

Rockville Planning Commission
Regular Meeting
November 11, 2025
6:00 pm

1. **CALL TO ORDER – ROLL CALL**. Vice Chair Brennan called the Rockville Planning Commission Regular meeting to order at 6:00 pm. Planning Commission members in attendance were Andy Efstratis, Linda Brinkley, Vice Chair Jane Brennan, who will be chairing the meeting in Chair Rybkiewicz absence, along with alternate member Angie Frabasilio who will be an active member for tonight's meeting. Town Clerk Shelley D. Cox was recording the meeting. Layney DeLange, Tim Arnold and Chair Rybkiewicz were excused.
2. **PLEDGE OF ALLEGIANCE**: Vice Chair Brennan led the audience in the Pledge of Allegiance.
3. **DECLARATION OF CONFLICT OF INTEREST WITH AN AGENDA ITEM. DECLARATION OF CONFLICT OF INTEREST WITH AN AGENDA ITEM: NO CONFLICTS WERE DECLARED.**

PUBLIC COMMENT: No public comments were made.

4. **CONSIDERATION AND ACTION ON A BUILDING PERMIT FOR JACOB ANDERSEN FOR SOUTH MESA RETURNED FROM TOWN COUNCIL**-(as requested from Jacob Anderson this is continued to December) Vice Chair Brennan explained this application will be tabled to the December 9, 2025 meeting agenda as requested by Jacob Andersen the applicant.
5. **CONSIDERATION AND ACTION ON A TEMPORARY SIGN (BANNER) PERMIT-800 EAST MAIN (CANYON PAWS) for Z ARTS-VICKI BELL**: Vice Chair Brennan asked Vicki Bell to explain this application. Vicki Bell said it is the same thing as we did last year, a temporary banner advertising the Arts Fair on Friday of Thanksgiving weekend. She said they actually have a new banner. This banner would put it up in front of Canyon Paws at 800 East Main. She did provide a letter of approval from the property manager to do so. She said the banner would be up for only about six days at the most. It would be going up on the Monday before Thanksgiving, November 24, and being removed the Saturday after Thanksgiving, November 29. Vice Chair Brennan asked how long the event is this year. Vicki Bell said only one day Friday, November 28th. Andy Efstratis said he remembered we talked a lot about the size of the sign last year and asked if this will be the same exact layout. Vicki Bell said that is her understanding although it is a new banner it should still be the same size. She asked if the fee for this permit could be waived. Vice Chair Brennan said there's a lot of different kinds of nonprofits in fact in this case we are dealing with a nonprofit that oddly is very profitable. So I don't think we can waive the fees across the board for all nonprofits.

Vice Chair Brennan **MOVED** Whereas the application for a temporary sign placed by Z Arts at 800 East Main Street is complete and the property manager, Anne Lurie Howell of Canyon Paws, approves of this temporary use and this temporary sign will be placed on approximately 11-24 prior to Thanksgiving weekend and removed after the event on 11-29 for the Z-Arts Holiday Craft Fair. Linda Brinkley **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis – Aye
Linda Brinkley- Aye
Vice Chair Brennan -Aye
Angie Frabasilio -Aye

MOTION PASSED

6. **CONSIDERATION AND ACTION ON A GRADING/EXCAVATION PERMIT-101 STONE CAIRN**

LANE SEPTIC TANK- STEPHANIE TRIMMER: Vice Chair Brennan asked Stephanie Trimmer to explain her application. Stephanie Trimmer said she is here to retroactively request an excavation and grading permit for a septic system that my husband and I installed that was permitted via the Southwest Utah Health Department, but not with a permit through Rockville due to misunderstanding as to what permits were required. She had a map showing where the septic tank had been installed. Vice Chair Brennan asked if the dirt that was removed was all put back in the way it had been. Stephanie Trimmer said yes it was all covered as it had previously been. Vice Chair Brennan asked if the grade or drainage had changed? Stephanie Trimmer said no. Vice Chair Brennan said they had received a septic tank approval from the Southwest Health Department, which a copy was included in the packet. She asked when the tank was installed or approved by the Southwest Health Department, was this approved prior to the Town moratorium or after. Clerk Cox said the moratorium went out of effect in March, then the tank permit was approved by the Health Department and was installed before the ordinance was adopted. Stephanie Trimmer said she and her husband installed the tank over a matter of a couple of months, She said she would guess mid-March through mid-May. Angie Frabasilio read from the permit issued it was inspected on May 14th, meaning the Health Department came to the property to verify the installation and that it was completed. Andy Efstratis said he was a little confused why you're putting in a septic tank when you can't build anything out there other than the house that's already existing. Stephanie Trimmer said the intent will be to build another house someday up there. She said they have two lots that hopefully one day can be built on the second lot. Angie Frabasilio said but you understand that installing the septic tank doesn't necessarily mean that you have a building permit. Stephanie Trimmer said that she understood that. Andy Efstratis said there is nothing stopping you from putting in a septic tank. But the big stop, just so you know what we're up against up there, because there's actually more than 40 lots up there wanting to build but we have a problem with the road. The grade to the road leading to the entire area is more than 10%, which would require it to be paved and more than 15% is unserviceable by the Fire Department, meaning no building up there at this time. He said we also have a water issue going on amongst other issues so it could be a long time before anything happens up there. Stephanie Trimmer said she understood, but this was a start. She also thanked Andy Efstratis for bringing those points to her attention. Linda Brinkley stated she just wanted Stephanie Trimmer to realize the same thing that was just said that this isn't an opening for a building. She also reminded Stephanie Trimmer there is a penalty for the after the fact permit in addition to the normal excavation/grading permit fee.

Vice Chair Brennan **MOVED** Whereas the application for a grading/excavation permit submitted by Stephanie Trimmer for work previously done at 101 Stone Cairn Lane, the parcel number is R-1305-A-5-1-B is complete. Though not preferred, it is understandable that an excavation can become large enough to require a permit where it is initially thought a permit would not be required. The purpose of this excavation was to install a septic system, which was approved by the Southwest Utah Public Health Department, and because this excavation was to install the septic system, the grade and drainage of the original surroundings has been restored to pre-excavation levels, not changing the area. This excavation complies with the Rockville Land Use Code Chapter 5 and does not conflict with the Rockville General Plan. I move we approve this application. Angie Frabasilio **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis – Aye
Linda Brinkley- Aye

Vice Chair Brennan -Aye
Angie Frabasilio -Aye

MOTION PASSED

7. CONSIDERATION AND ACTION ON A BUILDING PERMIT AT 196 WEST GRAFTON ROAD-

CASEY JENNINGS-LEIF BJARNSON-CONTRACTOR: Vice Chair Brennan asked Leif Bjarnson to explain this application. Leif Bjarnson is the contractor for the homeowner Casey Jennings, and the property is titled in the name of J5 Ranch LLC. Leif Bjarnson said the property owner would like to build a small home with an attached garage at 196 West Grafton Road at this time with plans at a later date to build a larger home nearby on the same property. Vice Chair Brennan said there are a few things missing from the plans. She said the math on the square footage is incorrect as the plans say 1453 and the actual footage is 1488. She said the building is 24' x 62'. The footage needs to be corrected on the plans. Noting she is not taking into consideration the porch or the patio as these are not counted. She said the reason I bring this up is because it's going to be very important to you when they expand as the proposed expansion goes you realize that this little house and the attached garage along with the larger house combined those structures cannot be over 4,000 square feet. Leif Bjarnson said he did allow a little bit of leeway for those types of mistakes. Angie Frabasilio said the future addition states square footage of 3,961 which will not be allowed. Vice Chair Brennan said there is not a height indicated anyway on the plans. Leif Bjarnson reviewed the plans to find the noted height. He said he designed the plan on the larger home is 24'9" to accommodate the small mistakes like that. Vice Chair Brennan said the height of this building needs to be stated on the plans for review as that's part of what is being considered at this time. Leif Bjarnson said the height of this building is 14'6 approximately. Vice Chair Brennan said there are three (3) things we need that bother the neighbors a lot. She said we need the height, we need the square footage, and we need the setbacks those are important.

Andy Efstratis said in reviewing the plan earlier this week regarding the floodplain. The floodplain is really high in this location and cuts into your initial design by four feet. He said there is new floodplain map that's under review, but it hasn't been adopted, and no time frame is indicated. Leif Bjarnson said they require that you be two foot above a 100-year floodplain. After explaining the permit to the Planning Commission he agreed the permit has not been approved. Clerk Cox has sent him the required documentation that will need to be submitted to the State, as there is no grading plan. Leif Bjarnson said the engineer indicated it must be two foot above that 3718' elevation noted on the current plan. He said he is trying not to have a grading plan formally done. Vice Chair Brennan said that since grading needs to be done especially in a flood zone. The plan needs a pre-excavated elevation and a post-excavated elevation. Leif Bjarnson said on the site plan it shows the building height benchmark. Vice Chair Brennan said if you put in two more feet of fill and then put a construction benchmark and go 25 feet up, that's okay. What we need is what the field looks like now, with the elevation noted, and then what it's going to look like when you're done with your excavation. The construction benchmark can be placed after your excavation. Leif Bjarnson said he indicated approximates, but you want something else. Vice Chair Brennan said a drawing that can referenced 20 years from now is what is needed.

Vice Chair Brennan asked where the culinary water is coming from. Leif Bjarnson said the certificate was included in the application. Vice Chair Brennan said the certificate in the packet is for irrigation water, not drinkable water. Leif Bjarnson said there is a water share for inside usage. He did not have that here, but there is a meter already set there. Vice Chair Brennan said that proof is needed or the permits for a well and testing would be required. Vice Chair Brennan asked about a sewer

connection. Leif Bjarnson said a septic tank will be required. Vice Chair Brennans said approval from the Southwest Health Department will be needed also. Leif Bjarnson said he understood this application needed approval before applying for a septic tank permit. Vice Chair Brennan said a letter from the Town will be needed regarding the septic tank density in that location, but he will need to apply to the Health Department before approval is given. Angie Frabasilio asked how the septic permit process was done. Clerk Cox stated at the present time an application is obtained from the Health Department and a letter is then requested from the Town before approval of the septic tank permit is given by the Health Department.

Vice Chair Brennan asked about outside lighting as the Town is trying to protect the night sky. Leif Bjarnson said he understands that. Vice Chair Brennan stated should the garage have livable space the applicants need to understand that secondary space is allow to be rented to someone else with a permit from the town, but not for a short-term rental. Leif Bjarnson said he would let the Jennings know in other words, no Airbnb's, no vacation rental type stuff we're talking about, which is all short-term. Vice Chair Brennan said no rental can be rented for less than 30 days.

Leif Bjarnson said he is unclear what is needed for the floodplain after the engineer had submitted the drawings with the floodplain permit application. Clerk Cox had sent the application to the State and there is more information needed before approval can be given. Clerk Cox stated she had emailed Mr. Bjarnson the information that is needed from the State Office to approve his floodplain permit. Mr. Bjarnson then read his email which said after speaking with the floodplain office, and since there is no grading plan submitted, you will need to submit your site plan showing the four corners of the buildings with their exact elevations stated on the plans. This is not the elevations provided by Bush and Gudgeall. This is the actual elevation the home will sit on at the property.

Andy Efstratis asked what will be done with the other portion of the property. Leif Bjarnson said he is unsure as the Jennings are not into farming too much, even though they love farmland. He suspects it will remain as it is. He said they do have a portion of the property by the river that also extends over the river with 3 acres on the north side they would like to develop tent sites or RV sites, but he has no idea what could be done there since it is in the floodplain. He said Jennings purchased 6.18 acres and really as far as a residence or any kind of structure he's really limited to what he can do with it. Vice Chair Brennan said tents or RV sites are not allowed.

Vice Chair Brennan said there are four major things missing, the floodplain permit, the post-excavation grading, the pipeline company information, and the septic tank approval. She said the Commission has a couple of ways to proceed with this application. 1. Option is we are not going to approve this application at this time and to resubmit and come back for another meeting. 2. We could approve it pending the Town's receipt and Planning Commission approval, with someone coming into the Office and reviewing these 4 things. 3. It could be continued until next month's meeting. Linda Brinkley questioned if that would hang them up on the project timewise? Leif Bjarnson said he is not in a big hurry but needs approval soon. Or 4. It could be denied until a complete application is submitted with the necessary requirements.

After some discussion Vice Chair Brennan **MOVED** Whereas the application for a building permit submitted by Casey Thomas Jennings for a residence on the property at 196 West Grafton Road is not complete and is missing floodplain approval, post-excavation drawings on the elevation or on the site plan, and the Pipeline Company information regarding culinary water and septic approval from the Southwest Department of Public Health. Other than that, the residents comply with the Rockville Land Use Code and does not conflict with the general plan. I move we postpone this application and continue it to the December meeting, where hopefully we will have this information and not need to

make another continuation. Linda Brinkley **SECONDED** the motion. Vice Chair Brennan reminded the Commissioners to keep this application paperwork for next month's meeting.

VOTE on Motion:

Andy Efstratis – Aye
Linda Brinkley- Aye
Vice Chair Brennan -Aye
Angie Frabasilio -Aye

MOTION PASSED

8. APPROVAL OF THE MINUTES FOR OCTOBER 14, 2025, REGULAR MEETING & WORK

MEETING: Vice Chair Brennan asked if there were any corrections in the minutes from the regular meeting or the work meeting of October 14, 2025. Clerk Cox reminded the Commission that the Work meeting scheduled for last month was canceled at the close of the regular meeting.

Linda Brinkley **MOVED** to approve the minutes of the October 14, 2025 Regular Meeting. Vice Chair Brennan **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis – Aye
Linda Brinkley- Aye
Vice Chair Brennan -Aye
Angie Frabasilio -Aye

MOTION PASSED

Information/Discussion/Non-Action Items

1. **Planning Commission Chair Report**-Ken Rybklewicz: Vice Chair Brennan reminded the Commission the next Planning Commission meeting will be on December 9, 2025.
2. **Town Office Report:** Clerk Cox reported she had received a GRAMA request from Nathan Trotter. He is requesting a copy of the minutes from the March 2024 Planning Commission meeting. In this meeting he was asking for a grading permit for South Mesa. He had already done the grading and received a cease-and-desist order. He came in to request proper permission. In that meeting there was no decision made nor motion made either. There was no date set for further information to be provided. It was just continued. Mr. Trotter needed to provide further information for consideration. He has not done that. Clerk Cox said in our Code it does not specify a time frame needed before denial is automatic. For the State of Utah a land use application is considered dead if it goes more than 180 days, as is a building permit before it is null and void. If a building permit is not started within that time frame it must begin again and pay the fees again. She said in discussing this with the Mayor she has asked the Planning Commission to decide how to go forward. Roger Carter with Five County Association of Governments recommended reviewing any application left undecided at the end of each year or specifically set a date for a decision. Vice Chair Brennan reminded the Commission this was a grading permit after the fact.

Clerk Cox will need to respond to Mr. Trotters GRAMA request tomorrow. She said the State would

consider it as an incomplete application as the information requested was never provided. Angie Frabasilio asked if a date could just be set to reconsider this application. Clerk Cox said in the minutes he was given three options, and they were explained to Mr. Trotter. 1. The application could just be denied as the needed information was to be included, and he would need to pay another application fee. 2. It could be tabled until the information was submitted. 3. Or it could be considered for approval but from the concerns listed it may fail. The applicant and the Commission agreed to table this issue. Since there is no deadline in our Code and he has not provided the requested information, how would the Commission like to handle this? Should it be put on the December meeting for a review and decision? The Commission discussed this issue. It was decided a letter would be sent along with the minutes stating that Mr. Trotter could be on the December agenda or the January agenda if he provides the needed information. However if he does not provide any additional information it will be placed on the January meeting agenda for review and decision. After January he would need to start over from the beginning. Clerk Cox asked if the Commission wanted the fee waived. Vice Chair Brennan felt the fee waiver would be acceptable in this situation.

3. Motion to Adjourn. Linda Brinkley **Moved** to adjourn the meeting at 7:10 p.m. Andy Efstratis **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis – Aye
Linda Brinkley- Aye
Vice Chair Brennan -Aye
Angie Frabasilio -Aye

MOTION PASSED


Vice Chair Brennan said a 10-minute break would be taken before the work meeting is started.

Minutes prepared by
Shelley D. Cox
Town Clerk

APPROVED


Planning Commission Chair/Vice Chair

The foregoing minutes were posted in the cabinet of the Rockville Town Office by Shelley D Cox at approximately 9:00 AM on 12-10-25, on the Rockville website and the Utah Public Notice website.


Shelley Cox
Town Clerk