

**Rockville Planning Commission  
Work Meeting  
Rockville Community Center, Town Hall  
April 9, 2024 – 7:00 p.m.**

**CALL TO ORDER – ROLL CALL:** Chair Tyler called the meeting to order at 8:20 p.m. Ken Rybkiewicz, Linda Brinkley, Jane Brennan, Garth Tyler and Tim Arnold were present along with alternative member Andy Efstratis. Layney DeLange was excused. Vicki Bell, Town Clerk, recorded the meeting.

1. **DISCUSSION OF ROCKVILLE TOWN CODE REGARDING HUNTING:** Chair Tyler explained this was a first draft of the proposed Hunting Ordinance for the Town of Rockville.

**13.1.3(C) Discharge of Firearms:**

Concerns raised about Item No. C(1) - the discharge of shotguns year-round.

- Lack of clarity on whether it includes putting down an animal.
- Uncertainty about the purpose and necessity of this provision.
- Agreement to remove this provision entirely.
- Proposal to insert verbiage of hunting on own land but with restrictions within distance to dwellings according to State Law.

**13.1.3(D) Discharge of Air Guns:**

- Proposal to specify that the discharge should have a safe and impermeable background to ensure safety.
- Agreement to revise the language to include this requirement.

**Hunting on Private Property:**

- Discussion about hunting on private property.
- Consideration of restrictions and distances from structures.
- Proposal to define parameters for hunting on one's land, considering lot size and safety.

**13.1.2 Definitions:**

- Discussion about defining terms such as "air gun" and "archery" for clarity.
- Agreement to include definitions for these terms in the ordinance.

**Lot-Based Regulations:**

- Consideration of lot-based regulations for hunting.
- Discussion about allowing hunting on larger properties with appropriate safety measures.

2. **REVIEW OF COMPLAINT FORM REVISION:**

**Changes to the Complaint Form:**

- Addition of a case number field for police reports.
- Concerns raised about the clarity of certain fields, such as "violated" and "contacted by police."
- Proposal to add "unknown" options to fields where relevant information might not be known by the complainant.
- Discussion about whether the town can add information to the form for official use.

**Purpose and Follow-Up:**

- Consideration of the purpose of the form and the need for follow-up documentation.
- Agreement to document outcomes and actions taken by the town in response to complaints.
- To add an "official use only" section to the form to document follow-up actions and outcomes.

**Documentation and Transparency:**

- Importance of documenting responses to complaints for legal and enforcement purposes.
- Discussion about ensuring transparency and communication with complainants regarding the outcomes of their complaints.

3. **REVIEW OF REVISION TO THE SIMPLE BUILDING PERMIT APPLICATION:**

**Building Permits for Structures Under 200 Square Feet:**

- It was clarified that according to the International Building Code, structures under 200 square feet typically do not require a building permit.
- However, it was emphasized that even though a permit might not be required, these structures still need to adhere to setback requirements.
- A suggestion was made to include a checkbox or wording on the permit application form to remind applicants that they still need to submit a site plan showing setbacks.

**Exemptions for Agricultural Buildings:**

- It was mentioned that certain agricultural buildings on registered farm properties might be exempt from permits.
- However, applicants for agricultural exemptions still need to fill out a form and adhere to specific requirements, even though a permit is not required.
- The consensus was that even if a structure is exempt from permits, it still needs to meet building code standards.

Vicki Bell brought up the issue with plan reviews. There was a delay of almost two weeks in getting someone to review the plans, which caused a chaotic situation. It was suggested that better coordination and proactive planning are needed to prevent similar issues in the future. She suggested that everyone to review the calendar and mark important deadlines well in advance, ensuring that necessary actions are taken on time. Another suggestion was to share the workload by having multiple people review plans, especially when there are several plans to go through. There was agreement that communication should be improved, with more proactive measures taken to ensure timely reviews. There was a commitment from the group to do better in terms of reviewing plans promptly and efficiently. It was suggested to update the instruction sheet to include clearer guidelines on completing applications and providing necessary documentation within a specified timeframe.

4. **ADJOURN:** Tim Arnold **MOVED** to adjourn the work meeting at 8:55 pm. Linda Brinkley **SECONDED** the motion.

**VOTE ON MOTION:**

Ken Rybkiewicz – Aye  
Linda Brinkley – Aye  
Jane Brennan - Aye  
Garth Tyler – Aye  
Tim Arnold - Aye

The **MOTION** passed unanimously.

Vicki S. Bell  
Town Clerk

APPROVED:

  
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Planning Commission Chair/Vice Chair

The foregoing was posted in the foyer cabinet of the Rockville Town Office by Uick S Bell at approximately 10:14am AM on 5/15/24, on Rockville's Website and the Utah Public Notice Website. Posted to Spectrum Events NA..

Uick S Bell



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**PLEASE SIGN YOUR NAME AND PLACE OF RESIDENCE FOR THE RECORD**

NAME \_\_\_\_\_

## ADDRESS

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