



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, November 20, 2025 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

48 5A. PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSAL TO AMEND
49 SECTION 24.44.050 OF THE WILLARD CITY ZONING CODE REGARDING SETBACK AND
50 HEIGHT REGULATIONS
51

52 Time Stamp 06:46 – 11/20/2025
53

54 Chairman Bodily read the Planning Commission's Rules of Order Statement.
55

56 **Commissioner Gilbert moved to open the public hearing at 6:40 p.m. Commissioner Ormond**
57 **seconded the motion. All voted "aye." The motion passed unanimously.**
58

59 Jeremy Kimpton, City Manager, stated that the administration had discovered some contradictions in the
60 Zoning Code between the height of an accessory building and an accessory dwelling unit. The proposed
61 amendment disconnected the two and clarified that ADU's could be up to 25 feet in height, or two stories,
62 and that accessory buildings were still limited to one story.
63

64 Chairman Bodily opened the floor for public comments. No public comments were made.
65

66 **Commissioner Ormond moved to close the public hearing at 6:41 p.m. Commissioner Bingham**
67 **seconded the motion. All voted "aye." The motion passed unanimously.**
68

69 5B. PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSAL TO AMEND
70 SECTION 24.44.050 OF THE WILLARD CITY ZONING CODE REGARDING SETBACK AND
71 HEIGHT REGULATIONS
72

73 Time Stamp: 10:17 – 11/20/2025
74

75 Chairman Bodily asked if the Planning Commission had any comments.
76

77 Commissioner Ormond felt there were also some contradictions in the coverage regulations found in
78 24.44.050(8), (24.44.010(D-5-a), and 24.96.60(B-3-b). The A-3, R1/2, and R1 Zones had a maximum
79 coverage of 20%. Yet the Old Town Willard Zone (24.44.010(D-5-a) had a maximum coverage of 30%. In
80 24.96.60(B-3-b), the Code said an Accessory Dwelling Unit could not occupy more than 25% of the
81 available yard area of the lot.
82

83 Jeremy Kimpton wasn't sure why the maximum coverage for Old Town Willard was different than the other
84 residential zones. All could be brought into alignment if the Planning Commission wanted. He felt an ADU
85 would be limited to 25% of the maximum coverage. The change would require a separate ordinance.
86

87 Commissioner Ormond was concerned that 25% could exceed the maximum 20% coverage. Mr. Kimpton
88 agreed it could.
89

90 Commissioner Gilbert said the Zoning Code referred to the PUD Zone, which was no longer allowed. Mr.
91 Kimpton said references for PUD Zones were left in the ordinance because there were PUD Zones in the
92 city. The Table of Uses found in 24.44.030(18d) indicated that PUDs were not allowed in any zones.
93

94 Commissioner Bingham asked why there wasn't a maximum coverage percentage for the MU-40 and A-5
95 Zones. Mr. Kimpton wasn't sure. A maximum coverage could be added. It made sense to have maximum
96 coverage in both.



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97 Commissioner Ormond stated that there was a conflict between the setbacks in the Old Town Willard Zone
98 (24.44.010(D-5) and the ADU regulations. The Old Town Willard Zone had a rear yard setback of 30 feet,
99 but the ADU regulations in 24.96 did not have a specified rear yard setback. He wasn't sure if the setback
100 requirements of the applicable zone would apply. Jeremy Kimpton felt a detached ADU would have to
101 comply with the setback requirements of the applicable zone, but clarifying language could be added to the
102 code.

103
104 Lindsey Hansen, 188 South 250 West, asked if the setback and height regulations would apply to all
105 development in Willard. Jeremy Kimpton said the regulations would apply to the entire community.

106
107 Chairman Bodily asked if the proposed amendment should be forwarded to the City Council.

108
109 Amy Hugie stated that only the advertised amendment could be forwarded to the City Council. A public
110 hearing would have to be held to allow public comments regarding additional changes

111
112 After discussion, the Planning Commission agreed to hold another public hearing to address the
113 amendments that had been discussed – the maximum coverage of all zones should be 20%; and language
114 in the Old Town Willard Zone clarifying that ADU's would have to comply with its setback requirements.

115
116 **Commissioner Bingham moved to table consideration and recommendation of proposed**
117 **amendments to Section 24.44.050 until after another public hearing was held. Commissioner**
118 **Ormond seconded the motion. All voted "aye." The motion passed unanimously.**

119
120 **Commissioner Bingham moved to set a public hearing to consider further amendments to the**
121 **height, setback, and coverage regulations in the Zoning Code for December 4, 2025. Commissioner**
122 **Ormond seconded the motion. All voted "aye." The motion passed unanimously.**

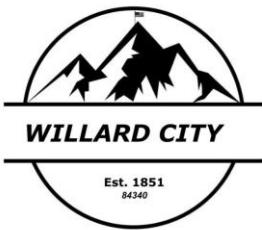
123
124 5C. MAYOR MOTE'S DISCUSSION REGARDING OPEN SPACE

125
126 Time Stamp: 20:23 – 11/20/2025

127
128 Mayor Travis Mote stated that he mostly wanted to talk about conservation easements. The proposed
129 development that the Planning Commission talked about during its last meeting had open space consisting
130 of a three-acre orchard. He was surprised about the Planning Commission's comments regarding the
131 proposed open space. He felt that maybe Willard didn't know what open space it wanted. He wanted the
132 Planning Commission and City Council to understand how an agricultural easement could be a tool for the
133 community.

134
135 Mayor Mote stated that when agricultural land was placed in a conservation easement, its development
136 rights were removed. Agricultural land would remain private property and would function like any other farm.
137 During the last Planning Commission meeting there were questions about who would protect and maintain
138 the open space and if the city would have any obligations. Mayor Mote said the city would not have an
139 obligation because the open space would still be private property. The city could handle lack of maintenance
140 through its Nuisance Ordinance just like it would with any other private property.

141
142 Mayor Mote stated that Willard would have some discretion on how the open space easement, or deed
143 restriction, was worded. During negotiations with the developer, the city could stipulate that water rights
144 remain with the land, give the open space animal rights, restrict animal rights, and address things like
145 fencing. Conditions could be included in the deed restriction.



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146 Mayor Mote stated that one of the goals of the MPC Zone was to protect the rural nature of the community.
147 Willard could not afford to have a lot of small parks. He felt that to preserve open space, it would have to
148 be in private hands. An agricultural easement was a way to maintain open space, the agricultural legacy of
149 Willard, and still meet the goals of the General Plan. The land would be transferable. The developer could
150 sell it to a small farmer. Willard could hold the conservation easement to protect it in perpetuity, but he
151 preferred the easement be held by a third party, such as Utah Open Lands. Development was a property
152 right that could be rejoined to the property someday. Development rights were like mineral or grazing rights
153 that could be retained when property was sold. Removing development rights from property was becoming
154 more common as communities searched for ways to maintain open space without creating a burden on the
155 community.
156

157 Mayor Mote wasn't concerned about an agricultural easement becoming a maintenance burden because it
158 would be like any other private property. If it became a fire hazard or public nuisance, Willard had
159 ordinances to address the problem.
160

161 Commissioner Gilbert felt it would be good for the Planning Commission to understand what the city's
162 capabilities were regarding parks. A lot of developers wanted to give Willard parks, but it seemed the city
163 didn't want more parks or couldn't afford more parks. Mayor Mote said it was more of the latter. A lot was
164 required for the city to manage a park. Willard had to balance the need for parks and agricultural open
165 space. Heritage Homes had decided to pay Willard a fee-in-lieu-of to satisfy the open space requirement
166 for The Orchards Subdivision. He would like to see those funds used to develop the baseball park.
167

168 There was a discussion regarding the proposed open space and parks in the Deer Run and Old Farm
169 Subdivisions.
170

171 5D. CONSIDERATION OF AN OVERALL PRELIMINARY PLAT FOR THE ORCHARDS AT WILLARD
172 SUBDIVISION LOCATED AT APPROXIMATELY 300 SOUTH 320 WEST (PARCEL NOS. 02-051-
173 0004, 02-051-0062, 02-051-0085, 02-051-0264, 02-054-0005, 02-054-0007, 02-054-0009, 02-054-
174 0011, 02-54-0012, AND 02-054-0013)
175

176 Time Stamp: 41:06 – 11/20/2025
177

178 Jeremy Kimpton stated that Garth Day from Heritage Homes had asked that this item be tabled until the
179 next meeting due to a conflict.
180

181 Brian Gilbert stated that he would abstain from this development going forward due to a conflict of interest
182 with the developer.
183

184 Commissioner Ormond asked what was agreed upon in the work sessions with Heritage Homes regarding
185 The Orchards. Mayor Mote stated nothing was agreed upon. The Planning Commission and City Council
186 gave the developer guidance. When the City Council reviewed the plan for The Orchards forwarded by the
187 Planning Commission, it became even more restrictive. The development now had even fewer lots.
188



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189 5E. CONSIDERATION AND APPROVAL OF A LOT LINE ADJUSTMENT FOR BOB AND CHELSEA
190 DAVIS LOCATED AT APPROXIMATELY 7700 SOUTH 1100 WEST (PARCEL NOS. 01-041-0051
191 AND 01-041-0054)

192
193 Time Stamp: 44:29 – 11/20/2025
194

195 Jeremy Kimpton stated that Bob and Chelsea Davis had proposed a lot line adjustment between Parcel
196 Nos. 01-041-0051 and 01-041-0054 located at approximately 7700 South 1100 West. On Friday, the staff
197 learned that the lot line adjustment had already been recorded.

198 Amy Hugie asked if both lots complied with the zoning requirements. Mr. Kimpton said they did. Ms. Hugie
199 said it was a non-issue. The state felt lot line and boundary adjustments were an administrative matter and
200 didn't require approval by the Planning Commission.

201
202 Justin Dickson asked about the difference between what the Davis's had done and what they wanted to do.
203 Mr. Kimpton said Davis's moved a lot line. The Dickson's wanted to split their property. Bob and Chelsea
204 Davis started with two lots and ended with two lots. The Dickson's wanted to divide one lot into two lots.
205

206 In response to a question from Justin Dickson, Jeremy Kimpton said that the county recorder was not
207 obligated to verify that what was recorded complied with zoning requirements. The county recorder didn't
208 have the authority to enforce city or county zoning requirements. The job of the county recorder was to
209 document and record. Every city in the state had asked that a county recorder require approval
210 documentation from a city. The only real recourse was legal action on the city's part.

211
212 Amy Hugie felt the direct consequence of recording without city approval could be denial of a building
213 request.

214
215 Commissioner Bingham stated that at some point, someone would want to split off the area where the ADU
216 would be located. Mr. Kimpton said the staff and previous city attorney had expressed the same concern
217 to Bob and Chelsea Davis.

218
219 5F. DISCUSSION REGARDING AMENDING 24.80 OF THE WILLARD CITY ZONING CODE TO
220 ADOPT REQUIREMENTS FOR MINOR/SMALL SUBDIVISIONS (CONTINUED FROM
221 SEPTEMBER 18, OCTOBER 2, AND NOVEMBER 6, 2025)

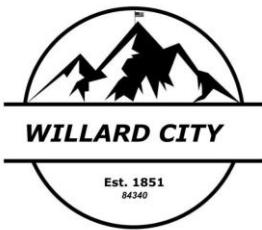
222
223 Time Stamp: 49:28 – 11/20/2025
224

225 Jeremy Kimpton stated that Madison Brown was looking for feedback regarding the draft she had prepared.
226 The proposed draft had not been reviewed by the City Engineer or the City Attorney.

227
228 Commission Gilbert liked the proposed draft; so, did Commissioner Bingham.

229
230 Commissioner Bingham liked restricting a minor subdivision to three lots and no new streets. He also liked
231 the time restraint between minor subdivisions on the same parcel. He felt it should be extended from five
232 years to ten. He also liked the requirement for engineering review. He felt the applicant should have to
233 cover the cost of the engineering review.

234
235
236
237



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238 5G. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO GARRICK CALL AND DOROTHY CALL
239 ON MAY 15, 2023, FOR AN ACCESSORY DWELLING UNIT LOCATED AT 1348 NORTH MAN
240 (02-039-0055)

241
242 Time Stamp: 56:29 – 11/20/2025
243

244 Jeremy Kimpton stated that Madison Brown had contacted Garrick Call. Mr. Call was okay with the current
245 conditions and wanted to continue utilizing the conditional use permit.

246 Chairman Bodily asked if the ADU was still occupied by itinerant workers. Mr. Kimpton said it was. Chairman
247 Bodily asked if the ADU had to be torn down when it was no longer occupied. Mr. Kimpton said that was
248 not part of the approved conditions.

249
250 The Planning Commission didn't have any other questions or issues.

251
252 6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR
253 NOVEMBER 6, 2025

254
255 **Commissioner Gilbert moved to approve the regular minutes for November 6, 2025, as corrected.
Commissioner Ormond seconded the motion. All voted “aye.” The motion passed unanimously.**

256
257 7. ITEMS FOR THE DECEMBER 4, 2025, PLANNING COMMISSION AGENDA

258
259 Time Stamp: 1:00:18 – 11/20/2025

260
261 The Planning Commission discussed agenda items for the November 20th meeting – public hearing and
262 discussion regarding height, coverage, and setback clarifications; preliminary review for The Orchards at
263 Willard/ Heritage Homes; a conditional use permit review; the minor subdivision discussion; and maybe the
264 Canyon Bay MPC.

265
266 Commissioner Gilbert felt the force majeure language in Canyon Bay's development agreement was a little
267 loose, nor did he see language regarding bonding. Ms. Hugie said she would look at it.

268
269 8. COMMISSIONER/STAFF COMMENTS

270
271 Time Stamp: 1:02:29 – 11/20/2025

272
273 Michelle Drago

274
275 Michelle Drago, Deputy Recorder, stated that she had received a call from Box Elder County regarding the
276 communication tower the Planning Commission reviewed in August. Since August, the property had
277 changed hands. Box Elder County inspected the property on November 1, 2025, and noted that the tower
278 had been removed. If the tower was not replaced by November 1, 2026, the conditional use permit will
279 become null and void.

280
281 Amy Hugie

282
283 Did not have any comments.



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287 Jeremy Kimpton
288
289 Did not have any comments.
290
291 Commissioner Bingham
292
293 Did not have any comments.
294
295 Commissioner Ormond
296
297 Did not have any comments.
298
299 Commissioner Gilbert
300
301 Did not have any comments.
302
303 Chairman Bodily
304
305 Did not have any comments.
306
307 10. ADJOURN
308
309 **Commissioner Bingham moved to adjourn at 7:36 p.m. Commissioner Gilbert seconded the motion.**
310 **All voted in favor. The motion passed unanimously.**
311
312
313 Minutes were read individually and approved on: _____
314
315
316
317
318
319 Planning Commission, Chairman
320 Sid Bodily
321
322 dc:PC 11-20-2025

Planning Commission Secretary
Michelle Drago