



WILLARD CITY
Planning Commission Meeting – Regular Meeting

Thursday, December 4, 2025 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at City Hall and on the State of Utah Public Meeting Notice
3 website.

5 The following members were in attendance:

Sid Bodily, Chairman
Diana Baker
Chandler Bingham
Chad Braegger
Alex Dubovik
Ken Ormond
Jeremy Kimpton, City Manager
Amy Hugie, City Attorney
Madison Brown, City Planner
Michelle Drago, Deputy City Recorder

Excused: Brian Gilbert

Others in attendance were Mayor Travis Mote; Ruth Ormond; Stephanie Dickson; Juston Dickson; Doug Younger; and Greg Day.

Chairman Bodily called the meeting to order at 6:30 p.m.

1. PRAYER: Alex Dubovik
2. PLEDGE OF ALLEGIANCE: Chad Braegger
3. GENERAL PUBLIC COMMENTS

No public comments were made.

4. CITY COUNCIL REPORT

Mayor Mote didn't have a report because the November 27, 2025, City Council meeting was canceled for Thanksgiving.

5A. CANCELED - PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSAL TO AMEND SECTION 24.44.050 OF THE WILLARD CITY ZONING CODE REGARDING SETBACK AND HEIGHT REGULATIONS

5B. DISCUSSION REGARDING A PROPOSAL TO AMEND SECTIONS 24.44.050, 24.96.060, 24.24.030, AND 24.44.010 OF THE WILLARD CITY ZONING CODE REGARDING SETBACK, HEIGHT, AND COVERAGE REGULATIONS (CONTINUED FROM NOVEMBER 20, 2025)

Time Stamp: 1:55 Part 1 - 12/04/2025

44 Madison Brown, City Planner, stated that amendments had been proposed to fix the height discrepancy
45 between ADU regulations and accessory buildings. The amendment necessitated updating different
46 sections of the code. Additional changes had been made based on issues brought up by the Planning
47 Commission at its last meeting. The public hearing had been canceled because not all the sections were
48 listed in the public notice. Another public hearing was needed that would list all the sections being amended.
49



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50 Jeremy Kimpton, City Manager, stated that the discussion had been left on the agenda to allow the Planning
51 Commission to voice any comments or concerns.

52 Chairman Bodily asked if the Planning Commission had any comments.

53 Commissioner Braegger asked about the difference between the height of an ADU versus an accessory
54 building. Madison Brown explained that an accessory building was limited to 20 feet in height. Detached
55 ADU's were allowed to be 25 feet in height or two stories. The ADU ordinance said the maximum lot
56 coverage was 25%, the Table found in 24.44.050 said 30%, and a third location said 20%. She proposed
57 that all three be amended to 25%.

58 Commissioner Braegger asked if accessory buildings and ADU's would both have a maximum height of 25
59 feet. Ms. Brown said they would not. Accessory buildings were limited to 20 feet. ADU's would remain at
60 25 feet or two stories.

61 Jeremy Kimpton said the ordinance tied the two heights together, but that did not match the table.

62 Commissioner Braegger felt it would be simpler for ADU's and accessory buildings to have the same
63 maximum height. He suggested 25 feet. Commissioner Dubovik agreed. Ms. Brown said the Planning
64 Commission could make that recommendation.

65 Commissioner Ormond asked if there was any correlation between the height of the main building and an
66 ADU. Ms. Brown said an ADU could not be taller than 25 feet or two-stories.

67 Commissioner Ormond asked about the distance from the back of a dwelling unit to the rear property line.
68 Ms. Brown said an ADU still had to meet the setback requirements, which were the same as an accessory
69 building. Commissioner Ormond said the Old Town Willard Zone said any dwelling could not be closer than
70 30 feet to a rear property line, but a shed could be 5 feet. Was an ADU a dwelling or an accessory building?

71 Madison Brown stated that the staff had been considering adding a column for Old Town Willard to the
72 table in 24.44.050 so its regulations could be easily found and compared to the other zones. The Planning
73 Commission felt that was a good idea. Mr. Kimpton wanted to avoid having redundancy in the code.

74 Ms. Brown said the side setbacks for accessory buildings in Old Town Willard were five feet. In other zones
75 it was three feet. In Old Town Willard the minimum side yard setback was 12 feet with a total of 27 feet for
76 the two side yards. In other zones the minimum side yard was 10 feet with a total of 25 feet between the
77 two.

78 Commissioner Braegger felt it would be difficult to build an ADU in the Old Town Willard Zone if it had to
79 be 30 feet from a rear property line. He felt this was a good time to clean up the discrepancies.

80 There was a discussion about the boundaries of the Old Town Willard Zone.

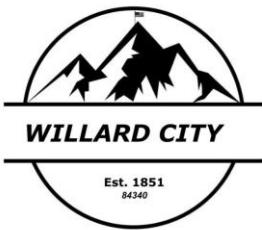
81 Madison Brown stated that 24.44.010-D2 said, "The Old Willard Township Infill District is hereby created
82 and shall be defined as that area comprised of and encompassed by 200 North, 200 South, 200 East, 200
83 West..."

84 Commissioner Ormond asked if the zone was on both sides of the roads. Ms. Brown said it was on the east
85 side of 200 West, the west side of 200 East, the south side of 200 North, and the north side of 200 South.



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99 Commissioner Bingham felt the Old Town Willard Zone was intended to be on both sides of 200 North, 200
100 South, 200 East, and 200 West. The Planning Commission agreed.
101
102 Mayor Mote stated that changing the boundaries of the Old Town Willard Zone might lead to zoning
103 changes.
104
105 Commissioner Bingham also felt the rear yard and side yard setbacks in Old Town Willard should be the
106 same as other zones. He suggested that all the discrepancies in the Old Town Willard Zone be corrected
107 at the same time.
108
109 Commissioner Braegger asked if the Planning Commission wanted to leave the maximum lot coverage in
110 Old Town Willard at 30% or change it to match the other zones. Ms. Brown said the maximum coverage in
111 other zones was 20%. She explained that ADU regulations limited a detached ADU to no more than 25%
112 of the remaining lot space. The Planning Commission felt the maximum coverage in all zones should be
113 changed to 25%.
114
115 Commissioner Ormond asked if the ADU regulations would be tied back to the primary zoning. Ms. Brown
116 said the ADU regulations would be amended to comply with the other zones, which is why the public hearing
117 had been canceled.
118
119 Madison Brown stated that the side yard regulations in Old Town Willard were confusing. In 24.44.010-D(5)(b2), the code said, "...Infill dwellings with a detached rear yard garage are required to have a minimum
120 twelve (12') foot side yard from the side property line... The opposite side yard setback is a minimum of
121 fifteen (15) feet. Rear yard detached garages shall be set back a minimum of five (5') feet from the side
122 property line. Side yard attached garages shall be setback no less than ten (10) feet from the side property
123 line..."
124
125 Jeremy Kimpton felt the word 'garage' should be replaced with 'accessory building' would help clear up
126 some of the confusion. An accessory building was something that wasn't tied to the main structure.
127
128 Ms. Brown felt the same correction was needed in 24.44.010-D(5)(a, b, c, and d). All four paragraphs talked
129 about garages instead of accessory buildings.
130
131 Madison Brown listed the changes recommended by the Planning Commission: 1. Extend the Old Town
132 Willard Zone to include both sides of 200 East, 200 West, 200 North, and 200 South; 2. In Old Town Willard
133 change the side yard setback for accessory buildings to 3 feet; 3. Change the maximum coverage in all
134 zones to 25%; and 4. Change the word 'garage' to 'accessory building' in 24.44.010-D(5)(a, b, c, and d).
135
136 Commissioner Ormond asked if Old Town Willard separated ADU's from dwellings.
137
138 Jeremy Kimpton felt the question was whether a detached ADU was an accessory building.
139
140 Commissioner Braegger felt an accessory building was a building that didn't need utilities. An accessory
141 building with living quarters would be considered an ADU.
142
143 Mayor Mote felt there were ADU size limits that had to be taken into consideration. Commissioner Braegger
144 felt the size limitations only applied to the living quarters.
145
146



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147 Jeremy Kimpton stated that the square footage numbers for an ADU included livable space. It did not
148 include any attached or adjacent storage or garage space.
149
150 Commissioner Braegger stated that the proposed amendments also needed to address the height limitation
151 of 25 feet.
152
153 Madison Brown asked if the height limitation was 25 feet with one story, or 25 feet with two stories.
154 Commissioner Braegger didn't feel an accessory building would be any different than an ADU.
155
156 Commissioner Ormond stated that an ADU was a lot different than a garage or accessory building. He was
157 concerned about having an ADU three feet from rear or side property lines.
158
159 Commissioner Bingham didn't feel there would be a difference between an accessory building and an ADU.
160
161 Jeremy Kimpton stated that the Fire Code required all structures to be a minimum of 10 feet apart unless
162 they had firewalls.
163
164 Mayor Mote stated that if the Fire Code required 10 feet between structures, it would be equitable for the
165 setback to be five feet for all properties. Otherwise, it would be first come, first served.
166
167 Commissioner Braegger suggested that the side and rear yard setback for accessory buildings be five feet
168 in all zones. The Planning Commission agreed.
169
170 Jeremy Kimpton said the rear yard setback in all zones was 10 feet. Did the Planning Commission want to
171 change it to five feet? The Planning Commission decided not to change the rear yard setback.
172
173 Madison Brown said the rear yard setback for MU-40 and A-50 was 60 feet. The Planning Commission did
174 not feel either should be changed.
175
176 5C. CONSIDERATION OF AN OVERALL PRELIMINARY PLAT FOR THE ORCHARDS AT WILLARD
177 SUBDIVISION LOCATED AT APPROXIMATELY 300 SOUTH 320 WEST (PARCEL NOS. 02-051-
178 0004, 02-051-0062, 02-051-0085, 02-051-0264, 02-054-0005, 02-054-0007, 02-054-0009, 02-054-
179 0011, 02-54-0012, AND 02-054-0013) (CONTINUED FROM NOVEMBER 20, 2025)
180
181 Time Stamp: 34:26 Part 1 – 12/04/2025
182
183 Madison Brown stated that Heritage Homes was seeking preliminary approval for all four of the remaining
184 phases of The Orchards Subdivision, which all zoned MPC. According to the development agreement,
185 Heritage Homes was required to bring a preliminary plat to the Planning Commission and a final plat to the
186 City Council.
187
188 Amy Hugie, City Attorney, stated that she had reviewed the development agreement for The Orchards. The
189 Planning Commission could recommend approval of Phases 3 through 6 at the same time, but the City
190 Council could only consider final approval one phase at a time.
191
192 Chairman Bodily asked if Heritage Homes had addressed the City Engineer's concerns. Jeremy Kimpton
193 did not think an agreement had been reached between adjoining property owners regarding storm water
194 detention. The City Engineer felt the location of the proposed detention pond was the ideal, but there was
195 not a way to get around a road having to go through it.



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196 Commissioner Bingham stated that the Planning Commission had talked to the developer of the Harding
197 property about working with Heritage Homes to design the detention area. He was concerned about
198 recommending approval of Phase 4 until the design details were finalized. Mayor Mote stated that he had
199 spoken with both property owners about the need to collaborate on a storm water design. Both had said
200 they were willing to do that, but he had not seen a final recommendation from the City Engineer.
201

202 Commissioner Braegger felt Willard had made an agreement with Heritage Homes to consider each phase
203 separately to allow details like the storm water detention to be worked out. He felt Willard should stick to
204 the terms of the agreement. Phase 4 was a concern because the storm water area for two adjoining
205 developments butted up to each other, and the developer of the Harding property still wasn't sure what he
206 was doing.
207

208 Amy Hugie stated that the Planning Commission could recommend approval of Phases 3, 5, and 6. She
209 was still reviewing the Canyon Bay development agreement.
210

211 Commissioner Braegger asked what happened to the trails and parks that were proposed in The Orchards
212 Subdivision. Jeremy Kimpton stated that the trails and parks were negotiated out to get the density down.
213 Mayor Mote stated that when Heritage Homes met with the City Council, some members didn't want to see
214 any lots less than one-third of an acre. To do that, Heritage Homes agreed to pay a fee-in-lieu-of. He felt
215 very strongly that the money received from Heritage Homes needed to be set aside and used to develop
216 or improve open space Willard already owned, such as the baseball park. The funds could not just go into
217 the General Fund.
218

219 Jeremy Kimpton asked if Heritage Homes would also construct improvements on 200 West. Mayor Mote
220 felt Canyon Bay would make those improvements.
221

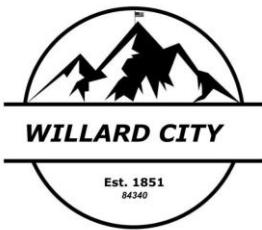
222 Commissioner Braegger understood that Phase 4 was located where it was because of the needed sewer
223 extension. He was concerned about the way Phase 4 butted up to the proposed Canyon Bay Subdivision.
224 He did not feel comfortable recommending its approval at this time. He felt Willard should have some say
225 in how the two developments designed the storm water area.
226

227 Commissioner Bingham did not have a problem with Phases 3, 5, or 6, but he was concerned about Phase
228 4 too.
229

230 Greg Day, Heritage Homes, stated that the development process followed the path of development
231 agreement, preliminary plat, and final plat. At each stage, there would be additional information. Preliminary
232 approval provided the developer with the ability to move to the next step. The final engineering details would
233 come at the appropriate level. There would be additional review and documentation provided to Willard by
234 the City Engineer and Heritage's engineers. Heritage wanted to get started on Phase 3. They would love
235 to get the whole thing approved even though they would not be able to build it all. If they were reliant upon
236 a third party, it could take some time. They needed a starting point.
237

238 Commissioner Braegger felt Heritage Homes was already waiting on a neighboring development for sewer.
239 Without sewer, Heritage Homes was stuck, or it had to put in the sewer line. Mr. Day agreed they could not
240 move forward with Phase 4 until some issues were resolved.
241

242 Commissioner Braegger did not feel the Planning Commission could recommend approval of Phase 4 with
243 so many unknowns.
244



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245 Greg Day stated that they were trying to masterplan the whole area. They needed a target to aim at.
246 Commissioner Braegger said that roads in Phase 4 needed to match up with what Canyon Bay was
247 proposing. Heritage Homes had not met with Canyon Bay to work something out. Mr. Day felt those details
248 could be worked out between preliminary approval by the Planning Commission and the final approval by
249 the City Council. By that time, they would have a solution. If they didn't match the preliminary plat, they
250 would have to come back to the Planning Commission to amend it.
251
252 Commissioner Braegger felt the responsibility to make sure everything was worked out fell on the Planning
253 Commission, not the City Council. The Planning Commission would not be doing its job, if it allowed this
254 development to move forward without a resolution.
255
256 Amy Hugie asked about allowing Heritage Homes to move forward with Phases 3, 5, and 6.
257
258 Commissioner Braegger stated that Phases 5 and 6 would not have sewer until the sewer was built in
259 Phase 4.
260
261 Greg Day stated that they would not start building roads until everything was resolved. They wanted to
262 move forward with final engineering for Phase 3. When that was done, they would begin working to resolve
263 roads in Phase 4 and finalize the sewer and storm drain designs.
264
265 Amy Hugie felt that Canyon Bay would have to line up with The Orchards because its MPC Zone had
266 already been approved.
267
268 Commissioner Bingham stated that there was an awkward triangle of land located between The Orchards
269 and Canyon Bay. He hoped Heritage Homes and Canyon Bay could work out a mutual plan to address
270 drainage that would utilize that triangle. Utilizing the triangle would be beneficial for both developments and
271 Willard. Mr. Day agreed
272
273 Greg Day stated that Heritage Homes did plan to resolve the drainage issue. They weren't trying to escape
274 it. If the Planning Commission didn't feel comfortable with overall preliminary approval for the remaining
275 phases, could they move forward with Phase 3?
276
277 Commissioner Bingham was willing to recommend approval of Phase 3 to the City Council.
278
279 Commissioner Ormond asked if The Orchards was exempt from meeting the height and setback
280 requirements in the Zoning Code. Jeremy Kimpton stated that Heritage Homes would have to comply with
281 the height and setback requirements found in the Zoning Code unless something different had been
282 negotiated in the development agreement.
283
284 Commissioner Ormond felt the lot sizes in Phase 3 would have to be changed to comply with the size
285 requirements of the Zoning Code. Mr. Kimpton said the lot sizes were negotiated in the development
286 agreement. The MPC Zone gave Willard latitude to negotiate lot sizes and widths. Ms. Brown did not see
287 any setback exceptions in the development agreement.
288
289 Commissioner Ormond thought lots had to be 100 feet wide. Mayor Mote said Willard had approved the
290 subdivision layout, realizing that not all the lots would be 100 feet wide. He thought the narrowest lot was
291 87 feet wide. The agreement itself did not specify lot widths. It referred to the attached plan.
292



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293 Commissioner Ormond felt the lots were too small. Amy Hugie reminded the Planning Commission that the
294 MPC Zone and lot sizes had already been approved.

295
296 Commissioner Ormond asked if the MPC took precedence over the zoning. Commission Bingham stated
297 that the MPC was its own zone according to the development agreement. Mayor Mote said MPC
298 development agreements allowed some flexibility in lot sizes and widths as long as the lot density did not
299 increase.

300
301 Commissioner Braegger said there were some narrower lots, but there were also lots that were 119 and
302 130 feet wide. The lots varied in width, which is what the city was looking for.

303
304 Commissioner Ormond said the density for Phase 3 was 2.14.

305
306 **Commissioner Bingham moved to recommend preliminary approval of The Orchards Phase 3 to the**
307 **City Council. Commissioner Braegger seconded the motion. A roll call vote was taken.**
308 **Commissioners Bingham, Dubovik, Baker, and Braegger voted “aye.” Commissioner Ormond voted**
309 **“nay.” The motion passed.**

310
311 5D. DISCUSSION REGARDING AMENDING 24.80 OF THE WILLARD CITY ZONING CODE TO
312 ADOPT REQUIREMENTS FOR MINOR/SMALL SUBDIVISIONS (CONTINUED FROM
313 SEPTEMBER 18, OCTOBER 2, AND NOVEMBER 6, 2025)

314
315 Time Stamp: 58:21 Part 1– 12/04/2025

316
317 Madison Brown stated that she had discussed a code amendment for minor subdivisions with Amy Hugie
318 who suggested adding regulations for minor subdivisions into the existing code rather than having a
319 separate section.

320
321 Amy Hugie asked about the Planning Commission’s goal. Was the goal to deal with the cost of curb, gutter,
322 and sidewalk for lot splits?

323
324 Commissioner Dubovik felt the intent of minor subdivision regulations was to allow flexibility for property
325 owners to divide property without having to construct infrastructure until development occurred. When
326 development began, the Planning Commission wanted to have hooks that would require infrastructure.

327
328 Amy Hugie suggested adding an exception to the Subdivision Code that rather than adopting a minor
329 subdivision ordinance, The exception could state that if a subdivision was three lots or less and located on
330 an existing road, infrastructure costs for curb, gutter, and sidewalk could be deferred with a restriction on
331 the recorded plat. The restriction would state that infrastructure had to be paid for by the property owner
332 when building occurred. Placing the restriction on the recorded plat would help the staff track it.

333
334 Mayor Mote asked how the exception would address installation of infrastructure for the original dwelling.
335 Amy Hugie said the restriction would be placed on all the lots.

336
337 Commissioner Braegger felt infrastructure might be more complicated than just curb, gutter, and sidewalk.
338 What about water and sewer? The city standards also said dry lines were required for secondary water.
339 Amy Hugie agreed all standards would have to be met. If a subdivision required installation of utilities, it
340 should go through the regular subdivision process. It would no longer be an exception.



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342 Mayor Mote felt the Planning Commission would determine whether an exception was applicable.
343

344 Amy Hugie stated that Madison Brown recommended the following criteria for a minor subdivision: **A.**
345 Contains no more than three lots total; **B.** The proposed parcel is not traversed by the mapped alignment
346 of a proposed or future street or trail identified in the Willard City General Plan or Transportation Master
347 Plan; **C.** The subdivision does not require dedication of land for public streets or other public facilities; **D.**
348 The subdivision has been reviewed and approved, where applicable, by the Public Works Director serving
349 as the culinary water and sanitary sewer authorities; **E.** The subdivision is located within a residential zoning
350 district; **F.** The subdivision complies with all applicable Willard City land use ordinances or has obtained an
351 approved variance for any conflicting requirements; **G.** No other subdivision or lot split has occurred from
352 the parent parcel within the past five years. If a prior split occurred within five years, both the previously
353 separated lots and the subject property shall be counted toward the three-lot maximum; **H.** The subdivision
354 does not require or propose the creation or dedication of open space for purposes of density bonuses or
355 reduced lot sizes, **I.** The subdivision complies with all other applicable Willard City Code requirements
356 including zoning, required improvements, bonding (if applicable), drainage management, utility easements,
357 and any protections related to sensitive lands, and **J.** Applicants shall install all required improvements in a
358 manner that matches and is consistent with the improvements in the surrounding area.
359

360 Ms. Hugie said the Planning Commission could include additional criteria if it wanted. Those requirements
361 would have to be met to defer infrastructure requirements. She felt dry secondary lines or a water trunk line
362 were not minor improvements. If those types of improvements were needed, a development would not
363 qualify as a minor subdivision. The Planning Commission was considering a simple way for a property
364 owner with an existing home to split his property. An existing home would already have water and sewer
365 services.
366

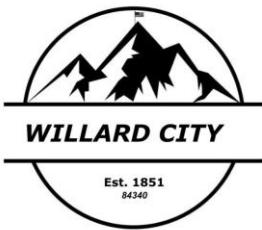
367 Commissioner Braegger did not feel a minor subdivision would be cut and dried every time. He wanted a
368 simple way to make it work without having to go through the entire subdivision process.
369

370 Mayor Mote felt the original premise was property owners who wanted to split property without building. If
371 a property owner wanted to build, he would have to go through the regular subdivision process.
372

373 Commissioner Dubovik clarified that a minor subdivision would only apply if property was being divided
374 without development. If a property division involved development, then the entire subdivision process would
375 be involved.
376

377 Amy Hugie said the state code allowed a land division called an ag split that applied to property owners
378 with more than 25 acres. An ag split did not have to go through the subdivision process if it was not creating
379 additional infrastructure. To her a subdivision was a subdivision if it wasn't an ag split. However, if the
380 Planning Commission was trying to reduce costs for property owners who fronted a road and wanted to
381 split their property, a minor subdivision could be an option.
382

383 Juston Dickson, 265 East 1000 North, stated that they had purchased property around them to keep people
384 away. They owned 1.25 acres at 1547 North Main. They wanted to divide into two three-quarter acre lots
385 and connect one lot to other property they owned in the *greenbelt*. This year, he was charged \$4,000 in
386 taxes for that property. The division would simply divide the property. One parcel would contain the house;
387 the other the old barn. The parcel with the barn would be connected to other property they owned in the
388 *greenbelt*.
389



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390 Stephanie Dickson stated that they didn't want to put in storm drain, curb and gutter, and other subdivision
391 expenditures. They just wanted to divide the property. Nothing about the property would change, except
392 the location of the property line. There wouldn't be any building.
393
394 Mr. Dickson was aware of other property owners who wanted to do the same thing.
395
396 Stephanie Dickson felt that an application for a building permit should trigger infrastructure requirements.
397
398 Amy Hugie stated that to sell a lot, it had to be a recordable lot. Certain infrastructure was required to make
399 a lot recordable. Water and sewer had to be stubbed to the property line.
400
401 Juston Dickson stated that their property at 1547 North Main had stubbed utilities. According to Box Elder
402 County if they owned five acres in the *greenbelt*, they could add a three-quarter acre lot to it even if the
403 properties weren't connected.
404
405 There was further discussion about the *greenbelt* designation and an ag split.
406
407 Amy Hugie stated that the Planning Commission needed to decide what its goal for minor subdivision was.
408
409 Commissioner Ormond asked if the city had already set a precedence that when property developed, the
410 city paid for the infrastructure? Mayor Mote said it had not. The city was trying to prevent infrastructure
411 gaps. He did agree there were built-out places in the community where infrastructure wasn't required when
412 building occurred. If infrastructure was needed in one of those places, the city would have to pay for it. As
413 new development occurred, it needed to bear the burden of infrastructure. That was the reason minor
414 subdivisions were such a concern. Common sense said, a property owner should be able to split his
415 property, but the city didn't want to get stuck paying for infrastructure for the original home. Development
416 needed to pay for itself.
417
418 Commissioner Ormond felt the property owners would be responsible for the development of the property
419 when they built without a deed restriction. Mayor Mote said when property was divided and in different
420 owners' names, the city didn't have a way to force installation of infrastructure.
421
422 Commissioner Braegger felt a deed restriction on both parcels would protect the city.
423
424 There was further discussion.
425
426 Commissioner Braegger felt the deed restriction should apply to all subdivision requirements. A property
427 might need more infrastructure than curb, gutter, and sidewalk.
428
429 Mayor Mote stated that when development occurred, the city might decide that some infrastructure wasn't
430 needed.
431
432 Time Stamp: 0:00 Part 2 – 12/04/2025
433
434 Commissioner Dubovik asked if the deed restriction on each lot would trigger a review for needed
435 infrastructure on all the lots involved. Ms. Hugie said that was correct.
436
437 Commissioner Bingham felt the city needed to move forward with an exception for minor subdivisions
438 described by Amy Hugie with deed restrictions for each lot involved. It sounded like the simplest solution.



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439 Commissioner Braegger agreed as long as lots with less than 100 feet of frontage were not created.
440 Recorded deed restrictions would make it easier for the staff to track, and the staff wouldn't have to worry
441 about escrows.
442

443 Mayor Mote felt it would be a good idea for the city to keep a map of where recorded deed restrictions were
444 located to prevent having to do title searches. Jeremy Kimpton said that step could be added to the staff's
445 checklist. It would be a good policy.
446

447 Amy Hugie stated that she would prepare a proposed amendment to the Subdivision Ordinance.
448

449 5E. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO WILLIAM COMER ON AN UNKNOWN
450 DATE FOR THE BINGHAM TRAILER COURT LOCATED AT 46 NORTH 100 EAST (PARCEL NO.
451 02-048-0024)
452

453 Time Stamp: 05:32 Part 2 – 12/04/2025
454

455 Madison Brown stated that Michelle Drago had contacted William Comer.
456

457 Michelle Drago, Deputy Recorder, stated that William Comer's property at 46 North 100 East was currently
458 zoned Old Town Willard. A trailer court was a conditional use in that zone. Mr. Comer's trailer court
459 contained three trailers in addition to his home. The trailer court was created by his parents before he was
460 born in 1958. He did not have any documentation regarding the creation of the trailer court. She felt the
461 current trailer court was a non-conforming use rather than a conditional use.
462

463 Commissioner Braegger didn't feel the city had any issues with the trailer court. Ms. Brown agreed.
464

465 Ms. Drago asked if Mr. Comer would lose his non-conforming status if he didn't renew his business license.
466 Jeremy Kimpton said a current business license did not change the use of the property.
467

468 After further discussion, Amy Hugie recommended that the trailer court remain a conditional use with the
469 only condition being maintenance of a business license.
470

471 6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR
472 NOVEMBER 20, 2025
473

474 **Commissioner Bingham moved to approve the regular minutes for November 20, 2025, as written.
475 Commissioner Ormond seconded the motion. All voted "aye." The motion passed unanimously.**
476

477 7. ITEMS FOR THE DECEMBER 18, 2025, OR JANUARY 15, 2026, PLANNING COMMISSION
478 AGENDA
479

480 Time Stamp: 11:38 Part 2 – 12/04/2025
481

482 The Planning Commission agreed to cancel the December 18, 2025, Planning Commission meeting unless
483 there was a pressing issue.
484

485 The Planning Commission discussed agenda items for the January 15, 2026, meeting – public hearing and
486 discussion regarding height, coverage, and setback clarifications, possible discussion regarding Canyon
487 Bay MPC, consideration of an amendment for minor subdivision, and a conditional use permit review.
488



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, December 4, 2025 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

488 8. COMMISSIONER/STAFF COMMENTS

489

490 Time Stamp: 14:17 Part 2 – 12/04/2025

491

492 Amy Hugie

493

494 Did not have any comments.

495

496 Jeremy Kimpton

497

498 Madison Brown

499

500 Did not have any comments.

501

502 Commissioner Bingham

503

504 Commissioner Bingham stated that red curb was needed in front of the Beard Townhomes at 200 West
505 750 North. The road wasn't wide enough for two-way traffic and on-street parking.

506

507 Commissioner Dubovik

508

509 Did not have any comments.

510

511 Commissioner Ormond

512

513 Did not have any comments.

514

515 Commissioner Baker

516

517 Commissioner Baker stated that the trail on 200 West was not being maintained. Next Construction and
518 Sunpro employees and contractors were parking on 200 West, which didn't leave room for anyone else to
519 park along the road. There needed to be a way to maintain the trails without the city having to be
520 responsible.

521

522 Mayor Mote was concerned about the semi-trucks that parked around the block from 100 West to 200 West
523 and 750 North to 800 North and snow removal. The city had talked to Next Construction and owners of the
524 vehicles. Jeremy Kimpton said the vehicle owners had been notified that they would be cited if the vehicles
525 were on the street during a snowstorm.

526

527 Commissioner Braegger

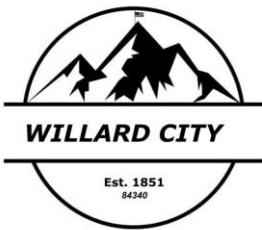
528

529 Commissioner Braegger was not able to attend the last Planning Commission meeting. He wanted to talk
530 about the open space in Canyon Bay in case he wasn't at the next meeting. He felt open space should be
531 space the public could actually utilize rather than a three-acre peach orchard. Mayor Mote stated that he
532 did take time at the last meeting to discuss agricultural easements. He quickly summarized the discussion
533 at the last meeting. A brief discussion followed.

534

535

536



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, December 4, 2025 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

537 Chairman Bodily

538

539 Chairman Bodily asked who inspected the utility lines in the city. There was a wire in front of his home that
540 was only about 12 feet off the ground. Mayor Mote said subdivision improvements were inspected by the
541 City Engineer and Public Works. He wasn't sure who inspected cable or fiber optic lines or if the city had
542 any public works standards for them. Commissioner Braegger felt there were aerial regulations. Chairman
543 Bodily said the lines probably weren't high voltage but having them hang so low didn't look good and didn't
544 look safe.

545

546 There was a discussion about franchise agreements. Ms. Hugie said a franchise agreement did not force
547 a utility company to provide service. A franchise agreement allowed the city to collect a certain tax
548 percentage for the services provided in Willard.

549

550 10. ADJOURN

551

552 **Commissioner Bingham moved to adjourn at 8:28 p.m. Commissioner Braegger seconded the**
553 **motion. All voted in favor. The motion passed unanimously.**

554

555

556 Minutes were read individually and approved on: _____

557

558

559

560

561

562 Planning Commission, Chairman
563 Sid Bodily

564 Planning Commission Secretary
565 Michelle Drago

dc:PC 12-04-2025