

4. – Severability

If any provision of this Resolution is determined to be invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

5. – Effective Date

This Resolution shall take effect immediately upon its adoption.

ADOPTED AND PASSED by the Town Council of the Town of Spring Lake, Utah, this ____ of _____, 20____.

Signed: _____

Wade Menlove, Mayor

Attest: _____

Rebecca Batty, Town Recorder / Brenda Warner, Deputy Town Recorder

TOWN COUNCIL VOTE AS RECORDED

Councilmembers:	Yes	No	Abstain	Excused
Sharon Bascom	_____	_____	_____	_____
David Charles	_____	_____	_____	_____
Robert Judd	_____	_____	_____	_____
Robert Marsh	_____	_____	_____	_____
Wade Menlove	_____	_____	_____	_____

EXHIBIT A



TOWN OF SPRING LAKE

UTAH

GENERAL PLAN

2026

Prepared by:
Spring Lake Planning Commission

Adopted by:
Spring Lake Town Council
July 2026

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SPRING LAKE GENERAL PLAN

Town of Spring Lake, Utah

Adopted: July 22, 2026

CHAPTER 1: INTRODUCTION & PLAN AUTHORITY

1.1 Purpose of the General Plan

A General Plan—sometimes referred to as a Master Plan or Comprehensive Plan—is a community’s primary policy document for guiding land use decisions and shaping future growth. It reflects the shared values, priorities, and long-term vision of the community.

This General Plan establishes a comprehensive, long-range framework for the future growth and development of Spring Lake. It provides direction for land use decisions, infrastructure planning, public investment, and policy making. The Plan is intended to preserve the qualities that define Spring Lake while allowing for thoughtful, limited, and well-managed change over time.

In accordance with Utah Code §10-20-401, the Spring Lake Town Council adopts this General Plan to address present and future community needs and to guide the development of land within the Town.

The General Plan serves as an **advisory policy document**. While it does not regulate land directly, all zoning ordinances, development decisions, and infrastructure investments should be consistent with its policies and intent.

1.2 Planning Process

This General Plan was developed through a community-centered process that emphasized transparency, participation, and local input. Key components of the process included:

- Public outreach and community engagement
- A town-wide survey with strong participation from residents and property owners
- Community open houses and public comment opportunities
- Planning Commission review and discussion

- Coordination with the Town Council

The high level of participation and consistency in responses provided a clear and reliable understanding of community priorities. This Plan reflects those priorities and is intended to guide decisions in a manner consistent with the will of the community.

1.3 Vision Statement

Spring Lake will remain a rural, low-density community defined by open space, agricultural uses, and a quiet, small-town environment. Growth will be limited in scale, carefully managed, and aligned with available infrastructure and community priorities.

The Town will preserve its scenic beauty, protect its agricultural heritage, and maintain a high quality of life for residents while avoiding development patterns that would fundamentally alter its character or create long-term financial burdens.

Growth in Spring Lake will be preservation-oriented and infrastructure-constrained. Development will be accommodated only where it can occur without compromising the Town's rural character, agricultural lands, or long-term fiscal sustainability.

CHAPTER 2: COMMUNITY PROFILE

2.1 Community Overview

Spring Lake is a small, rural community located in southern Utah County. The area has a long and meaningful history, beginning with Native American use by Ute and Shoshone tribes and later settlement by Mormon pioneers in the 1850s.

Early settlers were drawn to the area by the presence of natural springs and a stream known as Spring Creek, which provided a reliable water source for agriculture. In 1856, a dam was constructed across Spring Creek, forming a reservoir that became known as Spring Lake. (*Spring Lake 1856 – 2000*). This water resource supported early farming and remains a defining feature of the community today.

For generations, Spring Lake has been valued for its quiet lifestyle, open land, and agricultural opportunities. Residents have consistently chosen to live in Spring Lake because of its rural character and separation from more urbanized areas.

In November 2024, residents voted to incorporate Spring Lake as a town, reflecting a desire for local control over land use decisions and the future of the community. The first Town Council was elected in November 2025.

2.2 Community Character

Spring Lake is characterized by:

- Open space and agricultural land
- Low-density residential development
- Scenic mountain and valley views
- A quiet, rural lifestyle
- The presence of Spring Lake and associated water features

These characteristics are not incidental—they are central to why residents choose to live in Spring Lake and are critical to preserve moving forward.

2.3 Community Values (Survey-Based)

A town-wide survey conducted as part of the planning process revealed strong and consistent community priorities. Key values include:

- Preservation of rural character and open space
- Protection of small farms and the ability to keep animals
- Maintenance of very low-density residential development
- Protection of environmental quality, including water resources
- Fiscal responsibility and minimizing tax burdens

Survey responses demonstrated overwhelming support for maintaining the existing character of the Town and limiting growth to levels that can be supported without compromising these values.

2.4 Opportunities and Challenges

Spring Lake faces a unique set of opportunities and challenges as a newly incorporated town.

Opportunities

- The ability to guide future growth through local decision-making
- Strong community consensus regarding desired outcomes
- A clearly defined rural identity to preserve

Challenges

- Development pressure from nearby communities such as Payson and Santaquin
 - Balancing property rights with community-wide priorities
 - Limited infrastructure and service capacity
 - Financial constraints and sensitivity to tax increases
-

CHAPTER 3: LAND USE ELEMENT

3.1 Purpose

The Land Use Element establishes the desired pattern of development within Spring Lake. It identifies how land should be used over time and provides the basis for zoning and development decisions.

This element fulfills the requirements of Utah Code §10-20-403.

3.2 Land Use Vision

The future land use pattern of Spring Lake will remain predominantly rural. The Town will:

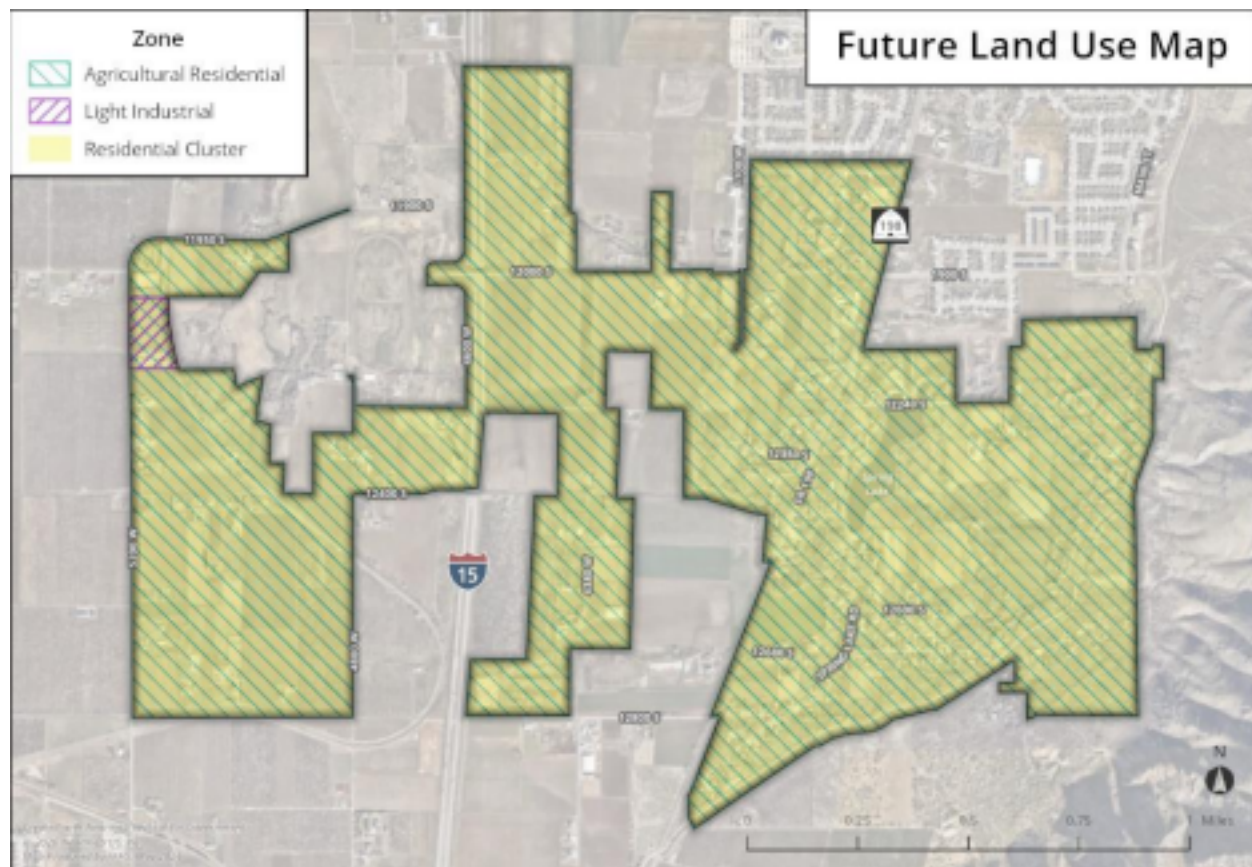
- Preserve large areas of agricultural land
- Maintain very low-density residential development consistent with the Town's established maximum density standards
- Limit commercial uses to small, designated areas
- Protect environmentally sensitive lands

Growth will be incremental, carefully evaluated, and aligned with infrastructure capacity. Ensure residential development is consistent with the Town's established density framework, including the Residential Cluster and Agricultural Residential designations, rather than relying solely on minimum lot sizes. Land use designations are intended to provide guidance for development

patterns rather than to establish rigid geographic divisions within the Town.

3.3 Future Land Use Map

Figure 3-1: Future Land Use Map – Spring Lake



This Future Land Use Map illustrates the general distribution of land use designations within Spring Lake and is intended to guide long-term planning decisions. The map reflects the Town's commitment to preserving rural character, maintaining low-density development, and protecting agricultural land and open space.

The land use designations shown on the map should be interpreted as **general policy guidance rather than precise zoning boundaries**. The map does not establish fixed geographic requirements for specific development patterns but instead works in conjunction with the policies of this General Plan to guide land use decisions.

Residential development throughout the Town is expected to follow the **Residential Cluster framework as the primary approach**, with the **Agricultural Residential option** available for any property owners who prefer larger lot development. These approaches may be applied in different locations based on site conditions, property owner preferences, and consistency with

the goals of this General Plan.

The Future Land Use Map also identifies a limited Light Industrial area intended to accommodate low-impact manufacturing, processing, fabrication, warehousing, contractor, and employment uses in a location where potential impacts on surrounding properties can be minimized. This designation is intended to be narrowly applied and should not be interpreted as support for widespread industrial development throughout the Town.

The map is intended to support a flexible, preservation-oriented development pattern and should not be interpreted as requiring specific outcomes for individual properties.

All land use decisions should consider the policies of this General Plan, including compatibility with surrounding uses, infrastructure capacity, and long-term impacts on the Town's rural character.

Relationship to Community Input

The Future Land Use Map is directly informed by the Town's community survey and public engagement process. Key findings reflected in the map include:

- Strong support for preserving rural character and very low-density residential development consistent with the Town's established maximum density standards
- Strong support for protecting small farms and agricultural uses
- Very limited support for higher-density housing types such as apartments and townhomes
- Moderate support for accessory dwelling units as a limited housing option
- Support for carefully located commercial uses
- Strong support for managing growth based on infrastructure capacity

These findings are reflected in the predominance of agricultural and low-density residential designations and the limited extent of higher intensity uses.

General Development Pattern

Spring Lake's development pattern is intended to remain rural, low-density, and preservation-oriented. Rather than establishing rigid geographic distinctions between different types of residential development, the Town's approach is based on a flexible framework that emphasizes land preservation, compatibility with existing uses, and consistency with community values.

Residential development throughout the Town is guided primarily by the Residential Cluster

approach, which allows for flexibility in lot configuration while preserving meaningful open space, agricultural land, and natural features. This approach enables development to occur in a manner that maintains the Town's overall character without requiring uniform lot sizes or subdivision patterns.

As an alternative, property owners may choose to develop under the Agricultural Residential approach, which provides for larger lot sizes and a more traditional rural development pattern at a lower overall density.

Agricultural uses, open space, and natural resources are expected to remain prominent features throughout the Town, regardless of specific development patterns. Commercial uses will be limited in scale and location and will be designed to serve local needs without altering the rural character of the community.

This flexible, preservation-focused approach allows Spring Lake to accommodate limited growth while maintaining the qualities that define the Town.

3.4 Interpretation of the Future Land Use Map

The Future Land Use Map should be interpreted as a **policy guide**, not a precise regulatory boundary.

- Boundaries between land use designations are **generalized**
 - Final zoning decisions may refine boundaries based on:
 - Parcel configuration
 - Natural features
 - Infrastructure availability
 - Compatibility with surrounding uses
-

3.5 Amendments to the Future Land Use Map

Changes to the Future Land Use Map should be considered carefully and only when:

- Supported by substantial public input
- Consistent with the overall vision and goals of the General Plan
- Justified by changed conditions or new information

Amendments should not be made solely to accommodate individual development proposals that are inconsistent with the Plan.

3.6 Future Land Use Designations

The Future Land Use Map establishes the following categories:

Residential Cluster (Primary Residential Designation)

Residential Cluster areas are intended to serve as the primary residential development pattern within Spring Lake. This approach is designed to maintain the Town's rural character by preserving meaningful open space, agricultural land, and natural features while allowing limited residential development.

Under this designation, residential density shall be governed by a **maximum density standard, generally not to exceed one dwelling unit per 2.5 acres**. Property owners may develop land using either **a)** a conventional lot configuration consistent with this maximum density standard of no more than one dwelling unit per 2.5 acres or **b)** a clustered design that is based on the same maximum dwelling density and concentrates residential lots on a portion of the property while permanently preserving the remainder as open space. Residential lots under the cluster design shall maintain a **minimum lot size of 1 acre per lot**, while generally maintaining the maximum density standard of no more than one dwelling unit per 2.5 acres. As an incentive to encourage clustering and meaningful land preservation, the Town may allow a density increase—up to 10 percent (i.e., a maximum density standard of one dwelling unit per 2.25 acres)—where a development demonstrates substantial and permanent preservation of open space consistent with the Town's standards.

Cluster development is the preferred method of achieving the Town's land use and preservation goals; however, it is not mandatory. Property owners may choose the development approach that best meets their objectives, provided all applicable standards are met.

Cluster development is intended to:

- Preserve large, contiguous areas of open space or agricultural land
- Maintain rural views and community character
- Minimize fragmentation of land
- Provide flexibility in site design while maintaining overall low density

This approach is intended to preserve land, not to increase development intensity. Cluster development shall not result in urban or suburban-style subdivision patterns and must remain compatible with surrounding land uses.

Permanent Open Space Protection for Residential Cluster Areas

Open space preserved as part of a cluster development shall be permanently protected from future development and maintained in a manner consistent with the purposes of this designation.

Such open space shall be protected through legally enforceable mechanisms, which may include conservation easements or similar instruments granted to a qualified entity acceptable to the Town. In addition, the Town shall retain independent enforcement authority to ensure compliance with the terms of any such restrictions.

The intent of this requirement is to ensure that cluster development results in meaningful, permanent land preservation and does not create future opportunities for additional development on the remaining open space.

Cluster development is intended to produce better land preservation outcomes than conventional subdivision design and should result in visibly meaningful open space that contributes to the character of the community.

Agricultural Residential (Optional Designation)

The Agricultural Residential designation provides an alternative development approach for property owners who wish to maintain larger lot sizes and a more traditional rural land use pattern.

Development under this designation shall require a **maximum density equivalent to one dwelling unit per five (5) acres**, reflecting the Town's commitment to preserving agricultural uses, open space, and very low-density rural character consistent with the Town's established maximum density standards.

This designation is intended to:

- Support agricultural activities and the keeping of animals
- Maintain large, open parcels of land
- Provide an option for property owners who prefer a conventional rural development pattern over a clustered design

The Agricultural Residential designation is not intended to achieve the same level of land preservation efficiency as cluster development, but instead provides flexibility for landowners while still maintaining very low overall density.

Because of the larger minimum lot size, development under this designation will result in fewer total dwelling units than would otherwise be allowed under the Residential Cluster approach.

Relationship Between Residential Designations

The Residential Cluster and Agricultural Residential designations provide alternative approaches to achieving the Town's rural land use goals.

Residential Cluster is intended to be the primary method of accommodating residential development while preserving open space. Agricultural Residential provides a lower-density alternative for property owners who prefer larger lot development.

Together, these approaches are designed to balance land preservation, rural character, and property rights while ensuring that overall development remains consistent with the vision of this General Plan.

Commercial

Commercial areas are intended to accommodate smaller-scale commercial uses that serve the needs of Spring Lake residents. These areas are not intended to function as regional commercial centers or to attract significant traffic from outside the community.

Consistent with community input and the Town's fiscal position, commercial development is not intended to be a primary driver of growth or revenue. Instead, commercial uses should be limited in scale, carefully located, and designed to complement the Town's rural character.

Appropriate uses may include smaller neighborhood-serving businesses, professional services, gathering places, or similar lower-intensity uses. Larger-scale retail, highway-oriented commercial uses, and uses that generate substantial traffic or adverse visual impacts are not appropriate.

Commercial areas should be:

- Located in designated nodes
- Designed to minimize visual, noise, and lighting impacts
- Compatible with adjacent residential and agricultural uses
- Supported by existing infrastructure without requiring significant expansion

Light Industrial

The Light Industrial designation is intended to provide a location for limited manufacturing, processing, fabrication, warehousing, contractor, and business service activities that can operate with minimal impacts on surrounding properties.

This designation is intended to accommodate low-impact employment and business uses that contribute to the local economy while remaining compatible with Spring Lake's rural character,

agricultural heritage, and surrounding land uses.

The Light Industrial designation is not intended to support heavy industrial operations or uses that generate significant noise, odors, dust, vibration, traffic, lighting, outdoor storage, or other impacts that would be inconsistent with the goals of this General Plan.

Development within the Light Industrial designation should:

- Minimize impacts on nearby residential, agricultural, open space, and natural resource areas.
- Incorporate appropriate buffering, landscaping, screening, and site design measures.
- Maintain a high standard of property maintenance and visual appearance.
- Limit outdoor storage and other visually intensive activities.
- Ensure that traffic generated by industrial uses can be accommodated by existing or planned transportation facilities.
- Protect public health, safety, and welfare.

The Town intends that Light Industrial uses be concentrated within designated areas rather than dispersed throughout the community. The designation is intended to be applied in a limited manner and should not be interpreted as support for widespread industrial development throughout Spring Lake.

Natural Resource Protection

Areas designated for Natural Resource Protection include lands surrounding the lake, streams, wetlands, and other environmentally sensitive features. These areas are intended to preserve water quality, protect ecological functions, and maintain the natural character of the community.

Development within these areas should be limited and carefully evaluated to avoid adverse impacts. Where development is permitted, it should incorporate appropriate setbacks, buffering, and design measures to protect natural systems.

The Town will:

- Protect water quality in the lake, streams, and associated groundwater systems
- Encourage development patterns that avoid disturbance of sensitive lands
- Require appropriate setbacks and buffering from water bodies and environmentally sensitive areas
- Promote the preservation of vegetation, wildlife habitat, and natural drainage patterns
- Utilize cluster development, where appropriate, to preserve sensitive areas while accommodating limited development

These areas are not intended for intensive development and should remain largely undeveloped except where limited and carefully designed uses are consistent with environmental protection goals.

3.7 Residential Development

Residential development in Spring Lake is intended to reinforce the Town's rural character, preserve open space, and maintain a very low-density development consistent with the Town's established maximum density standards.

The Town's approach to residential development is centered on two complementary frameworks:

- **Residential Cluster (Primary Approach):**

The preferred method of development allows flexibility in lot layout while preserving meaningful open space and maintaining overall low density.

- **Agricultural Residential (Alternative Approach):**

An option for larger-lot development, requiring a minimum of five (5) acres per dwelling unit, intended to support traditional rural living and agricultural use.

Under both approaches, residential density is governed by a **maximum density standard**, ensuring that development remains consistent with the Town's rural character and does not result in increased intensity.

Single-family homes will remain the dominant housing type in Spring Lake. Residential development should be designed to:

- Maintain separation between homes
- Preserve scenic views and open space
- Be compatible with adjacent agricultural and rural uses
- Minimize visual and environmental impacts

Cluster development is intended to preserve land, not to increase development intensity. Any flexibility in lot size or configuration should result in meaningful and permanent open space preservation.

Higher-density housing types, including apartments and large-scale townhome developments, are not consistent with the Town's vision and are not appropriate in Spring Lake.

Accessory dwelling units may be permitted in accordance with state law and local regulations, provided they remain subordinate to the primary residence and do not significantly alter the rural character of the area.

All residential development should be evaluated for consistency with the goals and policies of this General Plan, including compatibility with surrounding uses and the availability of infrastructure.

3.8 Accessory Dwelling Units (ADUs)

Accessory Dwelling Units may provide limited flexibility while maintaining overall neighborhood character.

ADUs should:

- Be allowed as a limited housing option
 - Be regulated to maintain neighborhood character
 - Not significantly increase density
 - Comply with applicable state law
-

3.9 Commercial Development

Commercial uses should be limited in scale and carefully located.

The Town will:

- Designate specific areas for commercial activity
- Limit commercial uses to those that support local needs
- Require design standards that maintain compatibility with surrounding uses

Strip commercial development and high-intensity uses are not appropriate for Spring Lake.

3.10 Agriculture

Agriculture is a defining feature of Spring Lake and will be actively protected.

The Town will:

- Support ongoing agricultural operations
- Minimize land use conflicts

- Encourage development patterns that preserve farmland
 - Recognize and support the right to keep farm animals
-

3.11 Growth Management

Growth in Spring Lake will be limited and managed.

New development should:

- Be consistent with the General Plan
- Be compatible with surrounding uses
- Not exceed infrastructure capacity
- Avoid creating long-term financial burdens

Growth that requires significant infrastructure expansion or alters the Town's character should be carefully evaluated and may be discouraged. Growth management policies shall be implemented in coordination with the Town's residential density framework, including the Residential Cluster and Agricultural Residential designations.

CHAPTER 4: TRANSPORTATION

4.1 Purpose

The Transportation Element provides guidance for the safe, efficient, and context-sensitive movement of people and goods within Spring Lake. It is intended to ensure that the Town's transportation system supports existing residents, accommodates limited future growth, and remains consistent with the rural character of the community.

This element fulfills the requirements of Utah Code §10-20-403.

4.2 Existing Conditions

Spring Lake's transportation system is primarily composed of local roads that serve residential and agricultural uses. The Town is influenced by nearby regional transportation corridors, including Interstate 15 and State Route 198, which provide access to surrounding communities.

Unlike more urbanized areas, Spring Lake's roads are generally low-volume and reflect the

Town's rural nature. Many residents value the absence of heavy traffic, excessive lighting, and urban-style roadway improvements.

4.3 Transportation Goals

The Town seeks to:

- Maintain safe and functional roadways appropriate to a rural community
 - Preserve the visual and physical character of rural roads wherever feasible
 - Minimize traffic impacts associated with new development
 - Ensure reasonable connectivity within the Town
 - Coordinate with state and regional transportation agencies on transportation issues
-

4.4 Transportation Policies

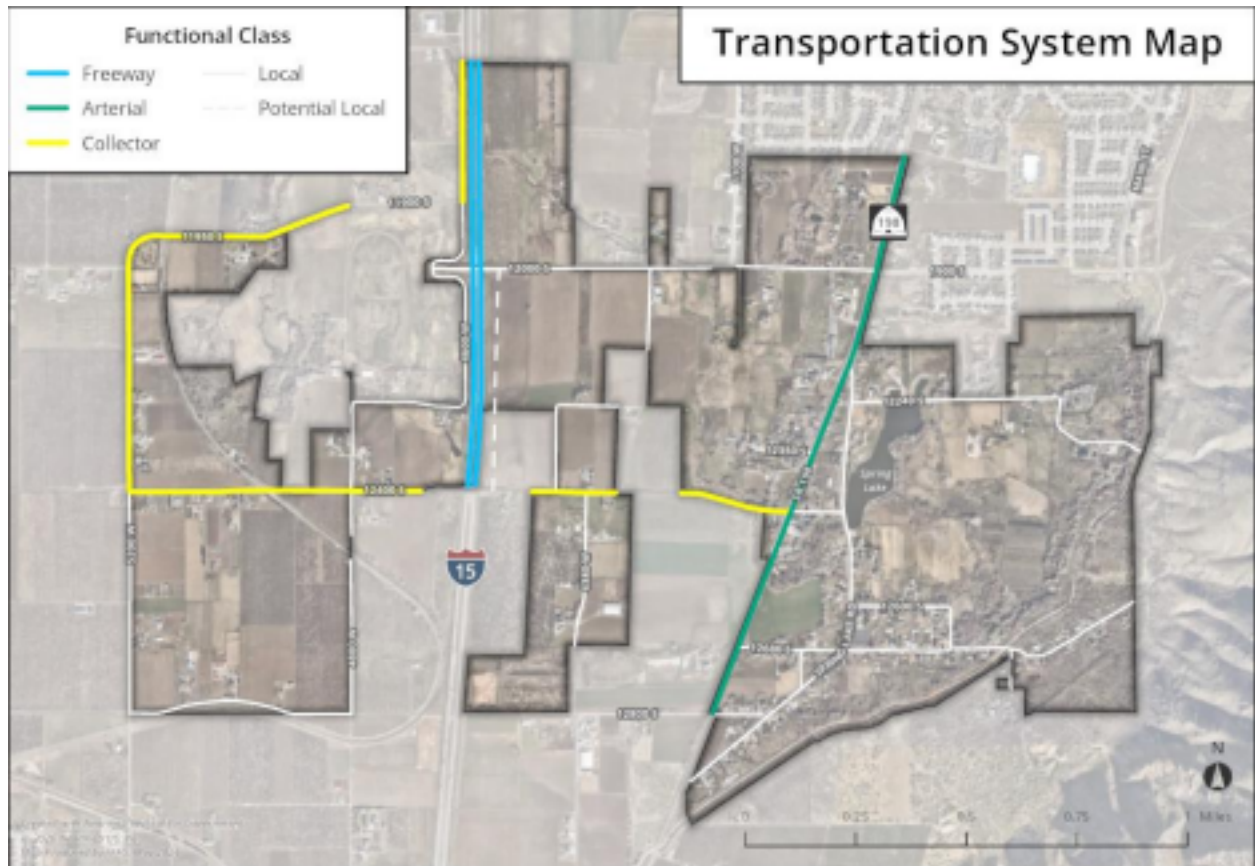
To achieve these goals, Spring Lake will:

- Require new development to demonstrate that it will not overburden existing roadways
- Scale roadway improvements to the needs of the community, avoiding unnecessary widening or urbanization of roads
- Preserve rural road features such as narrower cross-sections where appropriate
- Support walking, biking, and horse-riding opportunities where they can be provided safely and without compromising rural character
- Coordinate with Utah County and UDOT on regional transportation planning

The Town recognizes that transportation decisions can significantly influence growth patterns. Accordingly, road improvements should not be used to induce or accelerate growth beyond what is supported by this General Plan. Transportation planning shall be coordinated with the Future Land Use Map and shall support, rather than alter, the Town's established development pattern.

4.5 Transportation Maps

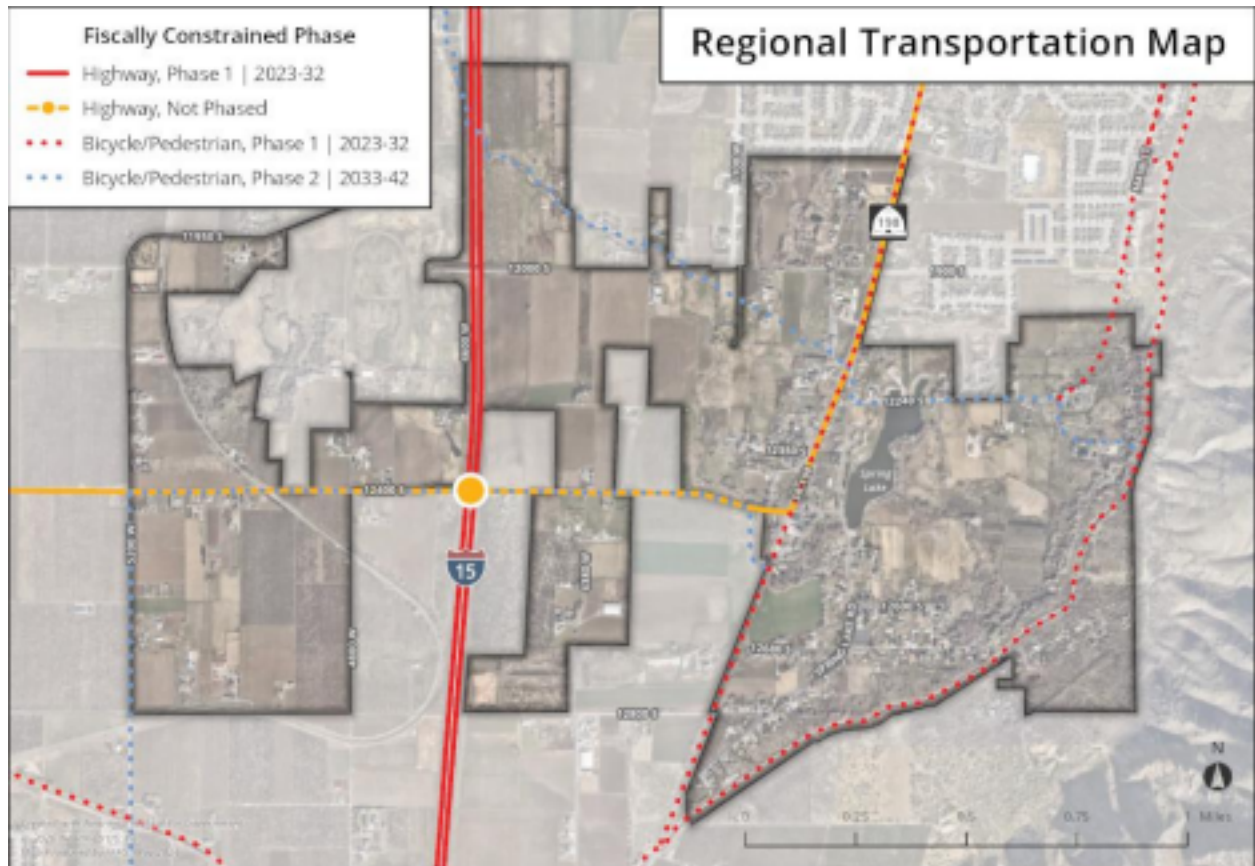
Figure 4-1: Transportation System Map



This map illustrates the general roadway network within Spring Lake and identifies primary and secondary routes. It is intended to guide transportation planning and does not establish precise engineering standards or requirements.

The classifications shown on the map reflect the Town's rural character and are not intended to establish urban roadway standards. Road improvements should remain consistent with the policies of this Plan and should not be used to induce or support growth beyond what is contemplated in the Future Land Use Map.

Figure 4-2: Transportation System Map



This map shows the approved regional transportation map as it relates to the town of Spring Lake.

CHAPTER 5: HOUSING

5.1 Purpose

The Housing Element provides guidance on residential development patterns in Spring Lake. While not required for towns of this size, this element helps ensure that housing decisions remain consistent with community values and state law.

5.2 Housing Overview

Spring Lake's housing pattern is defined by single-family homes on relatively large lots. This pattern supports the Town's rural character, allows for open space between homes, and enables residents to maintain agricultural uses and keep animals.

Survey results strongly reinforce that residents prefer to maintain this pattern and do not support a shift toward higher-density housing types.

5.3 Housing Goals

Spring Lake seeks to:

- Maintain very low-density residential development patterns consistent with the Town’s established maximum density standards
 - Preserve the rural character of neighborhoods
 - Provide limited flexibility in housing options, including ADUs, where appropriate
 - Ensure that housing decisions do not compromise agricultural uses or community character
-

5.4 Housing Policies

The Town will:

- Maintain single-family homes as the dominant housing type
 - Ensure residential development is consistent with the Town’s established density framework, including the Residential Cluster and Agricultural Residential designations, rather than relying solely on minimum lot sizes.
 - Limit or prohibit housing types that are inconsistent with community character, such as apartments or high-density townhome developments
 - Allow accessory dwelling units in a manner that is consistent with state law and compatible with surrounding properties
 - Encourage housing designs that are consistent with rural aesthetics and spacing
-

5.5 Moderate Income Housing Considerations

As a town with a small population, Spring Lake is not subject to the full range of moderate-income housing requirements applicable to larger municipalities. However, the Town recognizes the importance of providing some level of housing flexibility.

Potential strategies include:

- Allowing accessory dwelling units
- Supporting incremental housing options that do not alter overall density patterns
- Encouraging efficient use of existing residential lots

These strategies should be implemented in a manner that maintains the Town's rural character and does not introduce urban-style development patterns.

CHAPTER 6: NATURAL RESOURCES & ENVIRONMENT

6.1 Purpose

This element addresses the protection of natural resources that are central to Spring Lake's identity, including water resources, open space, and environmental quality.

6.2 Existing Conditions

Spring Lake and its associated waterways are defining features of the community. These resources contribute to the Town's culinary water sources (including through underground water sources), scenic beauty, agricultural viability, and overall quality of life.

Residents have expressed strong support for protecting water quality, preserving open space, and maintaining a quiet, dark-sky environment.

6.3 Goals

The Town seeks to:

- Protect water quality in the lake, streams, and springs
 - Preserve open space and scenic views
 - Maintain a quiet environment with minimal noise and light pollution
 - Protect environmentally sensitive areas from inappropriate development
-

6.4 Policies

To achieve these goals, Spring Lake will:

- Carefully review development proposals near the lake, streams, and other sensitive areas
- Encourage development patterns that preserve open space
- Promote water conservation practices
- Limit light pollution to preserve dark skies
- Consider setbacks or buffering requirements near water resources

Environmental protection is not only a quality-of-life issue but also a long-term investment in the sustainability and desirability of the community. Cluster development patterns should be used, where appropriate, to support the preservation of natural resources and environmentally sensitive areas.

CHAPTER 7: PUBLIC FACILITIES & INFRASTRUCTURE

7.1 Purpose

This element provides guidance for the provision and management of infrastructure and public services in a manner that supports the community without creating unnecessary financial burdens.

7.2 Infrastructure Overview

Spring Lake currently operates with limited infrastructure systems compared to more urbanized areas. This reflects both the Town's rural character and its historical development pattern.

Survey results indicate that the community is cautious about expanding infrastructure, particularly where such expansion would lead to increased taxes or encourage higher-density growth.

7.3 Goals

The Town seeks to:

- Ensure that infrastructure supports existing and future residents
 - Avoid unnecessary or premature expansion of infrastructure systems
 - Maintain fiscal sustainability and minimize tax burdens
 - Align infrastructure planning with growth management
-

7.4 Policies

Spring Lake will:

- Require development to demonstrate adequate infrastructure capacity prior to approval
- Phase growth based on the availability of services such as roads, water, and emergency response
- Carefully evaluate any proposed infrastructure expansion for long-term financial impacts
- Avoid extending infrastructure in a manner that induces unwanted growth
- Prioritize maintenance of existing infrastructure over expansion

Infrastructure decisions will play a critical role in shaping the Town's future and must be made deliberately and conservatively.

CHAPTER 8: ECONOMIC & COMMERCIAL DEVELOPMENT

8.1 Purpose

This element provides guidance for limited economic activity within Spring Lake, ensuring that commercial uses remain compatible with the Town's rural character.

8.2 Economic Context

Spring Lake is not intended to function as a regional or commercial center. Instead, it is primarily a residential and agricultural community with a limited level of public services and infrastructure, consistent with its rural character.

While the Town is not dependent on commercial development as a primary economic driver, limited commercial uses may be appropriate to serve the needs of residents and to provide some secondary economic benefits to the Town. Survey results indicate moderate support for carefully located commercial uses, provided they do not disrupt the character of the community.

As part of the incorporation process, an independent five-year feasibility study was conducted to evaluate the Town's fiscal sustainability based on existing revenue sources and service levels. The study concluded that projected revenues were sufficient to meet projected expenses, with a positive margin, without reliance on expanded commercial development or increases in tax rates.

Based on these findings, the Town's approach to economic development is not driven by the need to expand the commercial tax base. Instead, commercial uses should be evaluated based on their compatibility with community character, their ability to serve local needs, and their consistency with the goals of this General Plan.

Commercial zoning regulations adopted by the Town shall reflect this approach by limiting the scale, intensity, and location of commercial uses and by ensuring that such uses are designed and operated in a manner that is compatible with surrounding rural land uses.

Commercial development shall not be used as a mechanism to support or justify increased residential density or expanded growth beyond what is contemplated in this General Plan.

8.3 Goals

The Town seeks to:

- Support smaller-scale, local-serving commercial activity
 - Maintain compatibility with surrounding land uses
 - Avoid commercial and industrial development patterns that resemble urban or highway-oriented areas
-

8.4 Commercial Policies

Spring Lake will:

- Limit commercial uses to designated areas
- Restrict the scale and intensity of commercial development
- Require buffering, landscaping, screening, and other mitigation measures to reduce visual, traffic, lighting, noise, and operational impacts.

- Require high-quality sight design, building appearance, and property maintenance standards that ensure compatibility with rural character
- Discourage strip commercial development and large-scale retail uses
- Encourage uses that support the needs of residents
- Ensure that commercial uses do not require significant expansion of municipal infrastructure or services beyond what can reasonably be provided by the Town.

Commercial development should complement—not compete with—the Town’s identity as a rural community.

8.5 Light Industrial Policies

Spring Lake recognizes that limited industrial and employment uses can provide jobs, services, and economic opportunities while remaining compatible with the Town’s rural character.

The Town’s economic development strategy is not based upon large-scale industrial expansion. However, limited Light Industrial uses may be appropriate within designated areas where impacts can be effectively mitigated and where such uses are compatible with surrounding land uses.

Light Industrial development should remain limited in scale and should not alter the Town’s rural character or require significant expansion of municipal services or infrastructure.

Spring Lake will:

- Support low-impact industrial and employment uses that provide jobs, services, and economic opportunities within designated areas.
 - Encourage industrial development that is compatible with adjacent land uses.
 - Require buffering, landscaping, screening, and other mitigation measures to reduce visual, traffic, lighting, noise, and operational impacts.
 - Prohibit or restrict heavy industrial activities that are inconsistent with the Town’s rural character, environmental resources, and long-term vision.
 - Require high-quality site design, building appearance, and property maintenance.
 - Limit Light Industrial development to designated locations shown on the Future Land Use Map.
 - Ensure that industrial uses do not require significant expansion of municipal infrastructure or services beyond what can reasonably be provided by the Town.
-

8.6 Relationship to Zoning and Development Standards

The policies in this chapter are intended to be implemented through future zoning and development regulations.

Commercial zoning districts and standards should:

- Be limited in geographic extent
- Allow only smaller-scale, lower-intensity uses
- Include design standards that ensure compatibility with surrounding rural and residential areas
- Avoid linear or strip commercial development patterns

These standards are intended to ensure that commercial development remains consistent with the Town's rural character and does not create pressure for additional growth or infrastructure expansion.

CHAPTER 9: IMPLEMENTATION

9.1 Purpose

The Implementation Element outlines how the policies of the General Plan will be carried out through future actions, regulations, and decision-making processes.

9.2 Implementation Tools

The General Plan will be implemented through:

- Zoning ordinances and land use regulations
 - Subdivision regulations
 - Development review and approval processes
 - Capital improvement planning
 - Intergovernmental coordination
-

9.3 Priority Actions

To begin implementing this Plan, the Town should prioritize:

1. Adoption of an initial zoning ordinance consistent with the Future Land Use Map
 2. Establishment of zoning standards consistent with the Town's residential density framework, including the Residential Cluster and Agricultural Residential designations
 3. Development of regulations for accessory dwelling units
 4. Identification and mapping of commercial areas
 5. Adoption of standards to protect agricultural uses and minimize land use conflicts
-

9.4 Ongoing Decision-Making

All land use decisions should:

- Be consistent with the General Plan
 - Reflect community values as expressed through the planning process
 - Consider long-term impacts, not just short-term benefits
-

9.5 Plan Review and Amendments

The General Plan should be reviewed at least every five years and updated as needed to reflect changing conditions.

Amendments should:

- Be considered deliberately
- Include meaningful public input and reflect public priorities and preferences for the Town
- Be consistent with the overall vision and goals of the Plan

The Plan should not be amended solely to accommodate individual development proposals.

CHAPTER 10: ANNEXATION & BOUNDARY PLANNING

10.1 Purpose

This chapter provides guidance for evaluating potential annexations and managing the long-term boundaries of Spring Lake. It is intended to ensure that any future annexation decisions are consistent with the Town’s vision, land use policies, and infrastructure capacity.

10.2 General Approach to Annexation

Spring Lake does not anticipate significant near-term annexation but recognizes that future opportunities or pressures may arise.

Annexation should be considered only when it supports the Town’s long-term goals and does not create undue financial or infrastructure burdens, or otherwise alter the nature of the Town as outlined in this Plan.

10.3 Annexation Principles

The Town will consider annexation proposals based on the following principles:

- **Consistency with the General Plan**

The proposed annexation area should align with the Town’s land use vision and preservation goals.

- **Compatibility with Existing Uses**

Land uses within the annexation area should be compatible with Spring Lake’s rural character, including agricultural and very low-density residential development uses consistent with the Town’s established maximum density standards.

- **Infrastructure Capacity**

Adequate infrastructure and services must be available or reasonably provided without creating long-term financial burdens.

- **Fiscal Responsibility**

Annexation should not require the Town to subsidize new development or expand services beyond sustainable levels.

- **Avoidance of Growth Inducement**

Annexation should not be used as a mechanism to accelerate or promote growth inconsistent with the Town’s vision.

Annexed areas should be planned and zoned in a manner consistent with the Town’s Future Land Use Map and rural land use designations.

10.4 Preferred Annexation Areas

If annexation is considered, priority should be given to:

- Areas adjacent to existing Town boundaries
- Areas that are already functionally connected to the Town
- Areas that support preservation of open space or agricultural land

Leapfrog or disconnected annexations are discouraged.

10.5 Intergovernmental Coordination

The Town will coordinate with neighboring jurisdictions, including Payson, Santaquin, and Utah County, to ensure that annexation decisions are consistent with regional planning efforts.

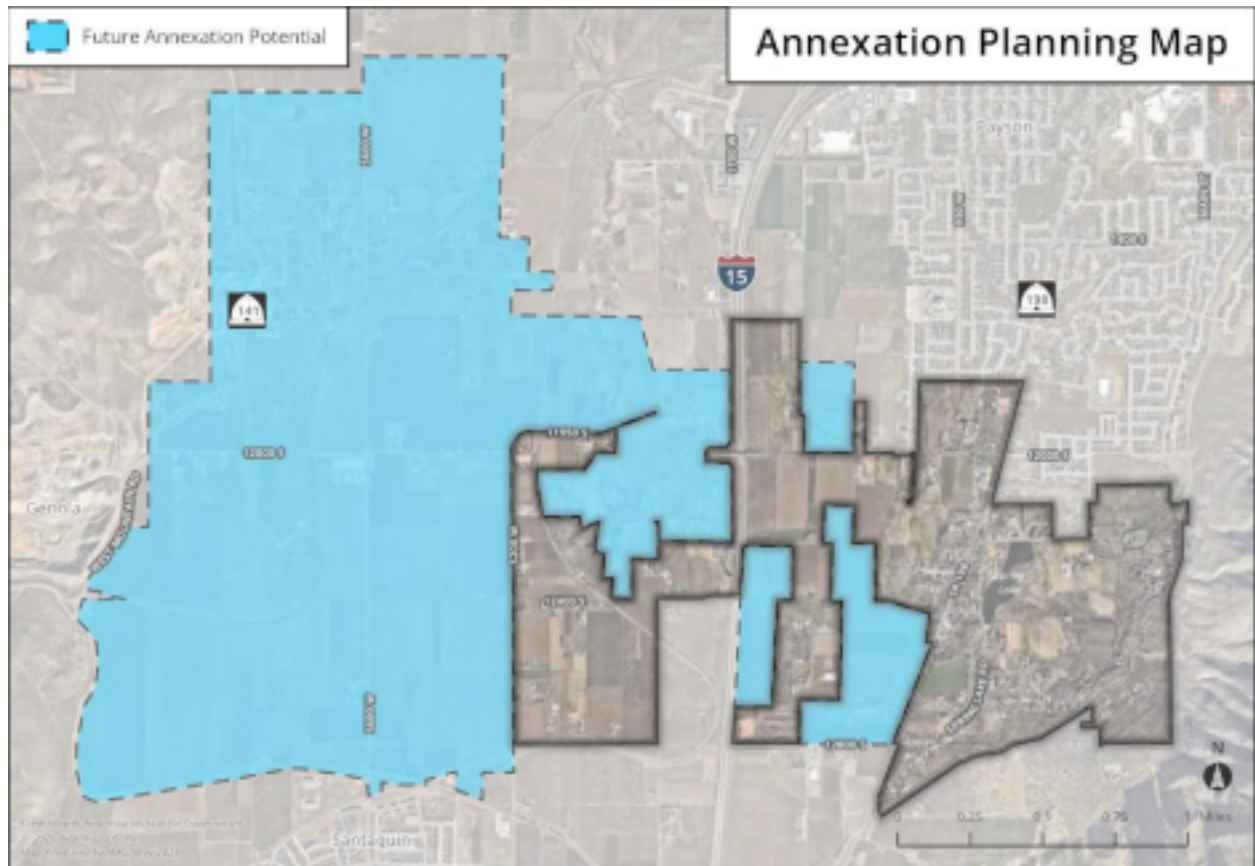
10.6 Implementation

Annexation decisions will be implemented through:

- Evaluation of individual annexation petitions
 - Application of the policies outlined in this General Plan
 - Consideration of long-term impacts on the community
-

10.7 Annexation Planning Map

Figure 10-1: Annexation Planning Map



The Annexation Planning Map illustrates areas that may be considered for future annexation based on proximity to existing Town boundaries, compatibility with the Town’s rural character, and the ability to provide services in a fiscally responsible manner.

The map is intended to serve as a general guide for long-term boundary planning and does not designate specific properties for annexation or imply that annexation will occur, and does not obligate the Town to annex any specific property.

Areas shown on the map represent locations where annexation may be appropriate if consistent with the policies of this General Plan. Annexation is not required for any property and will only occur through a formal process initiated in accordance with state law.

Meeting Minutes - May 20, 2026 - Town Council Meeting

Town of Spring Lake Town Council Meeting Agenda

Meeting to be Held
May 20, 2026 – 6:00 P.M.
3744 West 12240 South
Spring Lake, Utah 84651

NOTICE IS HEREBY GIVEN THAT THE COUNCIL OF THE TOWN OF SPRING LAKE WILL HOLD A TOWN COUNCIL MEETING ON WEDNESDAY, MAY 20, 2026, AT 6:00 PM.

JOIN US DIGITALLY AT <https://us06web.zoom.us/j/85812854760?pwd=NeoSiGhkbgaNUxE2SBaXI9wY0xLSDd.1>

1. CALL THE MEETING TO ORDER/ROLL CALL: MAYOR WADE MENLOVE

Councilmembers Present: Mayor Wade Menlove; Sharon Bascom, David Charles, Robert Judd.

Councilmembers Present Virtually: Robert Marsh.

Staff Present: LAA, Spencer Foster.

Staff Absent: Town Recorder, Rebecca Batty; Deputy Town Recorder, Brenda Warner.

Mayor Menlove: Conducted a roll call to start the meeting.

2. OPENING CEREMONIES

a. PLEDGE OF ALLEGIANCE: BY INVITATION

b. PRAYER/MOMENT OF SILENCE: BY INVITATION

Chair Jason Knapp: Offered the opening prayer, followed by the Pledge of Allegiance.

PUBLIC COMMENT

THIS IS THE TIME SET ASIDE FOR THE PUBLIC TO BRING FORWARD ANY ITEM THAT THEY WISH TO DISCUSS. THESE ITEMS DIFFER FROM THOSE ON THE AGENDA CONSIDERED FOR PUBLIC HEARINGS. PLEASE KEEP COMMENTS TO THREE MINUTES MAXIMUM.

No public comments were made.

****AGENDA ACTION ITEMS****

TOWN COUNCIL MAY TAKE ACTION ON THE FOLLOWING AGENDA ITEMS

3. DISCUSSION AND POTENTIAL ACTION – APPROVAL OF MINUTES FROM APRIL 15, 2026, MEETING.

The Council reviewed the April 15, 2026 Town Council meeting minutes. No corrections or revisions were proposed.

Councilmember Judd: Moved to approve minutes.

Councilmember Charles: Seconded the motion.

Vote: Mayor Menlove – Y, Councilmember Charles – Y, Councilmember Bascom – Y, Councilmember Judd – Y, Councilmember Marsh – Y. Motion carried unanimously, and minutes approved.

4. DISCUSSION AND POTENTIAL ACTION – APPROVAL OF RESOLUTION NO. 26-10 AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO UTAH COUNTY FOR MUNICIPAL RECREATION GRANT PROGRAM FUNDING.

Spencer Foster: Explained that Utah County annually offers municipalities the opportunity to apply for a Municipal Recreation Grant. Spring Lake qualified to apply for up to \$1,000 in reimbursement funding for eligible recreation-related expenses, including park maintenance, equipment purchases, and community events. He explained that no matching funds were required and that the application deadline was June 8.

Mayor Menlove: Asked questions regarding the application process, eligible expenditures, reimbursement procedures, and whether the application required identifying specific projects. Mr. Foster explained that the application allowed flexibility by listing anticipated recreation-related expenses rather than committing to a single project.

Mayor Menlove: Invited Council members to assist with preparing the application. Councilmember David Charles volunteered to complete the application with assistance from staff if needed. Discussion included possible uses for the funding, including community events, park maintenance equipment, and recreational improvements.

Councilmember Judd: Made a motion to pass resolution 26-10..

Councilmember Bascom: Seconded the motion.

Vote: Mayor Menlove – Y, Councilmember Charles – Y, Councilmember Bascom – Y, Councilmember Judd – Y, Councilmember Marsh – Y. Motion carried unanimously, and resolution 26-10 passed.

5. DISCUSSION AND POTENTIAL ACTION – TRUTH IN TAXATION PROCESS CHALLENGES, APPROVAL OF THE TOWN TO APPROACH THE COUNTY TO DISCUSS ADDITIONAL FUNDING FOR FY 26-27.

Mayor Menlove: Informed the Council that the Utah State Tax Commission had determined Spring Lake would not be eligible to levy property taxes during Fiscal Year 2026–2027 because the Town's Certificate of Incorporation was signed by the Lieutenant Governor after January 1. Although the incorporation documents had been accepted in December, the official signature date prevented the Town from participating in the Truth in Taxation process for the upcoming fiscal year.

Mayor Menlove: Explained that he immediately contacted Utah County officials, including County Administrator Ezra Nair and Commissioner Skyler Beltran, to discuss replacing the anticipated property tax revenue. He reported that Commissioner Beltran expressed support for providing county funding equivalent to the Town's anticipated property tax revenue while the Town remained ineligible to levy property taxes, subject to formal County approval.

Spencer Foster: Explained that although the Truth in Taxation process would no longer apply, the Town would continue through the standard municipal budget adoption process. He reviewed the revised budget calendar, required public hearing notices, budget adoption deadlines, and filing requirements with the State Auditor.

Mayor Menlove/Spencer Foster: Reviewed the revised budget schedule and discussed replacing anticipated property tax revenues with county funding in the proposed budget.

Councilmember Charles: Commented that the revised process would likely result in a more accurate first-year operating budget and expressed appreciation that Utah County appeared willing to work with the Town during its transition.

Mayor Menlove: Also discussed efforts by the Utah League of Cities and Towns to pursue legislative changes that would prevent future newly incorporated municipalities from encountering the same issue.

No formal action was taken.

6. DISCUSSION AND POTENTIAL ACTION – RESOLUTION NO. 26-07 AUTHORIZING THE MAYOR TO ENTER AN INTERLOCAL AGREEMENT WITH PAYSON FIRE & EMS FOR SERVICES FOR THE TOWN.

Spencer Foster: Explained that the interlocal agreement remained on the agenda in case the Council wished to move forward with negotiations.

Councilmember Charles: Recommended postponing approval until a contract attorney had been retained to review the agreement.

Mayor Menlove: Agreed that obtaining legal review before execution was appropriate.

No action was taken.

7. DISCUSSION AND POTENTIAL ACTION – RESOLUTION NO. 26-08 AUTHORIZING THE MAYOR TO ENTER AN INTERLOCAL AGREEMENT WITH UTAH COUNTY SHERIFF FOR SERVICES FOR THE TOWN.

Mayor Menlove: Reported that a meeting with the Utah County Sheriff's Office had been scheduled to begin discussing contract terms and service expectations. Discussion focused on anticipated law enforcement costs and how the feasibility study compared with current county service area funding.

Mayor Menlove: Noted that the incorporation feasibility study estimated approximately \$25,000 annually for contracted law enforcement based on comparable contracts with Goshen and Cedar Fort, while recent county calculations suggested substantially higher service area revenues had previously been collected for law enforcement. He expressed concern about paying significantly more than similarly situated communities for comparable services.

Councilmember Charles: Stated that while the feasibility study provided a useful benchmark, the Town should be prepared to negotiate based upon actual services provided. He emphasized the importance of understanding what level of patrol, reporting, and response the Sheriff's Office would provide before entering into an agreement.

Councilmember Marsh: Suggested contacting the consultants who prepared the incorporation feasibility study to better understand how the estimated law enforcement costs had been calculated, providing additional information for negotiations.

Chair Knapp: Reviewed the feasibility study and explained that the consultant's estimates were based upon existing sheriff contracts with Goshen and Cedar Fort rather than direct negotiations with Utah County.

Spencer Foster: Reviewed property tax calculations for the existing county service areas and explained how the County had estimated the amount previously collected for law enforcement, fire protection, and community development. The Council also discussed comparing services offered by the Utah County Sheriff's Office with potential law enforcement services from Santaquin City.

Mayor Menlove: Agreed to contact Santaquin before the scheduled meeting with the County to obtain additional information regarding potential contract costs.

Commissioner Behling: Suggested exploring regional partnerships, including possible coordination with Genola, if additional patrol services became desirable in the future.

Councilmembers: Further discussed law enforcement jurisdiction at the Payson City reservoir, animal control responsibilities, and future Justice Court options depending upon which law enforcement provider was ultimately selected. Consensus of the Council was to continue negotiations with both Utah County and Santaquin and postpone approval of any interlocal agreement until contract language had been reviewed by legal counsel.

No action was taken.

WORK SESSION/TRAINING

8. DISCUSSION – REVIEW OF THE BUDGET PROCESS AND ADOPTION OF A 26/27 BUDGET WITHOUT TRUTH IN TAXATION.

Councilmembers: Completed discussion of the revised budget process during Agenda Item 5. No additional discussion or action occurred under this agenda item.

9. DISCUSSION – CONTRACT ATTORNEY SERVICES AND TOWN INSURANCE UPDATE

Mayor Menlove: Reported that the Request for Proposals for contract legal services had been advertised and distributed directly to several attorneys. One attorney acknowledged receipt of the request, although no formal proposals had yet been submitted.

Spencer Foster: Reminded the Council that Utah County required submission of an invoice and IRS Form W-9 before distributing previously approved transition funding. He agreed to coordinate submission of the required documents.

Mayor Menlove/Spencer Foster: Discussed completion of outstanding transparency reporting requirements and coordination with the Utah State Tax Commission to upload required financial reports.

Mayor Menlove: Reported that work continued on obtaining municipal liability insurance, crime coverage, and cybersecurity insurance through the Utah Local Governments Trust. He also noted that cybersecurity implementation would require coordination with Jonah from the Town's technology provider to configure Town computers.

Additional discussion included upcoming legal orientation training, future animal control agreements, and determining the appropriate Justice Court after selecting a long-term law enforcement provider.

REPORTS

10. MAYOR

Mayor Menlove: Informed the Council that the Town had received an \$810 donation to support Spring Lake Days and discussed how those funds might be used for the community celebration.

11. TOWN COUNCIL

Councilmembers: Briefly discussed community events and acknowledged continued progress in establishing Town operations.

12. STAFF MEMBERS

13. PLANNING COMMISSION

14. OTHER

CLOSED MEETING (IF NECESSARY)

POSSIBLE MOTION TO ENTER INTO CLOSED MEETING FOR THE PURCHASE, EXCHANGE, OR LEASE OF PROPERTY; PENDING OR REASONABLY IMMINENT LITIGATION; THE CHARACTER, PROFESSIONAL COMPETENCE, OR THE PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; OR THE DEPLOYMENT OF SECURITY PERSONNEL, DEVICES, OR SYSTEMS.

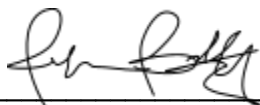
ADJOURNMENT

Councilmember Bascom: Moved to adjourn the meeting.

Councilmember Charles: Seconded the motion.

Vote: Motion carried unanimously.

Mayor Menlove: Adjourned the meeting at approximately 7:25 p.m.



Rebecca Batty, Town Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the Town at 206-596-1488 or by email at recorder@springlakeutah.gov at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The Town does hereby certify that the above notice and agenda have been posted at the designated meeting place, the springlakeutah.gov website, and the Utah Public Notice Website.

Meeting Minutes - June 3, 2026 - Town Council Meeting

Town of Spring Lake

Town Council Meeting Agenda

Meeting to be Held

June 3, 2026 – 6:00 P.M.

3744 West 12240 South
Spring Lake, Utah 84651

NOTICE IS HEREBY GIVEN THAT THE COUNCIL OF THE TOWN OF SPRING LAKE WILL HOLD A TOWN COUNCIL MEETING ON WEDNESDAY, JUNE 3, 2026, AT 6:00 PM.

JOIN US DIGITALLY AT <https://us06web.zoom.us/j/85812854760?pwd=NeoSiGhkbgaNUxE2SBaXI9wY0xLSDd.1>

1. CALL THE MEETING TO ORDER/ROLL CALL: MAYOR WADE MENLOVE

Councilmembers Present: Mayor Menlove; Councilmember Bascom, Councilmember Charles, Councilmember Judd, Councilmember Marsh.

Staff Present: Rebecca Batty, Recorder; Brenda Warner, Deputy Recorder; Carrie Knapp, Treasurer.

Public Present: Sign-in sheet uploaded as attachment to the minutes.

Mayor Menlove: Conducted roll call to start the meeting.

2. OPENING CEREMONIES

a. PLEDGE OF ALLEGIANCE: BY INVITATION

Unidentified: Led those in attendance at the Pledge of Allegiance

b. PRAYER/MOMENT OF SILENCE: BY INVITATION

Unidentified: Offered a prayer to begin the meeting.

PUBLIC COMMENT

THIS IS THE TIME SET ASIDE FOR THE PUBLIC TO BRING FORWARD ANY ITEM THAT THEY WISH TO DISCUSS. THESE ITEMS DIFFER FROM THOSE ON THE AGENDA CONSIDERED FOR PUBLIC HEARINGS. PLEASE KEEP COMMENTS TO THREE MINUTES MAXIMUM.

Mayor Menlove: Welcomed members of the public and invited comments.

Residents discussed several procedural questions regarding future development applications, reimbursement procedures, and upcoming Town processes. Council members explained that the Town was continuing to establish administrative policies and encouraged residents to participate in future meetings as additional ordinances and procedures were adopted. Spencer Foster recommended adopting a formal procurement policy and reimbursement procedures to guide future expenditures. Councilmember David Charles offered to assist in preparing policy language, and Mayor Menlove requested that sample policies from neighboring municipalities be gathered for Council review. No formal action was taken.

****AGENDA ACTION ITEMS****

TOWN COUNCIL MAY TAKE ACTION ON THE FOLLOWING AGENDA ITEMS

3. DISCUSSION AND POTENTIAL ACTION – APPROVAL OF MINUTES FROM MAY 6, 2026, MEETING.

Councilmember Judd: Noted minor grammatical errors but stated they did not affect the substance of the minutes.

Councilmember Judd: Made a motion to approve minutes.

Councilmember Charles: Seconded the motion.

Vote: Mayor Menlove – Yes, Councilmember Charles – Yes, Councilmember Bascom – Yes, Councilmember Judd – Yes, Councilmember Marsh – Yes. Motion carried, minutes approved.

WORK SESSION/TRAINING

4. DISCUSSION AND POTENTIAL ACTION – AMENDING OR EXTENDING INTERIM LAND USE CONTROLS/MORATORIUM.

Mayor Menlove: Opened discussion regarding the expiration of the Town's interim land use controls.

Spencer Foster: Advised that the current moratorium would expire on July 7, 2026, and explained that the Council could extend the moratorium by ordinance for up to six additional months, or for a shorter period if desired. He recommended maintaining the moratorium until the Town adopted both its General Plan and initial development ordinances, noting that the Council could terminate the moratorium at any time once those documents were in place.

Jason Knapp: Reported that the Planning Commission was actively preparing the draft General Plan and expected to complete its review during early July. He explained that zoning ordinances would follow immediately after adoption of the General Plan and requested timely feedback from Council members as draft documents were circulated.

Mayor Menlove: Expressed the Council's goal of completing legal review and bringing the General Plan forward during the first Council meeting in July, if practical. Councilmember Charles: Agreed that the timeline remained ambitious but achievable if drafting continued on schedule.

The Council discussed modifying the meeting schedule to allow the Planning Commission to consider the General Plan immediately before the Town Council meeting on the same evening.

Jason Knapp: Suggested holding the Planning Commission meeting first so that any recommendation could immediately be forwarded to the Town Council without waiting an additional meeting cycle.

Spencer Foster: Explained that this approach would be permissible provided both meetings were properly noticed and the same draft General Plan was made available during the required public notice period. He advised that any amendments adopted by the Planning Commission could be transmitted directly to the Town Council for consideration during the subsequent meeting. He further suggested extending the public notice period to fourteen days to maximize public participation.

Mayor Menlove: Expressed support for coordinating the meetings if legal review could be completed beforehand while ensuring all statutory notice requirements were satisfied.

Discussion then shifted to preparation of the Town's development ordinances.

Jason Knapp / Spencer Foster: Outlined the major components still needing completion, including:

- Zoning districts
- Zoning map
- Permitted and conditional uses
- Setbacks and development standards
- Subdivision regulations
- Wildland-Urban Interface (WUI) regulations
- Building code references

Mayor Menlove: Asked whether wildfire protection requirements, subdivision standards, and emergency planning should be incorporated into the Town Code.

Spencer Foster: Recommended adopting existing standards by reference where appropriate and using neighboring municipalities such as Elk Ridge as models. Councilmember Judd: Described Payson's experience encouraging residential fire suppression systems adjacent to wildland areas through the development review process rather than requiring them universally by ordinance.

The Council also discussed handling development applications submitted before adoption of the new ordinances. Spencer Foster advised that applications could be received, but meaningful review would be difficult until development standards had been formally adopted.

Mayor Menlove: Informed the Council that Spencer Foster would soon be leaving the Utah League of Cities and Towns' Local Administrative Advisor Program to become Administrative Director for Elk Ridge City.

Mayor Menlove: Thanked Mr. Foster for his extensive assistance during the Town's incorporation process, recognizing his work preparing agendas, minutes, ordinances, administrative procedures, and providing guidance to both the Town Council and Planning Commission.

Spencer Foster: Explained that ULCT would provide interim assistance through McKenna Marchant until a permanent replacement was hired. He encouraged the Town to continue using previously adopted ordinances as templates, utilize available resources, and submit draft ordinances to legal counsel for review before adoption. He also assured the Council that he would remain available to answer questions after beginning his new position.

Mayor Menlove: Asked whether someone would prepare the ordinance extending the moratorium prior to the July meeting.

Rebecca Batty: Volunteered to draft the ordinance for Council review. Spencer Foster agreed to review the draft before the July meeting if time permitted.

Following discussion, the Council reached consensus to:

- Prepare an ordinance extending the interim land use controls for consideration on July 1, 2026.
- Continue work toward adoption of the General Plan and initial development ordinances.
- Coordinate Planning Commission and Town Council public hearings, if legally feasible.
- Continue developing subdivision, zoning, wildfire, and related development regulations.
- Utilize existing municipal ordinance templates and submit drafts for legal review before adoption.

5. DISCUSSION AND POTENTIAL ACTION – UPDATE ON BUDGET PROCESSES AND TIMELINES FOR APPROVAL OF THE FINAL BUDGET.

Mayor Menlove: Introduced discussion regarding the Fiscal Year 2026–2027 budget and upcoming statutory deadlines.

Spencer Foster: Explained that the Town was required to hold a public hearing before adopting its final budget and advised that the public notice should be posted no later than June 7 in order to conduct the hearing during the June 17 Council meeting. He noted that the budget could later be amended if necessary but emphasized that an adopted budget needed to be submitted to the State before the end of June.

Council members discussed updating the proposed budget before publication to reflect new information received regarding public safety costs.

Mayor Menlove / Councilmember Charles: Reported on their recent meeting with representatives of the Utah County Sheriff's Office regarding law enforcement services.

Councilmember Charles: Explained that the Sheriff's Office indicated Spring Lake would be expected to contribute approximately \$64,000 annually, representing the amount of property tax historically collected for county law enforcement services. He noted that the County was unwilling to reduce the overall amount but acknowledged that the Town would receive credit for the portion of property taxes not yet collected during its first year of incorporation.

Discussion included:

- Annual call volume within Spring Lake.
- Calls associated with the lake owned by Payson City, the trailer park, the apartment complex, and West Mountain area.
- County-wide response capabilities for major incidents.
- Costs not included within the proposed contract, including 911 dispatch and animal shelter services.
- Potential future costs associated with animal control.

Mayor Menlove: Noted that the estimated law enforcement costs contained in the incorporation feasibility study had been based upon existing county contracts with similarly sized municipalities and were substantially lower than the County's current proposal.

Councilmember Charles: Stated that the feasibility study remained useful for comparison purposes but that negotiations would ultimately depend upon actual services offered. He emphasized the importance of understanding the level of patrol coverage included within any agreement.

Mayor Menlove: Summarized discussions with Santaquin City regarding an alternative law enforcement contract. He reported that Santaquin had estimated approximately twenty hours of proactive patrol per week at an estimated annual cost of approximately \$78,000, while indicating that a reduced level of service could potentially be negotiated.

Council members discussed requesting an updated proposal based upon approximately six hours of proactive patrol per week together with emergency response services. Several members expressed interest in comparing guaranteed patrol hours under a Santaquin contract with the Sheriff's Office proposal before making a final decision.

Discussion also included:

- Justice Court options.
- Citation revenue.
- Interlocal court agreements.
- Revenue sharing opportunities.
- Continued negotiations with Payson regarding responsibility for law enforcement services at the lake, owned by Payson City.

Councilmember Judd: Reported on the Council's meeting with Payson Fire Chief Spencer. Explained that Payson intended to revise its existing interlocal agreement for Spring Lake and remained supportive of providing fire and EMS services. Discussion included commercial fire inspections, wildfire protection requirements, and the State's future requirement that municipalities periodically issue Requests for Proposals for EMS providers.

Mayor Menlove: Stated that the fire and EMS costs appeared consistent with the assumptions contained within the incorporation feasibility study.

Councilmember Marsh: Observed that the proposed law enforcement expenditures would likely exceed the current budget allocation.

Councilmember Charles: Recommended increasing the preliminary law enforcement budget to approximately \$54,000 until negotiations were complete.

Rebecca Batty: Agreed that increasing the budget would provide a more realistic planning figure while allowing later amendments once contracts were finalized.

Mayor Menlove: Directed that the budget be revised accordingly before publication of the public hearing notice.

Consensus of the Council was to:

- Publish notice for the June 17 public hearing on the final budget.
- Increase the proposed law enforcement budget allocation pending contract negotiations.
- Continue discussions with Utah County, Santaquin, and Payson before selecting a law enforcement provider.

6. DISCUSSION AND POTENTIAL ACTION – UPDATE ON LEGAL SERVICES REQUEST FOR PROPOSALS.

Mayor Menlove: Reviewed information obtained during recent legal services training regarding municipal attorney contracts.

Council members discussed the advantages and disadvantages of hourly billing compared with monthly retainer agreements.

Rebecca Batty: Summarized recommendations presented during the training, explaining that newly incorporated municipalities generally benefit from hourly legal services during their first eighteen months while operational needs are still developing. She noted that smaller municipalities rarely require full legal retainers and instead benefit from paying only for services actually rendered.

Mayor Menlove: Reported that the Town's proposed legal services budget of approximately \$36,000 had been reviewed during the training and was considered reasonable for the Town's anticipated workload.

Spencer Foster: Confirmed that the Request for Proposals reflected an appropriate budget for municipal legal services.

The Council also discussed encouraging proposals from multiple firms while recognizing that legal needs would likely decrease after the Town completed its initial organization and ordinance development.

7. DISCUSSION AND POTENTIAL ACTION – UPDATE ON POLICE AND FIRE SERVICE DISCUSSIONS.

The Council continued discussion of public safety services under Agenda Item 5.

No additional action was taken under this agenda item.

8. DISCUSSION AND POTENTIAL ACTION – APPLICATION FOR INSURANCE AND BONDS.

Mayor Menlove: Reviewed the Town's application for insurance coverage through the Utah Local Governments Trust, explaining that the remaining portion of the application required completion of a fraud risk assessment. Working through the assessment together, the Council reviewed questions regarding:

- Separation of financial duties.
- Financial controls.
- Council review of bank reconciliations.
- General ledger oversight.
- Payment authorization procedures.
- Conflict of interest disclosures.
- Internal controls.
- Fraud prevention practices.
- Required municipal training.
- Audit procedures.
- Cybersecurity resources.

Jason Knapp / Spencer Foster: Explained how existing review procedures and mitigating controls satisfied many of the assessment requirements while identifying several additional administrative policies that still needed to be formally adopted.

Rebecca Batty: Reviewed the scoring methodology and explained how adopting additional financial policies and completing required municipal training would substantially improve the Town's overall risk rating.

Spencer Foster: Informed the Council that template policies addressing ethics, financial controls, separation of duties, and related administrative procedures had already been provided and recommended adopting them by resolution at a future meeting.

The Council also discussed required Open and Public Meetings Act training, GRAMA training, budgeting instruction, ethics training, and other educational resources available through the Utah League of Cities and Towns. Council members agreed these trainings should be completed to strengthen the Town's governance practices and improve its insurance risk assessment. No formal action was taken.

REPORTS

9. MAYOR
10. TOWN COUNCIL
11. STAFF MEMBERS
12. PLANNING COMMISSION
13. OTHER

CLOSED MEETING (IF NECESSARY)

POSSIBLE MOTION TO ENTER INTO CLOSED MEETING FOR THE PURCHASE, EXCHANGE, OR LEASE OF PROPERTY;
PENDING OR REASONABLY IMMINENT LITIGATION; THE CHARACTER, PROFESSIONAL COMPETENCE, OR THE
PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; OR THE DEPLOYMENT OF SECURITY PERSONNEL, DEVICES,
OR SYSTEMS.

ADJOURNMENT

Councilmember Marsh: Moved to adjourn the meeting.

Councilmember Judd: Seconded the motion.

Vote: Motion carried unanimously.

Mayor Menlove: Adjourned the meeting.



Rebecca Batty, Town Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the Town at 206-596-1488 or by email at recorder@springlakeutah.gov at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The Town does hereby certify that the above notice and agenda have been posted at the designated meeting place, the springlakeutah.gov website, and the Utah Public Notice Website.