



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, February 5, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

The following members were in attendance:

Sid Bodily, Chairman

Chandler Bingham

Chad Braegger

Alex Dubovik

Brian Gilbert

Ken Ormond

Diana Baker, Alternate

Jeremy Kimpton, City Manager

Amy Hugie, City Attorney

Michelle Drago, Deputy City Recorder

Excused: Madison Brown

Others in attendance were Mayor Travis Mote; Ruth Ormond; Doug Younger; Rebecca Dilg; Carl Dilg; Stephanie Dickson; Wayne Harding; Brek Andeson; Sam Balow; Kent Harding; Kyle White; and Austin Schindler.

Chairman Bodily called the meeting to order at 6:31 p.m.

1. PRAYER: Sid Bodily
2. PLEDGE OF ALLEGIANCE: Chad Braegger
3. GENERAL PUBLIC COMMENTS

Time Stamp: 02:21 Part 1 – 02/05/2026

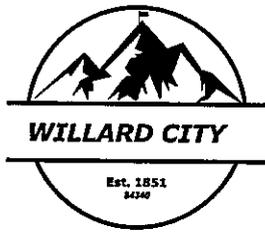
Doug Younger, 116 South Main, asked for a definition of an 'ag' (agricultural) protected open space. Amy Hugie, City Attorney, felt Mr. Younger's question related to Item 5A. That was the appropriate place to address his question. Mr. Younger expressed frustration regarding his ability to make open comments. Ms. Hugie explained that Willard had to abide by state law regarding open comments and inadvertent public hearings.

Mr. Younger also felt Mayor Mote should not make comments during the Planning Commission's discussion of Item 5A because things he might say could influence the Planning Commission

4. CITY COUNCIL REPORT

Time Stamp: 07:50 Part 1 – 02/05/2026

Mayor Mote reported that during the January 22nd meeting, the City Council once again discussed and tabled the boundary adjustment with Perry City pending additional information. There was extensive discussion about the city's garbage services with representatives from Republic Services. Two Council members were reappointed to the Sewer Board, and the Council received its annual Open and Public Meetings Act training.



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- 5A. CONSIDERATION AND RECOMMENDATION REGARDING A PETITION FROM WESTERN LAND DEVELOPMENT TO REZONE APPROXIMATELY 24.83 ACRES LOCATED AT APPROXIMATELY 500 SOUTH 200 WEST FROM A-5 TO MASTER PLANNED COMMUNITY (MPC), A DEVELOPMENT AGREEMENT, AND A PRELIMINARY PLAN (02-052-0001, 02-052-0002, AND 02-052-0005) (CONTINUED FROM NOVEMBER 6, 2025)

Time Stamp 09:09 Part 1 – 02/05/2026

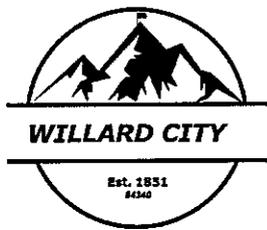
Amy Hugie addressed Doug Younger's question. The application from Western Land Development was governed by Willard's old MPC Ordinance. However, the best description for an agricultural open space easement was found in 24.24.030(C) of the new MPC Ordinance, *"An agricultural conservation easement may be established on lots above one (1) acre. Easement deeds shall provide Willard City full rights to enforce the deed terms at the cost of the landowner. The plat map shall designate the building envelope for each lot. An easement of the agricultural area will be deeded to Willard City. The agricultural easement deed will restrict the construction of structures, roads, or other above-ground infrastructure. Crop and livestock production facilities below 10 feet in height, such as fences and irrigation systems, will be allowed. Only the area of the agricultural easement shall count toward the open space requirement."* She explained that agricultural open space would be owned by a private landowner and would be used for farming. The land would have an easement granted to Willard City. Any structures over 10 feet in height were prohibited. The old MPC Ordinance referred to an agricultural easement in a manner approved by the City Council, which opened the door for negotiation regarding the height of structures.

Ms. Hugie stated that her staff report broke down the key issues the Planning Commission needed to look at. The Planning Commission needed to make some decisions regarding the open space. Did it want a fee in lieu of, or did it want an agricultural open space? How did it want the open space to be owned? What did the Planning Commission want the open space to look like? How should maintenance be addressed? Should maintenance be handled by a homeowners' association (HOA)? She could foresee a problem with agricultural open space when and if no one wanted to farm it. During discussions with the applicant, the administration tried to determine what would happen if the open space wasn't taken care of. The development agreement needed to outline the enforcement process – notification and a property lien if Willard had to take care of the problem. The development agreement said that if a buyer could not be found to farm the property, it would be dedicated to Willard so the open space would not be lost.

Ms. Hugie said a second issue was density and whether the proposed density was consistent with the policies of the General Plan. She did not feel the applicant had clearly delineated how the density complied with the General Plan other than stating that the density was close to the densities of The Orchards and Deer Run. Deer Run was approved under the PUD Ordinance, which had since been repealed and which was very different from the MPC Ordinance. The Orchards Subdivision was approved under the old MPC Ordinance. Another key issue was frontage. A majority of the proposed lots were less than 100 feet wide.

Ms. Hugie stated that the development agreement was long. Most of it dealt with technical issues, such as what would happen if the developer defaulted. However, she tried to make sure that the descriptions in the development agreement matched the attached master plan so that plats submitted in the future matched what was in the agreement.

Kyle White, Western Land Development, Salt Lake City, asked the Planning Commission to listen to comments from one of the property owners.



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Wayne Harding, 145 South 200 East, stated that part of the 24.83 acres was owned by his family. The land had been in the Harding family for 150 to 175 years. His ancestors came to Willard in 1852. He and his siblings felt the current proposal from Western Land Development was reasonable. In some of the earlier proposals, it felt like there were too many lots. The current proposal had a good mix of small and large lots considering what was to the south and north. The Harding family supported the current proposal and open space and would like to see it come to fruition.

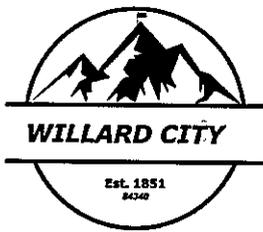
Kyle White stated that based on feedback they received from the public and Planning Commission on November 6, 2025, regarding walking trails in backyards and the number of lots fronting 600 South, the proposed preliminary plan had been revised. The walking trails had been removed, which had increased lot sizes. The smallest lots adjacent to the Deer Run Subdivision used to be a quarter acre. Now the smallest lots were .30 acres, or 13,160 square feet. The size of the open space had been increased to 3.64 acres. Lots that were located on the north side of 600 South had been pivoted to front onto 200 West and 100 West. That allowed the open space to have frontage along 600 South making it a more integral part of the community. There had been extensive discussion about the number of building lots. They started with 84 lots; then dropped to 62. The current plan had 50 lots.

Mr. White felt there was considerable support in the General Plan for their proposal, which was evidenced by the recently approved Orchards Subdivision proposed by Heritage Homes. The General Plan said the Master Planned Zone allowed for development flexibility in exchange for beneficial amenities for the development itself, the neighborhood, and the city. The most impactful statement in the General Plan was that density should be determined in conjunction with the project, neighborhood, city, and benefits voluntarily being provided. The General Plan didn't specify a specific density. If a development proposed something different than what was allowed in the current ordinances, the General Plan asked what was in it for Willard?

Mr. White said this was the fifth time they had met with the Planning Commission, including work sessions. There had been a lot of discussion about what was in it for Willard. They felt the agricultural easement was the most obvious reason their proposal was in accordance with the General Plan. He felt the 3.64-acre peach orchard preserved rural character, particularly in this location, better than a lot of alternatives. In addition, infrastructure was being created around the project, including the completion of 200 West, and additional open space would be built in the southwest corner of the project. The project design provided a good opportunity to utilize the land in an efficient way. He felt they had worked with Ms. Hugie to incorporate the mechanics of the agricultural easement into the development agreement.

Mr. White believed leaving the management of the orchard in private hands was a win-win. One of the big challenges in preserving open space, which neighboring developments hadn't done thoroughly, was providing it in a way that didn't create an immediate and significant burden to the city. He felt the agricultural easement was a great way of providing a permanent open space that benefited the residents of the community and the city with maintenance the responsibility of a private owner. There might be the possibility a future owner would want to give the land to the city. He agreed there needed to be a backup plan in case that happened. However, the orchard was a well performing, well-producing, existing orchard. He didn't feel there was a lot of incentive for that to happen. He felt the development agreement provided solutions for that possibility, which gave the city control. The best-case scenario was Willard was getting 3.64 acres of open space managed by someone else for the benefit of everyone. The big question for the Planning Commission was whether the peach orchard was worth preserving.

Commissioner Dubovik didn't feel there was any question about whether preserving the peach orchard was worthwhile. Preserving the rural feel had been Willard's motto for quite a while, but the devil was in the



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details. Who would own the land? How would it be controlled? Mr. White had talked about the benefit to the city. Was the benefit to the city the ability to walk and drive past the orchard to look at the trees? Was there public access to the orchard? Would the ground be owned by a business that would use it for commercial purposes? What were the details of the private ownership?

Amy Hugie said part of the problem was that Western Land had not provided a copy of the agricultural land easement. The development agreement said the easement was supposed to be attached as an exhibit, but Western Land had not submitted it. Western Land had not addressed redlines she sent on February 2, 2026.

Kyle White said he had responded to Ms. Hugie. He had accepted all the changes. Ms. Hugie said his response came in an email. The language of the development agreement itself had not been updated. Mr. White disagreed. He felt the changes had been made and resubmitted.

Commissioner Ormond asked if Western Land had a buyer for the peach orchard. Kyle White said the existing landowner wanted to retain ownership.

Chairman Bodily stated that at some point in time the ownership would change. How would that be handled? Mr. White said a change in ownership would be handled through the agricultural easement. Willard would hold the easement. Commissioner Bingham said whoever purchased the property could only use it for agricultural purposes. Chairman Bodily said Willard could end up with the land if no one wanted it.

Commissioner Gilbert asked if the peach orchard came with water rights. Kyle White said it did. The development agreement required the peach orchard to have water rights.

Commissioner Gilbert asked if the open space could be used for cattle if no one wanted the peach orchard. Amy Hugie said that in theory it could, but she hadn't seen the actual agricultural easement. Commissioner Gilbert stated that the Planning Commission liked the idea of an agricultural easement, but it needed to see the actual document so it could be reviewed.

Kyle White said they had been working on this project for about a year and a half. The agricultural easement document was a pretty extensive document, and it was specific. They would be happy to put it together, but they only wanted to do so when Willard was able to approve the project. They hoped this meeting would end with a recommendation for approval subject to conditions like an acceptable agricultural easement. While they were still trying to finalize the general framework, it was hard to provide that level of detail. Mr. White felt they had provided a pretty detailed framework in the development agreement. The development agreement had big guardrails, but it did not answer very specific questions, such as whether the open space could be used for cows. A traditional agricultural easement could be used for cattle. They were not proposing that the open space had to remain a peach orchard.

Commissioner Dubovik asked if Western Land Development was asking the Planning Commission to accept the layout and the location and size of the open space. Mr. White said it was. They needed to know if the Planning Commission liked the concept. They didn't want to put together an agricultural easement document if the Planning Commission didn't want the agricultural easement.

Commissioner Braegger asked what would happen if the current owner of the peach orchard didn't want to run the orchard any longer. Mr. White said several fruit stands, including the one that was actively managing the property, had offered to purchase the orchard.



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Commissioner Bingham felt the agricultural easement needed to outline what could happen in the future if a buyer could not be found. There needed to be a provision that the land would retain an agricultural use of some nature, or it would revert to the ownership of Willard City. The City would then have to figure out what to do with the land. As an agricultural easement, the land would not be worth what developable land was so he felt someone would be interested in it.

Commissioner Gilbert asked if the project was short of the required open space. Kyle White said the open space was just over 20%. Ms. Hugie said the development agreement said the project was short on open space and proposed a fee in lieu of. Mr. White said he had left the language of the development agreement vague so if there was an option for a fee in lieu of in case the Planning Commission made changes that dropped the open space less below 20%.

Commissioner Bingham liked the agricultural easement. However, his biggest concern was the narrow frontages of 70 feet. The Zoning Code required lots to have 100 feet of frontage. He wasn't as concerned about the lot sizes because of the proposed open space. He was concerned about the proposed frontages. Willard residents wanted half-acre lots so houses would not be so close together. If the frontages in Canyon Bay were wider, the lots would appear to be larger than they were. The density perception would change.

Chairman Bodily felt the lots in Deer Run were 70 feet wide. He felt 70 feet was too narrow. Kyle White said the patio homes in Deer Run were only about 55 feet wide.

Kyle White showed the Planning Commission several home designs that would fit on a 70-foot lot with the same setbacks as the R ½ Zone – 10 and 15 feet. On the smallest lots in Canyon Bay, homes would still have a three-car garage.

Commissioner Bingham stated that most homes in the R 1/2 Zone had setbacks that were larger than 10 feet. He felt trying to get a vehicle into a backyard would be difficult with only 10 feet. He felt larger frontages would be a benefit or an amenity to Willard City.

Kyle White said the current design created a lot of open space, which had shrunk the available space for lots. He felt the smaller frontages and deeper lots were an efficient use of the land. The Orchards Subdivision to the north, which was recently approved, had 22 lots below a quarter-acre. Canyon Bay had none. Forty-four percent (44%) of the lots in Canyon Bay were greater than .40 acres. The Orchards only had 33%. Canyon Bay's average lot size was bigger than The Orchards, and The Orchards had zero open space, except for their detention. The Orchards did not have 100-foot frontages, nor did they have any frontage requirements in their plan. The frontages in The Orchards were larger than Canyon Bay's. However, Canyon Bay had been able to achieve their lot sizes while still providing Willard with 3.64 acres of open space to preserve rural character, which was the exact spirit of the General Plan. The reason they could do that was smaller frontages. He felt they had struck a balance.

Commissioner Bingham liked the proposed concept. However, Willard residents were very adamant about lot sizes. They just didn't want one house on top of another.

Commissioner Dubovik was very happy Western Land wasn't proposing a 500-unit apartment building. He was happy the lots were larger than those in Deer Run and The Orchards. It wasn't what Willard would generally like, but he felt it was striking a balance. It did lend to a variety of lot sizes, and there were 3.64 acres of a beautiful orchard left. Western Land had approached Willard City in good faith and had made a lot of changes. A 100-foot frontage was great; 80 feet was not as great but was still acceptable. He felt a discussion was needed regarding the frontages.



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Commissioner Braegger asked if there could be a compromise. It would be nice to have some of the lots wide enough for an RV pad.

Kyle White felt a 100-foot frontage was an arbitrary line in the sand.

Commissioner Bingham said Willard had allowed lots with less than 100 feet of frontage in the Old Town Willard Zone. However, 70 feet was a long way from 100 feet. Eighty feet was preferable to 70 feet. He didn't necessarily want Western Land to lose any lots but asked if there was a different configuration that would allow wider lots.

Kyle White said Western Land knew frontages would be a topic of conversation. They had looked at 85-foot frontages, but they only ended up with 43 lots. If they zoned the property R ½, they could get 41 lots without any open space. He understood that the Planning Commission would like wider lots. Unfortunately, if they increased the lot widths to even 78 feet, it was more advantageous to do an R ½ Zone. If the Planning Commission didn't want the 3.64 acres of open space, Western Land could do an R ½ Zone. An R ½ subdivision would have less infrastructure for them to build and no open space to manage. Was the MPC Zone and the proposed open space with an agricultural easement valuable?

Commissioner Dubovik stated that if one lot was removed, all the other lots would become 77 feet wide. Mr. White said an MPC Zone with a 77-foot frontage was their max.

Commissioner Gilbert didn't want to lose the agricultural easement; neither did Commissioner Bingham.

Commissioner Gilbert asked if the open space in the southwest corner could be shrunk down to get more frontage. Kyle White said the size of the detention area on the southwest corner was based on the stormwater calculations.

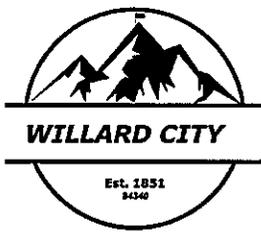
Commissioner Gilbert asked if the detention area would have grass and amenities. Mr. White said it would have sod, a playground, and a gazebo. Commissioner Gilbert asked who would own the detention area. Mr. White said that was up to the city. The detention basin could be dedicated to the city, or it could be owned and managed by a homeowners' association (HOA). They were comfortable with either option.

Commissioner Bingham asked what Willard would prefer. Jeremy Kimpton, City Manager, said there were pros and cons to both. Dedicated land meant additional expense and liability for Willard, but HOA's had not always been successful. Amy Hugie said HOA's were a lot more regulated. Mr. White said that in this case, the HOA would have a very limited scope. Ms. Hugie said ownership of the detention basin was a policy decision.

Commissioner Bingham asked if the Planning Commission had discussed all the issues in Ms. Hugie's staff report.

Amy Hugie said 24.24.140 of the Zoning Code required the city to make very specific findings before the MPC Zone could be approved. The Planning Commission needed to decide if the language provided in the development agreement met those requirements. Her redlines said the development agreement needed to outline specific findings.

Kyle White said he had addressed Ms. Hugie's comments in the latest version he sent. Ms. Hugie said he put his comments in a note but not the document itself. The findings needed to be outlined in Section 2.2



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of the development agreement so there was a record of why Western Land believed they complied with 24.24.140.

Kyle White read what he sent to Ms. Hugie, *“The City Council specifically makes these findings as required in 24.24.140 of the MPC Ordinance that: A. The proposed MPC Zone conforms to the guidelines and policies of the General Plan, and that B. The MPC Zone provides equal or greater compatibility with the surrounding land uses. The City Council makes these findings due to language on Page 58 of the General Plan which states that ‘Density shall be determined in conjunction with the project, neighborhood, and its benefits voluntarily being provided.’”* The agreement went on to say, *“Canyon Bay has lower proposed density and larger average lot sizes than the two large previously approved projects to the north and south, Deer Run (3.3 units per acre) and Orchards at Willard (2.1 units per acre).”* He argued that Canyon Bay preserved rural character by creating open space better than the recently approved project to the north that didn’t provide any open space. Mr. White felt he had made a case about why they complied with the requirements for an MPC Zone. If a member of the Planning Commission disagreed, he was open to why.

Amy Hugie did not feel there were enough details. Mr. White had restated what was in the code but did not state how their proposal met the code’s requirements.

Kyle White proposed that the Planning Commission make a motion to recommend approval of the rezone subject to language in the development agreement being revised regarding burden of proof to the satisfaction of the city attorney.

Commissioner Braegger asked when the public hearing regarding the rezone was held. Michelle Drago, Deputy Recorder, said it was held on November 6, 2025. Commissioner Braegger really wanted to know how the public felt about giving up the open space in exchange for lots with larger frontages. He agreed with Commissioner Bingham. It was difficult to get a large piece of equipment into a backyard via a 10-foot side yard. An additional seven feet would make it easier to get into a backyard and would also allow for an RV pad.

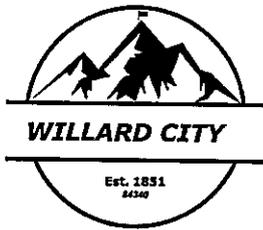
Kyle White agreed to lots with 77 feet of frontage as long as that was the last sticking point and he left with a recommendation.

Commissioner Braegger stated that Western Land had addressed the Commission’s concerns. He appreciated that they had moved houses from 600 South to 100 West and 200 West. He felt 600 South would become a main thoroughfare, and he was concerned about cars backing onto it. The only thing he was concerned about was making the lots a little wider.

Commissioner Ormond said the side yard setbacks were more than just 10 feet. It was a total of 25 feet between the two side yards and 25 feet between houses.

The Planning Commission discussed lots with a minimum frontage of 77 feet and side yard setbacks of 10 and 15 feet. Kyle White said they could agree to that.

Commissioner Dubovik was procedurally uncomfortable when there was a difference of opinion between the developer and the staff. He felt two needed to work it out and be able to tell the Planning Commission that the application, development agreement, and the plan were ready for approval.



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Commissioner Braegger agreed. If the staff wasn't comfortable with language in the development agreement, that needed to be resolved before the Planning Commission took any action. He felt taking the time to work things out would give Western Land time to revise the preliminary plat.

Kyle White stated that he was hearing that the Planning Commission was willing to make a positive recommendation to the City Council subject to the lots not being narrower than 77 feet, side yard setbacks of 10 feet and 15 feet, and submission of an agricultural easement document.

Commissioner Ormond felt there needed to be a resolution regarding ownership of the stormwater detention basin. Kyle White said that was up to the Planning Commission and City Council.

Commissioner Gilbert preferred that the detention basin be owned by Willard City. He was concerned about an HOA. Commissioner Braegger agreed. He didn't feel maintenance of the detention pond would be too much for the City to handle.

Commissioner Gilbert stated if the city was going to own the detention pond, he would like to see what Western Land proposed to do with landscaping and submittals for the gazebo and playground equipment.

Commissioner Bingham asked about the height of the proposed building on the agricultural easement. Kyle White said they had proposed a 28 foot by 15 foot building with a height no greater than 10 feet, but the language in the development agreement was more generic. The development agreement said a structure of 350 square feet, but he could agree to 300. There was an issue with the roof height. It was hard to do a pitched roof under 10 feet. So, they were asking for a maximum height of 11 feet.

The Planning Commission agreed with a building height of 11 feet.

Commissioner Ormond asked where the structure would be located. Mr. White said there wasn't a specific location. Commissioner Braegger felt the Planning Commission would like to know where the structure would be located.

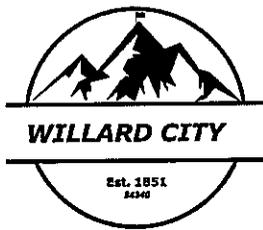
Commissioner Dubovik felt that if this item was tabled, a lot of the issues could be resolved. If they could be resolved, he felt the next meeting would be much shorter.

Kyle White stated that they had been waiting to get to this point. Did the Planning Commission have any other big concerns?

Commissioner Ormond stated that the Planning Commission had talked to Heritage Homes about working with Western Land regarding the stormwater detention. Mr. White said he would reach out to them again. It made sense for Heritage Homes to have Western Land's small piece next to their detention area, and there was a small triangle of land that made more sense for Western Land to have. He would continue to collaborate with Heritage Homes. It benefited everyone, but he didn't want it to hold up his approval.

Commissioner Braegger said the Planning Commission had not allowed all the phases of The Orchards to move forward due to concerns about the two projects aligning. Kyle White said the roads did align. Jeremy Kimpton said the City Engineer felt the roads lined up. They just felt those two little pieces could be better utilized.

Amy Hugie clarified what the Planning Commission was looking for in the development agreement. She understood there would be a minimum frontage of 77 feet; side yard setbacks of 10 feet and 15 feet;



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agricultural conservation easement language; the height of the building on the agricultural easement would be 11 feet and 300 feet in size; identification of the structure's location on the agricultural easement; submittals for the gazebo and playground; and more clarifying language regarding how their proposal complied with the General Plan.

The Planning Commission wanted the City Attorney to be satisfied.

Kyle White asked who had the burden of proof about what met the General Plan. Ms. Hugie said it was on Western Land. The development agreement was being created for the future when all the creators were not around. Someone could pick up the agreement and understand why the development was approved and how it met the General Plan at the time.

Time Stamp: 0:00 Part 2 – 02-05-2026

Commissioner Bingham moved to table consideration and recommendation of a rezone petition from Western Land Development, a development agreement, and a preliminary plan subject to modification of the development agreement to the City Attorney's satisfaction. Commissioner Gilbert seconded the motion.

5B. DISCUSSION REGARDING A PROPOSAL TO AMEND 24.80.150, SECTION 24.080.050(D)(5), SECTION 24.24.190, SECTION 24.84.090, AND SECTION 24.72.070(C) OF THE WILLARD CITY ZONING CODE REGARDING GUARANTEES FOR SUBDIVISION IMPROVEMENTS, FACILITIES, AND AMENTITIES

Time Stamp: 0:33 Part 2– 02/05/2026

Amy Hugie stated that the administration wanted to make sure it was as easy as possible for Willard to be able to enforce guarantees for subdivision improvements. It was very difficult for cities to call a bond. The administration was asking that the Planning Commission recommend that sections of the Willard City Zoning Code be amended to remove a bond as a guarantee option. Developers would then have the options of an escrow or letter of credit. Ms. Hugie said bonding would be removed from Section 24.80.150, Section 24.080.050(D)(5), Section 24.24.190, Section 24.84.090, and Section 24.72.070(C). Language had been added to 24.80.150 to stipulate that the improvement guarantee would be in a subdivision improvement guarantee form provided by the city and met the terms required by the City Manager. Ms. Hugie said clarifying language was also needed in the section regulating excavation permits. It would be brought back to the Planning Commission later. The administration could bring a copy of the improvement guarantee form for the Planning Commission to review. The City Engineer was reviewing it as well.

The Planning Commission members felt the proposed amendment made sense. They asked that a copy of the proposed subdivision improvement guarantee agreement be included in the next packet.

Commissioner Braegger stated that on larger projects, most cities required an improvement guarantee that included a contingency amount. At the conclusion of the project the contingency funds were released. He felt that process worked well.

Commissioner Bingham moved to set a public hearing on February 19, 2026, at 6:30 p.m. to receive public comments regarding a proposal to amend Section 24.80.150, Section 24.080.050(d)(5), Section 24.24.190, Section 24.84.090, and Section 24.72.070(c) of the Willard City zoning code



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regarding guarantees for subdivision improvements, facilities, and amenities. Commissioner Dubovik seconded the motion. All voted “aye.” The motion passed unanimously.

- 5C. DISCUSSION REGARDING A PROPOSAL TO AMEND 24.80.130 OF THE WILLARD CITY ZONING CODE TO INCLUDE ADDITIONAL LANGUAGE FOR DESIGN AND CONSTRUCTION STANDARDS RELATING TO MINOR/SMALL SUBDIVISIONS (CONTINUED FROM SEPTEMBER 18, OCTOBER 2, NOVEMBER 6, NOVEMBER 20, AND DECEMBER 4, 2025)

Time Stamp: 7:09 Part 2-- 02/05/2026

Amy Hugie stated that for several months the Planning Commission had been talking about methods to defer improvements for minor subdivisions. Based on the Planning Commission's last discussion in December, it seemed easier to amend the Design and Construction Standards found in Section 24.80.130 of the Willard City Zoning Code. She had prepared a proposed amendment adding Subsection R to allow deferments of design and construction standards. Subsection R included a list of all circumstances that would have to be present to allow deferment. Ms. Hugie reviewed the list with the Planning Commission found in Subsection R.2. The administration suggested that if those conditions were present, only installation for curb, gutter, and sidewalk could be deferred. The process for deferment included a restriction on the final subdivision plat that would be applicable to every lot in the proposed subdivision. The restriction would outline what improvements were being deferred, that they would be installed in accordance with the Willard Public Works Standards, and that each lot owner would be financially responsible for installation of the deferred improvements whenever the City deemed it necessary. At that time, Willard City would bill each lot owner. If the bill was not paid, the City would place a lien on the property.

Commissioner Dubovik asked how lot owners would be notified about the restriction. Ms. Hugie said the restriction would be disclosed when property was sold. It would be a restriction on the deed.

Ms. Hugie asked for the Planning Commission's input regarding the proposed amendment. The Planning Commission felt the proposed amendment was what it had asked for.

Commissioner Dubovik asked if the proposed amendment satisfied the citizens' request and protected the City. Ms. Hugie felt that the proposed amendment did protect the city. Including a restriction on the subdivision plat would provide notice to property owners about required improvements that had been deferred.

There was a discussion with Alternate Commissioner Diana Baker about infrastructure requirements. Commissioner Baker felt the goal post kept getting moved. She didn't feel Willard was a farming community any longer. It was a subdivision community. What was the point of living in the country with a rural setting if everyone's backyard had a vinyl fence?

The Planning Commission felt the proposed amendment addressed their concerns.

Commissioner Dubovik moved to set a public hearing on February 19, 2026, at 6:30 p.m. to receive public comments regarding a proposal to amend 24.80.130 of the Willard City Zoning Code. Commissioner Bingham seconded the motion. All voted “aye.” The motion passed unanimously.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, February 5, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

- 5D. REVIEW OF A CONDITIONAL USE PERMIT FOR A GRAVEL PIT ISSUED TO DARRELL NIELSON ON APRIL 11, 1989, ON PROPERTY LOCATED AT 500 EAST 625 SOUTH (PARCEL NO. 02-049-0001 AND 02-053-0044)

Time Stamp: 18:05 Part 2 – 02/05/2026

Michelle Drago stated that the conditional use permit issued to Darrell Nielson for a gravel pit at 500 East 625 South was still active. The gravel pit was now operated by Staker Parson.

Chairman Bodily was not aware of any issues regarding the gravel pit.

Jeremy Kimpton suggested that the conditional use permit be updated to reflect the new ownership.

Chairman Bodily asked about the status of Terry Ross's business that was discussed at the last meeting.

Jeremy Kimpton said he had met with Terry Ross. Mr. Ross didn't want to invest a lot of money in a permanent shop that would only be used for a few more years. He asked if he could get a license for a mobile business. The staff had talked about it and felt a mobile barber shop would be similar to other mobile businesses, such as food trucks. A note would be added to his business license.

Amy Hugie stated that Willard's home occupation ordinance needed to be updated to clarify acceptable uses and to provide approval guidelines to help the staff.

- 5E. APPROVAL OF 2026 MEETING SCHEDULE

Michelle Drago stated that the Planning Commission had received a 2026 meeting schedule on November 6, 2025, but it had not approved the schedule.

Commissioner Bingham moved to approve the 2026 meeting schedule subject to no meetings on July 2 and December 17, 2026. Commissioner Braegger seconded the motion. All voted "aye." The motion passed unanimously. (See attached copy).

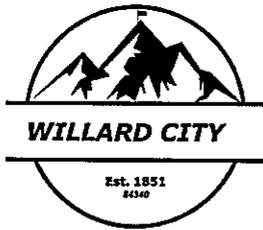
6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR JANUARY 15, 2026

Commissioner Bingham moved to approve the regular minutes for January 15, 2026, as written. Commissioner Ormond seconded the motion. All voted "aye." The motion passed unanimously.

7. ITEMS FOR THE FEBRUARY 19, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 26:20 Part 2– 02/05/2026

The Planning Commission discussed agenda items for the February 19, 2026, meeting – two public hearings and a conditional use review. Mr. Kimpton did not feel Kyle White would be ready for the next meeting. The Mountain Bay developers had not met the 14-day deadline either.



8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 28:44 Part 2 – 02/05/2026

Amy Hugie

Amy Hugie stated that the Subdivision Ordinance did not define what an acre was. There was a definition in the Master Planned Community Ordinance, which was a true acre of 43,560 square feet. The code needed to be amended to include a definition. Did the Planning Commission want to define an acre as a *builder's acre*, or 40,000 square feet, or did it want a true acre? A builder's acre would make it easier to calculate frontages and setbacks.

The Planning Commission wanted an acre defined as a true acre or 43,560 square feet. Ms. Hugie said she would draft an amendment.

Commissioner Ormond felt the code also needed to define a developable acre. He had not been able to find a definition in the MPC Ordinance. Mayor Mote and Amy Hugie thought there was definition of a developable acre in the MPC code. Commissioner Bingham said a developable acre was defined in the old PUD Ordinance but wasn't sure if it was carried forward into the MPC Ordinance.

Mayor Mote didn't feel there was a need to discuss developable acres in a regular subdivision.

Amy Hugie reviewed the density and open space provisions in the MPC Ordinance. Mayor Mote said the MPC Ordinance talked about what did not count and developable acres but did not tie them together. Commissioner Ormond felt tying them together would cover the issue.

Amy Hugie said she would add this to her running list of items that needed to be amended.

Jeremy Kimpton

Did not have any comments.

Mayor Mote

Did not have any comments.

Commissioner Bingham

Did not have any comments.

Commissioner Dubovik

Commissioner Dubovik asked how late a gravel pit could operate a rock crusher Mayor Mote said the gravel pit was in the County and would be governed by the County's ordinances.

Commissioner Gilbert

Did not have any comments.



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, February 5, 2026 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

Commissioner Ormond

Commissioner Ormond asked if the administration had compiled a definition of Old Town Willard that included both sides of the roads. Ms. Hugie said it was on her list.

Commissioner Ormond asked if the northern boundary of Old Town Willard on the east side of Highway 89 was 100 North or 200 North. Jeremy Kimpton stated the Old Town Willard Zone stopped at 100 North on the zoning map. Commissioner Ormond wasn't sure that followed what was in the code.

Commissioner Braegger

Commissioner Braegger asked that garbage cans be placed on the 200 West walking trail so people could dispose of their animal waste.

Chairman Bodily

Chairman Bodily stated property located at the very southern tip of South Willard had a sign about coming storage. Would the site and development plans have to be submitted to Willard City? Mayor Mote felt they would if the property needed to be rezoned. He felt the property was already zoned commercial but might have problems getting water.

Michelle Drago

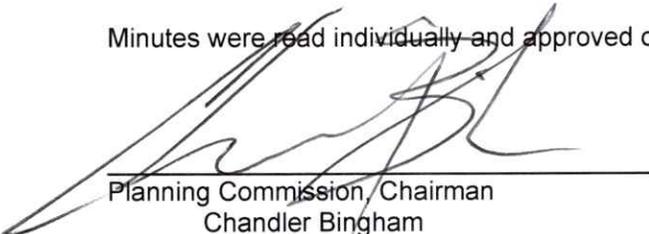
Michelle Drago stated that in November 2024, the Planning Commission approved a conditional use permit for Dan Gammon for a short-term rental at 537 West 200 North. Mr. Gammon had completed the required improvements, which had been verified by the Fire Chief. One of the required conditions was annual documentation from the state regarding his well water. Mr. Gammon was asking that the condition be removed because the state did not have annual testing requirements.

Amy Hugie felt the Planning Commission would have to formally remove the condition. Ms. Drago said she would add it to the next agenda. Jeremy Kimpton asked that Mr. Gammon provide documentation from the state.

10. ADJOURN

Commissioner Bingham moved to adjourn at 8:35 p.m. Commissioner Braegger seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: 2/19/26

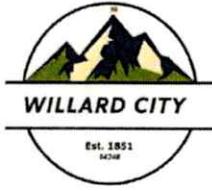


Planning Commission Chairman
Chandler Bingham



Planning Commission Secretary
Michelle Drago

dc:PC 02-05-2026



Willard City Corporation

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Mayor

Travis Mote

City Council Members

J. Hulsey

R. Christensen

M. Braegger

R. Mund

J. Bodily

WILLARD CITY 2026 MEETING SCHEDULE

November 30, 2025

Pursuant to Section 52-4-202 Utah Code Annotated, Willard City Corporation hereby gives its annual notice regarding meeting schedules for Calendar Year 2026.

The Willard City Council will hold regular meetings on the second and fourth Thursdays of each month, excluding holidays. The meetings will begin at 6:30 p.m. and will be held at Willard City Hall, 80 West 50 South. All agenda items must be submitted to the City Recorder (435-734-9881, P.O. Box 593, Willard, UT 84340) by 12:00 p.m. the Friday prior to the meeting.

The Willard City Planning Commission will hold regular meetings on the first and third Thursdays of each month, excluding holidays. The meetings will begin at 6:30 p.m. and will also be held at Willard City Hall. Agenda items must be submitted two weeks prior to the meeting.

The Willard City Administrative Land Use Authority (ALUA) and Willard City Conditional Use Permit (CUP) Review Committee will hold meetings as required. Meetings are usually held on Thursdays, excluding holidays, but can be held on other days if needed. Meetings will be held at Willard City Hall. Agendas will be posted at least 24 hours prior to any meeting.

All meetings, including any additional meetings, cancellations, or changes to the schedule, will be posted at the Willard City Hall and on the State of Utah Public Meeting Notice website (www.utah.gov/pmnn).

I, duly appointed Recorder for Willard City Corporation, hereby certify that the foregoing was posted at the Willard City Hall and on the Utah Public Meeting Notice website this 30th day of November 2025.

Deputy City Recorder

PLANNING COMMISSION MEETING DATES

2026

January 1 – no meeting / New Year's Day

January 15

February 5

February 19

March 5

March 19

April 2

April 16

May 7

May 21

June 4

June 18

July 2 – no meeting / Patriotic program

July 16

August 6

August 20 – no meeting? / Box Elder County Fair

September 3

September 17

October 1

October 15

November 5

November 19

December 3

December 17 – no meeting