

## 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.

DRAFT

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 73.3" 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 Pedal

Date: 8.25.25

**City Review (to be completed by city personnel)**

<u>Y</u> <u>N</u>		<u>Signature of Reviewer</u>
<input type="checkbox"/>	<input type="checkbox"/> Received Sign Permit Application fee.	_____
<input type="checkbox"/>	<input type="checkbox"/> Submitted Building Permit Clearance form.	_____
<input type="checkbox"/>	<input type="checkbox"/> Requires other reports, plans, or information. List:	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

**Conditions**

_____
_____
_____
_____
_____
_____

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

<u>Y</u> <u>N</u>		<u>Signatures</u>
<input type="checkbox"/>	<input type="checkbox"/> Planning Commission grants Approval.	_____
<input type="checkbox"/>	<input type="checkbox"/> Applicant agrees to the Conditions.	_____

**MILLVILLE CITY**  
**Zoning Clearance for Building Permit**  
 For questions email: [kara@millvilleut.gov](mailto:kara@millvilleut.gov)

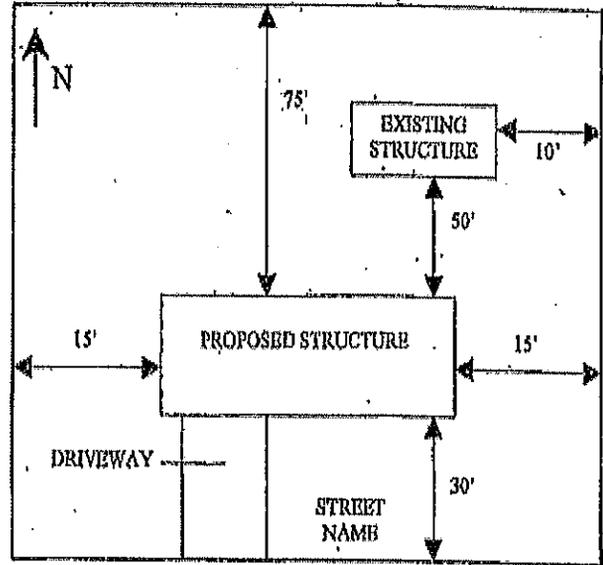


**APPLICATION INFORMATION**

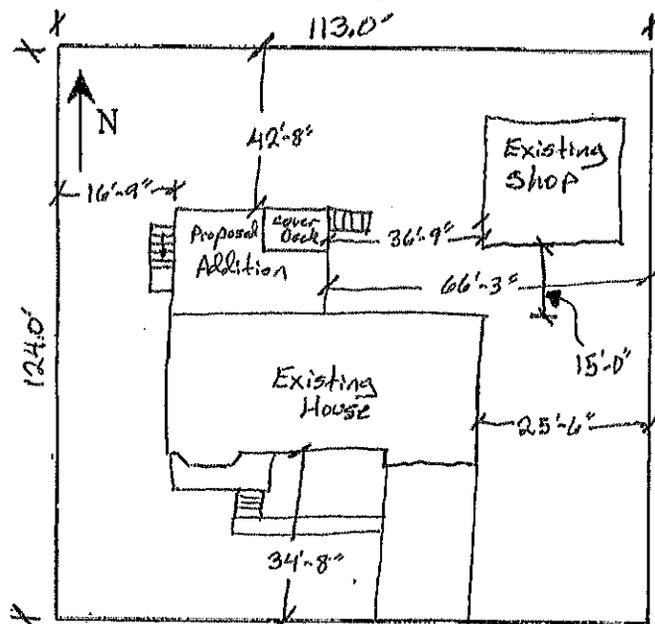
- Knighton Construction LLC for:
- 1 Robert and Dorie Nettles  
Applicant Name
  - 2 PO Box 794  
Applicant Mailing Address
  - 3 Millville UT 84326  
City State Zip Code
  - 4 255 East 300 North, Millville, UT 84326  
Address of Construction
  - 5 Knighton: 435-994-1967; Nettles: 435-757-7076  
Telephone #
  - 6 Robert & Dorie Nettles  
Owner's Name (if different from applicant)
  - 7 Home addition  
Type of Structure
  - 8 Glenridge Unit 1 Phase 2, Lot 19  
Subdivision Name and Lot Number
  - 9 Existing: 2,408; new 968 0.32 acre  
Square Footage Lot Size
  - 10 02-131-0019  
Tax Identification Number
  - 11 Existing: 21'; Rear addition: 20'-1"  
Building Height
  - 12  Sewer     Septic Tank  
 City Water     Private Well  
 Electricity     Gas

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**

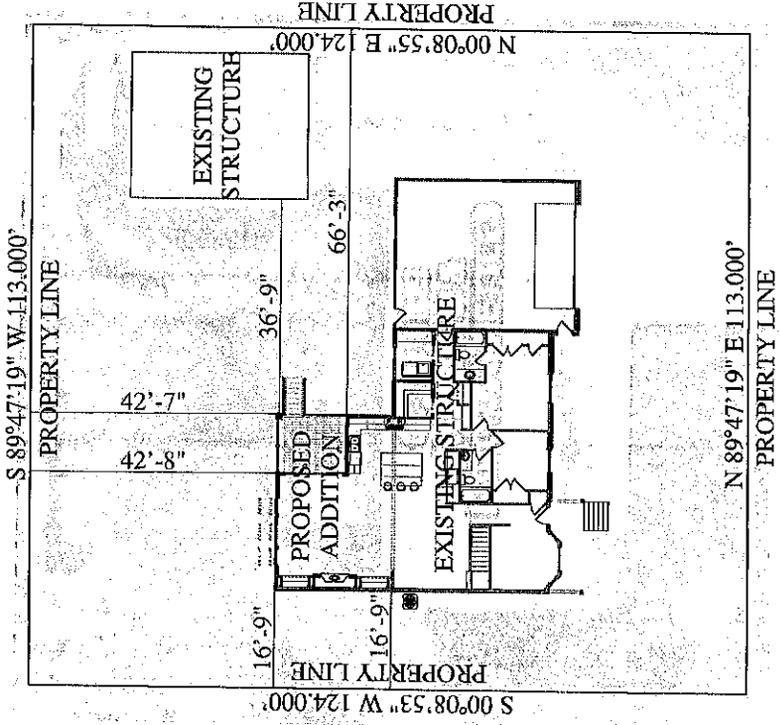


300 North

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**

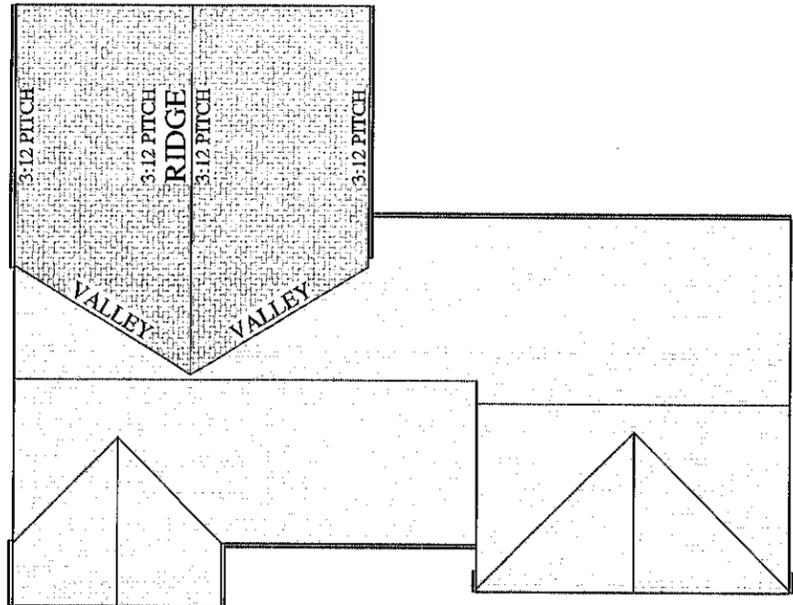
Glanridge Unit 1, Phase 2, Lot 19  
 Parcel #02-131-0019, 0.32 Acres  
 255 East 300 North Street  
 Millville, UT 84926



**SCALE**

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

**300 NORTH STREET**



**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

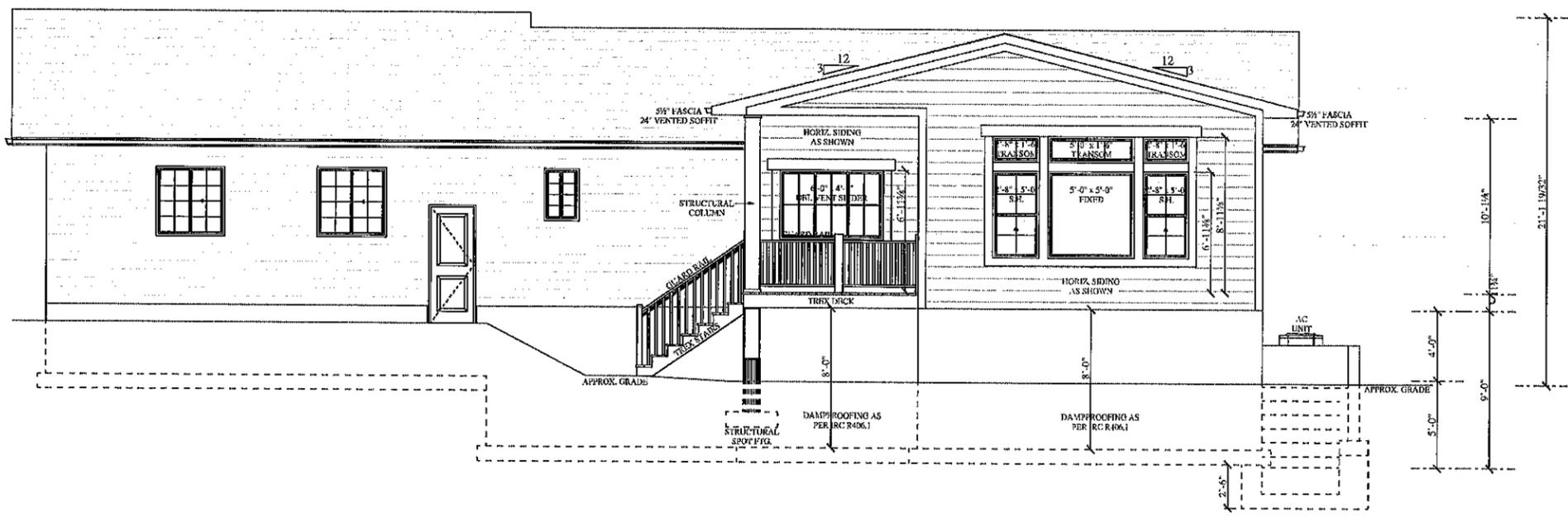
255 East 300 North Street  
 Millville, UT 84326

**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

**BIRD'S EYE VIEW**

NOT SHOWN TO SCALE



**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

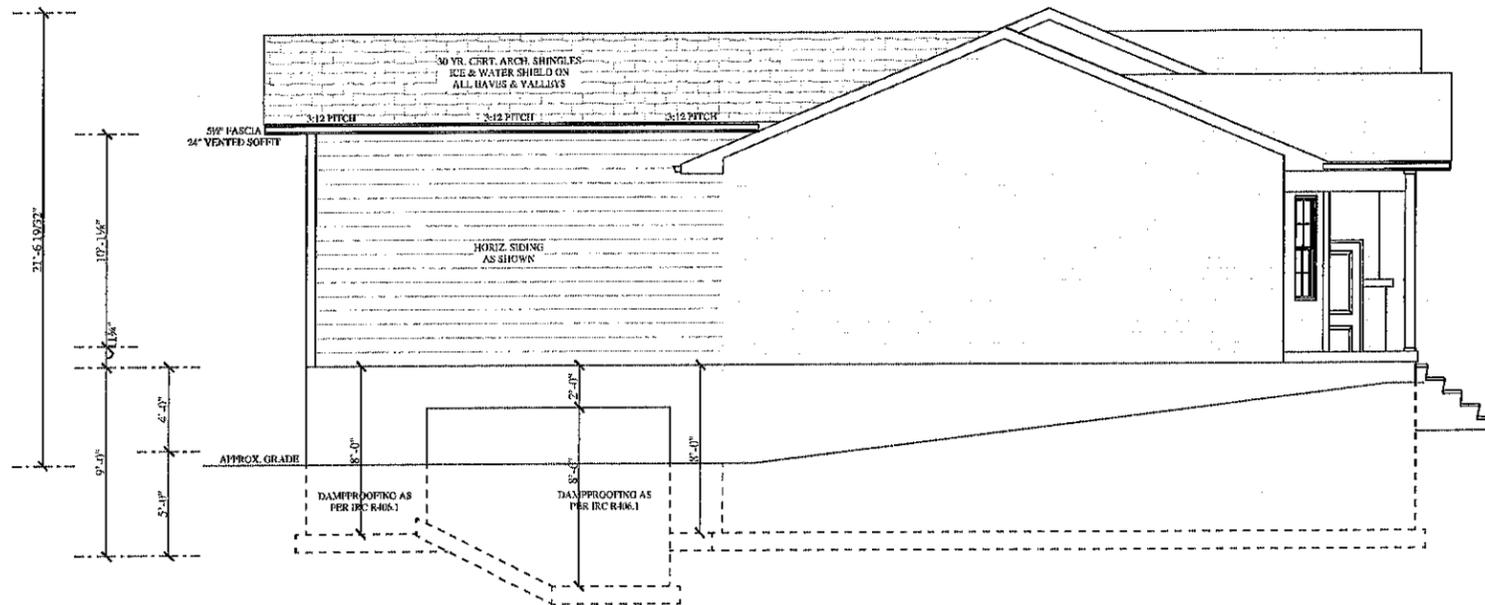
Custom Reside Design for  
 Robert & Eudora Nettles

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

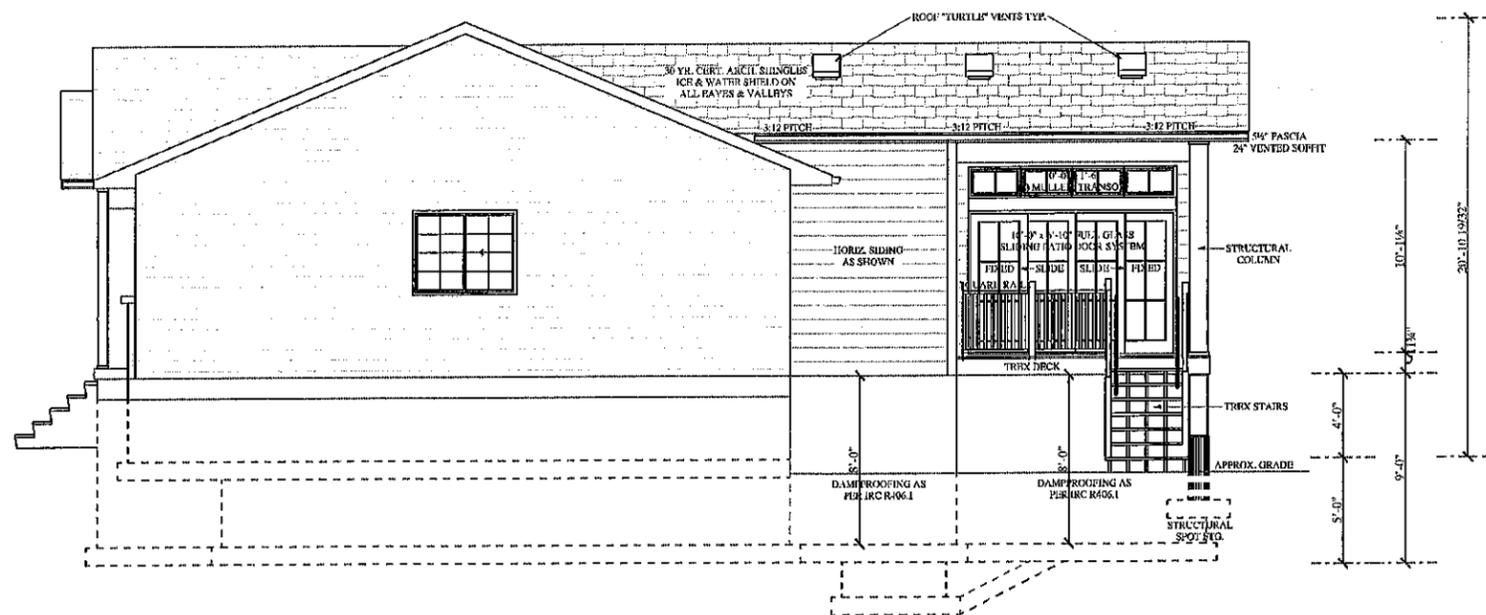
RESERVED FOR  
 MUNICIPALITY STAMP

**SHEET**  
**1**

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



**LEFT SIDE ELEVATION**



**RIGHT SIDE ELEVATION**

**R RESIDE**  
DESIGNS  
website: [www.ResideDesigns.com](http://www.ResideDesigns.com)  
drawn by: Curtis Cooper  
email: [Curtis@ResideDesigns.com](mailto:Curtis@ResideDesigns.com)  
phone: (435) 881-5172

Custom Reside Design for  
Robert & Eudora Nettles

**"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**

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

**MILLVILLE CITY**  
**Zoning Clearance for Building Permit**  
 For questions email: [kara@millvilleut.gov](mailto: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

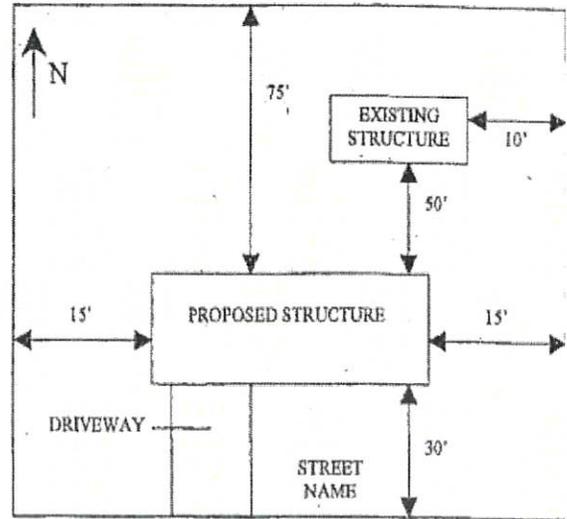
9 \_\_\_\_\_  
 Tax Identification Number

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.







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: *[Signature]*

**A COMPLETE APPLICATION INCLUDES THE FOLLOWING:**

**Submittal Requirements**

Staff Check

\$350 application fee	<i>[Initials]</i>
Completed, signed and initialed Application for Rezone Information Form	<i>[Initials]</i>
Current Cache County Plat Map	<i>[Initials]</i>
Copy of Cache County GIS Parcel Summary: 1 <a href="#">CLICK HERE to access Cache County Parcel Viewer</a> 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	<i>[Initials]</i>
Names/addresses of affected entities, as defined by <a href="#">UCA 10-9a-103</a>	<i>[Initials]</i>
Names and mailing addresses for the adjacent property owners.	<i>[Initials]</i>
Property owner's consent for the rezone to be pursued <sup>1</sup>	<i>[Initials]</i>
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.	<i>[Initials]</i>
Combined legal description of the area(s) proposed for rezone	<i>[Initials]</i>
A written statement of the purpose for the rezone request	<i>[Initials]</i>
An electronic copy of all submittals in pdf format emailed to: <a href="mailto:kara@millvilleut.gov">kara@millvilleut.gov</a>	<i>[Initials]</i>

**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

<sup>1</sup>Not 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

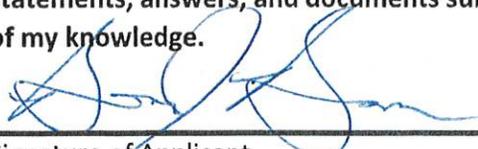
**Written Statement of Request** (attach additional sheets if necessary)

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 SP

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

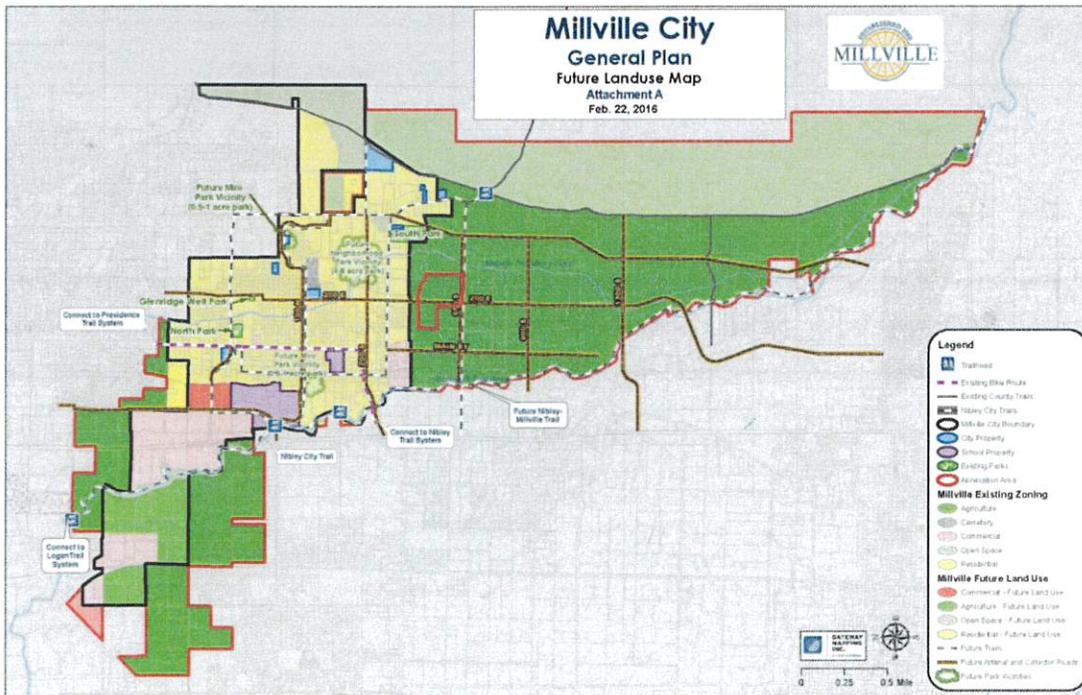
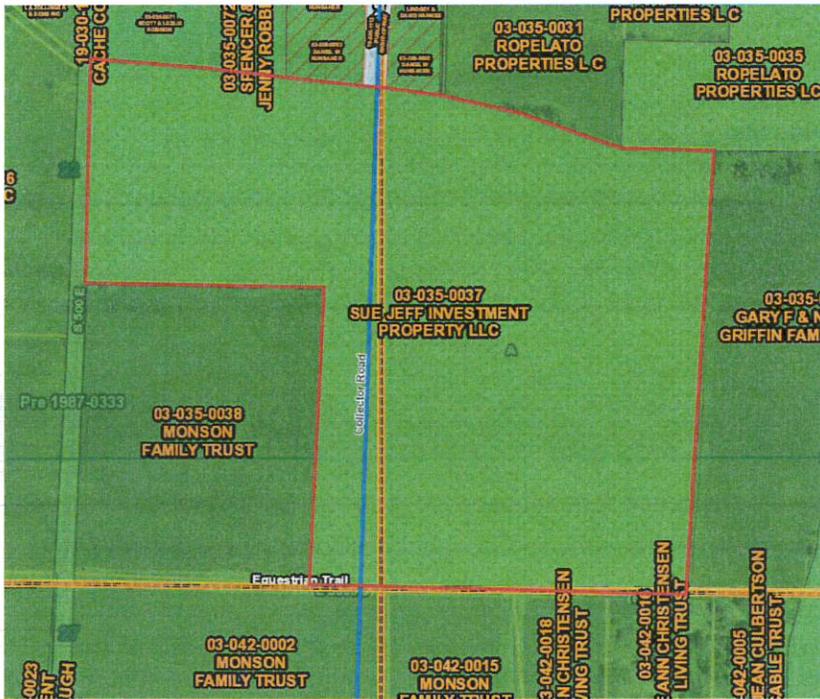
Bradley Brown  
Printed Name  
9/8/25  
Date





## 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