

OGDEN VALLEY PLANNING COMMISSION MINUTES OF OGDEN VALLEY PLANNING COMMISSION WORK SESSION

Monday, May 11, 2026, 11:00am
Huntsville Town Hall, Council Chambers
7474 East 200 South, Huntsville, Utah

Name	Title	Status
Lisa Arbogast	Planning Commission Chair	Present
Angela Dean	Planning Commission Vice Chair	Present via Zoom
Fred Blickle	Planning Commissioner	Present
Tyson Lloyd	Planning Commissioner	Present
Erin Shaffer	Planning Commissioner	Present
Teri Zenger	Planning Commissioner	Absent
Jim Morgan	Planning Commissioner	Present
Brian Carver	Planning Director	Present
Kathy Zindel	IT Director	Present
Helene Liebman	Volunteer Recorder	Present

Also present:

- Aimee Hennrich and Derrick Braaten of the Planning Staff (via Zoom)
- Iain Heuton of the Agricultural Committee (via Zoom)

1. Call to Order by Chair Arbogast
 - a. Pledge of Allegiance led by Chair Arbogast
 - b. Moment of Silence

2. Approval of Minutes

Minutes for the following meetings: April 14, April 21, April 27, April 28, and May 4.

April 21 Changes:

Under approval of minutes: Commissioner Dean pointed out revisions to March 31 and April 13 minutes. The March 31 minutes note that the City will allow TDRs but calls current policy an interim plan. She also noted that the Commission decided to keep RMH-1-6 in place but to remove the gravel zone. For the April 13 minutes, she noted that the Commissioners decided to keep Conditional Uses consistent; and that in Item D for SLOZ they decided to keep text regarding wildlife habitat.

Under discussion of Chapter 104-11 CVR-1—the text should read:

There was discussion of:

- The term resort does not seem to fit; it is more attuned to walkable communities.
- A table or list should be added.
- Remove short term rentals.

Under discussion of Chapter 104-9 F5 and F40 Zones, the text should read: There was discussion about removing the issues of hillside and ridgeline (which is covered in SLOZ) and the number of animal units

per acre (to provide consistency with other zones). The motion should read: **Commissioner Dean made a motion to release Chapter 104-9 F5 and F40 Zones for release for public review and comment with the change hillside and ridgeline as discussed; removing conditional uses, and make the language consistent regarding the number of animal units. Commissioner Lloyd seconded the motion. All ayes. The motion passed.**

Under discussion of Chapter 104-19 RMH 1-6 Residential Manufactured Housing, the motion should read: **Commissioner Dean made a motion to release Chapter 104-19 RMH 1-6 Residential Manufactured Housing for public review and comment as drafted. Commissioner Shaffer seconded the motion. All ayes. The motion passed.**

Under discussion of Chapter 108-11 Short Term Rentals (STRs), the text should read: There was discussion on these points:

Whether to eliminate STRs from Zones where they existed prior.

The violation penalties seem weak.

The definition of a major versus minor violation.

The issue of regular (annual) inspections for safety. This could be at the owner's expense.

Licensing could include a fee for monitoring and enforcing the ordinance.

The responsiveness to an agent/owner to a problem.

The fees for licensing and inspections should cover the costs for the city to administer the program.

April 27 Changes:

Under the discussion of Agritourism, the text should read: The City could create one or more contracts to evaluate and hire applicants. Or, qualified inspectors could be volunteers. And later in that section: The next steps: The Commission's committee on agritourism (Angela, Tyson, and Jim) work with the Agricultural Committee to prepare a draft for consideration at the May 11 Planning Commission work session.

Under the discussion of Short Term Rentals, the text should read: The Sheriff now issues a daily police report to the City Council members; if the Sheriff's office knows that the residence is an STR the Sheriff could contact the responsible agent and then be able to report response time.

April 28 Changes:

Under 2.c.iii—the text should read: There was a discussion about what access width is needed (reduced from proposed 60' width to 30' width for flag lot access). The language should match the state language for curb requirements and follow APWA standards.

Under 2.d.iii Architectural Landscape—the text should read: It was not clear that it only pertains to commercial and multi-family and suggested adding that clarification to the document.

Under 108-4 Conditional Uses, the motion should read: **Commission member Shaffer moved to forward 108-4 Conditional Uses to the City Council as drafted with the removal of references to agritourism. Commission member Lloyd seconded the motion. All Commission members voted aye (7-0).**

Under 106 Time Shares, the motion should read: **Chair Arbogast moved to forward 108-6 Time shares to the City Council as drafted. Commission member Shaffer seconded the motion. All Commission members voted aye (7-0).**

Under 108-7: Supplementary and Qualifying Regulations, the motion should read: **Commission member Lloyd moved to forward 108-7 Supplementary and Qualifying Regulations to the City Council as drafted. Commission member Shaffer seconded the motion. Six Commission members voted aye. The vote was (6-0-1 absent). Commission member Morgan was absent.**

Under 106-18 Outdoor Lighting, the text and motion should read: There were discussions about Kelvin limits proposed to be 3000k max, and hours of operation for lighting, and a request to add fossil fuel lights as prohibited. The motion: **Commission member Zenger moved to forward 108-16 Outdoor lighting including the following changes: update the commercial compliance date to 8/1/27, outdoor lighting should be off between 10pm and 6am, the fully shielded fixture should be corrected to above, to allow Kelvins up to 3000K, and to prohibit fossil fuel lights. Commission member Shaffer seconded the motion. All Commission members voted aye (7-0).**

Under Shoreline Zone, the motion should read: **Commission member Lloyd moved to forward the Shoreline zone to the City Council with the animal units updated to be consistent and to strike the excess height. Commission member Shaffer seconded the motion. All commission members voted aye. The vote was (7-0).**

Under the issue of allowing golf courses to preserve open space, the motion should read: **Chair Arbogast took over as Chair of the meeting for Vice Chair Dean to make the motion. Vice Chair Dean moved to forward the Open Space zone to the City Council with the following changes: allow driving ranges to be a permitted use in conjunction with a golf course, and strike sentence about conservation easements. Commission member Blicke seconded the motion. Six commission members voted aye. Commission member Lloyd voted nay. The vote was (6-1). Chair Arbogast relinquished the Chair.**

Under the discussion and motion related to outdoor storage, the text should read: The Commissioners discussed the building size and decided to leave the language as stated in the ordinance, as storage units are not compatible with the intent and purpose of this zone. They agreed to consider where storage units may be appropriate in future commercial zones when the topic of village nodes and valley wide commercial masterplan is discussed at a later date.

Under this same issue, the motion should read: **Vice Chair Dean resumed as chair of the hearing. Chair Arbogast moved to forward the MV-1 zone to the City Council as drafted and come back to Outdoor Storage later. Commission member Lloyd seconded the motion. All commission members voted aye. The vote was (7-0).**

May 4 Changes:

Commissioner Dean motioned to move 108-2 Architectural, Landscaping, Screening Standards zoning forward to city council for consideration of adopting the edits for limitations of landscaping, accepted steel siding, and addition of a link to a list of recommended trees. Commissioner Lloyd seconded the motion. All votes aye, motion carried (6-0)

Under 108-7 Supplementary and Qualifying Regulations--It was decided to separate 'parapet' from other allowed structures and limit parapet height to 6 ft.; separate sentence for allowance of up to 15 ft. for steeples, and flagpoles;

Under Energy Generation Standard-- In reference to language addressing cannabis production, Ogden Valley does not have any of the zones that allow cannabis – I believe the use was added to some zones.

Under 108-11 Short Term Rentals--Discussion of STR's included whether STR's should be allowed after the moratorium is lifted, and in what zones might STR's be allowed. Currently STR's are allowed in FR-3 and CVR-1 zones and under some specific development agreements, per Weber County with legal application and business license.

Commissioner Blickle moved to approve the above listed minutes as corrected. Commissioner Shaffer seconded the motion. All (6) ayes. Motion passed.

3. Regular Business

a. Review and discuss edits to 108-21, Agri-tourism, and consider to approve for release to public for review and comment.

There was discussion of:

- The meaning of the term "land use authority" as noted in Section 5 of the draft—who it is and where it is defined. The consensus was to modify the draft to read that the agricultural committee would review applications and make a recommendation to the City Council or the Planning Commission.
- The size and requirements for small agricultural operations. The State allows agri-tourism down to a one-acre lot. These small operations must still comply with other requirements related to noise, traffic, dust, etc. The Commission agreed to change the draft so that the minimum size would be 1.5 acres.
- The wording in Section 11 that farming be the primary use of the property; whether to change "primary use." It was agreed to keep wording as is.
- Whether to delete Section 12 altogether or to leave for now and revisit later. It was noted that two conditions (Event size caps, and Frequency caps) under section 12 were left undefined and labeled "TBD."
- Whether to delete Section 14 as this may be addressed by the pending ordinance on short term rentals.

Commissioner Lloyd moved to release the draft ordinance to the public for review and comment with the changes to Section 5 as noted above; excluding Section 12; and including Section 14.

Commissioner Blickle seconded the motion.

Chair Arbogast suggested an alternative to the motion as stated. She preferred keeping Section 12 and eliminating Section 14.

Commissioners Lloyd, Blickle, Morgan, and Shaffer voted aye to Commissioner Lloyd's motion. Chair Arbogast and Vice Chair Dean voted nay. The motion passed.

b. Review and discuss 104-4 Gravel Zones and consider to approve for release to public for review and comment.

There was discussion of these points:

- There are no gravel operations currently operating in the City.
- There are two conditional use permits but they will not be impacted by this ordinance.

Commissioner Dean made a motion to release the ordinance to the public for review with the changes noted above. Commissioner Shaffer seconded the motion. All ayes. The motion passed.

c. Review and discuss edits to 108-19 Accessory Dwelling Units (ADU), and consider to approve for release to the public for review and comment.

There was discussion of these points:

- The combination of maximum height of an ADU with set-backs from property lines. Height could be based on “buildable area.” The planning staff will draft language to reflect the relationship between height and set-backs, with higher heights allowed for further set-backs.
- The issue of the minimum lot size for an allowable ADU. Utah state requires a minimum of 11,000 square feet but Ogden Valley City could go smaller. It was agreed to keep the minimum lot size to 11,000 square feet.
- The provision of 200 additional square feet for the ADU allowed if the ADU is ADA compliant.
- The issue of the location of windows in ADU’s so as to maintain privacy for neighboring properties. The planning staff noted that this is a rare requirement in ADU ordinances; that it could be added but would be a “nightmare” to enforce.

Commissioner Dean made a motion to forward 108-19 Accessory Dwelling Units to the City Council for adoption with the corrections noted above (height and set-backs, minimum allowable lot size, and 200 square feet additional allowed if ADA compliant). Commissioner Lloyd seconded the motion. All ayes. The motion passed.

Commissioner Lloyd made a motion to adjourn the meeting at 12:35pm. Commissioner Shaffer seconded the motion. All ayes. The motion passed.

The May 11, 2026 Planning Commission minutes were Approved by the Ogden Valley Planning Commission on the 9th day of June, 2026.

Signature: *Sharon Robbins*

Printed Name: Sharon Robbins