

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a regularly scheduled meeting on Thursday, **August 7, 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 July 17, 2025
5. Agenda Items:
 - A. Zoning Clearance- Home Addition- New basement exit- 181 E 600 N
 - B. Zoning Clearance- Home Addition- Patio Awning- Gavin Hall- 155 N 250 E
 - C. Other
6. Agenda items for next meeting
7. Calendaring for future Planning Commission Meeting- Thursday, August 21, 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 August 4, 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
July 17, 2025

PRESENT: Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger, Larry Lewis, Kara Everton, David Hair

Call to Order/Roll Call:

Commissioner Dickey opened the meeting for July 17, 2025, at 8:00 pm. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis were present. Commissioner Garrett Greenhalgh was excused. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Dickey led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting for July 17, 2025, was reviewed.

Commissioner Farmer moved to approve the agenda for July 17 2025. Commissioner Ripplinger seconded. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Garrett Greenhalgh was excused.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for June 5, 2025. **Commissioner Farmer moved to approve the minutes for the meeting on June 5, 2025.** Commissioner Ripplinger seconded. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Garrett Greenhalgh was excused.

Commissioner Darcy Ripplinger moved to jump ahead to item 5.E Other until it is time for the public hearing to begin. Commissioner Anderson seconded.

5.E. Other

- Larry Lewis is concerned about the repair of the roads and grassy swales, as well as how they were repairing the road. He was advised to speak to Rosie Fullmer to get on a list to speak to Whitaker.

6. Agenda Items/Notes for Next Meeting

There are a few inquiries regarding subdivisions. There are some rumors from developers/realtors that we will allow $\frac{1}{4}$ acre lots, however, the minimum lot size for Millville is still $\frac{1}{3}$ acre, which the sewer capacity is based on.

Commissioner Bonnie Farmer moved to go back to item 5.A and begin the Public

Hearing. Commissioner Larry Lewis seconded.

5.A. PUBLIC HEARING

Commissioner Farmer motioned to go into the public hearing. Commissioner Lewis seconded. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Garrett Greenhalgh was excused.

PUBLIC HEARING

Commenced at 8:12 p.m.

PRESENT: Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger, Larry Lewis, Kara Everton, David Hair

Public Comment:

There was no public comment.

Development Coordinator Everton went through what was changed or updated.

- i. Changes to Millville City Code Chapter 16.16- Most of this was rearranging code to flow better, or removing code that no longer applies for approval.
- ii. Changes to Millville City Code Chapter 17.12- Removed the code specifying zoning south of 400 S.
- iii. Changes to Millville City Code Chapter 17.20A / 17.20B / 17.20C- removed septic tank requirements. Cleaned up code for Accessory Buildings. Updated Millville City setback requirements for accessory buildings to 5' off the property line. Updated requirements for Private Lanes to include a public hearing.

Commissioner Ripplinger motioned to close the Public Hearing. Commissioner Anderson seconded. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Garrett Greenhalgh was excused.

5.B. Discussion regarding changes to Chapter 16.16 - Subdivision Application Requirements

There was no discussion.

5.C. Discussion regarding changes to Chapter 17.12 – Establishment of Zones

There was no discussion.

5.D. Discussion regarding changes to Chapter 17.20A / 17.20B / 17.20C – Zoning

There was discussion regarding if we need to change code for duplexes due to the septic tank not being allowed. Commissioner Dickey asked about if an EADU was acceptable on her lot. The benefits of EADUs were briefly discussed. Development Coordinator Everton discussed why we will be requiring a public hearing for private lanes. Asphalt requirements were discussed.

Commissioner Ripplinger motioned that all code changes are recommended to the City Council for review. Commissioner Lewis seconded. Commissioners Lynette Dickey, Bonnie Farmer, Matt Anderson, Darcy Ripplinger and Larry Lewis voted in favor. Garrett Greenhalgh was excused.

5. E. Other

Commissioner Farmer talked to Bear River Health Department regarding the procedure for abandoning septic tanks. Development Coordinator Everton said that it will likely be included in the newsletter in the upcoming months when it would be appropriate to abandon the tanks.

6. Agenda Items/Notes for Next Meeting

Previously discussed

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

8. Adjournment

Commissioner Farmer moved to adjourn the meeting at approximately 8:44 p.m.

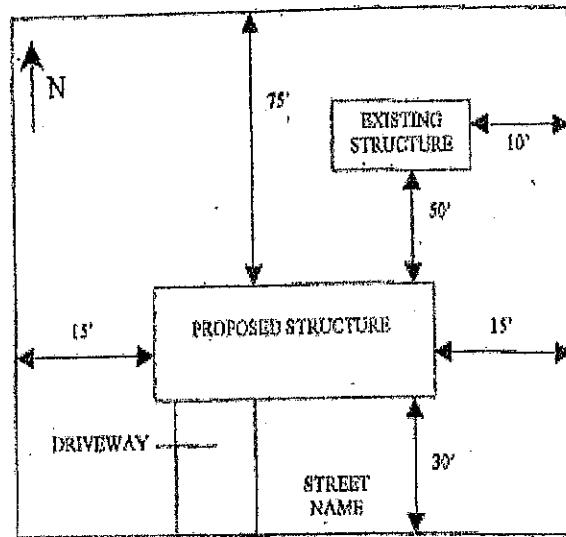
MILLVILLE CITY
Zoning Clearance for Building Permit
For questions email: kara@millvilleut.gov



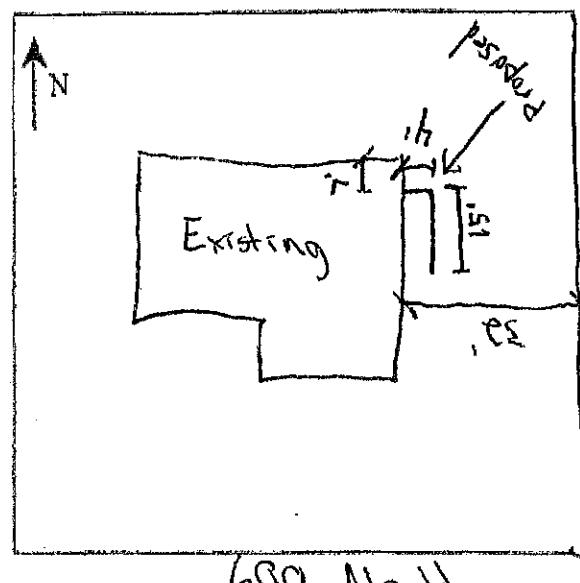
APPLICATION INFORMATION

- 1 Robert Griffin at Mike Funk Const.
Applicant Name
- 2 PO BOX 385
Applicant Mailing Address
- 3 Paradise Utah 84328
City State Zip Code
- 4 181 East 600 North
Address of Construction
- 5 435-512-4311
Telephone #
- 6 Taunya Jen Kins
Owner's Name (if different from applicant)
- 7 New basement exit
Type of Structure
- 8 N/A
Subdivision Name and Lot Number
- 9 1,587 .32 AC
Square Footage Lot Size
- 10 02-192-0044
Tax Identification Number
- 11 Sewer Septic Tank
 City Water Private Well
 Electricity Gas
- 12 Notes

Sample Plot Plan
(numbers do not represent required setbacks)



Plot Plan



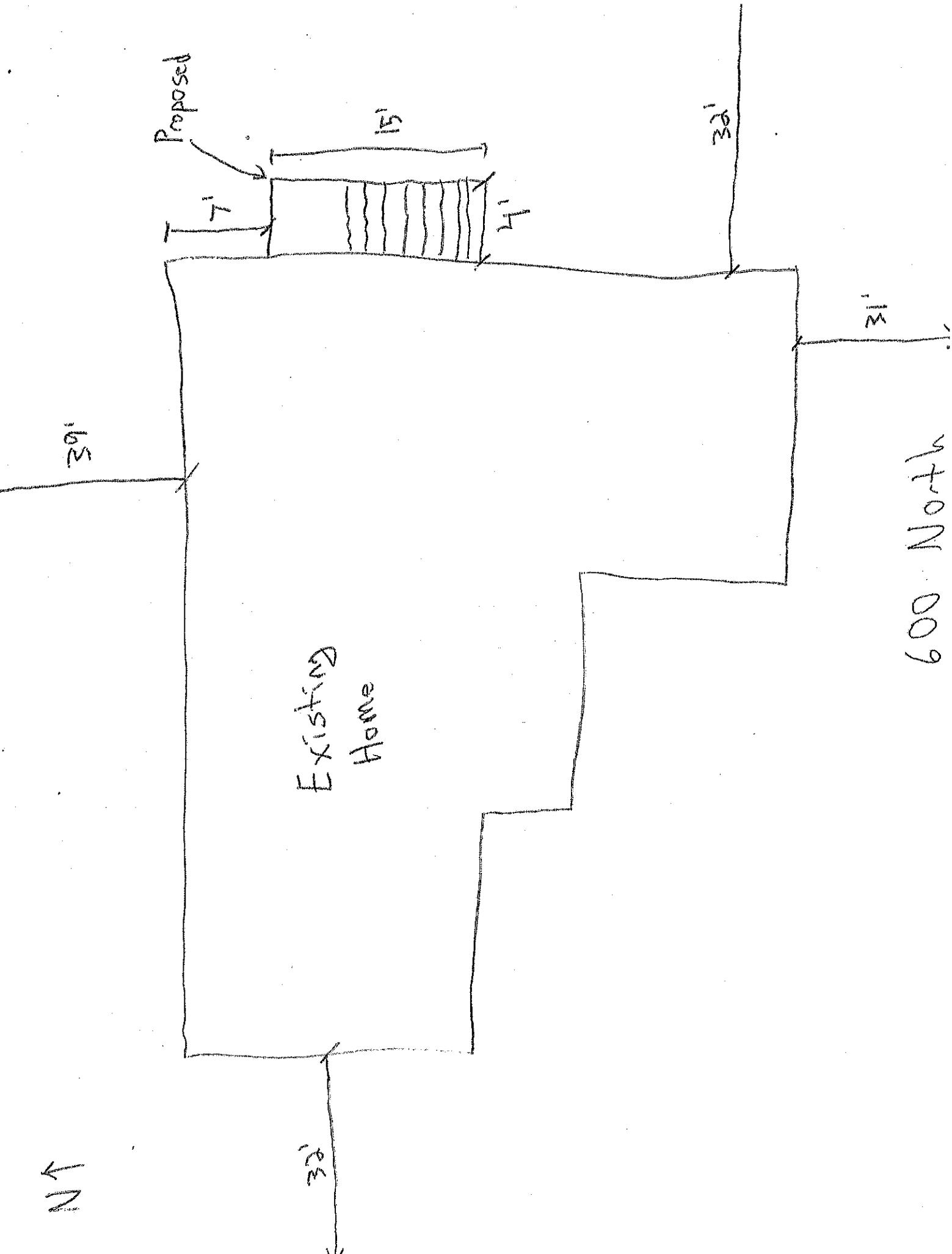
APPROVED
PLANNING AND ZONING

DATE

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.



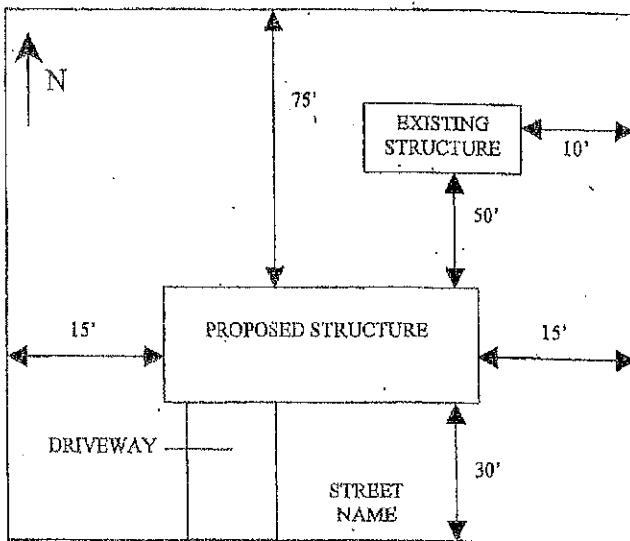


MILLVILLE CITY
ZONING CLEARANCE FOR BUILDING PERMIT
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

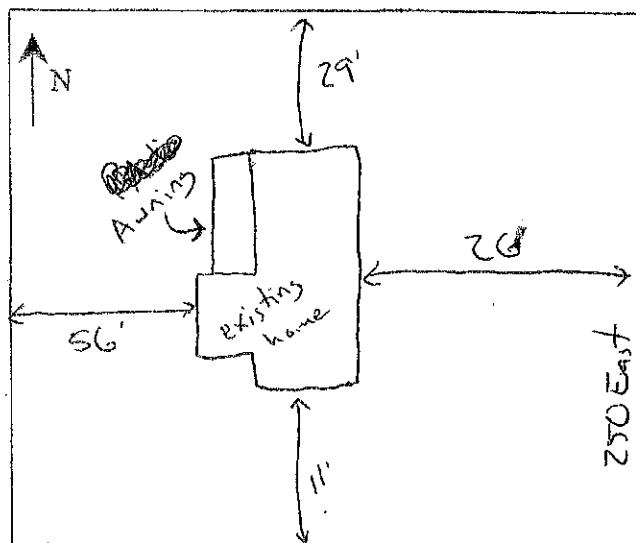
APPLICATION INFORMATION

1. Gavin Hall
APPLICANT'S NAME
2. PO Box 718
MAILING ADDRESS
3. Millville UT 84326
CITY STATE ZIP CODE
4. (435)230-3349 4.
HOME TELEPHONE BUSINESS TELEPHONE
5.
OWNER'S NAME (if different from applicant)
6. Patio Awning
TYPE OF STRUCTURE
7. 544 sq. ft. 8.
SQUARE FOOTAGE ZONE
9. Millville Hill Lot #3
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10.
TAX IDENTIFICATION NUMBER
11. 155 N. 250 E.
ADDRESS OF CONSTRUCTION
12. 14,541 sq. ft. 13. 15'
LOT SIZE Bldg Height
14. SEWER SEPTIC TANK N/A
(choose one)
15. CITY WATER PRIVATE WELL N/A
(choose one)
16. ELECTRICITY GAS OTHER UTILITY
(specify in remarks)
17. Steel Awning for Patio
REMARKS

SAMPLE PLOT PLAN
(numbers do not represent required setbacks)



PLOT PLAN



APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

DATE

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 Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

250 EAST

