

STATE OF UTAH  
COUNTY OF SEVIER  
TOWN OF ANNABELLA

Minutes from the Planning Commission meeting held on Monday, September 23, 2024 beginning at 6:03 p.m. in the Annabella Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Kent Poulson conducted the meeting.

Planning Commission

1. Roll call
2. Approval of minutes
3. Appointment-Richard Larmouth, property questions.
4. Appointment-Taya Jensen, building permit
5. Appointment-Mike & Bonnie Engebritson, property split request
6. Appointment-Mathew Lenhart, Jones & DeMille, construction standards
7. Review subdivision ordinance draft
8. Set subdivision ordinance public hearing
9. Conditional use permit applications
10. Building permit applications
11. Other business
12. Adjourn

Public in attendance:

*Scott Thomsen*

*Jack Reider*

*Eric Nielsen*

*LaRayne Reider*

*Mathew Lenhart*

*Tyler Timmons*

*Richard Larmouth*

*Chris Nielson*

**1. ROLL CALL.** Kent Poulson, John Chartier, Kelvin Johns, Devin Squire, and Lenny Hartle were in attendance. Wade Ingram was excused.

**2. APPROVAL OF MINUTES.** Chairman Poulson asked if everyone had an opportunity to review the minutes. Kelvin Johns acknowledged that he found no discrepancies. Subsequently, a motion was made to approve the minutes as presented. The motion was seconded and the motion passed unanimously.

**3. APPOINTMENT-RICHARD LARMOUGH, PROPERTY QUESTIONS.** Richard Larmouth introduced the subject of splitting his property because it was difficult for him to maintain its current size. However, it was determined that the zoning area requires a minimum of 0.75 acres, and Larmouth's property, being 1.28 acres, could not be split into two appropriately sized lots. Richard queried about obtaining a variance, discussing unique features of his property and potential benefits to the community. The Planning Commission clarified that any variance would need a special motion and unique circumstances, focusing on property as a whole, rather than personal hardship.

A. Larmouth also voiced concerns about property upkeep and safety with his existing steps. Alternatives such as building a ramp were discussed, but Richard found them unsatisfactory due to previous negative experiences.

B. Regarding future developments in the area, Kent Poulson noted no known development activity across the street or west of new roads. The members stressed adherence to zoning ordinances, noting criteria for granting variances which must be addressed by the Board of Adjustments, should Larmouth choose to pursue this option.

C. On a parallel note, Larmouth asked about putting a temporary storage unit on his property. The Planning Commission elucidated existing policies around portable storage, indicating they are not allowed. Richard expressed a wish to avoid moving his belongings multiple times.

D. With exploration of short-term rental inquiries, Larmouth asked about the potential for rental use of his current property, conditional upon or limited to durations less than 30 days. The Planning Commission advised on specifications surrounding short-term rentals and referred Richard to Town resources for further study.

**4. APPOINTMENT-TAYA JENSEN, BUILDING PERMIT.** Taya Jensen was not in attendance.

**5. APPOINTMENT-MIKE & BONNIE ENGEBRITSON, PROPERTY SPLIT REQUEST.** Mike and Bonnie Engebritson were not in attendance.

**6. APPOINTMENT-MATHEW LENHART, JONES & DEMILLE, CONSTRUCTION STANDARDS.** Mathew Lenhart presented work on new construction standards for the town, referencing American Public Works Association (APWA) standards. The presentation clarified the emphasis on specific material requirements such as concrete, asphalt, and pipe types suitable for the Town's needs. Adjustments included exclusion of certain materials like copper pipe and refining testing criteria.

Lenhart explained the adoption of Utah-specific standards and supplied details for water line depths, pavements, curbs, and gutters, ensuring alignment with local requirements and environment. Discussions ensued, covering specifications regarding road maintenance practices such as chip seal application following asphalt paving, ensuring compliance with evolving county expectations. Concerns about setbacks and zoning were also discussed, ensuring compatibility with the existing urban fabric.

The Planning Commission thanked Lenhart for the thorough presentation noting the completion of these standards as a positive step forward. Further paperwork and potential updates were set to be reviewed before final adopting procedures.

**7. REVIEW SUBDIVISION ORDINANCE DRAFT.** Mike Hansen, the Town's consultant, presented an overview of the proposed subdivision ordinance updates in line with state mandates for expedited review cycles for subdivision and land use processes, emphasizing streamlining approaches to benefit housing developments.

Hansen detailed state requirements on administrating subdivision processes, designated land use authority, including members' eligibility, and the necessity for acceptable engineering and land division

standards to avoid legal complications. Dialogue included clarification over acceptable use of committee members for land use authority, identifying conflict instances appropriately resolved where traditional arrangements might pose implementation hurdles. Hansen underscored the finality and firmness requisite of code terms and public notice periods, stressing allowable deviation to statutory adherence.

Hansen showed Planning Commission questions and answers that were produced in the handouts for the meeting. They discussed the questions and answers for additional information. The Commission had discussion for the Review Committee requirements.

Clarifications on process review cycles, inspection protocols, public hearing feasibilities, and coherent zoning descriptions were discussed to tackle stemming issues preemptively. Planning Commission members refined interpretations of present code schedules for submitted projects, identifying specific ordinance readings complementary to draft adoption actions.

**8. SET SUBDIVISION ORDINANCE PUBLIC HEARING.** Discussions focused on timing requirements and preparations for hosting a public hearing. The Planning Commission agreed to set a public hearing for October's meeting on October 28, 2024. Mike Hansen will provide an updated draft of the ordinance prior to the public hearing.

**9. REVIEW OF CONDITIONAL USE PERMIT APPLICATIONS.** There were no conditional use permits to review.

**10. REVIEW OF BUILDING PERMIT APPLICATIONS.** It was noted that the Town's legal advisor has stated that it was accepted to sign the Fords' building permits, should they meet the Town's requirements. No one from the Planning Commission has signed any forms for them.

**11. OTHER BUSINESS.** No other business.

**12. ADJOURN.** A motion was made to adjourn the meeting. The motion was seconded, and the motion passed unanimously. The meeting was adjourned at 8:10 p.m.



Kent Poulson  
Planning Commission Chairman



Kathy Hayden  
Planning Commission Secretary