



Ballard Planning Commission

February 3rd, 2026, 6:00 pm

MINUTES

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

Board Members
Mark Redmond
Robin Moran
Kay Burgess
Steve Collins
Alternate

Item

A. CALL ZONING MEETING TO ORDER

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

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

- o No conflicts were stated by Board Members.

Visitors

Jake Harward
Devona Ross
Joe Garcia
Lynn Snow
Janet Snow
Nile Mathisen
Brent Bastian
Leah Bastian
Al Kettle
Nate Snow
Jeffrey Baker

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

➤ Jan. 6, 2026

Motion made by Board Member Robin Moran to approve the minutes of January 6, 2026 as written, 2nd by Board Member Mark Redmond. All in favor.

YEA

NAY

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

D. RETURNING PAST AGENDA ITEMS

1. **PUBLIC HEARING** –Property Rezone Phase One Properties: Rezone property on 212. N Union ST. Parcel 170450048 from Zone C2 to MH. (Multifamily Residential zone) –Robert McNeel

6:15 P.M.

Motion to close regular meeting and open Public Hearing

Motion made by Board Member Mark Redmond to close meeting and open public hearing at 6 15 p.m., 2nd by Board Member Kay Burgess. All in favor.

YEA

NAY

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

Public Comments

Rob McNeel discussed the 33 townhomes that will be built. He indicated that they would have an HOA. Discussion was held regarding the roads going into and out of the townhomes and their impact on the neighborhood. The main access road to the townhomes will be union street with the road ending at the townhome property.

Board Member Mark Redmond questioned if a traffic study should be done. Mr. McNeel assured the board that the traffic would not have much of an overall increase.

Lynn Snow was in attendance and stated that he owns the property just north of the parcel in question and asked whether this development meets the city's master plan. It was stated that the master plan shows this area as a medium residential area. Lyn Snow in addition has concerns about drainage, traffic and the type of fencing that will surround the townhomes. Rob McNeel assured that the drainage will be kept on his property. A concept was shown to the Council members showing the roadways clearer, the 33 units and where the retention ponds will be.

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

YEA

NAY

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

Additional Planning Commission Discussion

No further discussion was held.

Motion made by Board Member Robin Moran to deny rezone and leave as Commercial zone and send to Council, 2nd by Board Member Kay Burgess.

YEA

NAY

Board Members
Steve Collins
Kay Burgess
Robin Moran
Mark Redmond

Joe Allred

2. PUBLIC HEARING-Revision of title 15.11.210 Travel Trailer Ordinance
6:30 P.M.

Motion made by Board Member Mark Redmond to close meeting and open Public Hearing at 6:30 p.m., 2nd by Board Member Robin. All in favor.

YEA **NAY**

Board Members

Steve Collins
Kay Burgess
Robin Moran
Mark Redmond
Joe Allred

Chairman Joe Allred introduced the revision of Title 15.11.210 regarding travel trailers. The revision includes penalties for property owners permitting violations. The enforcement will be handled by the Uintah County Law enforcement. The provision establishes regulations regarding the ownership and occupation of travel trailers, truck campers, and motor homes. It mandates that any owner or occupier of these vehicles, as well as any property owner who allows such violations on their property, shall be considered guilty of Class C misdemeanor if the violation is not rectified within 30 days of receiving notice. This offense carries a maximum fine of \$700.00 and the possibility of a jail sentence of up to 90 days.

Motion made by Board Member Mark Redmond to close public hearing and open meeting, 2nd by Board Member Kay Burgess. All in favor.

YEA **NAY**

Board Members

Steve Collins
Kay Burgess
Robin Moran
Mark Redmond
Joe Allred

Motion made by Board Member Steve Collins to approve revision of title 15.11.210 travel trailer ordinance, 2nd by Board Member Kay Burgess. All in favor.

YEA **NAY**

Board Members

Steve Collins
Kay Burgess
Robin Moran
Mark Redmond
Joe Allred

- 3. CUP HIGHWAY ACCESS UPDATE** – Andrea Gurr/Joe Garcia –
Joe Garcia said that he met with UDOT, and they recommended getting an engineered design for acceleration and deceleration lanes going off the highway. He stated that Civco is working on these designs and should have them by the 16th and will send them to us when he gets them. The Board suggested that the CUP has already been approved contingent on road improvements and that it was the Council’s idea for them to follow up with UDOT and so they should follow up with Council with the updates on the roadway as it gets improved.

E. NEW AGENDA ITEMS

1. U-HAUL BUSINESS - Levi Bateman
Levi Bateman was not in attendance but called and indicated that business was so slow here at this location and decided that he would not get a business license here and wait until his location was available in Duchesne County to start doing business.

2. NEW BUSINESS C-CAN – Jake Harward
Jake Harward was in attendance and presented his business to rent and sell shipping containers. Mr. Harward said the main office is in Utah County and this location he is leasing is to be used more for advertising and is asking for a business license. Board Members held brief discussion and agreed to allow Mr. Harward to move forward.

4. NEW BUSINESS PUMP SHOP- Kent Campbell
Kent Campbell said that the pump shop is a temporary set up at his home and that it is only him fixing pumps as he has no employees with no incoming customers. Board Members approved a business license.

3. NEW CHAIRMAN APPOINTMENT –
Motion made by Board Member Mark Redmond to appoint Joe Allred for Chairman, 2nd by Board Member Steve Collins. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Steve Collins	
Kay Burgess	
Robin Moran	
Mark Redmond	
Joe Allred	

4. MEETING SCHEDULE APPROVAL –
Board Members agreed to continue meeting on the 1st (first) Tuesday of every month at 6:00 pm.

Motion made by Board Member Mark Redmond to continue having meetings on the 1st (first) Tuesday of every month at 6 pm, 2nd by Board Member Robin Moran. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Steve Collins	
Kay Burgess	
Robin Moran	
Mark Redmond	
Joe Allred	

F. STANDARD PUBLIC COMMENTS –
No public comments.

G. FOLLOW-UP ON TABLED ITEMS –
Nothing to follow up on.

H. FOLLOW-UP ON PAST BOARD ASSIGNMENTS –
No follow-up.

I. ZONING BOARD ADJOURN

Motion made by Board Member Mark Redmond to adjourn meeting, 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 Tasha Crum

Date

Approved Signed Copy filed in the Ballard City Offices