



WILLARD CITY  
**Planning Commission Meeting** – Regular Meeting  
Thursday, March 19, 2026 – 6:30 p.m.  
Willard City Hall – 80 West 50 South  
Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours  
2 in advance. A copy of the agenda was posted at City Hall, on the State of Utah Public Meeting Notice  
3 website, on the Willard City website, and sent to the *Box Elder News Journal*.  
4

5 The following members were in attendance:  
6

7 Chandler Bingham, Chairman	Amy Hugie, City Attorney
8 Sid Bodily	Madison Brown, City Planner
9 Alex Dubovik	Michelle Drago, Deputy City Recorder
10 Brian Gilbert	
11 Ken Ormond	
12 Diana Baker, Alternate	

13  
14 Excused: Jeremy Kimpton and Chad Braegger

15  
16 Others in attendance were Ruth Ormond, Doug Younger, Matthew Francom, and Keldi Francom.  
17

18 Chairman Bingham called the meeting to order at 6:31 p.m.  
19

- 20 1. PRAYER: Alex Dubovik
- 21 2. PLEDGE OF ALLEGIANCE: Sid Bodily
- 22 3. GENERAL PUBLIC COMMENTS

23  
24  
25 No public comments were made.  
26

- 27 4. CITY COUNCIL REPORT

28  
29  
30 Time Stamp: 02:12 – 03/19/2026  
31

32 Madison Brown, City Planner, reported that during its March 12<sup>th</sup> meeting, the City Council approved  
33 ordinances amending the Zoning Code regarding deferment of improvements and removal of a bond option  
34 for improvement guarantees. It also granted final approval for The Orchards Phase 3.  
35

- 36 5A. CONSIDERATION AND RECOMMENDATION REGARDING THE DRAFT WILLARD CITY  
37 ECONOMIC DEVELOPMENT STRATEGIC PLAN (CONTINUED FROM FEBRUARY 19 AND  
38 MARCH 5, 2026)

39  
40 Time Stamp – 03:38 - 03/19/2026  
41

42 Commissioner Gilbert asked for an update regarding the Planning Commission's questions from its March  
43 5<sup>th</sup> discussion regarding annexation of South Willard and sales tax revenue from Willard Bay. He felt  
44 discussion regarding the economic development plan should be tabled until those questions were  
45 answered.  
46

47 Madison Brown stated that she had reached out to Box Elder County regarding South Willard, but she had  
48 not heard back from them. Jeremy Kimpton had been researching sales tax but didn't have any information  
49 to report.



50 **Commissioner Dubovik moved to table consideration and recommendation of the draft Willard City**  
51 **Economic Development and Strategic Plan until the requested information was available.**  
52 **Commissioner Bodily seconded the motion. All voted “aye.” The motion passed unanimously.**  
53

54 5B. CONSIDERATION AND RECOMMENDATION REGARDING A PROPOSAL TO AMEND  
55 SECTION 24.01.060 OF THE WILLARD CITY ZONING CODE TO PROVIDE DEFINITIONS FOR  
56 AN ACRE AND A DEVELOPABLE ACRE  
57

58 Time Stamp: 04:44 – 03/19/2026  
59

60 Amy Hugie, City Attorney, stated that she had prepared an ordinance amending Section 24.01.060 of the  
61 Zoning Code to define an acre and a developable acre. The Planning Commission had discussed the need  
62 for these definitions during a previous meeting. An acre was defined as 43,560 square feet. A developable  
63 acre was defined as a portion of a total land tract that was actually usable for constructing buildings, houses,  
64 or infrastructure. It excluded unbuildable areas like wetlands, steep slopes, roads, flood drainage, sensitive  
65 areas, contamination, public parks, and storm water facilities.  
66

67 Chairman Bingham did not have a problem with either definition, especially if it helped the administration.  
68

69 Amy Hugie and Madison Brown felt the definitions were needed to prevent arguments with developers.  
70

71 The Planning Commission agreed that a full acre should be defined as 43,560 square feet, and that a half-  
72 acre should be 21,780 square feet.  
73

74 Commissioner Ormond liked the definition of a developable acre.  
75

76 **Commissioner Baker moved to schedule a public hearing to receive public comments regarding the**  
77 **proposed amendment on April 2, 2026, at 6:30 p.m. Commission Dubovik seconded the motion. All**  
78 **voted “aye.” The motion passed unanimously.**  
79

80 5C. REVIEW CONDITIONAL USE PERMIT ISSUED TO MATTHEW FRANCOM ON MARCH 7, 2024,  
81 FOR A WELDING SHOP LOCATED AT 432 NORTH MAIN (PARCEL NO. 02-046-0086)  
82 (CONTINUED FROM MARCH 5, 2026)  
83

84 Time Stamp: 08:44 – 03/19/2026  
85

86 Madison Brown stated that during its last meeting, the Planning Commission tabled its review of Mr.  
87 Francom’s conditional use permit because they wanted to ask him a few questions. Mr. Francom was in  
88 attendance.  
89

90 Commissioner Dubovik reviewed the conditions listed on the conditional use permit dated March 7, 2024,  
91 and signed on March 11, 2024.  
92

93 Amy Hugie stated that one of the conditions said the conditional use permit was contingent upon and  
94 conditional upon the applicant’s, and any successors, ongoing compliance with all city, local, and state  
95 codes. The Planning Commission did have a question regarding proper storage on Mr. Francom’s property.  
96

97 Commissioner Gilbert said the Planning Commission was also concerned about the appearance of the  
98 property.



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99 Commissioner Bodily asked if the conditional use permit applied to the entire property or just the building.  
100

101 Matthew Francom, 432 North Main, stated that he did use both parcels, but only half an acre was zoned  
102 for commercial use. It was spring, and the property needed to be cleaned up. He planned to so. He also  
103 kept his animals on the property. There would always be something around.  
104

105 Commissioner Gilbert wasn't concerned about the conditional use permit as long as the property was  
106 cleaned up. Commissioner Bodily agreed.  
107

108 Commissioner Ormond asked about the access approved by UDOT. Matthew Francom said there was an  
109 approved access for his shop on the north side of his building that he shared with the home at 470 North  
110 Main. He did not use the access north of his shop because of all the work UDOT was currently doing on  
111 Highway 89, and he had to put a culvert in. UDOT moved the approach for his home to the south side of  
112 his property. The home south of him did not have access from Highway 89. The homeowner was accessing  
113 his home through the fruit stand access at 370 North Main.  
114

115 6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR  
116 MARCH 5, 2026  
117

118 **Commissioner Bodily moved to approve the regular minutes for March 5, 2026, as written.**  
119 **Commissioner Ormond seconded the motion. All voted "aye." The motion passed unanimously.**  
120

121 7. ITEMS FOR THE APRIL 2, 2026, PLANNING COMMISSION AGENDA  
122

123 Time Stamp: 16:06 – 03/19/2026  
124

125 The Planning Commission discussed agenda items for the April 2, 2026, meeting – public hearing to  
126 consider the ordinance amendment, public hearing to consider a rezone application, consideration of the  
127 Draft Economic Development Strategic Plan, and a conditional use permit review.  
128

129 Michelle Drago, Deputy City Recorder, said there were only a few conditional use permits left to review.  
130 How did the Planning Commission want to proceed? The Planning Commission felt it should start at the  
131 beginning and review them again.  
132

133 8. COMMISSIONER/STAFF COMMENTS  
134

135 Time Stamp: 20:40 – 03/19/2026  
136

137 Amy Hugie  
138

139 Did not have any comments.  
140

141 Madison Brown  
142

143 Madison Brown reported that a pre-construction meeting for the 600 South Project would be held on  
144 Wednesday, March 25<sup>th</sup>. The project would begin in April. Letters had been sent to affected homeowners,  
145 and information about the project was included in the March and April newsletters.  
146



147 Ms. Brown said UDOT was providing a virtual land use training on March 25<sup>th</sup> at 12:00 p.m. She would send  
148 a link to the Planning Commission members. She thought it would count toward their annual training hours.  
149

150 Ms. Brown stated that Bryce Wheelwright, former City Planner, had applied for funds from Wasatch Front  
151 Regional Council to construct a crossing at 750 North 200 West. The funding was approved. Willard had  
152 asked for a little more money to complete the project. That request was on WFRC’s next agenda.  
153

154 The Planning Commission discussed the need for a crossing on Highway 89. Ms. Brown said that Wasatch  
155 Front Regional Council’s long-range plan did include a crossing by the elementary school  
156

157 Commissioner Bodily

158  
159 Commissioner Bodily asked about the status of the Highway 89 project. Ms. Brown said the projected end  
160 date was the fall of 2026. There was a link about the project on Willard’s website.  
161

162 Commissioner Bodily asked about the status of the Historic Orchard Pathway Trail. Ms. Brown said Willard  
163 had signed the agreement. It was now in the County’s hands.  
164

165 Commissioner Dubovik

166 Did not have any comments.  
167

168  
169 Commissioner Ormond

170  
171 Did not have any comments.  
172

173 Commissioner Gilbert

174  
175 Did not have any comments.  
176

177 Commissioner Baker

178  
179 Commissioner Baker asked about construction on 750 North. Ms. Brown said it was a UTA project.  
180

181 Chairman Bingham

182  
183 Did not have any comments.  
184

185 10. ADJOURN  
186

187 **Commissioner Dubovik moved to adjourn at approximately 7:00 p.m. Commissioner Gilbert**  
188 **seconded the motion. All voted in favor. The motion passed unanimously.**  
189

190 Minutes were read individually and approved on: \_\_\_\_\_  
191

192  
193  
194 \_\_\_\_\_  
195 Planning Commission, Chairman  
Chandler Bingham

192  
193  
194 \_\_\_\_\_  
195 Planning Commission Secretary  
Michelle Drago



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196 dc:PC 03-19-2026

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