

Action Summary:

Agenda Item	Item Description	Action
#1	Consideration of the proposed Access and Maintenance Easement Agreement for Cloward Court Subdivision located at 713 E Main Street.	Approved
#2	Consideration of the proposed Master Development Agreement for Cloward Court Subdivision located at 713 E Main Street.	Approved
#3	Proposed conditional use permit for Kelly Price to have up to twenty-four (24) chickens on her residential property located at 594 Quirk Street, in the R-1-21 zone.	Approved
#4	Election of the Planning Commission Officers.	Elected
#4	Approval of minutes from the December 16, 2025 Planning Commission Regular Meeting.	Approved

MINUTES OF THE GRANTSVILLE CITY PLANNING COMMISSION, HELD ON JANUARY 6, 2026 AT THE GRANTSVILLE CITY HALL, 429 EAST MAIN STREET, GRANTSVILLE, UTAH AND ON ZOOM. THE MEETING BEGAN AT 7:00 P.M.

Commission Members Present: Vice-Chair Sarah Moore, Jason Hill, Debra Dwyer

On Zoom: Alternate Aubrey Durrant

Commission Members Absent:

Appointed Officers and Employees Present: Community Development Director Bill Cobabe, City Planner/GIS Analyst Tae-Eun Ko, Planning and Zoning Administrator Shelby Moore, City Attorney Tysen Barker, City Council Member Jeff Williams, Planning and Zoning Administrative Assistant Nicole Ackman, Robert Rousselle consultant with Ensign Engineering, Mayor Heidi Hammond, Deputy Fire Marshal Nicholas Critchlow, City Recorder Alicia Fairbourn, City Council Member Rhett Butler

On Zoom: City Manager Michael Resare

Citizens and Guests Present: Nicole Cloward, Kelly Price, Vance Price

Citizens and Guests Present on Zoom: Unknowns

Commission Vice Chair Sarah Moore called the meeting to order at 7:00 PM.

PUBLIC NOTICE

The Grantsville City Planning Commission will hold a Regular Meeting at 7:00 p.m. on Tuesday January 6, 2025 at 429 East Main Street, Grantsville, UT 84029. The agenda is as follows:

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

- a) **Consideration of the proposed Master Development Agreement for Cloward Court Subdivision located at 713 E Main Street.**

No comments

- b) **Consideration of the proposed Access and Maintenance Easement Agreement for Cloward Court Subdivision located at 713 E Main Street.**

No comments

- c) **Proposed conditional use permit for Kelly Price to have up to twenty-four (24) chickens on her residential property located at 594 Quirk Street, in the R-1-21 zone.**

No comments

AGENDA

1. Consideration of the proposed Access and Maintenance Easement Agreement for Cloward Court Subdivision located at 713 E Main Street.

Planning and Zoning Administrator Shelby Moore explained that the access agreement covers the private lane and grants the City access to that lane, which had already been approved, as well as access to utilities located within it. She stated that the agreement also allows City access for meter reading and hydrant maintenance. She explained that the subdivision consists of three residential lots served by a private access easement, which was part of the original subdivision approval. The private utility easement and lane were outlined in the plat and drafted by City Attorney Tysen Barker. Shelby stated that the agreement specifies that Nicole Cloward is responsible for maintaining the private sewer and private water line.

Vice Chair Sarah Moore opened the floor for comments from the commission. No questions or concerns were raised.

Jason Hill made a motion to recommend approval of the Consideration of the proposed Access and Maintenance Easement Agreement for Cloward Court Subdivision located at 713 E Main Street. Debra Dwyer seconded the motion. The vote was as follows: Sarah Moore “Aye,” Deborah Dwyer “Aye,” Jason Hill “Aye”, Aubrey Durrant “Aye”. The motion was carried unanimously.

2. Consideration of the proposed Master Development Agreement for Cloward Court Subdivision located at 713 E Main Street.

Planning and Zoning Administrator Shelby Moore explained that the agreement incorporates the maintenance agreement that had just been approved, the conditional use permit that was approved earlier in the year with deviations, and a timeline for required improvements. She stated that the agreement sets a two-year deadline from the date of approval for installation of the required infrastructure. She also noted that a building permit must be pulled for the conditional use permit for the single-family home. Shelby clarified that construction plans were approved on September 23, 2025, and construction must be completed within two years of that date.

Commissioner Hill confirmed with Nicole Cloward that she understood the required timelines and the consequences if the deadlines were not met. Nicole Cloward confirmed that she understood and acknowledged the building permit timeline.

Vice Chair Sarah Moore asked Nicole Cloward if she had anything further to add for the record. Nicole stated she did not.

Debra Dwyer made a motion to recommend approval of the consideration of the proposed Master Development Agreement for Cloward Court Subdivision located at 713 E Main Street Jason Hill seconded the motion. The vote was as follows: Sarah Moore “Aye,” Deborah Dwyer “Aye,” Jason Hill “Aye”, Aubrey Durrant “Aye”. The motion was carried unanimously.

3. Proposed conditional use permit for Kelly Price to have up to twenty-four (24) chickens on her residential property located at 594 Quirk Street, in the R-1-21 zone.

Planning and Zoning Administrator Shelby Moore provided background on the item, stating that the property is currently permitted for six chickens, and the applicant was requesting approval for 24. She noted that the property has sufficient open space and meets setback requirements for this number of animals. Shelby also pointed out the specific areas on the property where the chickens would be kept.

Vice Chair Sarah Moore opened the floor for questions from the commission. Commissioner Dwyer stated that she had driven past the property and asked how the chickens would be

contained, as she did not observe any fencing. Kelly Price responded that there is an enclosed area where the chickens will be kept. Dwyer further clarified that there would be no roosters, and Kelly confirmed that none would be present.

Commissioner Hill asked whether the ordinance requires a fenced area. Shelby Moore stated that the code does not mandate fencing but emphasized that the intent is to prevent chickens from roaming the neighborhood. Commissioner Hill then asked if Kelly Price would ensure the chickens remain on her property. Kelly Price confirmed that the chickens usually stay on the property and noted that there are no nearby neighbors.

Vice Chair Sarah Moore asked whether Kelly Price would be open to extending the fence in the future if needed, and Kelly stated that she would be. Vice Chair Sarah Moore also asked if the requested 24 chickens include potential offspring, and Kelly confirmed that, with no roosters, there would be no unexpected babies.

Vice Chair Sarah Moore stated that she had no concerns and asked Kelly if she had any questions regarding the conditions outlined in the staff report. Kelly stated that she did not.

Jason Hill made a motion to recommend approval of the Proposed conditional use permit for Kelly Price to have up to twenty-four (24) chickens on her residential property located at 594 Quirk Street, in the R-1-21 zone. With the following conditions: The number of chickens shall not exceed twenty-four (24), no roosters shall be permitted, all coops and enclosures shall comply with minimum setback requirements of the Land Use Code, chickens shall be confined to designated enclosures at all times, the property shall be maintained in a clean and sanitary condition to prevent odor, pests, or nuisance impacts, the Conditional Use Permit shall run with the land unless revoked due to noncompliance, all requirements of the Grantsville City Code must be met, all fees associated with the permit and any future permits must be paid, all industry standards regarding health, safety, and welfare regulations must be followed, the permit holder must maintain current state licensing at all times, the permit holder must maintain a current business license at all times, the use of the property must remain within the parameters approved in the application and any expansion of use requires prior approval, this permit may be periodically reviewed by the Zoning Administrator and/or reviewed if any complaints are received, and failure to comply with any of these requirements may result in revocation of the permit. Debra Dwyer seconded the motion. The vote was as follows: Sarah Moore “Aye,” Deborah Dwyer “Aye,” Jason Hill “Aye”, Aubrey Durrant “Aye”. The motion was carried unanimously.

4. Election of the Planning Commission Officers.

Vice Chair Sarah Moore asked whether the commission could elect a chair and vice chair without a full council present. City Attorney Tysen Barker clarified that the election could proceed as long as a quorum was present.

Commissioner Hill nominated Vice Chair Sarah Moore to serve as chair, and Commissioner Dwyer seconded the nomination. Sarah Moore accepted, and the motion passed unanimously.

Commissioner Dwyer then nominated Commissioner Hill to serve as vice chair, and Vice Chair Moore seconded the nomination. Commissioner Hill accepted, and the motion passed unanimously.

5. Approval of minutes from the December 16, 2025 Planning Commission Regular Meeting.

Debra Dwyer made a motion to approve to approve the minutes from the December 16, 2026 Planning Commission Regular Meeting. Jason Hill seconded the motion. The vote was as follows: Sarah Moore “Aye,” Deborah Dwyer “Aye,” Jason Hill “Aye”, Aubrey Durrant “Aye”. The motion was carried unanimously.

6. Report from City Staff.

Planning and Zoning Administrator Shelby Moore reminded the commissioners that they need to complete their required training. She then presented a video clip from Matthew Lane showing before-and-after footage of the area.

Community Development Director Bill Cobabe stated that the Planning Conference is scheduled for April 8–10, 2026. He added that several new projects and opportunities are coming to the city, including possible hotels and other developments. He encouraged the commissioners to stay tuned for updates and said he is optimistic about the future of Grantsville.

7. Open Forum for Planning Commissioners.

Commissioner Hill said he had been thinking about the previous meeting and felt it was important to clearly explain the decision-making process. He said that walking through how decisions are made and being vocal about that process could help the public better understand why the commission votes the way it does. He noted that while people may not always like the outcome, it is important for them to understand that decisions are based on code, facts, and established standards, not personal opinions. He said explaining this more clearly could help reduce frustration.

Commissioner Dwyer said she struggled after the last meeting and felt unsure how to handle the situation. She said it was the most she had ever spoken during a meeting when explaining her potential vote. She felt she did her best to explain her reasoning but was frustrated by reactions

on social media. She said she wants to be able to clearly share her perspective and is still learning how to do that better.

Vice Chair Sarah Moore said it is difficult being in a public role with rules and regulations to follow. She emphasized that the commission listens carefully to applicants and residents, but decisions must still follow the rules. She said the commission tries to be flexible when possible, but some things must be based on code and established standards.

8. Report from City Council.

City Council Member Rhett Butler stated that the City Council had not yet met and that their next meeting would be held the following day. He noted that the meeting would begin a new year with two new council members and said he was optimistic and looking forward to a strong 2026.

9. Adjourn.

Debra Dwyer made a motion to adjourn. Jason Hill seconded the motion. The vote was as follows: Derek Dalton “Aye”, Sarah Moore “Aye,” Deborah Dwyer “Aye,” Chris Horrocks “Aye”, Jason Hill “Aye.” The motion was carried unanimously. The meeting adjourned at 7:40 p.m.