



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

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, on the State of Utah Public Meeting Notice website, on the Willard City website, and sent to the *Box Elder News Journal*.

The following members were in attendance:

Chandler Bingham, Chairman  
Sid Bodily  
Alex Dubovik  
Brian Gilbert  
Ken Ormond  
Diana Baker, Alternate

Amy Hugie, City Attorney  
Madison Brown, City Planner  
Michelle Drago, Deputy City Recorder

Excused: Jeremy Kimpton and Chad Braegger

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

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

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

No public comments were made.

4. CITY COUNCIL REPORT

Time Stamp: 02:12 – 03/19/2026

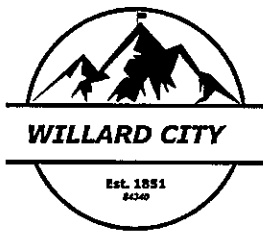
Madison Brown, City Planner, reported that during its March 12<sup>th</sup> meeting, the City Council approved ordinances amending the Zoning Code regarding deferment of improvements and removal of a bond option for improvement guarantees. It also granted final approval for The Orchards Phase 3.

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

Time Stamp – 03:38 - 03/19/2026

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

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



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

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

Time Stamp: 04:44 – 03/19/2026

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

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

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

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

Commissioner Ormond liked the definition of a developable acre.

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

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

Time Stamp: 08:44 – 03/19/2026

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

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

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

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



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

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

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

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

6. **CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR MARCH 5, 2026**

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

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

Time Stamp: 16:06 – 03/19/2026

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

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

8. **COMMISSIONER/STAFF COMMENTS**

Time Stamp: 20:40 – 03/19/2026

Amy Hugie

Did not have any comments.

Madison Brown

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



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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 a link to the Planning Commission members. She thought it would count toward their annual training hours.

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

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

Commissioner Bodily

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

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

Commissioner Dubovik

Did not have any comments.

Commissioner Ormond

Did not have any comments.

Commissioner Gilbert

Did not have any comments.

Commissioner Baker

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

Chairman Bingham

Did not have any comments.

10. ADJOURN

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

Minutes were read individually and approved on: 4/2/26

  
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Planning Commission, Chairman  
Chandler Bingham

  
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Planning Commission Secretary  
Michelle Drago