



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, April 4, 2024 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

The following members were in attendance:

Sid Bodily, Chairman
Diana Baker
Ruth Beebe
Chad Braegger
Alex Dubovik
Brian Gilbert

Jeremy Kimpton, City Manager
Colt Mund, City Attorney
Madison Brown, City Planner
Michelle Drago, Deputy Recorder

Excused: Chandler Bingham

Others in attendance: Mayor Travis Mote; Ken Ormond; and Ruth Ormond.

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

1. PRAYER: Sid Bodily
2. PLEDGE OF ALLEGIANCE: Diana Baker
3. GENERAL PUBLIC COMMENTS

There were no comments.

4. CITY COUNCIL REPORT

Time Stamp: 04:09 04/04/2024

Mayor Mote reported that last week he, Jeremy Kimpton, and Madison Brown met with Scott Lyons, the Box Elder County Planner, to discuss the future land use plan for South Willard. Mr. Lyons liked the concept but didn't seem to want to participate. Box Elder County Planning had agreed to attend the open house meetings. The county did give Willard the land use information they had for South Willard. The map for South Willard was really rough. The last input the county received from South Willard residents was in 2006.

Mayor Mote asked the Planning Commission members to drive through South Willard and note their ideas. Mellonee Wilding was a member of the Box Elder County Planning Commission and a resident of South Willard. He felt Willard City's planner could reach out to her. Ms. Wilding could help draw South Willard residents into the planning process.

Commissioner Baker suggested that a proposed future land use map for South Willard be posted at the City building where people could view it and make comments.

Mayor Mote wanted the Planning Commission to take the lead and schedule an open house for South Willard residents where people could view a map and make comments. The staff just needed to know what



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5B. DISCUSSION REGARDING AMENDING CHAPTER 12-105 OF THE WILLARD CITY ZONING ORDINANCE TO ALLOW SHORT-TERM RENTALS IN RESIDENTIAL ZONES

Time Stamp: 23:11 04/04/2024

Jeremy Kimpton, City Manager, stated that he had sent the Planning Commission members a copy of Richmond City's short-term rental ordinance. This was a discussion item to see if there was any interest in a similar ordinance for Willard City. Should Willard allow short-term rentals in residential zones?

Commissioner Baker liked Richmond's ordinance.

Commissioner Gilbert asked if Richmond's ordinance addressed a homeowner living in the home. Mr. Kimpton said it did not. Commissioner Gilbert felt a homeowner should be required to live on the premises if the use was going to be allowed.

Chairman Bodily asked if a short-term rental would need a business license. Mr. Kimpton said it would.

Michelle Drago, Deputy City Recorder, asked if a short-term rental would require a conditional use permit. Mr. Kimpton said it would. She felt there should be a limit on the number of short-term rentals allowed in the city.

Colt Mund, City Attorney, stated that he had read the ordinance. He didn't have an issue with it. He did want to make sure that the city could collect the transient room tax it had recently passed. A short-term rental was the same as a hotel; it was less than 30 days. He agreed that a business license would be needed. Owners would have to provide up-to-date contact information and adequate insurance.

Chairman Bodily asked if the proposed parking requirements matched Willard's parking requirements. Mr. Kimpton said they might not. Chairman Bodily felt the parking and other requirements needed to comply with Willard's requirements.

Mayor Mote felt parking was definitely something that needed to be considered.

Colt Mund said that during his research, it was clear that cities ran into problems and lawsuits when there weren't clear guidelines. Whatever the city decided needed to be clear. Was it going to allow short-term rentals or not? If so, what would the conditions and requirements be? There needed to be clear rules either for or against.

Commissioner Braegger was concerned about enforcement. Whatever route the city decided, needed to be enforced.

Mayor Mote stated that if the code included a criminal violation, police officers could issue tickets. He felt that would be a better enforcement method.

There was further discussion about code enforcement.

Colt Mund stated the city prosecutor could file an information against a person. That would reduce some of the conflict for the city staff. Mr. Mund said an information was like an indictment. If an information was filed,



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Mayor Mote said that the *fee in lieu* of needed to be clarified. Developers felt the value was the value of raw land, not the value of a developed lot. There needed to be clarification about when and how the value was assessed.

There was a discussion about whether funds could be applied to an underpass or overpass over Highway 89.

Commissioner Braegger suggested getting rid of the *fee in lieu* of and establishing a park impact fee. Mayor Mote said there would have to be a study before a park impact fee could be adopted. He asked Jeremy to check on the status of a park impact fee study.

5D. 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

Time Stamp: 50:13 04/04/2024

Chairman Bodily felt this had been discussed earlier in the meeting. He suggested that the Planning Commission set a date for the open house.

Mayor Mote wanted to have the open house before the end of the school year. Commissioner Dubovik suggested May 16th. It was the date of the Planning Commission's second meeting in May. The Commission agreed.

Mayor Mote asked the administration to invite Commissioner Perry and county officials to the open house.

Mayor Mote felt the county would tell South Willard residents that it could not afford to provide services at the level it was. The county would have to raise the municipal tax because Willard would probably raise its rates for fire services based on the outcome of a fire study. Then there was the sewer issue for property owners between Highway 89 and I-15. Willard would now allow them to connect to the sewer line unless they annexed. There were a lot of reasons property owners would start annexing. It was just a matter of how soon and at what scale. He felt it would be difficult for the city to annex everything all at once because of manpower issues.

There was a discussion about notification requirements and how to notify the public about the open house.

Commissioner Dubovik asked about the future of the land between I-15 and Willard Bay. Should it remain agricultural? Was it a flood plain? Mayor Mote and Commissioner Gilbert felt the ground water was probably high. Mayor Mote didn't know of any long-term plans. He felt Mr. Larkin would continue to farm it for the remainder of his life.

Commissioner Dubovik said future land use didn't mean the use had to change immediately. Mayor Mote felt the community needed to look at future land uses that would be good for the community.



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Chairman Bodily

Did not have any comments.

8. ADJOURN

Commissioner Baker moved to adjourn at 7:37 p.m. Commissioner Braegger seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: 4/18/24

Sid Bodily
Planning Commission, Chairman
Sid Bodily

Michelle Drago
Planning Commission Secretary
Michelle Drago

dc:PC 04-04-2024