

**PLANNING COMMISSION
MEETING MINUTES**

September 2, 2025

The North Ogden Planning Commission convened on September 2, 2025, at 5:00 p.m. at the North Ogden City Public Safety Building at 515 East 2600 North.

Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah Public Notice Website on August 29, 2025.

Notice of the annual meeting schedule was posted on the bulletin board at the municipal office and posted to the Utah Public Notice Website on December 11, 2024.

Note: The time stamps indicated in blue correspond with the recording of this meeting, which can be located on YouTube: <https://www.youtube.com/channel/UCriqbePBxTucXEzRr6fclhQ/videos> or by requesting a copy of the audio file from the North Ogden City Recorder.

COMMISSIONERS:

Nicole Nancarrow	Chair	
Nissa Green	Vice Chair	
Johnson Webb	Commissioner	Excused
Cody Watson	Commissioner	
Chad Bailey	Commissioner	Excused
Lorin Gardner	Commissioner	
Steve Nabor	Commissioner	

STAFF:

Jon Call	City Manager/Attorney
Scott Hess	Community and Economic Development Director
Ryan Nunn	Planner

VISITORS:

Chris Pulver
John Hansen
Marc Hansen
Lyman Barker

Chair Nancarrow called the meeting to order at 5:00 p.m. and Commissioner Watson offered the thought, sharing that after a recent mountain bike accident requiring significant medical attention, he was touched by the care and concern shown by North Ogden City staff. He expressed appreciation for their support and noted that the City is in good hands with such dedicated individuals. Commissioner Gardner then led the Pledge of Allegiance.

CONSENT AGENDA

1. ROLL CALL

0:01:35 Chair Nancarrow excused Commissioner Webb and Commissioner Bailey. All other Commission members were in attendance.

2. EX PARTE COMMUNICATIONS OR CONFLICTS OF INTEREST TO DISCLOSE

0:01:47 There were no disclosures made.

ADMINISTRATIVE ITEMS

3. SUB 2025-09 CONSIDERATION AND ACTION REGARDING AN ADMINISTRATIVE APPLICATION, PRELIMINARY PLAT APPROVAL OF BARKERS HAVEN SUBDIVISION, PHASE 1 (22 LOTS), LOCATED AT APPROXIMATELY 1050 EAST 2400 NORTH

0:03:15 Planner Ryan Nunn presented the preliminary plat for a new subdivision following an annexation earlier this year, which brought the property into City boundaries under an R-1-10 zone requiring 10,000 square foot interior lots, 11,000 square foot corner lots, and 90 feet of frontage. Staff received several versions of the plat, with this version being ready for Phase 1, consisting of 22 lots with plans for a future Phase 2. The City Engineer reviewed the road dedications and requested updates, including an adjustment to 2350 North. Most lots meet the required square footage and frontage, though some corner lots such as 111, 112, and 113 require further verification at the time of final plat approval. City code requires a turnaround at dead ends, and Staff recommended one be shown on the north dead end due to the distance, which will also be verified at final plat approval. The developer requested not to dedicate the full right of way for 2350 North, and Staff intends to work with them on an easement agreement to ensure the future roadway connection when Phase 2 occurs. Additionally, a private road is proposed on the south side with a 30-foot right of way, which the land use code allows if approved by the City Engineer, and Staff will work with the developer to address meters, utilities, and ownership responsibilities. Ryan concluded that with the conditions outlined in the Staff report, they recommend approval of the subdivision.

0:09:05 Commissioner Gardner asked about the private road and whether it was intended to serve as an additional access for the fish farm area. Ryan Nunn explained that the road would replace the current access from Fruitland and allow travel through Barker Park and public roads into the subdivision, though questions remain about whether property owners outside the subdivision will be granted rights to use the private road. Commissioner Gardner noted the Development Agreement anticipated this access in lieu of the existing narrow route, and Ryan confirmed that was correct. Commissioner Gardner suggested final plat wording should clarify dedication and access rights, and Ryan stated the City Engineer is still reviewing those details. Commissioner Gardner also emphasized the importance of keeping 2350 North wide enough for a future trail connection to the park, which Staff agreed with, and asked about previous TRC comments regarding lot frontage issues, which Ryan clarified came from an earlier concept version. Discussion followed about comments in the engineering report that carried over from a different project, as well as questions about the pond outlet, which Ryan explained would flow through an easement on a neighboring property, pending confirmation of its final discharge point.

0:14:35 Chair Nancarrow asked if the conditions of approval adequately captured issues such as 2350 North's partial dedication and access rights to the private road. Ryan stated he felt the Staff report was complete, though finalizing easements and agreements would occur before the final plat. Vice Chair Green requested that the applicant receive a clean copy of the approval conditions, noting some errors from earlier reports could be confusing.

0:17:22 Applicant Marc Hanson stated he had no concerns with the conditions of approval, but asked for clarification regarding the easement at 2350 North and access to Oaklawn Park. Scott Hess explained that Staff was considering a partial dedication through deed or a similar legal mechanism, ensuring that when Phase 2 is developed, the required road connection to Oaklawn Park would be completed in compliance with the annexation agreement.

0:19:33 Vice Chair Green made a motion to recommend preliminary plat approval for the Barkers Haven Subdivision, Phase 1 (22 lots), with the added condition that the private road access be defined on the final plat and subject to all other conditions in the Staff report. Commissioner Watson seconded the motion.

Voting on the motion:

Chair Nancarrow	aye
Vice Chair Green	aye
Commissioner Webb	excused
Commissioner Watson	aye
Commissioner Bailey	excused
Commissioner Gardner	aye
Commissioner Nabor	aye

The motion carried.

4. **SUB 2025-10 CONSIDERATION AND ACTION REGARDING AN ADMINISTRATIVE APPLICATION, PRELIMINARY PLAT APPROVAL OF NORTH HAMPTON SUBDIVISION, PHASE 8 (2 LOTS), LOCATED AT APPROXIMATELY 2624 NORTH 1375 EAST**

0:20:51 Scott Hess, Community and Economic Development Director, first clarified that the item under review was actually North Hampton Phase 9, not Phase 8, and apologized for errors in the packet. He explained that this is a 2-lot subdivision between 1375 East and Mountain Road, backing up to the canal. The lots already have sidewalk, curb, gutter, and utility stubs, indicating they were always intended as parcels. The Planning Commission must review this plat because it dedicates seven feet of Mountain Road right of way, which Staff cannot approve administratively. Both lots meet size and width requirements, and utilities are in place. Staff recommends approval with the condition that a six-foot black coated vinyl chain link fence, consistent with Phase 8, be installed and maintained by property owners along the canal.

0:23:30 Chair Nancarrow asked if the specific fence material was required, and Scott noted that while the plat specified it, other fencing materials may be considered if consistent. Commissioner Gardner asked about access off Mountain Road for the two double frontage lots created by the subdivision. Scott explained that Title 11 contains a double frontage restriction preventing driveways off Mountain Road since the lots have primary access elsewhere, so no plat note is required unless the Planning Commission wanted to add one. Commissioner Gardner then asked who would be responsible for improvements to Mountain Road, and Scott noted it would typically be the developer, but specifics such as sidewalk location could complicate costs. It was suggested the situation may require a waiver, as seen in past cases, particularly since there is no continuous sidewalk in the area. Chair Nancarrow asked about conditions of approval, and it was explained that applicants could apply to the City Council for a waiver to defer sidewalk improvements. Scott clarified that by ordinance, if there is no continuous sidewalk within 150 feet, a waiver can be requested, but otherwise improvements would be required. The discussion concluded with recognition that an engineering report was not yet available due to recent emergencies, but Staff had no concerns and recommended including compliance with the forthcoming report as a condition of approval.

0:31:43 Commissioner Gardner made a motion to recommend preliminary plat approval for the North Hampton Subdivision, Phase 9 (2 lots), subject to the conditions in the Staff report and the forthcoming Engineer's report, with the additional requirement that improvements to Mountain Road be completed unless a waiver to defer them is granted by the City Council. Commissioner Nabor seconded the motion.

Voting on the motion:

Chair Nancarrow	aye
Vice Chair Green	aye
Commissioner Webb	excused
Commissioner Watson	aye
Commissioner Bailey	excused
Commissioner Gardner	aye
Commissioner Nabor	aye

The motion carried.

5. PUBLIC COMMENTS

There were no public comments.

6. REMARKS - PLANNING COMMISSIONERS

There were no remarks made.

7. REPORT – COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR

Scott Hess thanked everyone for meeting early to avoid back-to-back meetings this week. He noted that later this evening at 6:00 p.m. the Planning Commission would join the City Council for a discussion on City growth and a presentation from D.R. Horton regarding a development proposal.

8. REMARKS – CITY MANAGER/ATTORNEY

There were no remarks made.

9. ADJOURNMENT

Vice Chair Green motioned to adjourn the meeting.

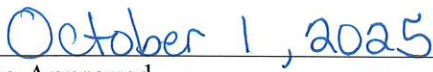
The meeting adjourned at 5:34 p.m.



Nicole Nancarrow
Planning Commission Chair



Joyce Pierson
Deputy City Recorder



Date Approved