

**The Minutes of
Honeyville City Planning Commission
February 25, 2026, Regular Meeting**

Staci Zilles-Nelson called the meeting to order at 7:00 p.m.

Present were Chair Staci Zilles-Nelson. Commission Members Jamie Cook, Kelli Shaw, Anna Dammer & Jacob Jaques. Laurie Hunsaker was excused from this meeting.

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

There were approximately 2 members of the public present.

Jamie Cook offered the Invocation and led the group in the Pledge of Allegiance.

Conflict of Interest, if any: Jacob Jaques stated that he is the applicant for a Kennel License. (He stated this later in the meeting under action items.)

Administer Oath of Office – Caleb was not present to administer the Oath of Office to.

Public Comment Period:

None Noted.

Public Hearing – Bryce Tolman Rezone Application:

A. Open Public Hearing: Opened at 7:02

JACOB JAQUES motioned to Open the Public Hearing for the Bryce Tolman Rezone Application at 7:02 p.m. KELLI SHAW seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

No public comments were made.

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

JACOB JAQUES motioned to Close the Public Hearing for the Bryce Tolman Rezone Application at 7:03 p.m. ANNA DAMMER seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

Kenny F explained that the city approached Bryce and asked him to become compliant with the city's zoning for his business.

C. Action Item: Motion of Recommendation for the Bryce Tolman Rezone Application

JACOB JAQUES motioned to Approve the Bryce Tolman Rezone Application. KELLI SHAW seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

Public Hearing – Creation of an Ordinance to address the Discharge of Firearms within Honeyville City – Chapter 4 Title 9:

A. Open Public Hearing: Opened at 7:06 p.m.

KELLI SHAW motioned to Open the Public Hearing for the Creation of an Ordinance addressing the Discharge of Firearms within Honeyville City at 7:06 p.m. JACOB JAQUES seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

Staci Z-N stated that when she presented this to City Council there was some concern that the Sheriff's Department wouldn't enforce city ordinances. Mayor Nelson said that he would contact the Sheriff's Department to see what they will do.

B. Close Public Hearing: Closed at 7:09 p.m.

JACOB JAQUES motioned to Close the Public Hearing Public Hearing for the Creation of an Ordinance addressing the Discharge of Firearms within Honeyville City at 7:09 p.m. ANNA DAMMER seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

C. Action Item: Motion of Recommendation for the Creation of an Ordinance to address the Discharge of Firearms within Honeyville City – Chapter 4 Title 9

KELLI SHAW motioned to Recommend Approval of the Creation of an Ordinance addressing the Discharge of Firearms within Honeyville City to City Council. JAMIE COOK seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques for.

City Council Meeting Report – Chair Staci Zilles-Nelson:

A. Report: Staci Z-N

- **City Clean Up:** This will take place the first weekend in May.
- **Park Restroom:** The restroom at the west park is being remodeled and that project should begin on March 2nd.

- **Springs:** The city will be upgrading some of the Springs to help with the collection of water.
- **Johnson's Gravel Pit:** This pit is closed and no-one should be on that property.

Zoning Administrator/DRC Report – Kenny Funk:

A. DRC: Kenny F

- **Subdivision Plans:** The new owners of the Kobayashi property are working on plans to apply for a subdivision. Also, the subdivision on the North end of town has also contacted Kenny about some of the required standards.
- **Crystal Hot Springs:** A letter has been written instructing them they must stop work until proper permits and documentation have been attained.

DISCUSSION ITEMS:

- A. Fences & Permit: Anna & Kelli – Anna D** asked that they push this item to next month. They needed more information on setbacks. She found setbacks for development, but not for fences. She also stated that she does not have any software that does drawings so when they create this, they may need help from Dana to create those drawings. **Kelli S** stated that she does have some software to help create the drawings. **Kenny F** suggested that they refer to the setbacks in the land use title.
- B. Billboards: Kelli S** stated that UDOT has to be involved on land along state routes. She also found guidelines for municipalities. **Jacob J** suggested no billboards over 12 ft. high and no lights allowed. **Kenny F** suggested looking into what State Law allows. He also suggested billboards not be allowed within 1 mile of a home. **Staci Z-N** asked Jacob to work with Kelli to come up with verbiage for this ordinance and present it next month.

ACTION ITEMS:

A. CUP – Jaques Kennel License Application:

Jacob Jaques stated that he now has 4 dogs and wanted to become compliant with the city, so he is requesting a Kennel License.

Kenny F informed the commission that they typically put restrictions on these types of requests, such as not having more than 8 dogs.

JAMIE COOK motioned to Approve the Jaques Kennel License Application with the condition that they can have no more than 8 dogs. KELLI SHAW seconded the motion. MOTION CARRIED with Jamie Cook for, Kelli Shaw for, Anna Dammer for and Jacob Jaques abstaining.

- B. Crystal Springs Site Plan:** This was not ready to present this month.
- C. Approval of Minutes: 01/28/26 – Not in packet.**

Agenda Items for Next Month:

- Fences & Permits with Diagrams - Discussion
- Billboards - Discussion
- Crystal Springs Site Plan – Action Item
- January Minutes – Action Item

JACOB JAQUES motioned to adjourn at 7:43 p.m. **ANNA DAMMER** seconded the motion. **MOTION CARRIED** with **Jamie Cook** for, **Kelli Shaw** for, **Anna Dammer** for and **Jacob Jaques** for.

Meeting Adjourned at 7:43 p.m.


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

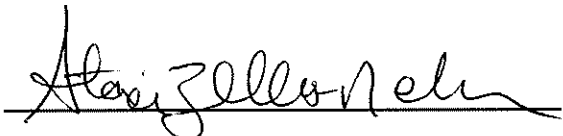
I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST:

DATE APPROVED: 3/25/26




Brittiny Chlarson – Clerk/Recorder


Staci Zilles-Nelson - Chair