

STATE OF UTAH  
COUNTY OF SEVIER  
TOWN OF ANNABELLA

Minutes from the Planning Commission meeting held on Monday, January 27, 2025, beginning at 6:02 p.m. in the Annabella Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Kent Poulson conducted the meeting.

1. Roll call
2. Approval of minutes
3. Annual Review of Conditional Use Permits
4. Review Current Conditional Use Permits
5. Reviews Current Building Permit Applications
6. Discuss Variance Requests
7. Other business
8. Adjourn

**1. ROLL CALL.** Kent Poulson, Kelvin Johns, Devin Squire (zoom), and John Chartier were in attendance.

**2. APPROVAL OF MINUTES.** Kent asked if everyone had an opportunity to review the minutes from the last meeting. Kelvin made a motion to approve the minutes as presented. John seconded the motion, and it passed unanimously.

**3. ANNUAL REVIEW OF CONDITIONAL USE PERMITS.**

Conditional Use Permits for Annabella Town Business Licenses and Kennels were discussed. There were no issues or complaints about the list of last year's Business Licenses and Kennels.

**4. REVIEW CURRENT CONDITIONAL USE PERMITS**

Randall and Jamie McConnell applied for a Kennel Permit for three dogs. They are not breeding the dogs, they are just family pets. Pictures of the dogs are cute, and they seem to be ok. They live at 155 W Center Street. Their location requires three more signatures from the neighbors that are within 300 feet. Lance Tanner, Shad and Ashley Robertson, and William and Ruth Winn. The Planning Commission will approve if McConnell's get the other three signatures.

Kelvin made a motion to approve their permit when they get the additional signatures. John seconded the motion, and it was approved unanimously.

**5. REVIEW CURRENT BUILDING PERMIT APPLICATIONS**

**a. Lynn Cook**

We received a variance request from Lynn Cook at 340 E 270 S to build a shed. This request needs to be reviewed and approved by the Board of Adjustments, not the Planning Commission. The Planning Commission denies the request and sends it to the Board of Adjustments.

John made a motion to deny the request and send it to the Board of Adjustments for approval. Devin seconded the motion, and it was approved unanimously.

**b. Tianna Lopez**

Tianna Lopez also had an application but there was a letter from the County that said they started construction without a building permit. The garage, fence and kitchen extension need new building permits. The front of the house and porch appear to be too close to the road. It's ok as long as it's 25 feet back from the road but it shows 22 feet back. The Planning Commission should deny the application and let them know they need to revise it with more information. Their new Building Permit be part of the next Planning Commission meeting.

Devin made a motion to deny this permit, have it revised and resubmitted for signatures, showing more details on the exterior renovations of fence, garage, and kitchen extension and then specify the space app of 22 feet or 25 feet. John seconded the motion, and it was approved unanimously.

**c. Bryan Yates and Brady Isom**

Yates and Isom building permits as presented, and with drawings, were discussed.

John made a motion to approve the Yates and Isom Building Permits as presented. Kelvin seconded the motion, and it was approved unanimously.

**d. KC and Karrie Ford**

Building Permit for two outbuildings and rock wall fence. Ag building 8 x 8 with a 13 x 16 roof only. The roof is bigger than the building. The third one behind that is ag building future and permanent perimeter fencing. When Kent signed this, it only said ag building future and the permanent perimeter fencing was added in his presence. It was mentioned they wanted to do it around the cul-de-sac. It originally mentioned a pole fence and now this says rock wall fence. Not sure where the buildings are going, they can't be on the property line. Without details they can't be approved. The cul-de-sac has not been finalized yet.

John made a motion to deny the building permit applications presented by the Fords. Specifically, we need to have the property line setback address on the two existing buildings and type of construction to make sure it meets the ordinances for a setback type of construction on the north side setback. On the first two we'd like to have the details of which buildings are where on the property and those identified. On the third application if there is anything new they want to build it has to be detailed on the drawing also and give dimensions and locations and setbacks as required. The fencing would be included in anything new for building or fences we need those details of location and setbacks and pertinent information also. Devin seconded the motion, and it was approved unanimously.

**6. DISCUSS VARIANCE REQUESTS - None**

## **7. OTHER BUSINESS.**

Kent discussed the plan of action on the Land Use Ordinance notebook of 18 sections. Tyler is here and available to help us know what changes need to be made and when. The Planning Commission makes changes and submits them to the Town Council before it is approved. Do we want to have a timetable to have it done by a certain time or just start section 1 next month and then go to section 2 the next month and knowing it's going to take a year and a half to get through the whole thing. We could do a share document where we can go in and make comments or just look at it and go from there. Once we decide on which section of documents need to be done then we could do a share document. Kelvin suggested section 11 needs to be done. We're going to go through sections individually as Planning Commission members and pick out what needs help and then we'll all get together and make that list and start down the road. Let us know anything that needs to be addressed.

## **8. ADJOURN.**

John made a motion to adjourn the meeting. Kelvin seconded the motion, and the motion passed unanimously. The meeting was adjourned at 7:17 p.m.



Kent Poulson  
Planning Commission Chairman



Kathy Hayden  
Planning Commission Secretary