



Notice is hereby given that the
WILLARD CITY PLANNING COMMISSION
Will meet in a regular session on
Thursday, April 4, 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. Review of a conditional use permit issued to John Olson for a business trailer located at 234 South 100 East (Parcel No. 02-051-0126) issued March 22, 1989
 - b. Discussion regarding amending Chapter 12-105 of the Willard City Zoning Ordinance to allow short-term rentals in residential zones
 - c. Discussion regarding amending Chapter 12-106 of the Willard City Zoning Ordinance the Master Planned Community Zone
 - d. 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 21, 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/pmnl/index.html>, on the Willard City website www.willardcity.com, and sent to the Box Elder News Journal this 29th 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

Willard City Corporation

80 West 50 South



Willard, Utah 84340

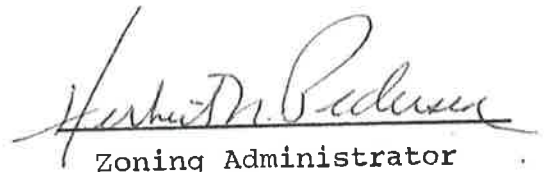
The Planning Commission decided to grant the Conditional Use Permit with the following stipulations:

1. Option to renew permit after six months with a maximum of one year.
2. Letters from neighbors with written approval for a business trailer in a residential area.
3. The business trailer cannot be used as a residential unit.
4. There may not be more than 2 employees during the length of time the conditional use permit is in effect.

The stipulations were noted by motion in the Willard City Planning Commission minutes 10-12-88.

3/22/89

Date Approved


Zoning Administrator

WILLARD CITY PLANNING COMMISSION REQUEST FORM

Name(s): John Olson
Address: 234 South 100 East Telephone: _____
Date received: _____ Fee: 25⁰⁰ Receipt #: _____

It is required that any person or persons having business before the Willard City Planning Commission provide detailed information as described in the appropriate Willard City Ordinance.

TYPE OF REQUEST:

- ZONING CHANGE ----- \$125.00
- CONDITIONAL USE PERMIT ----- \$25.00
- SUBDIVISION APPLICATION
 - a. Sketch plan ----- \$200.00 + \$10.00 per lot.
 - b. Preliminary and final plat - \$150.00 + \$15.00 per lot.
 - c. Inspection ----- \$300.00 + \$30.00 per lot.
- MOBILE HOME APPLICATION ----- \$300.00 + \$30.00 per unit.
- RECREATIONAL COACH PARK APPLICATION - \$300.00 + \$30.00 per unit.
- EXCAVATION APPLICATION
 - a. Gravel pit ----- \$500.00
 - b. Minor ----- \$ 25.00
- OTHER (Specify) ----- \$25.00 initial fee + fees determined by Planning Comm.

ADDITIONAL INFORMATION: _____

No 804

MO: _____
Willard City, Utah, _____, 19_____

OFFICE OF
Treasurer of Willard City Corporation

Received of _____

Dollars

Account of _____

Treasurer

In the event the
ere will be a fee
the Willard City
ting.

WILLARD CITY PLANNING COMMISSION
APPLICATION FOR CONDITIONAL USE PERMIT

Date: 3-3-89 Application #: _____ Fee Received: \$25⁰⁰

NAME OF APPLICANT John Olson

ADDRESS 234 South 100 East ZIP CODE 84340

PHONE NO: 723-7542

PROPERTY OWNER (If Not Applicant): John Olson

ADDRESS OF PROPERTY: _____

EXISTING ZONING: Residential

LEGAL DESCRIPTION:

TOTAL AREA - (Acres or Square Feet): _____

Explanation of Conditional Use

1. What is the existing use of property? residential
2. What is the proposed use of property? requests that a Business trailer be put on his property temporarily.
3. What is the estimated development time schedule? Approximately 6 months to one year.

See Addendum Sheet Attached

Separate page - Minutes to Planning Commission meeting
10-12-88.

APPLICANT'S AFFIDAVIT

STATE OF UTAH)
) ss
COUNTY OF BOX ELDER)

I, (we) _____, being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property 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 John A Olson
Property Owner

Agent _____

Subscribed and sworn to be me this 3 day of March 1989.

Lelanne Hunsaker
Notary Public
Residing in:

My Commission Expires:
12-17-92

*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) John A Olson, the owner(s) of real property at 350 So. 1st East as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize _____ to appear on my behalf before any City Boards considering this application. Dated this 3 day of March 1989, above instrument who duly acknowledged to me that they executed the same.

Lelanne Hunsaker
Notary Public
Residing in:

My Commission Expires:
12-17-92

specified location.

4. JOHN OLSON - BUSINESS TRAILER: Mr. Olson came to Planning Commission to ask if he could place a business trailer on his property where (Peak Electric) is located. He requested a conditional use permit. Mr. Olson's intentions are to keep the trailer on his property until such time as he can put in a water line on SR-315 the access road to Willard Bay. Mr. Olson owns property in that area. He will put in the water line in the spring of 1989, but stated that the water line will be expensive and it may take him up to a year to put it in. Mr. Olson also stated that he talked to his immediate neighbors and asked if they would have any objections to the trailer being placed in the area temporarily. He had found no one who objected. The Planning Commission asked Mr. Olson to contact Commissioner Pedersen who is the zoning administrator. The Commission decided to grant a conditional use permit with some stipulations. Commissioner Barker made a motion to grant the permit to Mr. Olson with the following stipulations. The motion was to issue a conditional use permit to John Olson for the use of a business trailer on his property at 234 South 100 East, for a period of six months with an option to renew at the end of the that six months, but it shall not exceed one year. Mr. Olson will obtain letters from the surrounding landowners, and his business will not employ more than two. The business trailer will not ever be used as a residence. Commissioner Baddley seconded the motion and the voting was unanimous.

5. BETTY JOHANSEN - RV ACRES: Mrs. Johansen came to Planning Commission with the intention of asking questions pertaining to the property known as RV Acres. She talked to the Commissioners before the meeting, gathered her information, and left before the meeting officially opened.

6. OTHER BUSINESS: There was no other business to be reported to the Planning Commission at this time.

7. ADJOURN: The meeting was adjourned at 10:45 p.m.

Steve Bingham, Chairman

Andrea Shipley, secretary

ITEM 5B

CHAPTER 12-105. CONDITIONAL USE

12-105-1. Purpose of Conditional Use Provisions

The purpose of the issuance of a conditional use permit is to allow the proper integration into Willard City of land uses which may be suitable only under special conditions and in specific locations in Willard City or in the applicable zoning district, or only if such uses are designed or conducted in a particular manner.

12-105-2. Permit Required

A Conditional Use Permit shall be required for all uses listed as conditional uses in the zoning district use regulations or elsewhere in this Chapter.

12-105-3. Application

A Conditional Use Permit Application shall be made to the City Planner on forms provided by the City Planner. Only property owners or their duly authorized agents shall make application for a Conditional Use Permit. No Conditional Use Permit may be processed without the submission of an application, payment of the processing fee, and providing all supporting materials as required by the City Planner, the Conditional Use Review Committee, and this Chapter.

12-105-4. Required Documents

The Conditional Use Permit Application shall be submitted with the material listed in this Section. The City Planner and/or the Conditional Use Review Committee may determine and require items not listed herein be submitted in order to evaluate the proposed conditional use application. The application for the Conditional Use Permit shall include at least the following:

1. A written statement explaining details surrounding the proposed Conditional Use Permit Application is consistent with all the standards and requirements of this Chapter and other applicable sections of the Willard City Zoning and Land Use Ordinances.

12-105-5. Public Notice

No public hearing need be held. However, a hearing may be held if the City Planner, Conditional Use Review Committee or the Planning Commission deem a public hearing to be necessary and in the public interest. When such public hearing is required, the City will send notice by mail, at the applicant's sole cost and expense, to all property owners within 500 feet from the location where the proposed conditional use is to be conducted, inform them of the nature of the intended use, the date, time and place of the public hearing, name and address of the applicant and location of the intended use. A complete list of names and addresses of all impacted property owners shall be forwarded to the City by the applicant and where such list is inaccurate or incomplete the conditional use may be denied or revoked.

12-105-6. Conditional Use Review Committee

Upon submission of a Conditional Use Permit Application, the City Planner will determine the completeness of the application. If the Conditional Use Application is complete, the City Planner

will forward the application and all supporting materials to the Conditional Use Review Committee. The Conditional Use Review Committee shall be comprised of the following individuals: The Chief of Police, Fire Chief, City Attorney, a member of the Planning Commission, Director of Public Works, City Planner, City Engineer, and City Manager. Upon review of the application, proposed site plan if required, and any other necessary documentation or information, the Conditional Use Permit Review Committee will transmit a recommendation for the proposed Conditional Use Permit to the Planning Commission.

12-105-7. Factors to be considered by the Conditional Use Review Committee

In considering an application for a Conditional Use Permit, the Conditional Use Review Committee should analyze the following factors and may request information, studies, or data with respect to such factors for the purpose of determining whether a proposed Conditional Use Permit meets the standards set forth in this Chapter:

1. The suitability of the specific property for the proposed use;
2. The development or lack of development adjacent to the proposed site and the harmony of the proposed use with existing uses in the vicinity;
3. Whether the proposed use or facility may be injurious to potential or existing development in the vicinity;
4. The economic impact of the proposed facility or use on the surrounding area;
5. The aesthetic impact of the proposed facility or use on the surrounding area;
6. The present and future requirements for transportation, traffic, water, sewer, and other utilities for the proposed site and surrounding area;
7. The safeguards proposed or provided to ensure adequate utilities, transportation access, drainage, parking, loading space, lighting, screening, landscaping, open space, fire protection and pedestrian and vehicular circulation;
8. The safeguards provided or proposed to prevent noxious or offensive omissions such as noise, glare, dust, pollutants and odor from the proposed facility or use;
9. The safeguards provided or proposed to minimize other adverse effects from the proposed facility or use on persons or property in the area; and
10. The impact of the proposed facility or use on the health, safety and welfare of the City, the area and persons owning or leasing property in the area.

12-105-8. Standards and Criteria for Conditional Use Permit

Upon receiving a recommendation from the Conditional Use Permit Review Committee, the Planning Commission shall consider the following general standards and criteria prior to approving or denying a conditional use permit:

1. The Conditional Use is authorized in the zoning district where the use is proposed;
2. The use applied for at the proposed location is necessary or desirable to provide service or facility that will contribute to the general well-being of the area and Willard City;
3. Compatibility of the proposed use with the interest, function and policies established in the Willard City General Plan;
4. Compatibility of the proposed use within the character of the site, neighboring properties and other existing and proposed development.
5. Streets and other means of access to the Conditional Use are adequate to carry anticipated traffic and shall not materially reduce the level of service on adjacent streets;
6. The Conditional Use shall not unreasonably interfere with the lawful use of surrounding property;
7. Fencing, screening and landscaping, and other adequate buffering, is provided as needed to protect adjacent property from light, noise and visual impacts associated with the proposed use;
8. The availability of or ability to provide adequate services, drainage, parking, fire protection, and safe transportation access.
9. The proposed conditional use will not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or interests to property or improvements in the vicinity;
10. In the event the Planning Commission determines that the standards of this Chapter cannot be met and that adequate mitigation measures cannot be imposed to bring the use into conformity with the applicable standards and criteria, the Planning Commission may deny the request for a conditional use permit.
11. Within and adjoining the proposed site, the Planning Commission may impose reasonable conditions as deemed necessary for the protection of the site location and adjacent properties and the public interest.

12-105-9. Reasonable Conditions Imposed

The Planning Commission may issue a Conditional Use Permit to be located within any zoning district in which the particular Conditional Use is allowed by the use regulations of this Chapter. In authorizing any Conditional Use, the Planning Commission shall impose such requirements and conditions as required by law and as may be necessary for the protection of neighboring properties and the general welfare of the public. Such conditions of approval may include, but shall not be limited to, limitations or requirements as to a street dedication, the height, size, location and design of structures, landscaping, density, ingress/egress, fencing, parking, screening, buffering parking, hours of operation, or lighting.

12-105-10. Expiration

A Conditional Use Permit shall expire one (1) year after the date of approval and shall be null and void unless the property owner or their duly authorized agent has obtained a Building Permit, where required, or a Business License or other permits or licenses required for the operation. A one (1) year extension may be granted by the Planning Commission when deemed to be in the public interest.

12-105-11. Revocation

A Conditional Use Permit may be revoked by the Planning Commission upon failure to comply with the conditions of the permit, for any violation of this Title occurring on the site for which the permit was approved, or if the use is not maintained or abandoned. Prior to taking action concerning revocation of a Conditional Use Permit, a meeting shall be held by the Planning Commission. Notice of the meeting and the grounds for consideration of revocation shall be mailed to the permittee at least ten (10) days prior to the hearing.

12-105-12. Appeals

Any applicant shall have the right to appeal the decision of the Planning Commission to the designated Hearing Officer under the procedure outlined in Willard City Zoning Code Chapter 12-101-2. Any decision of the Hearing Officer may be appealed by the applicant or City to the District Court within thirty (30) days from the issuance of the written decision.

12-105-13. Review

The Planning Commission may review compliance with an issued Conditional Use Permit at regular intervals at the discretion of the Planning Commission or upon recommendation of the City Planner.

12-105-14. No Presumption of Approval

The listing of a conditional use in any district does not constitute an assurance that the conditional use shall be approved by the Planning Commission or City Planner. Each conditional use application shall be evaluated individually to determine compliance with the standards set

forth in this chapter, the standards of the district where the proposed use shall be located, and any standards applicable to the conditional use.

CHAPTER 12-111 MULTIPLE USE, AGRICULTURAL OR RURAL, AND RESIDENTIAL DISTRICTS

12-111-4. Uses Not Listed

The Table in this Section provides a listing of permitted and conditionally permitted uses for multiple use, agricultural, and residential zones within the city. The Table in this section is not comprehensive. In the event a sought-after use is not listed, the City Planner is empowered to interpret the list and determine if the unlisted use substantially similar in character, origin, and impact to a listed use. In making this determination, the City Planner may, at their sole discretion, ask the Planning Commission for its review and interpretation.

CHAPTER 12-112 COMMERCIAL AND MANUFACTURING ZONES, C-N, C-G AND M

12-112-2. Use Regulations

In the following Section of this Chapter, uses of land or buildings which are allowed in the various districts are shown as “permitted uses,” indicated by a “P” in the appropriate column, or as “conditional uses,” indicated by a “C” in the appropriate column. If a use is not listed then it is either not allowed in a given district or it is indicated in the appropriate column by a dash, “-.” No building, structure or land shall be used and no building or structure shall be hereafter erected, structurally altered, enlarged or maintained in the Commercial or Manufacturing zones except as provided for in this ordinance. If a regulation applies in the district, it is indicated in the appropriate column by a numeral to show the linear or square feet, or acres required, or by the letter “A.” If the regulation does not apply, it is indicated in the appropriate column by a dash “-”

12-112-3. Uses Not Listed

The Table in this Section provides a listing of permitted and conditionally permitted uses for Commercial and Manufacturing zones within the city. The Table in this section is not comprehensive. In the event a sought-after use is not listed, the City Planner is empowered to interpret the list and determine if the unlisted use is substantially similar in character, origin, and impact to a listed use. In making this determination, the City Planner may, at their sole discretion, ask the Planning Commission for its review and interpretation.

A. ACCESSORY BUILDINGS/DWELLINGS/ MANUFACTURING/STORAGE	M	C-N	C-G
Accessory uses and buildings customarily incidental to the permitted uses.	P	C	P
Single-Family Dwelling	C	P	P
Multi-Family Twin Home	C	P	P
Multi-Family Attached	C	P	P

Multi-Family Stacked	C	P	P
Accessory Dwelling Units	P	P	P
Manufactured and Modular Homes	C	C	C
Manufacturing/Industrial Heavy	P	-	C
Manufacturing Light	P	C	C
Refineries	C	-	-
Renewable Energy Systems	C	C	C
Storage Facility/Units	P	-	C
Temporary Buildings	C	C	C
Warehousing/Distribution	P	C	C
Warehousing/Distribution Motor Fuels/Propane/Plant/Storage Facilities	C	-	C
B. PUBLIC FACILITIES/UTILITIES	M	C-N	C-G
Air BNB or any short-term lodging facility	C	C	C
Communication Towers and Antennas	C	C	C
Churches/Places of Worship	P	P	P
Educational Facilities	P	P	P
Public Utility Installations	P	P	P
C. RECREATION/ENTERTAINMENT	M	C-N	C-G
Bowling Alley	C	C	P
Dance Studio	C	C	C
Fitness Center	C	C	P
Golf Course	C	C	C
Recreation Center	P	C	P
Recreational Vehicle Park	-	-	C

Sexually Oriented Businesses: See Willard City General Ordinances Title 9-600.	C	-	-
Swimming Pool	C	C	C
Theater/Entertainment	C	C	C
D. RETAIL	M	C-N	C-G
Alcohol or Tobacco Specialty Store	C	-	C
Art and/or Art Supply	P	C	P
Book Store	P	P	P
Christmas Trees Sales	P	C	P
Clothing/Department Store	C	C	P
Convenience Store	P	C	P
Craft/Hobby Store	P	P	P
Fireworks Stand	C	C	C
Florist Shop/Nursery	C	C	P
Fruit Stand	P	P	P
Grocery Store	P	P	P
Hardware Store/Lawn & Garden	P	C	C
Pet Shop	C	C	P
Retail, Big Box Store	P	C	P
Retail, General	P	C	P
Shoe Store/Repair	P	C	P
Sporting Goods	P	P	P
E. RESTAURANT/FOOD ESTABLISHMENTS	M	C-N	C-G

Bakery	P	P	P
Candy/ Ice Cream Store	C	C	P
Private Club/Bar/Tavern	C	-	C
Restaurant/Fast Food	P	P	P
F. SERVICE	M	C-N	C-G
Agriculture, Existing	P	P	P
Agricultural Industry/Food	P	C	P
Automobile Service and Sales Station (Includes Fuel)	C	C	C
Bank/Credit Union/Financial	P	C	P
Barber/Beauty Salon/Tanning/Nails	P	P	P
Bed and Breakfast/ Air BNB	-	P	-
Business/ Professional Office	C	C	C
Car Wash	C	C	C
Check Cashing, Payday Lender, Title Loans	C	C	C
Childcare/Preschool: See Willard City General Ordinances Title 9-000 for Home Businesses.	C	C	C
Dry Cleaning	P	C	P
Fabrication/Welding	P	C	P
Hospital	P	P	P
Hotel/Motel	C	-	P
Kennel: See Willard City General Ordinances Title 13-00-0-00.	C	C	C
Locksmith/Key and Lock	P	C	P
Laundromat	P	P	P
Medical and Dental Clinic	P	C	P

Nursing Home	-	C	C
Pet Grooming	P	P	P
Pharmacy	P	C	P
Residential Facilities for Persons with Disabilities	P	C	P
Slaughterhouse	C	C	C
Tattooing/Body Art	P	C	P
Towing/Impound Yard	P	-	C
Transport/Trucking	P	C	P

12-112-4.

A. Height Regulations	M	C-N	C-G
The maximum height for all buildings and structures in districts regulated by this chapter shall be: In feet	50	35	50

12-112-5.

A. Area, Width, Frontage, Yard and Coverage Regulations	M	C-N	C-G
Any Parcel larger than one acre at the time of passage of this ordinance may be divided or developed only under planned unit commercial development approval	A	A	A
Regulations as may be required by conditional use permit or by planned unit development approval. Except that no commercial building shall be located closer than fifteen feet to any residential district boundary line or to any street line which continues as frontage into a residential district.	A	A	A
Except as may be allowed through planned unit development approval, buildings and structures may cover no more (percentage) of the lot area	50	30	50

than			
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12-112-6.

A. Special Provisions	M	C-N	C-G
Any area outside of a building used for any accessory activity other than off-street parking and loading shall be completely enclosed within a solid fence or wall of a height sufficient to completely screen such activity from street or from adjoining parcels	A	A	A
All uses shall be free from Objectionable noise, hazards, or nuisances	A	A	A
All uses shall be conducted from enclosed buildings except automobile service stations, automatic car wash, automobile and recreational vehicle or vehicle sales, lease, rental or repair, off-street parking and loading, plant material nurseries, outdoor restaurants, and commercial recreation, unless otherwise permitted by planned unit development or conditional use permit	A	A	A

9-427 Short Term Vacation Rental Rules And Requirements

Business License Required

No dwelling shall be occupied or used as a short term vacation rental, or advertised for use as a short term rental, until such time that the owner has obtained a short term vacation rental business license and conditional-use permit as approved by the city council.

Conditions For Issuance Of Business License & Conditional-Use Permit

In addition to any other requirement of this section, the short-term vacation rental business license and conditional-use permit shall be approved by the city council if:

The dwelling unit is located in a single-family dwelling that has been issued a Certificate of Occupancy before application is made for a short term vacation rental license.

All short term vacation rental properties shall have twenty-four (24) hour access to owner or a designated local property manager if owner is not residing locally.

The application with the name, address and phone number of the owner or other person designated by the owner as the property manager who shall be responsible for ensuring compliance with the rules and regulations specified in this section.

The application includes a valid Utah State tax number for remittance of transient lodging taxes.

A letter/acknowledgment must be signed by all neighbors adjacent to and directly across from the proposed short term rental stating the neighbors are aware of the application for a conditional-use permit. The signed letter/acknowledgment must be included with the conditional-use permit application. The letter/acknowledgment must include the name, address and signature of each neighbor.

Business License Not Transferable

A short term vacation rental property business license is not transferable between persons or structures. Any person holding such license shall give written notice within thirty (30) days to the business license official after having transferred or otherwise disposed of legal or equitable control of any rental existing business license for such rental dwelling unit and shall include the name, address, and information regarding the person(s) succeeding to the ownership or control thereof.

Parking Regulations

The owner of any property licensed as a short-term vacation rental shall provide off street parking for the guests in accordance with the following:

Off street parking shall be provided on the same lot as the dwelling which is licensed as a short term vacation rental.

Parking shall be provided at one (1) vehicle per bedroom. Tandem spaces on a driveway may be used. The number of vehicles allowed by occupants of the vacation rental home shall be restricted to the number of off street parking spaces provided by the owner.

All guests parking should be confined on the site.

No off street parking space may be located in front of the living area of the dwelling unless there is a circular driveway.

Vehicles cannot be parked on city streets from 10:00 P.M. to 7:00 A.M. daily from November 1st through March 31st.

Maintenance Standards

Any property that contains a dwelling which is licensed as a short term vacation rental shall conform to the following standards:

Structures shall be properly maintained, painted, kept in good repair, and grounds and landscaped areas shall be properly maintained and watered in order that the use in no way detracts from the general appearance of the neighborhood.

The use of a dwelling as a short term rental shall not in any way change the appearance of the dwelling or property for residential purposes; and

Each sleeping room must meet current International Residential Code for egress and be equipped with smoke and carbon monoxide detectors. A fire exit plan and maximum occupancy number must be posted in each sleeping room.

Garbage shall be removed from the property by the owner or property manager and properly disposed of within twenty-four (24) hours of tenant leaving the property.

Prevention of Noise, Nuisance or Trespass

The owner of any dwelling licensed as a short-term vacation rental shall be responsible to ensure that guests or occupants of the short term rental do not:

Create noises that by reason of time, nature, intensity or duration are out of character with noises customarily heard in the surrounding residential neighborhood. Disturb the peace of surrounding residential property residence by engaging in shouting, fighting, playing loud music, racing of cars or recreational vehicles on streets, engaging in outside recreational activities after 10:00 P.M., or other similar activities.

Interfere with the privacy of surrounding residence or trespass on to surrounding residential properties.

Allow pets or animals to create noise, roam the streets, trespass on neighboring properties, or create a mess that is not cleaned up by the owner or custodian of the pet or animal.

Engage in any disorderly or illegal conduct, including illegal consumption of drugs and/or alcohol.

Required Posting

The following information must be posted in a clear, concise, and unambiguous manner and in a conspicuous location inside any dwelling licensed as a short term vacation rental:

A copy of the vacation rental business license.

The name, address and phone number of the owner or property manager.

The location of all fire extinguishers.

A list of rules applicable for the vacation rental.

The maximum occupancy of the vacation rental and the maximum number of vehicles allowed and where they are allowed to park.

Miscellaneous Rules & Regulations

The following rules and regulations shall apply to any dwelling for which a short term vacation rental business license has been issued:

Outdoor pools, hot tubs or spas shall not be used during the hours of ten o'clock (10:00) P.M. and seven o'clock (7:00) A.M. Sunday through Thursday and midnight (12:00) A.M. and seven o'clock (7:00) A.M. Friday and Saturday.

Maximum occupancy in any dwelling licensed as a short term vacation rental shall be the number of bedrooms times two occupants per bedroom plus an additional two persons at any one time. If, however, the property has a fire sprinkler system or other fire suppression system acceptable to the Cache County Building Inspection Department, a greater occupancy may be approved. Maximum occupancy of the dwelling must be included in the regulations sign.

The owner of the property containing a dwelling licensed as a short term vacation rental shall cause to be displayed in a city approved location on the exterior of the property an approved sign containing the name and 24-hour per day, 365 day per year telephone number of the owner or other party designated by the owner as property manager who will be responsible for receiving and resolving complaints regarding activities on the property and the conduct of its occupants and guests. The sign shall not exceed twelve inches by eighteen inches and shall be the only sign other than an address permitted on a short term rental property.

The owner or property manager shall provide information on current occupants to police, emergency, or city personal as requested. The owner or other person designated as the property manager shall respond to complaints and concerns within one (1) hour of any phone call or other notification. Failure of the owner or

property manager to respond in a timely manner may result in a violation and possible fines to the business license holder and property owner.

The requirements of this section shall be in effect throughout the time of the short term vacation rental license is in effect on the property, regardless of whether the property is occupied by the owner, non-paying guests of the owner, or paying guests of the owner. The City finds that, given the practical difficulty of determining contained in this section shall be based on whether the property is licensed as a short term vacation rental.

An inspection of a vacation rental property for compliance with these regulations will be performed at the time of the business license review. Additional inspections may be performed with a (24) hour notice to the license holder/property manner if deemed necessary by the City.

The owner of any dwelling licensed as a short term vacation rental shall be required to collect and remit on a timely basis transient lodging taxes.

Enforcement Provisions

Any owner of any dwelling in a residential zone within the City of Richmond who allows or permits occupation of said dwelling as short term vacation rental, as defined herein, without having first obtained a business license in accordance with the provisions of this section shall be guilty of an infraction, which shall be punishable by a fine of up to \$750.

Any owner of any dwelling in a residential zone with the City of Richmond, who, having first obtained a business license for use or occupation of said dwelling as a short term vacation rental, thereafter operates or permits operation of said short term vacation rental in violation of the terms and provisions of this section shall be guilty of an infraction, and shall be punished by a fine of not less than \$750 for each violation.

Any person who occupies a short term vacation rental as a guest and who violates any local ordinance or state law shall be subject to arrest, issuance of a citation, or other criminal process in accordance with all state, federal or local statutes, rules or ordinances. Violation of any provisions of this section regulating short term vacation rentals shall be constitute a separate offense for each day said violation occurs or continues.

In the event of three (3) or more violations of this section committed by owner or guest, or any combination of the two, within any (12) month period, the city council may, depending on the nature or extent of the violations, proceed with revoking of the business license for any short term vacation rental property in accordance with the provisions of the general business license ordinance.

HISTORY

Adopted by Ord. 2020-11 on 6/16/2020

ITEM 5C

ORDINANCE 2021-2

AN ORDINANCE OF THE WILLARD CITY COUNCIL ADOPTING CHAPTER 12-106 OF THE WILLARD CITY ZONING ORDINANCES ESTABLISHING A MASTER PLANNED COMMUNITY ZONE

CHAPTER 12-106. MASTER PLANNED COMMUNITY ZONE

12-106-1. Purpose. Each Master Planned Community Zone (“MPC Zone”) is intended to allow a master planned, architecturally designed development where customized zoning requirements apply in order to permit flexibility and initiative in a large-scale site development while maintaining the rural nature of Willard City. Each MPC Zone will be developed in accordance with an approved development agreement and compliance with the Willard City Zoning and Land Use Ordinances and with the general requirements outlined herein. Further, this ordinance is intended to provide a benefit to Willard City and is not intended to solely benefit an applicant of an MPC Zone.

12-106-2. Minimum Size: Each MPC Zone shall be at least ten (20) acres. Parcels must form one (1) contiguous area and cannot be bisected except by a public right-of-way, easement, or natural barrier.

12-106-3. Open Space Required: A minimum of twenty percent (20%) Open Space shall be provided in each MPC Zone to include natural maintained choice Open Space, improved parks as approved by the City Council. Open Space that is unbuildable because of slope, wetlands, flood drainage, or contamination, shall not be considered as Open Space.

1. Detention basins may count as Open Space only if they provide recreational amenities, including but not limited to: Playgrounds, gazebos, exercise stations, or sports fields with parking lots.
 2. Park strips, curb, gutter, sidewalks, common yards, private yards and publicly dedicated streets shall not count as Open Space.
 3. A method approved by the City Council to maintain Open Space shall be established prior to the sale of any lots in an MPC Zone. Preservation, maintenance, and ownership of required Open Spaces within the MPC Zone may be accomplished by any of the following:
 - a. Dedication of the land as a public park or trails system.
 - b. Granting to the City a permanent Open Space easement on or over any privately owned Open Space to guarantee that the Open Space remains perpetually in public recreational use, with ownership and maintenance being the responsibility of the owner of a Home Owner’s Association (“HOA”) established by bylaws which are satisfactory to and approved by the City.
- bi. If an applicant desires to transfer ownership of the Open Space to an HOA, (1) year period, beginning at the time the HOA is controlled by the property the City may provide temporary approval of an HOA for a probationary one

owners within the MPC Zone. During this probationary period, the City Council may monitor the effectiveness of the HOA in preserving and maintaining the Open Space. If at the end of the one (1) year probationary period it is determined by the City Council that the HOA is unable or unwilling to maintain the Open Space within the bylaws established for the HOA and the approved Development Agreement the City may terminate the probationary approval of the HOA and create a special assessment area for the purposes of maintaining the Open Space.. An HOA may have the right to appeal a City Council decision to terminate the approval of the HOA by filing a written notice of the appeal with the City Recorder within 15 days of the City Council's decision. Any such appeal shall be heard the Hearing Officer.

bii. The City may at their discretion, create a special assessment area to provide for the benefit, improvement, and maintenance of the Open Space areas.

c. An agricultural conservation easement in a manner approved by the City Council.

12-106-4. Fee in Lieu of Open Space: As an alternative, the City Council may at its discretion charge a fee in lieu of open space to allow for more centralized parks of other municipal off-site improvements as the City Council determines.

1. A fee in lieu of Open Space may be provided if the following requirements are met:
 - a. The amount of acreage that is required as Open Space shall be reviewed and recommended by the Planning Commission as part of the MPC Zone application process.
 - b. The fee in lieu of Open Space shall be determined by an appraised price per acre and the amount shall be approved by the City Council.

12-106-5. Density: The density of the MPC Zone shall be consistent with the policies of the General Plan.

12-106-6. Preliminary Site Plan: A preliminary site plan shall be submitted and considered concurrently with an application for approval of a MPC Zone. The preliminary site plan shall show at least the following:

1. The proposed zone name and location.
2. A proposed development agreement.
3. Permitted, conditional, accessory uses proposed for and in the MPC Zone.
4. Proposed residential use density.
5. Minimum lot sizes.
6. The range of average lot sizes.
7. Building locations.
8. Building elevations.
9. Open Space in the MPC Zone.
10. Parking.

11. Landscaping.
12. Pedestrian and traffic circulation.
13. Drainage and stormwater retention plan.
14. Utility Layout including a plan for the installation of fiber optic lines and a secondary water system.
15. Plans for grading.
16. Proposed development standards providing:
 - a. Lot standards establishing requirements for lot area and dimensions;
 - b. Building, setback standards for front, side and rear yards; and
 - c. Building regulations addressing building height, building orientation, and architectural design guidelines.
17. A conceptual master plan showing:
 - a. The location of any proposed and/or existing easements, and rights-of-way.
 - b. The location, arrangement and configuration of Open Space, including the location, arrangement, and configuration of any parks and/or trails.
 - c. The location and design of street infrastructure and that the proposed street infrastructure is in harmony with the City's Road Master Plan.
18. Impact statement, showing the effect the proposed MPC Zone will have on the environment, city utilities, traffic, and schools. The City Engineer may on their own or at the request of the Planning Commission or City Council conduct a traffic and/or environmental studies to determine the impact the proposed MPC Zone may impose on existing infrastructure and future development. The application shall solely bear the costs of any impact study, either done at the applicant's direction or at the direction of the City Engineer, City Council, or Planning Commission.

12-106-7. **Subdivision Requirements:** Compliance with the requirements of this ordinance does not exempt any applicant from meeting any other applicable requirements of this Chapter and the Willard City Zoning and Land Use Ordinances.

12-106-8. **Phase Development:** If the MPC Zone is proposed to be developed in phases, the preliminary site plan shall also show phase boundaries. Each phase shall be of such size, composition, and arrangement so that construction and operation of each phase is feasible as a unit, independent of any subsequent phase.

12-106-9. **Planning Commission Recommendation:** After consideration of the site plan, application, and proposed development agreement, the Planning Commission shall make a recommendation to the City Council regarding the MPC Zone. At the same time, the Planning Commission shall approve, approve with conditions or recommend the disapproval of the preliminary site plan for the proposed MPC Zone. Planning Commission approval of a preliminary site plan, application, and/or development agreement shall not be effective unless and until a corresponding MPC Zone is approved by the City Council.

12-106-10. **Development Standards:** The development standards may include development regulations regarding processing of applications, common and private Open Space guidelines, natural resource protections, grading, drainage and street standards.

12-106-11. Modification By City Council: In considering an application for an MPC Zone, the proposed site plan, application, and development agreement may be modified by the City Council to meet the intent and requirements of this Chapter and may include regulations and standards other than those proposed by this Chapter.

12-106-12. Development Agreement: An MPC zone shall only be established with the concurrent approval of a development agreement that is mutually agreeable between the applicant of an MPC Zone and the City.

12-106-13. No Guarantee of Approval: Submittal of an application for an MPC Zone does not guarantee the application will be approved. An MPC Zone may be approved only if the City Council, after receiving a recommendation from the Planning Commission, finds the MPC Zone and the associated preliminary plan, application, and development agreement meet the findings required for approval.

12-106-14. Findings Required for Approval: The proposed MPC Zone may be approved only if the City Council makes all of the following findings:

1. The proposed MPC Zone conforms to the guidelines and policies of the General Plan.
2. The MPC Zone provides equal or greater compatibility with surrounding land uses.

12-106-15. Additional Factors Considered but not Required;

1. The MPC Zone is necessary to provide land use or design standards tailored to a specific geographic area and development program that cannot otherwise be provided through conventional zoning.
2. The MPC Zone provides equal or greater protection to sensitive lands than would occur with conventional zoning.
3. The MPC Zone avoids incompatible development on lands subject to natural hazards.
4. The MPC Zone promotes efficient land use by allowing housing and/or commercial develop at densities that are appropriate for the area.
5. The MPC provides equal or greater opportunities for alternative modes of transportation such as walking, bicycling, or transit, than would occur with conventional zoning by:
 - a. Encouraging or requiring significant mixed-use development where appropriate; and

Providing a master plan with direct and convenient pedestrian or bicycle connections between all land uses.

12-106-15. Designation: Upon approval, each MPC Zone shall be given a unique name following the designation "MPC—" and shall be independent of any other MPC Zones.

12-106-16. Permit Approval: Within an MPC Zone, applications for subdivision approval, site plan, conditional use permits and any other needed permits shall be submitted and approved as required to implement the conceptual master plan. The conceptual master plan shall meet the conceptual subdivision review requirements of the Willard City Ordinances.

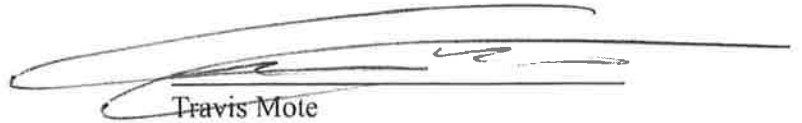
12-106-17. Amendments to Plan: Amendments to an approved preliminary plan and application shall be obtained by following the procedures required for first approval as set forth in this section.

12-106-18. Commencement of Work: Any Developer of an MPC Zone created under this ordinance shall begin and show diligent and consistent work towards the construction of an MPC Zone commenced within one (1) year of the date from which the City Council grants approval of the Zone and the accompanying development agreement; or the MPC Zone application shall be denied and the zone shall revert to the previous zone.


12-106-19. Performance Bonds: Prior to the commencement of "Development Activities" as defined in Utah Code Ann. §10-9A-101 *et seq.*, or the recording of any subdivision plat, a developer must file a cash bond, or an escrow bank account bond, or an irrevocable letter of credit as an improvement assurance in a form approved by the Willard City Attorney.

Section 2. Effective Date. This ordinance shall take effect immediately upon posting and publication in the manner so required by law.

PASSED by the City Council on this 10 day of March, 2022, by a vote of 4 For and 1 against.



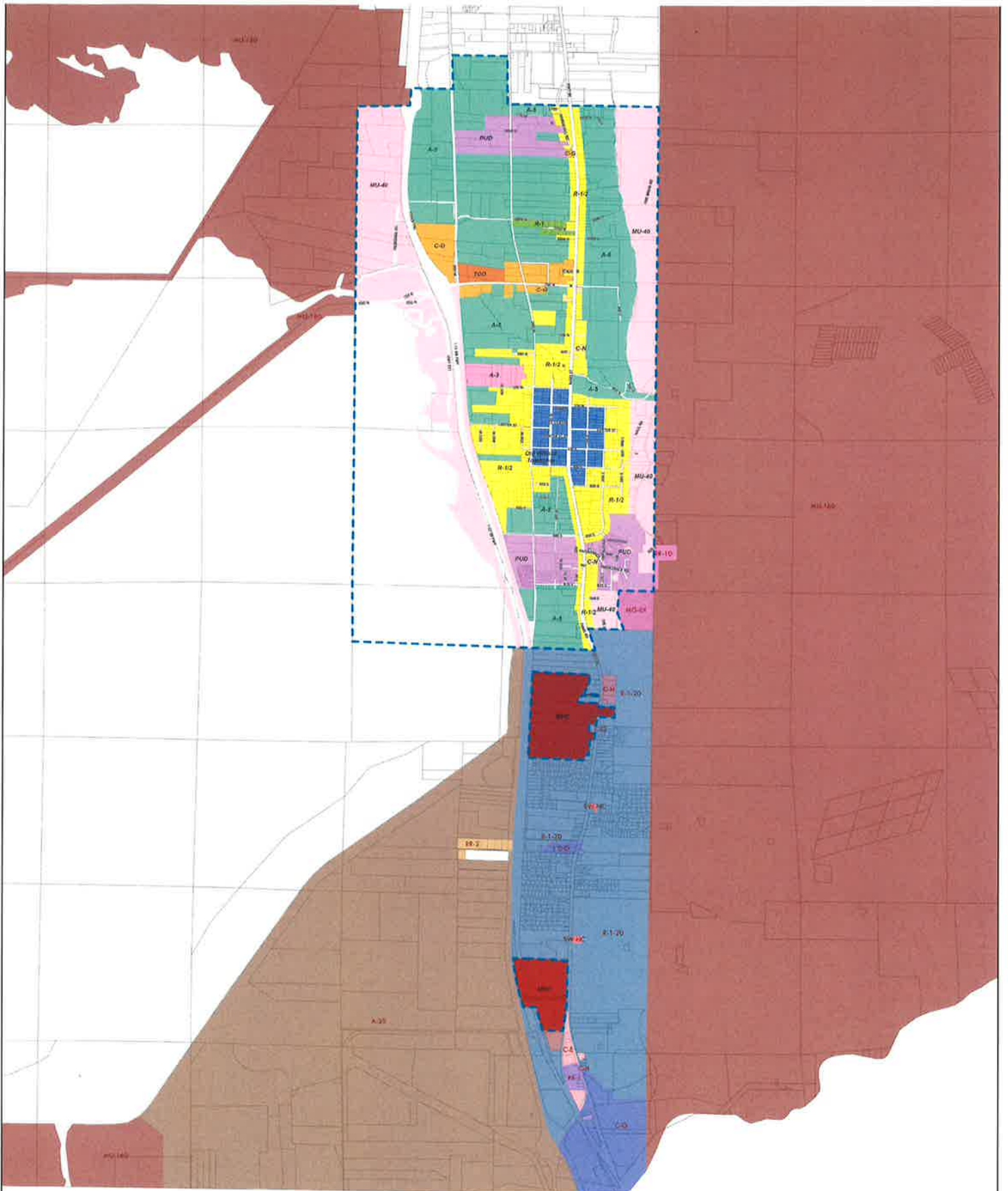
Travis Mote
Mayor



Susan Obrey
City Recorder



ITEM 5D



Zoning	Box Elder County Zoning
PUD	A 20
MU 40	C E
A 5	C G
C-N	C H
C-G	MG-EA
A-3	MU-160
R-1	R-1-20
R-1/2	R-1
TDD	RR-10
	RR-2

ITEM 6



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, March 21, 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; Clyde Westley; Doug
15 Younger; Mary Younger; and Jo Baird.

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

18
19 1. PRAYER: Chad Braegger

20
21 2. PLEDGE OF ALLEGIANCE: Sid Bodily

22
23 3. GENERAL PUBLIC COMMENTS

24
25 There were no comments.

26
27 4. CITY COUNCIL REPORT

28
29 Time Stamp: 04:15 03/21/2024

30
31 Mayor Mote reported that during the March 14th City Council meeting, the City Council adopted the updated
32 General Plan subject to changes to the Future Land Use Map. He hoped the final version of the General
33 Plan would soon be posted on the City's website.

34
35 Mayor Mote reminded the Planning Commission members that the City's municipal code was now available
36 online. He encouraged them to review the ordinances. Future ordinance updates would be made directly
37 online. He felt hard copies of the code would become irrelevant.

38
39 Mayor Mote reported that the City Council agreed to proceed with the annexation of Bob Davis's property
40 and declared a few trucks as surplus.

41
42 5A. ANNUAL OPEN AND PUBLIC MEETINGS ACT TRAINING

43
44 Time Stamp: 06:08 03/21/2024

45
46 Colt Mund provided the annual Open and Public Meetings Act Training.



WILLARD CITY
Planning Commission Meeting – Regular Meeting
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49 5B. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO LINDSEY B. HANSEN FOR A SINGLE-
50 FAMILY DWELLING LOCATED AT 188 SOUTH 250 WEST (PARCEL NO. 02-055-0217) ISSUED
51 IN 2006 (CONTINUED FROM MARCH 7, 2024)
52

53 Time Stamp: 21:02 03/21/2024
54

55 Bryce Wheelwright, City Planner, stated that in May 2006, Lindsey Hansen applied for a conditional use
56 permit to build a home on his property at 188 South 250 West. At that time, there was a city right-of-way
57 running through his parcel to extend 250 West to the south. Michelle Drago researched the Planning
58 Commission and City Council minutes between May 2006 and February 2010, when a building permit was
59 issued for the Hansen home. She did not find any record of a conditional use permit being issued. She did
60 find that in October 2009, the City Council approved an ordinance vacating 250 West in exchange for an
61 easement at approximately 400 West. Because a conditional use permit had never been issued, he felt Mr.
62 Hansen should be removed from the conditional use permit list.
63

64 Chairman Bodily asked if Mr. Wheelwright had spoken with Lindsey Hansen. Mr. Wheelwright said Lindsey
65 Hansen had wondered what was going on. He was told the conditional use permit was just being reviewed.
66 He did not seem to have any issues.
67

68 Commissioner Baker said there had been discussion about Lindsey Hansen giving Willard an easement for
69 150 West. If a conditional use permit was never issued, Willard could not hold Mr. Hansen to that
70 agreement.
71

72 There was a discussion regarding emergency access and the construction of 400 West between the
73 Mountain Shadows Subdivision and The Orchards at Willard Subdivision.
74

75 Jo Baird, 175 West Center, asked why a conditional use permit for Lindsey Hansen was never issued. She
76 felt the process needed to be more uniform. She was concerned that some people had to abide by the rules
77 and some did not.
78

79 Colt Mund said it appeared Lindsey Hansen applied for a conditional use permit. Instead of going through
80 the conditional use permit process, the City Council vacated the right-of-way.
81

82 Jeremy Kimpton did not feel there was anything for the Planning Commission to act on. The agreement in
83 the minutes was not structured as a conditional use permit.
84

85 Commissioner Braegger stated that the City Council made a decision in 2009. The Planning Commission
86 needed to move forward. This was the very reason the Planning Commission wanted to the conditional use
87 permits.
88

89 The Planning Commission agreed that Lindsey Hansen should be removed from the master list because a
90 conditional use permit was never issued.
91
92
93
94
95
96



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, March 21, 2024 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

- 97 5C. CONSIDERATION AND RECOMMENDATION TO THE CITY COUNCIL REGARDING AN
98 AMENDMENT TO THE GENERAL PLAN CHAPTER 12-000 OF THE WILLARD CITY ZONING
99 ORDINANCE TO INCLUDE A FUTURE LAND USE MAP FOR THE SOUTH WILLARD AREA
100 INCLUDED IN WILLARD'S ANNEXATION POLICY DECLARATION
101

102 Time Stamp: 34:16 03/21/2024
103

104 Mayor Mote reported that he had emailed Scott Lyons about setting up an appointment to initiate a uniform
105 plan. Mr. Lyons had agreed to meet with Willard next week. That would kick off the City's objective. He
106 encouraged the Commissioners to review the South Willard map and identify areas for future commercial
107 and residential development.
108

109 Commissioner Bingham asked if UDOT had plans to build another off-ramp on I-15 between Smith and
110 Edwards and 750 North. A planned off-ramp would make a big difference to future land use. Bryce
111 Wheelwright stated that as of five years ago, UDOT officials said there would not be another off-ramp. They
112 felt it would be too close to Smith and Edwards and 750 North and would be unsafe. They even said there
113 would not be an off-ramp between 750 North and 1100 South in Brigham City.
114

115 Mayor Mote said city officials had repeatedly discussed options for pedestrian crossings on Highway 89.
116 UDOT was willing to put in crosswalks at stop lights only. Right now, the only stop light in Willard was at
117 750 North. UDOT did not want to stop the traffic flow on Highway 89. They had given the city grief about
118 the 45-mph traffic speed.
119

120 Bryce Wheelwright stated that UDOT updated their plans every five years. Things could change as growth
121 occurred. Nothing was set in stone.
122

123 Ruth Beebe asked about Legacy Highway and Trax. Mayor Mote stated that Legacy Highway would not
124 extend this far north. UTA did not plan to extend Trax to Willard for another 40 years. UTA was
125 experimenting with other types of transportation services, such as Uber services for seniors and shorter
126 bus runs to hubs.
127

128 Mayor Mote reported that Willard had applied for and received funds for an economic development plan.
129

130 Commissioner Dubovik asked about soils maps. Mayor Mote said he had some documents. Commissioner
131 Dubovik hoped to see a map that delineated *keep-out* areas.
132

133 Mayor Mote felt Willard needed a plan to know how to process the annexation petitions it was receiving
134 from South Willard.
135

136 Chairman Bodily encouraged Commission members to continue looking at South Willard and developing
137 land use ideas. He asked that this item be included on the next agenda.
138

- 139 6. CONSIDERATION AND APPROVAL OF THE MARCH 7, 2024, REGULAR PLANNING
140 COMMISISON MINUTES
141

142 **Commissioner Baker moved to approve the March 7, 2024, minutes as corrected. Commissioner**
143 **Dubovik seconded the motion. All voted "aye." The motion passed unanimously.**
144



WILLARD CITY

Planning Commission Meeting – Regular Meeting

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Willard, Utah 84340

145 7. COMMISSIONER/STAFF COMMENTS

146
147 Time Stamp: 51:37 03/21/2024

148
149 Bryce Wheelwright

150
151 Bryce Wheelwright stated that a business license had been issued for the Fiiz store. They had their soft
152 opening. The grand opening would be March 30th. He had checked the fence. Commissioner Braegger felt
153 the parking lot design needed to be addressed. It did not work. Mr. Wheelwright agreed it was tight.

154
155 Bryce Wheelwright said the city had received requests for conditional use permits for short-term rentals,
156 also known as Airbnbs. Short-term rentals were addressed in commercial zones, but they were not
157 addressed in residential zones. He felt it would behoove the Planning Commission to look at the residential
158 zones so see if there were areas where short-term rentals could be allowed. There was already some short-
159 term rentals operating in town, which the staff was trying to identify. He felt an ordinance was needed to
160 address them.

161
162 Mayor Mote felt it was a double-edged sword. If a home was purchased solely as an Airbnb, there could be
163 traffic issues. The city passed a hotel tax last year. Did that tax apply to short-term rentals? If it did, that
164 could be a revenue source.

165
166 Commissioner Braegger suggested that the city require a homeowner to live in the home whether it was an
167 ADU or a short-term rental.

168
169 Colt Mund stated that ADUs were intended to be long-term rentals; Airbnbs were short-term.

170
171 Commissioner Braegger was concerned about noise and partying. He also suggested that adjacent
172 property owners be notified.

173
174 Chairman Bodily asked if there was guidance from other cities. Colt Mund felt there was. It was an
175 interesting gap. When the conditional use ordinance was updated, there was a lengthy discussion about
176 Airbnbs in commercial areas, but the ordinance did not address residential zones. He felt it needed to be
177 addressed. It was becoming more of an issue.

178
179 Jeremy Kimpton stated that Richmond City recently adopted short-term rental regulations. Richmon limited
180 how many short-term rentals were allowed in a city block and adopted noise and parking regulations and a
181 curfew. He could get a copy of the ordinance for the Planning Commission to review.

182
183 Bryce Wheelwright reported that the city staff held a pre-construction meeting with Connex regarding fiber
184 internet. They planned to start in the next few months.

185
186 Bryce Wheelwright stated that this was his last Planning Commission meeting. He had appreciated working
187 with all the Commission members.

188
189 Jeremy Kimpton

190
191 Did not have any comments.

192



WILLARD CITY
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193 Colt Mund

194
195 Did not have any comments.

196
197 Commissioner Bingham

198
199 Commissioner Bingham felt the Planning Commission needed to look at the Master Planned Community
200 Zone to determine how to make it work better with the updated General Plan.

201
202 Commissioner Dubovik

203
204 Did not have any comments.

205
206 Commissioner Braegger

207
208 Did not have any comments.

209
210 Commissioner Baker

211
212 Commissioner Baker reported that the Donald Eldridge home had been demolished.

213
214 Commissioner Gilbert

215
216 Commissioner Gilbert asked about the status of the HOP Trail. Jeremy Kimpton said the trail would start
217 on the south end of the county and work its way north. Willard needed to solidify which parts of the trail
218 were city and which were county. Everyone hoped the trail would start this year. When the final plan had
219 been solidified, there would be open houses that residents could attend. Property owners would be
220 contacted a few days ahead of construction.

221
222 Bryce Wheelwright stated that some preliminary engineering work had been done and some sidewalk maps
223 had been prepared.

224
225 Chairman Bodily

226
227 Did not have any comments.

228
229 8. ADJOURN

230
231 **Commissioner Dubovik moved to adjourn at 7:36 p.m. Commissioner Braegger seconded the**
232 **motion. All voted in favor. The motion passed unanimously.**

233
234 Minutes were read individually and approved on: _____

235
236
237
238 _____
239 Planning Commission, Chairman
240 Sid Bodily
dc:PC 03-21-2024

235
236
237
238 _____
239 Planning Commission Secretary
240 Michelle Drago