

MILLVILLE PLANNING COMMISSION MEETING
City Hall - 510 East 300 South - Millville, Utah
July 20, 2023

PRESENT: Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson,
Matt Anderson, Kara Everton, Pam June, Chantil & Ulisese Ianu,
Tracy Mikesell, Nate Richards, Garrett Smith

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for July 20, 2023, at 8:00 pm.
Commissioners Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson and Matthew Anderson (Alt.) were present. Commissioner Dickey and Ripplinger are excused. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Thompson led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting was reviewed. **Commissioner Thompson moved to approve the agenda for July 20, 2023.** Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson and Matthew Anderson (Alt.) voted in favor of approving the agenda. Commissioner Dickey and Ripplinger are excused.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for July 6, 2023. **Commissioner Farmer moved to approve the minutes.** Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson and Matthew Anderson (Alt.) voted in favor. Commissioner Dickey and Ripplinger are excused.

5.A. Zoning Clearance- Single Family Home- Chantil & Ulisese Ianu- 286 S 100 W, Millville

The driveway is coming out on 100 W. The setbacks requirements are all being met, although they are very tight. Commissioner Greenhalgh asked if the homeowners were going to get a survey. They are not planning on it. Commissioner Anderson would suggest getting a survey done because of the restrictions to space. The homeowner said that he would measure from the offsets from the fence. Commissioner Lewis said that whoever engineered it they should pin your corners after the hole is dug. Commissioner Greenhalgh agreed that, with the setbacks touching all the minimum requirements, he would require a survey to be done before and after the hole was dug. The homeowner is the builder. The

height of the home is 23'. The commission advised the homeowners to research what the water table depth is.

Commissioner Thompson moved to approve the Zoning Clearance for a Single-Family Home- Chantil & Ulisese Ianu- 286 S 100 W, Millville UT. Commissioner Farmer seconded. Commissioners Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson and Matthew Anderson (Alt.) voted in favor. Commissioner Dickey and Ripplinger are excused.

5. B. Zoning Clearance- Accessory Building- Tracy Mikesell- 145 N 300 E, Millville

Tracy is present. This will be on a concrete foundation. The shed will be 16' high. There is no plumbing. There will be power from the house being prewired, so the county may want to inspect the rough electrical.

Commissioner Thompson moved to approve the Zoning Clearance for an Accessory Building- Tracy Mikesell- 145 N 300 E, Millville, UT. Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson and Matthew Anderson (Alt.) voted in favor. Commissioner Dickey and Ripplinger are excused.

5.C. Other

- Nate Richards is here as a prospective Millville resident. He is looking at purchasing the house at 85 N 400 E. This home has a portion of the backyard that is classified as a drainage retention basin. He wants to know if there is a way to get this reviewed or rerouted. The commission advised him to find a civil engineer to look up the drawings and determine if the drainage system is still needed.
- Garrett Smith lives at 220 S 200 E. He wants to fix the fence along the back and asked what the commission needs. The homeowner does not need a zoning clearance for a fence. They suggest getting someone to pin the perimeter. This lot is .25 acre, and the homeowner is also looking to build a detached garage. The commission advised that there would need to be a 15' setback for an attached garage. If the garage is detached, the homeowner can place it 5' from the property line. The legal definition of attached is sharing a common wall or roofline- no breezeway.
- A homeowner reached out to the development coordinator to ask about building two- 200 SF garages in lieu of one bigger one due to costs associated with the permits for an accessory building. The commission weighed in and stated the permits for a garage wouldn't be very much, and suggests the homeowner look into that before making their final decision.
- Jason Leishman has a commercial building at 250 S Main Street. The property is designated commercial on Cache County parcel map. Millville City does not show this as being a commercial property.

- Bonnie Farmer asked for clarification regarding the sewer notifications. It was suggested to go onto the website that is for sewer communication and email to be updated on these notifications.

6. City Council Report – June 8, 2023 & July 13, 2023

7. Agenda Items/Notes for Next Meeting

8. Calendaring of future Planning Commission Meeting

- August 3, 2023 at 8:00 PM

9. Adjournment

Chairman Greenhalgh moved to adjourn the meeting at approximately 8:52 p.m.



MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

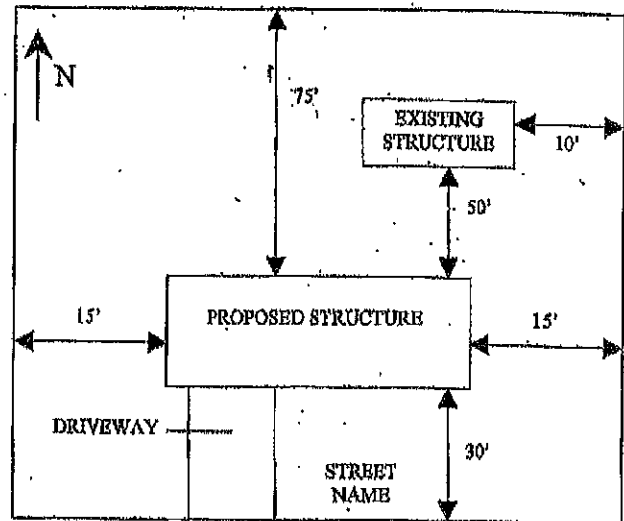
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

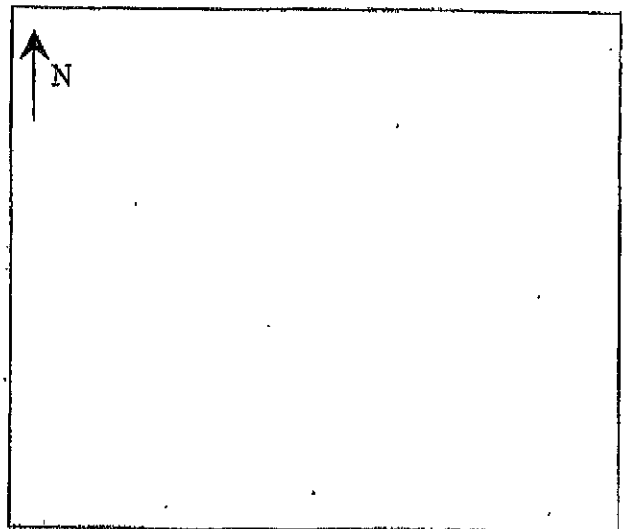
1. Chantil lanu & Ulisese lanu
APPLICANT'S NAME
2. 811 E 100 N, Apt 1
MAILING ADDRESS
- Logan UT 84321
CITY STATE ZIP CODE
3. 801-389-7025 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. Single Family Home
TYPE OF STRUCTURE
7. 3315 8. Res
SQUARE FOOTAGE ZONE
9. Jessops Old Farm - Lot # 2
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. Tax Serial No. 03-032-0034
TAX IDENTIFICATION NUMBER
11. 286 S 100 W, Millville, UT 84321
ADDRESS OF CONSTRUCTION
12. 0.33 or 14,011 Sq Ft 13. _____
LOT SIZE LOT ELEVATION
14. SEWER ☒ SEPTIC TANK ☒ N/A ☐
(choose one)
15. CITY WATER ☒ PRIVATE WELL ☐ N/A ☐
(choose one)
16. ELECTRICITY ☒ GAS ☐ OTHER UTILITY ☐
(specify in remarks)
17. _____
REMARKS

§ SAMPLE PLOT PLAN

(numbers do not represent required setbacks)



PLOT PLAN



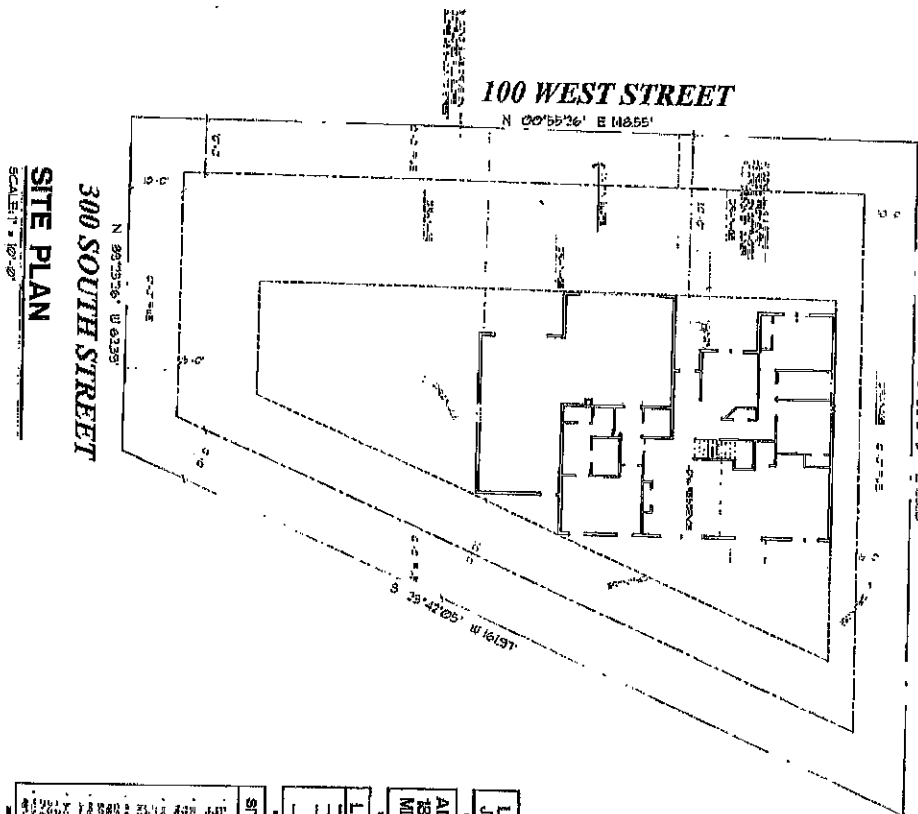
APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

DATE

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

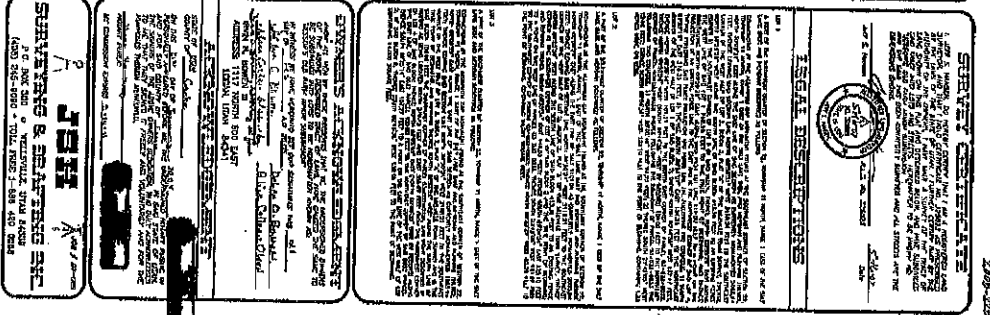


SITE PLAN
SCALE: 1" = 10'-0"

LOT #2 JESSOPS OLD FARM
ADDRESS: 185 SOUTH 100 WEST MILLVILLE UTAH
LINE LEGEND
SITE PLAN GENERAL NOTES



(previously lot #2 of Jessop's Old Farm Subdivision)





MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

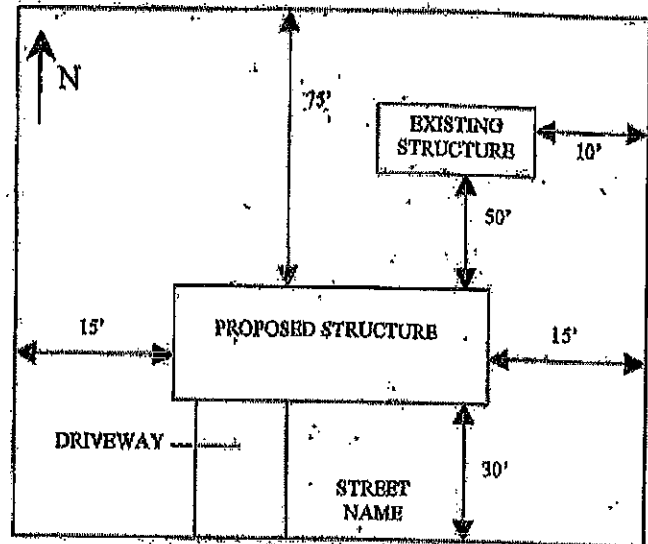
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

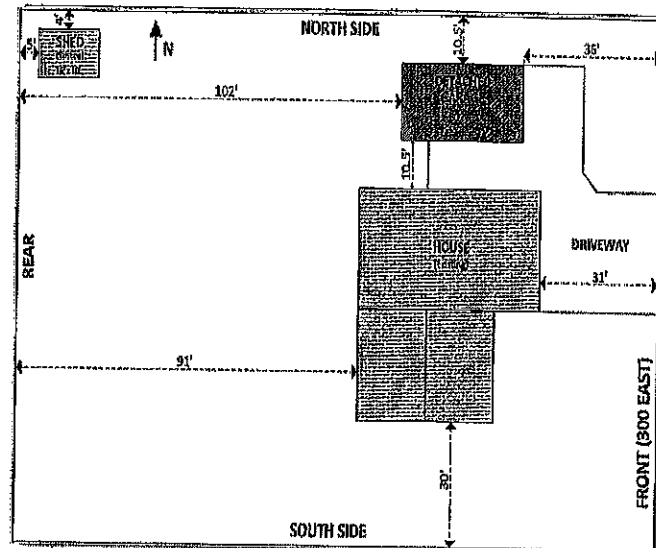
1. Tracy L Mikesell
APPLICANT'S NAME
2. PO BOX 563
MAILING ADDRESS
- Millville Utah 84326
CITY STATE ZIP CODE
3. (435) 512-5220 4. (435) 713-3248
HOME TELEPHONE BUSINESS TELEPHONE
5. NA
OWNER'S NAME (if different from applicant)
6. Detached Garage
TYPE OF STRUCTURE
7. 512 sqft 8. City
SQUARE FOOTAGE ZONE
9. Millville Hill SUBD Phase 1 Lot 13
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 157 0013
TAX IDENTIFICATION NUMBER
11. 145 N 300 E
ADDRESS OF CONSTRUCTION
12. 0.43 Acres 13. 4695 Ft
LOT SIZE LOT ELEVATION
14. SEWER ☐ SEPTIC TANK ☐ N/A ☒
(choose one)
15. CITY WATER ☐ PRIVATE WELL ☐ N/A ☒
(choose one)
16. ELECTRICITY ☐ GAS ☐ OTHER UTILITY ☐
(specify in remarks)
17. Concrete Floor, A-Frame, Peak Height will be approx 16 Ft.
REMARKS

SAMPLE PLOT PLAN

(numbers do not represent required setbacks)



PLOT PLAN



APPROVED - PLANNING AND ZONING _____ DATE _____ FEES PAID - TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

KEEP

RESOLUTION 2017-19

A Resolution Requiring a Deposit for Building within Millville City (A Resolution Amending Resolution 2017-3)

WHEREAS, the cost associated with building inspection of completed infrastructure within Millville City has increased; and

WHEREAS, the Millville City Council deems it necessary to maintain the integrity of the infrastructure improvements; and

WHEREAS, the Millville City Planning and Zoning Commission has reviewed the requirements for construction deposits and timelines for refunds and proposed changes to the Millville City Council;

NOW THEREFORE, be it ordained, that the Millville City Council requires a deposit of \$2,000 for a new building zoning clearance approval. After inspection of the dedicated infrastructure occurs and all required items are completed to meet the requirements of the Manual of Design and Construction Standards (Standards), and the exterior construction is completed per the submitted building design, the \$2,000 deposit will be refunded.

An addition to an existing residence requires a deposit of \$1,000 for a zoning clearance approval. After inspection of the dedicated infrastructure occurs, all required items are completed to meet the requirements of the Standards, and the exterior construction is completed per the submitted building design, the \$1,000 deposit will be refunded.

All other zoning clearances greater than 500 square feet will require a \$500 deposit for the purpose of restoring and maintaining the right-of-way infrastructure during the building process. The \$500 deposit will be refunded after the final inspection is complete to confirm all of the dedicated or right-of-way improvements are complete.

Zoning clearances of less than 500 square feet will require a \$200 deposit for the purpose of restoring and maintain the right-of-way infrastructure during the building process. The \$200 deposit will be refunded after the final inspection is complete to confirm all of the dedicated or right-of-way improvements are complete.

In all instances, landscaping must be completed and storm water Standards and permits must be followed.

The deadline for a deposit refund request will be two years from the date of the first utility billing after which all deposit refunds will be forfeited.

