

Hinckley Town Planning and Zoning Commission  
Town Council Chambers  
161 E 300 N, Hinckley, UT  
Wednesday, December 10, 2025  
Digital Recording  
Invocation: Joe Taylor

## **I. PLEDGE**

Commission Chairman Joe Taylor brought the Planning and Zoning Commission meeting to order at 7:02 pm and led those present in the Pledge of Allegiance.

## **II. ROLL CALL**

Commission Chairman Joe Taylor  
Commission Members: Joy Partridge, Clark Mortensen, Margene Stevens, Dixie Talbot, Tresa Taylor.

## **III. GUESTS**

Rob Manis, Cori Manis, Attorney Todd Anderson, Michael Jones, Micklane Farmer, Mike Hansen.

## **IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Commission Member Joy Partridge made a motion to approve the meeting minutes as presented for November 12, 2025. Commission Member Margene Stevens seconded the motion. 2025.

## **V. REPORT OF BOARDS – COMMITTEES**

## **VI. PUBLIC HEARING**

1. The purpose of the Public Hearing is to review Design Standards for Hinckley Town. Commission Chairman Joe Taylor opened the Public Hearing at 7:11 pm. Micklane Farmer from Jones & DeMille attended the meeting via Zoom. Mr. Farmer explained that they developed standard drawings and specifications to work with Hinckley Town. He then clarified that development and construction standards are what the Town adopts to allow developers and the Town itself to build within the Town. It was noted that the proposed document suggests Hinckley Town adopt APWA (American Public Works Association) standards with modifications tailored to the Town's specific needs. These drawings would cover elements like typical road sections and cul-de-sac designs. The APWA standards were adopted in February 2025. Attorney Todd Anderson raised concern regarding the requirement for curb and gutter and the associated drainage challenges. The majority of Hinckley Town lacks this infrastructure and a formal drainage plan. Mr. Farmer explained that the proposed standards are typically for new developments and the Town could adopt an ordinance requiring developments to retain storm water on-site using facilities like retaining ponds, which generally necessitates curb and gutter for cleaner drainage. It was discussed that mandatory curb and gutter would

not work for the town's existing infrastructure and local property splits, as new construction would be isolated. After much discussion it was decided that Micklane Farmer with Jones and DeMille would draft road standards without the curb and gutter. He will also make a draft of a typical section with asphalt and ditch in the shoulder. A profile of Main Street will be included to keep the existing sidewalks on Main Street. It was noted that Micklane will send the drafted standards and keep in contact with Mike Hansen regarding the next steps. It was suggested that a work session be held with the Planning Commission and Town Council to ensure both bodies are aligned before proceeding. The two main questions identified that still need answers are the drainage requirements in Town and the sidewalk discussion. Commission Member Clark Mortensen made a motion to close the Public Hearing at 8:07 pm. Commission Member Margene Stevens seconded the motion.

## **VII. NEW BUSINESS**

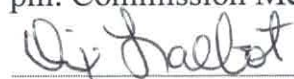
- 1. Rob and Cori Manis – Application to Appear.** Building permit for new 30x60 structure at 395 N. Main St. Rob and Cori Manis addressed the Commission with their plans to build a 30x60 metal building on their property at 395 N. Main St. A site plan was reviewed for proper setbacks on the property. The Commission confirmed that the setbacks were sufficient. The Commission questioned ground, snow and wind loads. These questions could not be answered. It was stated that Mike Sorenson with Sunrise Engineering is the authority for answering technical and engineering questions. The Commission is only concerned with placement, health and welfare. The permit process requires approved stamped copies of engineered plans before the building permit is issued. Sunrise Engineering will set the fees. Commission Member Joy Partridge made a motion to approve the site plan for a 30x60 building located at 395 N. Main St. Commission Member Margene Stevens seconded the motion.

## **VIII. OUTSTANDING BUSINESS**

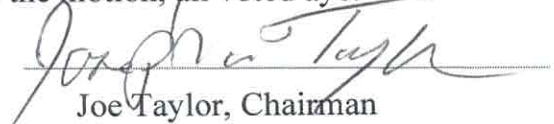
- 1. Municipal Code Update Initiative 2025 Draft Title 11 – Land Use.**  
The Commission determined they were through reviewing the Municipal Code Initiative 2025 Draft Title 11 – Land Use having addressed minor changes in previous meetings. Commission Member Joy Partridge made a motion to pass Municipal Code Update Initiative 2025 Draft Title 11 – Land Use to Hinckley Town Council. Commission Member Clark Mortensen seconded the motion.

## **IV. ADJOURNMENT**

Commission Member Margene Stevens made a motion to adjourn the meeting at 9:17 pm. Commission Member Joy Partridge seconded the motion, all voted aye.



Tresa Taylor, Hinckley Town Clerk  
Dixie Talbot, Planning and Zoning Secretary



Joe Taylor, Chairman