

Hinckley Town Planning and Zoning Commission  
Town Council Chambers  
161 E 300 N, Hinckley, UT  
Wednesday, March 12, 2025  
Digital Recording  
Invocation: Joe Taylor

## **I. PLEDGE**

## **II. ROLL CALL**

Commission Chairman Joe Taylor  
Commission Members: Margene Stevens, Crista Kaman, Joy Partridge, Clark Mortensen.  
Town Clerk Tresa Taylor

## **III. GUESTS**

Sheldon Skeem, Debbie Skeem, Elizabeth Lovell, Chase Townsend, Kristi Townsend,  
Sam Stevens, Travis Stanworth

## **IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Commission Member Joy Partridge moved to approve the meeting minutes as presented  
for February 12, 2025. Commission Member Margene Stevens seconded the motion, all  
voted aye. Motion carried.

Commission Member Clark Mortensen moved to approve the meeting minutes as  
presented for February 20, 2025. Commission Member Joy Partridge seconded the  
motion, all voted aye. Motion carried.

## **V. REPORT OF BOARDS – COMMITTEES**

## **VI. PUBLIC HEARING**

Commission Chairman Joe Taylor opened the public hearing at 7:03 pm and explained  
the purpose of this public hearing is to receive public comment on proposed amendments  
to the ordinance.

### **1. To receive public comment to amend Hinckley Town Code, Title 10 Zoning Regulations, Chapter 8 Agriculture Zone, Section 1 Purpose C. Density Transfer and D. Clustered Lots.**

The Commission and guests reviewed the proposed amendment in a side-by-side  
comparison (displaying current ordinance and proposed changes) on the large screen.  
There was some discussion about D. Clustered Lots and changing the wording of not less  
than eleven thousand (11,000) square feet in area to not less than five (5) acres in area.  
Commission Chairman Joe Taylor asked for public comment pertaining to amending the

Hinckley Town Code, Title 10 Zoning Regulation, Chapter 8. Agriculture Zone, Section 1 Purpose C. Density Transfer and D. Clustered Lots, and there was no public comment.

**2. To receive public comment to amend Hinckley Town Code, Title 10 Zoning Regulations, Chapter 19 Subdivision, 10.19.3 Subdivision Improvements, 10.19.20 Completion of Improvements C.1 and 10.19.4 Subdivision Design Standards, 10.19.31 Water Supply**

The Commission and guests reviewed the proposed amendment in a side-by-side comparison (displaying current ordinance and proposed changes) on the large screen and Chairman Taylor explained C. 1. is being removed from the ordinance. *“1. Applicants who elect to complete required improvements before recording the approved plat may receive a 50% reduction of required fees associated with the subdivision application process, the inspection of improvements, the building permit application, and inspections for issuing a certificate of occupancy.”*

The Commission and guests reviewed the proposed amendments to 10.19.31 Water Supply, *“The sub-divider shall be responsible for obtaining any and all hydraulic reports as required by the State of Utah Division of Drinking authority and/or the United States Federal Government. The sub-divider shall incur all costs associated with the reports. The sub-divider shall obtain one-half acre foot of underground water for each house to be built.”*

Debbie Skeem- Does the Town help find underground water rights that are for sale?

The commission members responded no.

Commission Member Clark Mortensen - This is so subdivider are required to pay all expenses, so it doesn't put any load on the city.

Debbie Skeem - Does this apply to building a duplex?

Commission Member Clark Mortensen -No, for subdivisions.

Commission Chairman Joe Taylor asked for any additional public comments, there were none. He closed the public hearing and stated we will move into the regular meeting.

## **VII. NEW BUSINESS**

**1. To consider the proposed ordinance amendments and make a recommendation of approval or denial of the proposed ordinance amendments to the Town Council.**

Commission Member Margene Stevens moved to make a recommendation of approval to the Town Council to amend Hinckley Town Code, Title 10 Zoning Regulations, Chapter 8 Agriculture Zone, Section 1 Purpose C. Density Transfer and D. Clustered Lots.

Commission Member Crista Kaman seconded the motion. Roll Call Vote: Commission Member Joy Partridge, aye; Commission Member Margene Stevens, aye; Commission Member Crista Kaman, aye; Commission Member Clark Mortensen, aye; Commission Chairman Joe Taylor, aye. Motion carried.

Commission Member Crista Kaman moved to make a recommendation of approval to the Town Council to amend Hinckley Town Code, Title 10 Zoning Regulations, Chapter 19 Subdivision, 10.19.3 Subdivision Improvements, 10.19.20 Completion of Improvements C.1. Commission Member Clark Mortensen seconded the motion. Roll Call Vote: Commission Member Joy Partridge, aye; Commission Member Margene Stevens, aye; Commission Member Crista Kaman, aye; Commission Member Clark Mortensen, aye; Commission Chairman Joe Taylor, aye. Motion carried.

Commission Member Clark Mortensen moved to make a recommendation of approval to the Town Council to amend Hinckley Town Code, Title 10 Zoning Regulations, Chapter 19 Subdivision, 10.19.4 Subdivision Design Standards, 10.19.31 Water Supply. Commission Member Crista Kaman seconded the motion.

Roll Call Vote: Commission Member Joy Partridge, aye; Commission Member Margene Stevens, aye; Commission Member Crista Kaman, aye; Commission Member Clark Mortensen, aye; Commission Chairman Joe Taylor, aye. Motion carried.

**2. Application to Appear – Chase and Kristi Townsend, 575 N. 400 W., Hinckley Build a freestanding patio cover over a current patio cement slab.**

Chairman Joe Taylor invited Chase and Kristi Townsend to the podium. Kristi stated they would like to build a patio cover for their patio. The commission members reviewed the site plan, setbacks, and building plans. Commission Member Margene Stevens moved to approve the site plan. Commission Member Joy Partridge seconded the motion, all voted aye.

**3. Application to Appear – Sam Stevens, 870 N. Main Street, Hinckley – Build a 28' x 40' pole barn.**

Chairman Joe Taylor invited Sam Stevens to the podium. Mr. Stevens stated he would like to build a 28' x 40' pole barn on the south lot next to his home. The commission members reviewed the site plan, setbacks, and building plans. Commission Member Crista Kaman moved to approve the site plan. Commission Member Joy Partridge seconded the motion, all voted aye.

**4. Application to Appear – Sheldon Skeem – Subdivide a one-third acre lot from Parcel #3, located in Hinckley, Plat A, Block 1, located approximately at 32 N. 200 E., Hinckley.**

Chairman Joe Taylor invited Sheldon Skeem to the podium. Mr. Skeem explained on his Lot #3 which is 136.99' deep and the full length of Center Street that he would like to split off a 1/3-acre lot, noting the lot would be 30' to the west of the red shop building.

Mr. Skeem explained the purpose of this lot split is to give his daughter Elizabeth Lovell a 1/3-acre lot and stated she has plans to build a duplex on the lot. The Commission reviewed the survey provided by Mr. Skeem and noted they were not aware of the existing lots. Commission Member Margene Stevens asked Mr. Skeem if this is a subdivision or a lot split and Mr. Skeem explained he divided his property and then sold two of the lots. He stated this new lot will be roughly 106' x 137' and split from Lot #3. Clerk Tresa Taylor explained a few years back Sheldon Skeem attended a Planning and Zoning Commission meeting seeking permission to divide his property, however he did not come back to the Commission to present a copy of the survey for the Commission's approval. Clerk Taylor noted a survey has been recorded with Millard County but has not been approved by the Town.

There was some discussion about the survey and the commission decided that Sheldon Skeem needs to bring back a copy of the new survey (showing the current lots and the new lot split) so they can consider the survey.

Commission Member Clark Mortensen moved to give Sheldon Skeem permission to move forward with a survey to split Lot 3. Commission Member Crista Kaman seconded the motion, all voted aye. Commission Member Joy Partridge asked Mr. Skeem to have the person preparing the survey to correct the spelling of Hinckley.

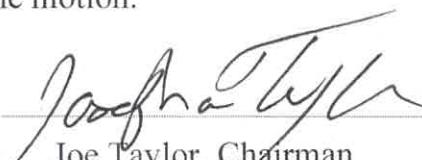
## **VIII. OUTSTANDING BUSINESS**

### **IV. ADJOURNMENT**

Commission Member Joy Partridge made a motion to adjourn the meeting at 7:36 pm. Commission Member Margene Stevens seconded the motion.



Tresa Taylor, Hinckley Town Clerk  
Dixie Talbot, Planning and Zoning Secretary



Joe Taylor, Chairman