



## SMITHFIELD CITY PLANNING COMMISSION MINUTES April 15, 2026

The Planning Commission of Smithfield City met in the City Council Chambers at 96 South Main, Smithfield, Utah, at 6:00 p.m. on Wednesday, April 15, 2026.

Welcome/Pledge of Allegiance & thought/prayer by Chairman Marshall

**Members Present:** Michael Beckstead, Lane Henderson, Klydi Heywood, Jim Marshall, Jon Meier

**Members Excused:** Sarah Price, Brad Thatcher

**Alternate Excused:** Bob Felshaw

**City Staff:** Brian Boudrero, McKenzie Nelson

**Others in Attendance:** Jeff Barnes, Lee Helms, Todd Orme, Chris Olsen, Caralee Stokes, Debbie Zilles

**6:30 p.m. Meeting called to order by Chairman Marshall**

**Approval of the Planning Commission Meeting Minutes from March 18, 2026**

Chairman Marshall declared the minutes of the March 18, 2026, meeting to stand as submitted and they were approved unanimously by the Commission.

**Public comment on items not on the agenda or not requiring a public hearing during the meeting.**

No comments were received.

**Introduction and Public Hearing for the purpose of discussing Ordinance 2026-05, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.100 “Site Development and Landscaping”, adding Section 17.100.080 “Dedication of Right-of-Way Width”.**

The Smithfield Municipal Code currently requires the dedication of right-of-way and construction of infrastructure to the City when a parcel subdivides. Typically, that involves half the dimension of the entire right-of-way (ROW) plus 10 feet of additional asphalt.

The City has had various requests for the development of single empty lots. These lots have the requirement to connect to sewer and water within the street but not convey the future right-of-way. When this occurs, it makes the position of the City more difficult in

the future. There are far more situations of parcels that have provided the right-of-way than those that have not.

This proposed code amendment adding to Chapter 17.100 "Site Development and Landscaping" will require that any single lot, will be required to dedicate the pre-defined right-of-way to the City, if they develop said property regardless of subdivision.

All possible road widths can be viewed by reviewing the links found in the Construction and Design Standards Part III (Part 2 Roadways). Various right-of-way sections, reference different widths depending on the type of roadway and location.

Road types include major and minor arterial, major and minor collector and standard interior. These can be referenced in the "Future Transportation Map."

When a municipality has single parcels that can be developed that do not require a right-of-way dedication and the same right-of-way is required in all other developments, it will cause future complications and disputes when determining needed vehicular circulation. The ROW is required to be dedicated when new lot(s) are developed.

The goal is to create better cohesion between new lots and older subdivisions.

#### **6:02 p.m. Public Hearing Opened**

Lee Helms asked for more understanding and if/how this would affect the existing right-of-way. Chairman Marshall said the ordinance indicates that the ROW will be required to be dedicated only if they develop the property. This has no implications for existing homeowners.

#### **6:04 p.m. Public Hearing Closed**

#### **Discussion and possible vote on Ordinance 2026-05.**

Commissioner Heywood asked whether the proposed ordinance would infringe upon an individual's property rights and if there might be reasons someone would oppose it. Mr. Boudrero explained that subdivisions are required to dedicate a specific amount of right-of-way (ROW), depending on the size of the road, at the time of development. For individual lots that are being developed, the property owner would only be required to dedicate the portion of ROW directly in front of their property.

Commissioner Heywood then asked how the ordinance would apply to already narrow roads, such as 400 West. Mr. Boudrero referred to illustrations included in the Staff Report provided to the Planning Commission prior to the meeting. He noted that throughout the City, there are properties that have not yet dedicated the ROW, some that have dedicated but remain undeveloped, and others that have both dedicated ROW and installed improvements. He stated that the goal moving forward is to ensure greater consistency with future development.

Chairman Marshall asked how the City would handle situations where a road needs to be constructed in areas with existing homes. Mr. Boudrero explained that in many cases, the ROW has already been dedicated during prior development. The City would work with property owners along the corridor to construct the road as needed; however, property owners are only required to dedicate the ROW and are not responsible for installing the infrastructure.

Chairman Marshall questioned the last sentence of the first paragraph of the Staff Report “Typically that involves half the dimension of the entire right-of-way plus ten feet of additional asphalt were none exists.” Mr. Boudrero said that would take into effect any time there is already a road in place. When someone develops a lot where there is no road such as a 60-foot road, they would have to dedicate 30 feet of ROW, plus install an additional ten feet of asphalt.

Commissioner Henderson said this is a good ordinance that will promote consistency. Traffic and road sizes are always a big concern when projects are proposed.

**MOTION: Motion by Commissioner Henderson to recommend approval to the City Council for Ordinance 2026-05, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.100 “Site Development and Landscaping”, adding Section 17.100.080 “Dedication of Right-of-Way Width”. Commissioner Heywood seconded the motion. The motion was approved 5-0.**

**Yes Vote: Beckstead, Henderson, Heywood, Meier, Marshall**

**No Vote: None**

**Absent: Felshaw, Price, Thatcher**

**Introduction and Public Hearing for the purpose of discussing Ordinance 2026-06, an Ordinance amending the Smithfield City Municipal Code title 17 “Zoning Regulations”, Chapter 17.56 “R-1 Single-Family Residential Zone” and adding Section 17.56.060 “Development Standards”.**

This ordinance is similar to the previously-approved one. Mr. Boudrero explained that the Smithfield Municipal Code currently requires the dedication of right-of-way and construction of infrastructure to the City only when a parcel is subdivided. Typically, that involves half the dimension of the entire right-of-way plus 10 feet of asphalt. This will only be required if a new primary structure is built. It will not apply if a current home wants to add a detached garage or ADU (Accessory Dwelling Unit).

In the case of single parcel development, right-of-way or infrastructure development is not required. As a result, sidewalk, curb and gutter construction is not continuous and creates conflict and controversy for many portions of the City.

The proposed code addition would delineate development requirements in the single-family residential zone adding to 17.56 “R-1 Single-Family Residential Zone”. It would require the installation of sidewalk, curb, gutter and park strip if the property experiences construction of a new primary residential home. In addition, it would also require that all above ground site utility transmission lines are placed below ground, if a new primary residential home is constructed on the parcel.

**6:12 p.m. Public Hearing Opened**

There were not any comments or questions.

**6:13 p.m. Public Hearing Closed**

**Discussion and possible vote on Ordinance 2026-06**

Mr. Boudrero confirmed for Commissioner Heywood that this does not deal with commercial development, only new residential builds. The basis of this ordinance resulted from many concerns and requests from residents who are wanting consistent pedestrian traffic areas such as continuous sidewalks and pathways. This will bring consistency and be much cleaner in regard to that issue.

Commissioner Beckstead asked about an empty lot between existing homes. Mr. Boudrero said the requirement will stand and then as the City can, they will go into other areas where ROW’s has been dedicated and will put in the infrastructure there to connect.

Chairman Marshall clarified that in Section 17.56.060 the word “Infrastructure” referred to only means curb, gutter and sidewalk and not things like water, sewer, or light. Mr. Boudrero agreed that sewer and water will already be installed, in some instances the resident may have to enlarge the line depending on size requirements. This ordinance is only addressing the development of a single residential lot. Chairman Marshall suggested clarifying the sentence.

Chairman Marshall asked about requiring utility transmission lines be placed underground and how this would work if a home is built in an already existing subdivision that has power pole. Mr. Boudrero said they will have to install a transformer box that will access the existing, nearest pole in the City’s ROW and move the wires to the box and then underground to the home.

**MOTION: Motion by Commissioner Beckstead to recommend approval to the City Council for Ordinance 2026-05, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.100 “Site Development and Landscaping”, adding Section 17.100.080 “Dedication of Right-of-Way Width” with an amendment to change the wording of 17.56.060 to: 1. “Residential lots which are not part of a**

subdivision that do not have any curb, gutter and sidewalk shall install that infrastructure as part of any new primary residential". 2. First sentence: "All new utility transmission lines, for residential lots that are not part of subdivision, shall be placed underground." Commissioner Heywood seconded the motion. The motion was approved 5-0.

**Yes Vote:** Beckstead, Henderson, Heywood, Meier, Marshall

**No Vote:** None

**Absent:** Felshaw, Price, Thatcher

### Commissioner Reports

Chairman Marshall announced the following upcoming events:

- A few members from city staff and committees attended a recent State Historic Preservation Office (SHPO) grant training. This organization manages grants for city main streets and city centers. The City Council will likely move forward and apply for some grant funding.
- The General Plan will be on the May 13th City Council meeting for consideration and possible approval. All members are welcome to attend.
- May 6<sup>th</sup> at 6:00 p.m. in the Smithfield City Council Chambers there will be an initial meeting between the City and the Landscape Architecture & Environmental Planning (LAEP) department at Utah State University to work up details for a vision/design study. All commission members are encouraged to attend. Chairman Marshall will forward some links of previous programs that have been done with this program.

**MEETING ADJOURNED** at 6:28 p.m.

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James Marshall, Chairman



**SMITHFIELD CITY  
CORPORATION  
96 South Main  
Smithfield, UT 84335**

**AGENDA**

Public Notice is given that the Smithfield Planning Commission will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, April 15, 2026**. The meeting will begin at 6:00 P.M.

Welcome/pledge of allegiance & thought/prayer by Brad Thatcher.

1. Approval of the Planning Commission meeting minutes from March 18, 2026.
2. Public comment on items not on the agenda or not requiring a public hearing during the meeting.
3. Introduction and Public Hearing for the purpose of discussing Ordinance 2026-05, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.100 "Site Development and Landscaping", adding Section 17.100.080 "Dedication of Right-of-Way Width".
4. Discussion and possible vote on Ordinance 2026-05.
5. Introduction and Public Hearing for the purpose of discussing Ordinance 2026-06, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.56 "R-1 Single-Family Residential Zone", adding Section 17.56.060 "Development Standards".
6. Discussion and possible vote on Ordinance 2026-06.
7. Commissioner Reports

Adjournment

**\*\*\*Items on the agenda may be considered earlier than shown on the agenda\*\*\***

In accordance with the Americans with Disabilities Act, individuals needing unique accommodations for this meeting should contact the City Recorder at (435) 792-7997 at least three (3) days before the date of the meeting.