

MINUTES
COALVILLE CITY
PLANNING COMMISSION MEETING
MONDAY, May 18, 2026, 6:00 P.M.
COALVILLE CITY HALL, COUNCIL CHAMBERS
10 NORTH MAIN STREET
COALVILLE, UT 84017

In Attendance:

Planning Commissioners: Chantal Guadarrama, Chris Tomczyk, Jeff White (Chair), Tim Bristow

City Staff: Don Sargent; Community Development Director, Devin Ovard; City Attorney, RaeShel Hortin; City Treasurer

CALL TO ORDER – Vice-Chair Tim Bristow called the meeting to order at 6:03 p.m.

Item 1A- Roll Call

A quorum was confirmed.

Item 1B- Pledge of Allegiance

The Pledge of Allegiance was led by Vice-Chair Tim Bristow.

Item 2 – Public Comment: - Vice-Chair Tim Bristow opened the public comment period. No public comments were received. Public comment period was closed.

Item 3 - Public Hearing: Review, Discussion and Possible Recommendation: Development Code Update Amendments

Don Sargent, Community Development Director, presented the proposed amendments to the Coalville City Development Code. The proposed amendments included administrative updates to align City procedures with current state statutes, clarification of land use review processes, sign regulations, business license provisions, fire district coordination requirements, and other code administrative items.

The public hearing was opened. No public comments were received, and the public hearing was closed.

The Planning Commission discussed the proposed amendments and provided feedback regarding temporary sign regulations, business licensing provisions, fire district requirements, and potential future land use amendments affecting the Allen Hollow area. Commissioners requested additional review and refinement of several proposed provisions before taking final action.

Attachment: Staff Report – Proposed Amendments to the City Development Code

MOTION

Commissioner Jeff White moved to continue the public hearing regarding the Development Code Update Amendments to June 15, 2026.

Seconded by Commissioner Chantal Guadarrama.

Vote: 4-0. Motion carried.

Item 4 – Updates:

A) Community Development

Don Sargent provided updates regarding current and pending development activity within the City.

B) City Attorney

Devin Ovard provided an update regarding the Waholi Development and bankruptcy proceedings. Discussion included the status of the settlement agreement and anticipated future development activity.

C) Planning Commission

The Commission discussed upcoming Open and Public Meetings Act training opportunities and potential future meeting schedule adjustments.

Item 5 – Approval of Minutes dated April 20, 2026

MOTION

Commissioner Chantal Guadarrama moved to approve the Planning Commission Meeting Minutes dated April 20, 2026.

Seconded by Commissioner Jeff White.

Vote: 4-0. Motion carried.

Item 6 – Adjournment

Chair Jeff White moved to adjourn the meeting.

Seconded by Commissioner Chris Tomczyk.
Vote: 4-0. Motion carried.

The meeting adjourned at approximately 7:33 p.m.

These minutes are not intended to be a verbatim transcript but represent a summary of the proceedings of the meeting.

Chair Jeff White

Attest:

RaeShel Hortin, City Treasurer

Planning Commission Meeting Minutes
May 18, 2026