AMERICAN FORK CITY
PLANNING COMMISSION AGENDA

Regular Session
October 7, 2026
Wednesday 6:30 PM

American Fork City Hall

31 North Church Street

American Fork City, UT 84003

https://www.americanfork.gov/AgendaCenter

Planning Commission Members

Christine Anderson, Chair

Chris Christiansen, Vice Chair

Geoff Dupaix

Rod Martin

David Bird

Harold Dudley

Claire Oldham

Notice is hereby given that the American Fork City Planning Commission will meet in regular session on October 7, 2026, at the American Fork City Hall, 31 North Church Street commencing at 6:30 PM. The agenda shall be as follows:

1. **Regular Session**
    a. Pledge of Allegiance
    b. Roll Call
2. **Public Comments**
    a. Up to a 20-minute public comment period to receive public comments. Each speaker is limited to two minutes.

3. **Common Consent Agenda** (Common Consent is that class of Commission action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda).
    a. Approval of the September 16, 2026, Planning Commission minutes

4. **Public Hearings** (Public Hearings is that class of Commission action that requires further discussion on General Plan changes, Zone changes, and Code Text Amendments that alter the land use characteristics of American Fork City. Public Hearing items will have the chance for the public to speak upon.)
    a. Public hearing on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.
    b. Public hearing on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.)
    c. Public hearing on a proposed Code Text Amendment known as Administrative Site Plan Review, of the American Fork City Code. Amending Section 17.6.101 Administrative Site Plan Review, the Code Text Amendment is clearing up a clerical error.

5. **Action Items** (Action Items is that class of Commission action that requires further discussion on Site Plans and proposed zoning designation for annexing areas. The Planning Commission will have authority to approve Site Plans for final action and provide recommendations for the zone of annexing property.)
    a. Review and recommendation on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending

Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.

b. Review and recommendation on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.)
c. Review and recommendation on a proposed Code Text Amendment known as Administrative Site Plan Review, of the American Fork City Code. Amending Section 17.6.101 Administrative Site Plan Review, the Code Text Amendment is clearing up a clerical error.

6. **Other Business**
    a. Upcoming Projects

7. **Adjournment**

Dated this 1st day of October 2026

Patrick O'Brien

Development Services Director

**The order of agenda items may change at the discretion of the Planning Commission Chair*

NOTICE OF PUBLIC HEARINGS

Notice is hereby given that the American Fork City Planning Commission will hold a Public Hearing on October 7, 2026, in the City Hall, located at 31 N. Church Street, commencing at 6:30 PM.

The public and each affected entity is invited to provide information and comment for American Fork City to consider in the process of the proposed items.

- **Notice of public hearings and public meetings on adoption or modification of land use regulation.**

  - Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.

    - Description: The Code Text Amendment proposes Veterinary Clinics as a permitted use within the SC-1 Zone. The Veterinary Clinics proposed in the SC-1 Zone would only have small animal care only, no outside runs, and no overnight boarding.

  - Public hearing, review, and recommendation on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.).
    - Description: The Code Text Amendment proposes to increase the lawn areas for Institutional Uses (churches, schools, etc.) to 33 percent of the Total Landscaped Area from 20 percent of the Total Landscaped Area.

- Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Performance Guarantee, of the American Fork City Municipal Code. Amending Section 17.9, the Code Text Amendment clarifies improvements, public or private, required to be included in the performance guarantee that applicants provide to the City and clarifies expiration requirements.

    - Description: The Code Text Amendment clarifies that performance guarantees need to be in place for the duration of the project without an expiration or that if they do have an expiration, a renewal will be required to ensure that a performance guarantee is in place until the project is completed and City Council has accepted the infrastructure and released the performance guarantee. It also requires the improvement warranty to be in place until the durability period for the project is completed, the applicant has completed all punchlist items, and all public infrastructure has been inspected by City Staff and meets all City standards. If the improvement warranty has an expiration, a renewal shall be required until the above mentioned items are complete. Further, it quantifies the contingency amount required for performance guarantees. Private infrastructure that is required to meet various qualifying criteria as outlined in Utah State code shall be included in the performance guarantee.

- Public hearing, review, and recommendation on a proposed Code Text Amendment known as Administrative Site Plan Review, of the American Fork City Code. Amending Section 17.6.101 Administrative Site Plan Review, the Code Text Amendment is clearing up a clerical error.
    - Description: The Code Text Amendment fixes a clerical error within the code.

Shortly before the public hearing, supporting documentation is posted on the city website at www.americanfork.gov or available by contacting the City Recorder at 801.763.3000.

AMERICAN FORK CITY

PLANNING COMMISSION REGULAR SESSION

September 16th, 2026

The American Fork City Planning Commission met in a regular session on September 16th, 2026, at the American Fork City Hall, 31 North Church Street, commencing at 6:30 p.m.

Commissioners Present: Christine Anderson, Chris Christiansen, Rodney Martin, Claire Oldham, David Bird, Harold Dudley, Geoff Dupaix

Commissioners Absent:

Staff Present:

Cody Opperman	Senior Planner
Justin Peng	Planner I
Ben Hunter	City Engineer
Patrick O'Brien	Development Services Director
Katelyn Wiese	Administrative Assistant

Others Present: Elizabeth Phelon, Troy Anderson

REGULAR SESSION

Christine Anderson led the "Pledge of Allegiance"

Roll Call

PUBLIC COMMENT Opened

No Comments

PUBLIC COMMENT Closed

COMMON CONSENT AGENDA

1. **Minutes of the September 2nd, 2026, Planning Commission Regular Session.**

David Bird motioned to approve the Common Consent agenda.

Harold Dudley seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**
Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed

PUBLIC HEARINGS

a. **Public hearing on a proposed Code Text Amendment, known as "A" Definitions of the American Fork City Municipal Code. Amending Section 17.12.201, the Code Text Amendment provides definitions for accessory buildings, accessory dwellings, and accessory structures.**

Public Hearing Opened

No Comments

Public Hearing Closed

b. **Public hearing on a proposed Code Text Amendment, known as "D" Definitions of the American Fork City Municipal Code. Amending Section 17.12.204, the Code Text Amendment provides a definition for detached accessory dwelling units.**

Public Hearing Opened

No Comments

Public Hearing Closed

c. **Public hearing on a proposed Code Text Amendment, known as Detached Accessory Dwelling Units, of the American Fork City Municipal Code. Creating Section 17.5.136, the Code Text Amendment plans to provide regulations for Detached Accessory Dwelling Units within the City.**

Public Hearing Opened

No Comments

Public Hearing Closed

Ben Hunter arrived at 6:33pm

ACTION ITEMS

a. **Review and action on an application for a Commercial Site Plan, known as, National GMC Addition, located at 629 E 1000 S, American Fork City. The Commercial Site Plan consists of 4.71 acres and is in the GC-2 Zone.**

Cody Opperman presented the National GMC commercial site plan, which proposes site improvements to the existing property and building. He explained that the applicant is requesting a reduction of the required perimeter landscaping strip along the north/northeast side of the property adjacent to the I-15 corridor. City Code Section 17.5.121 requires a minimum six-foot landscape strip around parking lot perimeters, or 14 feet when adjacent to a public right-of-way, but allows the Planning Commission to modify the requirement upon finding that the intent of the provision is met. Staff identified the landscaping reduction as the only outstanding condition of approval. Cody noted that the area currently has no landscaping and is separated from the I-15 corridor by an existing wall. Staff determined that the wall and location of the landscaping strip provided sufficient separation and that the reduction would not create a significant issue. He stated that, if the Commission found that the intent of the landscaping requirement was met, there would be no additional conditions of approval.

Claire Oldham asked whether the requested reduction would constitute elimination of the landscape strip.

Cody Opperman confirmed that the request would allow the landscape strip to be reduced to zero feet in that location, consistent with the existing site condition. He reiterated that the wall separating the property from the I-15 corridor provided a barrier and that staff did not anticipate an issue with eliminating the landscaping in that area.

Christine Anderson commented that the purpose of the landscaping requirement is generally to provide an attractive visual barrier, but because the area is adjacent to I-15 and separated by a wall, she did not see a need for landscaping in this location and noted that it could create an unnecessary maintenance and watering burden.

Rodney Martin agreed, stating that there appeared to be no significant visual benefit to providing landscaping in the area based on the existing conditions.

Geoff Dupaix asked for clarification regarding whether reducing the landscaping requirement would allow the parking and drive aisle to extend farther toward the property boundary, thereby providing additional space for vehicle circulation.

Cody Opperman confirmed that allowing the reduction would provide additional pavement and vehicle circulation area by eliminating the required six-foot landscape strip.

Patrick O'Brien added that the additional space was also important from a life-safety perspective because the required landscaping area could affect fire access and drive aisle clearance. He stated that, given the lack of public visibility or benefit to the area, eliminating the landscaping would also avoid creating an unnecessary area requiring weed control and watering. Staff therefore considered the request reasonable.

Rodney Martin stated that he had driven through the site and believed the parking area should be expanded as much as possible to the edge of the property, where feasible.

Geoff Dupaix motioned to approve the proposed Commercial Site Plan, located at 629 E 1000 S, American Fork City, in the GC-2 Zone, as the Commercial Site Plan meets the requirements of Section 17.6.101 and Section 17.7.601, subject to any conditions found in the staff report.

Rodney Martin seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**
Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed

b. Review and recommendation on a proposed Code Text Amendment, known as "A" Definitions of the American Fork City Municipal Code. Amending Section 17.12.201, the Code Text Amendment provides definitions for accessory buildings, accessory dwellings, and accessory structures.

Patrick O'Brien explained that the next three items were closely related and would ultimately be addressed through the same introduction, although each required a separate public hearing. He reviewed recent state legislation, codified under Utah Code Section 10-21-304, requiring cities to allow detached accessory dwelling units (DADUs) on single-family-zoned lots of 11,000 square feet or more. He noted that the City already permits internal accessory dwelling units and that the proposed amendments would expand those provisions to include detached units. He explained that additional definitions and clarifying language were also being proposed to ensure consistency in how applicable terms are interpreted and applied, which encapsulated the "A" and "D" definition recommendations.

Patrick reviewed the proposed new section, 17.5.136, addressing detached accessory dwelling units. He explained that state law establishes specific limitations on what municipalities may require, including the City's ability to regulate DADUs on lots smaller than 11,000 square feet but not impose additional restrictions on qualifying lots of 11,000 square feet or more. The proposed ordinance generally follows the state requirements while providing an opportunity to evaluate how the regulations work in practice and make adjustments in the future.

He reviewed proposed development standards addressing setbacks, height, maximum unit size, location, building materials, parking, owner occupancy, rental duration, utility capacity, fees, and administrative review. He noted that existing accessory structures could be converted to DADUs under similar setback provisions to those already applicable to accessory structures. The proposed parking requirements would generally require one additional parking stall for a unit up

to 600 square feet and up to two stalls for larger units, consistent with the limitations established by state law. He also explained that the owner would be required to occupy one of the two units, although the owner would not necessarily have to occupy the primary dwelling.

Patrick stated that short-term rentals would be restricted by requiring DADUs to be occupied or rented for a minimum of 90 days. He also discussed utility capacity and the need for impact fees to address additional demand on existing infrastructure. The proposed applications would be processed administratively through the DRC, similar to existing accessory structure and accessory apartment reviews. He emphasized that the proposal was not intended to be a final or permanent version of the ordinance and that the City could revisit and refine the regulations as needed. He noted that the City was required to have regulations in place by October 1.

Christine Anderson commented that she viewed the proposed ordinance as an important economic opportunity for residents by allowing them to use additional space on their property to generate income.

Rodney Martin stated that the proposed ordinance appeared to address the major requirements, including parking. He identified utility service capacity as an important consideration, particularly for properties with existing uses that may not currently meet the proposed standards.

Geoff Dupaix asked whether the language regarding parking being provided “on site” should be clarified, noting concerns about situations where parking could spill over onto the street.

Patrick O'Brien clarified that required parking must be provided within the property and cannot spill onto the street. He suggested that the language could be changed from “on-site parking” to “off-street parking” for greater clarity and explained that the intent was to require property owners to provide the required additional parking on their own property.

Geoff Dupaix explained that his concern stemmed from observing situations where multiple families occupy a property and the resulting parking demand extends into the street.

Patrick O'Brien agreed that the terminology could be further clarified and stated that “off-street parking” was consistent with the City's existing parking standards. He suggested specifying that required parking cannot be located within the City right-of-way to prevent attempts to interpret the language broadly.

Rodney Martin agreed that property owners could modify their own property to provide additional parking but should not use the street to satisfy the parking requirement.

Harold Dudley raised a concern that “off-street” parking could potentially be interpreted to allow someone to use a neighboring property through an easement or other arrangement to satisfy the requirement.

Patrick O'Brien suggested adding language to clarify that cross-parking agreements between separate lots would not be permitted for purposes of satisfying the DADU parking requirement.

Christine Anderson raised a question regarding the proposed limitation that a DADU and other permitted accessory structures could not exceed 20% of the rear yard open space. She noted that some properties have substantial side yards and asked whether the ordinance should provide an option for DADUs to be located in side yards.

Patrick O'Brien answered that a separate percentage requirement for side yards could be appropriate and explained how the City's existing definition of side and rear yards affects the available space. He noted that allowing DADUs in side yards could create a much larger space, but may be affected by the same setback requirements as the primary structure. He also discussed the potential benefit of allowing a DADU to occupy a portion of the side yard while preserving rear yard space for other uses, such as a shop, barn, pool, or pool house. He clarified that the existing accessory structure provisions currently state that you may only build an accessory structure in the side yard after a variance approval.

Christine Anderson asked whether DADUs should be permitted outright in side yards rather than requiring a variance, noting that the existing regulations require a Board of Adjustment variance for certain accessory structures located in side yards.

Rodney Martin indicated support for allowing a DADU in the rear or side yard provided the required setbacks are maintained.

Chris Christiansen emphasized the need for applicable setbacks when considering side-yard placement.

Patrick O'Brien raised an additional concern regarding parking configuration and accessibility. He suggested that the ordinance should prevent required parking spaces from being arranged in a way that makes one of the required spaces difficult or impractical to use, such as tandem parking. He noted that providing two required stalls is less effective if one vehicle must be parked directly behind another and the arrangement prevents convenient access.

Claire Oldham agreed that the parking language should be clarified to address the concern.

Patrick O'Brien explained that standard parking stall dimensions are already regulated but agreed that tandem parking should be specifically addressed in the ordinance. He noted that the proposed changes could be incorporated into the motion rather than requiring each individual change to be separately incorporated into the ordinance text at that time.

Chris Christiansen raised a question regarding the proposed minimum footprint language for DADUs.

Rodney Martin asked whether the language should establish a minimum rather than simply using the current wording.

Patrick O'Brien explained that the City does not currently have a minimum size requirement for a DADU comparable to the minimum size applicable to a primary dwelling. He noted that a DADU could be a small studio or a conversion of an existing accessory structure and that the

intent was to avoid unnecessarily restricting residents from creating a smaller unit. He confirmed, however, that DADUs would still be required to connect to applicable utilities.

Chris Christiansen noted that there was an apparent typo in the proposed language and that it should be changed from "great" to "greater"

Christine Anderson summarized several potential changes for consideration, including clarifying the parking language, addressing tandem parking, allowing DADUs in side yards, and correcting the apparent typo in the proposed language from “great” to “greater.”

Patrick O'Brien confirmed that these items would be documented for consideration as part of the motion.

Harold Dudley expressed some reservations about allowing DADUs in side yards, while acknowledging the potential need for and benefits of the ordinance. He stated that he supported the concept of allowing DADUs on sufficiently large lots when applicable setbacks could be met but wanted the City Council to consider the implications of permitting side-yard DADUs.

Christine Anderson asked whether the Harold Dudley's concerns would be addressed if a DADU in a side yard were required to be set farther back so that it appeared more clearly secondary to the primary residence.

Patrick O'Brien agreed that the placement of a DADU in relation to the primary dwelling warranted additional consideration. He raised concerns regarding fire separation and building-code requirements if a DADU were located too close to the primary structure. He suggested establishing an additional setback between the primary dwelling and a DADU, regardless of whether the DADU was located in the side or rear yard. He discussed the importance of maintaining adequate space for emergency access and maneuverability around the structures.

Rodney Martin agreed that adequate space should be maintained to allow access around the structures.

Patrick O'Brien explained that approximately five feet may provide sufficient maneuvering space in some circumstances but that obstructions, such as air-conditioning units, could create problems. He emphasized the importance of maintaining adequate access around the entire structure.

Christine Anderson asked what the City's current setback requirement is between a primary structure and an accessory structure.

Patrick O'Brien explained that, for setback determination purposes, an accessory structure located within 12 feet of the primary structure is considered part of the primary structure.

Rodney Martin confirmed that 12 feet was the measurement he had been considering.

Patrick O'Brien suggested that the Commission could recommend a specific additional setback for DADUs or identify the issue for City Council consideration. He proposed that 10 feet could

be an appropriate separation, noting that it would provide five feet from each structure and would be consistent with other minimum setback concepts used by the City.

Harold Dudley asked about requirements related to building materials and compatibility with surrounding homes.

Patrick O'Brien explained that the proposed ordinance already includes development standards requiring DADUs to use building materials similar to those used on single-family detached homes in the neighborhood. He noted that galvanized, corrugated, or ribbed metallic materials were proposed to be prohibited as façade treatments or finishes due to potential compatibility concerns with existing residential construction.

Christine Anderson asked whether similar requirements should apply to roof materials and whether the ordinance should include additional language addressing roof structure or materials.

Patrick O'Brien explained that the current language addresses building materials but does not specifically establish additional roofing requirements. He noted that some modern metal roofing products can have finishes that resemble residential materials such as slate and stated that he was open to additional language if the Commission felt it was necessary to preserve neighborhood character.

Christine Anderson asked whether the ordinance should include intent language addressing neighborhood character preservation or whether the existing purpose provision was sufficient.

Patrick O'Brien explained that the proposed ordinance already includes a purpose statement regarding the regulation of DADUs. He stated that additional intent language could be considered if the Commission believed it would provide useful guidance. He also explained that the DRC would rely on state requirements for issues not specifically addressed in the ordinance and that administrative decisions could be appealed through the City's existing process. He noted that additional specificity regarding façade and roofing materials could provide clearer guidance when reviewing proposed DADUs.

Chris Christiansen commented on the potential resale value implications of building materials.

Geoff Dupaix asked whether DADUs should be required to use the same building materials as the adjacent single-family home in order to provide greater consistency within neighborhoods.

Patrick O'Brien explained that this had been discussed and that there was a balance between maintaining neighborhood compatibility and allowing flexibility. He noted that requiring materials to exactly match an adjacent home could be overly restrictive, particularly because neighborhoods contain a variety of architectural styles.

Christine Anderson agreed that a homeowner may reasonably want to improve upon the existing home, particularly if the primary residence is older, and may want the DADU to have newer or upgraded materials rather than exactly matching the existing structure.

Geoff Dupaix clarified that he was not necessarily suggesting an exact match, but rather some level of consistency with the surrounding neighborhood. He expressed concern about additions or new structures that use materials or designs that appear visually inconsistent with nearby homes.

Patrick O'Brien acknowledged the concern but noted that “neighborhood” can be difficult to define precisely and that the ordinance was intended to provide flexibility while establishing reasonable standards. He indicated that he was open to further discussion on the appropriate level of regulation.

Christine Anderson stated that residents would generally have an incentive to make improvements to their own property and create an attractive structure.

Rodney Martin expressed support for avoiding unnecessary overregulation.

Claire Oldham agreed.

Cody Opperman asked for clarification regarding the proposed additional setback between a DADU and the primary structure, specifically whether the setback would apply only when the DADU is located in the side yard or more generally.

Patrick O'Brien indicated that the intent would be to establish a 10-foot separation around the DADU from the primary structure.

Rodney Martin agreed that the separation should generally apply around the primary structure.

Christine Anderson asked whether a DADU would need to be located behind the primary residence.

Cody Opperman clarified that his question was whether the proposed 10-foot separation would apply only to side-yard placement or throughout the property.

Patrick O'Brien explained that a 10-foot separation could apply around the DADU. He noted that if an applicant wanted the structures closer together, the resulting configuration could potentially be treated as an addition, which is already permitted under existing regulations. He also explained that the proposal currently allows either an internal ADU or an external DADU, but not both on the same property. He suggested that the changes discussed could be incorporated into the motion based on the notes taken during the discussion.

Cody Opperman summarized the proposed changes discussed by the Commission, including: Clarifying the requirement as off-street parking rather than “on-site parking.”; Allowing DADUs to be constructed in side yards without requiring a variance, provided applicable setbacks are met; Prohibiting tandem parking for required DADU parking spaces; Correcting the typo from “grade” to “greater.”; Establishing a 10-foot separation between the primary structure and DADU, measured from eave to eave, for both side- and rear-yard locations.

Patrick O'Brien confirmed that the 10-foot separation could be measured wall-to-wall under the existing standard. He explained that, because of the upcoming state deadline, the intent was to

move the ordinance to City Council the following week. He stated that staff would prepare the meeting minutes and a substantive staff report, with an additional memorandum documenting the Commission's discussion and requested changes so that the City Council could consider each item without having to recreate the discussion.

Christine Anderson asked whether a red-line amendment to the proposed ordinance would be appropriate to present to City Council for consideration.

Patrick O'Brien explained that a memorandum would likely be preferable to making direct red-line amendments to the proposed ordinance on short notice, as it would reduce the risk of inadvertently adding language that had not been discussed. He suggested that legal staff incorporate the agreed-upon changes into the ordinance.

Christine Anderson stated that she viewed the proposed ordinance as a good starting point and emphasized that the City's goal should be to meet residents' needs. She suggested revisiting the ordinance after approximately six months to evaluate how well it was working and whether changes were needed.

Patrick O'Brien suggested that a review approximately seven or eight months later, following the 2027 legislative session, could be beneficial. He noted that additional state legislative changes could affect the City's regulations and that the ordinance could continue to be refined over time.

Christine Anderson asked whether there were any further comments or questions.

Patrick O'Brien reminded the Commission that, although the three related items had been discussed together, separate motions would still be required for each item. He noted that the definitions would likely require straightforward motions, while the DADU ordinance would include the substantive changes discussed during the meeting.

Claire Oldham motioned to recommend approval for the proposed Code Text Amendment, amending Section 17.12.201 “A” Definitions where it provides definitions for accessory buildings, accessory dwellings, and accessory structures, and providing an effective date for the ordinance.

Chris Christiansen seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**

Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed

c. **Review and recommendation on a proposed Code Text Amendment, known as "D" Definitions of the American Fork City Municipal Code. Amending Section 17.12.204, the Code Text Amendment provides a definition for detached accessory dwelling units.**

Chris Christiansen motioned to recommend approval for the proposed Code Text Amendment, amending Section 17.12.204 "D" Definitions where it provides a definition for detached accessory dwelling units and providing an effective date for the ordinance.

Claire Oldham seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**
Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed

d. **Review and recommendation on a proposed Code Text Amendment, known as Detached Accessory Dwelling Units, of the American Fork City Municipal Code. Creating Section 17.5.136, the Code Text Amendment plans to provide regulations for Detached Accessory Dwelling Units within the City.**

David Bird moved to recommend approval for the proposed Code Text Amendment, creating Section 17.5.136 titled Detached Accessory Dwelling Units relating to regulations for Detached Accessory Dwelling Units and providing an effective date for the ordinance, with the following modifications: Modification of off-street parking instead of onsite; provide clarification on allowing the DADU to be built in the side yard; prohibit tandem parking; fix typo from "great" to "greater"; and provide a setback from the primary building to the DADU from 10 feet for the side and rear, wall-to-wall.

Geoff Dupaix seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**
Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed with the noted additions

Other Business

Patrick O'Brien announced the opening of Rancho Market, a new grocery store in the City. The business received its final approval and business license the previous morning and worked late into the night to stock the store and open its doors. The official grand opening is scheduled for September 26. Staff have been working with the business for several months to help bring it to

the City and streamline the approval process. The store occupies a previously vacant commercial unit. He noted that the new grocery store is already seeing strong activity and offers a variety of groceries, as well as an ice cream bar and churro bar. He highlighted this as a positive economic development addition to the City. He added that several new businesses are in the process of opening soon.

Adjournment

Rodney Martin motioned to adjourn the meeting.

Chris Christiansen seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Rodney Martin	**AYE**
Claire Oldham	**AYE**
David Bird	**AYE**
Harold Dudley	**AYE**
Geoff Dupaix	**AYE**

The motion passed

Meeting adjourned at 7:34 PM

The order of agenda items may change to accommodate the needs of the commissioners, public and staff.

Planning Commission Staff Report
Meeting Date: October 7, 2026

Agenda Topic

Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.

Background

The applicant has applied for a Code Text Amendment to amend Section 17.7.602 of the American Fork City Municipal Code. The proposed amendment looks to include veterinary clinics (small animal care only, no outside runs, no overnight boarding) as a permitted use within the SC-1 zone.

Potential Motions – Code Text Amendment

Approval

I move to recommend approval for the proposed Code Text Amendment, amending Section 17.7.602, titled Planned Shopping Center Projects, relating to including veterinary clinics as a permitted use within the SC-1 zone and providing an effective date for the ordinance.

Denial

I move to recommend denial for the proposed Code Text Amendment, amending Section 17.7.602, titled Planned Shopping Center Projects, relating to including veterinary clinics as a permitted use within the SC-1 zone.

Table

I move to table action for the proposed Code Text Amendment, amending Section 17.7.602, titled Planned Shopping Center Projects, relating to including veterinary clinics as a permitted use within the SC-1 zone and instruct staff/developer to……..

17.21.020 Landscaping Requirements

A. Lawn shall not be less than 8 feet wide at its narrowest point.
B. Lawn shall not be installed in park strips, parking lot islands, or on slopes greater than 25% or 4:1 (4' horizontal to 1' vertical) grade. However, park strips shall conform to all street tree planting requirements including proper irrigation. If existing lawn is being removed from park strips to conform to these requirements, all existing street trees compliant with the municipal code and associated irrigation systems shall remain.
C. For single-family residential landscapes, lawn shall not exceed 35% of the Total Landscaped Area (as defined in this Chapter).
    1. Small residential lots, which the total landscaped area is less than 250 square feet, are exempt from the 8 feet width requirement and the maximum of 35% lawn requirement.
    2. Corner lots that are 8,000 square feet or less are exempt from the maximum of 35% lawn requirement for the side yard area adjacent to the street.
D. For multi-family landscapes and common areas, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).
E. For institutional (churches, schools, etc.) landscapes and common areas, lawn shall not exceed 33% of the Total Landscaped Area (as defined in this Chapter).
F. For commercial and industrial landscapes, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).

E. A. Lyman

American Fork Hillcrest 2, 3, 6
Landscape Improvements
Code Text Amendment Request
August 17, 2026

Prepared by: Eric Lyman

We request that American Fork City consider making a change to their Landscape requirement of 20% maximum lawn area to 33% maximum lawn area. There are lawn areas at every Church Meetinghouse where the youth and members of the ward congregate for social gatherings and sports activities. Leaders of the local units have determined that 20$ maximum lawn does not provide sufficient space for these gatherings and activities. The Church of Jesus Christ of Latter-Day Saints is committed to reducing water usage across the state of Utah and is looking at reducing lawn at several church meetinghouses in American Fork.

%



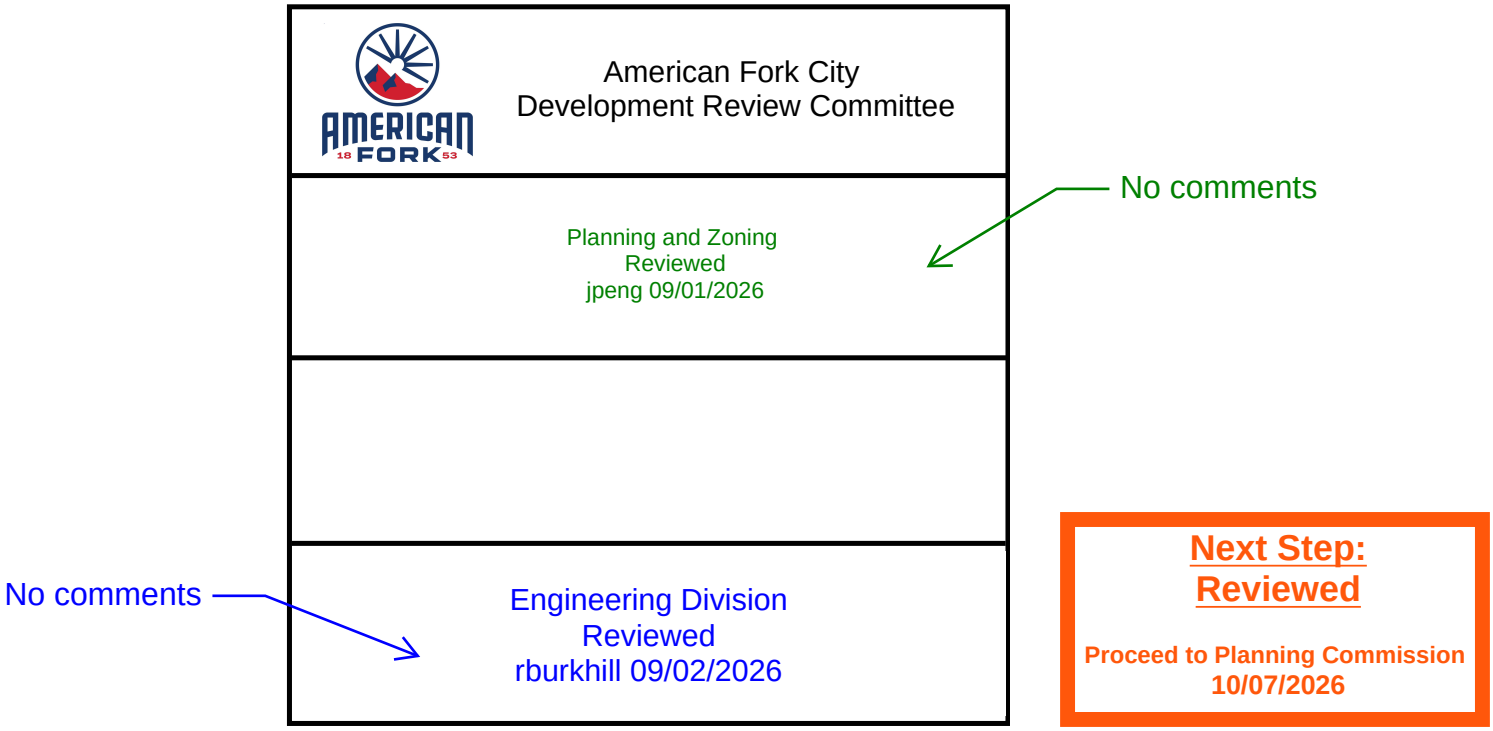
Landscape Architecture • Land Planning • Urban Design
8188 South Highland Drive, Suite D-7 • Sandy, Utah 84093 • Telephone 801.943.6564
E-mail: eric@ealyman.com

E. A. Lyman

American Fork Hillcrest 2, 3, 6
Landscape Improvements
Statement of Complicance
August 17, 2026

Prepared by: Eric Lyman

The Church of Jesus Christ of Latter-Day Saints is committed to reducing water usage across the state of Utah and is looking at reducing lawn at several church meetinghouses in American Fork. To require the Church to reduce their lawn to 20% on Landscape Improvement projects, disincentivizes them to initiate these projects.



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E. A. Lyman

American Fork Hillcrest 2, 3, 6
Landscape Improvements
Ordinance Red Lines
August 19, 2026

Prepared by: Eric Lyman

"Landscaped"

Requested Ordinance Text Amendment:

17.21.020 Landscape Requirements

D. For Institutional (churches, schools, etc.) and multi-family landscapes and common areas, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).

Suggested Amendment:

D. For Institutional (churches, schools, etc.) lawn areas shall not exceed 33% of the Total Landscape Area (as defined in this chapter). For multi-family landscapes and common areas, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).

American Fork City Development Review Committee
Planning and Zoning Reviewed jpeng 09/01/2026
Engineering Division Reviewed rburkhill 09/02/2026

See comment on page

No comments

Next Step:
Reviewed

Proceed to Planning Commission
10/07/2026

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E-mail: eric@ealyman.com

17.21.020 Landscaping Requirements

A. Lawn shall not be less than 8 feet wide at its narrowest point.

B. Lawn shall not be installed in park strips, parking lot islands, or on slopes greater than 25% or 4:1 (4' horizontal to 1' vertical) grade. However, park strips shall conform to all street tree planting requirements including proper irrigation. If existing lawn is being removed from park strips to conform to these requirements, all existing street trees compliant with the municipal code and associated irrigation systems shall remain.

C. For single-family residential landscapes, lawn shall not exceed 35% of the Total Landscaped Area (as defined in this Chapter).

    1. Small residential lots, which the total landscaped area is less than 250 square feet, are exempt from the 8 feet width requirement and the maximum of 35% lawn requirement.
    2. Corner lots that are 8,000 square feet or less are exempt from the maximum of 35% lawn requirement for the side yard area adjacent to the street.

~~D. For institutional (churches, schools, etc.) and multi-family landscapes and common areas, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).~~

D. For multi-family landscapes and common areas, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).

E. For institutional (churches, schools, etc.) landscapes and common areas, lawn shall not exceed 33% of the Total Landscaped Area (as defined in this Chapter).

~~E.~~F. For commercial and industrial landscapes, lawn shall not exceed 20% of the Total Landscaped Area (as defined in this Chapter).

Planning Commission Staff Report
Meeting Date: October 7, 2026

Agenda Topic

Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Administrative Site Plan Approvals, of the American Fork City Municipal Code. Amending Section 17.6.101, the Code Text Amendment plans to amend the Site Plan Approval Process.

Background

The Code Text Amendment fixes clerical errors within the code.

Potential Motions – Code Text Amendment

Approval

I move to recommend approval for the proposed Code Text Amendment, amending Section 17.6.101, titled Administrative Site Plan Review, relating to DRC Site Plan approval for Site Plan amendments and providing an effective date for the ordinance.

Denial

I move to recommend denial for the proposed Code Text Amendment, amending Section 17.6.101, titled Administrative Site Plan Review, relating to DRC Site Plan approval for Site Plan amendments.

Table

I move to table action for the proposed Code Text Amendment, amending Section 17.6.101, titled Administrative Site Plan Review, relating to DRC Site Plan approval and instruct staff/developer to……..

Sec 17.6.101 Administrative Site Plan Review

A. **When Required**. Site plans shall be required for any proposed development, construction upon, revision or addition to or other improvement to a property or site in a nonresidential zone, a nonresidential use in a residential zone, or to obtain a conditional use permit in any zone. Additionally, a site plan shall be required whenever the terms of the American Fork Municipal Code otherwise require. No development, construction, revision, or additions shall take place on the site until the site plan has been approved by the City, final plats if required have been recorded, the necessary bonds have been posted, and the appropriate permits have been obtained. All applicable development, construction, revisions, or additions shall take place in compliance with an approved site plan for that specific property.

   No proposed development, construction, revision or additions, or other improvements to a property or site shall be placed over property lines. Any proposal that does so, shall seek a final plat, or an amended final plat approval prior to a site plan approval.

B. **Submittal**. Site plan applications shall be submitted to the Development Services Department on the forms provided by the City and shall be accompanied by maps and drawings, to scale, showing the following, unless otherwise required by City Engineer or Development Services Director:

   1) ALTA Survey (identify Geodetic Datum used)
   2) Civil Engineering Design Plan Set using NAVD 88 vertical datum and including the following:
      a. Cover sheet, General Notes, Site Plan, Grading and Drainage Plan, Utility Plan showing all existing and proposed wet and dry utilities (including street lights), Plan and Profile sheet for all proposed public utilities, Erosion Control Plan, American Fork Standard Details.
   3) Application Fees
   4) Drainage Report identifying drainage sub-basins
   5) Phasing Plan
   6) Timpanogos Special Service District Form
   7) Title Report (Dated within 60 days of date of application)
   8) Zoning Clearance Letter
   9) The location of all existing and proposed buildings and structures on the site with full dimensions showing the distance between buildings and distances from buildings to adjacent property lines.

10) The location of all parking spaces, driveways, and points of vehicular ingress and egress.
11) A landscaping plan showing the location, types, percentages, and initial sizes of all planting materials to be used together with the location of fences, walls, hedges, and decorative materials.
12) Preliminary elevations of main buildings showing the general appearance and types of external materials to be used and including dimension height.
13) The locations of solid waste receptacles and trash pick-up areas. Include preliminary elevations of solid waste receptacles showing the general appearance, types of external materials to be used, and dimensions.
14) Geotechnical Report (require each phase being planned to have test pits identified within the specific phases that will be brought forward). Geotechnical Report must be dated within 3 years of date of application, or a new Geotechnical Report is required. Geotechnical report shall include percolation rates, identify liquefaction hazards, wetlands, groundwater elevations and information required to confirm the existence or non-existence of sensitive lands as identified in the Sensitive Lands Ordinance. Boring depths up to 70' deep may be required as per the Sensitive Lands Ordinance.
15) A traffic study prepared by an independent, professional traffic engineer if a site plan proposes any of the following: i) seventy-five (75) or more parking stalls; ii) a drive-up window; iii) more than two drive approaches from dedicated streets; iv) a corner lot where one or more of the streets is a collector or arterial street; or as required based on requirements set forth in the Traffic Impact Study requirements
    a. The final approving authority may impose traffic mitigation requirements based on the impacts identified by a traffic study prepared by the applicant, the City or any qualified independent traffic consultant. Nothing in this Section shall preclude the City from performing its own traffic study.
    b. The Development Services Director, after consultation with the Public Works Director, may waive the requirements of a traffic study if a new traffic study would be unnecessarily cumulative or otherwise not add to the information already available to the Development Services Director.

    Upon determination of a complete submittal, the site plan application shall be provided to the Development Review Committee for review.

C. **Determination of Required Documents**.

1. Required Documents. Required submittal documents as outlined in Section 17.6.101.B shall be determined by the Development Services Director and Public Works Director after the mandatory Concept Plan Meeting is held.
    a. Upon determination of a complete submittal~~submittall~~, the application shall be provided to the Development Review Committee for full review and determination of the appropriate approval process as outlined in Subsection D.

D. **Approval**. After full review of the site plan application, the DRC shall take action to (1) administratively approve the site plan application, or (2) move the proposed site plan to the final approval authority, as applicable. DRC shall only administratively approve or move forward a proposed site plan if it complies fully with the American Fork General Plan and the American Fork City Code, City ordinances, resolutions, and policies.
    1. DRC Administrative Approval. A concept plan meeting shall be scheduled through the Development Services Department to determine if proposed modifications to a site qualify for an ~~a~~ amended administrative site plan approval process. The Development Review Committee may exercise administrative approval authority for amendments to existing site plans, or for site or structure alterations to existing buildings and sites that do not have a site plan under the following conditions:
        a. The proposed amendments to the existing site plan are minor in nature and enhance the overall site, as determined by the DRC. Minor amendments include, but are not limited to, the following:
            (1) Increasing the amount of parking;
            (2) Restriping the parking areas;
            (3) Reducing building size;
            (4) Change of use in an existing building;
            (5) Building additions, including new structures, where the proposed additions do not exceed 10% of the original approved site plan's building footprint(s) approved by Planning Commission;
            (6) Relocating on site utility services;
            (7) Installing new utility services;
            (8) Minor modifications to on-site grading;

(9) Altering the exterior site lighting;
(10) Increasing the amount of landscaping;
(11) Modifying existing landscaping to water efficient standards;
(12) Altering or relocating covered parking stalls;
(13) Changing the exterior finishing materials from one acceptable material to another; ~~and~~
(14) Additions to an existing building that do not increase the Gross Floor Area of the building such as awnings, canopies, decks, patios, and architectural features designed solely to enhance the aesthetic appeal of the building provided that the value of the proposed addition does not exceed five percent (5%) of the replacement value of the building;~~.~~
(15) Increase in internal floor area by introducing additional floors lofts, mezzanines, etc. in an existing structure or shell;~~.~~
(16) Cell tower upgrades; or
(17) As determined by the Development Services Director, in consultation with the Public Works Director to be a minor enough amendment as to not constitute a full site plan review.

2. **Planning Commission to Approve**. Except as otherwise specified in this subsection D.1~~C.1~~, the Planning Commission, acting in an administrative capacity, shall be the final approval authority for all proposed site plans forwarded by the Development Review Committee and shall have the power to approve, approve with conditions if granted the authority by City ordinance, or deny a proposed site plan.

E. **Considerations**. The recommending authority and approval authority for the site plan shall consider all of the following items when reviewing a proposed site plan:
1. Whether the proposed site plan complies with the American Fork City General Plan, the American Fork City Code, ordinances, resolutions, and policies.
2. Whether the proposed site plan promotes the health, safety and welfare of the community. In making this determination, the recommending authority and the final approving authority for the site plan, shall consider, among other things, the overall safety of the site, the impact the site will have on traffic

and on surrounding properties, and the adequacy of police, fire, and utility services that can be provided to the site.

F. **Appeals permitted**. Any person aggrieved by a determination of the Development Review Committee or the Planning Commission may request a hearing before the city council who shall have the authority to reverse, affirm or modify any decision of the underlying approval authority. Any such appeal shall be filed within ten days of the decision being appealed.

G. **Issuance of a permit**. A building permit shall not be issued for any building or structure or external alterations thereto until the provisions of this section have been complied with. Any construction not in conformance with an approved site plan shall be considered a violation of this code. Any building permit issued shall ensure that development is undertaken and completed in conformity with the plans as approved.

H. **Expiration of Site Plan Approval.**
    1. An application for site plan approval shall expire if the application has not been approved or scheduled for review and approval by the approving authority within twelve (12) months after the date it was submitted.
    2. A site plan approval issued pursuant to this section shall expire and have no further force or effect if the building, activity, construction, or occupancy authorized by the approval is not commenced within twelve (12) months of the date of the approval. The approval authority that granted the original site plan approval may, at its discretion and upon written request submitted prior to the expiration date, grant an extension of up to six (6) months of the site plan approval.

Sec 17.6.101 Administrative Site Plan Review

A. **When Required**. Site plans shall be required for any proposed development, construction upon, revision or addition to or other improvement to a property or site in a nonresidential zone, a nonresidential use in a residential zone, or to obtain a conditional use permit in any zone. Additionally, a site plan shall be required whenever the terms of the American Fork Municipal Code otherwise require. No development, construction, revision, or additions shall take place on the site until the site plan has been approved by the City, final plats if required have been recorded, the necessary bonds have been posted, and the appropriate permits have been obtained. All applicable development, construction, revisions, or additions shall take place in compliance with an approved site plan for that specific property.

   No proposed development, construction, revision or additions, or other improvements to a property or site shall be placed over property lines. Any proposal that does so, shall seek a final plat, or an amended final plat approval prior to a site plan approval.

B. **Submittal**. Site plan applications shall be submitted to the Development Services Department on the forms provided by the City and shall be accompanied by maps and drawings, to scale, showing the following, unless otherwise required by City Engineer or Development Services Director:

   1) ALTA Survey (identify Geodetic Datum used)
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      a. Cover sheet, General Notes, Site Plan, Grading and Drainage Plan, Utility Plan showing all existing and proposed wet and dry utilities (including street lights), Plan and Profile sheet for all proposed public utilities, Erosion Control Plan, American Fork Standard Details.
   3) Application Fees
   4) Drainage Report identifying drainage sub-basins
   5) Phasing Plan
   6) Timpanogos Special Service District Form
   7) Title Report (Dated within 60 days of date of application)
   8) Zoning Clearance Letter
   9) The location of all existing and proposed buildings and structures on the site with full dimensions showing the distance between buildings and distances from buildings to adjacent property lines.

10) The location of all parking spaces, driveways, and points of vehicular ingress and egress.
11) A landscaping plan showing the location, types, percentages, and initial sizes of all planting materials to be used together with the location of fences, walls, hedges, and decorative materials.
12) Preliminary elevations of main buildings showing the general appearance and types of external materials to be used and including dimension height.
13) The locations of solid waste receptacles and trash pick-up areas. Include preliminary elevations of solid waste receptacles showing the general appearance, types of external materials to be used, and dimensions.
14) Geotechnical Report (require each phase being planned to have test pits identified within the specific phases that will be brought forward). Geotechnical Report must be dated within 3 years of date of application, or a new Geotechnical Report is required. Geotechnical report shall include percolation rates, identify liquefaction hazards, wetlands, groundwater elevations and information required to confirm the existence or non-existence of sensitive lands as identified in the Sensitive Lands Ordinance. Boring depths up to 70' deep may be required as per the Sensitive Lands Ordinance.
15) A traffic study prepared by an independent, professional traffic engineer if a site plan proposes any of the following: i) seventy-five (75) or more parking stalls; ii) a drive-up window; iii) more than two drive approaches from dedicated streets; iv) a corner lot where one or more of the streets is a collector or arterial street; or as required based on requirements set forth in the Traffic Impact Study requirements
    a. The final approving authority may impose traffic mitigation requirements based on the impacts identified by a traffic study prepared by the applicant, the City or any qualified independent traffic consultant. Nothing in this Section shall preclude the City from performing its own traffic study.
    b. The Development Services Director, after consultation with the Public Works Director, may waive the requirements of a traffic study if a new traffic study would be unnecessarily cumulative or otherwise not add to the information already available to the Development Services Director.

    Upon determination of a complete submittal, the site plan application shall be provided to the Development Review Committee for review.

C. **Determination of Required Documents**.

1. Required Documents. Required submittal documents as outlined in Section 17.6.101.B shall be determined by the Development Services Director and Public Works Director after the mandatory Concept Plan Meeting is held.
    a. Upon determination of a complete submittal, the application shall be provided to the Development Review Committee for full review and determination of the appropriate approval process as outlined in Subsection D.

D. **Approval**. After full review of the site plan application, the DRC shall take action to (1) administratively approve the site plan application, or (2) move the proposed site plan to the final approval authority, as applicable. DRC shall only administratively approve or move forward a proposed site plan if it complies fully with the American Fork General Plan and the American Fork City Code, City ordinances, resolutions, and policies.
    1. DRC Administrative Approval. A concept plan meeting shall be scheduled through the Development Services Department to determine if proposed modifications to a site qualify for an amended administrative site plan approval process. The Development Review Committee may exercise administrative approval authority for amendments to existing site plans, or for site or structure alterations to existing buildings and sites that do not have a site plan under the following conditions:
        a. The proposed amendments to the existing site plan are minor in nature and enhance the overall site, as determined by the DRC. Minor amendments include, but are not limited to, the following:
            (1) Increasing the amount of parking;
            (2) Restriping the parking areas;
            (3) Reducing building size;
            (4) Change of use in an existing building;
            (5) Building additions, including new structures, where the proposed additions do not exceed 10% of the original approved site plan's building footprint(s) approved by Planning Commission;
            (6) Relocating on site utility services;
            (7) Installing new utility services;
            (8) Minor modifications to on-site grading;

(9) Altering the exterior site lighting;
(10) Increasing the amount of landscaping;
(11) Modifying existing landscaping to water efficient standards;
(12) Altering or relocating covered parking stalls;
(13) Changing the exterior finishing materials from one acceptable material to another;
(14) Additions to an existing building that do not increase the Gross Floor Area of the building such as awnings, canopies, decks, patios, and architectural features designed solely to enhance the aesthetic appeal of the building provided that the value of the proposed addition does not exceed five percent (5%) of the replacement value of the building;
(15) Increase in internal floor area by introducing additional floors lofts, mezzanines, etc. in an existing structure or shell;
(16) Cell tower upgrades; or
(17) As determined by the Development Services Director, in consultation with the Public Works Director to be a minor enough amendment as to not constitute a full site plan review.

2. **Planning Commission to Approve**. Except as otherwise specified in this subsection D.1, the Planning Commission, acting in an administrative capacity, shall be the final approval authority for all proposed site plans forwarded by the Development Review Committee and shall have the power to approve, approve with conditions if granted the authority by City ordinance, or deny a proposed site plan.

E. **Considerations**. The recommending authority and approval authority for the site plan shall consider all of the following items when reviewing a proposed site plan:
    1. Whether the proposed site plan complies with the American Fork City General Plan, the American Fork City Code, ordinances, resolutions, and policies.
    2. Whether the proposed site plan promotes the health, safety and welfare of the community. In making this determination, the recommending authority and the final approving authority for the site plan, shall consider, among other things, the overall safety of the site, the impact the site will have on traffic

and on surrounding properties, and the adequacy of police, fire, and utility services that can be provided to the site.

F. **Appeals permitted**. Any person aggrieved by a determination of the Development Review Committee or the Planning Commission may request a hearing before the city council who shall have the authority to reverse, affirm or modify any decision of the underlying approval authority. Any such appeal shall be filed within ten days of the decision being appealed.

G. **Issuance of a permit**. A building permit shall not be issued for any building or structure or external alterations thereto until the provisions of this section have been complied with. Any construction not in conformance with an approved site plan shall be considered a violation of this code. Any building permit issued shall ensure that development is undertaken and completed in conformity with the plans as approved.

H. **Expiration of Site Plan Approval.**
    1. An application for site plan approval shall expire if the application has not been approved or scheduled for review and approval by the approving authority within twelve (12) months after the date it was submitted.
    2. A site plan approval issued pursuant to this section shall expire and have no further force or effect if the building, activity, construction, or occupancy authorized by the approval is not commenced within twelve (12) months of the date of the approval. The approval authority that granted the original site plan approval may, at its discretion and upon written request submitted prior to the expiration date, grant an extension of up to six (6) months of the site plan approval.

Proposed Development Code
Text Amendment

Address: 34 N 600 West #4, American Fork, Utah – Main Street Plaza
Date: August 17th, 2026

American Fork City Development Review Committee

Planning and Zoning Reviewed copperman 08/27/2026

See comment on page 2.

No comments

Engineering Division Reviewed rburkhill 08/26/2026

Next Step:
Reviewed
Proceed to the Planning Commission Meeting on 09/16/2026

Contact Information

Landowner:
Waki Land Company LLC
2733 Parleys WY #300
Salt Lake City, Utah 84109-1661

Amendment Preparation/Authorized Representative:
Bloom Studio
989 Compass Drive
Erie, Colorado 80516
Contact Heather Richards
Email heather@bloomstudiollc.com
Phone 303.505.7647

Statement of Compliance with the American Fork City General Plan, including goals, policies, and land use and how the proposed Code Text Amendment will contribute to the achievement of the goals and policies of the general plan

This proposed text amendment is consistent with the goals, objectives, and policies of the general Permitted Uses in this SC-1 Zone:

Section 14.4.405 Intent. **The intent** in establishing the **SC-1 planned shopping center zone** is to **provide a way whereby residents in the surrounding areas can obtain daily household goods and services with maximum convenience and safety**. **The zone should be located adjacent to the residential uses**. The zone shall be characterized by a harmonious grouping of retail and service stores and shops which are architecturally designed as an integrated unit. Lighting shall be of a relatively low intensity and should be shielded to protect surrounding residential areas. Developers and owners of the stores and shops within the center should bear in mind that the privileges of providing the goods and services carries with it a corresponding responsibility to develop and maintain the facilities in harmony with the aesthetic qualities of the surrounding area.

This is a commercially zoned planning area and this community center features multiple shops and services that support the surrounding community by providing household services and products in close proximity. A Veterinary Clinic (small household pets) is a business integrative and supportive of the local community. Without a Veterinary Clinic in the vicinity, currently our potential patients must be driven many miles to obtain primary and urgent care services for pets. Veterinary Clinics are a partner with the local community in every regard, no different than Target, T-Mobile, Elase Laser/Body/Skin, Baskin Robbins, Sport Clips, Venus Nails and Spa, or other existing Main Street Plaza SC-1 businesses that support the surrounding community. Many view pets as part of their family and prefer to have a vet nearby in case of an unexpected health issue, for both routine and emergency care. As such, residents in the vicinity of these places will experience greater peace of mind due to this amendment. Additionally, it should be noted that modern animal hospitals and clinics provide care within a contained setting (indoor), where the level of noise is minimized.

The following criteria shall be considered by the Director for approval of an administrative amendment:

- The proposed Text Amendment is consistent with the development standards, commitments, and overall intent of the planned development.
  The amendment is consistent with the standards, commitments, and intent of the development by requesting an already established use in planning areas that are zoned SC-1 (three veterinary clinics already exist in this SC-1 zone).
- The proposed Text Amendment is consistent with the efficient development and preservation of the entire planned SC-1 zone.
  The amendment enhances the variety of community uses in the SC-1 zone by offering the community veterinary services. The use of Veterinary Clinic would warrant a building or other structures where animals are given medical and surgical treatment, on an outpatient basis..
- The proposed Text Amendment will not adversely affect the enjoyment of the adjacent land or the public interest
  A Veterinary Clinic (small household pets) would not permit the use of outdoor boarding facilities, which would moderate the effects to the adjacent areas. It would also not permit kenneling, which reduces noise pollution to the surrounding residential areas. The general public would have use of these facilities, adding economic benefits and veterinary specialization as well as local convenience
- The proposed Text Amendment does not confer a special benefit upon an individual.
  This amendment will help all the surrounding communities by providing more options for veterinary services.

Code Text Amendments are not adminstratively approved; they are legislative decisions. The City Council determines if a Veterinary Clinic shall be a permitted use after the recommendation of the Planning Commission. The Director cannot approve of a Code Text Amendment.

Sincerely,

Heather Richards, AIA
Bloom Studio

989 compass drive, erie, co 80516
phone 303.505.7647

Proposed Development Code
Text Amendment

Address: 34 N 600 West #4, American Fork, Utah – Main Street Plaza
Date: August 17th, 2026

No comments

No comments

American Fork City Development Review Committee

Planning and Zoning Reviewed copperman 08/27/2026

Engineering Division Reviewed rburkhill 08/26/2026

Next Step:
Reviewed
Proceed to the Planning Commission Meeting on 09/16/2026

Contact Information

Landowner:
Waki Land Company LLC
2733 Parleys WY #300
Salt Lake City, Utah 84109-1661

Amendment Preparation/Authorized Representative:
Bloom Studio
989 Compass Drive
Erie, Colorado 80516
Contact Heather Richards
Email heather@bloomstudiollc.com
Phone 303.505.7647

What changed or changing conditions make the proposed amendment reasonably necessary to promote the purposes of the American Fork City Development Code?

Changing market and community conditions support the need for community veterinary clinics serving household pets that provide outpatient examination, diagnostic, treatment, and minor procedural services *without* overnight boarding, kennel operations, outdoor animal runs, breeding, training, or other intensive animal-care activities.

The existing regulations group Veterinarian Services groups Veterinary Clinics with animal hospitals, kennels, animal boarding, breeding, training, and grooming uses. That grouping does not adequately distinguish a modern, daytime, appointment-based household-pet veterinary clinic from higher-intensity animal-care operations that may involve overnight animal occupancy, outdoor activity, extended hours, greater noise potential, and different parking or neighborhood-compatibility considerations.

The proposed amendment is reasonably necessary to promote the purposes of the American Fork City Development Code because it would allow a use (Veterinary Clinic) that fits well within the SC-1 zone. It allows the City to accommodate an increasingly common professional and personal service needed by residents while retaining appropriate standards for the uses that create greater operational impacts.

A Veterinary Clinic limited to household pets and without outdoor boarding nor overnight kenneling is comparable in land-use character to other appointment-based professional or medical-office uses that are approved already in this zone district: visits occur during regular business hours, animals remain indoors while receiving care, and the use does not include the continuing activity associated with boarding or kennel facilities. Clear operational limitations—including no overnight boarding, no outdoor runs, and compliance with applicable parking, building, noise, waste-disposal, and site-development requirements—ensure that the use protects public health, safety, welfare, and adjacent property owners.

The amendment would therefore advance orderly commercial development, improve consistency in administration of the Development Code, provide clear expectations for applicants and neighbors, and enable the zone to support low-impact veterinary clinics while excluding animal hospitals and boarding/kennel uses that may warrant more intensive review or additional conditions.

Proposed Development Code
Text Amendment

Address: 34 N 600 West #4, American Fork, Utah – Main Street Plaza
Date: August 17th, 2026

No comments

Address comments

American Fork City Development Review Committee

Planning and Zoning Reviewed
copperman 08/27/2026

Engineering Division Reviewed
rburkhill 08/26/2026

Contact Information

Landowner:
Waki Land Company LLC
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Contact Heather Richards
Email heather@bloomstudiollc.com
Phone 303.505.7647

Next Step:
Reviewed
Proceed to the Planning Commission Meeting on 09/16/2026

Redline of the Code Text Amendment see highlighted section**:**

A

~~Sec 17.4.405~~ SC-1 Planned Shopping Center Zone

1. Intent. The intent in establishing the SC-1 planned shopping center zone is to provide a way whereby residents in the surrounding areas can obtain daily household goods and services with maximum convenience and safety. The zone should be located adjacent to the residential uses. The zone shall be characterized by a harmonious grouping of retail and service stores and shops which are architecturally designed as an integrated unit. Lighting shall be of a relatively low intensity and should be shielded to protect surrounding residential areas. Developers and owners of the stores and shops within the center should bear in mind that the privileges of providing the goods and services carries with it a corresponding responsibility to develop and maintain the facilities in harmony with the aesthetic qualities of the surrounding area.

B

2. Permitted uses. Uses within this zone shall be limited to uses permitted in shopping center developments which are constructed and maintained in accordance with the applicable provisions of Section 17.7.602 of this code and to temporary uses subject to the provisions of Section 17.5.122.

C

3. Special provisions. Special provisions shall apply in this zone in order to protect its essential characteristics.
    1. The space required around buildings and structures shall be kept free from refuse and debris.
    2. All buildings used for human occupancy shall be furnished with a public water supply and shall be constructed in accordance with the adopted building, plumbing, electrical, fire prevention and similar codes.
    3. All buildings and uses within this zone shall comply with all applicable supplementary development standards as set forth in this code.

A

<u>Sec 17.7.602 Planned Shopping Center Projects</u>

1. Intent. The intent of this section is to:
    1. Promote the convenience of residents living beyond walking distance from the Central Business District in obtaining a variety of goods and services.
    2. Establish guidelines dealing specifically with the design, construction, and operation of shopping centers.

B

2. Permitted uses. Uses within the zone shall be limited to:

1

Retail and service outlets including customary food stores, supermarkets, drug and variety stores, cosmetic, clothing, fabric and shoe stores, stationary and office supply stores, confectionery and ice cream stores, hardware, garden and home supply stores, clinics, medical and dental and other professional offices **including Veterinary Clinic (small animal care only, no outside runs, no overnight boarding)** barber, beauty and hair style shops, banks and loaning agencies, radio, television and electronic equipment sales and service establishments, service stations, laundry pickup and similar retail and service establishments.

2

1. Driveways, off-street parking facilities, walks, utility systems, landscaped areas.

3

2. Signs and advertizing structures which conform with either:
    1. The provisions of Section 17.5.128 of the development code relating to signs; or
    2. The terms of an overall signage plan, where such plan is included as an element of an approved project plan.

4

3. Reserved.

5

4. Low power radio service antenna facilities, subject to the provisions of Section 17.6.112 of this code.

6

5. Specialty schools, subject to the approval of a site plan in accordance with the provisions of Section 17.6.101.

7

6. Residential dwelling units, when included as an integral part of the design of the project. Where a project includes a residential use, the residential component shall not exceed thirty percent of the total floor area of buildings within the project area and three and one-half dwelling units per acre of land within the project area. Any project that includes residential uses shall adhere to the city's "off-street parking standards". For multi-family residential units, not less than one of the required parking spaces, per unit, shall be covered and designated for the exclusive use of that specific unit.

8

7. Check cashing and similar businesses subject to the provisions of Section 17.6.114 of this code and Chapter 5.30 of the city code.

Sec 17.7.602 Planned Shopping Center Projects

A. Intent. The intent of this section is to:
    1. Promote the convenience of residents living beyond walking distance from the Central Business District in obtaining a variety of goods and services.
    2. Establish guidelines dealing specifically with the design, construction, and operation of shopping centers.

B. Permitted uses. Uses within the zone shall be limited to:
    1. Retail and service outlets including customary food stores, supermarkets, drug and variety stores, cosmetic, clothing, fabric and shoe stores, stationary and office supply stores, confectionery and ice cream stores, hardware, garden and home supply stores, clinics, medical and dental and other professional offices, barber, beauty and hair style shops, banks and loaning agencies, radio, television and electronic equipment sales and service establishments, service stations, laundry pickup and similar retail and service establishments.
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~~8.~~9. Veterinary clinic, small-animal (no commercial animal boarding, or kenneling, outdoor animal runs or holding areas, nor the treatment or boarding of livestock or other large animals).

C. Area and density and parking.

1. Minimum area. Each planned shopping center shall contain a project area of not less than six acres of land. At least ten percent of the project area shall be landscaped, part of which shall include a landscaped strip of land at least ten feet wide around the outside perimeter of the site except for driveways.
2. Off-street parking. Each planned shopping center shall include sufficient off-street parking to meet the anticipated demand for all uses within the project area, but not less than five spaces per one thousand square feet of building floor space used for commercial and office uses and two spaces per dwelling unit. Where the project plan proposes that off-street parking is to be provided as a common project amenity (not for the exclusive use of a specific tenant or lot owner), the city may approve shared parking arrangements.

D. Approval procedure. The procedure leading to approval shall be the same as set forth in Section 17.7.200 of this code.

E. Required improvements. Same as for planned unit developments except that a common storage area shall not be required. However, the location and outside dimensions of buildings and the general nature of the commodities to be sold therein or the services to be rendered therein, shall be shown on the final plans.

F. Required documents.

1. Where the development is to be retained in one ownership, required documents shall include:
    a. Covenants, conditions, restrictions and management policies.
    b. Management agreement.
2. Where the development has two or more owners or where an existing development is being divided into two or more ownerships, required documents shall include:
    a. Articles of incorporation for property owners' association.
    b. Corporation by-laws.
    c. Covenants, conditions, restrictions and management policies.

d. Management agreement.

G. Special provisions. In view of the fact that shopping centers will be surrounded by residential uses, it shall be incumbent upon developers, lessors, and operators to construct amenities within the area covered by the development commensurate with the general conditions of the surrounding area.

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Proposed Development Code
Text Amendment

Address: 34 N 600 West #4, American Fork, Utah – Main Street Plaza
Date: August 17th, 2026

No comments

American Fork City
Development Review
Committee

Planning and Zoning
Reviewed
copperman 08/27/2026

Engineering Division
Reviewed
rburkhill 08/26/2026

Next Step:
Reviewed
Proceed to the Planning Commission Meeting on 09/16/2026

Contact Information

Landowner:
Waki Land Company LLC
2733 Parleys WY #300
Salt Lake City, Utah 84109-1661

Amendment Preparation/Authorized Representative:
Bloom Studio
989 Compass Drive
Erie, Colorado 80516
Contact Heather Richards
Email heather@bloomstudiollc.com
Phone 303.505.7647

Reason/Description for project:

We propose an amendment to the Text of the SC-1 Planned Shopping Center Zone Permitted Uses that would allow **Veterinary Clinics (household pets, no overnight boarding, no overnight kenneling)** to be added as a permitted use in this zone district.

Planning Commission Staff Report
Meeting Date: October 7, 2026

Agenda Topic

Public hearing, review, and recommendation on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.).

Background

The applicant has applied for a Code Text Amendment to amend Section 17.21.020(D) of the American Fork City Municipal Code. The proposed amendment looks to change the current maximum lawn area requirement of 20 percent to 33 percent for institutional uses (churches, schools, etc.) The applicant has noted that leaders of local church units have determined that the 20 percent does not provide sufficient space for social gatherings and sports activities that occur on lawn areas.

Items to consider:

1. What changed or changing condition supports the amendment under AFMC 17.11.200
2. Why 33% is the appropriate number
3. Existing versus proposed turf percentages for the affected meetinghouses and anticipated water savings
4. Why the amendment should apply broadly to all institutional uses.

Potential Motions – Code Text Amendment

Approval

I move to recommend approval for the proposed Code Text Amendment, amending Section 17.21.020(D), titled Landscaping Requirements, relating to increasing the maximum lawn area within the total landscaped area from 20 percent to 33 percent for institutional uses (churches, schools, etc.) and providing an effective date for the ordinance.

Denial

I move to recommend denial for the proposed Code Text Amendment, amending Section 17.21.020(D), titled Landscaping Requirements, relating to increasing the maximum lawn area

within the total landscaped area from 20 percent to 33 percent for institutional uses (churches, schools, etc.).

Table

I move to table action for the proposed Code Text Amendment, amending Section 17.21.020(D), titled Landscaping Requirements, relating to increasing the maximum lawn area within the total landscaped area from 20 percent to 33 percent for institutional uses (churches, schools, etc.) and instruct staff/developer to……..