



Mayor - Bryan Cox
City Council - David Fowles
City Council - Stephanie Allred
City Council - Tiffany Atkinson
City Council - Gerald Osborne
City Council - Kirk Brower

Hyde Park City Council & Planning Commission Workshop
113 East Center Street
Hyde Park, Utah

February 25, 2026

The Hyde Park City Council meeting began at 6:00 and was conducted by Marcus Allton.

City Officials Present: Mayor; Bryan Cox, Council members; David Fowles, Stephanie Allred, Tiffany Atkinson, Gerald Osborne and Kirk Brower, Planning Commission Members; Melinda Lee, Heather Taylor, Charlene Williams, City Planner; Machael Layton and City Administrator; Marcus Allton.

1) Power and Duties

The meeting began with a training session on municipal powers and duties, which the presenter referred to as "the train discussion." The training used a metaphor comparing city governance to a train system, where the city council serves as "the board," the planning commission acts as "the advisory team," and city staff is responsible for "moving the train."

Mayor's Powers and Duties

The presenter explained that under Utah's mayor-council form of government, the mayor serves as the chief executive and administrative officer of the municipality, essentially being "in charge of everything." However, the mayor is not an all-powerful figure and may delegate authority to city staff or council members as needed to execute his duties.

City Council Responsibilities

The city council functions as the legislative body of the municipality with several key responsibilities. Their primary duty is to approve legislative actions such as rezones and code changes, essentially setting "the rules that everybody in the city plays by." The council also controls the city budget and city property, being the only body authorized to vote on budgetary changes, new budgets, or the purchase and sale of city property. Additionally, the council can appoint committees for research purposes, though these committees cannot have spending authority without proper delegation.

Mayor Cox noted that many of the powers identified are authorities of the mayor that may be delegated to others when he doesn't want to deal with them directly.

The presenter emphasized that a full quorum of three council members is required to ratify any vote or position. A single member or even two members cannot make budget decisions, policy

decisions, or take any other official action independently, as "the power of the city council is in the group."

Planning Commission Responsibilities

The planning commission has extensive responsibilities that cannot be summarized as neatly as the city council's duties. Their most significant responsibility under state code is overseeing the general plan, which should be "the planning commission's baby" as they constantly review it and ensure land use decisions align with its guidelines. The commission places special emphasis on obtaining public feedback and input.

In Hyde Park, the planning commission conducts all public hearings for land use issues, including rezones and new ordinances related to land use. The commission also sometimes serves as an Administrative Land Use Authority (ALUA) and Land Use Authority (LUA), which are approval bodies that cannot be the city council.

The presenter recommended that planning commission members should have representation on all city committees, particularly those dealing with road safety, health initiatives, and trails, since the commission is deeply involved in land use and planning details. While not a code requirement, this is considered sound practice for effective city governance.

City Staff Responsibilities

City staff has four primary responsibilities. First and most importantly, they provide essential services to keep the city running, summarized as "clean water in, clean water out." Second, they administer land use and building codes, ensuring proper execution of codes developed by elected officials. Third, they protect residents and provide services, either directly or through contracted services like garbage collection and police. Finally, they prepare numerous reports for federal, state, and city purposes as requested by the planning commission or city council.

Interface Guidelines

The presenter outlined appropriate interactions between elected officials and city staff. Officials are encouraged to ask questions, bring resident concerns and complaints, brainstorm ideas, request help with official communications, and bring food or treats to staff.

However, officials should not give direct orders to city staff, as this should go through the mayor and city administrator according to ordinance. They should not ask staff to spend unbudgeted money, and they should not expect immediate action on non-emergency issues, though staff wants to hear about all problems regardless of size.

The planning commission has a special arrangement with an assigned staff person who can help with planning commission duties, though this person may be reassigned to handle applications or site planning when needed. The city council's assigned staff person is the city administrator. Using the train metaphor, the presenter explained that the council and commission's job as "the board and advisory team" is to determine where the train needs to go, providing direction to the mayor and city staff. However, the train must keep moving regardless of direction, as essential services must continue. If officials don't like the train's direction, they need to provide clear guidance for change.

2) General Plan

The presenter demonstrated how to access the general plan through the city website, noting that the city's new receptionist has skills in website modification and welcomes input for

improvements. The general plan can be found by clicking the "city code" button on the homepage, which leads to a page with various books, with the general plan being the middle book on the top row.

The focus of this session was Chapter 2 Land Use, particularly the future land use map that has generated numerous questions about rezones and rezone criteria.

3) Land Use Map

The presenter began by explaining the difference between the future land use map and the zoning map. The zoning map is what city staff uses for current applications - when someone submits a site plan or subdivision application, staff refers to the zoning map to determine applicable rules. The future land use map, however, should be of greater concern to the commission and council as it represents long-term planning for how the city should grow.

Current Future Land Use Map Concerns

The presenter was candid about the current future land use map's shortcomings, stating it was "a really big compromise" created under time constraints. The general plan consultant had already left, the budget was exhausted, rezone applications were pending, and the city needed something in place. While "not the worst thing ever" and "not terrible," the presenter acknowledged it's "not great either."

Map Categories and Concerns

The map uses several color-coded categories that blend different zoning possibilities:

- **Yellow (Low Density Residential):** Encompasses everything from agricultural one-acre lots down to four units per acre, meaning the city is comfortable with anywhere from one to four units per acre in these areas.
- **Orange (Medium Density Residential):** Represents single-family mixed with multifamily, including R5 and transition zones. Notably, these are the least used zones in the city, with no developments completing the full development process in these zones, as most developers change course midway through.
- **Red (Mixed Use/Commercial):** This category generates the most concern, as it indicates the city is comfortable with both commercial development and potentially apartments or townhomes in these areas.
- **Purple (Industrial/Commercial):** Located near the airport and highway, considered appropriate for that location.
- **Brown (Mountain Recreation Zone):** A future zone with multiple possibilities, from neighborhood commercial to lower-impact apartment buildings like 12-plexes, though not large-scale developments like 50-plexes.

Map Boundaries and Compromises

The map intentionally avoided following parcel lines to prevent property owners from feeling targeted with specific zoning designations. However, some hard lines were drawn based on community input, such as at Wolfpack Way, where residents didn't want large commercial development on the other side, and at 4400 North.

Agricultural Zone Considerations

The general plan includes language stating that Hyde Park should not pursue additional large subdivisions in the agricultural zone. While individual parcels and large farm parcels zoned as

agricultural are acceptable, large-scale one-acre lot developments are discouraged as financially unhealthy for the city and unaffordable in the current market climate.

Transportation and Infrastructure Considerations

Discussion arose about transportation connections and the transportation master plan. The presenter noted that Utah typically increases speed limits when conducting speed studies, often by 5-10 miles per hour, based on traffic volume considerations. The state prioritizes traffic flow over community preferences, following federal standards and the Manual for Uniform Traffic Control Devices.

The city faces challenges with roads that will eventually connect through to neighboring communities, which may need to accommodate higher speeds like 40 mph despite having driveways. However, the city can still implement traffic calming measures on local roads, such as narrowing roadways, adding landscaping and trees to make roads feel smaller and encourage slower driving.

Infrastructure Capacity and Development Readiness

A significant concern raised was the availability of city resources for development. The Bringham Village project near the Smithfield border exemplifies this challenge, where the developer must install hundreds of thousands of dollars worth of infrastructure to reach their project. Former Planning Commissioner Mark Lynn, who passed away from cancer, had argued that rezones shouldn't be granted if property isn't ready for development, voting against projects lacking adequate infrastructure.

The presenter suggested that infrastructure readiness should be considered when evaluating the future land use map. For instance, if the city envisions 500 new apartments on 4400 North where no infrastructure currently exists, the question becomes whether the city is truly ready for development of that scale.

UDOT Access Requirements

Discussion covered UDOT's strict access management policies. UDOT classifies highway sections by grade and allows access points only at specified intervals with no exceptions. When developments touch highways, they must be submitted to UDOT for access approval. UDOT uses precise measurements to determine access eligibility, and some developments simply won't receive access if they don't meet spacing requirements.

Existing businesses can lose access when they change uses or increase traffic volumes. UDOT may require improvements like deceleration lanes or force property owners to work with neighbors to acquire right-of-way for modifications. The city has adopted similar but more forgiving policies for county-funded roads.

Future Planning Considerations

The presenter noted that general plans typically last 5-7 years, and since the current plan was approved in 2022, it may soon be time for a comprehensive update rather than piecemeal changes. To change the future land use map, the city must notice a general plan amendment with 30-day notice and conduct more thorough public processes.

The session concluded with the understanding that this was part one of the land use discussion, with plans to continue reviewing Chapter 2 at the next work session and address the numerous details that were skipped over. The presenter emphasized that if updating the general plan is a

priority, the council and commission need to direct city staff to begin the process of creating a new map and scheduling public hearings.

Adjourn : 7 :00

Donja Wright

Council member Brower made a motion to approve the minutes from February 25, 2026, workshop. Council member Fowles seconded the motion. Council members Fowles, Osborne and Brower voted in favor. The motion carried 3/0.