


NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a regularly scheduled meeting on Thursday, **September 18, 2025**, at the Millville City Offices, 510 East 300 South in Millville, Utah, which shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call
2. Opening Remarks / Pledge of Allegiance
3. Approval of agenda
4. Approval of minutes from previous meeting held on August 7, 2025
5. Agenda Items:
 - A. Zoning Clearance- Sign Permit- Sign Pro for Silicone Plastics located at 97 W 300 S
 - B. Zoning Clearance- Home Addition- Cole Knighton for Nettles residence at 255 E 300 N.
 - C. Zoning Clearance- Accessory Bldg.- Dave Anderson located at 65 N 400 E
 - D. Zoning Clearance- Single Family Home- Jason Kerr for Ben and Angelo Stocks located at 410 E 25 N.
 - E. **PUBLIC HEARING:** beginning at or after 8:05 p.m.
 - i. **Change of Zone Request- received from Steward Land Company for parcel 03-035-0037 from Agricultural (A) to Residential (R-1).**
 - F. Discussion and Consideration of Change of Zone Request received from Steward Land Company Zone Change for parcel 03-035-0037 from Agricultural (A) to Residential (R-1).
 - G. Other
6. Agenda items for next meeting
7. Calendaring for future Planning Commission Meeting- Thursday, October 2, 2025, at 8:00 PM
8. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on/before September 15, 2025, to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING
City Hall - 510 East 300 South - Millville, Utah
August 7, 2025

PRESENT: Bonnie Farmer, Matt Anderson, Darcy Ripplinger, Larry Lewis, Kara Everton, Megan Dyer, Pam June, Gavin Hall

Call to Order/Roll Call:

Commissioner Farmer opened the meeting for August 7, 2025, at 8:00 pm. Commissioners Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis were present. Commissioner Garrett Greenhalgh and Lynette Dickey were excused. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Farmer led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting for August 7, 2025, was reviewed.

Commissioner Ripplinger moved to approve the agenda for August 7, 2025.

Commissioner Larry Lewis seconded. Commissioners Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Commissioner Garrett Greenhalgh and Lynette Dickey were excused.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for July 17, 2025. **Commissioner Anderson moved to approve the minutes for the meeting on July 17, 2025.** Commissioner Ripplinger seconded. Commissioners Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Commissioner Garrett Greenhalgh and Lynette Dickey were excused.

5.A. Zoning Clearance- Home Addition- New basement exit- 181 E 600 N

No concerns.

Commissioner Lewis moved to approve the zoning clearance for a home addition for a new basement exit at 181 E 600 N. Commissioner Ripplinger seconded. Commissioners Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Commissioner Garrett Greenhalgh and Lynette Dickey were excused.

5.B. Zoning Clearance- Home Addition- Patio Awning- Gavin Hall- 155 N 250 E

Gavin was present. Slab on grade with spot footings for the posts.

Commissioner Anderson moved to approve the zoning clearance for a home addition

for a patio awning at 155 N 250 E. Commissioner Ripplinger seconded. Commissioners Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Commissioner Garrett Greenhalgh and Lynette Dickey were excused.

5.C. Other

- Clarification on decks/awnings/etc needing a zoning clearance per the county. Verified that these structures do need to be within the approved setbacks.

6. Agenda Items/Notes for Next Meeting

7. Calendaring of future Planning Commission Meeting – August 21, 2025, at 8:00 pm

8. Adjournment

Commissioner Farmer moved to adjourn the meeting at approximately 8:20 p.m.

City of Millville, Utah
Sign Permit Application

Applicant Information

Application Number: **435 232 6904**

Name: <u>Sign Pro</u>	Telephone: <u>435-787-1999</u>
Address: <u>3205 N. main</u>	Fax: _____
City/State/ZIP: <u>N. Logan, UT 84341</u>	e-mail: <u>julie@signpro.biz</u>

Description of Signage Project

Parcel No.: <u>Silicone Plastics</u>	<input checked="" type="checkbox"/> Permanent Sign
Address: <u>97 West 300 South</u>	<input type="checkbox"/> Temporary Sign
Plan: <u>Back lit letting on building</u>	
<u>Overall size 13.3" x 26"</u>	

Site Plan (to be submitted with this application)

Prepared by: <u>See attached</u>	Telephone: _____
Address: _____	Fax: _____
City/State/ZIP: _____	e-mail: _____
Contact: _____	

Color Rendering (to be submitted with this application)

Prepared by: <u>see attached</u>	Telephone: _____
Address: _____	Fax: _____
City/State/ZIP: _____	e-mail: _____
Contact: _____	

Complete Signage Plan, where applicable (to be submitted with this application)

Prepared by: <u>see attached</u>	Telephone: _____
Address: _____	Fax: _____
City/State/ZIP: _____	e-mail: _____
Contact: _____	

More application information is required on the back side of this form.

Applicant Signature

I have submitted all required plans and reports for this application and agree to submit any other reports, plans, and information as may be deemed necessary by the Planning Commission, City Council, or City Engineer, at my expense. I have also enclosed a check, payable to Millville City Corporation, for the amount of the non-refundable Sign Permit Application fee with this application. I understand that the approval of this application is a prerequisite of approval for the Building Permit Clearance form.

Applicant: Julie Redol

Date: 8.25.25

City Review (to be completed by city personnel)

Y N

Signature of Reviewer

- ☐ ☐ Received Sign Permit Application fee.
- ☐ ☐ Submitted Building Permit Clearance form.
- ☐ ☐ Requires other reports, plans, or information. List:

Conditions

Approval of Sign Permit Application (vote of the Planning Commission)

Y N

Signatures

- ☐ ☐ Planning Commission grants Approval.
- ☐ ☐ Applicant agrees to the Conditions.

MILLVILLE CITY

Zoning Clearance for Building Permit

For questions email: kara@millvilleut.gov

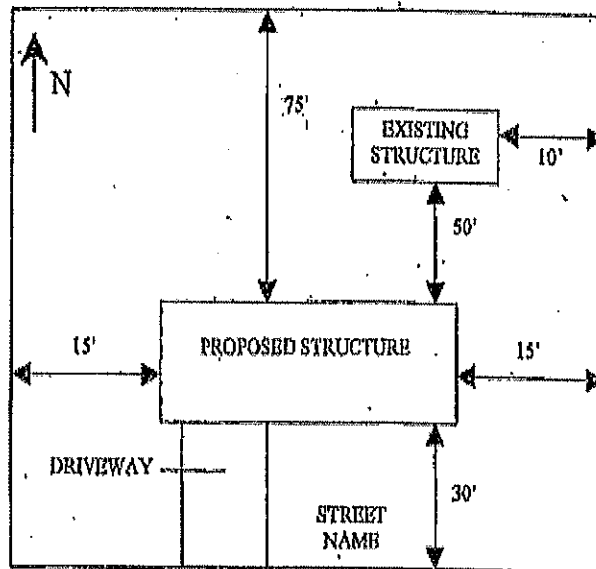


APPLICATION INFORMATION

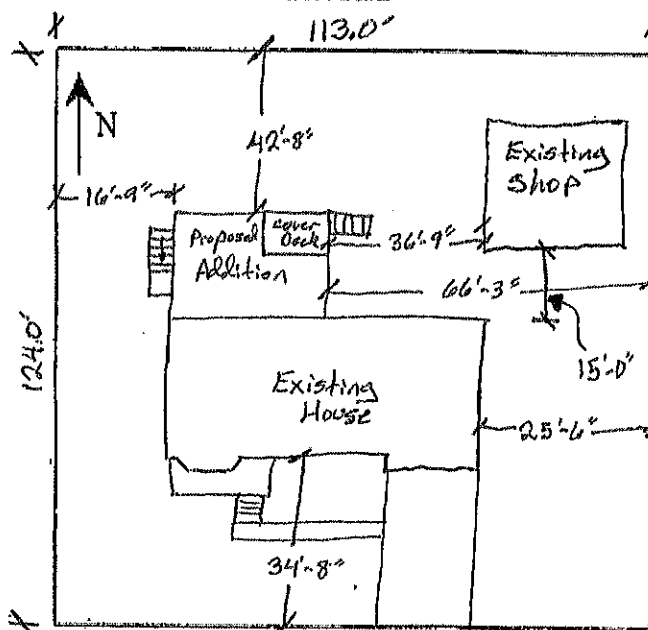
- Knighton Construction LLC for:
- Robert and Dorie Nettles
Applicant Name
 - PO Box 794
Applicant Mailing Address
 - Millville UT 84326
City State Zip Code
 - 255 East 300 North, Millville, UT 84326
Address of Construction
 - Knighton: 435-994-1967; Nettles: 435-757-7076
Telephone #
 - Robert & Dorie Nettles
Owner's Name (if different from applicant)
 - Home addition
Type of Structure
 - Glenridge Unit 1 Phase 2, Lot 19
Subdivision Name and Lot Number
 - Existing: 2,408; new 968 0.32 acre
Square Footage Lot Size
 - 02-131-0019
Tax Identification Number
 - Existing: 21'; Rear addition: 20'-1"
Building Height
 - ☒ Sewer ☐ Septic Tank
☐ City Water ☐ Private Well
☐ Electricity ☐ Gas
 - New addition on back of house. Abandon Septic system

Notes
* and tie-in to new city sewer. Exterior finishes to match current home

Sample Plot Plan
(numbers do not represent required setbacks)



Plot Plan

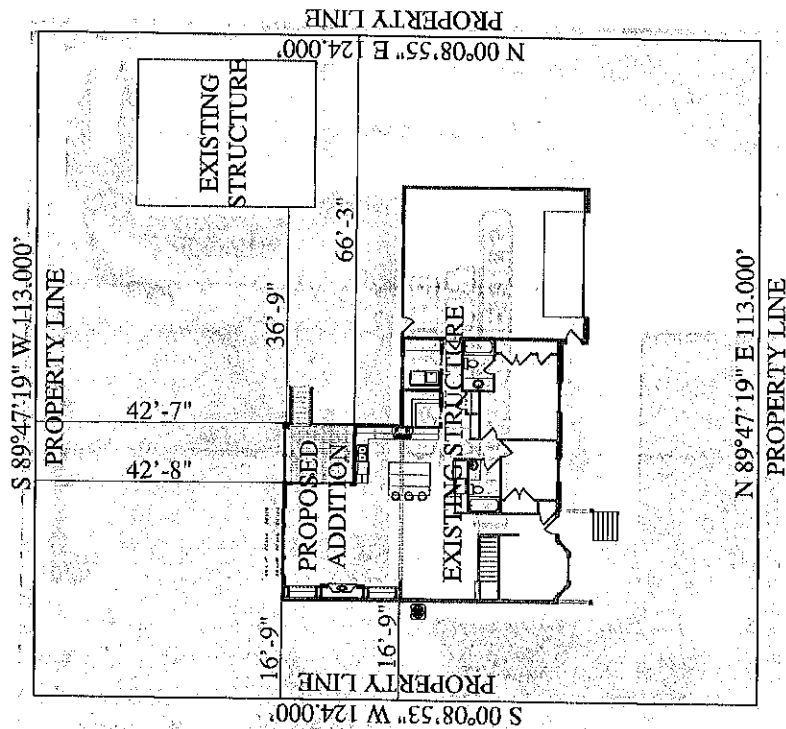


300 North

APPROVED _____ DATE _____
PLANNING AND ZONING

FEES PAID- TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes.



SITE PLAN

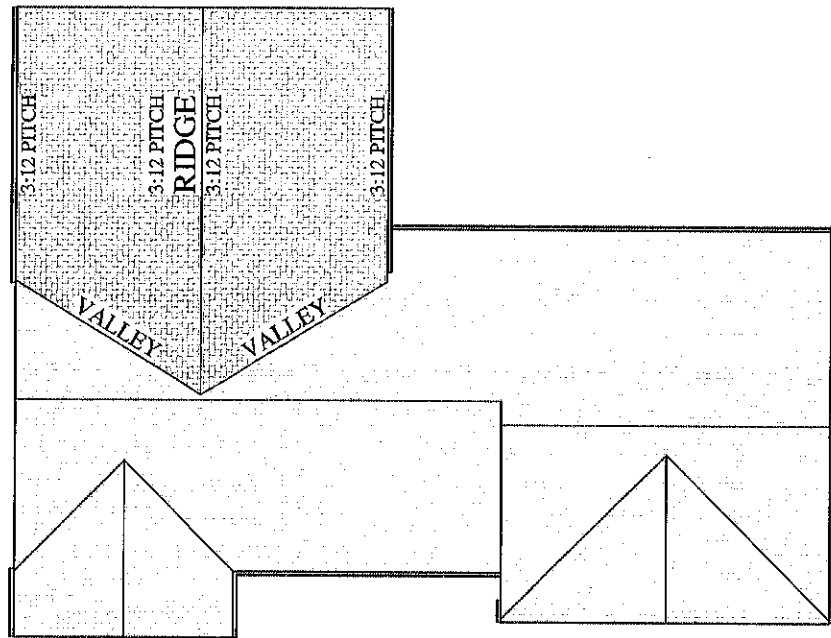
Glanridge Unit 1, Phase 2, Lot 19
Parcel #02-131-0019, 0.32 Acres
255 East 300 North Street
Millville, UT 84326



SCALE

36" X 24" Sheet : 1"=10'
17" X 11" Sheet : 1"=20'
11" X 8-1/2" Sheet : 1"=30'

300 NORTH STREET



BIRD'S EYE VIEW
NOT SHOWN TO SCALE

Building Area

Main Level: 485 SF
Finished Basement: 485 SF
Cov'd Deck: 125 SF
Total Finished Area: 970 SF

Footages are Approximate

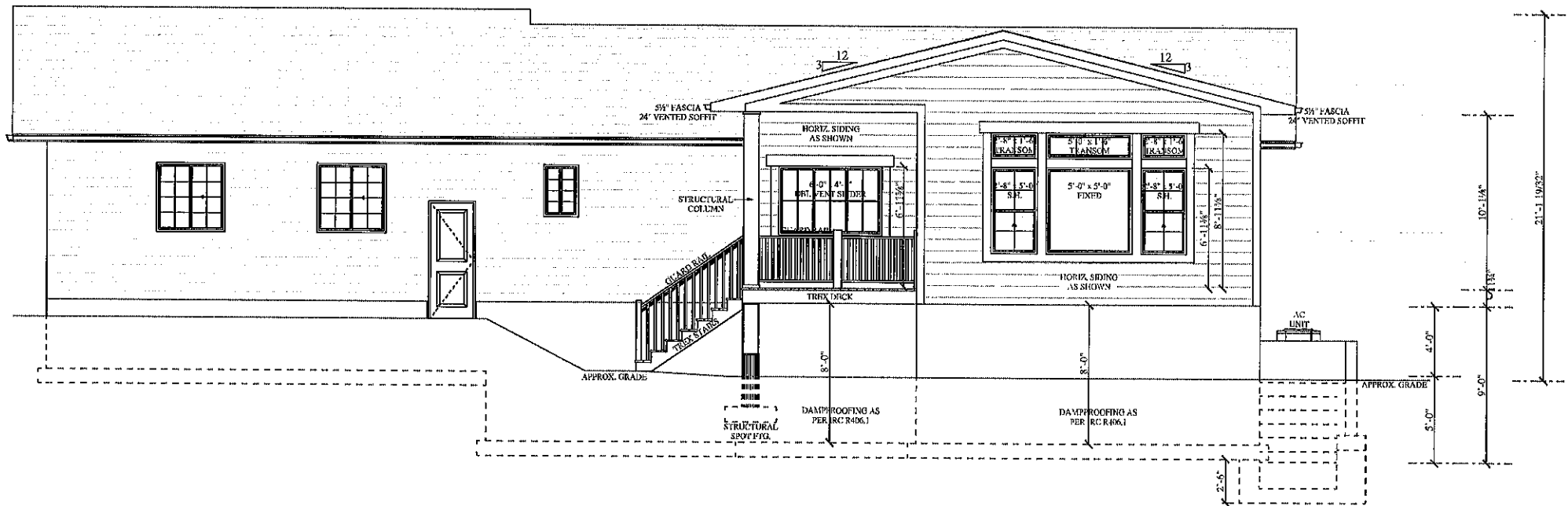
NETTLES ADDITION

Glenridge Unit 1, Phase 2, Lot 19
Parcel #02-131-0019, 0.32 Acres

255 East 300 North Street
Millville, UT 84326

PRESCRIPTIVE INSULATION METHOD

R-23 NET & BLOWN INSULATION IN WALLS
R-49 INSULATION IN CEILING
R-10 INSULATION INSIDE FDN WALLS 4'-0" MIN.
U-.35 WINDOWS



REAR ELEVATION

R RESIDE | D E S I G N S
website: www.ResideDesigns.com
drawn by: Curtis Cooper
email: Curtis@ResideDesigns.com
phone: (435) 881-5172

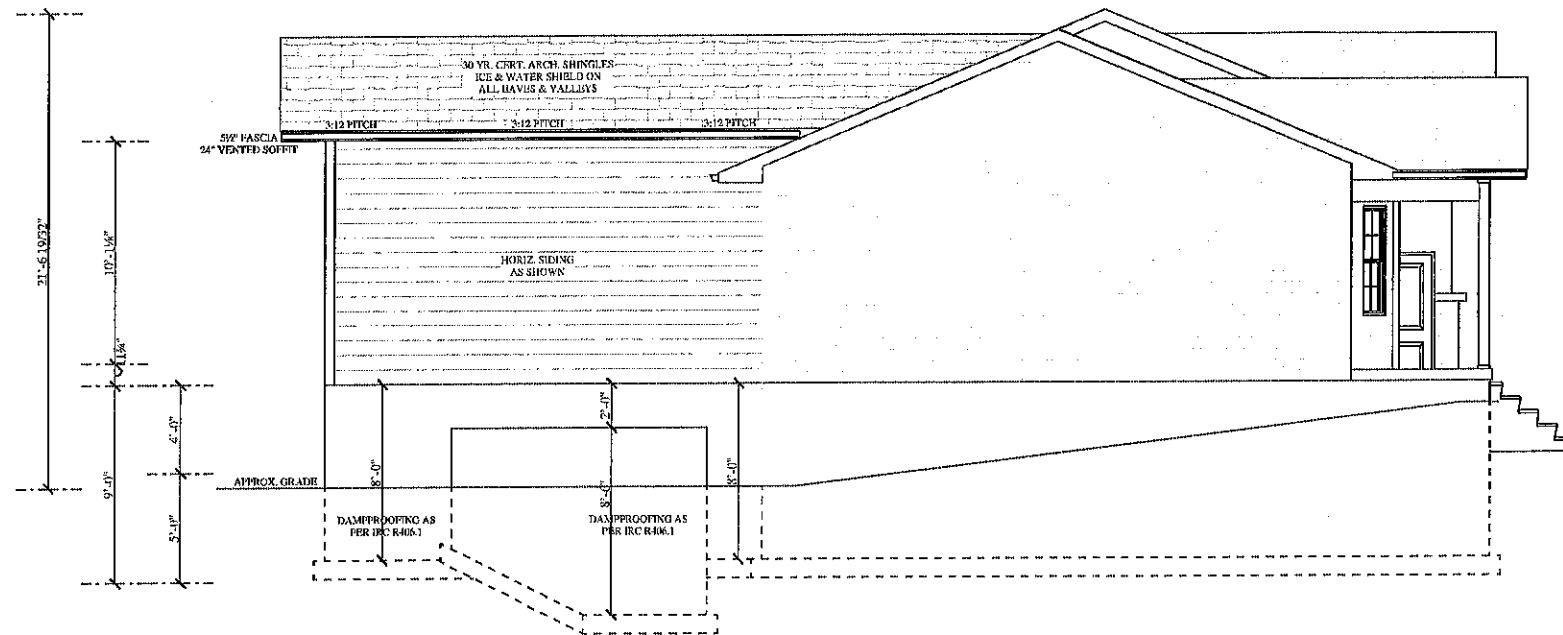
Custom Reside Design for
Robert & Eudora Nettles

"NETTLES ADDITION"
REAR ELEVATION
BIRD'S EYE VIEW
SCALE: 1/4" = 1'-0"
© COPYRIGHT RESIDE DESIGNS 2025
Monday, July 14, 2025

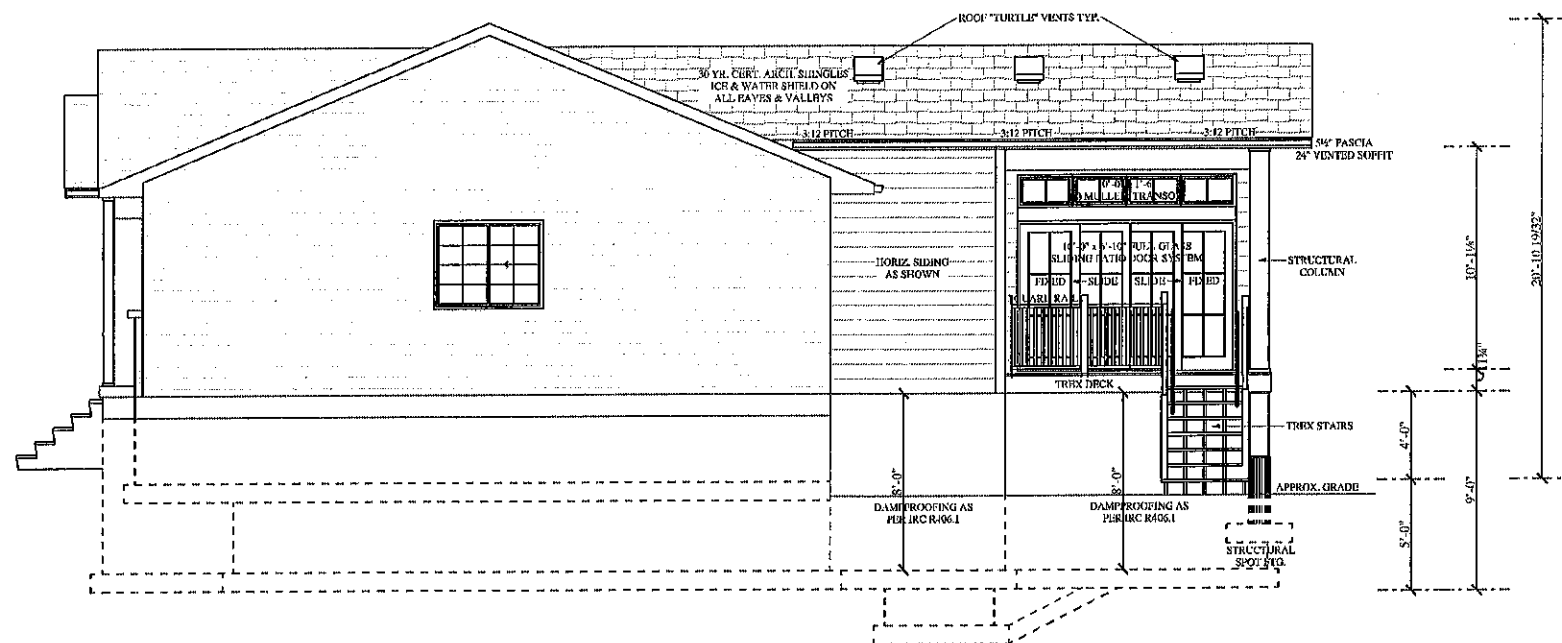
RESERVED FOR
MUNICIPALITY STAMP

SHEET
1

PLANS PRINTED ON
11 x 17 PAPER ARE
1/2 THE SCALE NOTED.



LEFT SIDE ELEVATION



RIGHT SIDE ELEVATION

"NETTLES ADDITION"
LEFT & RIGHT SIDE ELEVATIONS

SCALE: 1/4" = 1'-0"
© COPYRIGHT RESIDE DESIGNS 2025
Monday, July 14, 2025

RESERVED FOR
MUNICIPALITY STAMP

SHEET
2

MILLVILLE CITY
Zoning Clearance for Building Permit
 For questions email: kara@millvilleut.gov



APPLICATION INFORMATION

1 David Anderson
 Applicant Name

2 PO Box 490
 Applicant Mailing Address

Millville UTAH 84326
 City State Zip Code

3 65 N 400 E, Millville, UT
 Address of Construction

4 435-757-9494
 Telephone #

5 David Anderson
 Owner's Name (if different from applicant)

6 Accessory Building
 Type of Structure

7 Majestic Heights Estates, Lot 5 (03-184-0005)
 Subdivision Name and Lot Number

8 577 .40 Acres
 Square Footage Lot Size

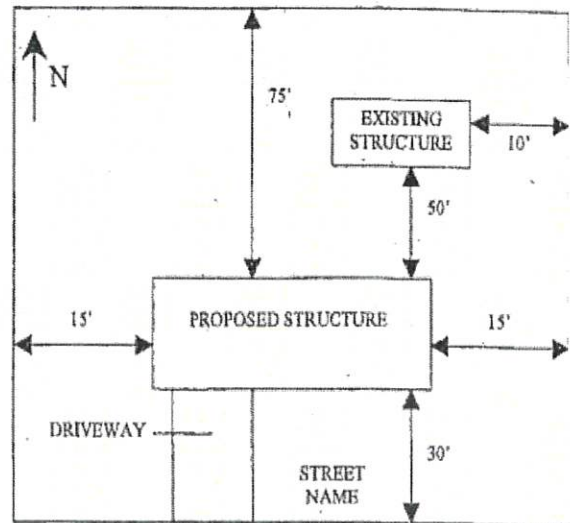
9 _____
 Tax Identification Number

10 17 Feet, 8 Inches
 Building Height

11 ☐ Sewer ☐ Septic Tank
☐ City Water ☐ Private Well
☒ Electricity ☐ Gas

12 Will use Type X Drywall on North side of building
 Notes
as a firewall if required.

Sample Plot Plan
 (numbers do not represent required setbacks)



Plot Plan



APPROVED _____ **DATE** _____
PLANNING AND ZONING

FEES PAID- TREASURER _____ **DATE** _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed.
 This clearance is not a waiver of compliance with either the zoning ordinance or the building codes.



DESIGN/BUILD:

[illegible]

KEY PLAN:

LOCATION:

PROJECT:

DRAWING TITLE:

SITE PLAN

DOB APPLICATION #:

DOB BSCAN :

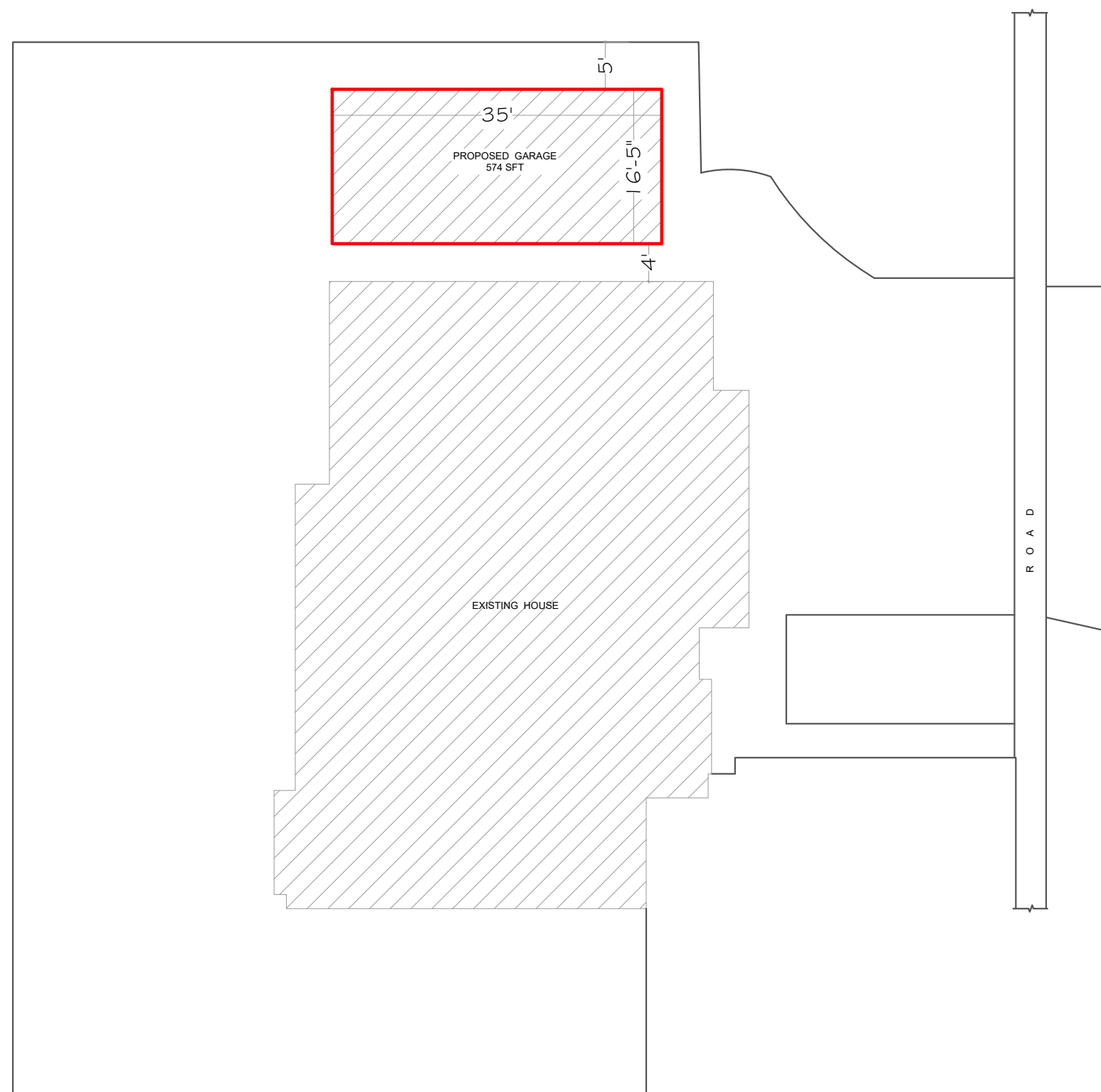
DATE: 04/09/2025

SCALE: As indicated

DRAWING BY: KH

DRAWING No.: _____

A1.0



SITE PLAN



GN/BUILD:

[illegible]

KEY PLAN:

LOCATION:

PROJECT:

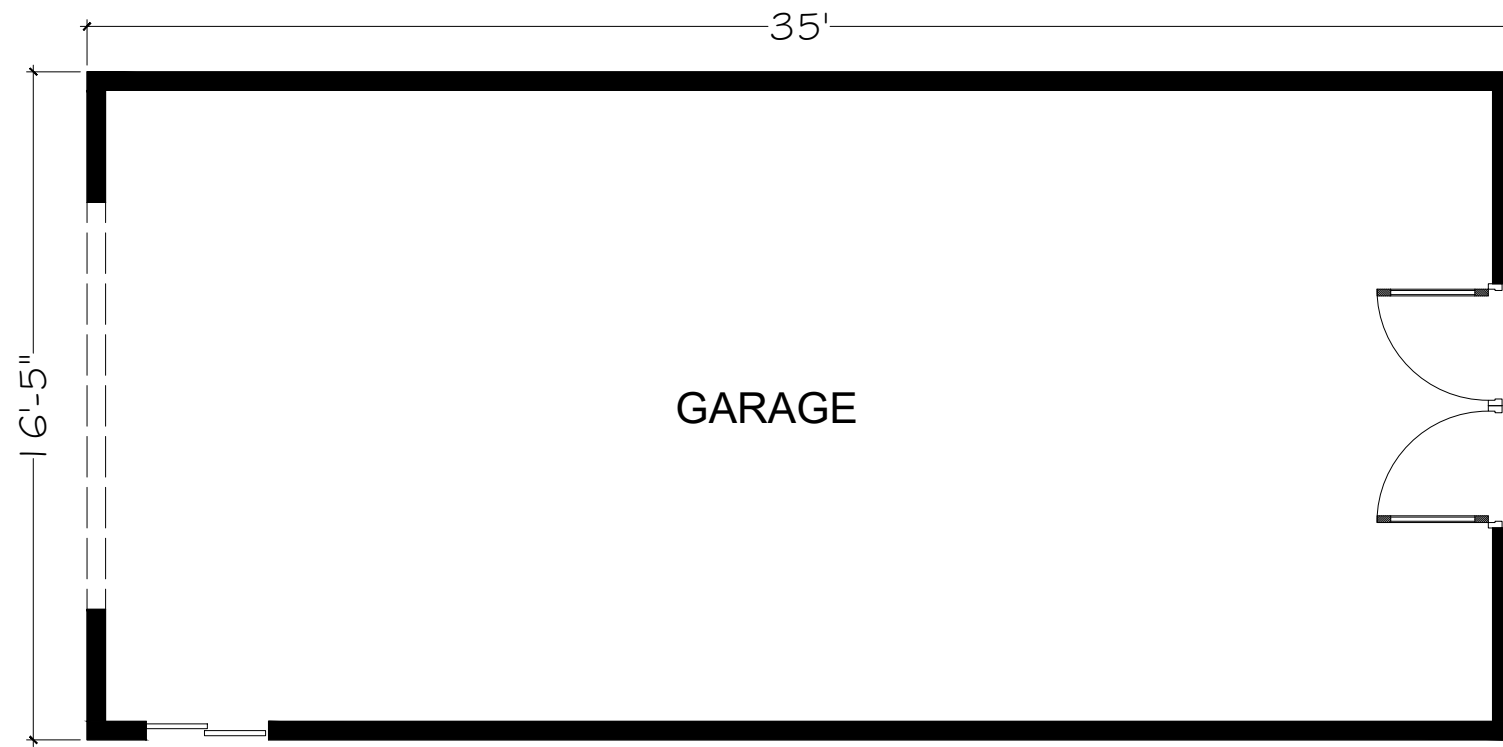
DRAWING TITLE:

FLOOR PLAN/
DIMENSION PLAN

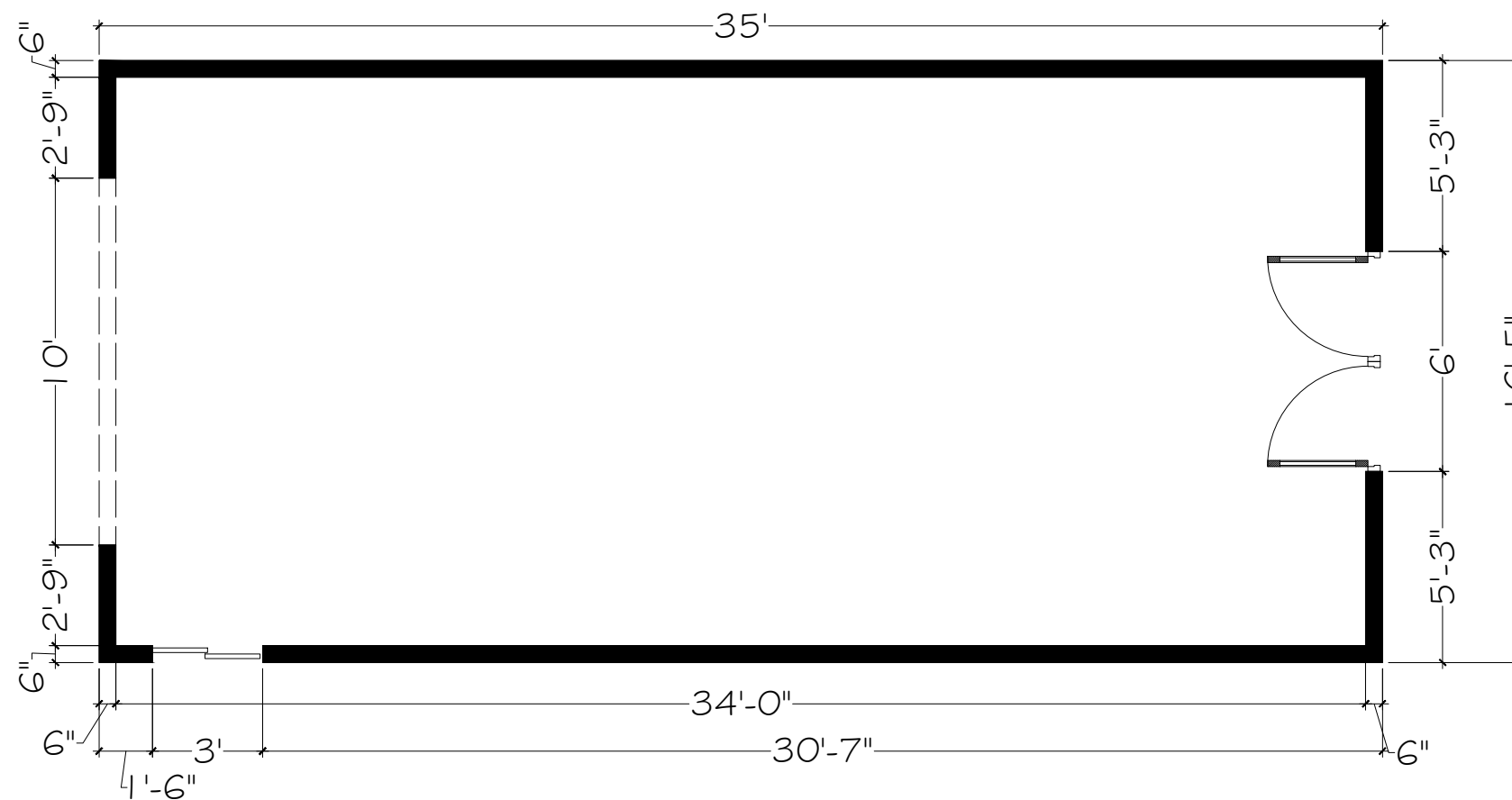
DOB APPLICATION # :

DOB BSCAN :

DATE:	04/09/2025
SCALE:	As indicated
DRAWING BY:	KH
DRAWING No.:	



FLOOR PLAN



DIMENSIONS PLAN

Millville City
Application for Rezone



Date: 9/8/25

Please Note:

City Staff will NOT accept the application and fee payment if they are incomplete. Incomplete applications will NOT be processed or scheduled for review by the City.

Application fees do not include professional firm fees, which will be billed separately.

Applicant Initial:

A COMPLETE APPLICATION INCLUDES THE FOLLOWING:

Submittal Requirements

Staff Check

\$350 application fee	
Completed, signed and initialed Application for Rezone Information Form	
Current Cache County Plat Map	
Copy of Cache County GIS Parcel Summary: 1 CLICK HERE to access Cache County Parcel Viewer 2 Select the enter the parcel number and click run. 3 Select the link to pull up GIS Parcel Summary, print or attach via PDF to this application	
Names/addresses of affected entities, as defined by UCA 10-9a-103	
Names and mailing addresses for the adjacent property owners.	
Property owner's consent for the rezone to be pursued ¹	
Map showing the area(s) proposed for rezone, including the general location of all non-developable sensitive areas, all potentially developable sensitive areas, existing infrastructure (including but not limited to: roads, water mains, sewer mains, storm water facilities, parks, etc.). and any proposed infrastructure shown in the City's general plan and associated maps.	
Combined legal description of the area(s) proposed for rezone	
A written statement of the purpose for the rezone request	
An electronic copy of all submittals in pdf format emailed to: kara@millvilleut.gov	

Applicant Information (all information MUST be filled out)

Name: Bradley Brown Company: Steward Land Company
Address: 2444 Washington Blvd Odgen UT 84401
Phone: 801 881 1029 Email: brad@stewardland.coi

Party Responsible for Payment (if different than applicant)

Name: Debora Pichel Rois Company: Steward Land Company
Address: 2444 Washington Blvd Odgen UT 84401
Phone: 801 590 0980 Email: billing@stewardland.com

¹Not required if owner of record is the same as the applicant. If more than one parcel is proposed for rezone, the application must include written consent from the owners of ALL parcels proposed for rezone.

Property Information (Information must be provided for ALL parcels requesting rezoning. Attach additional sheets if necessary)

Parcel 1

Owner of Record: Sue Jeff Investment Property, LLC and Jeremy Evans
Owner Address: PROVIDENCE, UT 84332-0193
Owner Phone: 435.994.0438 Owner Email: evansconcreteconst@msn.com
Parcel address: Approx. 450 S 200 E Millville, UT Cache County
Parcel Tax I.D.: 03-035-0037
Current zoning: Agricultural Requested zoning: R1

Parcel 2

Owner of Record: Sue Jeff Investment Property, LLC and Jeremy Evans
Owner Address: PROVIDENCE, UT 84332-0193
Owner Phone: 435.757.2185 Owner Email: jgibsoninc@aol.com
Parcel address: Approx. 450 S 200 E Millville, UT Cache County
Parcel Tax I.D.: 03-035-0037
Current zoning: Agricultural Requested zoning: R1

Written Statement of Request (attach additional sheets if necessary)

Steward Land Company is requesting a rezone from "A", Agricultural to "R1" residential for the purpose of creating a subdivision of single family lots. We feel like this rezone will be beneficial to the city of Millville in that it will provide much desired housing in a location will be cohesive with the fabric of the neighborhood and is a logical extension of the recent subdivision to the North and will also continue utilities and infrastructure that has been installed nearby.

Approval by the city of any application submittal or paperwork does not alleviate the owners from their responsibility to understand and conform to local, state and federal laws. Millville City's approval is not intended to and cannot be construed to allow any laws to be violated. Initial SB

By signing this document, you agree that Millville City will bill you for any and all professional firm fees as they arise throughout the approval process. This is in addition to application fees. All subdivisions require engineering review throughout the approval process, such as but not limited to reviews of development agreements, construction drawings, preliminary and final plats, and inspections. These services are billed by our city engineer at an hourly rate. Some subdivision applications may also require legal review. Other applications, such as but not limited to conditional uses, may also require engineering and/or legal review at the City's discretion. You agree to reimburse the City for all such costs, whether or not you were forewarned about such costs, and that the City cannot predict all situations in which professional services may be required in order to process your application. Initial AB

I declare under penalty of perjury that I am making this application of my own free will and choice and that the statements, answers, and documents submitted in connection with this application are true and correct to the best of my knowledge.


Signature of Applicant

Bradley Brown
Printed Name

9/8/25
Date

SE/4 SEC 22 TWP 11 NORTH RANGE 1 EAST
BLK 1 & 34 PLT "A" MILLVILLE TOWN SVY

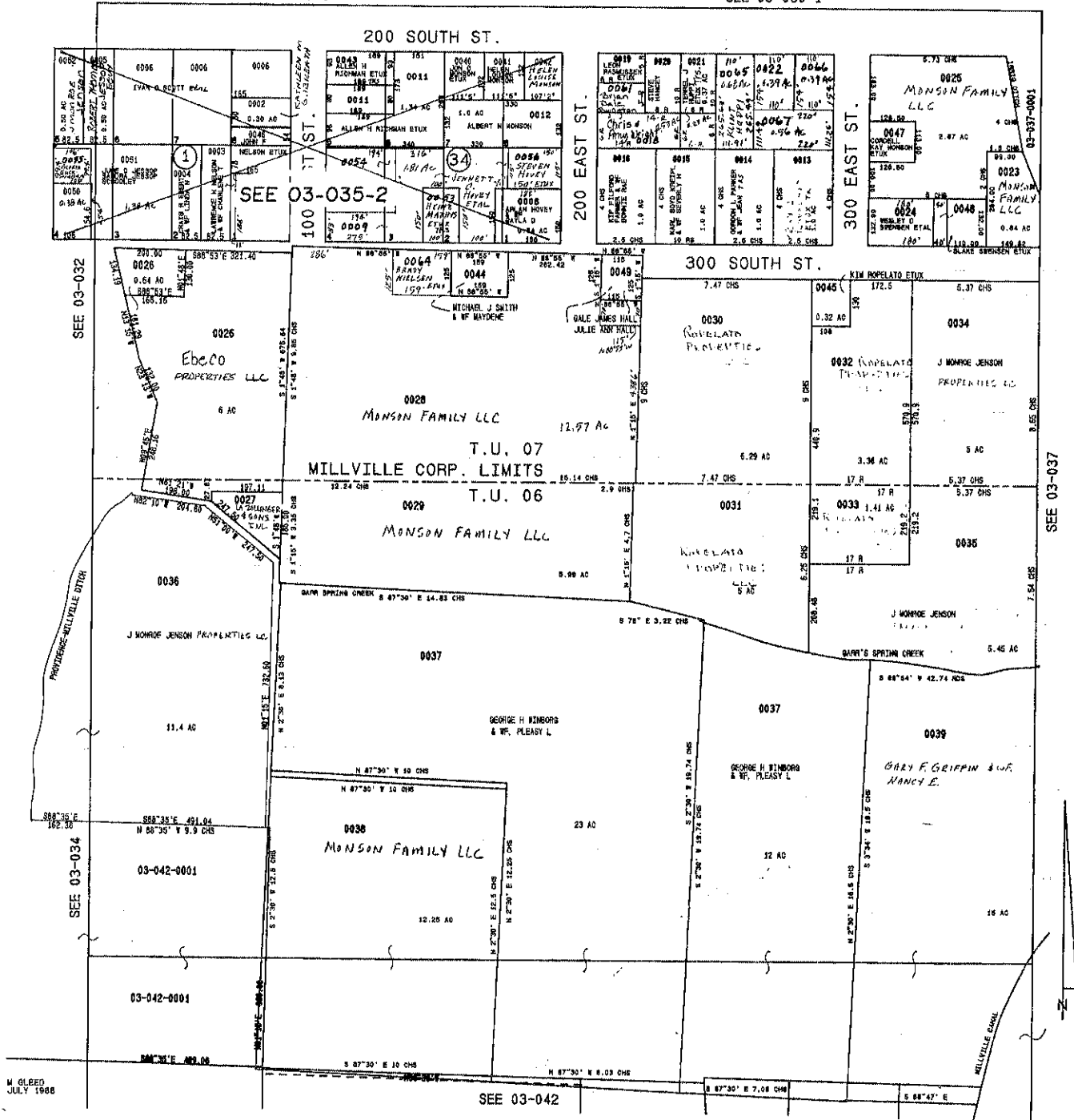
SCALE 1" = 200'

03-035

-1-

SEE 03-030-3

SEE 03-030-1



Property Owner's Consent for the Rezone

AFFIDAVIT
PROPERTY OWNER

STATE OF UTAH)
)
COUNTY OF Cache)

I (we), JEREMY EVANS, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I have received written instructions regarding the process for which I am applying and the Millville City Planning staff have indicated they are available to assist me in making this application.

[Signature]
(Property Owner)

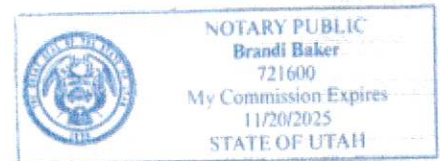
X
(Property Owner)

Subscribed and sworn to me this 5 day of Sept 2025

[Signature]
(Notary Public)

Residing in: N. Logan

My Commission Expires: NOV 20, 2025



Agent Authorization

I (we), JEREMY EVANS, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) Steward Land Pursuit, LLC to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

[Signature]
(Property Owner)

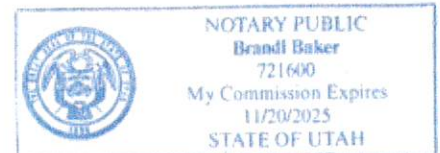
X
(Property Owner)

Subscribed and sworn to me this 5 day of Sept 2025

[Signature]
(Notary Public)

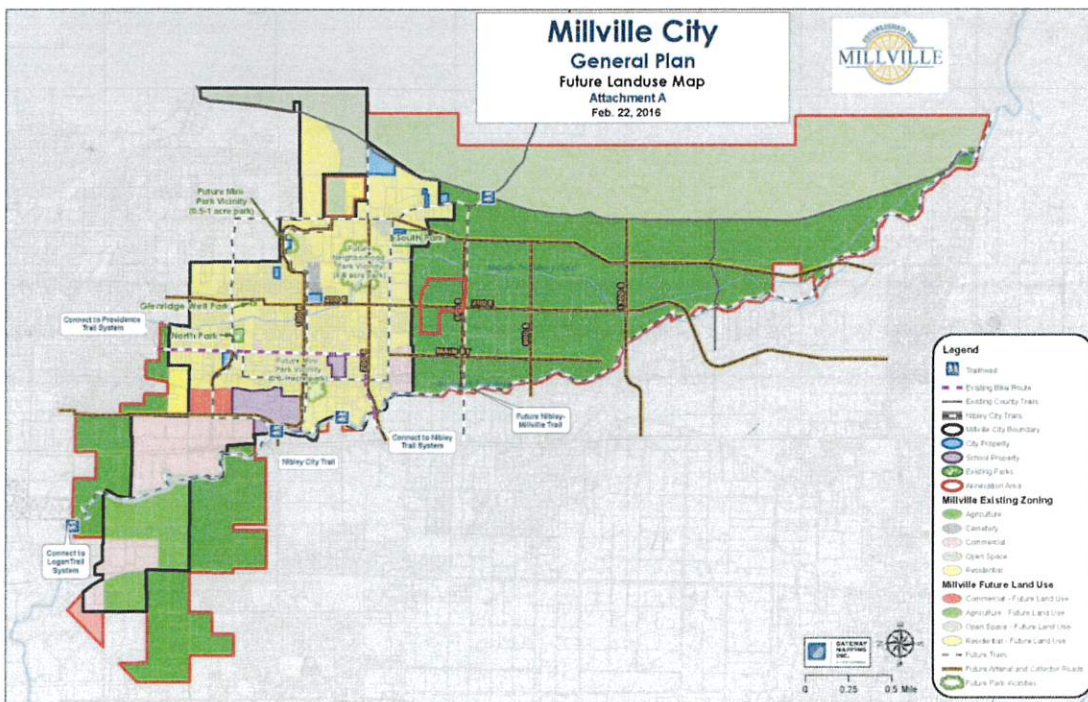
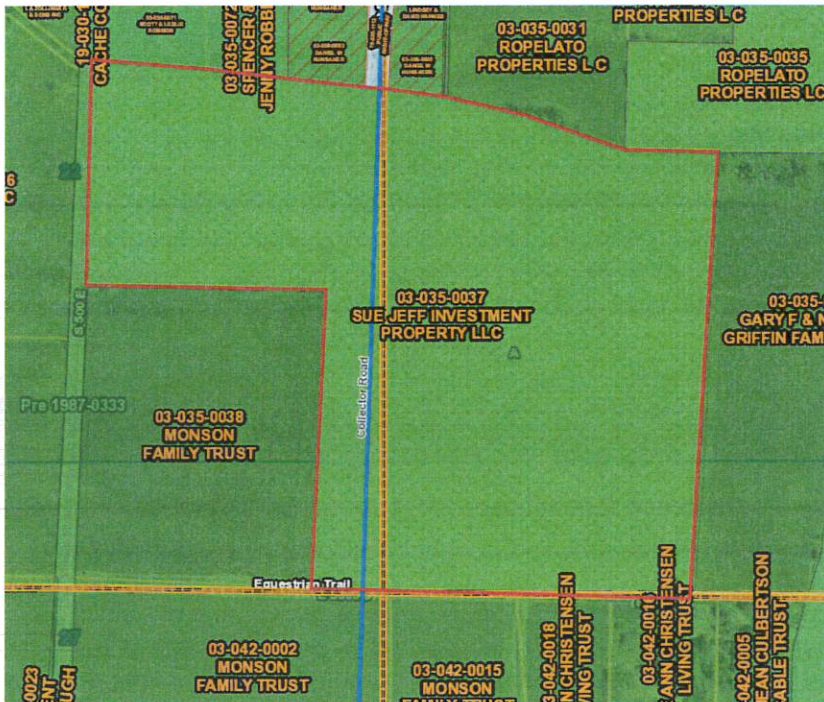
Residing in: N. Logan

My Commission Expires: Nov 20, 2025



MAP

Below maps show the area of the proposed rezone. There are no known sensitive areas. Existing infrastructure immediately adjacent to parcel is very limited including the the 100 E road bordering the property to the West, (paved, but not up to future road standards and no utilities along parcel frontage) and what is shown as 3600 S (County street numbering) which is not paved. The General Plan shows future land use of Agricultural and a future 'Collector Road' 200 E is shown as planned to go through this property.



Legal Description

BEG 14.64 CH W & 5.50 CHS S 2*30'W FROM SE COR SEC 22
T 11N R 1E, N 87*30' W 8.03 CHS N 2*30'E 12.25 CH N 87*30'
W 10 CHS N 2*30' E 8.13 CHS TO S BANK GARR SPRINGS
CREEK S 87*30' E 14.83 CHS S 76*E 3.22 CHS S 2*30' W
19.74 CH TO BEG 23 AC

ALSO: BEG 14.64 CHS W & 5.50 CHS S 2*30' W FROM SE
COR SEC 22; S 87*30' E 7.08 CHS N 2*30' E 18.50 CHS NW'LY
TO PT N 2*30' E 19.74 CHS OF PT OF BEG TH S 2*30' W 19.74
CHS TO BEG 12 AC TOTAL 35 AC B267