



The following members were in attendance:

Jeremy Kimpton, City Manager

Madison Brown, City Planner

Zac Burke, City Engineer/Jones & Associates

Michelle Drago, Deputy City Recorder

Others in attendance were Ruth Ormond, Doug Younger, Val Poll, and Kelvin Judd.

Chairman Bingham called the meeting to order at 6:30 p.m.

1. PRAYER: Sid Bodily
2. PLEDGE OF ALLEGIANCE: Diana Baker
3. GENERAL PUBLIC COMMENTS

No public comments were made.

- #### 4. CITY COUNCIL REPORT

Time Stamp: 02:23 – 04/16/2026

Jeremy Kimpton, City Manager, reported that during its April 9th meeting, the City Council discussed refunds for land use applications that were withdrawn or denied. The City Council decided those application fees were not refundable. The City Council also corrected ordinances that had been double-numbered. Diana Mund was sworn in as the City Recorder.

- 5A. REVIEW AND CONSIDERATION OF SUBDIVISION IMPROVEMENT PLANS FOR THE MOUNTAIN BAY SUBDIVISION LOCATED AT APPROXIMATELY 8200 SOUTH HIGHWAY 89 (PARCEL NO. 01-045-0133) (CONTINUED FROM JUNE 5, 2025)

Time Stamp – 03:28 - 04/16/2026

Madison Brown, City Planner, stated that the applicants for the Mountain Bay Subdivision, Val Poll and Kelvin Judd, were in attendance. Their initial application was submitted in the spring of 2025. Since then, the administration had been working with them to make sure their application and plans complied with Willard's codes. The first item on the Planning Commission agenda was consideration of the subdivision improvement plans for the Mountain Bay Subdivision; the second was consideration of the preliminary plan.

Ms. Brown said the required public hearing was held on June 4, 2025. During that meeting, the Planning Commission discussed the need for dry sewer lines. Another item of concern was the single access. Those two issues had been addressed, as well as culinary and secondary water.



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Chairman Bingham said he had read the staff's recommendation in the staff report. He asked about the dry sewer lines. Madison Brown stated that the applicants had included dry sewer lines in their improvement plans. Homes would have septic systems until the sewer became available. At that time, homeowners would be required to connect,

Commissioner Bodily asked about the status of the sewer trunk line. He hated to see homeowners put in septic tanks and then have to connect to the sewer. Jeremy Kimpton said it was moving forward. Willard Land, LLC was still trying to work around the wetland area. Zac Burke, City Engineer/Jones & Associates, said Willard Land, LLC was waiting for their plan to be approved by the Army Corps of Engineers.

Chairman Bingham asked about the single access. Ms. Brown said the proposed subdivision contained less than 30 homes, but the Planning Commission was concerned that Mountain Bay's access was through an existing subdivision that had only one access point onto Highway 89. Colt Mund, Willard's previous City Attorney, understood the Planning Commission's concern about access to Highway 89. However, that was not what the Fire Code addressed. The Fire Code only addressed access to the subdivision itself. Mountain Bay had 24 lots, which was less than the maximum of 30 homes stipulated by Willard City Code.

Ms. Brown stated that the applicants had worked with UDOT to get a secondary emergency access. Commissioner Baker asked if the secondary emergency access was only for emergency vehicles. Mr. Judd said that was correct.

Chairman Bingham agreed that Mountain Bay itself had less than 30 lots, but it would be part of an overall area that only had one access onto Highway 89. He felt the purpose of the Fire Code was to prevent this type of situation. Ms. Brown agreed that collectively there were more than 30 homes, but it wasn't a legal reason for denying the subdivision. The Fire Code was only looking at their subdivision. Willard could not consider the existing homes and their single access to Highway 89. Willard could only consider the Mountain Bay Subdivision.

Jeremy Kimpton stated that the Fire Code was ambiguous. It did not state where the entrance and exit were or had to be.

Chairman Bingham suggested that Willard look at how application of the Fire Code was worded in Willard's Zoning Code.

Madison Brown pointed out that Mountain Bay had two stub roads that would eventually lead to the south and another access to Highway 89.

Jeremy Kimpton felt the secondary emergency access negated the argument about only one access.

Chairman Bingham asked where the secondary emergency access was located. Kelvin Judd said it was located at the east end of 8150 South between Lots 13 and 14.

Commissioner Ormond asked if anyone knew when the property to the south might develop. Jeremy Kimpton had heard the school district had declared the property as surplus, but he hadn't heard anything since.

Commissioner Baker was concerned about the single access for the overall area.



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Commissioner Ormond agreed there was a safety issue regarding the single access to Highway 89 with no turn lane from the south, but he realized that was an existing issue.

Commissioner Baker asked if the properties along 1050 West would be impacted when UTA put in tracks for Front Runner. Kelvin Judd was not aware of any requirement for UTA. Chairman Bingham said that Front Runner would be located on the railroad right-of-way. Jeremy Kimpton said that UTA had already acquired the property needed for Front Runner.

There were no further comments from the Planning Commission. Chairman Bingham called for a motion.

Commissioner Bodily moved to approve the subdivision improvement plans for the Mountain Bay Subdivision located at approximately 8200 South Highway 89 subject to compliance with Willard City regulations. Commissioner Ormond seconded the motion. All voted “aye.” The motion passed unanimously.

5B. REVIEW AND CONSIDERATION OF A PRELIMINARY SUBDIVISION PLAN FOR THE MOUNTAIN BAY SUBDIVISION LOCATED AT APPROXIMATELY 8200 SOUTH HIGHWAY 89 (PARCEL NO. 01-045-0133) (CONTINUED FROM JUNE 5, 2025)

Time Stamp: 18:13 – 04/16/2026

Madison Brown stated that Willard had received a separate application for approval of the preliminary plan for the Mountain Bay Subdivision. If the Planning Commission/ALUA granted preliminary approval, the ALUA would switch to the staff for final approval. Ms. Brown said there were a few corrections needed on the plat, but nothing major.

Ms. Brown stated that Willard had a bill of sale contract with Bear River Water for wholesale culinary water. Willard would purchase wholesale culinary water from Bear River Water. The cost would be billed to the property owners in the Mountain Bay Subdivision. The contract would have to be approved by the City Council and signed before final approval could be granted.

Commissioner Bodily asked about the pressure issue. Zac Burke, City Engineer/Jones & Associates, stated that Bear River Water Conservancy District would be supplying the culinary water for the proposed project. A master meter would be required for the subdivision. Willard would own the lines on the downstream side of the master meter. During review of the plans, he had been concerned about capacity and fire flows. The developer finally provided flow information. He asked if the Fire Chief had reviewed and approved the proposed flow. Ms. Brown did not believe he had. She would make sure the Fire Chief reviewed the capacity and fire flows.

Zac Burke said that the proposed flow met the Fire Code requirements for a 3200 to 3,800 square foot home. Anything larger would have to be sprinkled. Jones & Associates had worked the reductions for head loss and pressure loss through the master meter. The pressure losses were within acceptable levels. They were still waiting for Bear River Water to review and approve minor details. This would not be a looped system. It would be a dead end coming from Highway 89. Willard's Public Works would have to blow off the lines to keep them from going stagnant.

Madison Brown said there were a few details that still needed to be ironed out. Final approval would not be granted until they were resolved.



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Val Poll stated that their civil engineer calculated the pressure after the loss at 65 PSI; the Fire Code requirement was 20 PSI.

Commissioner Ormond asked if there would be enough volume. Zac Burke said there would be. Mountain Bay needed to have a volume of 1,500 gallons per minute and maintain 20 PSI. According to Bear River's engineer, Mountain Bay could maintain 60 PSI. One of the details to still be worked out was whether the master meter would be 6 inches or 8 inches. Mr. Poll said the meter would be 8 inches.

Commissioner Ormond asked if Willard's firefighters knew how to operate the bypass system. Mr. Burke did not remember a bypass. What mattered was the volume.

Commissioner Baker asked how much water Bear River Water had in South Willard. If all of South Willard was annexed, would there be enough water to support build out? Chairman Bingham said there were two different water systems in South Willard – South Willard Water and Bear River Water. Ms. Brown said the 50-to-60-year goal in the Box Elder County Water Master Plan called for Willard, South Willard Water, and Bear River Water to eventually become one system.

Chairman Bingham called for a motion.

Commissioner Bodily moved to approve the preliminary subdivision plan for the Mountain Bay Subdivision located at approximately 8200 South Highway 89 subject to approval of the bill of sale for Bear River Water, the Fire Chief's review of the capacity and fire flows, and resolution of remaining minor details. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.

5C. CONSIDERATION AND RECOMMENDATION REGARDING APPROVAL OF THE DRAFT ECONOMIC DEVELOPMENT STRATEGIC PLAN (CONTINUED FROM FEBRUARY 19, MARCH 5, MARCH 19, AND APRIL 2, 2026)

Time Stamp: 28:53 – 04/16/2026

Jeremy Kimpton stated that the administration had verified that Willard did collect sales tax and transient tax revenue from Willard Bay State Park. It appeared that about two-thirds of the revenue from Willard Bay State Park was from sales tax; one-third came from the transient tax generated by the campground.

Madison Brown stated that she had met with Box Elder County Planning. Their zoning map was pretty consistent with the future land use map of South Willard that the Planning Commission put together. The major difference was the area west of Interstate 15. Willard designated it as future residential. Box Elder County had identified it as agricultural due to the lack of utilities. Box Elder County and Willard both agreed that commercial should develop along Highway 89 over time. After the discussion with Box Elder County, the administration felt it was reasonable to leave South Willard in the Economic Development Strategic Plan.

Ms. Brown said that annexation of South Willard was also addressed during the meeting with Box Elder County Planning. Box Elder County felt that Willard should continue annexing islands as applications were made until South Willard was willing to incorporate or join with Willard. The Economic Development Strategic Plan was supposed to be reviewed every five years. The situation regarding South Willard might change during that time.



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Commissioner Baker moved to recommend that the City Council approve the draft Economic Development Strategic Plan. Commissioner Bodily seconded the motion. All voted “aye.” The motion passed unanimously.

5D. REVIEW CONDITIONAL USE PERMIT ISSUED TO GRANITE CONSTRUCTION COMPANY ON NOVEMBER 3, 2015, FOR A GRAVEL PIT LOCATED AT 300 EAST 750 NORTH (PARCEL NO. 02-045-0005)

Time Stamp: 35:30 – 04/16/2026

Madison Brown stated that the conditional use permit issued to Granite Construction Company on November 3, 2015, was for a temporary concrete batch plant while I-15 was being constructed. The conditional use permit was temporary. It was issued in 2015 and ended in December of 2017. This conditional use permit had expired and would be removed from the active list.

Chairman Bingham asked what was happening in the gravel pit at night. Ms. Brown said that Granite Construction was still operating the Wells Gravel Pit, which was located in unincorporated Box Elder County. Willard did not regulate it.

Commissioner Bodily understood the permit had expired. He pointed out that Granite was allowed to operate from 6:00 a.m. to 10:00 p.m. He thought Willard's Noise Ordinance said 7:00 a.m. to 10:00 p.m. He wondered which hours were correct. Jeremy Kimpton and Michelle Drago, Deputy Recorder, said the staff could not find hours of operation mentioned in the city code.

Madison Brown stated that the excavation ordinance said hours of operation were 7:00 a.m. to 6:00 p.m. There were no set hours of operation listed elsewhere in Willard's Code.

Commissioner Bodily felt hours of operation should be consistent. He felt the hours of 6:00 a.m. to 10:00 p.m. were sensible.

Commissioner Baker asked about the rest of the pit. Ms. Brown said it was regulated by Box Elder County,

Commissioner Baker said trucks were using the Dike Road instead of 750 North. Did Willard have any control over the use of the Dike Road, or 300 North? Jeremy Kimpton said he hadn't received any complaints about trucks using the Dike Road. The administration was working on the lighting issue because Willard had received a complaint about the lights.

Jeremy Kimpton stated that Willard would have a little more control when the contracts were signed.

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR APRIL 2, 2026

Commissioner Bodily moved to approve the regular minutes for April 2, 2026, as written. Commissioner Baker seconded the motion. All voted “aye.” The motion passed unanimously.

7. ITEMS FOR THE MAY 7, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 43:16 – 04/16/2026



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The Planning Commission discussed agenda items for the May 7, 2026, meeting – there might be a conditional use permit application ready.

8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 45:36 – 04/16/2026

Jeremy Kimpton

Did not have any comments.

Madison Brown

Madison Brown asked if all Planning Commission members had been able to access their new email accounts. Commissioner Baker said she had not been able to. Jeremy Kimpton said he could have AllTech, Willard's IT, contact her.

Madison Brown said that Kyle White/Canyon Bay wanted to schedule a work session with the Planning Commission and City Council. She asked what dates would work for the Planning Commission – April 28th, 29th, or 30th, or May 5th, 6th, or 7th. The Planning Commission suggested May 7th.

Madison Brown stated that the Box Elder Summit would be held in September in Brigham City. She encouraged the Planning Commission members to attend. She would let them know the specific dates when she received them.

Madison Brown stated that Planning Commission members had received links for training videos from the Utah League of Cities and Towns.

Chairman Bingham asked if the 2026 Utah Legislative Session passed any laws that impacted the ability of cities to plan their communities. Jeremy Kimpton said the State Legislature always chipped away at the rights of cities. He felt the 2026 Legislative Session clarified previous land use legislation rather than passing anything detrimental. He felt cities had done a good job of coming together to show data that showed the real picture. He felt the session had focused on homelessness and water.

Commissioner Bodily

Did not have any comments.

Commissioner Baker

Commissioner Baker asked if Chad Braegger was still a member of the Planning Commission. Mr. Kimpton said the boundary adjustment had been recorded. Chad Braegger was no longer a Willard resident and could no longer serve on the Planning Commission.

Commissioner Baker asked if the administration was looking for a new member. Mr. Kimpton said the mayor was. If the Planning Commission members had any suggestions, they could be sent to Mayor Mote.



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Commissioner Ormond

Commissioner Ormond stated that there was a typo in the application for the Mountain Bay Subdivision. On Page 9, it said Perry City not Willard City. Ms. Brown corrected the error in the filing program.

Michelle Drago

Did not have any comments.

Chairman Bingham

Chairman Bingham was concerned about the parking situation at the Palmer Barn located at 683 North Main. On Saturday, April 11, there was a large event. Cars were parked on both sides of Highway 89 because their entire parking lot was full. Pedestrians were walking back and forth across the highway. He took pictures. He also received complaints from the neighboring property owner. They were concerned about the parking, especially with current construction on Highway 89.

Chairman Bingham felt Palmer Barn had exceeded its maximum occupancy. He felt their parking lot should contain the maximum building occupancy allowed by the Fire Code. Last Saturday, four cars were parked around the fire hydrant. Which could have made it hard to fight a fire. The Palmer's needed to come up with a plan to address overflow parking. Maybe cars parked on Highway 89 needed to be towed.

Madison Brown reviewed the parking conditions contained in the conditional use permit with the Planning Commission.

Jeremy Kimpton said the staff would look into it. The conditional use permit could be reviewed if needed.

10. **ADJOURN**

Commissioner Baker moved to adjourn at approximately 7:35 p.m. Commissioner Ormond seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: _____

Planning Commission, Chairman
Chandler Bingham

Planning Commission Secretary
Michelle Drago

dc:PC 04-16-2026