



**Ballard Planning
Commission**
Jan 6, 2026, 6:00 pm
MINUTES

Chairman
Joe Allred
Public Works Director
Ben Mower
Secretary/Recorder
Kaelyn Meyers
Secretary
Anissa McDonald

Board Members
Mark Redmond
Robin Moran
Steve Collins
Kay Burgess
Alternate

Item

A. CALL ZONING MEETING TO ORDER

Prayer and Pledge of Allegiance – Steve Collins

Welcome and Roll Call – Chairman Joe Allred welcomed all in attendance and called roll. Those in attendance were Board Members Steve Collins, Kay Burgess, Robin Moran, Mark Redmond, Secretaries Kaelyn Meyers, Tasha Crum, and Anissa McDonald.

Conflicts of Interests -- *All Planning and Zoning Members who have a conflict with any item on the agenda please state concern.*

- No conflicts were stated.

B. APPROVAL OF AGENDA –

Motion made by Board Member Mark Redmond to approve agenda, 2nd by Board Member Robin Moran. All in favor.

YEA

NAY

Board Members
Steve Collins
Kay Burgess
Robin Moran
Mark Redmond
Joe Allred

C. APPROVAL OF PAST MINUTES

- 1. Dec. 2, 2025

Motion made by Board Member Steve Collins to approve the minutes of December 2, 2025, as written, 2nd by Board Member Kay Burgess. All in favor.

YEA

NAY

Board Members
Steve Collins
Kay Burgess
Robin Moran
Mark Redmond
Joe Allred

D. RETURNING PAST AGENDA ITEMS

Visitors
Cheyenne Hardman
Willis LeFevre
Leah Bastian
Brent Bastian
Josh Wilkerson
Kristy Wilkerson
Ralph Sullivan
S. McCormick
Andrea Gurr
Jeffrey Baker
Vance Norton
Sonja Norton
Sherry hardman
Danette Secrest
Steve Secrest
Al Kettle

Allred explains that mineral rights supersede Zoning laws, allowing oil & gas operations in cities within 1000 feet from any residential dwellings. It was stated that Ralph does have the option of developing that close to an existing well but as a city we can't do anything to an existing well to help his development or living arrangement. Ralph Sullivan stated that he no longer is interested in building a home on his parcel of land and will have to think about his plans for developing.

3. PROPERTY REZONE PHASE ONE PROPERTIES- Rob McNeel

Rob McNeel said the rezone is located at 212 North Union Street just north of Maverick and wants to build 30 -33 townhomes. The sq ft per dwelling is estimated to be around 1400-1500sq ft. The dwelling will be front-loaded with two car garage. The development will operate under an HOA, relieving the city of liability for roads. Board Members are requiring drawings for next public hearing. Board Member Robin Moran raises concerns about increased traffic congestion, especially near the East Elementary School.

Chairman Joe Allred stated, if nothing unexpected arises during the public hearing, everything should be fine. The public hearing is scheduled for February 3rd, 2026.

4. DEVELOPMENT PROCESS DISCUSSION

- a) Ordinance Updates- Chapter 14.04 Subdivision Amendments – Will discuss at next meeting.
- b) Consolidated Fee Schedule – Will discuss at next meeting.
- c) Out-Of-Pocket Account Form Discussion – Will discuss at next meeting.
- d) Applications Form Checklist Discussion – Will discuss at next meeting.
- e) Minor Subdivision Concept – Jason Phelps-- Was not in attendance.

F. STANDARD PUBLIC COMMENTS

No public comments.

G. FOLLOW-UP ON TABLED ITEMS –

- 1. Continuance For Public Hearing
CUP Dog Kennel License—Cheyenne Hardman

Motion made by Board Member Mark Redmond to close the regular meeting and open public hearing, 2nd by Board Member Robin Moran. All in favor.

YEA

NAY

Board Members

Steve Collins

Kay Burgess

Robin Moran

Mark Redmond

Joe Allred

Cheyenne Hardman stated that she currently meets all Board Members' requirements and has future kennel plans in mind. Upon researching, she discovered zoning does not allow kennel permits on half-acre or one-acre lots, her property spans 4.75 acres. Cheyenne Hardman's current fencing is 5.5ft high except for a 4ft section, which she can fence off. Chairman Joe Allred stated kennel restrictions require a 6ft fence for dog runs. Cheyenne Hardman is actively working through

these permit requirements and waiting to see if they will be accepted. She has spoken with both Council Member Al Kettle and Chairman Joe Allred. Cheyenne must obtain a commercial license; dogs need to be indoors unless they are being supervised. She must update the fence quickly to ensure public safety and Uintah County requirements. Chairmen Joe Allred clarified this is a commercial kennel, not private, and zoning allows a business inside a residence with minimal traffic. Chairmen Joe Allred reminded her that if ordinances are not followed, the license will be lost, and dogs may be taken.

Motion made by Board Member Mark Redmond to close hearing and open the regular meeting, 2nd by Board Member Robin Moran. All in favor.

YEA NAY

Board Members

- Steve Collins
- Kay Burgess
- Robin Moran
- Mark Redmond
- Joe Allred

Motion made by Board Member Kay Burgess to approve the CUP for the kennel, 2nd by Board Member Robin Moran. All in favor.

YEA NAY

- Board Members
- Steve Collins
- Kay Burgess
- Robin Moran
- Mark Redmond
- Joe Allred

H. FOLLOW-UP ON PAST BOARD ASSIGNMENTS –

Nothing to follow up on.

I. ZONING BOARD ADJOURN

Motion made by Board Member Mark Redmond to adjourn meeting at 7:05 pm, 2nd by Board Member Robin Moran. All in favor.

YEA NAY

- Board Members
- Steve Collins
- Kay Burgess
- Robin Moran
- Mark Redmond
- Joe Allred

Chairman Joe Allred

Date

Secretary Kaelyn Meyers

Date

Approved Signed Copy filed in the Ballard City Offices