

**Rockville Town Council
Public Hearing & Regular Meeting
Rockville Town Hall
December 11, 2024 – 6:00 pm**

1. **CALL TO ORDER-ROLL CALL:** Mayor Leach called the meeting to order at 6:00 p.m. The following Town Council members were present: Robin Smith, Megan Honer-Orton, Mayor Pam Leach, Jeff Ballard and Michael Evenson. Town Clerk Shelley Cox recorded the meeting.
2. **PLEDGE OF ALLEGIANCE:** Mayor Leach led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA:** Michael Evenson **MOVED** to approve the agenda. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion **PASSED** unanimously.

4. **DECLARATION OF CONFLICT OF INTEREST WITH AN AGENDA ITEM.** There were conflicts declared.
5. **Public Comment:** Shirley Ballard approached the Council. She said in the recent survey 50% of those responding said they would like to become involved in Town activities. A notice was sent out requesting help to decorate the outside of the Community Center for Christmas. Only the regular helpers showed up. She asked how we can get more people involved. Robin Smith said not everyone is on the email blast and others get tired of all the spam email. She volunteered to start listing the events on the Zion Community website. Megan Honer-Orton said she would like notice way in advance. Shirley Ballard said that it is too hard and not always possible to plan months ahead. It was suggested the A-frame sign be placed out front of Town Hall and notices posted in the window.

Amber Bleadon spoke to the Council asking about the recent survey. Mayor Leach said due to a problem with the website the survey has not been posted as of yet. It is available to send out by email, if you so desire. Amber Bleadon requested it to be sent to her. She said she moved here for peace and quiet and encouraged the Council to maintain this quality. She said she would hate becoming like the neighboring Communities. Michael Evenson said once she reviews the survey, she will find most others feel the same way.

Discussion/Information/Non-action Items

1. **REPORT ON HURRICANE VALLEY FIRE SPECIAL SERVICE DISTRICT – CHIEF TYLER AMES**
Chief Ames reported on the various incidents since last meeting. He said for last month the calls consisted of Rockville one call, Springdale seventeen and two in Zion National Park. Chief Ames stated should the community need volunteers the Fire Department would be happy to help. It would be the personnel serving at the time at the Springdale Fire Station. He said it has slowed down and they appreciate that.
He reported the Holiday Inn Express is doing some remodeling and allowed the Fire Department to use the hotel for training for all the crews to rotate through. He said most times the training is not in actual hotels, and this provides an opportunity for hands on training.
Chief Ames reported they are currently doing testing to hire more personnel for the EMS services, as paramedics are always moving around. Mayor Leach thanked Chief Ames for the service they provided our residents and to please wish all the crew a Merry Christmas and a Happy New Year.

2. REPORT ON RECOMMENDATIONS OF THE PLANNING COMMISSION – CHAIR TYLER:

Commissioner Jane Brennan updated the Council in the absence of Chair Tyler. Jane Brennan reported a swimming pool permit was issued for Dennis Brooks at 260 W. 75 S. It will be a fiberglass insert.

Jane Brennan then reported the Planning Commission had also reviewed the proposed changes to the Subdivision Ordinance and made a recommendation with noted changes. Each Council member had a copy to review. (See attachments) She said since it must be adopted by State Law and follows the State Code there are only a few changes noted. She said in comparing the proposed law the Commission stayed with our current ordinance anywhere possible. She realizes that some wording is redundant but felt the redundancy may reinforce the idea to those who develop.

Administrative Action Items

- 3. PUBLIC HEARING TO CONSIDER ORDINANCE #24-1211-01 PERTAINING TO CHANGES TO THE LAND USE CODE CHAPTER 7. ALTERING THE REVIEW PROCESS FOR SUBDIVISIONS FOR SINGLE- AND TWO-FAMILY DEVELOPMENTS, AS DIRECTED BY CHANGES TO UTAH STATE CODE-MAYOR LEACH:** Jeff Ballard **MOVED** to open the public hearing. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: **Aye**
Robin Smith: **Aye**
Megan Honer-Orton: **Aye**
Mayor Leach: **Aye**
Jeff Ballard: **Aye**

The motion PASSED unanimously.

Mayor Leach asked if there were any questions from those in attendance. None were asked. Michael Evenson **MOVED** to close the public hearing. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: **Aye**
Robin Smith: **Aye**
Megan Honer-Orton: **Aye**
Mayor Leach: **Aye**
Jeff Ballard: **Aye**

The motion PASSED unanimously.

The Council reviewed the proposed changes and the revisions made by the Planning Commission. Mayor Leach noted changes she recommended also. She noted the numbering is off and needs to be corrected. She said the Utah State legislature recently mandated changes to the way local governments process subdivision plats for development, consisting of one-family dwellings, two family dwellings and townhomes. Rockville only allows single-family dwellings. She said the mandated changes dictate how long local governments have to review the subdivision plats, who can review and approve the plats and what processes are used during the review. In response to this state mandate, the town has partnered with Hanson Planning Group to prepare revisions to the Town Subdivision Ordinance. These changes alter the process the town will use to review single lot subdivisions. The revisions also clarify various provisions of the existing ordinance. The Planning Commission has recommended approval of the proposed ordinance with their changes noted. The

major policy changes contained in the ordinance revisions are listed below. The DRC is composed of one planning commissioner, the town attorney, and two additional members to be determined. There are established timelines for the Planning Commission reviews and 10 days rather than our current 14 days. The Planning Commission is obligated to act on subdivision plat applications within those time frames as required by this new law.

Mayor Leach reported the Planning Commission held a public meeting to discuss the proposed revisions in the December 10, 2024 meeting and previous meetings as well. After deliberating on the topic, the Commission recommended approval of the proposed changes. The Council members have all received a list of those proposed changes for review and discussion. The Planning Commission recommendations are listed below.

Summary of Changes

The proposed ordinance revision alters the review process for subdivisions consisting of single-family lot subdivisions and the major changes are as follows:

- The Town Council is no longer the approval authority for single-family subdivisions. The Council is not involved in reviewing or approving preliminary and final plats for these types of subdivisions.
- The Planning Commission reviews and approves preliminary plats for single-family subdivisions. The Planning Commission holds a maximum of one public hearing during the review process.
- The Development Review Committee reviews and approves final plats for single-family subdivisions. The DRC is composed of one Planning Commissioner, the Town Attorney, and two additional members to be determined.
- There are established timelines for the Planning Commission's review of a preliminary plat for a single-family subdivision. The Planning Commission is obligated to act on subdivision plat applications within those timelines.

The Council went through the proposed ordinances and discussed the possible revisions and the recommendations from the Planning Commission. There is proposed stronger language should someone subdivide without proper approval. The Council agreed to use the term "illegal" and note it would be a misdemeanor. Mayor Leach explained her understanding is a new Development Review Committee will need to be formed. The Planning Commission can give preliminary approval, but the DRC will give the final approval of any subdivision. She said it doesn't mention the additional committee in this proposal. There is also a mention of fees assessed to the subdivider. Robin Smith asked about the appeal cost and who would pay that cost. Mayor Leach said at the current time there are no fees set for this new process, and this will need to be addressed. The Hansen Group may offer suggestions regarding costs and/or Roger Carter. The Council also questioned who the appeal authority would be. She said this proposal addresses the preliminary plat approval but does not have language about final plat approval. Mayor Leach said these questions will need to be asked of the Hansen Group to ensure they are legal and address the new code. Megan Honer-Orton asked if the approval committee does not need to be from Rockville. Mayor Leach said that is her understanding. Megan-Honer-Orton asked when this would take effect. Mayor Leach said they will take effect at the beginning of next year. This is why it must be addressed now. If there are errors that need to be addressed, that should be done with an amendment. Clerical errors could be addressed without amendment if so, noted in the motion. She said there are some issues that are not included in our current Subdivision Code that will be added. Some are just wording changed in our current Code.

Mayor Leach thanked the Planning Commission for their recommendations and will work on getting answers to these questions and clean up the proposal in numbering. Mayor Leach **MOVED** that

Ordinance #24-1211-01 be adopted as the Town Council has held a Public Hearing, no Public comment were made and, with recommendations from the Planning Commission and discussion of the Town Council, recommends approval of the revisions to Chapter 7 - Subdivisions of the Town Code, regulating the review process for subdivisions, as presented in the Town Council meeting held this date. This motion is based on the following findings:

1. The proposed changes make the Town's process for reviewing and approving subdivisions for subdivisions consistent with the review and approval process mandated in Utah State Sections 10-9a-604.1 and 10-9a-604.2.
2. These proposed changes improve the efficiency of the Town's review process for all subdivisions.
3. The Subdivision ordinance was adopted this night in our Council meeting. However, there were questions that needed answers. We stated these questions in our motion to approve, so we should be able to make the necessary changes to the final document. Questions for Mike Hansen in order to complete the final version of the Subdivision ordinance:

-Who acts as the appeal authority for subdivision decisions?

-This version states the Planning Commission is the Land Use Authority and would review and approve Subdivision applications. Previously we were told that while they could be involved in the review, a Development Review Committee, composed of one Planning Commissioner, the Town's legal counsel and someone knowledgeable in Subdivisions would make up the approval committee.

- In addition, there is nothing about Final Plat review and approval in this draft. On Springdale's Ordinance, they have a chart showing the process for both the Preliminary and Final Plats, with the Planning Commission approving the Preliminary Plat and the DRC reviewing and approving the Final Plat. The diagram in our ordinance doesn't even show the Final Plat review and approval process. Is there a reason this is not included in our draft?

-We noticed your draft has two 7.1.14 sections. We have renumbered everything from the first 7.1.14.

-Fees - this states the developer will pay all fees. It doesn't mention if there is an appeal of a decision, who will be responsible for fees associated with the appeal. Should the developer pay those also?

Megan Honer-Orton **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: **Aye**
Robin Smith: **Aye**
Megan Honer-Orton: **Aye**
Mayor Leach: **Aye**
Jeff Ballard: **Aye**

The motion **PASSED** unanimously.

4. **APPROVAL OF THE MINUTES OF THE NOVEMBER 13, 2024, REGULAR MEETING.:** Mayor Leach asked if there were any changes to the minutes from last month's meeting. No comments or corrections were made. Jeff Ballard **MOVED** to approve the minutes from the November 13, 2024 regular Town Council meeting. Michael Evenson **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion **PASSED** unanimously.

5. **APPROVAL OF THE EXPENDITURES FOR THE MONTH OF NOVEMBER 2024**: Mayor Leach asked if there were any questions on the expenditures for last month. Megan Honer-Orton asked what was paid to St. Peters Marketing. Mayor Leach explained the Town's website had been hacked. This company will redo the webpage as it is cheaper than going through the old one and find all the hacks. Megan-Honer-Orton **MOVED** to approve the expenditures for the month of November 2024. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion **PASSED** unanimously.

6. **APPROVAL OF THE NOVEMBER FINANCIAL STATEMENTS**. Mayor Leach asked if there were any questions regarding the financial statements for November 2024. No questions were asked. Robin Smith **MOVED** to approve the financial statements for November 2024. Jeff Ballard **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion **PASSED** unanimously.

Administrative Non-Action Items

7. **MAYOR AND COUNCIL MEMBER REPORTS**

Mayor Pam Leach reported Wreaths Across America would be held this Saturday, December 14, 2024 at 11:00 am and invited everyone to come help.

Mayor Leach said she had given a presentation along with Trevor Schlossnagle to the State Water Board today in regard to our Septic Density Study. She thanked them for their financial support for this study.

She informed the Council that Gary Zabriskie from Five County Association of Governments is retiring

and will have a open house for him tomorrow, Thursday at their office. He has helped Rockville on many projects and has been good to work with.

Mayor Leach asked the Council's input on the insulation bill received for the Maintenance Building from Tonk's Insulation. It was her understanding the bid was \$10,890.00 and now the bill shows \$20,240.00 owed. In contacting the company they said the bid was to include the base amount and then whatever we added was additional. The Council all agreed that was not their understanding, however it would be more expensive to have a legal battle rather than just pay the bill. Mayor Leach will write a letter when sending the payment.

Michael Evenson had nothing to report.

Robin Smith had nothing to report as the Fire Chief covered the subject.

Megan-Honer-Orton had nothing to report.

Jeff Ballard reported he and Mike Shannon had gotten the Bridge decorated for Christmas. He said more lights are needed to replace the burned-out lights.

Jeff Ballard reported Allen Lee and worked on the South Mesa Road and had added some loads of material to help smooth it out. Mayor Leach said she had gotten many compliments regarding the improvements.

STAFF REPORT AS NEEDED. Nothing to report.

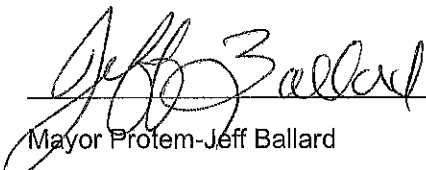
Jeff Ballard **MOVED** to adjourn the meeting at 6:55 pm. Michael Evenson **SECONDED** the motion.

VOTE on Motion:

Michael Evenson: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.
Adjournment

Minutes Prepared by
Shelley D. Cox
Town Clerk



Mayor Protem-Jeff Ballard

The foregoing notice was posted in the cabinet of the Rockville Town Office by Shelley D Cox at approximately 10:45 AM on 1-17-25, on the Rockville website and the Utah Public Notice website. Emailed to The Spectrum 1-17-25.

Shelley D Cox
Town Clerk

