

Town of Cedar Fort

Planning Commission Meeting Minutes

March 5, 2026 | 7:00 PM
Town Hall, 50 East Center Street, Cedar Fort

CALL TO ORDER

Chair Kent Withers called the regular meeting to order on March 5, 2026 at 7:00 p.m.

1. Roll Call

Commission Members Present:

- Kent Withers
- Lynnette Groff
- Cayden Draper
- Bart D Berry
- Derek Beck

Staff Present:

- Kandice Johnson, Recorder
- Wyatt Cook, Mayor

A quorum was present. See attached sign in sheet.

2. Prayer / Thought

A prayer was offered by Grant Peterson.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Lynnette Groff.

REPORTS

No reports were given.

CONSENT ITEMS

1. Approval of Minutes: February 10, 2026

2. Approval of Minutes: February 18, 2026

Commission members reviewed the February meeting minutes. It was noted that two sets of minutes were presented for approval.

Motion:

“I make a motion to approve the meeting minutes from February 10th, and approve the minutes from February 18th, 2026 as provided in the draft copies.”

Motion: Kent Withers

Second: Bart D Berry

Vote:

- Kent Withers — Yes
- Lynnette Groff — Yes, recuse from voting on the February 18, 2026 minutes.
- Cayden Draper — Yes
- Bart D Berry — Yes
- Derek Beck — recuse from voting

Motion passed unanimously.

BUSINESS ITEMS

1. GSBS Final Draft

The Commission reviewed updates to the GSBS final draft (General Plan), including:

- Updated Table of Contents
- Addition of annexation areas and annexation policy mapping
- Clarification that annexation planning does not guarantee annexation but supports future growth planning
- Inclusion of growth strategy guidance questions
- Updates to the water resources section, including:
 - Cedar Fort water rights history and priority dates
 - Coordination with Cedar Fort Irrigation Company
 - Existing agreements
- Added planning considerations, including:
 - Low-speed connected neighborhood streets
 - Trail and pedestrian connectivity

- Open space and trailhead support
- Landscape design reinforcing Cedar Fort character
- Expanded implementation metrics, including:
 - Grant resources categorized by agency (MAG, State, Federal, Private/Nonprofit)
 - Future spreadsheet with direct links for easier use

Discussion included:

- Whether the draft was ready for recommendation to Town Council
- Desire for one final review by Planning Commission members
- Consideration of timing related to Town Council meetings and budget impacts

Motion:

“I’ll make a motion to approve the GSBS final draft or the general plan pending the adequate addressing of any comments that may be generated by planning and the meeting on the 16th.”

Motion: Kent Withers

Second: Lynnette Groff

Vote:

- Kent Withers — Yes
- Lynnette Groff — Yes
- Cayden Draper — Yes
- Bart D Berry — Yes
- Derek Beck — Yes

Motion passed unanimously.

2. Culinary Water Connection Requirement

The Commission continued discussion regarding proposed changes to culinary water requirements, including:

- Proposed reduction to 0.75 acre-feet for residential connections
- Comparison to other municipalities and state standards
- Discussion of site plan review requirements tied to water usage
- Consideration of:
 - Household use
 - Landscaping limits (approximately 5,000–5,379 sq ft of irrigated area)
 - Limitation of two large animals under the base allocation
- Requirement that additional water be provided if usage exceeds base thresholds
- Use of state water requirement charts for scaling additional needs
- Discussion of:
 - Meter tracking and monitoring usage
 - Enforcement and accountability
 - Potential tiered pricing or penalties for overuse
 - Encouraging conservation practices
- Acknowledgment that:
 - The Town already tracks water usage data

- Some residents have significantly higher usage levels
- Future ordinance updates and legal review may be required

Motion:

“I made a motion that we make the adjustment to 0.75 water use requirement or residential units connecting to the town system as a minimum requirement on the condition that of approval for that residential unit that they one have to get site plan approval and provide the usage area for what it is their water use areas and from that evaluation the water rights would follow and according to the state’s minimums and that would be based on that site plan review and the second condition is that and being good stewards of our resource this is not something that we want to we’d want to reserve the right to re-evaluate this on an as needed basis.”

Motion: Kent Withers
Second: Bart D Berry

Vote:

- Kent Withers — Yes
- Lynnette Groff — Yes
- Cayden Draper — Yes
- Bart D Berry — Yes
- Derek Beck — Yes

Motion passed unanimously.

3. Amendments to the Cedar Fort Municipal Code

The Commission reviewed amendments to the Cedar Fort Municipal Code as previously presented.

Motion:

“I’ll make a motion to approve all of the amendments to the definitions and the various portions of the code as presented by Lynette of the meeting prior.”

Motion: Kent Withers
Second: Lynnette Groff

Vote:

- Kent Withers — Yes
- Lynnette Groff — Yes
- Cayden Draper — Yes
- Bart D Berry — Yes
- Derek Beck — Yes

Motion passed unanimously.

PUBLIC COMMENT

A public comment was made regarding the newly approved 0.75 water requirement, including:

- Clarification on how additional water usage would be handled
 - Questions regarding:
 - Meter limits and water allocation
 - Whether additional water rights allow increased usage
 - Cost implications of bringing in additional water
 - Discussion between the Commission and public included:
 - Explanation of minimum vs. additional water requirements
 - Confirmation that increased usage requires additional water rights
 - Clarification that usage is tracked through metering systems
 - Discussion of potential enforcement tools, including:
 - Tiered pricing
 - Monitoring systems
 - Conservation incentives
 - Additional discussion included:
 - Examples of high water usage within the community
 - Consideration of implementing better tracking or reporting systems
 - Acknowledgment of the need for future ordinance refinement
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ADJOURNMENT

A motion was made to adjourn the Planning Commission Regular Meeting.

Motion: Bart D Berry

Second: Cayden Draper

Vote:

- Kent Withers — Yes
- Lynnette Groff — Yes
- Cayden Draper — Yes
- Bart D Berry — Yes
- Derek Beck — Yes

Motion passed unanimously.

The meeting adjourned at 7:46 p.m.

Minutes approved by the Cedar Fort Planning Commission on:

Date

Kandice Johnson, Town Recorder