Planning Commission

Tuesday, October 27, 2026 at 7:00 PM
Council Chambers at City Hall Building and Online
110 S. Center Street, Santaquin, UT 84655

Meetings Held in Person & Online

The public is invited to participate as outlined below:

- **In Person** – The meeting will be held in the Council Chambers on the Main Floor in the City Hall Building.
- **YouTube Live** – Some public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at Santaquin City YouTube Channel Link or by searching for Santaquin City Channel on YouTube.

ADA Notice

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office 10 or more hours in advance and we will, within reason, provide what assistance may be required.

AGENDA

Welcome

Invocation / Inspirational Thought

Pledge of Allegiance

Order of Agenda Items

Public Forum

Discussion & Possible Action

1. **Heritage Circle Infill Reduction**
   The Planning Commission will consider an infill reduction that could reduce lot area and frontage requirements for no more than three lots.

2. **Meeting Minutes Approval**
   October 13, 2026

Staff Reports

Adjournment

Certificate of Mailing/Posting

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies

that a copy of the foregoing Notice and Agenda may be found at the City of Santaquin, UT Website, in three physical locations (Santaquin City Hall, Zions Bank, Santaquin Post Office), and on the State of Utah's Public Notice Website. A copy of the notice may also be requested by calling (801)754-1904.

By: 

_____

Stephanie Christensen, City Recorder

MEMORANDUM

To: Planning Commission

From: Aspen Elmer, Planner Date: October 23, 2026

RE: **Heritage Circle Subdivision Infill Reduction Request**

Zone: R-8
Size: 1.86 Acres
Lots: 6

The Heritage Circle Subdivision is at the corner of 100 North and 100 West. The proposed subdivision is in the R-8 zone, with six lots on 1.86 acres.

The applicant (Kirk Greenhalgh) is requesting to use the infill reduction standards in Santaquin City Code (SCC) 10.32. The infill reduction standard allows a 20% frontage and lot size reduction on no more than three lots within a development. The applicant requests a frontage reduction of 70' for lots 2 and 5 within the cul-de-sac. The other four lots meet the frontage requirement of 80' or more.

The table below lists the standard lot requirements in the R-8 Zone, the minimum requirements for an infill reduction request, and the applicant's request.

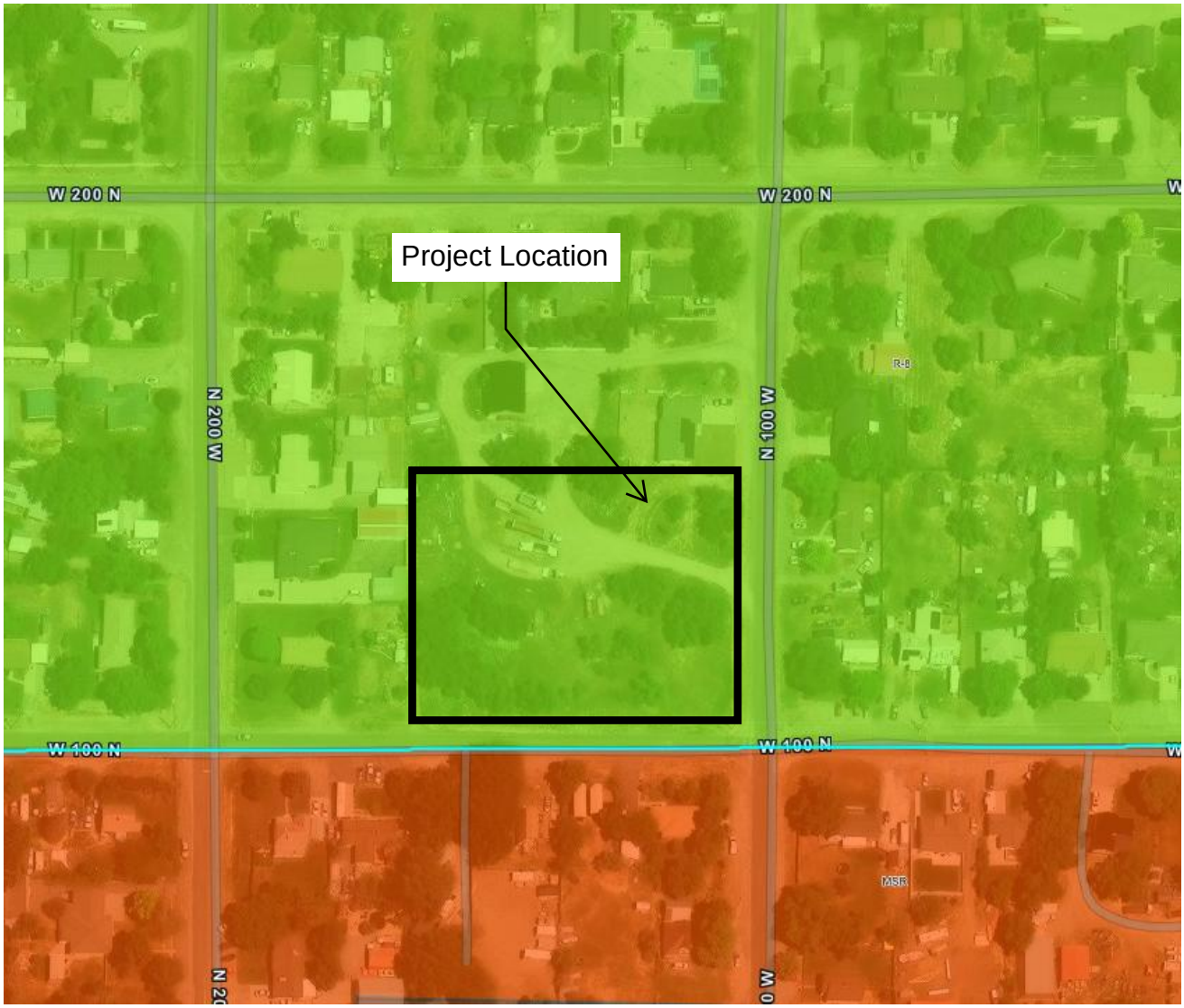
Lot Location	R-8 Requirements	Infill Reduction	Applicant's Proposal
Lot 1	Frontage – One frontage must be 80' Size – 8,000 Sq. ft.		Frontage – 80.2'. Size – 9,590 Sq. ft.
Lot 2	Frontage – 80' Size – 8,000 Sq. ft.	Frontage – 64' Size – 6,400 Sq. ft.	Frontage – 70.66' Size – 9,426 Sq. ft.
Lot 3	Frontage – One frontage must be 80' Size – 8,000 Sq. ft.		Frontage – 83.02'. Size – 13,135 Sq. ft.
Lot 4	Frontage – 80' Size – 8,000 Sq. ft.		Frontage – 84.29'. Size – 13,107 Sq. ft.
Lot 5	Frontage – One frontage must be 80' Size – 8,000 Sq. ft.	Frontage – 64' Size – 6,400 Sq. ft.	Frontage – 70.83' Size – 11,135 Sq. ft.
Lot 6	Frontage – 80' Size – 8,000 Sq. ft.		Frontage – 80'. Size – 10,563 Sq. ft.

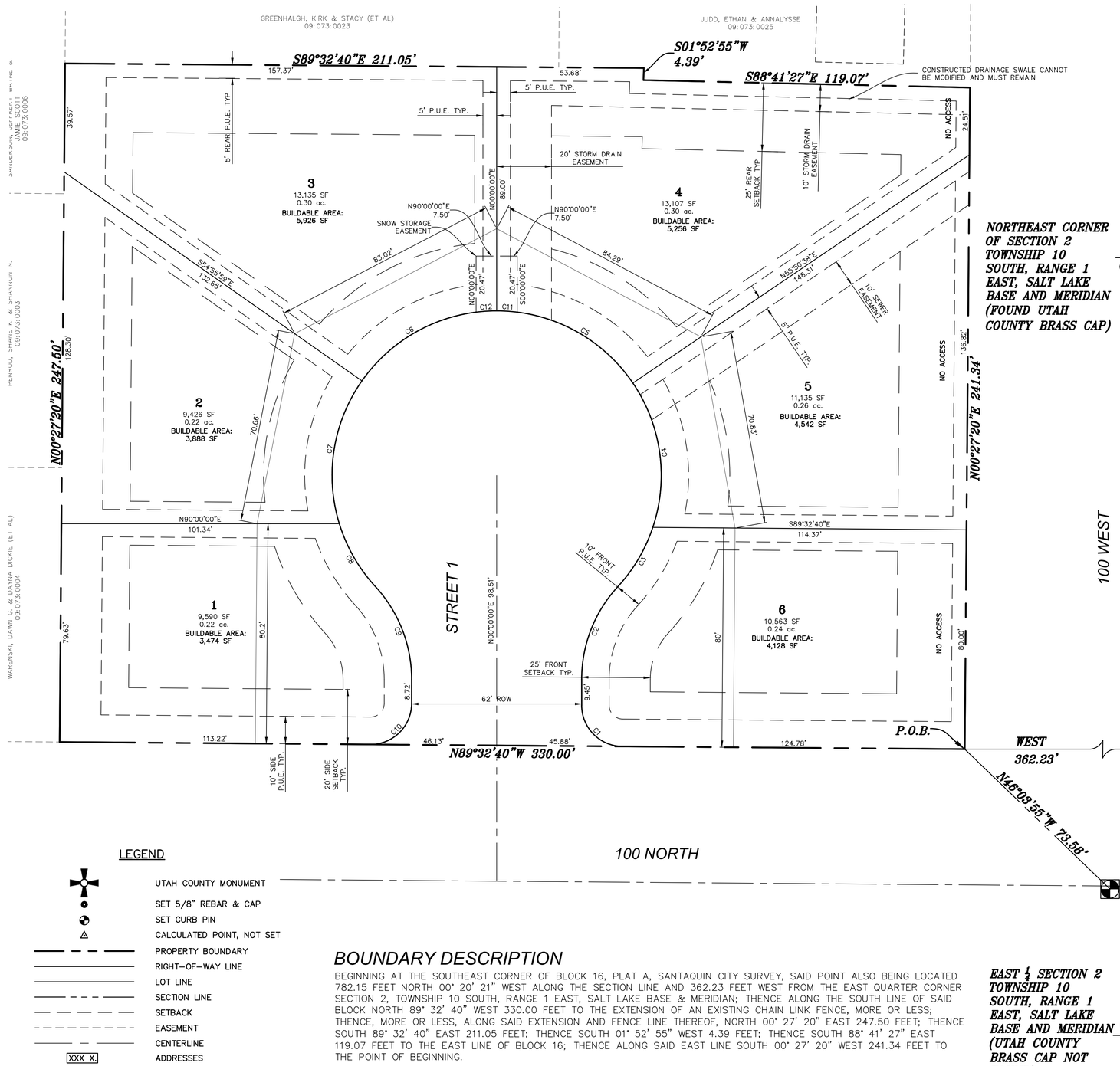
The Planning Commission has the discretion to approve or deny the request. The approval of the infill reduction is required for the subdivision to move forward.

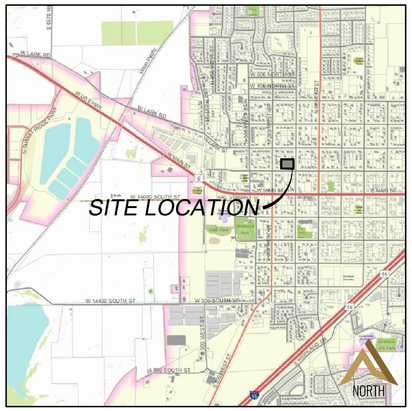
Motion: Motion to (approve/deny) the Heritage Circle Subdivision infill reduction request, (reducing the frontage requirement for lot two to 70.66' and lot five to 70.83').

Attachments:

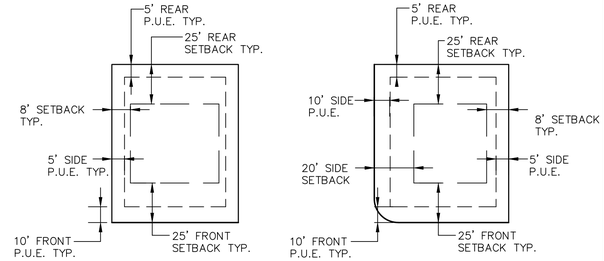
1. Zoning and Location Map
2. Preliminary Subdivision Plan


W 200 N
W 200 N
Project Location
N 200 W
N 100 W
W 100 N
W 100 N





VICINITY MAP
–NTS–



DETAIL - TYPICAL BUILDING SETBACK AND EASEMENT
–NTS–
LOTS 1–6

CURVE TABLE

CURVE	LENGTH	RADIUS	CHORD DIST.	CHORD BRG.	DELTA
C1	23.44'	15.00'	21.13'	S44°46'20"E	89°32'40"
C2	37.03'	49.28'	36.16'	S21°12'00"W	43°02'54"
C3	25.45'	60.01'	25.26'	N30°34'15"E	24°18'14"
C4	55.06'	60.00'	53.14'	N7°52'08"W	52°34'27"
C5	50.96'	60.00'	49.44'	N58°29'15"W	48°39'48"
C6	50.01'	60.00'	48.57'	S58°56'35"W	47°45'09"
C7	54.60'	60.00'	52.73'	S8°59'58"W	52°08'04"
C8	26.71'	60.00'	26.49'	S29°49'21"E	25°30'35"
C9	37.16'	50.00'	36.31'	N21°17'20"W	42°34'38"
C10	23.68'	15.00'	21.30'	N45°13'40"E	90°27'20"
C11	7.52'	60.00'	7.51'	N86°24'35"W	7°10'51"
C12	7.52'	60.00'	7.51'	S86°24'35"W	7°10'51"

LEGEND

- UTAH COUNTY MONUMENT
- SET 5/8" REBAR & CAP
- SET CURB PIN
- CALCULATED POINT, NOT SET
- PROPERTY BOUNDARY
- RIGHT–OF–WAY LINE
- LOT LINE
- SECTION LINE
- SETBACK
- EASEMENT
- CENTERLINE
- [XXX X] ADDRESSES
- 1 PROPOSED LOT NUMBERS

BOUNDARY DESCRIPTION

BEGINNING AT THE SOUTHEAST CORNER OF BLOCK 16, PLAT A, SANTAQUIN CITY SURVEY, SAID POINT ALSO BEING LOCATED 782.15 FEET NORTH 00° 20' 21" WEST ALONG THE SECTION LINE AND 362.23 FEET WEST FROM THE EAST QUARTER CORNER SECTION 2, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE & MERIDIAN; THENCE ALONG THE SOUTH LINE OF SAID BLOCK NORTH 89° 32' 40" WEST 330.00 FEET TO THE EXTENSION OF AN EXISTING CHAIN LINK FENCE, MORE OR LESS; THENCE, MORE OR LESS, ALONG SAID EXTENSION AND FENCE LINE THEREOF, NORTH 00° 27' 20" EAST 247.50 FEET; THENCE SOUTH 89° 32' 40" EAST 211.05 FEET; THENCE SOUTH 01° 52' 55" WEST 4.39 FEET; THENCE SOUTH 88° 41' 27" EAST 119.07 FEET TO THE EAST LINE OF BLOCK 16; THENCE ALONG SAID EAST LINE SOUTH 00° 27' 20" WEST 241.34 FEET TO THE POINT OF BEGINNING.

AREA= 81,047 SQ. FEET, OR 1.86 ACRES, MORE OR LESS

DATA TABLE
TOTAL ACREAGE=1.86
ACREAGE IN ROW=0.32
ACREAGE OF LOTS=1.54
OF LOTS =6
LOTS/ACRE =3.22
ZONING=R–8

OWNER/DEVELOPER
KIRK GREENHALGH
GREENHALGH CONSTRUCTION
(801) 404–3000
135 W 200 N, SANTAQUIN, UT 84665
kirk@greenhalghconstruction.com

NOTE:
1. LOTS 4, 5, AND 6 NOT ALLOWED TO FRONT OR ACCESS ALONG 100 WEST.
2. CONSTRUCTED DRAINAGE SWALE ON LOT 4 CANNOT BE MODIFIED AND MUST REMAIN.

NORTH
2 10 40
0 5 20 60
(24"x36")
SCALE 1" = 20'
(11"x17")
SCALE 1" = 40'

NO.	REVISIONS	BY	DATE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

SHEET NO. 2

OVERALL LAYOUT

SANTAQUIN, UTAH

HERITAGE CIRCLE
ATLAS ENGINEERING
CIVIL · STRUCTURAL · SURVEY
PHONE:801-655-0566
946 E. 800 N. SUITE A
SPANISH FORK, UT 84660

C:\USERS\ADEL\PIVOTDRIVE - ATLAS ENGINEERING\1.0 OPERATIONS\1.1 - CIVIL\2023\23-013 SANTAQUIN - GREENHALGH\CADD\FINAL\02-OVERALL LAYOUT.DWG

Planning Commission Members in Attendance: Commissioners Jesse Christopher, Drew Hoffman, BreAnna Nixon, Jayson Johnson and Tyrell Russell.

Excused: Commissioners Trevor Wood, Mike Weight, LaDawn Moak

Others in Attendance: City Council Member Jeff Siddoway, Community Development Director Morgan Brim, Deputy City Recorder Gwen Butters and other members of the public.

Due to the absence of Chairman Wood and Vice-Chairman Weight, a motion was made by Nixon to elect Hoffman as temporary chair for this meeting. Christopher seconded the motion.

Commissioner Jesse Christopher	Yes
Commissioner Mike Weight	Absent
Commissioner Drew Hoffman	Yes
Commissioner Trevor Wood	Absent
Commissioner BreAnna Nixon	Yes
Commissioner LaDawn Moak	Absent
Commissioner Jayson Johnson	Yes
Commissioner Tyrell Russell	Yes

The motion passed.

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

INVOCATION/INSPIRATIONAL THOUGHT
Nixon offered a quote by Mother Teresa, “Opportunity is everywhere, but it often comes disguised as hard work.”

PLEDGE OF ALLEGIANCE
Christopher led the Pledge of Allegiance.

ORDER OF AGENDA ITEMS
PUBLIC FORUM
Temporary Chairman Hoffman opened the Public Forum at 7:05 p.m.

No members of the public wished to address the Planning Commission in the Public Forum.

Temporary Chairman Hoffman closed the Public Forum at 7:05 p.m.

DISCUSSION & POSSIBLE ACTION ITEMS
1. PUBLIC HEARING: Modifications to Nonconforming Sign Provisions

Brim presented a proposed code amendment to the nonconforming sign ordinance, initiated by Maverik in connection with its redevelopment of the former Chevron gas station on Summit Ridge Parkway.

The proposed amendment would allow modifications or relocation of legally established nonconforming signs through a special exception process, provided the changes result in a measurable reduction in

nonconformity. Applications would be reviewed by the Development Review Committee (DRC), with consideration given to potential impacts on neighboring properties and businesses.

Brim explained that the amendment would provide flexibility for existing businesses and redevelopment projects while encouraging greater compliance with current sign regulations. The amendment would apply citywide and was not an approval of Maverik's proposed sign.

Temporary Chairman Hoffman opened the Public Hearing at 7:11 p.m.

No members of the public wished to address the Planning Commission in the Public Hearing.

Temporary Chairman Hoffman closed the Public Hearing at 7:11 p.m.

Commissioners expressed support for the proposed amendment, particularly the special exception process, DRC oversight, and consideration of neighboring businesses. Brim confirmed that similar provisions have been used in other municipalities and that the proposed language had been reviewed by legal counsel and City administration.

Dave Johnson, civil engineer for the Maverik project, explained that the existing sign conflicts with the proposed driveway improvements. The replacement sign would be relocated and reduced in size. Brim clarified that, if the ordinance amendment is approved by the City Council, Maverik would need to submit a separate special exception application for DRC review.

Sarah Kovac, Maverik's Director of Architecture and Engineering, expressed appreciation for City staff's collaboration throughout the project.

No further comments from the Planning Commission were received.

Christopher made a motion to recommend City Council approval of the proposed amendment to Section 10-44-050 regarding nonconforming signs. Russell seconded the motion.

Commissioner Jesse Christopher	Yes
Commissioner Mike Weight	Absent
Commissioner Drew Hoffman	Yes
Commissioner Trevor Wood	Absent
Commissioner BreAnna Nixon	Yes
Commissioner LaDawn Moak	Absent
Commissioner Jayson Johnson	Yes
Commissioner Tyrell Russell	Yes

The motion passed.

Meeting Minutes Approval – September 8, 2026

Nixon made a motion to approve the September 8, 2026 Planning Commission Meeting Minutes. Christopher seconded the motion.

Commissioner Jesse Christopher	Yes

Commissioner Mike Weight	Absent
Commissioner Drew Hoffman	Yes
Commissioner Trevor Wood	Absent
Commissioner BreAnna Nixon	Yes
Commissioner LaDawn Moak	Absent
Commissioner Jayson Johnson	Yes
Commissioner Tyrell Russell	Yes

STAFF REPORTS

Brim reminded Commissioners of the upcoming South Utah County Planning Commission training scheduled for October 29, 2026, from 5:30 to 8:30 p.m. at the Utah County Historic Courthouse. Commissioners were encouraged to attend to fulfill annual land use training requirements. Those who complete training independently were asked to report their hours to City staff.

ADJOURNMENT

Nixon made a motion to adjourn the meeting. Christopher seconded the motion.

The meeting was adjourned at 7:20 p.m.

DRAFT

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Planning Commission Chair – Trevor Wood Deputy City Recorder – Gwen Butters