

## TROPIC TOWN 2022-2023 BUDGET HEARING

Minutes of the Tropic Town Public Hearing

Adopt the 2022/2023 Town Budget

Held Thursday, June 30, 2023 at 2:30 p.m. Tropic Town Heritage Center

PRESENT: Mayor Travis LeFevre ~ COUNCIL MEMBERS: Lisa Johnson, Gene Anderson and Sydney Lamas; Mike Ahlstrom, Dani Harding – Tropic Town Clerk, Cassie Chynoweth-Tropic

Town Treasurer

OTHERS:

No others were in attendance

Mayor Travis LeFevre called the meeting to order and open the Public Hearing to amend the 2022/2023 Town Budget, and adopt the 2023/2024 Town Budget. The Town Treasurer, Cassie Chynoweth explained the Town's itemized budget. The Mayor and Town Council addressed the steps being taken for the Town Park Project. Discussion was had about moving 100k into the Capital Improvement.

Amend Tropic Town 2022/2023 Budget

Adopt Tropic Town Budget 2023/2024

***Gene made a motion to amend the 2022/2023 budget and adopt the 2023/2024 budget.***

***Mike second the motion and the motion carried. Voting was unanimous with Council persons Lisa,***

***Gene, Mike and Syd, Mayor voting "aye".***

A copy of the Tropic Town Budget is available at the Town Office.

Adjourn

***Mike Ahlstrom made a motion to adjourn the meeting by Gene Anderson seconded the motion and the motion carried.***

Approved this 30th day of June 2023

Dani Harding – Tropic Town Clerk

## **Tropic Town Council Meeting**

**Notice is hereby given that the Tropic Town Council Meeting will be held**

**Thursday, September 14, 2023 at the Tropic Town Heritage Center at 6:00 p.m.**

**Call to Order:**

**Roll:**

**others:**

**Prayer:**

**Pledge:**

**Vision Statement:**

**Approval of the Tropic Town Board May, 2023 meeting minutes: and Budget  
Public Hearing Minutes.**

**Approval of the Agenda:**

### **1. Community & Public Comment**

- BV 6th graders
- John Mecham- Water leak
- Travis LeFevre-Water leak
- Ed Erglis- Water/Sewer usage question

### **2. Planning Commission**

- Lacy and John McDonald- Home Business License
- Arturo Fernandez- Home Business License
- Merilee Mecham- Building permit for building a barn w/restrooms
- Robin Huddleston- Change of building plans
- Gene Anderson -Residential Building Permit

### **3. Employee Report**

- URS Resolution

### **4. Animal Control/Licenses**

### **5. Financial/Legal**

- Approval of warrants

### **6. Culinary/Sewer**

### **7. Roads/Streets**

### **8. Transportation**

### **9. Parks/Recreation**

### **10. Heritage Center:**

- Update fee schedule/ HC office space rental

### **11. Fire Department:**

- EMT/ Fire Dept Dinner

### **12. Tourism-**

### **13. Adjourn**

#### **Executive Session**

- Litigation

Posted this 7th day of August 2023

Dani Harding – Tropic Town Clerk



## **Tropic Town Council Meeting**

### **Tropic Town Council Meeting Minutes**

**Wednesday , August 9, 2023 at the Tropic Town Heritage Center at 6:00 pm**

**Call to Order:** Mayor Travis LeFevre called the meeting.

**Roll:** Mayor LeFevre, Mike Ahlstrom, Gene Anderson, Sydney Lamas (via google meets)

**Others:** Danny Brinkerhoff, Nathaniel Steed, Merilee and McClain Mecham, Clay Mortenson, Shayley Mortenson, LaRee Bybee, Dani Harding-Town Clerk, Cassie Chynoweth-Treasurer.

**Prayer:** Gene Anderson

**Pledge:** Brook Wiseman

**Vision Statement:** LaRee Bybee

**Approval of the Tropic Town Board July, 2023 meeting minutes**

**Gene Anderson made a motion to approve the minutes. Mike Ahlstrom seconded the motion. All voted in favor. Motion carried.**

**Approval of the Agenda:**

**Mike made a motion to approve the agenda, Gene seconded the motion. All voted in favor. The motion carried.**

#### **1. Community & Public Comment**

No public comment to report

#### **2. Planning Commission**

- Merilee Mecham- Building permit for building a barn w/restrooms  
*Merilee asked to be postponed until next month.*

- Danny & Wendy Brinkerhoff - Residential Building permit  
The planning commission passed and recommended the building permit to the Town Board. Danny and Wendy Brinkerhoff brought in their plot plans and a map showing where the water and sewer will be located. **Mike made a motion to approve Brinkerhoff's building permit. Gene seconded the motion. All voted in favor and the motion carried.**
- Clay Mortensen-Residential Building Permit: Gene Anderson mentioned to the Town Council that Clay was previously approved during the Planning Commission meeting. **Gene Anderson made a motion to approve. Mike Ahlstrom seconded the motion. All voted in favor. The motion carried.**

### **3. Employee Report**

Dani gave an update on the new website. It is still in the process of being launched.

### **4. Animal Control/Licenses**

No report

### **5. Financial/Legal**

- Approval of warrants

***Cassie reviewed and discussed the town's warrants. Mike made a motion to approve the warrants. Gene seconded the motion. All voted in favor and the motion carried.***

**6. Culinary/Sewer** Discussion about the well. Mayor LeFevre will contact Brett about turning the well on for a test round.

**7. Roads/Streets** We are on the schedule for road repairs from Cody Mickelson

### **8. Transportation**

No report

### **9. Parks/Recreation**

### **10. Heritage Center:**

- **Office space rental**

**Discussion was had about how much Office space in the HC are renting for. They are currently \$200.00. Discussion about changing rent to \$400 per month. Dani will check and see if we need to hold a public hearing in order to change the fee schedule.**

\* Dani checked with Kaden Figgins and we do not need to hold a public hearing. The Town Council needs to vote on changing the fees.

#### **11. Fire Department:**

No Report

#### **12. Tourism-**

No report

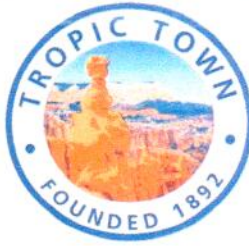
#### **13. Adjourn**

**Mike made a motion to adjourn the meeting. Gene seconded the motion. All voted in favor and the meeting was adjourned.**

Executive Session

No executive session was held

Dani Harding – Tropic Town Clerk



## PROJECT REVIEW

Tropic Town | 20 N Main PO Box 130 | 435-679-8713 | [www.townoftropic.gov](http://www.townoftropic.gov)

Applicant (Name and Company)	Lacy McDonald
Brief Project Description	Business license
Applicant Address	1007 North 300 East
Applicant Phone	801 243 9305
Applicant Email	Adktr@sevens@gmail.com
Application Date	9-5-23
Applicant Signature	

This application cover sheet and all required attachments from the following checklists should be submitted to the Town Clerk at [townclerk@tropictown.org](mailto:townclerk@tropictown.org)

Please note that all items will be required at the time of formal submission, unless otherwise indicated. Staff also reserves the right to request additional materials as deemed necessary.

### APPLICATION REQUIREMENTS

- Application Cover Sheet (Page 1)
- Signed Consent Form (Page 2) ○ Only required if applicant is different than property owner
- Fill out Building Permit Packet
- Any additional details requested by staff/and or Planning Committee and Town Board

\* Planning Commission approved.



# Town of Tropic

20 North Main

Tropic UT 84776

Phone (435) 679-8713 FAX (435) 679-8505

Email: tropic@color-country.net

Website: townoftropicut.gov



## Business License Application ~

Business Licensing is governed and conducted in accordance with the Town of Tropic  
Business Licensing Ordinance #2018-7 & #2020-4

Fee(s) ~ Based on Classification: Branch \* \$25    **Small \* \$50**    Medium \* \$100    Large \* \$150

Business license request are required to be reviewed by the Tropic Town Planning Commission and are considered pending until final approval from the Tropic Town Council. Licenses will be mailed within 30 days. Licenses are valid from January – December

Business Owner (s) Larry Macdonald  
Business Name A-OK Tree <sup>services</sup> ~~services~~ Type of Business Tree work  
Business Address 1007 North 200 East Business Phone: 435  
Mailing Address PO box 134 City Tropic State UT Zip Code 84776  
(If different than above)  
E-mail Address Aoktreeservices@gmail.com Website: \_\_\_\_\_  
Property Owner's Name \_\_\_\_\_ Owner's Phone: \_\_\_\_\_  
(If different than above)  
Property Owner's Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Federal Tax ID#: 93-2887157 Utah Sales Tax ID#: \_\_\_\_\_

\*\*\*\*\*

I, (We) Larry Macdonald, hereby agree to conduct business strictly in accordance with the laws and ordinances covering such business and swear under penalty of law that the information herein is true. I am aware that as owner or the property, that I am solely responsible for all utility charges on the account.

9/5/23  
Date

Larry Macdonald  
Signature

For office Use Only:

Date Approved: 9/5/23 P.C.

Date Denied \_\_\_\_\_

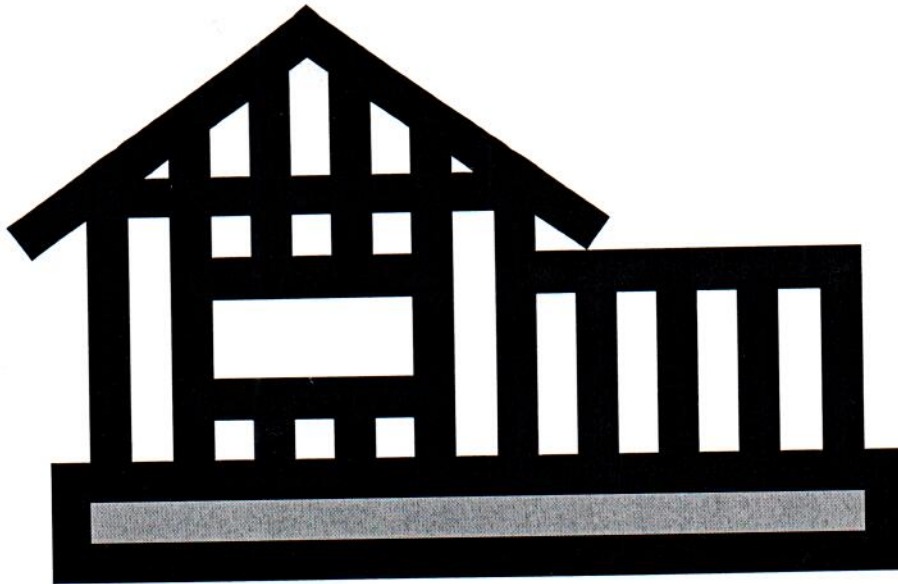
Fee: NO fee

Received: \_\_\_\_\_

Authorized By: Dan

date approved: TB=

McClain & Meniteo  
Mecham



## TROPIC TOWN PLANNING COMMISSION

### Chairman

Tracy Johnson

435-616-8337

Brook Wiseman (co-chairman)

435-616-8962

### Town Clerk

Dani Harding

435-414-4563

Tropic Town Office

435-679-8713

### Commission Members

Dennis Pollock

435-679-8020

Ginger Elmer

501-309-6764

Laree Bybee

435-

Gene Anderson (Town Board Liaison)

801-580-0931

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Planning Commission meeting is held the 1<sup>st</sup> Tuesday each month at 6:00 p.m. Your building packet will be reviewed after which, on finding the setback and all condition met, will be given to the Tropic Town Council for approval. Town Council meeting is held the 2<sup>nd</sup> Thursday of each month at 6:00 p.m.

If you or a representative is unable to attend PC meeting, please contact the Tropic Town Office a day prior to reschedule; a no show will delay your project for two months. If you have any questions concerning your building permit application, please contact one of the Planning Commission Members.

CHECK LIST OF NECESSARY INFORMATION

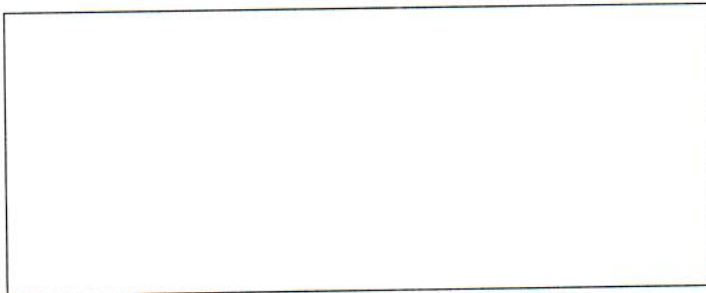
FOR BUILDING APPROVAL

- \_\_\_\_\_ 1. Water and/or Sewer Connection Fees
- \_\_\_\_\_ 2. Building Project Review \$50
- \_\_\_\_\_ 3. Plot plan showing the following:
  - a. Set-backs and side yards
  - b. Water Drainage Plan
- \_\_\_\_\_ 4. Legal description of the property or copy of Warranty Deed.
- \_\_\_\_\_ 5. Complete Owner/Builder Affidavit (if applicable). Form enclosed
- \_\_\_\_\_ 6. All other approvals from State or Local governing bodies, which the Garfield County Building Inspector may deem necessary.
- \_\_\_\_\_ 7. Digital copy of Plot Pan emailed to townclerk@tropictown.org.

Examples:

- a. Conditional Use Permit
- b. Approval for legal non-conforming use or lot
- c. Subdivision approval

Plot Plan



W/S Connection Fees: _____	Date Paid: _____
Building Review Fee: _____	
Total _____	Authorized: _____



## Tropic Town Project Approval

Owner of property: Brinkhoff + Neesham LLC Project Address: 440 North Main  
Highway 12

Proposed Project: Event Barn

### Culinary Water

☐ Tropic Town has available culinary water for this project

☐ This project does not need culinary water

### Wastewater

☐ Tropic Town has the capacity in their wastewater system to serve this project

☐ This project does not require connection to a wastewater system

### Permit

☐ This project requires a building permit from the Garfield County Building Department

☐ This project does not require a building permit

Setback Requirements – Front, side and rear yard setbacks are required per Tropic Town zoning ordinance. The owner of said property or authorized agent shall be responsible to see that these requirements are met, and that no construction takes place in these areas.

### Zoning District

	Area	Width	Front	Side	Side	Rear
Residential						
R-1-8	8,000	75	25	8	8	25
R-1-20	20,000	100	25	10	10	25
R-1-40	40,000	150	25	15	15	25
General Commercial (GC) *	None	20	20	20	20	20
Residential Recreation Commercial (RRC)*	5 Acres		25	25	25	10
Community Commercial (CC) *	None	20	20	20	20	20
Agricultural (A)	43,560	150	25	8	8	25
Pristine (P)**	500		30	30	30	30

\*Yard Regulations where C-1 Abuts a Residential District

\*\* Buffer Area 100 feet along boundaries wherein there shall be no use or development

### Minimum Area, Width and Yard Regulations

General Commercial (GC)

Area	Width	Front	Side	Side	Rear
None	20	0	0	0	20

Community Commercial

None	20	0	0	0	20
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All structures built within Tropic Town limits shall meet the minimum set back requirements including non-permitted projects. Further ordinance information available upon request. Water & Sewer will not be granted without proof of the Garfield County Building Permit; connection will be made when the project is completed.

Tropic Town has reviewed the above proposed project and found it to comply with our Master Plan, Zoning Ordinance, Flood Plain Ordinance and all other applicable ordinances adopted by the Municipality. This Building Project Approval is good for 1 Year. If after this time period has past and the project has not been started, this approval is null and void and will need to be reviewed and re-approved.

If, at any time during the project's construction, change is made to any structure or project area that would violate the Tropic Town Master Plan, Zoning Ordinance, Flood Plan Ordinance, Fire Code, etc. OR any stipulations, conditions, or terms set by the Municipality are violated THE PROJECT WILL BE RED TAGGED!

Comments, Conditions, Stipulations

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I, \_\_\_\_\_, have reviewed the above project with the Tropic Town Planning Commission and have discussed with the Tropic Town Council my building project and agree to the comments, conditions and stipulations set forth.

Applicant's Signature: \_\_\_\_\_

Approval given this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Seal

Attest: \_\_\_\_\_

Title: \_\_\_\_\_



**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL CULINARY WATER CONNECTION**

I hereby apply to the municipality of the Town of Tropic ("Town") for permission to connect my premises at McLaren + Michelle Mecham with the Town of Tropic culinary water system and hereby agree as follows: Ryson + Kayce Brinkhoff

1. The Town shall make the requested connection from its water main to and including the distance up to 300 ft. of my property line. I agree to pay the Town such connection fees as may be fixed by the governing body by resolution or ordinance including a deposit security charge, if so provided. The work of extending the water connection from the nearest point to which the Town installs its main to the place at which the water is to be used shall be my responsibility and shall be performed at my sole cost.
2. The location of the service, whether on my premises or at some point near my premises, may be decided solely by the Town.
3. The connection so made by the Municipality, including the meter, shall remain the property of the municipality at all times and the municipality shall have access thereto at all times. The location of the meter, whether on my premises or at some point near my premises, may be decided solely by the Municipality.
4. Before making connection with the water system, I shall cause the plumbing upon my premises to be inspected by the municipality and if the plumbing is not approved, I will cause the plumbing to be rectified at my own expense to meet the requirements of the municipality or of any other governmental agency having jurisdiction to regulate the water system within the municipality.
5. I understand the Town reserves the right to cause both the culinary and irrigation water system upon my premises to be inspected by the Town and if either or both facilities should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or of any other governmental agency having jurisdiction to regulate the water system within the Town.

I will be bound by the rules, regulations, resolutions or ordinances enacted now or hereafter by the Town applicable to the Town's culinary water system. The main purpose for which the water connection will be used is for culinary use. The Town shall have free access to the lines and services installed under this agreement and, at reasonable times, through my property, if necessary.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Applicant's Signature: \_\_\_\_\_

Residential Connection Fees:  
Water Connection: \$1,000  
Impact Fee: \$1,000  
Total: \$2,000

Date Paid: \_\_\_\_\_

Authorization: \_\_\_\_\_



**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL CULINARY WATER SERVICES**

TO THE TOWN OF TROPIC, UTAH: The undersigned hereby applies for culinary water services from the municipality of Tropic Town, Utah for premises located at 440 N Main Hwy 12 and hereby agrees:

1. To pay all charges for such water service as are fixed from time to time by the governing body until such time as I shall direct such service to be discontinued.

SERVICE RATES ARE PRESENTED AS FOLLOWS

Culinary Water Base Rate Service: \$33.00 per month

Monthly rates will cover up to the first 10,000-gallons used

Overage Fee: The following charges will be added for each 1,000-gallons over the 10,000-gallon limit used in any month (used in excess of 10,000 gal per month)

<u>Water Allotment</u> <u>10,000</u>	Overage Charge Per 1,000
10,001 – 25,000	\$2.50
25,001 – 50,000	\$4.50
50,001 – 75,000	\$6.50
75,001 – 100,000	\$8.50
100,001 & Above	\$10.50

2. In the event of a failure to pay water charges with the due dates fixed by the governing body or failure of the Occupant of the premises to conform to the Ordinances and Regulations established by the governing body regulating the use of the water system, that the Town shall have the right to discontinue the water system service at its election, pursuant to ten (10) days written notice of the town's intention until all delinquencies and any reconnection fee imposed are paid in full or until any failure to conform to this Ordinance or Regulations issued here under is eliminated.

As applied in the Culinary Water Ordinance, Section 15: Delinquency – Discontinuance of Service; “a charge of \$100 for a disconnection and a \$100 fee for reconnection of services is hereby applied for non-payment of water and sewer services.”

As applied in the Culinary Water Ordinance

3. I am responsible for the payment of the monthly water bill at the above listed location, whether occupied by myself or by others. If the premises are unoccupied and that should the bill be left unpaid and delinquent for a period of twelve (12) months, I shall forfeit my connection privilege, in which case a new connection fee, as set by the governing body shall be paid before water service may be restored in this location.

To be bound by the rules, regulations, or ordinances enacted or adopted by the governing body applicable to the Town's Water System.



Applicant's Signature

**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL SEWER CONNECTION**

I hereby apply to the municipality of the Town of Tropic ("Town") for permission to connect my premises at 440 W Main Hwy 12 with the Town of Tropic sewer system and hereby agree as follows:

1. (a) The Town shall make the requested connection from its sewer main to and including the distance up to 300 ft. my property line. I agree to pay the Town sewer connection fees as may be fixed by the governing body by resolution or ordinance including a deposit security charge, if so provided. The work of extending the sewer connection from the nearest point to which the Town installs its main line to the place at which the sewer is to be used shall be my responsibility and shall be performed at my sole cost.

(b) The location of the service, whether on my premises or at some point near my premises, may be decided solely by the Town.

(c) The connection so made by the Municipality, shall remain the property of the municipality at all times and the municipality shall have access thereto at all times.

(d) The location of the line, whether on my premises or at some point near my premises, may be decided solely by the Municipality.

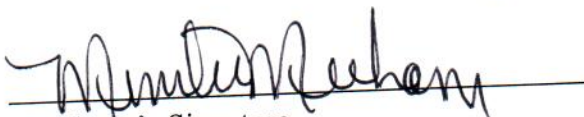
2. I understand the Town reserves the right to cause the sewer system upon my premises to be inspected by the Town and if the sewer line should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or of any other governmental agency having jurisdiction to regulate the sewer system within the Town.

3. I will be bound by the rules, regulations, resolutions or ordinances enacted now or hereafter by the Town applicable to the Town's sewer system.

4. The main purpose of which the sewer connection will be used for is sanitation use.

5. The Town shall have free access to the lines and services installed under this agreement and, at reasonable times through my property, if necessary.

Dated this 4 day of Aug., 2023.

  
Applicant's Signature

Residential Connection Fees:  
Sewer Connection: \$1,000  
Impact Fee: \$1,000  
Total: \$2,000

Date Paid: \_\_\_\_\_

Authorization: \_\_\_\_\_



**TROPIC TOWN**  
**APPLICATION FOR RESIDENTIAL SEWER SERVICES**

TO THE MUNICIPALITY OF TROPIC TOWN:

The undersigned hereby applies for sewer services from the municipality for premises located at \_\_\_\_\_  
4401 Main Hwy and hereby agrees to pay charges for such sewer services as shall be fixed by the governing body of the municipality by resolution or ordinance until such time as I shall direct such services to be discontinued.

**WASTE WATER SERVICE RATES ARE PRESENTED AS FOLLOWS**

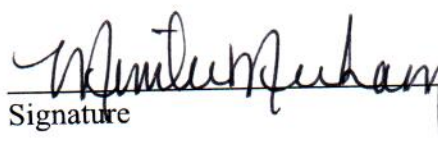
Residential Base Rate Service: \$33.00 per month

Sewer Allotment 10,000	Overage Charge Per 1,000
10,001 – 25,000	\$1.50
25,001 – 50,000	\$3.50
50,001 – 75,000	\$5.50
75,001 – 100,000	\$7.50
100,001 & Above	\$9.50

In the event of failure to pay this service within the due dates fixed by the governing body or of a failure of the occupant of the premises to conform to the ordinances and regulations established by the governing body relating to the use of the sewer system, the municipality shall have the right to discontinue my water service from the municipal water system until all delinquencies and any reconnection fees imposed are paid in full or until any failure to conform to the sewer ordinances or regulations issued there under is eliminated.

Additionally, I agree that the municipality shall have the right to institute collection proceedings by all means available to it, including suit in court of proper jurisdiction. The applicant agrees to pay all cost of collection including court cost and attorney's fees.

The Undersigned agrees to be bound by the rules, regulations, and ordinances enacted or adopted by the governing body of the municipality sewer system.

  
\_\_\_\_\_  
Signature

## **Chapter 19. Residential District (R-1)**

### **19.1 Purpose.**

To provide for a diversity in housing and protect areas for single family, two-family, and multiple family neighborhoods of spacious and uncrowded character.

### **19.2 Permitted Uses.**

1. Single family dwellings.
2. Tilling the soil, raising of crops, horticulture.
3. Household pets.
4. Accessory buildings and uses incidental to each dwelling when placed upon the same lot or parcel of land and not used or operated commercially.
5. Planned Unit Development.
6. Other uses similar to the above and judged by the Tropic Town Planning Commission to be in harmony with the character and intent of this zone.

### **19.3 Conditional Uses.**

1. Two-family dwellings.
2. Multiple family dwellings.
3. Home Occupation (See Chapter 3).
4. Church.
5. School.
6. Park or Playground.
7. Cows, horses, or sheep may be kept for domestic purposes subject to applicable health codes as follows: one (1) cow or one (1) horse for each 10,000 square feet of lot area, including buildings,
- or one (1) sheep, or one (1) pig, or one (1) billy goat for each 4,000 square feet of lot area, including buildings. Mink and dangerous animals are excluded.
8. Private stable, corral, barn, chicken coops.
9. Child day care or nursery.
10. Other uses similar to the above and judged by the Tropic Town Planning Commission to be in harmony with the character and intent of this zone.



#### 19.4 Height Regulations.

The maximum height for any building (measured from the grade to the square of the building) shall not exceed two and one-half (2 ½) stories or thirty-five (35) feet, whichever is greater, and the minimum height of any dwelling one cannot be less than (1) story. Where the ground or the square of the building is uneven in height, the average elevation thereof shall apply. Chimneys, flag poles, church towers, and similar structures not used for human occupancy shall not exceed forty (40) feet in height.

#### 19.5 Area, Width, and Yard Regulations.

			Yard Dimensions (ft.)		
District	Area (sq.ft.)	Width (ft.)	Front	Side	Rear
R-1-8	8,000	75	25	8	25
R-1-20	20,000	100	25	10	25
R-1-40	40,000	150	25	15	25

#### 19.6 Modifying Regulations.

1 Side Yards. The minimum distance between dwellings located on the same lot shall be twice the minimum side yard distance for the R-1-8 zone. and the total width of the two (2) side yards shall not be less than one third (1/3) of the length of the dwelling or other main building measured along the front street line. On corner lots, the side yard which faces on a street shall not be less than twenty-five (25) feet for both main and accessory buildings.

2 Carports. Carports which are attached to a dwelling and which are open on at three (3) sides may be located within four (4) feet from the side or rear property line but not closer than sixteen (16) feet to the nearest dwelling.

3 Rear Yards for Accessory buildings. The minimum rear yard for accessory buildings shall be eight (8) feet, except that no rear yard shall be required for accessory buildings having fire resistive walls as specified by the applicable building codes.

4 Front Yards for Accessory Buildings. The minimum setback for accessory buildings shall be at least six 6 feet in the rear of the main building. Where no main building exists on a lot, accessory buildings shall be located at least fifty (50) feet from the front street line.

5 Area Required for two-family or Multi-family dwellings. Each additional dwelling requires an additional 1,000 square feet of lot area, for each additional dwelling unit, beyond the required 8,000 square foot area required for single family dwellings.

6 Required Footage. Minimum square footage for dwelling units shall be as specified in Utah codes and health regulations.

#### 19.7 Other Provisions.

1 Stables, corrals, barns and chicken coops shall be located at least fifty (50) feet from the nearest dwelling or public street.

# FLOOD PLAIN DEVELOPMENT PERMIT

## APPLICATION INFORMATION

Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contractor: \_\_\_\_\_

Telephone: \_\_\_\_\_

Project Location /Directions: \_\_\_\_\_

\*\*\*\*\*

## FLOOD HAZARD DATA

Water Course Name: \_\_\_\_\_

The project is proposed in the Floodway \_\_\_\_\_ Floodway Fringe \_\_\_\_\_

Base (100-year) flood elevation(s) at project site \_\_\_\_\_

Elevation required for Lowest Floor \_\_\_\_\_

NGVD Flood proofing \_\_\_\_\_

NGVD \_\_\_\_\_

Source Documents: Reports/Maps \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



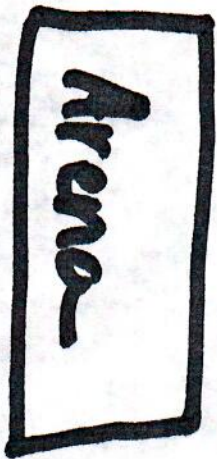
Hwy 12

300 Ft

Pen

120'

Property line



Road

Wash

Farm

T Hill



9/5/23



## PROJECT REVIEW

Tropic Town | 20 N Main PO Box 130 | 435-679-8713 | [www.townoftropic.gov](http://www.townoftropic.gov)

Applicant (Name and Company)	Robin Huddleston
Brief Project Description	changing building plans- wants to make shed as her perm residence
Applicant Address	
Applicant Phone	(404) 249-3696
Applicant Email	rahud2018@gmail.com
Application Date	9-5-23
Applicant Signature	

This application cover sheet and all required attachments from the following checklists should be submitted to the Town Clerk at [townclerk@tropictown.org](mailto:townclerk@tropictown.org)

Please note that all items will be required at the time of formal submission, unless otherwise indicated. Staff also reserves the right to request additional materials as deemed necessary.

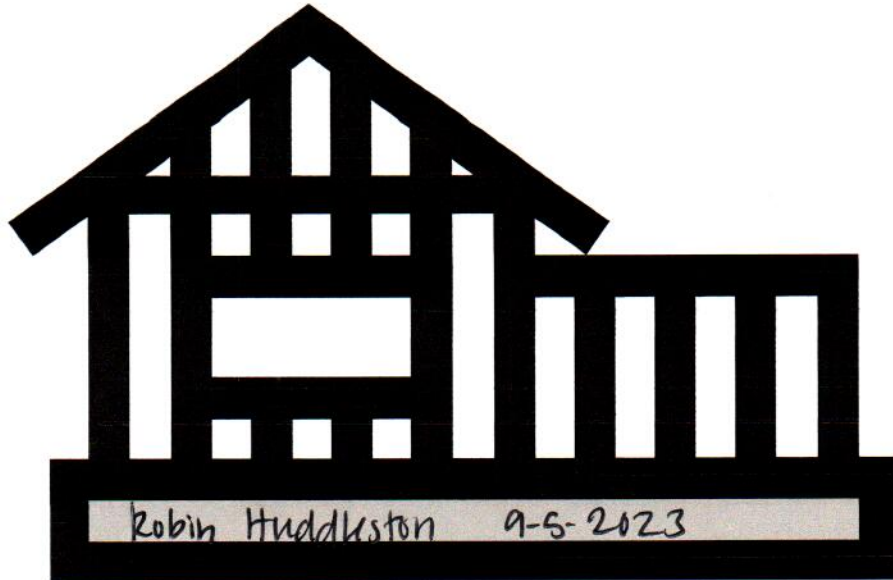
### APPLICATION REQUIREMENTS

- Application Cover Sheet (Page 1)
- Signed Consent Form (Page 2) ○ Only required if applicant is different than property owner
- Fill out Building Permit Packet
- Any additional details requested by staff/and or Planning Committee and Town Board

\* 9-5-23

Planning Commission  
voted 2 aye  
1 Nay

wants her to re-do the  
building permit packet.  
w/ new plans and  
Bring to Town Board on<sup>1</sup>  
9-14-23



## TROPIC TOWN PLANNING COMMISSION

### Chairman

Tracy Johnson

435-616-8337

Brook Wiseman (co-chairman)

435-616-8962

### Town Clerk

Dani Harding

435-414-4563

Tropic Town Office

435-679-8713

### Commission Members

Dennis Pollock

435-679-8020

Ginger Elmer

501-309-6764

Laree Bybee

435-849-0085

Gene Anderson (Town Board Liaison)

801-580-0931

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Planning Commission meeting is held the 1<sup>st</sup> Tuesday each month at 6:00 p.m. Your building packet will be reviewed after which, on finding the setback and all condition met, will be given to the Tropic Town Council for approval. Town Council meeting is held the 2<sup>nd</sup> Thursday of each month at 6:00 p.m.

If you or a representative is unable to attend PC meeting, please contact the Tropic Town Office a day prior to reschedule; a no show will delay your project for two months. If you have any questions concerning your building permit application, please contact one of the Planning Commission Members.

CHECK LIST OF NECESSARY INFORMATION



## Tropic Town Project Approval

Owner of property: Robin Huddleston Project Address: 135 N. 300 W

Proposed Project: \_\_\_\_\_

### Culinary Water



Tropic Town has available culinary water for this project



This project does not need culinary water

### Wastewater



Tropic Town has the capacity in their wastewater system to serve this project



This project does not require connection to a wastewater system

### Permit



This project requires a building permit from the Garfield County Building Department



This project does not require a building permit

Setback Requirements – Front, side and rear yard setbacks are required per Tropic Town zoning ordinance. The owner of said property or authorized agent shall be responsible to see that these requirements are met, and that no construction takes place in these areas.

### Zoning District

	Area	Width	Front	Side	Side	Rear
Residential						
<u>R-1-8</u>	8,000	75	25	8	8	25
R-1-20	20,000	100	25	10	10	25
R-1-40	40,000	150	25	15	15	25
General Commercial (GC) *	None	20	20	20	20	20
Residential Recreation Commercial (RRC) *	5 Acres		25	25	25	10
Community Commercial (CC) *	None	20	20	20	20	20
Agricultural (A)	43,560	150	25	8	8	25
Pristine (P)**	500		30	30	30	30

\*Yard Regulations where C-1 Abuts a Residential District

\*\* Buffer Area 100 feet along boundaries wherein there shall be no use or development

### Minimum Area, Width and Yard Regulations

	Area	Width	Front	Side	Side	Rear
General Commercial (GC)	None	20	0	0	0	20
Community Commercial	None	20	0	0	0	20



**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL CULINARY WATER SERVICES**

TO THE TOWN OF TROPIC, UTAH: The undersigned hereby applies for culinary water services from the municipality of Tropic Town, Utah for premises located at 135 N. 300 W. and hereby agrees:

1. To pay all charges for such water service as are fixed from time to time by the governing body until such time as I shall direct such service to be discontinued.

**SERVICE RATES ARE PRESENTED AS FOLLOWS**

Culinary Water Base Rate Service: \$33.00 per month

Monthly rates will cover up to the first 10,000-gallons used

Overage Fee: The following charges will be added for each 1,000-gallons over the 10,000-gallon limit used in any month (used in excess of 10,000 gal per month)

<b><u>Water Allotment</u></b> <b><u>10,000</u></b>	<b><u>Overage Charge</u></b> <b><u>Per 1,000</u></b>
10,001 – 25,000	\$2.50
25,001 – 50,000	\$4.50
50,001 – 75,000	\$6.50
75,001 – 100,000	\$8.50
100,001 & Above	\$10.50

2. In the event of a failure to pay water charges with the due dates fixed by the governing body or failure of the Occupant of the premises to conform to the Ordinances and Regulations established by the governing body regulating the use of the water system, that the Town shall have the right to discontinue the water system service at its election, pursuant to ten (10) days written notice of the town's intention until all delinquencies and any reconnection fee imposed are paid in full or until any failure to conform to this Ordinance or Regulations issued here under is eliminated.

As applied in the Culinary Water Ordinance, Section 15: Delinquency – Discontinuance of Service; “a charge of \$100 for a disconnection and a \$100 fee for reconnection of services is hereby applied for non-payment of water and sewer services.”

As applied in the Culinary Water Ordinance

3. I am responsible for the payment of the monthly water bill at the above listed location, whether occupied by myself or by others. If the premises are unoccupied and that should the bill be left unpaid and delinquent for a period of twelve (12) months, I shall forfeit my connection privilege, in which case a new connection fee, as set by the governing body shall be paid before water service may be restored in this location.

To be bound by the rules, regulations, or ordinances enacted or adopted by the governing body applicable to the Town's Water System.

Robert Huddleston

Applicant's Signature

**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL SEWER CONNECTION**

I hereby apply to the municipality of the Town of Tropic ("Town") for permission to connect my premises at 135 N. 300 W. with the Town of Tropic sewer system and hereby agree as follows:

1. (a) The Town shall make the requested connection from its sewer main to and including the distance up to 300 ft. my property line. I agree to pay the Town sewer connection fees as may be fixed by the governing body by resolution or ordinance including a deposit security charge, if so provided. The work of extending the sewer connection from the nearest point to which the Town installs its main line to the place at which the sewer is to be used shall be my responsibility and shall be performed at my sole cost.

(b) The location of the service, whether on my premises or at some point near my premises, may be decided solely by the Town.

(c) The connection so made by the Municipality, shall remain the property of the municipality at all times and the municipality shall have access thereto at all times.

(d) The location of the line, whether on my premises or at some point near my premises, may be decided solely by the Municipality.

2. I understand the Town reserves the right to cause the sewer system upon my premises to be inspected by the Town and if the sewer line should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or of any other governmental agency having jurisdiction to regulate the sewer system within the Town.

3. I will be bound by the rules, regulations, resolutions or ordinances enacted now or hereafter by the Town applicable to the Town's sewer system.

4. The main purpose of which the sewer connection will be used for is sanitation use.

5. The Town shall have free access to the lines and services installed under this agreement and, at reasonable times through my property, if necessary.

Dated this 4 day of April, 2022.



Applicant's Signature



**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL SEWER CONNECTION**

I hereby apply to the municipality of the Town of Tropic ("Town") for permission to connect my premises at 135 N. 300 W. with the Town of Tropic sewer system and hereby agree as follows:

1. (a) The Town shall make the requested connection from its sewer main to and including the distance up to 300 ft. my property line. I agree to pay the Town sewer connection fees as may be fixed by the governing body by resolution or ordinance including a deposit security charge, if so provided. The work of extending the sewer connection from the nearest point to which the Town installs its main line to the place at which the sewer is to be used shall be my responsibility and shall be performed at my sole cost.

(b) The location of the service, whether on my premises or at some point near my premises, may be decided solely by the Town.

(c) The connection so made by the Municipality, shall remain the property of the municipality at all times and the municipality shall have access thereto at all times.

(d) The location of the line, whether on my premises or at some point near my premises, may be decided solely by the Municipality.


2. I understand the Town reserves the right to cause the sewer system upon my premises to be inspected by the Town and if the sewer line should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or of any other governmental agency having jurisdiction to regulate the sewer system within the Town.

3. I will be bound by the rules, regulations, resolutions or ordinances enacted now or hereafter by the Town applicable to the Town's sewer system.

4. The main purpose of which the sewer connection will be used for is sanitation use.

5. The Town shall have free access to the lines and services installed under this agreement and, at reasonable times through my property, if necessary.

Dated this 4 day of April, 2022.



Applicant's Signature

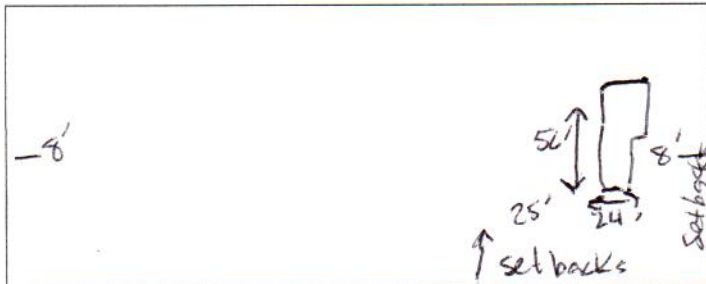
FOR BUILDING APPROVAL

- ☒ 1. Water and/or Sewer Connection Fees
- ☒ 2. Building Project Review \$50
- ☒ 3. Plot plan showing the following:
  - a. Set-backs and side yards
  - b. Water Drainage Plan
- ☒ 4. Legal description of the property or copy of Warranty Deed.
- ☒ 5. Complete Owner/Builder Affidavit (if applicable). Form enclosed
- ☒ 6. All other approvals from State or Local governing bodies, which the Garfield County Building Inspector may deem necessary.
- ☒ 7. Digital copy of Plot Pan emailed to townclerk@tropictown.org.

Examples:

- a. Conditional Use Permit
- b. Approval for legal non-conforming use or lot
- c. Subdivision approval

Plot Plan



W/S Connection Fees: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Building Review Fee: \_\_\_\_\_

Total \_\_\_\_\_

Authorized: \_\_\_\_\_

All structures built within Tropic Town limits shall meet the minimum set back requirements including non-permitted projects. Further ordinance information available upon request. Water & Sewer will not be granted without proof of the Garfield County Building Permit; connection will be made when the project is completed.

Tropic Town has reviewed the above proposed project and found it to comply with our Master Plan, Zoning Ordinance, Flood Plain Ordinance and all other applicable ordinances adopted by the Municipality. This Building Project Approval is good for 1 Year. If after this time period has past and the project has not been started, this approval is null and void and will need to be reviewed and re-approved.

If, at any time during the project's construction, change is made to any structure or project area that would violate the Tropic Town Master Plan, Zoning Ordinance, Flood Plan Ordinance, Fire Code, etc. OR any stipulations, conditions, or terms set by the Municipality are violated THE PROJECT WILL BE RED TAGGED!

Comments, Conditions, Stipulations

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I, Robin Haddock,

have reviewed the above project with the Tropic Town Planning Commission and have discussed with the Tropic Town Council my building project and agree to the comments, conditions and stipulations set forth.

Applicant's Signature: \_\_\_\_\_

Robin Haddock

Approval given this \_\_\_ day of \_\_\_\_\_ 20\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Seal

Attest: \_\_\_\_\_

Title: \_\_\_\_\_



**TOWN OF TROPIC**  
**APPLICATION FOR RESIDENTIAL CULINARY WATER CONNECTION**

I hereby apply to the municipality of the Town of Tropic ("Town") for permission to connect my premises at 135 N. 300 W. with the Town of Tropic culinary water system and hereby agree as follows:

1. The Town shall make the requested connection from its water main to and including the distance up to 300 ft. of my property line. I agree to pay the Town such connection fees as may be fixed by the governing body by resolution or ordinance including a deposit security charge, if so provided.  
The work of extending the water connection from the nearest point to which the Town installs its main to the place at which the water is to be used shall be my responsibility and shall be performed at my sole cost.
2. The location of the service, whether on my premises or at some point near my premises, may be decided solely by the Town.
3. The connection so made by the Municipality, including the meter, shall remain the property of the municipality at all times and the municipality shall have access thereto at all times. The location of the meter, whether on my premises or at some point near my premises, may be decided solely by the Municipality.
4. Before making connection with the water system, I shall cause the plumbing upon my premises to be inspected by the municipality and if the plumbing is not approved, I will cause the plumbing to be rectified at my own expense to meet the requirements of the municipality or of any other governmental agency having jurisdiction to regulate the water system within the municipality.
5. I understand the Town reserves the right to cause both the culinary and irrigation water system upon my premises to be inspected by the Town and if either or both facilities should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or of any other governmental agency having jurisdiction to regulate the water system within the Town.

I will be bound by the rules, regulations, resolutions or ordinances enacted now or hereafter by the Town applicable to the Town's culinary water system. The main purpose for which the water connection will be used is for culinary use. The Town shall have free access to the lines and services installed under this agreement and, at reasonable times, through my property, if necessary.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Applicant's Signature: \_\_\_\_\_

Residential Connection Fees:  
Water Connection: \$1,000  
Impact Fee: \$1,000  
Total: \$2,000

Date Paid: 4-25-2022

Authorization: Damm

**TROPIC TOWN  
APPLICATION FOR RESIDENTIAL SEWER SERVICES**

TO THE MUNICIPALITY OF TROPIC TOWN:

The undersigned hereby applies for sewer services from the municipality for premises located at 135 W. 300 W. and hereby agrees to pay charges for such sewer services as shall be fixed by the governing body of the municipality by resolution or ordinance until such time as I shall direct such services to be discontinued.

**WASTE WATER SERVICE RATES ARE PRESENTED AS FOLLOWS**


Residential Base Rate Service: \$33.00 per month

Sewer Allotment 10,000	Overage Charge Per 1,000
10,001 – 25,000	\$1.50
25,001 – 50,000	\$3.50
50,001 – 75,000	\$5.50
75,001 – 100,000	\$7.50
100,001 & Above	\$9.50

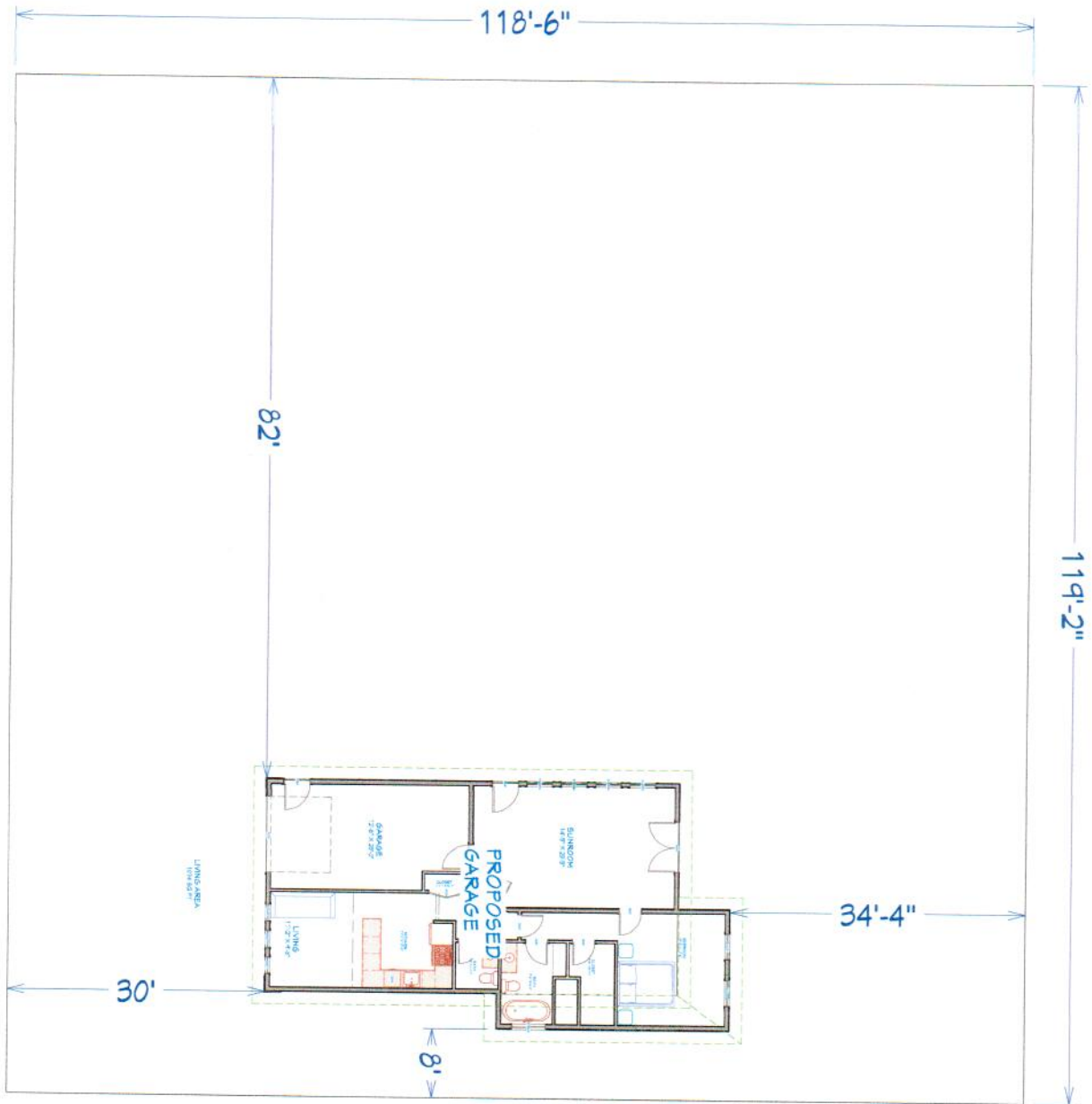
In the event of failure to pay this service within the due dates fixed by the governing body or of a failure of the occupant of the premises to conform to the ordinances and regulations established by the governing body relating to the use of the sewer system, the municipality shall have the right to discontinue my water service from the municipal water system until all delinquencies and any reconnection fees imposed are paid in full or until any failure to conform to the sewer ordinances or regulations issued there under is eliminated.

Additionally, I agree that the municipality shall have the right to institute collection proceedings by all means available to it, including suit in court of proper jurisdiction. The applicant agrees to pay all cost of collection including court cost and attorney's fees.

The Undersigned agrees to be bound by the rules, regulations, and ordinances enacted or adopted by the governing body of the municipality sewer system.

  
Signature





Plot

1

SHEET:

SCALE:

DATE:

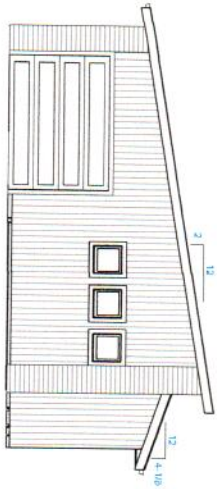
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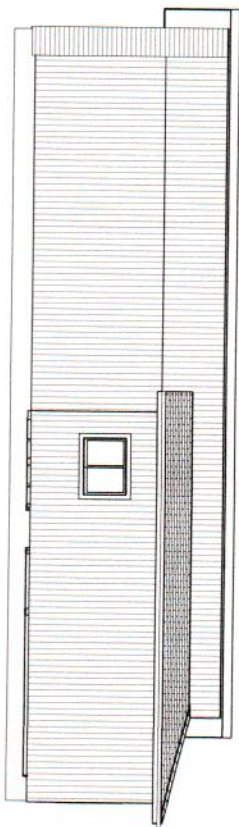
HUDDLESTON

REVISION TABLE		
NUMBER	DATE	REVISION BY DESCRIPTION

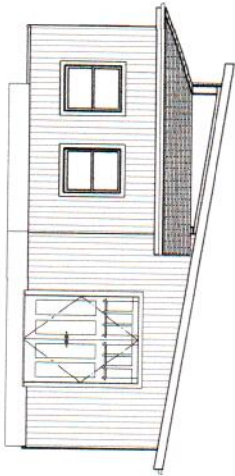




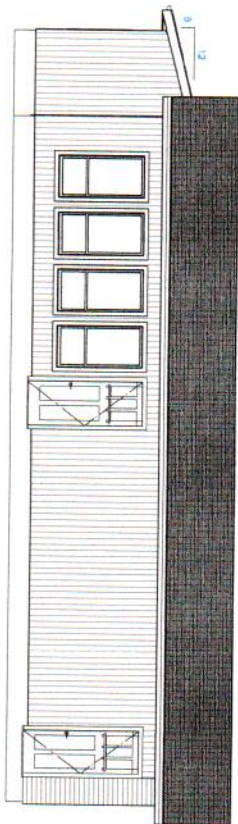
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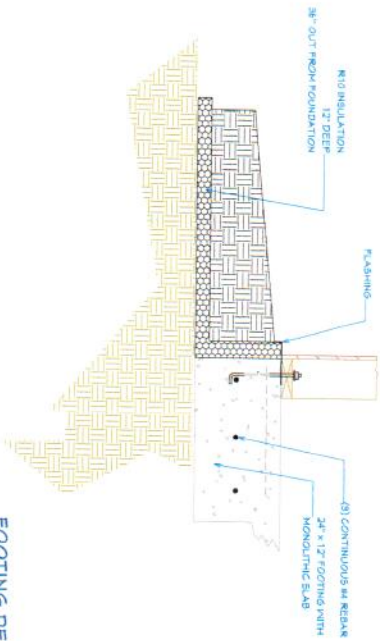
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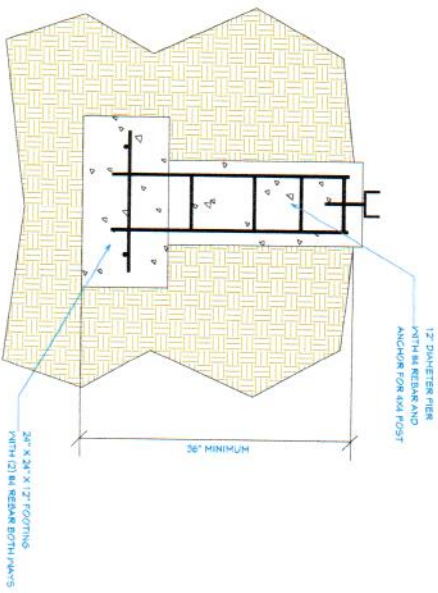
Elevation 2



Elevation 4



FOOTING DETAIL



REVISION TABLE		
NUMBER	DATE	DESCRIPTION

DRAWINGS PROVIDED BY:

DATE:

9/4/23

SCALE:

SHEET:

3