



**PAROWAN CITY COUNCIL  
SPECIAL WORK MEETING MINUTES  
NOVEMBER 4, 2025 – 4:00 P.M.  
PAROWAN CITY COUNCIL CHAMBERS  
35 E. 100 N., PAROWAN, UT 84761**

**Elected Officials Present:** Mayor Mollie Halterman, Councilmember David Burton, John Dean, Sharon Downey, David Harris, and Rochell Topham

**City Staff Present:** Dan Jessen, City Manager; Scott Burns, City Attorney; Keith Naylor, Building Inspector/Assistant Zoning Administrator; Chief Addison Adams, Parowan PD; Aldo Biasi, Public Works Superintendent; Callie Basset, City Recorder.

**Public Present:** Larry and Jennelle Zajac, Brody Swanson, Brandyn Swanson, Jody Lemon, Deia Burton

**Welcome and Call to Order: Mayor Mollie Halterman**

Mayor Mollie Halterman called the Parowan City Council Special Meeting to order at 4:01 PM on November 4, 2025.

**Opening Ceremonies: By Invitation**

Councilmember Rochell Topham offered the invocation.

**Declaration of Conflicts With or Personal Interest In any Agenda Items: City Councilmembers**

No conflicts of interest were declared by the City Councilmembers.

**Work through Legacy B Estates Development Agreement**

City Manager Dan Jessen provided a framework for the meeting, explaining that this work meeting was intended to function similarly to a planning commission role, allowing detailed discussion of the Legacy B Estates development agreement without formal action being taken. Dan Jessen noted the necessity for this setup, emphasizing that while there was no action item on the agenda, it was a vital moment to work through various aspects of the project. He then outlined the historical context of the Legacy B Estates project, detailing that the application had been submitted during a time when Planned Unit Developments (PUDs) were still permitted under city code, which has since changed. The proposal initially moved through the Planning Commission, received a recommendation, and was brought to City Council. A development agreement had been drafted and subsequently reviewed by the developer, who had suggested changes. However, the developer eventually requested the agenda item be withdrawn before it reached a vote.

The developer, represented by Brody Swanson and his team, reconsidered their approach in response to feedback and are now proposing a hybrid model consisting of two distinct sections: a 10-acre parcel set aside for a conventional subdivision where buyers would own their lots, and a 5-acre area where residents would lease the land beneath their homes while owning the homes themselves. Dan Jessen clarified that even though PUDs are not currently allowed under the city's code, the original application

retains its validity under the city's older regulations, which did support PUDs, provided the city fulfills the PUD process.

The meeting discussions delved into various critical aspects of the development plan. One key focus was the street width and right-of-way configuration, as the developer proposed a 38-foot right-of-way including a 26-foot asphalt road, which was narrower than the city's standard 60-foot right-of-way. Dan Jessen presented three potential approaches: maintaining the developer's 38-foot proposal (necessitating HOA maintenance), adhering to the city's existing 60-foot standard (which includes on-street parking), or adopting a 50-foot compromise that would maintain on-street parking on both sides. This compromise would entail reducing rear yard setbacks from 20 feet to 12 feet to accommodate the proposed housing.

Public Works Director Aldo Biasi highlighted concerns about maintaining narrower streets, particularly regarding snow removal and garbage collection, but assured that the work would be managed "regardless." Additionally, Councilmember David Burton addressed fire safety considerations. Dan Jessen reassured the council that all proposed streets would comply with international fire code requirements. The council overall expressed inclination towards the 50-foot right-of-way proposal specifically for this development, leaving the decision of including it in city engineering standards for future discussion. The developer articulated openness to collaborate on refining the open space component and resolving parking provisions, signaling a collaborative effort toward aligning the development's design aspects with the council's guidance.

#### **Street Width and Right-of-Way Discussion**

The proposed subdivision plan featured a 38-foot right-of-way with a 26-foot asphalt road, which was noticeably narrower than the city's standard 60-foot right-of-way. To address this, Dan Jessen laid out three options. The first option, maintaining the developer's original 38-foot right-of-way, would necessitate ongoing maintenance by a Homeowners Association (HOA). Essentially, this would require that roads not built to city standards would remain under private ownership, with the HOA responsible for upkeep, including snow removal and garbage collection. The second option, using the city's standard 60-foot right-of-way, would allow for on-street parking, adhering to existing municipal guidelines for typical subdivisions. This would involve a more generous 60-foot space allocation that included provision for parking lanes on both sides, two travel lanes, and enough room for all necessary infrastructure. Alternatively, a third proposed compromise involved a 50-foot right-of-way that would also support on-street parking on both sides, while incorporating narrower elements. This option specifically aimed to retain on-street parking, considered a priority by the council and city planners for maintaining accessibility within neighborhoods. According to the compromise, 5-foot sidewalks and 2-foot curbs would be constructed alongside 8-foot parking lanes on both sides and 10-foot travel lanes in either direction. However, implementing this narrower road design would require reducing the standard rear yard setback from 20 feet to 12 feet for the houses planned within this development, ensuring the balance between road and residential space.

Public Works Director Aldo Biasi communicated several maintenance concerns related to narrower street designs. Narrower streets complicate operations such as snow plowing, where both the removal equipment and parked cars could congest the limited lanes. Similar complications could arise with garbage collection and general navigation around parked vehicles, compounding potential public works challenges. Despite these anticipated difficulties, Aldo affirmed that the work required would still "get it done regardless," prioritizing city needs alongside practical maintenance.



Councilmember David Burton inquired whether the proposed streets met fire code requirements, a critical safety consideration. Dan Jessen assured that the streets in the proposed design conformed to international fire code requirements. He explained that all street configurations under consideration, including the 50-foot option, maintained essential compliance, especially concerning two access points and travel lane widths required in emergency situations.

Ultimately, the council signaled their comfort with advancing the 50-foot right-of-way compromise for this specific development, recognizing it as a balanced solution that met both developer needs and city standards. Dan Jessen introduced the idea of either incorporating the compromise into city engineering standards, thus making it a new acceptable typical section for potential future developments across the city or handling authorization exclusively through the current development agreement. This proposal presents a measure to explore possibilities while addressing tailored needs within city planning frameworks.

### **Open Space Requirements**

The developer's proposal did not include dedicated open space areas. Dan Jessen explained that while the city's new ordinance (which doesn't legally apply to this development) would require approximately half an acre of open space for the 10-acre portion, the development agreement could establish different requirements.

Councilmembers David Harris and John Dean expressed desires to see more open space incorporated within the development. Councilmember John Dean suggested utilizing lot 13 for open space, and discussion included potentially using the retention pond area as a dual-purpose amenity. Brody Swanson stated they were "totally open to figuring out the solution together" regarding open space.

### **Parking**

With the proposed 50-foot right-of-way that includes on-street parking lanes, the parking concerns were largely addressed. The development would include both driveway parking (approximately 20x20 feet per unit) and on-street parking availability. The inclusion of on-street parking lanes helps alleviate concerns about limited parking space often observed in narrower road designs. By offering both on-street parking and ample driveway space per unit, the development ensures sufficient parking for residents and their visitors, minimizing the likelihood of cars spilling out into non-designated areas or adjacent properties. This approach aligns with prior city discussions highlighting the importance of on-street parking for city planning and maintaining neighborhood accessibility. The configuration allows for flexible management of parking demand, which can be crucial during peak times or when hosting guests.

### **Phased Development**

The developer proposed phasing the development, beginning with lots 1-12 in phase one. The council discussed that international fire code allows up to 30 homes before requiring a second access point. Dan Jessen clarified that this would mean the developer could build up to 30 homes total between both the subdivision portion and the leased lot portion before constructing a second access road. The developer noted they are attempting to acquire an adjacent 7.5-acre parcel owned by Russell Emery, which would provide an opportunity for a second access point.

### **Fencing Requirements**

Dan Jessen noted that the city is currently developing a fencing ordinance that would address requirements between residential and commercial zones. For this development, the northern boundary borders commercial property. Councilmember David Harris expressed the desire for a wall at the

residential-commercial boundary, clarifying it should not be chain link in nature. Councilmember Sharon Downey agreed, emphasizing the importance of robust separation between the residential development area and the adjacent commercial zone. Discussion arose regarding the phasing of fence installation, which would be addressed in the development agreement. This discussion acknowledged the challenges seen in other local developments, underscoring the necessity for a consistent and enforceable strategy to ensure the separation meets future community standards and expectations.

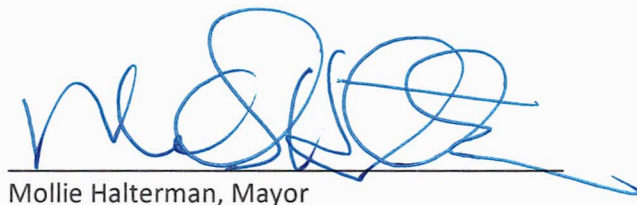
At the conclusion of the discussion, the council provided the following general direction:

1. Support for the proposed hybrid approach. This includes a traditional subdivision on the 10-acre portion, allowing lots to be purchased, and a leased lot arrangement on the 5-acre portion, where residents would own homes but lease the land beneath them. This strategy aimed to cater to broader segments of potential housing demand within the community.
2. Support for pursuing the 50-foot right-of-way compromise, which includes on-street parking. This compromise required adjusting the rear yard setback from the standard 20 feet to 12 feet, thus accommodating the planned home sizes without impinging significantly on living space. This measure was particularly approved because it offered a balance between city planning standards and the developer's logistical constraints.
3. A strong request for incorporation of open space within the development. Councilmembers were vocal about the importance of integrating usable open space to enhance livability, particularly for family-friendly activities and community interactions. The developer remained open to this idea, indicating willingness to collaborate with the council to achieve a satisfactory plan.
4. Support for the phased development approach with temporary turnarounds. This approach allowed the project to progress strategically while obeying fire safety regulations, specifically allowing up to 30 homes before requiring a second access point, in accordance with international fire code.


Dan Jessen indicated he would begin drafting the development agreement incorporating these elements, aiming to provide clarity and alignment between the city's requirements and the developer's plans. Additionally, the developer committed to having their engineer update the plans to reflect these agreed-upon directions, ensuring the proposed project plan aligns with the detailed specifications discussed during the council meeting.

#### Adjourn

Motion to adjourn made by Councilmember David Burton, seconded by Councilmember David Harris. Motion passed unanimously. The meeting adjourned at 5:25 p.m.



Mollie Halterman, Mayor



Callie Bassett, City Recorder  
Date approved: 11/13/2025