

WALLSBURG TOWN PLANNING COMMISSION MEETING

August 19, 2025 - 7 pm

1. Call to Order 7:15PM

- a. Roll Call: Carrie Mecham, Lucille O'Driscoll, Tammy Graham, Alisha O'Driscoll, Hunter Park, Kade Park

2. Consent Calendar: Be it hereby moved that the following consent calendar items stand approved:

- a. Agenda of the August 19, 2025 Planning Commission Meeting
- b. Minutes of the July 29, 2025 Planning Commission Meeting

Motion: Tammy Graham moves to accept the minutes of the July 29th 2025 meeting.

Second: Lucille O'Driscoll

Vote: Unanimous

3. Agenda Items:

- a. **Building Permit Inquiry – Action Item** (Item was mistakenly labeled as Information and Discussion Only)

- i. Review information/building permit inquiry from Bear Ridge Builders with William and Heidi Mark regarding an addition to their home at 15 West (EAST) 100 North in Wallsburg, Utah 84082.

Hunter Park and Kade Park with Bear Ridge Builders, on behalf of William and Heidi Mark on a proposed addition for their house. They provided a big printed set of plans. Hunter Park: Corner lot, very small, old house. Add a master bedroom and bath, small porch. Carrie Mecham and Lucille O'Driscoll clarified that it wouldn't impact setbacks, the height is below 30 feet, etc. Kade Park confirmed that it is 12' less than the peak of the home. Hunter Park continued that they had their septic tank pumped and Spencer Park who is certified for septic systems, approved. It was sent to the county health department today. Tammy Graham asked if it is just a master bedroom and bath. Hunter Park and Kade Park confirmed. Carrie Mecham asked what the square footage is for an accessory building. Tammy Graham asked what the square footage of this is. Hunter Park and Kade Park didn't have the exact square footage calculated, but will look at it. Lucille O'Driscoll commented that it wouldn't be an accessory building if it is attached. Hunter Park said the addition would be 385 square feet and the covered patio will be 100 square feet. Went through the application checklist- a lot did not apply. Setbacks are good, parking is good. Carrie Mecham asked if it will impede any ditches. They confirmed it will not. Landscaping will not change, utility services will not change, no height issues, etc. Miscellaneous discussion amongst commission members did not find any issues. Lucille O'Driscoll scanned through the checklist and reiterated on setbacks, height, easements, and commented that short term rentals and etc are not allowed. Hunter Park confirmed and commented that they are just wanting to add on for more space and to spend more time up here. Carrie Mecham and Tammy Graham expressed support.

Motion: Lucille O'Driscoll moves to send recommendation to the Town Council for their approval.

Second: Tammy Graham

Vote: Unanimous

Alisha O'Driscoll informed Hunter Park and Kade Park that the Town Council will meet on Thursday September 4th at 7:00pm, where they will do final review and issue and approval letter (if applicable) and they can go from there.

Motion: Carrie Mecham moves to waive planning commission building permit application review fee if the review is completed and approved in one meeting.

Second: Lucille O'Driscoll

Vote: Unanimous

4. Commission Member Reports (questions, general discussion, assignments)

Lucille O'Driscoll: Logan Park

Tammy Graham: Kenneth Gardner, Clint Shepherd, Callie Payne, Brenda Richins, Tom Hicken, John Hicken, Kent Payne, Steve Muir, Dennis Phillips, Coleen Nielsen

All discussed and agreed that those are a great list to forward to the Town Council.

5. Schedule Next Planning Commission Meeting

- a. Schedule Next Meeting

September 16th 2025 at 7:00PM

**Carrie Mecham will be on vacation. We will message as it gets closer, if it needs to be rescheduled.

- b. Call for Agenda items for next Planning Commission Meeting

Lot size changes and their impact to the Town, RV Living, Planning Commission Members

Miscellaneous discussion on lot size changing for the .9 acre lot being sold, discussed at the last meeting (Wall lot). Carrie Mecham and Tammy Graham expressed that they are against it. Carrie Mecham does not feel comfortable doing it for one person. Tammy Graham commented she has a hard time with how many people have been told no in the past.

Miscellaneous discussion on living in RV's. Tammy Graham commented that we need to define short term, long term, etc. Carrie Mecham and Lucille O'Driscoll agreed. Carrie Mecham commented about hunting, kids coming to visit, etc. All agreed to discuss further at the next meeting.

Carrie Mecham asked if we need to make an official recommendation that .9 acre lot that can't be built on. Alisha O'Driscoll said that it is not an action item on this agenda, so no. Alisha O'Driscoll commented that at the last review, they were advised that it would need to be proven a lot of record to move forward.

Miscellaneous discussion on Indian Hills 5 acre lot for sale. Tammy Graham said that the Town used to be .5 acres to build, but changed to 1 acre due to the Health Department septic system requirements. Alisha O'Driscoll highlighted that the issue with the lots in Indian Hills is that they don't have water and aren't going to be able to get it. Miscellaneous discussion about the irrigation company boundaries and how they used to allow using water outside of their boundaries and now they do not.

Carrie Mecham said that if a non lot of record requires 2 acres for a septic system, we have to say that we are constrained by the department of health department and cannot allow them to build. Alisha ODriscoll commented that any of the .9 acre historical lots that are left, are either going to be a lot of record or not and doesn't warrant a code change because it's written into the code like that. Carrie Mecham commented that we need to change to align with the county that outside of existing lots of record, the lot size needs to be at least 2 acres. Carrie Mecham asked if we can discuss that next meeting. All agreed.

6. Adjourn

Motion: Tammy Graham moves to adjourn the meeting.

Second: Lucille O'Driscoll

Vote: Unanimous

Time: 7:45PM