

Hinckley Town Planning and Zoning Commission
Town Council Chambers
161 East 300 North, Hinckley, UT
Wednesday, April 8, 2026
Digital Recording
Invocation: Joe Taylor

I. PLEDGE

Commission Chairman Joe Taylor brought the Planning and Zoning Commission meeting to order at 7:07 pm and led those present in the Pledge of Allegiance.

II. ROLL CALL

Commission Chairman Joe Taylor.

Commission Members: Joy Partridge, Margene Stevens, Clark Mortensen, Planning and Zoning Secretary Dixie Talbot, Town Council Member Ron Black online, Town Maintenance Joe Stevens..

III. GUESTS

Michael Zurn, Mayor Alan Miller, Lois Kunz, Walt Hoffman.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Commission Member Joy Partridge made a motion to approve the meeting minutes for March 11, 2026. Commission Member Margene Stevens seconded the motion.

V. NEW BUSINESS

1. Swearing in of new Commission Member Crista Kaman.

Crista was unable to attend the meeting. She will be sworn in at the next meeting which will be May 13, 2026.

2. A Public Hearing was held March 11, 2026. The Commission shall now recommend: 1) approval, 2) modification and approval, or 3) denial to adopt and update Hinckley Town Code Title 10, Building Regulations and Flood Control.

After some discussion Commission Member Clark Mortensen made a motion for modification and approval of Hinckley Town Code, Title 10, Building Regulations and Flood Control to the Hinckley Town Council. The modifications included the new section on annexation, recently adopted Wildland Code and minor corrections to definitions. Commission Member Joy Partridge seconded the motion.

3. A Public Hearing was held March 11, 2026. The Commission shall now recommend: 1) approval, 2) modification and approval, or 3) denial to adopt Hinckley Town Code Title 11, Zoning Regulations.

After discussion Commission Member Margene Stevens made a motion for modification and approval of Hinckley Town Code, Title 11, Zoning Regulations to the Hinckley Town Council. The modifications included adding "structure" to building, potential growth zone designation, new additions of R2, R3 and R4 zones, encourage business in R zones, adding municipal non-profit zone, limitation on minor subdivision splits, curbs and gutters. Commission Member Joy Partridge seconded the motion.

4. A Public Hearing was held March 11, 2026. The Commission shall now recommend: 1) approval, 2) modification and approval, or 3) denial to adopt and update Hinckley Town Zoning Map to align with updated Title 11 regulations.

After discussion Commission Member Joy Partridge made a motion for modification and approval of the updated Hinckley Town Zoning Map to align with updated Title 11 regulations to the Hinckley Town Council. The modifications included leaving four landowners in their current zones, Donald Brown, Anthony Hathaway, Diane Greener and Nathan Crop. Commission Member Margene Stevens seconded the motion.

5. Application to Appear - Walt Hoffman, Ronna Hoffman.

Mr. Hoffman addressed the Commission stating he owned 37 acres in the R Zone (parcel H-2210) and 30 acres east (parcel HD-4290). He would like to annex the 30 acres into Hinckley Town and asked about the process. He was given a copy of Hinckley Town's current annexation policy. He also stated he would like to divide his 37 acres into smaller lots, possibly three or four while still remaining in the R1 zone. He is not interested in developing it himself. The Commission advised him that splitting his property would be considered a subdivision and he would be responsible for all of the improvements that would include roads, curb & gutter and sidewalks. A simple lot division of the 37 acres would be permitted. It was stated that the first priority would be to get a professional survey and come back to the Commission with his request.

6. Application to Appear - Souvall Investments, Michael Zurn. Proposal to build duplexes on Lots 10 and 11, Hinckley Meadows Subdivision.

Michael Zurn addressed the Commission stating his proposed duplexes were similar to the duplexes being built on Lots 5 and 6 in the Hinckley Meadows Subdivision. His proposal included setbacks and confirmed the lots are large enough for duplexes in the R1 zone and allowing for two off-street parking stalls per unit. The purpose of his presentation was a formality to confirm his layout falls within Hinckley Town Code requirements for a building permit later. Mr. Zurn stated that he was not ready for a building permit. After discussion Commission Member Clark Mortensen made a motion to approve the proposed duplexes on Lots 10 and 11, Hinckley Meadows Subdivision. Commission Member Margene seconded the motion of the proposed duplexes to be built on Lots 10 and 11, Hinckley Meadows Subdivision.

7. Application to Appear -Lois Kunz. Application to place ADU on existing foundation at 30 S. 800 W. Parcel H-HM16.

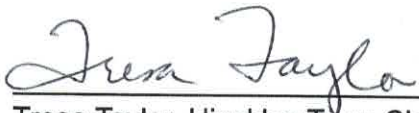
Lois Kunz presented to the Commission a request to build an ADU on her lot at 30 South 800 West which currently has two foundations, two water meters and electricity available to both. Her intention is to build on the second foundation matching the log cabin already existing on the other foundation. Ms. Kunz stated she is seeking a building permit to be able to give to her engineer to inspect the foundation and construct the ADU. The Commission reviewed her plans with setbacks stating the foundation for the ADU is only 9 feet from the first home. It was agreed this would be allowed with an

exception stating it is likely more than 10 feet. The Commission confirmed that her property remains within its boundaries and the planned ADU would not have an entrance on the south side where the crawl space is located. This proposed ADU would have a three-quarter bath, kitchenette and a living room/bedroom area. The Commission stated Ms. Kunz's next step would be to bring blueprints to a future Planning & Zoning meeting. Hinckley Town does require a building permit before Sunrise Engineering will do any inspections. Ms. Kunz was made aware of a \$150.00 fee to receive a building permit. Commission Member Clark Mortensen made a motion to approve an ADU on an existing foundation at 30 South 800 West. Commission Member Margene Stevens seconded the motion.


VII. OUTSTANDING BUSINESS

VIII. ADJOURNMENT

Commission Member Joy Partridge made a motion to adjourn the meeting at 8:07 pm. Commission Member Margene Stevens seconded the motion.



 Tresa Taylor, Hinckley Town Clerk
 Dixie Talbot, Planning and Zoning Secretary



 Joe Taylor, Commission Chairman