

**The Minutes of
Honeyville City Planning Commission
December 17, 2025, Regular Meeting**

Laurie Hunsaker called the meeting to order at 7:00 p.m.

Present were Chair Laurie Hunsaker. Commission Members Bob Kosbab, Anna Dammer and Jacob Jaques. Staci Zilles-Nelson arrived at 7:02 p.m. Kelli Shaw was excused from this meeting.

Employees present: Wendy Lindauer, Deputy Clerk
Kenny Funk, Zoning Administrator

There were approximately 4 members of the public present.

Jacob Jaques offered the Invocation and led the group in the Pledge of Allegiance.

Conflict of Interest, if any: None noted.

Public Comment Period:

Dave Hougaard thanked the Planning Commission for their service along with thanking Laurie for her time serving as the chair of Planning Commission.

Public Hearing – Nuisance Ordinance Text Amendment:

A. Open Public Hearing: Opened at 7:02 p.m.

JACOB JAQUES motioned to Open the Public Hearing for the Nuisance Ordinance Text Amendment at 7:02 p.m. STACI ZILLES-NELSON seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

B. Close Public Hearing: Closed at 7:03 p.m.

JACOB JAQUES motioned to Close the Public Hearing for the Nuisance Ordinance Text Amendment at 7:03 p.m. STACI ZILLES-NELSON seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

C. Action Item: Motion of Recommendation for the Text Amendment to the Nuisance Ordinance

BOB KOSBAB motioned to Recommend approval for the Text Amendment to the Nuisance Ordinance as presented to the City Council. JACOB JAQUES seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

Public Hearing – Impact Fee Analysis:

A. Open Public Hearing: Opened at 7:04 p.m.

STACI ZILLES-NELSON motioned to Open the Public Hearing for the Impact Fee Analysis at 7:04 p.m. JACOB JAQUES seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

Mayor Nelson explained that the city has been working on updating the city's capital facilities plan. Part of that process was completing an Impact Fee Analysis. He stated that any development that impacts the water system will require an Impact Fee. They went over the suggested impact fees.

B. Close Public Hearing: Closed at 7:12 p.m.

JACOB JAQUES motioned to Close the Public Hearing for the Impact Fee Analysis at 7:12 p.m. ANNA DAMMER seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

C. Action Item: Motion of Recommendation for the Impact Fee Analysis

JACOB JAQUES motioned to Recommend Approval of the Impact Fee Analysis to the City Council as presented. BOB KOSBAB seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

City Council Meeting Report – Chair Laurie Hunsaker:

A. Report: Laurie H

- **New Planning Commission Member:** Jamie Cook has been appointed as the new Planning Commission member. She will receive her Oath of Office in January.
- **Planning Commission Recommendations:** All recommendations from November's Planning Commission were approved by the City Council.

Zoning Administrator/DRC Report – Kenny Funk:

A. DRC: Kenny F

- **Anderson Subdivision:** The Anderson's attended DRC but still have some things they need to address.
- **UDOT Meeting:** Kenny attended a UDOT meeting regarding a potential subdivision which is requesting four lots and access to the Highway.

DISCUSSION ITEMS:

- A. **Fences:** Laurie H stated that during their Title 10 committee meeting they found a lot of discrepancies regarding fences. There was discussion about allowing different fences in different zoning areas. Making residential requirements more restrictive than agricultural zones. There was also discussion about only allowing a 4-foot fence in the front yard.
- B. **Fences & Permit:** Anna & Kelli – Will present in January with diagrams.
- C. **Billboards:** Kelli – Will present in January
- D. **Planning Commission Scope & Responsibilities:** Laurie H felt that with electing a new chair and vice-chair it was important to go over what the responsibilities of the Planning Commission. She stated that there is concern about burn out with the commission chair. Currently Laurie attends several meetings, those include Planning Commission, a meeting prior to City Council with the Mayor, attend City Council meetings, DRC two times a month along with any other issues that come up. According to the ordinance, the DRC representative does not have to be the Planning Commission chair but simply someone on the Planning Commission. Laurie has agreed to stay on as the representative for the DRC along with being a part of the Title 10 Committee.

Also, in discussion with the Planning Commission role it was determined that the Commission is responsible for updating Ordinances, however the City Council will create the punishment. Laurie H also reminded the Commission that the Ombudsman's office is a free resource that anyone can use. She also stated that yearly training needs to be set up by the new chair.

It was further stated that if the engineer or the attorney needs to be brought into a conversation they will need to be contacted by Kenny, the Mayor or Brittney.

ACTION ITEMS:

- A. **Appoint Planning Commission Chair 2026:**

Staci Z-N nominated Jacob. Jacob J stated that he did not want to be the chair and nominated Bob, however this will be Bob's last meeting, so he then nominated Staci.

LAURIE HUNSAKER motioned to appoint Staci Zilles-Nelson as the Planning Commission Chair for 2026. ANNA DAMMER seconded the motion. MOTION CARRIED with Lauire Hunsaker for, Jacob Jaques for, Staci Zilles-Nelson against, Anna Dammer for and Bob Kosbab abstaining.

B. Appoint Planning Commission Vice-Chair:

LAURIE HUNSAKER motioned to appoint Jacob Jaques as the Planning Commission Vice-Chair for 2026. STACI ZILLES-NELSON seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab abstaining.

C. Approve 2026 Meeting Schedule:

STACI ZILLES-NELSON motioned to Approve the 2026 Meeting Schedule as Presented with an Amendment to August's meeting date changing it to August 19, 2026. JACOB JAQUES seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab abstaining.

D. Approval of Minutes 11/19/25:

BOB KOSBAB motioned to Approve the Minutes of 11/19/25 as presented. JACOB JAQUES seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

Agenda Items for Next Month:

- Fences & Permits with Diagrams
- Billboards

BOB KOSBAB motioned to adjourn at 7:50 p.m. STACI ZILLES-NELSON seconded the motion. MOTION CARRIED with Jacob Jaques for, Staci Zilles-Nelson for, Anna Dammer for and Bob Kosbab for.

Meeting Adjourned at 7:50 p.m.

The foregoing minutes were taken by Wendy Lindauer and typed by Brittney Chlarson.

I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST:

DATE APPROVED: 1/28/26



Brittney Chlarson

Brittney Chlarson – Clerk/Recorder

Staci Zilles-Nelson

Staci Zilles-Nelson - Chair