



Notice is hereby given that the
WILLARD CITY PLANNING COMMISSION
Will meet in a regular session on
Thursday, March 21, 2024 – 6:30 p.m.
Willard City Hall, 80 West 50 South
Willard, Utah, 84340

AGENDA

The meeting will be held in accordance with current COVID-19 guidelines.

(Agenda items may or may not be discussed in the order they are listed and may be tabled or continued as appropriate.) Public comment may or may not be taken.

1. Prayer
2. Pledge of Allegiance
3. General Public Comments (Input for items not on the agenda. Individuals have three minutes for open comments)
4. Report from City Council
5. Discussion/Action Items
 - a. Annual Open and Public Meetings Act training
 - b. Review of a conditional use permit issued to Lindsey B. Hansen for a single-family dwelling located at 188 South 250 West (Parcel No. 02-055-0217) issued in 2006 (continued from March 7, 2024)
 - c. Consideration and recommendation to the City Council regarding an amendment to the General Plan Chapter 12-000 of the Willard City Zoning Ordinance to include a future land use map for the South Willard area included in Willard's Annexation Policy Declaration
6. Consideration and approval of the March 7, 2024, regular Planning Commission minutes
7. Commissioner/Staff Comments
8. Adjourn

I, the undersigned duly appointed and acting Deputy City Recorder for Willard City Corporation, hereby certify that a copy of the foregoing notice and agenda was posted at the Willard City Hall, on the State of Utah Public Meeting Notice website <https://www.utah.gov/pmnn/index.html>, on the Willard City website www.willardcity.com, and sent to the Box Elder News Journal this 15th day of March, 2024.

/s/ Michelle Drago

Deputy City Recorder

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Office at 80 West 50 South, Willard, Utah 84340, phone number (435) 734-9881, at least three working days prior to the meeting.

ITEM 5A

Open and Public Meetings Act

A Summary of Key Provisions for Legislators | May 2018



The Open and Public Meetings Act (OPMA) requires that members of a public body be “provided with annual training on the requirements of [the Open and Public Meetings Act]” (Section [52-4-104](#)). This document is intended to facilitate compliance with that requirement and to help legislators understand OPMA. This summary is intended for a state legislative audience and does not attempt to explain or address requirements for other public bodies. Key terms are defined at the end of the document.

OPMA’s stated goal is to ensure that the state, its agencies, and its political subdivisions deliberate and take action openly ([Section 52-4-102](#)).

Public Notice ([Section 52-4-202](#))

A public body is required to provide public notice of a meeting at least 24 hours before the meeting. The public notice is required to:

- specify the date, time, and place of the meeting;
- include an agenda that specifies topics the public body will consider;
- be posted on the Utah Public Notice Website and at the location of the meeting; and
- be provided to a newspaper or local media correspondent.

A public body may discuss an item raised by the public that is not listed on the agenda but may not take final action on the item at the meeting.

Minutes and Recordings ([Section 52-4-203](#))

- A public body is required to keep written minutes and a recording of all meetings unless the meeting is a site visit or traveling tour where no vote or action is taken.
- A recording of the open portions of the meeting must be posted on the Utah Public Notice Website within three business days after the public meeting.
- Draft minutes are required to be made available to the public within 30 days after the meeting.
- The approved minutes and any public materials distributed at the meeting must, within three business days after their approval, be:
 - posted on the Utah Public Notice Website; and
 - made available at the public body’s office.

2018 Amendments to OPMA

Substantive Changes to OPMA:

- A unit of the executive branch of state government and a political subdivision are now required to provide the required annual OPMA training online in a web-based format under certain circumstances ([H.B. 179](#)).
- A public body may reclassify a record of a closed meeting in accordance with the Government Records Access and Management Act ([S.B. 137](#)).

Now Exempt from OPMA:

- A convening of a three-member board of trustees of a large public transit district if the members do not take a tentative or final vote or only discuss day-to-day management and operation of the public transit district ([S.B. 136](#)).
- A routine conversation between members of a board of trustees of a large public transit district if no tentative or final vote is taken ([S.B. 136](#)).
- A meeting of certain subcommittees of the Legislative Management Committee when meeting to select or evaluate a candidate for employment, except when voting to recommend a candidate for employment ([S.B. 238](#)).
- A taxed interlocal entity ([S.B. 178](#)).

Closed Meetings ([Sections 52-4-204 and 52-4-205](#))

A public body may hold a closed meeting only for certain reasons, including to discuss:

- a person’s character, competence, or health;
- pending or imminent litigation;
- certain matters regarding acquisition or sale of real property, including water rights or shares;
- the deployment of security personnel, devices, or systems;
- an investigation of alleged criminal conduct;

- the receipt or review of an ethics complaint, if the public body is the Independent Legislative Ethics Commission;
- certain matters under the jurisdiction of a legislative ethics committee; and
- certain deliberations and decision making involved in the procurement process.

A public body may close a meeting only by a two-thirds vote with a quorum present, except that a majority vote is sufficient for closing a meeting of:

- the Health and Human Services Interim Committee to review a fatality review report;
- the Child Welfare Legislative Oversight Panel to review a fatality review report or review and discuss an individual case; or
- an ethics committee of the Legislature to receive legal advice or deliberate on a complaint.

No vote is required to close a meeting of the Independent Legislative Ethics Commission to review an ethics complaint if the publicly distributed agenda for the meeting states that the meeting will be closed.

A public body that closes a meeting is required to announce and record in the minutes the reasons for closing the meeting.

A public body may not close a meeting to discuss filling a midterm vacancy or temporary absence for an elected position, or to discuss a person whose name was submitted to fill a midterm vacancy or temporary absence for an elected position.

An ordinance, resolution, rule, regulation, contract, or appointment may not be approved during the closed portion of a meeting.

Definitions *(Section 52-4-103)*

Meeting means a convening of a public body with a quorum present to discuss, receive public comment about, or act upon a matter over which the public body has jurisdiction or advisory power.

Meeting does not mean a chance or social gathering or a convening of a public body that has both legislative and executive responsibilities in certain circumstances.

Public Body means an administrative, advisory, executive, or legislative body of the state or its political subdivisions that:

Emergency Meetings *(Section 52-4-202)*

A public body may hold an emergency meeting and is not required to give 24-hour notice if unforeseen circumstances arise that require the public body to consider matters of an emergency or urgent nature. However, a public body may not hold an emergency meeting unless it attempts to notify all members of the public body and a majority of its members approve the meeting.

Electronic Meetings *(Sections 52-4-207 and IR3-1-105)*

A public body may not convene or conduct a meeting by electronic communications unless it has adopted procedures to govern electronic meetings. The Legislature's rule governing electronic legislative meetings states that a committee member may remotely participate in a public meeting if:

- the member will be more than 50 miles away from the meeting location;
- the member requests permission of the chair to participate from a remote location; and
- the chair obtains permission from the speaker of the House of Representatives and president of the Senate to conduct an electronic meeting.

Penalties *(Sections 52-4-302 and 52-4-305)*

Open Meetings - Any final action taken in a meeting that is in violation of certain open-meeting provisions of OPMA is voidable by a court.

Closed Meetings - It is a class B misdemeanor to knowingly or intentionally violate the closed meeting provisions of OPMA.

- is created by the Utah constitution, state statute, rule, ordinance, or resolution;
- expends, disburses, or is supported in whole or in part by tax revenue; and
- is vested with the authority to make decisions regarding the public's business.

Public body does not include a political party, political group, or political caucus, or a conference committee, rules committee, or sifting committee of the Legislature.

ITEM 5B


MASTER CONDITIONAL USE PERMIT SPREADSHEET									
No.	Address	Applicant	Application Date	Fee	Approval Date	Type	Status and Review Date	Parcel No.	
	51 North Main	Moyes, Jeff & Brenda	7/26/2022	\$25.00 PD	9/1/2022	Automobile Repair Shop	Active	02-047-0177	
	53 North 100 West	Braegger, Josh	5/28/2020	\$25.00 PD	Approved 6/19/20	Multi-Family (Basement Apartment)	Active Reviewed 9-12-23	02-047-0074	
	55 South 100 East	Braegger, Kenneth			Approved 2/5/16	Contractor - Home Business	Active Reviewed 10-5-23	02-050-0074	
	105 South 100 East	Loveland, Judy	9/16/1996		Approved 9/20/96	Auto Repair - Home Business	Active Reviewed 10-19-23	02-050-0008	
	110 South 200 West	Gilbert, Brian	4/20/2023	\$25.00	Approved 5/18/23	Detached Accessory Dwelling Units	Active	02-051-0008 and 02-051-0242	
	110 South 250 West	Heath, Trisha	5/18/2018		1/9/2019	Multi-Family Dwelling	Active Reviewed 11-2-23	02-053-0003	
	155 South Spring Street (135 S 100 E)	Dean, Blair & Kathy Davis	6/21/1999		9/23/2005	Single Family Home On Sensitive Land	Active Reviewed 12-7-23	02-050-0077	
	188 South 250 West	Hansen, Lindsey B.	5/3/2006	\$25.00		Single Family Dwelling	Active	02-054-0021	
	234 South 100 East	Olson, John	3/3/1989	\$25.00	3/22/1989	Business Trailer	Active	02-051-0126	
	300 East 750 North	Granite Construction Company			11/3/2015	Concrete Batch Plant	Active	02-045-0005	
	344 East 300 North	Merritts, Bill & Shelley	4/8/1993		5/10/1993	Single Family Dwelling on Sensitive Land	Active	02-048-0005	
	370 North Main	Perry, Peggy Jo	10/28/2005	\$25.00	Approved 11/18/05	Fruit Stand	Active	02-046-0079	
	450 North 200 West	Radtke, Robert and Suzie	9/25/2014	\$25.00 PD	10/6/2014	Alpaca Farm	Active	02-046-0047 & 0084	
	481 North 200 West	Beard, Lynn			Approved 2/5/15	Multi-Family Dwelling/Duplex	Active	02-046-0075	
	500 East 625 South	Nielsen, Darrell (Now Staker Parson)	3/20/1980		4/11/1989	Gravel Removal	Active	02-049-0001 & 02-053-0044	
???	500 South 200 East	Wilkes, Melissa			3/15/2015	Home Occupation	Active	02-053-0029	
	550 North 200 West	Kilpack, Lee	2/16/2018	\$25.00		Multi-Family/Basement Apartment	Active	02-046-0046	
	620 North 200 West	Kapp, Neldon & Jan	6/24/1905		2002	Building Permit	Active	02-046-0005	
	683 North Main	Palmer, Morgan	2/9/2021	\$25.00 PD	Approved 5/6/21	Wedding Reception Center	Active	02-046-0102	
	740 North Main	Grimes, Mike	7/19/1996		9/17/1996	Used Vehicle Sales	Active	02-046-0015	
	747 South Main	Gilbert, Scott; Gilbert, Dustin; Russell, Dee	3/22/2016	\$25.00 PD	4/5/2016	Accessory Building	Active	02-053-0059	

**WILLARD CITY PLANNING COMMISSION
APPLICATION FOR PLANNING COMMISSION HEARING**

Application Date:
LINDSEY B. HANSEN
Applicant:

Assessor's Parcel Number
~~020510004~~ 020540004
~~02054~~ 020510010

P.O. Box 488
Mailing Address
WILLARD, UT. 84340

Parcel Legal Description


188 So. 200 W.
Project Address

I hereby request a hearing before the Willard City Planning Commission in behalf of my application for:

801-725-7364
Phone-Number CELL

- Conditional Use Permit \$25 Fee
- Lot Line Adjustment \$25 Fee
- Other Fee variable, \$25 Min.

Cell Phone

NOTE: Fees will be charged on each application and are non-refundable. Additional applications on the same project will be considered as new applications and be charged accordingly. All applications, with required data and fees, must be filed in the Willard City Office at least two weeks prior to the scheduled hearing date.

Project description: (Attach additional sheets, as required.)
Complete Applicant Affidavit on back of this page.

**WILLARD CITY PLANNING COMMISSION
APPLICATION FOR PLANNING COMMISSION HEARING**

Application Date:
5-13-04

Assessor's Parcel Number

Applicant:
LINDSEY B. HANSEN

Parcel Legal Description

Mailing Address
P.O. Box 488
WILLARD, UT. 84340

Project Address
180 S. 250 W.

I hereby request a hearing before the Willard City Planning Commission in behalf of my application for:

Phone Number

Cell Phone
801-725-7364

Conditional Use Permit \$25 Fee

Lot Line Adjustment \$25 Fee

Other Fee variable, \$25 Min.

NOTE: Fees will be charged on each application and are non-refundable. Additional applications on the same project will be considered as new applications and be charged accordingly. All applications, with required data and fees, must be filed in the Willard City Office at least two weeks prior to the scheduled hearing date.

Project description: (Attach additional sheets, as required.)
Complete Applicant Affidavit on back of this page.

(ATTACHMENT)

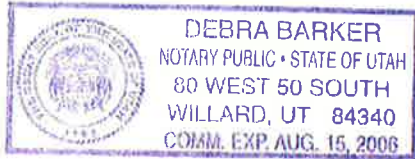
APPLICANT'S AFFIDAVIT

STATE OF UTAH)
) SS
COUNTY OF BOX ELDER))

I, (we) LINSEY B. HANSEN, being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property located at 188 So. 200 W. in Willard City, which property is involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

SIGNED *Linsy B Hansen*
Property Owner(s)
AGENT _____

Subscribed and sworn before me this 3rd day of May 2006



Debra Barker
Notary Public

Residing in Willard
My commission expires: Aug 15, 2006

* May be owner of record, contract owner, part to valid earnest money agreement, option holder or have other legal control of property.

AGENT AUTHORIZATION

I, (we) _____, the owner(s) of real property described above, hereby appoint _____, as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize them to appear on my (our) behalf before any Willard City Boards considering this application.

SIGNED _____
Property Owner(s)

Subscribed and sworn before me this _____ day of _____ 200__

Notary Public

Residing in _____
My commission expires: _____

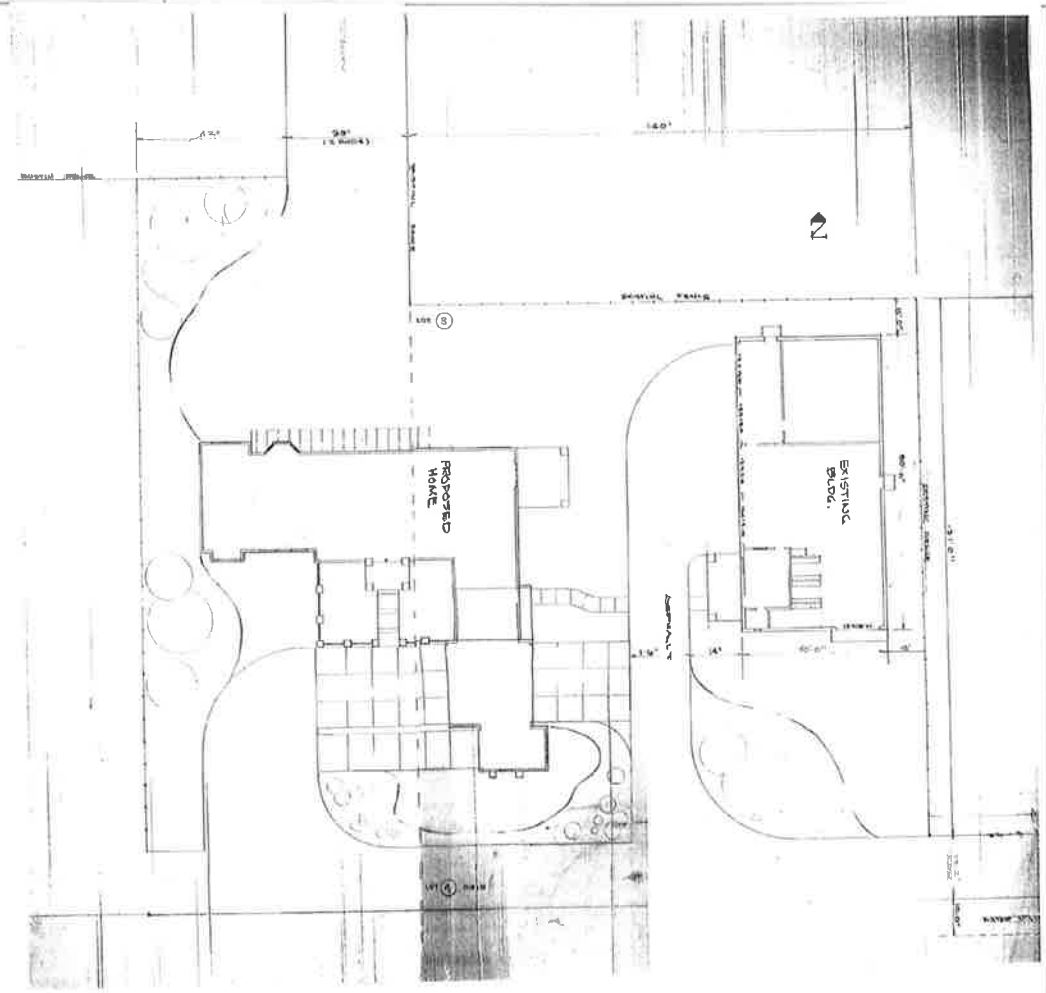
I AM PROPOSING TO THE WILLARD CITY COUNCIL AND THE PLANNING COMMISSION AN AMENDMENT TO THE CITY MASTER PLAN.

RATHER THAN CONTINUING 250 W. AT APPROXIMATELY 150 S. TO THE SOUTH, I PROPOSE THAT A 50 FOOT WIDE ROAD BE ALLOWED RUNNING FROM 250 W. TO THE WEST, ALONG THE BOUNDARY BETWEEN THE PROPERTY OWNED BY LBH TRUST (LINDSEY B. HANSEN), AND THE BARKER PROPERTY.

I AM PREPARED, AS THE TRUSTEE OF LBH TRUST, TO DONATE AT LEAST HALF OF THE NECESSARY RIGHT-OF-WAY TO FACILITATE THE PROPOSED ROADWAY, EXTENDING TO 500 W.

IN ADDITION, I AM ALSO PREPARED TO ALLOW THE CITY A 60 FOOT RIGHT-OF-WAY NORTH/SOUTH ACROSS THE FAR WEST END OF MY PROPERTY FOR THE FUTURE EXTENTION OF 500 W. FROM THE DEVELOPMENT NOW UNDER WAY, KNOWN AS MOUNTAIN SHADOWS SUBDIVISION.

I AM OF THE OPINION THAT THESE PROPOSITIONS WOULD ENHANCE THE DEVELOPMENT OF THE CITY IN AN ORDERLY WAY WITH A MUCH NEEDED EAST/WEST CORRIDOR AND THE FUTURE CONTINUATION OF 500 W. (NORTH/SOUTH). THESE CERTAINLY WOULD HELP ALLEVIATE NUMEROUS PROBLEMS THAT ARE BEGINNING TO SURFACE IN THIS AREA, AND, IN MY OPINION, WOULD , IN THE LONG RUN, BE MUCH LESS COSTLY TO THE CITY THAN THE CONTINUATION OF 250 W. AS IS NOW SHOWN ON THE MASTER PLAN.



WILLARD CITY CORPORATION PC081706

DATE: August 17, 2006
TIME: 7:30 p.m.
PLACE: Willard City Hall
ATTENDANCE: Chairperson - Robert Krum,, Commissioners: Sharon Prescott, Cathy Graham, Duane Braegger, Judy Loveland (City Council member non-voting member) Mitch Zundel Zoning Administrator (non-voting members) Gaylene Nebeker - Secretary
EXCUSED: Travis Mote, Gordon Sleeman
CITIZENS: See attached sheet

1. **Call to order** - Robert Krum - Chairperson
2. **City Council Action Items Report:** there was no City Council action item reports.

3. Public Hearing

To hear public comment on the following:

*** Request by Lindsey Hansen to revise the Master Road Plan to eliminate 250 W from approx. 150 S. to 200 S. and add a potential road at approx. 150 S. from 250 W. to 500 W.**

Chairperson Krum opened the Public Hearing at 7:37 p.m. He stated Mr. Hansen was requesting a revision to the Master Road Plan to eliminate 250 West from approximately 150 South to 200 South and to add a potential road at approximately 150 South from 250 West to proposed 500 West. He opened the Public Hearing for comments:

Helen Jane Lemon of 260 South 200 West asked where the location of the proposed 400 West and 500 West would be. Zoning Administrator Zundel showed where the locations would be.

Chairperson Krum stated the proposed 150 South would go west from 250 West across proposed 400 West and intersect with proposed 500 West.

Commissioner Braegger asked if the proposed 500 West street would continue along the railroad tracks. Chairperson Krum stated it may or may not, a public hearing would need to be held to update the Master Road Plan to see where the

road should go. He stated the reason 500 West was moved from what was on the map was that it ran through some parcels and Willard City did not want to do that.

Lindsey Hansen of 188 South 200 West stated he was the one requesting the changes. He stated 250 West is a troubled road, he stated it has never been a 50 ft road and had always been an alley. He also stated the way the proposal is going now 150 ft. south of his property the road would end and stated it was not proposed to become a through street and felt that adding the 150 ft. was not viable to Willard City. It was asked if he has had any opposition from neighbors. He stated David Pischke has talked to neighbors and he is not in favor of 250 West going in. If Helen Jane Lemon put in a road going east and west and with the continuation of 250 West going in she would only lose about 50 ft. on a potential building lot and would not give her any more access. With a 250 South going east and west it would open up the possibility of development for Mrs. Lemon. Mr. Hansen stated it would only benefit him to put in 250 West.

Helen Jane Lemon stated if 200 South were to be put in it would be between the Bart Wade residence and the David Pischke residence. She stated this could provide a second access to the area. She stated 300 West is not a proposed street to Center Street and stated she has seen a plan showing Mountain Shadows bringing over 300 West from their development and not extending to Center Street but then extending over to 150 South and felt two blocks is a long way between access roads and stated 300 West and 400 West would seem like a better plan.

Chairperson Krum stated the Master Road Plan shows 200, 400 and 500 West and would be absolutely required streets for proper flow for that area. He stated 300 West parcels could be accessed from 200 West and 400 West. He also stated if a developer wanted to put in 300 West that would be something that needed to be looked into, but the Planning Commission made a decision not to put in 300 West because 250 was projected to go in.

Helen Jane Lemon stated if 250 West extended to 200 South then 300 West is not so essential and if 250 West does not go in then 300 West would need to be put in and if the plan is going to be made by Mountain Shadow to bring the road to 150 South then the city needs to look into putting in 300 West.

A discussion was held on eliminating 250 West and would this be land-locking parcels. Helen Jane Lemon stated the only individuals it would be affecting

would be Lindsey Hansen, David Pischke and herself. It was stated there may be other individuals living on 250 West that could possibly be land-locked.

Helen Jane Lemon stated she had talked to David Pischke and he told her he did not care one way or the other if 250 West went in.

Jana Vail stated she has also talked to Mr. Pischke and he told her he would like to see 250 West abandoned.

Chairperson Krum asked Kenny Braegger about 300 West. Mr. Braegger stated they were looking into putting in 300 West but it would not continue to Center Street. Kenny Braegger presented a plan of what they would like to see done.

A discussion was held on 300 West not continuing on to Center Street. It was stated when Stillman Harding built his house he placed the house so 300 West could go in but he never gave up the land for the road to go in.

A discussion was held on putting in 150 South. It was stated 150 South would need to be a standard 60 ft street. Lindsey Hansen stated he would give up 25 ft. to put the street in and Kenny Braegger stated Braegger and Sons would also give up 25 ft. for the other half of the street. Kenny Braegger also stated he would give the city a letter stating he would give up 25 ft. for his half of the street.

Chairperson Krum stated he had concerns about having half of a street. He stated Mr. Hansen is willing to give up 25 ft. for a right-of-way on his property and Braegger and Sons are willing to give up 25 ft. and if there is an agreement between property owners he does not feel it would be a problem.

A question was asked on what is going to happen to the Barker property. Mr. Braegger stated Braegger and Sons have purchased the property and there will be room to give the 25 ft. right-of-way and also the 50 ft. road

Mr. Hansen stated the way he wants to put the house on the property encroaches on 250 West.

Commissioner Braegger asked if putting in 300 West was going to gain Willard City anything and do we need it.

Chairperson Krum stated the issue will be answered in the Old Business section of the agenda.

Keith Larsen of 150 South 200 West asked if there was currently a road planned for 150 South and west. Chairperson Krum explained where the proposed road would go. He also stated he was in favor of abandoning 250 West.

A discussion was held on land-locking those individuals on 250 West. It was stated those individuals are already land-locked. It was also stated we were not creating anything new. It was stated no they are land-locked by choice.

Cheryl Harrop of 178 South 200 West also stated she was in favor of abandoning 250 West.

Helen Jane Lemon stated she would be in favor of abandoning 250 West if they looked into putting in 300 West.

A motion was made by Commissioner Prescott to close the Public Hearing for Linsley Hansen at 8:15 p.m. The motion was seconded by Commissioner Braegger.

4. Public Hearing

To hear public comment on the following:

***McCormick Subdivision - Final Plat - 40 S. 200 W. - Parcel #02-051-0006**

Chairperson Krum opened the Public Hearing at 8:15 p.m. He stated the McCormick's were requesting a Final Plat Review for a subdivision located at 40 South 200 West parcel # 02-051-0006. He stated this is an In-fill Subdivision with the lots being split in two. He stated lot #1 is .5 acres and is on 200 West and Lot #2 is .69 acres and will face 250 West. He opened the hearing for public comments.

Rebecca Wilkins of 16 South 200 West stated she lives to the north of the requested subdivision and her back yard will be the new front yard for the new parcel. She asked about code set backs and wanted to know if she would keep her setbacks. It was stated yes. Her setbacks would be hers and they would have their own.

It was stated in the previous Planning Commission meeting the landowners would be required to give a 10 ft easement for the street. Zoning Administrator Zundel stated he found a June 13, 1996 city resolution stating 250 West is a 50ft right-of-way and not a 60 ft right-of-way and the McCormick's would

WILLARD CITY CORPORATION PC092106

DATE: September 21, 2006
 TIME: 7:30 p.m.
 PLACE: Willard City Hall
 ATTENDANCE: Chairperson - Robert Krum, Commissioners: Gordon Sleeman, Sharon Prescott, Cathy Graham, Duane Braegger, Judy Loveland (City Council member non-voting member) Gaylene Nebeker - Secretary
 EXCUSED: Mitch Zundel Zoning Administrator (non-voting members), Travis Mote
 CITIZENS: See attached sheet

1. Call to order - Robert Krum - Chairperson

2. City Council Action Items Report

*Request by Lindsey Hansen to revise the Master Road Plan to eliminate 250 West from approx. 150 S. to 200 S. and add a potential road to approx. 150 S. from 250 W. to 500 W.

It was reported there were issues that were being looked into and it was stated the Right-of-way would need to be done legally.

* McCormick Subdivision - Final Plat Review - 40 S. 200 W. - Parcel #02-051-0006

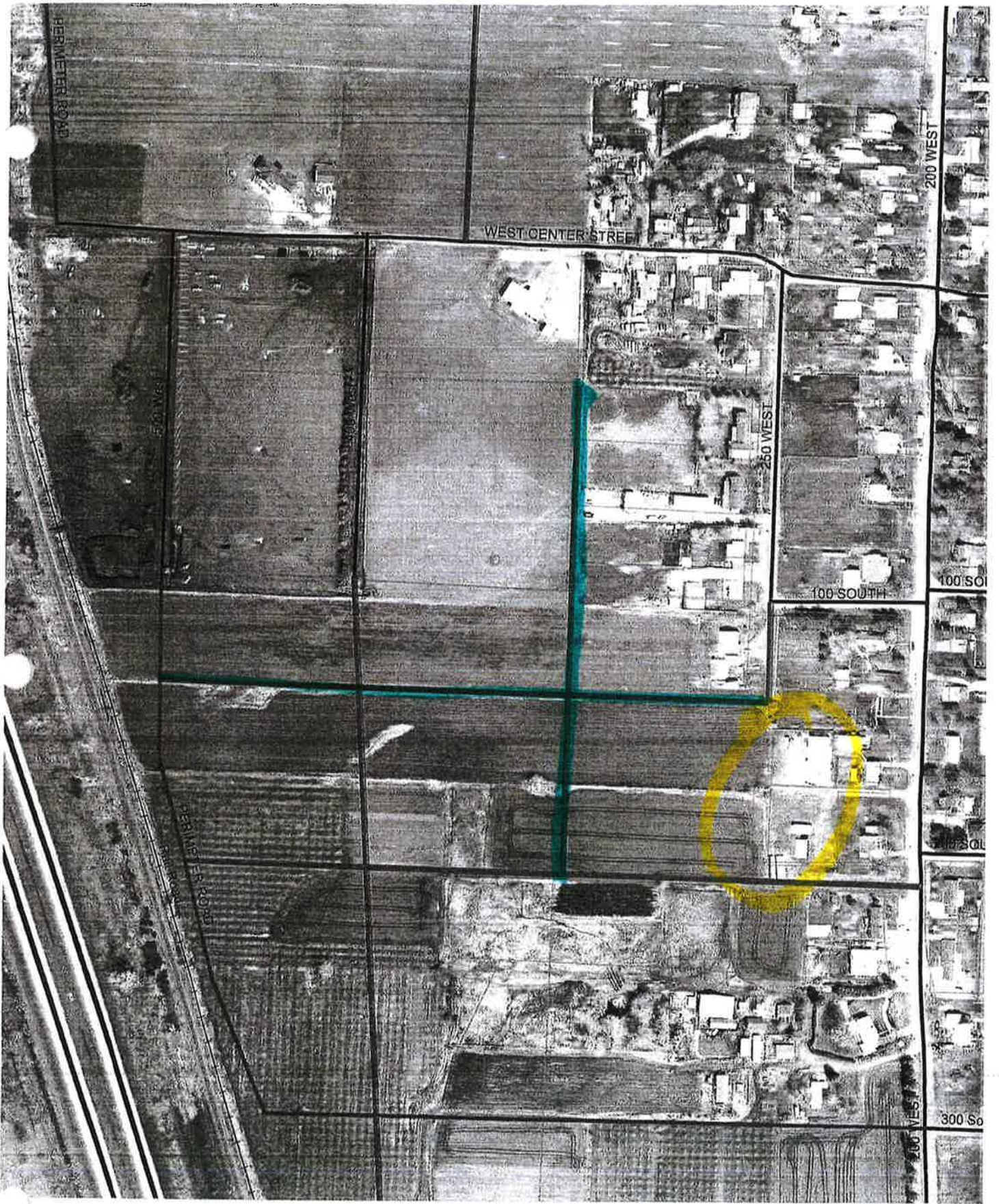
This item was approved at the City Council meeting.

There was a discussion held on Flag Lots and it was stated Commissioner Krum and City Council members Kenny Braegger and Corey Barton along with Zoning Administrator Zundel would be doing research on this item.

3. Old Business -

There was no Old Business for this meeting.

4. New Business



0 0.03 0.06 0.12 Miles



ITEM 5C

WILLARD CITY ANNEXATION POLICY PLAN

2003



APPENDIX A

WILLARD CITY RESOLUTION NO. 1-23-03 ANNEXATION POLICY PLAN

WHEREAS, the state of Utah has enacted legislation which requires municipalities to adopt an Annexation Policy Plan as a condition precedent to annexing unincorporated territory; and

WHEREAS, Willard City desires to adopt an Annexation Policy Plan to declare its policies for annexation of territory contiguous to its boundaries; and

WHEREAS, urban development should occur within cities and Willard City desires to allow urban development within its boundaries rather than allowing urban development on the city's periphery.

NOW, THEREFORE, THE CITY COUNCIL OF WILLARD CITY ADOPTS THIS ANNEXATION POLICY PLAN AS AN AMENDMENT TO THE GENERAL PLAN:

1. The city will consider, upon compliance with all current laws and ordinances, annexation of any of the Expansion Area shown on the attached map.
2. The Expansion Area:
 - (1) does not isolate islands or peninsulas of unincorporated territory;
 - (2) is contiguous with the corporate limits of Willard City;
 - (3) includes those areas for which Willard City is the most efficient provider of services;
 - (4) provides for the equitable distribution of community resources and obligations; and
 - (5) follows the boundary lines of existing water, flood control, and governmental entities.
3. The city does not favor the annexation of unincorporated territory solely for the purpose of acquiring municipal revenue or for retarding the capacity of another municipality to annex. This Annexation Policy Declaration is intended to and hereby does incorporate by reference all of the standards required and suggested by sections 10-2-401.5, et seq., Utah Code Annotated, (2000 Repl. vol.)
4. Willard City presently has no existing special districts for utilities. However, the Box Elder-Willard City Flood Control District and the Willard City Cemetery District are included in the Expansion Area.
5. The Expansion Area includes the area east of the city, and is primarily defined by the drainage basin of Willard Creek. This drainage basin is the major source of the city's water supply. Annexation of this area would be appropriate as a step in protection of this vital resource. The boundary of the Expansion Area follows the county line westward to include Willard Bay and encompasses the South Willard area of the county. South Willard is an unincorporated area of the county, but is cohesive, energetic and growing. Willard City has no plans to acquire this area. Although South Willard is included in the expansion area, it is anticipated that South Willard will incorporate unilaterally.

The Expansion Area is described as:

EXPANSION AREA

Beginning at the northwest corner of Section 13, Township 8 North, Range 2 West, Salt Lake Base and Meridian, said point being on the east boundary of Willard City and the point of beginning; proceeding thence east along the north section line of said Section 13; thence east along the north section line of Section 18, T8N, R1W, SLB&M, to the northeast corner of said Section 18; thence southeast to the southeast corner of Section 17, T8N, R1W, SLB&M; thence south along the east section line of Section 20, T8N, R1W, SLB&M, to an intersection with the Box Elder County line; thence following said county line southerly and westerly to a point which is located directly south of the west perimeter road of Willard Bay State Park; thence north to the said west perimeter road; thence north and northeasterly along said road to a point on the road located at approximately 112° 04' w. long., 41° 25' n. lat.; thence north 7,000 feet more or less to an intersection with the Bear River Bird Refuge boundary; thence northeasterly along said boundary 3,900 feet, more or less; thence east 3500 feet, more or less, to a point on the northwesterly corner of the Willard City boundary, said point being located on the centerline of Interstate Highway I-15; thence following said Willard City boundary easterly to the northwest corner of Section 13, Township 8 North, Range 2 West and the point of beginning.

6. SERVICES.

Willard City is a rural, agriculture-based community. The citizens have traditionally worked to maintain that characteristic. They have never attempted to grow at the expense of another entity. They have, however, sought to protect their community and its rural way of life. Over the years the City has developed traditional municipal services to supply the needs of the citizens. The result has been creation of well-trained, emergency service organizations.

The police department and volunteer fire department are not only of service to the City, but also to the surrounding unincorporated areas of the County. They supply services, in support of the county sheriff's office, to the South Willard area of the county and to Willard Bay State Park. They support the Utah State Highway Patrol in their responsibilities related to Interstate 15, which transects our city.

The culinary water system is adequate to support the city's present and projected needs for the immediate future, with existing culinary water rights providing the potential for expansion for the next 20 years. The expansion area contains the drainage basin of Willard Creek, which is also the water-shed and recharge area for the springs and wells that constitute Willard's present water supply. Willard Creek is also essential to the future water supply.

Facer Creek is important to the economy of the city because it supplies water for the agricultural community. Future development of this source may be required as the community grows..

At present there is no municipal sanitary sewer. Preliminary engineering has been completed showing feasibility of such a project. The city intends to be a part of the sewer district

being planned by Box Elder County. Development of the complete system will be a key part of Willard City Growth.

All services now provided to residents are financed by appropriations from the general fund and from developmental fees except water improvements, which are financed by service charges, impact fees, connection and developmental fees in the Enterprise Fund . It is anticipated that future services will be financed in the same manner.

7. GROWTH.

Willard City has considered anticipated population growth in the next 20 years. This estimated figure is derived from growth in the last 10 years, current building permits and development and figures from BRAG. Willard City envisions residential growth continuing at approximately 10-15% a year depending on interest rates and financial stability. This rate could also be influenced by the commercial growth that may occur. With these conditions, Willard City would grow to a population of about 2400 in twenty years.

WILLARD CITY - PROJECTED GROWTH

YEAR	POPULATION	HOUSEHOLDS	H/H CHANGE	INCREASE (%)
2000	1630*	517	---	---
2005	1736**	551	34	6.5
2010	1931** 171	613	62	11.3
2020	2321**	737	124	20.2
2030	2741**	870	133	18.1
2040	3213***	1020	150	17.2
2050	3717***	1180	160	15.7

* CENSUS 2000, ** BRAG ESTIMATE, ***LOCAL EXTRAPOLATION.

8. TAXATION

It is anticipated that the residents in the Expansion Area would experience an increase in their property tax if they were to be annexed. This increase will equal the Certified Tax Rate imposed by Willard City. Current Willard residents should not be affected by an increase due to annexation.

The following figures are based on the 2001 certified tax rate.

Taxing Entity	Certified Tax Rate	Tax per \$100,000 assessed value	
		County	Willard
Mosquito Abatement	0.000332		
Bear River Water District	0.000168		
School Board	0.006320		
Box Elder County	0.001911		
Box Elder- Willard City Flood Control District	0.000373		
TOTAL COUNTY RATE	0.009104	\$910.40	
Willard	0.001009		
TOTAL WILLARD RATE	0.010113		\$1,011.30

9. Willard City favors the following criteria in considering territory for annexation:
- a. New boundaries, if using a street or a highway as a boundary, should include land on both sides of the street within the boundary (i.e., 200 feet beyond the street or along the property line at the back of the next series of lots bordering the street.)
 - b. Those entities developing territory proposed for annexation should bear their proportionate share of costs associated with the demand on service from increased population. Provisions to assure this objective are part of Willard City Zoning and Subdivision Ordinances.
 - c. The General Plan, as adopted by Willard City, will include the Annexation Policy Plan, as it addresses the need, over the next 20 years, for additional land suitable for residential, commercial and industrial development. Uses within new territory should be compatible or extensions as intended by the plan. The need of new land area is supported by the anticipated population increase.
 - d. New territory is located within the Expansion Area proposed in the Annexation Policy Plan and lies contiguous to the present boundaries of Willard City.
10. Willard City may consider annexation of territory if:
- a. The territory to be annexed is territory included within this policy declaration, or any amendments to the policy; and
 - b. The City is presented with a petition for annexation that complies with Utah State

Law dealing with annexation; and

c. The petitioners satisfy Willard City that the annexation substantially complies with this Policy Declaration; and,

d. Matters relevant to interests of all affected entities being considered are addressed.

Willard City as a municipality may annex an unincorporated area on its own motion, under this section, without an annexation petition if:

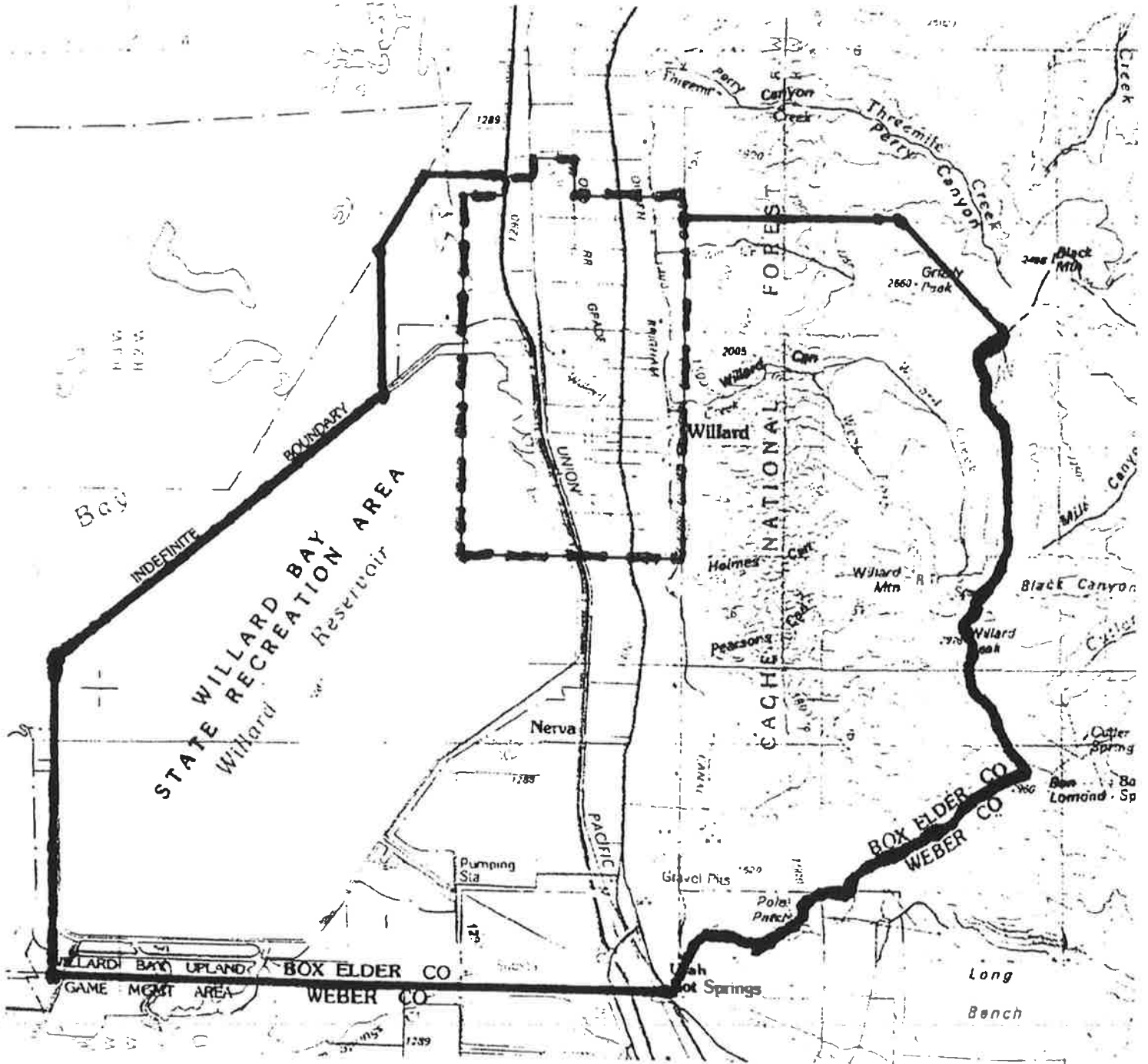
a. The area to be annexed consists of one or more islands within or peninsulas contiguous to the municipality;

b. The majority of each island or peninsula consists of residential or commercial development;

c. The area proposed for annexation requires the delivery of municipal-type services; and

d. The municipality has provided most or all of the municipal-type services to the area for more than one year.

WILLARD CITY ANNEXATION POLICY PLAN EXPANSION AREA MAP



PRESENT CITY BOUNDARY = DASHED LINE
EXPANSION AREA BOUNDARY = SOLID LINE

NOVEMBER 1, 2002

ITEM 6



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, March 7, 2024 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at City Hall and on the State of Utah Public Meeting Notice
3 Website.

4
5 The following members were in attendance:

6
7 Sid Bodily, Chairman

Jeremy Kimpton, City Manager

8 Diana Baker

Colt Mund, City Attorney

9 Chandler Bingham

Bryce Wheelwright, City Planner

10 Chad Braegger

Michelle Drago, Deputy Recorder

11 Alex Dubovik

12 Brian Gilbert

13
14 Others in attendance: Mayor Travis Mote; Ruth Beebe; Ken Ormond; Ruth Ormond; Bryce Darley; Doug
15 Younger; Mary Younger; Matt Francom; Marc Anderson; and Michelle Anderson.

16
17 The meeting was called to order at 6:32 p.m.

18
19 1. PRAYER: Brian Gilbert

20
21 2. PLEDGE OF ALLEGIANCE: Diana Baker

22
23 3. GENERAL PUBLIC COMMENTS

24
25 Time Stamp: 02:26 03/07/2024

26
27 Bryce Darley, 374 South 200 West, stated that he applied for a building permit to build a shed and was told
28 it had to be ten feet from his property line due to an easement for fire access. However, as he drove through
29 Willard, he noticed that everyone had fences on property lines. How could fire equipment access properties
30 if fences were in the way? He felt the easement requirement was obsolete and proposed that it be repealed.

31
32 4. CITY COUNCIL REPORT

33
34 Time Stamp: 03:57 03/07/2024

35
36 Mayor Travis Mote stated that the City Council had not met since February 8th so there was not much to
37 report. He anticipated that the Council would approve the General Plan at its March 14th meeting.

38
39 Mayor Mote updated the Planning Commission on the installation of fiber optic internet in Willard.

40
41 Mayor Mote stated that Garth Day from Heritage Land Development had met with him regarding the rezone
42 of the Lemon orchard property from R-1/2 to MPC. They discussed density, private roads, and open space.
43 Mr. Day anticipated coming back to the Planning Commission on March 21st.

44
45 Mayor Mote stated that later in the meeting, the Planning Commission would discuss future land uses for
46 South Willard. The City was starting to get more annexation requests for properties in South Willard
47 because of Box Elder County's new policy. If Willard was going to annex properties in South Willard, there
48 needed to be continuity between the communities regarding zoning and roads. He did not want to end up



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49 with two separate cities. He felt Willard needed to initiate a plan about how to blend the communities
50 together.
51

52 5A. SWEAR IN RUTH BEEBE AS AN ALTERNATE PLANNING COMMISSION MEMBER
53

54 Time Stamp: 09:23 03/07/2024
55

56 Mayor Mote stated that Ruth Beebe had graciously agreed to replace Zack Hulsey as an alternate Planning
57 Commission member.
58

59 Ruth Beebe was sworn in as an alternate Planning Commission member by Mayor Mote.
60

61 5B. CONSIDERATION OF A LOT LINE ADJUSTMENT FOR MARC ANDERSON FOR PROPERTY
62 LOCATED AT APPROXIMATELY 1094 SOUTH MAIN STREET (PARCEL NOS. 02-055-0010
63 AND 02-055-0011)
64

65 Time Stamp: 11:08 03/07/2024
66

67 Bryce Wheelwright stated that the Planning Commission considered a lot line adjustment for this property
68 last September. Marc Anderson recently purchased the property and was requesting another small lot line
69 adjustment to increase the frontage of Parcel 2 to 100 feet.
70

71 Marc Anderson stated that he needed 100 feet of frontage to build a home on Parcel 2.
72

73 Mr. Wheelwright stated that both parcels would have 100 feet of frontage. Both would be legal. Mr.
74 Anderson also needed to rezone Parcel 2 from A-5 to R-1/2 because it did not contain five acres. That was
75 the next item on the agenda.
76

77 Marc Anderson answered questions from the Planning Commission about the locations of existing buildings
78 and a future driveway.
79

80 Commissioner Baker asked if the future extension of 200 West would affect this property. Bryce
81 Wheelwright said 200 West would not extend this far south; 400 West would but it would be west of the
82 Anderson property.
83

84 Mayor Mote stated that the HOP Trail would in 2024, but it would be west of the Anderson property.
85

86 Marc Anderson asked what kind of surface the trail would have. Bryce Wheelwright said it would be paved.
87

88 **Commissioner Bingham moved to approve a lot line adjustment for Marc Anderson for property**
89 **located at approximately 1094 South Main Street (Parcel Nos. 02-055-0010 and 02-055-0011).**
90 **Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.**
91

92 Bryce Wheelwright asked that Commissioner Baker report the lot line adjustment to the City Council.
93
94
95
96



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97 5C. PUBLIC HEARING TO RECEIVE PUBLIC INPUT REGARDING A PETITION FROM MARCH
98 ANDERSON TO REZONE APPROXIMATELY 3.16 ACRES LOCATED AT APPROXIMATELY
99 1100 SOUTH MAIN STREET FROM A-5 TO R-1/2 (02-055-0010)

100

101 Time Stamp: 19:54 03/07/2024

102

103 **Commissioner Dubovik moved to open the public hearing at 6:51 p.m. Commissioner Gilbert**
104 **seconded the motion. All voted “aye.” The motion passed unanimously.**

105

106 Chairman Bodily read the Planning Commission’s Rules of Order.

107

108 Bryce Wheelwright stated that Marc Anderson wanted to build a home at approximately 1100 South Main
109 Street. The parcel was currently zoned A-5, but it only contained 3.16 acres. Mr. Anderson wanted to
110 change the zoning to R-1/2 so he could get a building permit. According to the Future Land Use Map, the
111 future land use designation for this property was R-1/2. The property was contiguous with existing R-1/2
112 zoning along the highway. He felt Mr. Anderson’s rezone request met all the city’s requirements.

113

114 Marc Anderson stated that he had a three-acre parcel on which he wanted to build a house. The zoning
115 needed to be changed to do so.

116

117 Chairman Bodily opened the floor for public comments. There were none.

118

119 **Commissioner Baker moved to close the public hearing at 6:54 p.m. Commissioner Braegger**
120 **seconded the motion. All voted “aye.” The motion passed unanimously.**

121

122 5D. RECOMMENDATION TO THE CITY COUNCIL REGARDING A PETITION FROM MARC
123 ANDERSON TO REZONE APPROXIMATELY 3.16 ACRES LOCATED AT APPROXIMATELY
124 1100 SOUTH MAIN STREET FROM A-5 TO R-1/2 (02-055-0010)

125

126 Time Stamp: 23:43 03/07/2024

127

128 Commissioner Braegger pointed out that building a home south of the old Hubbard home at 1094 South
129 Main would landlock the land to the west. There would not be a city road to access the ground to the west.

130

131 Marc Anderson said they planned to build a road to access the home they were planning.

132

133 Commissioner Braegger clarified that there was not enough room to build a home and an access road for
134 property to the west. Mr. Wheelwright said that was correct. The future road plan did not include a road in
135 this area. A north/south road could be built as surrounding land developed.

136

137 Commissioner Bingham said 100 West could extend to the south. In the past residents had built buildings
138 where roads were planned. He hoped Anderson’s would take future road locations into consideration when
139 they built their home.

140

141 Michelle Anderson said they planned to build their home close to the existing home.

142



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143 Bryce Wheelwright stated that the Planning Commission had three options. It could recommend that the
144 City Council approve the rezone, recommend that the City Council deny the rezone, or it could table the
145 rezone.

146
147 **Commissioner Baker moved to recommend that the City Council approve the petition from Marc**
148 **Anderson to rezone approximately 3.16 acres located at approximately 1100 South Main Street from**
149 **A-5 to R-1/2. Commissioner Dubovik seconded the motion. All voted “aye.” The motion passed**
150 **unanimously.**

151
152 Chairman Bodily said the City Council would make the final decision regarding the rezone. Michelle Drago
153 said the rezone would be on the March 28th Council agenda.

154
155 5E. REVIEW AND CONSIDERATION OF A CONDITIONAL USE PERMIT FOR MATTHEW
156 FRANCOM FOR A WELDING BUSINESS LOCATED AT 432 NORTH MAIN STREET (PARCEL
157 NO. 02-046-0086)

158
159 Time Stamp: 29:07 03/07/2024

160
161 Bryce Wheelwright stated that in the fall of 2020, Matthew Francom applied for a conditional use permit to
162 operate a welding business at 432 North Main Street. The site plan showed that the building was located
163 on the northeast corner of his property. The building footprint was 42' x 100.' When the Planning
164 Commission considered Mr. Francom's application in 2020, it asked him to bring his building up to
165 commercial code, to supply handicap access, and to install a separator in the building to prevent powder
166 coating waste from going into the City's sewer system. It had been a long process, but Mr. Francom had
167 finally completed all the requirements. The staff had drafted a written conditional use permit. He asked that
168 the Planning Commission review the draft to see if anything should be added or changed.

169
170 Commissioner Braegger recused himself from the discussion due to a conflict of interest.

171
172 Commissioner Gilbert asked if a handicap accessible restroom had been installed. Mr. Wheelwright said it
173 had, and it had been inspected by Box Elder County. There were also handicap parking stalls. As a
174 commercial business, Mr. Francom had to have hard surface parking. Mr. Francom had a concrete pad
175 next to the building. The rest of the site was not paved, but there was paved parking next to the building.

176
177 Matthew Francom, 404 North Main, stated that he had an approved approach from UDOT that he currently
178 was not using due to finances. He had not had the cash flow to complete the approach. The project had
179 taken so long because he paid for improvements in cash as he moved forward. UDOT was requiring that
180 the approach be piped and asphalted. He had been using the approach to his personal driveway to access
181 the business.

182
183 Chairman Bodily asked where the UDOT approach would be located. Mr. Francom said it was a 40-foot
184 approach shared with the property owner to the north. The ditch along Highway 89 on the north side of his
185 property was too deep to drive over. He hoped to complete the approach this spring. Using his personal
186 driveway for the business had not been a problem because he did not have a lot of customers. He had two
187 employees, and a powder coater that came once in a while.

188
189 Colt Mund, City Attorney, stated that Mr. Francom's application pre-dated the Conditional Use Permit
190 Review Committee. Had Mr. Francom's application been reviewed by the Fire Department to make sure int



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191 complied with the International Fire Code? Mr. Wheelwright said it had. At one point, there had been an
192 issue with the sprinkling system, but it was determined that Mr. Francom wasn't large enough to require a
193 sprinkling system.

194
195 Matthew Francom stated that he had put in and labeled the fire extinguishers required by the Fire
196 Department.

197
198 Commissioner Gilbert asked what kind of work Matthew Francom did. Mr. Francom said he welded a lot of
199 metal railings and spiral staircases.

200
201 Commissioner Baker thought there was an issue with the powder coating. Bryce Wheelwright said the issue
202 was resolved by the installation of the separator on the sewer system.

203
204 Commissioner Dubovik asked about hours of operation. Matthew Francom said he was typically open
205 during the day – 7:30 a.m. to 4:30 or 5:00 p.m. Sometimes the powder coater were there later, but he told
206 them to shut down by 10:00 p.m.

207
208 Commissioner Gilbert asked if there had been lighting requirements in 2020. Mr. Wheelwright said there
209 was not. The business parcel had been rezoned to Commercial Neighborhood. Commissioner Baker asked
210 if the building had outside lighting. Mr. Francom said it had two outside lights.

211
212 Chairman Bodily suggested that the business be kept neat and clean. It currently did not' have a clean
213 appearance.

214
215 Matthew Francom asked about putting up a sign. Bryce Wheelwright said a sign would have to comply with
216 the city's Sign Ordinance. Commissioner Gilbert said would also have to comply with the Dark Sky
217 Ordinance.

218
219 Commissioner Bingham asked about adding a maintenance requirement to the conditional use permit.

220
221 There was a discussion about maintenance. Colt Mund stated the Planning Commission could stipulate
222 that no materials be stored on the exterior of the building. He felt a condition about keeping an orderly
223 appearance would be difficult to enforce. Mr. Wheelwright felt the Commission's concerns were covered by
224 the Nuisance Ordinance. Mr. Mund felt language should be added to the conditional use permit to specify
225 compliance with the city codes.

226
227 **Commissioner Bingham moved to approve a conditional use permit for Matthew Francom to operate**
228 **a welding business located at 432 North Main Street as amended by the City Attorney.**
229 **Commissioner Gilbert seconded the motion. All voted "aye," except Commissioner Braegger who**
230 **abstained. The motion passed.**

231
232
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238



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239 5F. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO LINSEY B. HANSEN FOR A SINGLE-
240 FAMILY DWELLING LOCATED AT 188 SOUTH 250 WEST (PARCEL NO. 02-055-0217)
241 ISSUED IN 2006
242

243 Time Stamp: 46:58 03/07/2024
244

245 Bryce Wheelwright stated the list of conditional use permits compiled by the staff included a conditional use
246 permit for Lindsey Hansen to build a house and do away with the extension of 250 West to the south.
247 Michelle Drago had been searching for an approval date and a conditional use permit document. She had
248 found discussions in minutes that had been tabled, but she had not found an approval date. He asked that
249 the review be tabled until the next meeting.
250

251 **Commissioner Dubovik moved to table review of a conditional use permit for Lindsey B. Hansen**
252 **until the next meeting. Commissioner Braegger seconded the motion. All voted “aye.” The motion**
253 **passed unanimously.**
254

255 5G. CONSIDERATION AND RECOMMENDATION TO THE CITY COUNCIL REGARDING AN
256 AMENDMENT TO THE GENERAL PLAN CHAPTER 12-000 OF THE WILLARD CITY ZONING
257 ORDINANCE TO INCLUDE A FUTURE LAND USE MAP FOR THE SOUTH WILLARD AREA
258 INCLUDED IN WILLARD’S ANNEXATION POLICY DECLARATION
259

260 Time Stamp: 48:40 03/07/2024
261

262 Mayor Mote referred to comments he made earlier in the meeting. He was asking that the Planning
263 Commission begin the process of planning future land uses for South Willard. The City Council would like
264 areas for commercial and high density identified.
265

266 Bryce Wheelwright stated that South Willard was part of Willard’s Annexation Declaration Policy. It was a
267 big area with several natural barriers, such as I-15 and Highway 89. There were natural spots for high-
268 density and commercial. The City Council wanted to have future land use identified before land started
269 annexing, which it probably would given Box Elder County’s new policy.
270

271 Mayor Mote stated that Willard’s groundwater came from the alluvial fans in what was left of the
272 unincorporated, undeveloped land above the gravel pits. If Willard developed a future land use map for
273 South Willard, it could be taken to Box Elder County so their future land use map could be updated to
274 match. There were groundwater protection areas that needed to be included.
275

276 Commissioner Dubovik asked if someone knew where the sensitive areas in South Willard were located.
277 Mayor Mote said he could pull some soil maps that showed sensitive areas. The Planning Commission
278 could also get input from Willard Flood Control and people in South Willard. Some people in South Willard
279 did not want to annex, but properties around them would annex to be able to hook onto the sewer.
280

281 Commissioner Braegger suggested holding a public meeting and inviting South Willard residents to give
282 their input. Mayor Mote felt a public open house would be the best format.
283

284 Commissioner Dubovik felt the open house should include someone from Willard Flood Control.
285



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286 Commissioner Braegger suggested that representatives from South Willard Water and Box Elder County
287 be invited as well.
288

289 Mayor Mote hoped that in the end Box Elder County would adopt Willard's plans so that parties could not
290 play the entities against each other.
291

292 Chairman Bodily felt residents of South Willard need to be made aware of what was coming so they didn't
293 think Willard was trying to steal them.
294

295 Mayor Mote said he would reach out to Commissioner Perry had wanted to hold a meeting and suggested
296 holding it at the Utah State building. He would reach out to Commissioner Perry.
297

298 There was a discussion about who to include – Willard City SLUA, Public Works, Fire Department, and
299 Police Department, Willard Flood Control, South Willard Water, and Box Elder County.
300

301 Commissioner Gilbert asked that a digital copy of the South Willard map be sent to the Planning
302 Commission members.
303

304 Commissioner Dubovik asked that the staff contact the appropriate entities about providing information
305 regarding a future plan for South Willard and attending a public open house. He asked that the staff report
306 back to the Planning Commission on March 21st. Then a date could be set for the open house.
307

308 Commissioner Dubovik felt Willard's hand was being forced toward annexation by Box Elder County's new
309 policy regarding development and rezones in unincorporated areas. Chairman Bodily felt that was what the
310 residents of South Willard needed to realize.
311

312 Mayor Mote hoped to have an open house in mid-April.
313

314 Chairman Bodily asked the Planning Commission to begin reviewing the map of South Willard. This would
315 be a big project.
316

317 Mayor Mote encouraged the Planning Commission members to be more cognizant of South Willard as they
318 drove through it; to look at potential areas for commercial development. Areas along Highway 89 were
319 disappearing fast.
320

321 6. CONSIDERATION AND APPROVAL OF THE FEBRUARY 1, 2024, REGULAR PLANNING
322 COMMISSON MINUTES
323

324 **Commissioner Dubovik moved to approve the February 1, 2024, minutes as written. Commissioner**
325 **Baker seconded the motion. All voted "aye." The motion passed unanimously.**
326

327 7. COMMISSIONER/STAFF COMMENTS
328

329 Time Stamp: 1:13:44 03/07/2024
330

331 Colt Mund
332

333 Did not have any comments.



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334 Jeremy Kimpton

335

336 Jeremy Kimpton stated that the updated ordinances were now online. However, the chapter numbers did
337 not match the city's current code. The information was there, but it still needed some work. He asked the
338 Planning Commission members to look through the online ordinances to see if anything had been left out.

339

340 Commissioner Gilbert asked that a link to the ordinances be sent to the Planning Commission members.

341

342 Bryce Wheelwright

343

344 Bryce Wheelwright reported that Next Construction planned to build an office in the Bailey V Industrial
345 Subdivision at approximately 315 West 750 North. The Fiiz store would open in a few days. A grand opening
346 was planned for March 30th.

347

348 Chairman Bodily asked if Fiiz needed a conditional use permit. Bryce Wheelwright said the site was zoned
349 commercial. A conditional use permit was not needed, and the Planning Commission had reviewed the site
350 plan. Chairman Bodily was concerned about how lighting would affect the property owner to the north. A
351 fence had been installed, but he was not sure it would block car lights. Mr. Wheelwright said he would check
352 the fencing. The traffic pattern was approved by UDOT. Commissioner Baker was concerned about foot
353 traffic crossing Highway 89. Would UDOT allow a crosswalk? Mayor Mote said UDOT would not put a
354 crosswalk in unless there was a stop light.

355

356 Bryce Wheelwright said he had had many discussions with UDOT about pedestrian access across Highway
357 89 in the form of an overpass or an underpass. UDOT said it was too expensive.

358

359 Commissioner Bingham

360

361 Commissioner Bingham felt the R-1/2 zoning on the east side of Highway 89 would lead to more roads in
362 the unincorporated area. If houses started going up, there would be more dust for the residents to deal with.
363 He realized it was a long way in the future. He felt the city needed to think about whether it really wanted
364 houses up there. Mayor Mote said that was another reason to create a plan that could be followed by Box
365 Elder County.

366

367 Commissioner Dubovik

368

369 Did not have any comments.

370

371 Commissioner Gilbert

372

373 Did not have any comments.

374

375 Commissioner Baker

376

377 Commissioner Baker reported on the Box Elder County Commission meeting. A representative of the bird
378 refuge was complaining about lighting from the Love Truck Stop. They said it interfered with the bird
379 migration route. He hoped the county would start regulating lighting. She felt that was something Willard
380 needed to consider. Lighting needed to be directed upward instead of lighting up the sky.

381



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382 Commissioner Braegger

383

384 Commissioner Braegger stated that sinkholes had formed on the trail. Willard's Public Works Director called
385 the contractor who came and fixed it. However, he noticed other sinkholes were forming. He felt the city
386 needed to carefully inspect the trail just prior to the end of the contractor's one-year warranty period.

387

388 Chairman Bodily

389

390 Did not have any comments.

391

392 8. ADJOURN

393

394 **Commissioner Bingham moved to adjourn at 7:54 p.m. Commissioner Braegger seconded the**
395 **motion. All voted in favor. The motion passed unanimously.**

396

397

398 Minutes were read individually and approved on: _____

399

400

401

402

403 _____

404 Planning Commission, Chairman
405 Sid Bodily

406

dc:PC 03-07-2024

Planning Commission Secretary

Michelle Drago