

ORDINANCE No. 15-2025
Title 15 Amendments: Notice of Consent –
Boundary Adjustments

ROLL CALL

VOTING	YES	NO	ABSENT	ABSTAIN
MIKE MENDENHALL <i>Mayor (votes only in case of tie)</i>				
STACY BECK <i>Councilmember</i>	X			
JESSE CARDON <i>Councilmember</i>	X			
SHANE MARSHALL <i>Councilmember</i>	X			
KEVIN OYLER <i>Councilmember</i>	X			
LANDON TOOKE <i>Councilmember</i>	X			

I MOVE this ordinance be adopted: Councilmember Landon Tooke

I SECOND the foregoing motion: Councilmember Kevin Oyler

ORDINANCE No. 15-2025
Title 15 Amendments: Notice of Consent **Boundary**
Adjustments

AN ORDINANCE AMENDING TITLE 15 OF THE
SPANISH FORK MUNICIPAL CODE.

WHEREAS Spanish Fork City has enacted a land use ordinance as Title 15 of the Spanish Fork Municipal Code ("Code") to regulate the development of land within the City, establish zoning to protect property values, and establish administrative rules concerning land use;

WHEREAS amendments to the land use ordinance and other sections of the Code need to be made from time to time in order to remain compliant with state and federal law, become more efficient, and to keep standards in line with best construction and safety practices;

WHEREAS the Planning Commission held a public hearing on October 8, 2025, wherein public comment was received; and

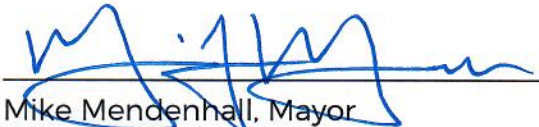
WHEREAS a public hearing was held before the Spanish Fork City Council on October 21, 2025, wherein public comment was received;

NOW, THEREFORE, be it ordained by the City Council of Spanish Fork City as follows:

Section 1. Amendment of the Code. The Spanish Fork Municipal Code is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein. Only the sections of the Code set forth in the Exhibit A shall be amended. All other sections of the Code remain unchanged.

Section 2. Effective Date. This Ordinance shall become effective 20 days after passage and publication.

PASSED AND ORDERED PUBLISHED BY THE CITY COUNCIL OF SPANISH FORK, UTAH: October 21, 2025.


Mike Mendenhall, Mayor

Attest:

Tara Silver, City Recorder



Exhibit "A"

15.3.08.010 Administrative Bodies And Officers

D. Public Works Director:

1. The Public Works Director is hereby designated as the land use authority charged with the administration and approval of Notice of Consent Simple Boundary Adjustment forms.

TO: City Council

FROM: Ian Bunker

DATE: October 21, 2025

RE: Notice of Consent – Simple Boundary Adjustment Form

15.3.08.010 Administrative Bodies And Officers

- A. Community Development Director: The Community Development Director shall be responsible for preparing, receiving, and reviewing applications under this Title. The Community Development Director is the land use authority in those instances when he/she makes a final decision with regard to a land use decision.
- B. Development Review Committee:
1. Purpose: The DRC is created to provide technical review, analysis, and recommendations to the Commission and Council related to the City's General Plan, Zoning Ordinance, Subdivisions, Capital Facilities Plans, and Site Plans.
 2. Organization: The DRC shall consist of the City Public Works Director, Engineering Division Manager, Electric Division Superintendent, City Manager, City Community Development Director, City Attorney, Fire Marshall, Parks and Recreation Director and Building Official. An alternate member may be designated by each member, who has the authority to attend and vote in the place of the member. Other entities may be invited to participate as non-voting members, such as utility companies, irrigation companies, the US Postal Service or others. The City Public Works Director shall be the chair of the DRC and shall retain the right to cast a vote while acting as chair. A quorum shall consist of five (5) voting members. Before any business can be transacted a quorum must be present. A majority vote of a quorum shall be necessary to approve any item or recommend approval of any item to the Commission or Council.
 3. Policies and Procedures: The DRC shall adopt rules for its own organization for the transaction of business, conduct of meetings, voting, etc. Such rules shall not be in conflict with any ordinances or laws.
 4. Powers and Duties: The DRC shall be the land use authority to review and approve Site Plans and Final Plats. It shall also have the following powers and perform the following duties:
 1. Review and make recommendations to the Commission on General Plan amendments, Preliminary Plats, Conditional Use Permits, non-conforming use expansions, and amendments to the Zoning Ordinance and map.
 2. Other such functions as may be assigned by the Council by resolution, ordinance or directive.

(Ord. No. 23-10, Amended 11/16/2010)
(Ord. No. 10-12, Amended 08/21/2012)
(Ord. No. 15-13, Amended 09/03/2013)
(Ord. No. 14-16, Amended 09/20/2016)

C. Planning Commission:

1. Purpose: The Planning Commission is created to provide analysis and recommendations to the Council related to the City's General Plan, Zoning Ordinance, subdivisions, and capital facilities plans.
2. Organization: The Commission shall consist of six (6) members, to be appointed by the Mayor with the consent of the City Council from among qualified residents of Spanish Fork. Members shall be selected without respect to political affiliations, and shall serve without compensation except for reasonable expenses. Each member shall be appointed for a term of three (3) years or until his/her successor is appointed, and may serve only two (2) full successive terms. A Commission member may be removed by the Mayor if the member fails to attend at least 50% of the Planning Commission meetings.
3. Policies and Procedures: The Commission shall adopt rules for its own organization for the transaction of business, conduct of meetings, voting, etc. Such rules shall not be in conflict with any ordinances or laws.
4. Powers and Duties: The Commission shall have the following powers and perform the following duties in accordance with the requirements of the Utah Code:
 1. Prepare and recommend a General Plan and amendments to the General Plan to the Council.
 2. Recommend Zoning Ordinances and maps, and amendments to Zoning Ordinances and maps to the Council.
 3. Recommend subdivision regulations and amendments to those regulations, and review and make recommendations on proposed subdivisions to the Council.
 4. Act as the land use authority for Preliminary Plats.
 5. Act as the land use authority for the approval or denial of Conditional Use Permits.
 6. Exercise any other powers that are delegated to it by the Council.

D. Public Works Director:

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