#### NOTICE AND AGENDA

Notice is hereby given that the City Council of the City of Santaquin will hold a City Council Meeting on Wednesday, February 21, 2018 in the Council Chambers, 45 West 100 South, at 6:00 pm.

- 1. ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. INVOCATION/INSPIRATIONAL THOUGHT
- 4. DECLARATION OF ANY CONFLICT OF INTEREST
- 5. CONSENT AGENDA
  - a. Minutes:
    - 1. February 07, 2018
  - b. Bills:
    - 1. \$545,757.32
- 6. PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS
  - a. Appointment of Planning Commissioner Jessica Tolman
- 7. FORMAL PUBLIC HEARING
- 8. BUSINESS LICENSES
- 9. NEW BUSINESS & ADOPTION OF ORDINANCES AND RESOLUTIONS
  - a. Discussion and Possible Action Regarding Orchard Park Subdivision/Condo Preliminary Review
  - b. Discussion and Possible Action Regarding McMullin Twin-Home Preliminary Review
  - c. Resolution 02-03-2018, "A Resolution Approving an Interlocal Agreement for EMS Services with the Town of Goshen"
  - d. Resolution 02-05-2018, "A Resolution Approving the City's Consolidated Fee Schedule"
  - e. Resolution 02-06-2018, "A Resolution Approving a Mutual Aid Agreement with Juab County for Fire/EMS Services"
  - f. Resolution 02-07-2018, "A Resolution encouraging the Utah State Legislature's passage of a funding tool to allow cities and towns the ability to finance the continued maintenance of their local roads."
  - g. Resolution 02-08-2018, "A Resolution to surplus city parcels (09:069:0016, 09:069:0017, and 09:069:0018 Santaquin City's Old Public Safety Buildings) and authorize the preparation of said properties for development"
  - h. Ordinance 02-04-2018, "An Ordinance Adopting the Olsons Greenhouse III Addition Annexation"
  - i. City Council Training Annual Open Public Meetings Act Training
- 10. CONVENE OF THE COMMUNITY DEVELOPMENT BOARD
- 11. CONVENE OF THE SPECIAL SERVICE DISTRICT FOR ROADS MAINTENANCE
- 12. CONVENE OF THE LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY
- 13. CONVENE OF THE SANTAQUIN WATER DISTRICT
- 14. WORK MEETING
- 15. PETITIONS AND COMMUNICATIONS
- 16. REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES
  - a. City Manager Reeves
  - b. Community Development Director Bond
  - c. City Engineer Beagley
- 17. REPORTS BY MAYOR AND COUNCIL MEMBERS
  - a. Mayor Hunsaker
  - b. Council Members
- **18. EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)
- **19. EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)
- 20. ADJOURNMENT

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a
copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651,
posted in 3 places; City Center, Post Office and Zions Bank as well as posted on the State of Utah's Public
Website.

BY:		
	Susan Farnsworth, City Recorder	

### MINUTES OF A CITY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS FEBRUARY 21, 2018

The meeting was called to order by Mayor Kirk Hunsaker at 6:00 pm. Council Members attending: Keith Broadhead, Lynn Mecham, Betsey Montoya, and Chelsea Rowley. Keith Broadhead arrived at 6:11 pm. Nick Miller was excused.

Others attending: City Manager Ben Reeves, City Engineer Norm Beagley, Police Chief Rod Hurst, Fire Chief Stephen Olson, Jessica Tolman, Terri Kirk, Luke Kirk, Jared Toone, Thomas Toone, Scott Peterson, Kim Hunsaker, and other unidentified individuals.

#### PLEDGE OF ALLEGIANCE

Scout Kirk led the Pledge of Allegiance.

#### INVOCATION/INSPIRATIONAL THOUGHT

Mr. Madsen Offered an Invocation.

#### **DECLARATION OF ANY CONFLICT OF INTEREST**

There were not any Declarations of Conflicts noted.

#### **CONSENT AGENDA**

Minutes:

February 07, 2018

Bills:

\$545,757.32

Council Member Mecham moved to approve the Consent Agenda. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham Aye
Council Member Montoya Aye
Council Member Rowley Aye

The vote was 3 to 0 in favor of the motion.

# PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS Appointment of Planning Commissioner – Jessica Tolman

Mayor Hunsaker introduced Jessica Tolman to the Council Members. She has expressed a desire to serve the community as a Planning Commission Member.

Council Member Mecham moved to appoint Jessica Tolman to the Planning Commission for a 3-year term. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham Aye
Council Member Montoya Aye
Council Member Rowley Aye

The vote was 3 to 0 in favor of the motion.

#### FORMAL PUBLIC HEARING

There weren't any Formal Public Hearings scheduled.

#### **BUSINESS LICENSES**

Following are the new Business Licenses issues since the February 7<sup>th</sup> meeting:

- Jetstream Tradewind Eric Olsen 515 N 100 W Distribution
- Magnolia Blooms LLC. Melissa Carter & MaryBeth Smith -340 E. Main St. STE, 5 -Floral
- The Quilted Barn Emmaline Evans 1154 Vista Ridge Drive Quilting

It was also reported to date there have been 32 Building Permit's Issued Year to Date. Of those 32, 14 were new single family homes and 17 other residential (multi).

# NEW BUSINESS & ADOPTION OF ORDINANCES AND RESOLUTIONS Discussion and Possible Action Regarding Orchard Park Subdivision/Condo Preliminary Review

It was reported the Orchard Park development was first reviewed at the end of 2016. Multiple-unit dwellings are a permitted use in the R-8 zone. The construction of 18 units is well under way and nearing completion. There are 5 units that have not started yet and the 3 single family lots on the west side of the property are currently vacant. The applicant is now proposing that the multifamily portion of the development be subdivided so that the units can be under separate ownership. This proposal is subject to the subdivision regulations (Title 11) (see Attachment "A" for Staff Memo).

Mr. Peterson reported the roadway within the subdivision is a private roadway. He was asked if there were additional parking options. Mr. Peterson indicated they could add 5 additional parking units to the development. Council Member Broadhead voiced his concern changing the use of the property without the new requirements being in affect. It was reported the garages are currently 20 X 20 with a 16' door. Council Member Montoya voiced her concern with removing any infrastructure to meet the current parking requirements. She questioned if it would be better for the City to have the unit's owner occupied. Council Member Mecham requested Legal Counsel Rich review the issue. Council Member Rowley was in agreement.

After the discussion, Council Member Montoya moved to continue this item until the next Council Meeting. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

Discussion and Possible Action Regarding McMullin Twin-Home Preliminary Review It was reported Mr. Robert McMullin is seeking approval of a 16-unit twin home project located along the west side of Peach Street between Lambert Avenue and 150 North. The proposal is within the Eastside Development which comprises of all of the developed land that is north of Main Street and west of State Road 198 (see attachment "Exhibit "B"). The Development Review Committee (DRC) has reviewed the proposal and found that all development issues have been or can be addressed prior to preliminary review by the City Council.

The subject area is part of the Eastside Partnership Annexation and subject to a development agreement between Eastside Partners and Santaquin City which was entered into on February 10, 1999. The development is a Planned Unit Development (PUD) with a density of 3.36 units per acre. The proposed plat consisting of twin homes complies with the development agreement.

After the discussion, Council Member Mecham moved to approve the McMullin Twin-Home Preliminary Plat with the condition that the twin home design is approved by the Architectural Review Committee. Council Member Montoya seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Nay

The vote was 3 to 0 in favor of the motion.

## Resolution 02-03-2018, "A Resolution Approving an Interlocal Agreement for EMS Services with the Town of Goshen"

Council Member Montoya moved to approve Resolution 02-03-2018, "A Resolution Approving an Interlocal Agreement for EMS Services with the Town of Goshen". Council Member Rowley seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

## Resolution 02-05-2018, "A Resolution Approving the City's Consolidated Fee Schedule"

Council Member Mecham moved to approve Resolution 02-05-2018, "A Resolution Approving the City's Consolidated Fee Schedule". Council Member Broadhead seconded the motion. The vote was as follows:

Aye
Aye
Aye
Aye

The vote was 4 to 0 in favor of the motion.

# Resolution 02-06-2018, "A Resolution Approving a Mutual Aid Agreement with Juab County for Fire/EMS Services"

Council Member Rowley moved to approve Resolution 02-06-2018, "A Resolution Approving a Mutual Aid Agreement with Juab County for Fire/EMS Services" striking the EMS Service and making the changes to the appropriate documents. Council Member Mecham seconded the motion. The vote was as follows:

### COUNCIL MEETING MINUTES FEBRUARY 21, 2018 PAGE 4 OF 7

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

# Resolution 02-07-2018, "A Resolution encouraging the Utah State Legislature's passage of a funding tool to allow cities and towns the ability to finance the continued maintenance of their local roads"

Council Member Mecham moved to approve Resolution 02-07-2018, "A Resolution encouraging the Utah State Legislature's passage of a funding tool to allow cities and towns the ability to finance the continued maintenance of their local roads". Council Member Montoya seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

Resolution 02-08-2018, "A Resolution to surplus city parcels (09:069:0016, 09:069:0017, and 09:069:0018 – Santaquin City's Old Public Safety Buildings) and authorize the preparation of said properties for development"

Council Member Montoya moved to approve Resolution 02-08-2018, "A Resolution to surplus city parcels (09:069:0016, 09:069:0017, and 09:069:0018 — Santaquin City's Old Public Safety Buildings) and authorize the preparation of said properties for development". Council Member Broadhead seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

# Ordinance 02-04-2018, "An Ordinance Adopting the Olsons Greenhouse III Addition Annexation"

Council Member Montoya moved to approve Ordinance 02-04-2018, "An Ordinance Adopting the Olsons Greenhouse III Addition Annexation". Council Member Mecham seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

#### City Council Training - Annual Open Public Meetings Act Training

City Manager Reeves showed a You Tube Video with regard to the current Open Public Meetings Act. He reviewed when it is appropriate to hold Executive Sessions as well as how the Executive Sessions should be conducted.

#### CONVENE OF THE COMMUNITY DEVELOPMENT BOARD

There wasn't a need to convene the Community Development Board.

#### CONVENE OF THE SPECIAL SERVICE DISTRICT FOR ROADS MAINTENANCE

There wasn't a need to convene the Special Service District for Roads Maintenance Board.

## CONVENE OF THE LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY

There wasn't a need to convene the Board of the Local Building Authority of Santaquin City.

#### CONVENE OF THE SANTAQUIN WATER DISTRICT

There wasn't a need to convene the Santaquin Water District Board.

#### WORK MEETING

There wasn't a need to hold a work meeting.

#### PETITIONS AND COMMUNICATIONS

There wasn't any Petitions or Communications to address.

## REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES City Manager Reeves

City Manager Reeves Utah League of Cities and Towns in scheduled for April. Anyone wanting to go should contact him.

City Manager Reeves held a discussion with regard to the Transportation SSD. It was created with the intent to raise property taxes within the district and lower equally within City. The action required a vote of the people to raise the taxes but not reduce them. He requested closing the SSD and create a Roads Department which would be managed the same as the Water, Sewer or Fire Departments.

He met with the Museum Board Members. They have committed to meet a June 30<sup>th</sup> deadline to have all the inventory completed. They are desirous to purchase paint which has not been budgeted for. They were told to seek additional funds after they have met the 1<sup>st</sup> mile stone of inventory.

He reported he met with Mark Openshaw with regard to annexation of property along the South exit. They also discussed Openshaw's desire to have water delivered through the pressurized irrigation system to approximately 9 acres of property located at approximately 900 S and Canyon Road. They currently have approximately 25 shares of Summit Creek Irrigation Water that could be delivered through a 2" meter. Comment was made that a booster pump would be needed to deliver water to his acres. Additional water welding discussion will be held at a later date.

#### City Engineer Beagley

The Mayor or Council Members didn't have any additional questions for Engineer Beagley.

#### REPORTS BY MAYOR AND COUNCIL MEMBERS

#### Mayor Hunsaker

Mayor Hunsaker reported the Summit Creek Board Meeting is scheduled for Saturday at 8:00 am.

He also reported "Bills and Bagels" will be held at the Nebo School District Building on Saturday at 7 am.

In closing he reported he attended Congressman Curtis' Town Hall Meeting in Spanish Fork. Mayor Hunsaker asked Chief Hurst if our schools were safe. Chief Hurst indicated they are not any safer than they were 5 years ago. Chief Hurst indicated it comes down to a money issue and depends on how much you want to spend.

Council Member Mecham who is a principle within the Nebo School District indicated they have begun educating their staff members on safety issues.

Chief Hurst reported he has requested having the class room doors numbered in case outside agencies come to help with any issues.

Mrs. Kirk reported ATEC, a Spanish Fork Company, is currently installing bullet proof glass in Salt Lake County Police cars. They could provide something similar for school buildings.

#### **Council Members**

Council Member Broadhead reported by Saturday the City needs to let Summit Creek know where to divert the canyon water. Recorder Farnsworth will supply him with a copy of all the Summit Creek shares the City owns which will help determine how many share should be diverted where.

He also reported he is a committee member representing Mt Nebo Water Agency. They are looking for a way to create an "underground water pool". The committee hopes it would make "shuffling" of water easier as a big group. He will share the information as it is available.

Council Member Mecham reported he met with the Museum Board along with City Manager Reeves. He also took a tour of the Museum which he enjoyed.

Council Member Rowley reported the Chamber Dinner was a success as well as the Library Board Fund Raiser.

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)

There wasn't a need to call an Executive Session to discuss the character, professional competence, or physical or mental health of an individual.

**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

### COUNCIL MEETING MINUTES FEBRUARY 21, 2018 PAGE 7 OF 7

There wasn't a need to call an Executive Session to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property.

#### **ADJOURNMENT**

At 8:16 pm Council Member Montoya moved to adjourn. Council Member Mecham seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Mecham	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The vote was 4 to 0 in favor of the motion.

Approved on March 7, 20178.

kirk Hunsaker, Mayor

Susan B. Farnsworth, City Recorder

## **MEMO**



To: Mayor Hunsaker and City Council

From: Jason Bond, Community Development Director

Date: February 16, 2018

Re: Orchard Park Subdivision Preliminary Review

The Orchard Park development was first reviewed at the end of 2016. Multiple-unit dwellings are a permitted use in the R-8 zone. The construction of 18 units is well under way and nearing completion. There are 5 units that have not started yet and the 3 single family lots on the west side of the property are currently vacant. The applicant is now proposing that the multi-family portion of the development be subdivided so that the units can be under separate ownership. This proposal is subject to the subdivision regulations (Title 11).

The Planning Commission motion is as follows:

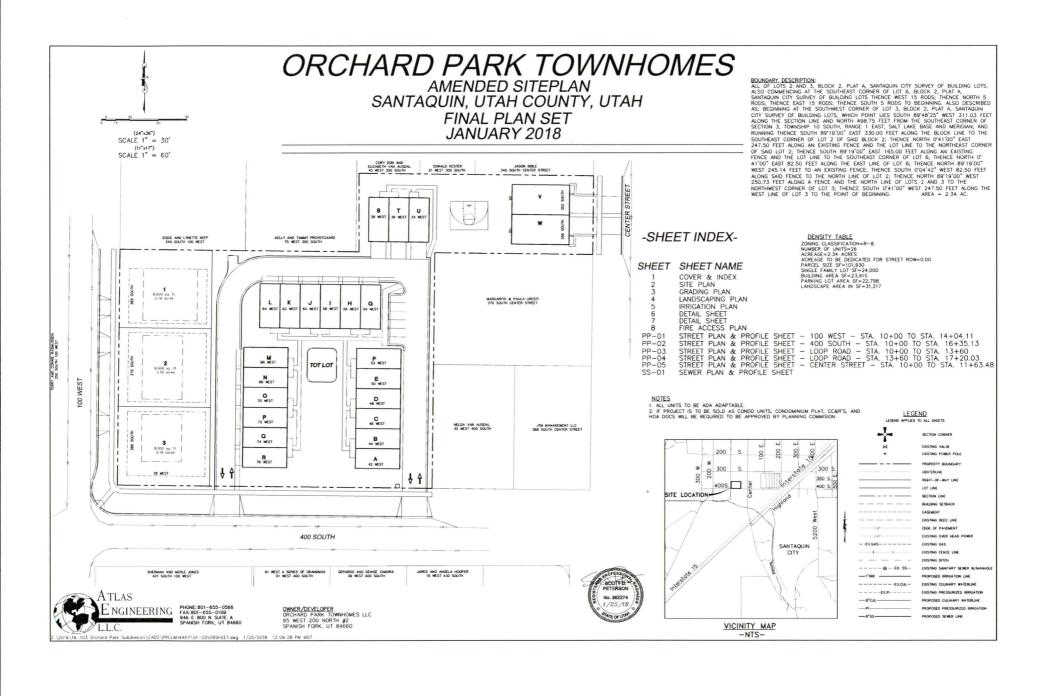
**Motion:** Commission member Lance made a motion to forward a positive recommendation to City Council for the Orchard Park Subdivision upon staff's findings with findings. Commissioner Sperry seconded.

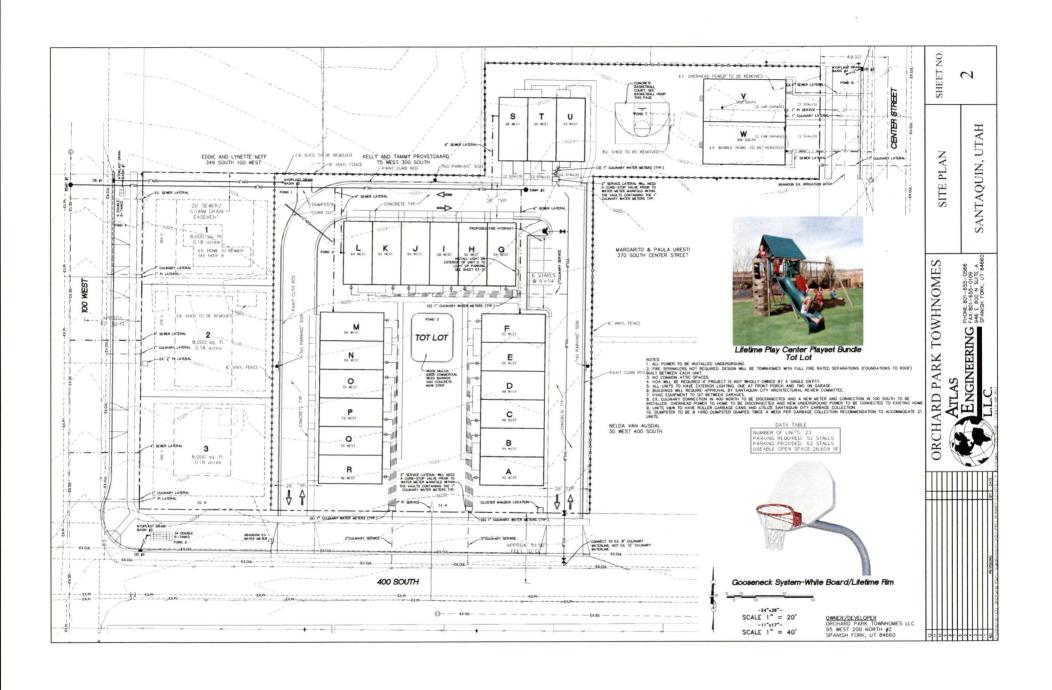
**Roll Call:** Adcock Aye, Francom Aye, Wood, Aye, Sperry Aye, Lance Aye. The vote passed 5 to 0.

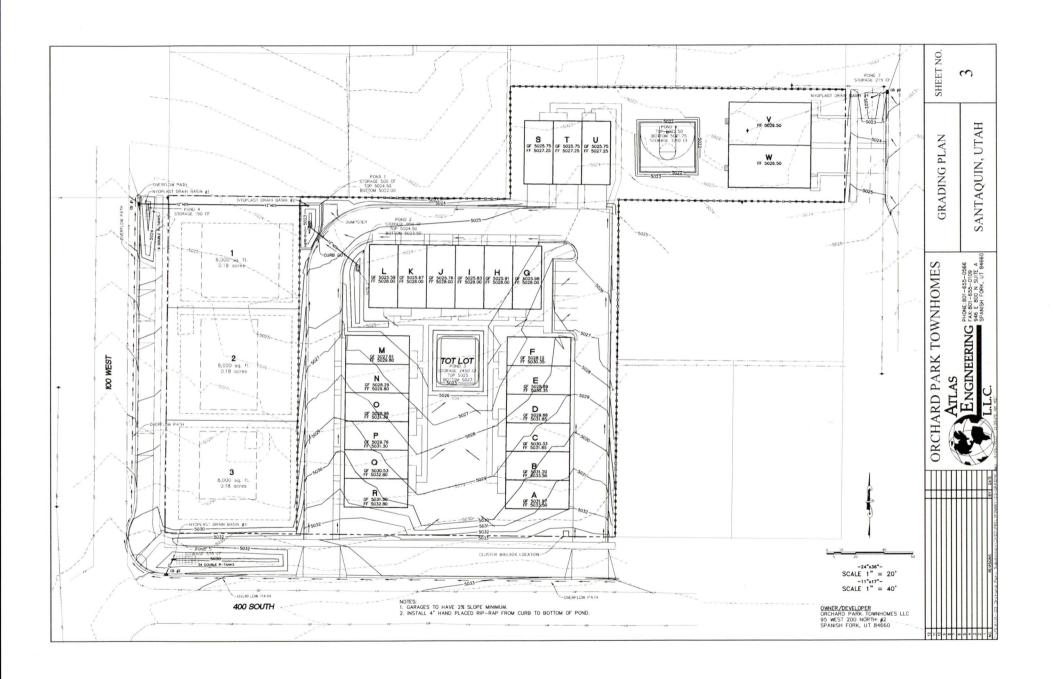
"Following a recommendation from the development review committee and the planning commission, the city council may do one of the following: 1) approve a preliminary plat application if it finds that the application fully complies with the ordinances of the city, 2) approve a subdivision plat subject to conditions that are intended to mitigate any shortcoming as determined through the review process, or in order to foster the betterment of the health, safety, and general welfare of the citizens of Santaquin, or 3) deny an application based on a compelling countervailing public interest." (Santaquin City Code 11-5-6C)

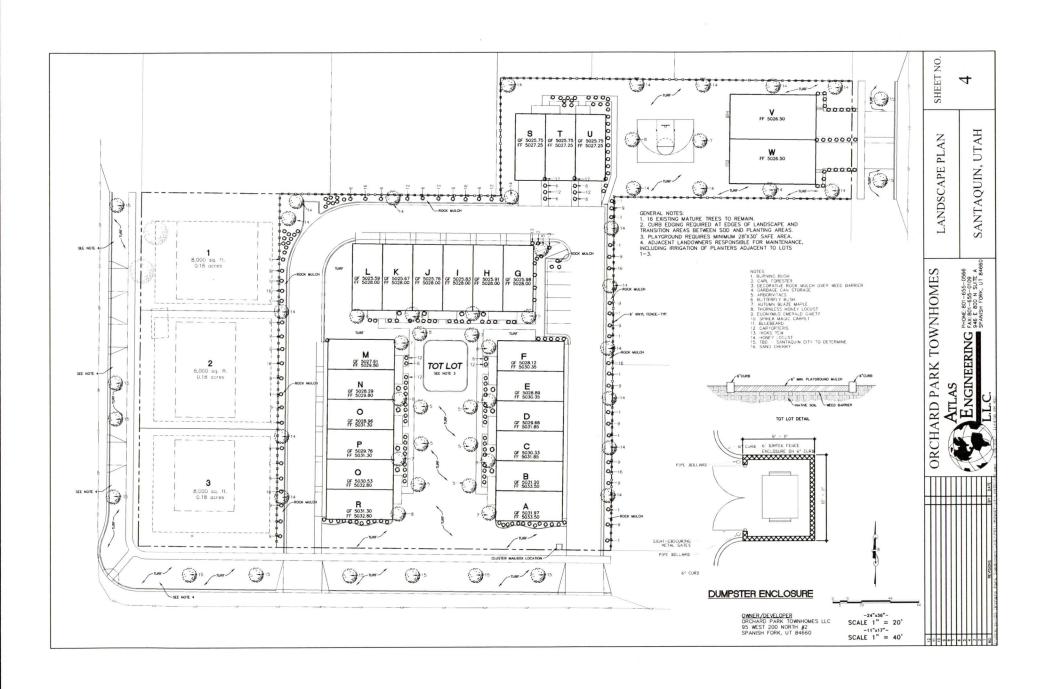
Furthermore, the Development Review Committee (DRC) will still need to approve the final plat before any lots are recorded. The Development Review Committee may only approve a plat submittal after finding the that the development standards of subdivision title, the zoning title, the laws of the State of Utah, and any other applicable ordinances, rules, and regulations have been or can be met prior to the recordation or construction beginning (Santaquin City Code 11-5-6B)

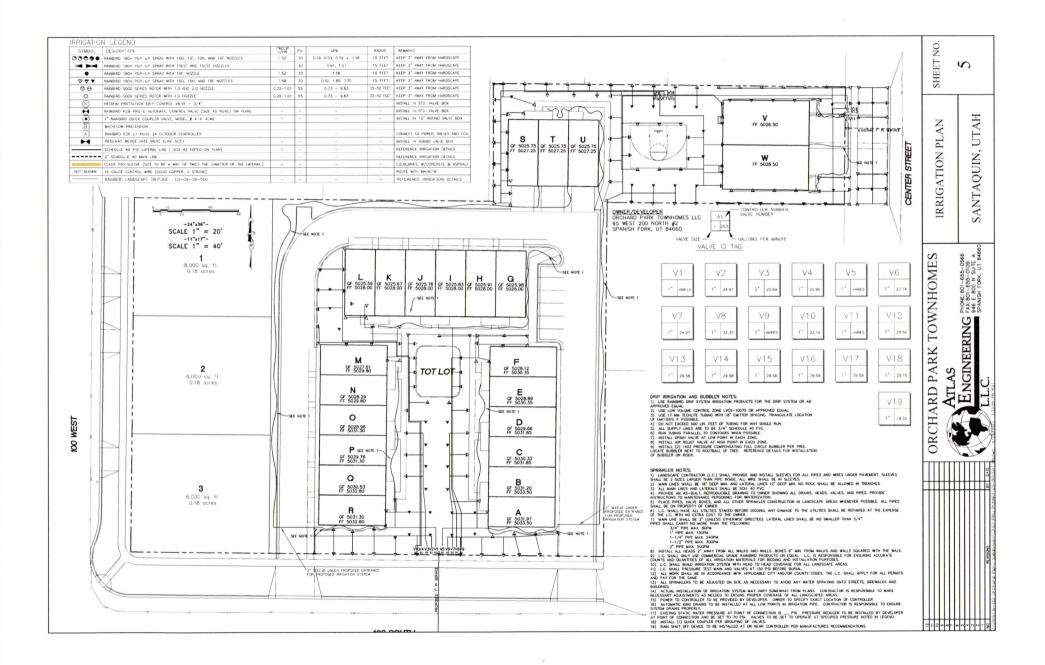
**Staff Recommendation:** It is recommended that the City Council discuss the proposed preliminary plan of the Orchard Park subdivision.

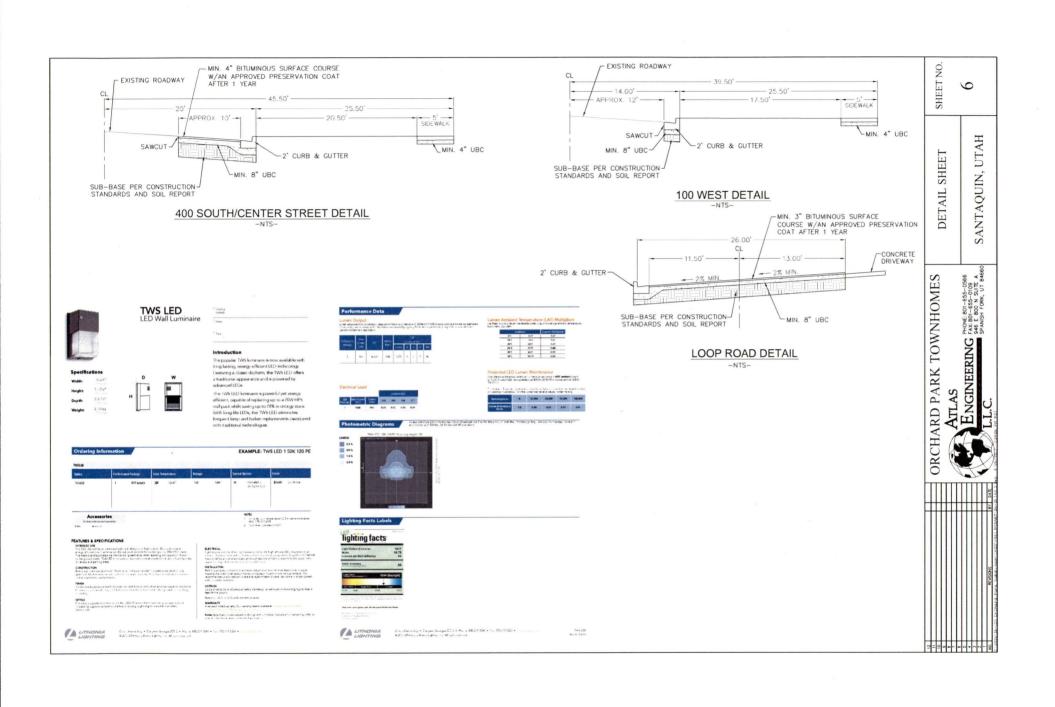


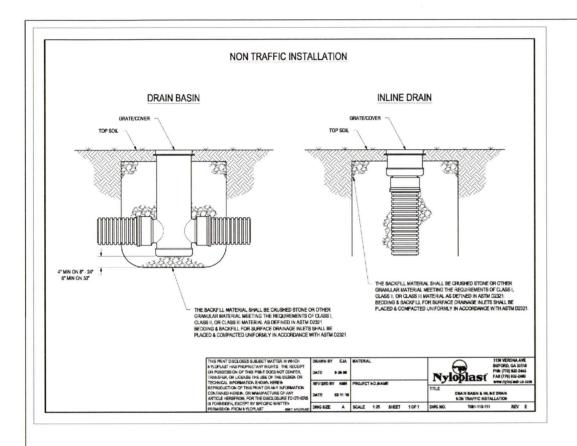








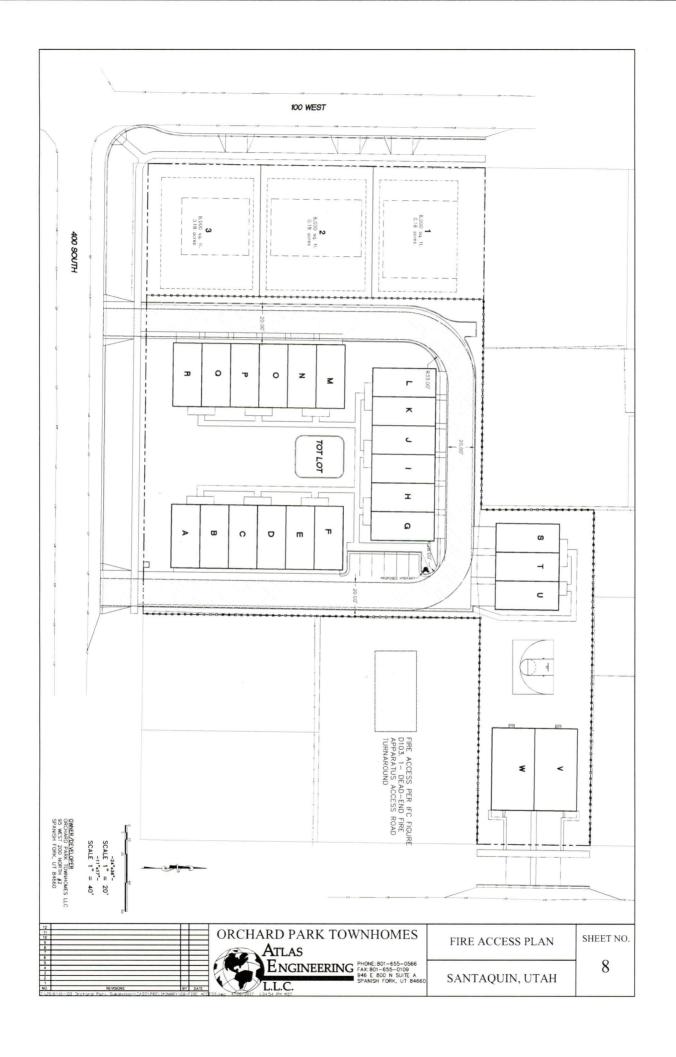


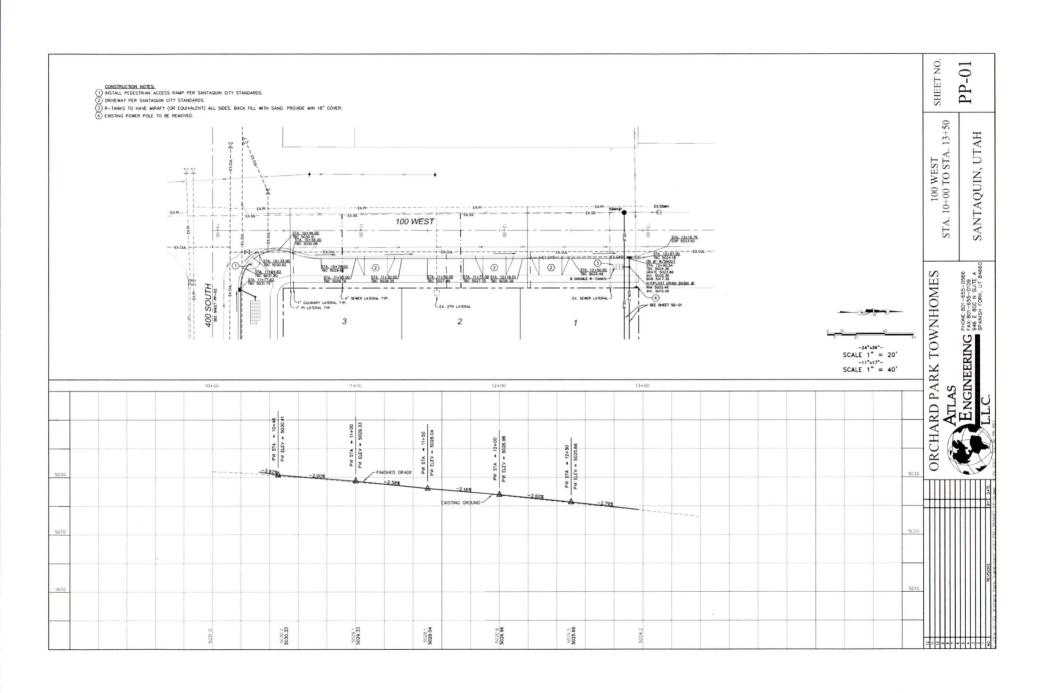


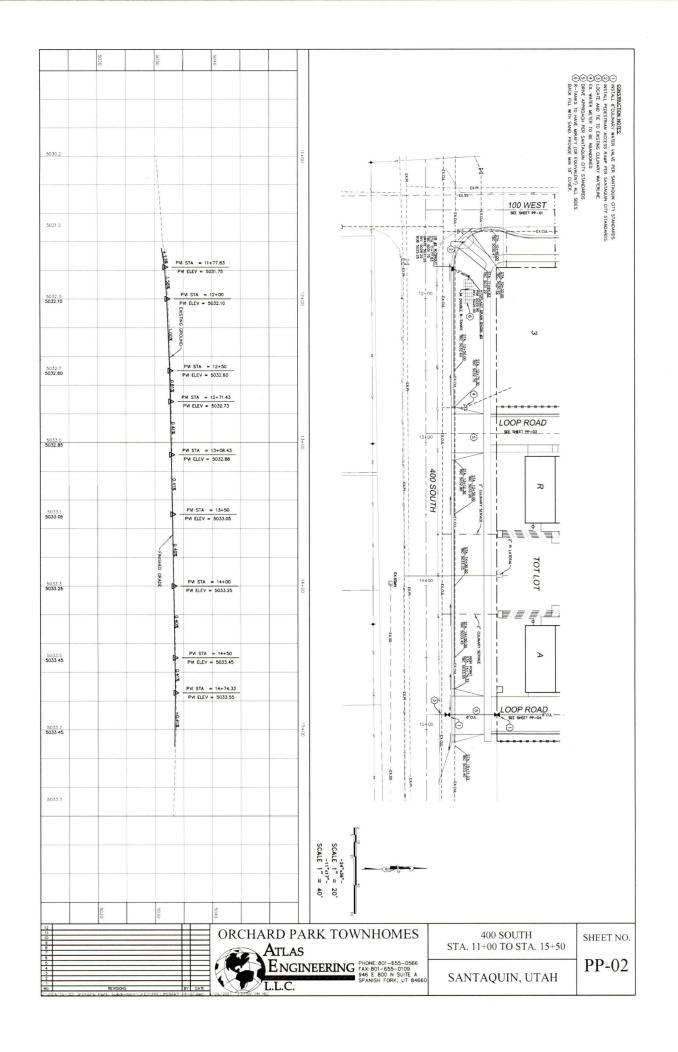


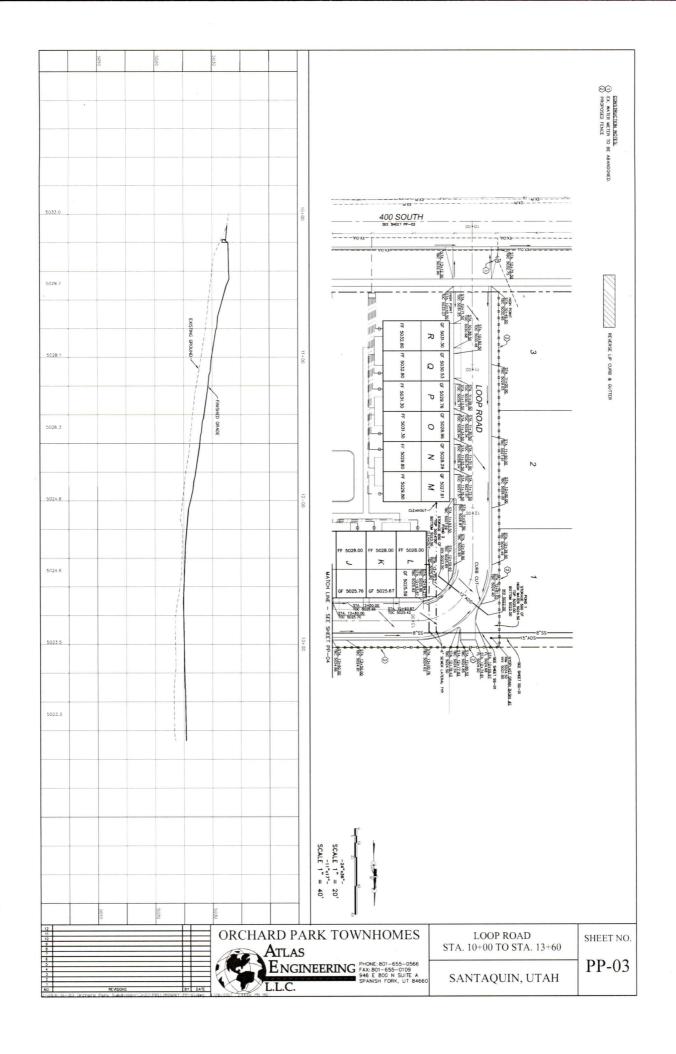
SHEET

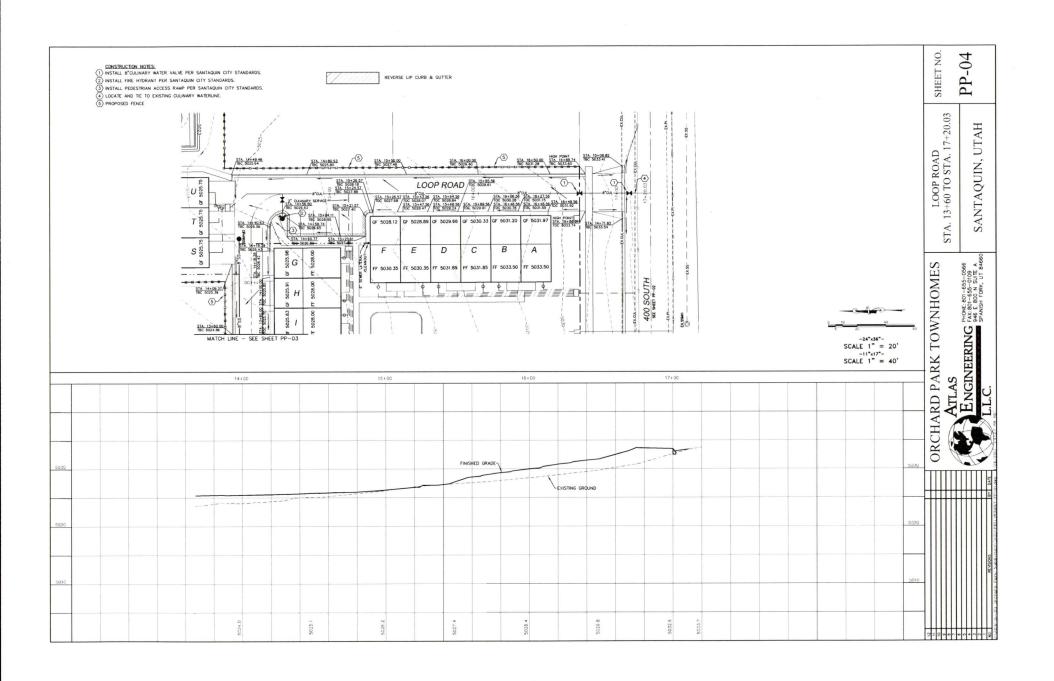
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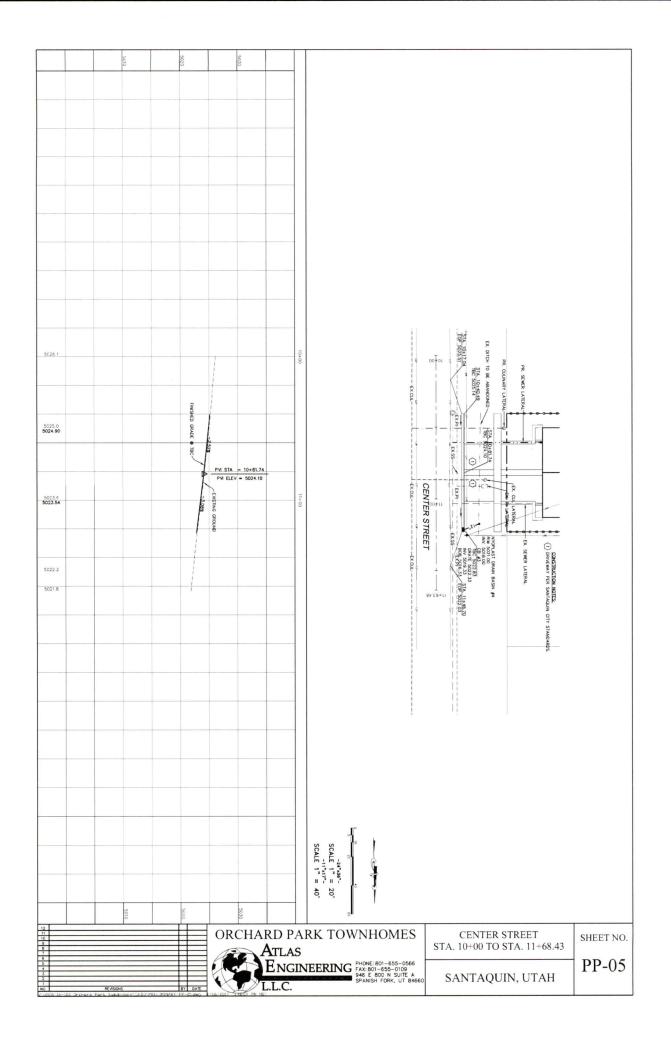


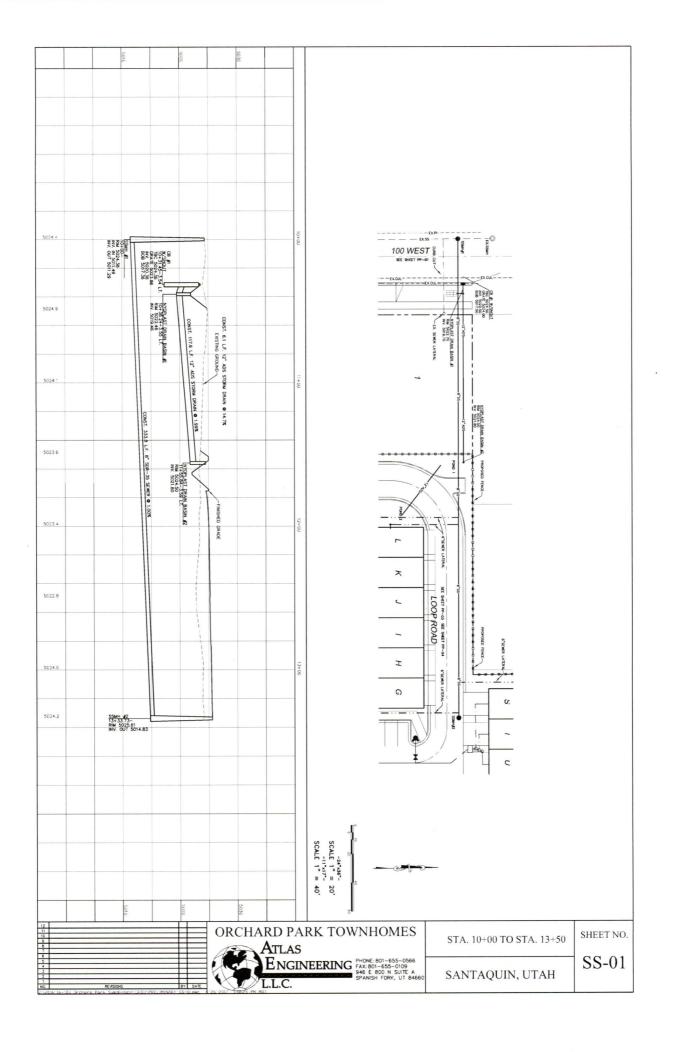












## **MEMO**



To: Mayor Hunsaker and City Council

From: Jason Bond, Community Development Director

Date: February 16, 2018

Re: McMullin Twin Homes (Eastside Subdivision) Preliminary Review

Zone: R-10 Size: 2.15 Lots: 16

Mr. Robert McMullin is seeking approval of a 16-unit twin home project located along the west side of Peach Street between Lambert Avenue and 150 North. The proposal is within the Eastside Development which comprises of all of the developed land that is north of Main Street and west of State Road 198 (see attachment "Exhibit A"). The Development Review Committee (DRC) has reviewed the proposal and found that all development issues have been or can be addressed prior to preliminary review by the City Council.

The subject area is part of the Eastside Partnership Annexation and subject to a development agreement between Eastside Partners and Santaquin City which was entered into on February 10, 1999. The development is a Planned Unit Development (PUD) with a density of 3.36 units per acre. The proposed plat consisting of twin homes complies with the development agreement.

Peach Street currently has all utility main lines (culinary water, pressurized irrigation and sewer) located within the right-of-way. The new lots would need to cut into the existing roadway and connect to those main lines. Because of the extent in which the road would be cut for lateral trenches, the developer will need to properly patch the road and place a 2-inch asphalt overlay over the entire width of the road.

The Planning Commission held a public hearing on February 13, 2018 and received input from residents that live in the area of the proposed development. The concerns were mostly related to the aesthetics of twin homes and the desire for them to look nice and not detract from the neighborhood.

The Planning Commission motion is as follows:

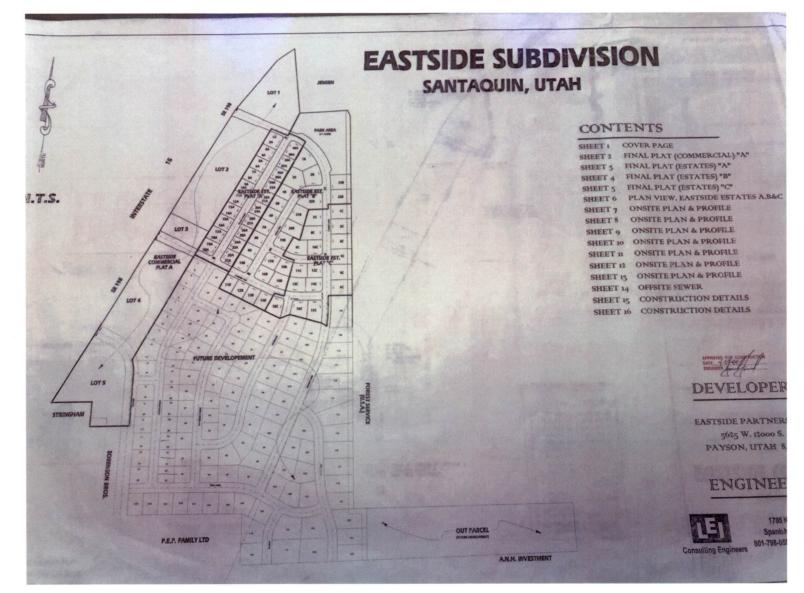
**Motion:** Commissioner Francom motioned to forward a positive recommendation to the City Council for the McMullin Residential Subdivision with the conditions that the design of the dwellings are approved by the ARC and meet the current city standards, with an acknowledgement of the concerns regarding the architectural design of the homes. Commissioner Adcock Second.

**Roll Call:** Adcock Aye, Francom Aye, Wood, Aye, Sperry Aye, Lance Aye. The vote passed 5 to 0.

The Development Review Committee (DRC) will still need to approve the final plat before any lots are recorded. In addition, the proposed twin homes will need to be approved by the Architectural Review Committee (ARC).

**Staff Recommendation:** It is recommended that the City Council discuss the proposed preliminary plan of the Orchard Park subdivision.

**Recommended motion:** "Motion to (approve/not approve) the preliminary plan for the McMullin Twin Homes with a condition that the twin home design is approved by the Architectural Review Committee.



Previously approved lot layout.

## MCMULLIN TWINHOMES

A RESIDENTIAL SUBDIVISION SANTAQUIN CITY, UTAH COUNTY, UTAH PRELIMINARY & FINAL PLAN SET JANUARY 2018

**Finalized** 02/07/2018 4:38:34 PM

ADBENT, JAPED AND 279 NORTH

LAMBERT AVENUE

-SHEET INDEX-SHEET NAME

COVER & INDEX FINAL PLAT UTILITY PLAN EXISTING TOPOGRAPHY GRADING PLAN DETAIL SHEET DETAIL SHEET

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NOTES:

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+	EXISTING POWER POLE	109	EDGE OF PAVEMENT	3
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~	PROPOSED FIRE HYDRANT	——EX.GAS———	EXISTING GAS	-
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+	EXISTING STREET SIGN		EXISTING DITCH	DT-01
			EXISTING SANITARY SEWER W/MANHOLE	DT-02
	- PROPERTY BOUNDARY	21*ADS	PROPOSED IRRIGATION LINE	01-02
	CENTERLINE	EX.CUL	EXISTING CULINARY WATERLINE	
	- RIGHT-OF-WAY LINE	DX.PI	EXISTING PRESSURIZED IRRIGATION	
	- LOT LINE	8°CUL	PROPOSED CULINARY WATERLINE	

DATA TABLE: TOTAL ACREAGE=2.15 TOTAL # OF LOTS=16 TOTAL ACREAGE IN LOTS=2.15 DENSITY UNITS/ACRE=7.44

NAMES AND ASSESSED AS A SECONDINATE SYSTEM.

1. ALL RECOMMENDATIONS MADE IN GEOTECHNICAL REPORT SHALL BE FOLLOWED.

2. ALL CONSTRUCTION SHALL BE DONE ACCORDING TO SANTAQUIN CITY STANDARDS AND SPECIFICATIONS, AS ADOPTED 2012.

3. NAD 83 COORDINATE SYSTEM.

3. NAD 83 COURDINATE SYSTEM.

NOTE TO DEVELOPERS AND GENERAL CONTRACTORS.

IT IS IMPORTANT FOR THE DEVELOPER AND THE GENERAL CONTRACTOR TO UNDERSTAND THAT IT IS HIS/HER RESPONSIBILITY TO ENSURE THAT ALL IMPROVEMENTS INSTALLED WITHIN THIS DEVELOPMENT ARE CONSTRUCTED IN FULL COMPLIANCE WITH ALL STATE AND SANTAQUIN CITY CODES, ORDINANCES AND STANDARDS. THE DEVELOPMENT PLANS ARE NOT ALL INCLUSIVE OF ALL MINIMUM CODES, ORDINANCES AND STANDARDS. THIS FACT DOES NOT RELEVE THE DEVELOPER OR CENERAL CONTRACTOR FROM FULL COMPLIANCE WITH ALL MINIMUM STATE AND SANTAQUIN CITY STANDARDS.



OWNER/DEVELOPER ROBERT McMULLIN 801-420-6910 5625 W 12000 S PAYSON, UT 84651

PHONE: 801-655-0566 FAX: 801-655-0109 946 EAST 800 NORTH SUITE A SPANISH FORK, UT 84660

