



WILLARD CITY
Conditional Use Permit (CUP) Review Committee – Special Meeting
October 5, 2023 – 2:15 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

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

The following members were in attendance:

Chris Davis, City Manager
Bryce Wheelwright, City Planner
Sid Bodily, Planning Commission Chairman
Chris Breinholt, City Engineer/Jones & Associates
Payden Vine, Public Works Director
Theron Fielding, Police Chief
Van Mund, Fire Chief
Michelle Drago Deputy City Recorder

Excused: Colt Mund, City Attorney

Others in attendance: Jackie and Jim Surrage

1. CALL TO ORDER

Bryce Wheelwright, City Planner, called the meeting to order at 2:17 p.m. A roll call attendance was recorded by the secretary.

2A. REVIEW AND CONSIDERATION OF A REQUEST FROM JACKIE SURRAGE TO OPERATE A FOOD TRUCK AT 725 SOUTH MAIN (02-053-0009)

Time Stamp – 17:45 10-05-2023

Bryce Wheelwright, City Planner, stated that Willard City had received a conditional use permit application from Jackie Surrage to operate a food trailer at 725 South Main. Because the proposed business was more than a home occupation, a conditional use permit was required. Jackie Surrage had received permission to park the food trailer on the adjoining Breider property which was zoned Commercial Neighborhood.

Theron Fielding, Police Chief, stated that this business would be operated on Main Street. He was concerned about parking. Would the trailer be parked far enough off of the street to provide parking? Jackie Surrage said it would. Chief Fielding was concerned that customers would be like those that patronized the fruit stands, who backed onto the highway and into oncoming traffic rather than turning around.

Jackie Surrage stated that there was a ditch between her property and Breider's. The trailer was parked up against the ditch. There was plenty of room to park in front of her house, in her driveway, and on the Breider's property. Bryce Wheelwright stated that he had driven onto the property. There was room for vehicles to get off of the road.

Sid Bodily, Planning Commission Chairman, felt parking was the biggest issue. How much parking was there? Jackie Surrage stated that she had only had a few customers at a time. Jim Surrage felt there would only be three or four customers at a time, and there was enough parking room for that many.



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Chairman Bodily asked her cooking facilities. Jackie Surrage said she had a fryer, but she didn't use it. She served tri-tip sandwiches, hamburgers, hot dogs, and chili.

Van Mund, Fire Chief, stated that her trailer had been inspected and approved. She could use the fryer if she wanted to. Bryce Wheelwright stated that the trailer had also been inspected and approved by the Bear River Health Department.

Chris Davis, City Manager, asked about hours of operation. Jackie Surrage said she planned to be open from 11:00 a.m. to 3:00 p.m.; maybe until 6:00 p.m. She would be open on Sunday, Monday, and Wednesday. On Tuesday she would be at the Anderson Livestock Auction.

Van Mund, Fire Chief, did not have any further comments.

Payden Vine, Public Works Director, did not have any comments.

Michelle Drago, Deputy Recorder, felt that this was more than a home occupation. It was a general business and should be located a commercial zone. The Breider property was zoned Commercial Neighborhood. All business operations should be conducted in that zone.

Chris Davis asked if the Breider property had a commercial use. Bryce Wheelwright said the Breider property was zone commercial. It contained a shop from which they rented equipment. Chris Davis stated that the Master Plan showed a Commercial Neighborhood Zone along Highway 89. Jackie Surrage's property could be rezoned.

Van Mund pointed out that the food truck was portable. Mr. Wheelwright said that was what made food trucks difficult to license. Jackie Surrage had a home occupation license because she needed a physical address. It became a conditional use permit because she could take the trailer to Anderson Livestock Auction, Ogden, or other places in Willard.

Chris Davis stated that the Conditional Use Permit Review Committee felt that parking concerns had been addressed and that the hours of operation were reasonable. He moved to recommend that the Planning Commission approve a conditional use permit for Jackie Surrage to operate a food truck at 725 South Main (Parcel 02-053-0009) subject to a fire inspection and a food handler's permit from Bear River Health Department. Sid Bodily seconded the motion. All voted "aye." The motion passed unanimously.

2B. CONSIDERATION AND APPROVAL OF MAY 11, 2023, MINUTES

Van Mund moved to approve the May 11, 2023, minutes as written. Colt Mund seconded the motion. All voted "aye." The motion passed unanimously.

3. ADJOURN

Chris Davis moved to adjourn at 2:29 p.m. Payden Vine seconded the motion. All voted "aye." The motion passed unanimously.



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Minutes were read individually and approved on: 1/18/24

Bryce Wheelwright
Bryce Wheelwright, City Planner

Michelle Drago
Michelle Drago, Deputy City Recorder

dc:CUP 10-05-2023