

MINUTES
COALVILLE CITY
PLANNING COMMISSION MEETING
MONDAY, MARCH 16, 2026, 6:00 P.M.
COALVILLE CITY HALL, COUNCIL CHAMBERS
10 NORTH MAIN STREET
COALVILLE, UT 84017

In Attendance:

Planning Commissioners: Sophia Rice, Chris Tomczyk, Jeff White (Chair), Tim Bristow

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

Absent: Chantal Guadarrama

CALL TO ORDER – Chair Jeff White called the meeting to order at 6:08 p.m.

Item 1A- Roll Call

A quorum was confirmed.

Item 1B- Pledge of Allegiance

Led by Chair Jeff White.

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

Item 3: Public Hearing: Review, Discussion and Possible Recommendation: Rivers Edge Storage Facility Amended Site Plan, Subdivision Plat and Development Agreement, 280 S 500 West, Parcel CT-362-A, Rivers Edge Subdivision Lot 1,2,3, and 4.

Applicant: Courtney Richins

Don Sargent, Community Development Director, presented the proposed amendments and recommended that the Planning Commission forward a recommendation to the City Council.

Commissioners had no additional questions.

Chair Jeff White opened the public hearing at 6:24 p.m. No public comments were received, and the public hearing was closed.

MOTION

Commissioner Sophia Rice moved to forward a positive recommendation to the City Council **on the MPD site plan, subdivision plat, and development agreement**, including the findings listed in the staff report.

Seconded by Commissioner Tim Bristow.

All Aye (4-0) - Motion Carried.

Item 4 – Work Session: Continued Review and Discussion on General Plan Amendments

Don Sargent, Community Development Director, presented proposed amendments to the City General Plan.

The Planning Commission reviewed the proposed amendments and provided feedback and suggested modifications. The Commission indicated general support for the amendments.

Direction was given to staff to proceed with revisions and prepare the item for a future public hearing.

Attachment: Staff Report – Proposed Amendments to the City General Plan

Item 5 - Work Session: Planning Commission Training

Don Sargent, Community Development Director, provided training regarding Planning Commission roles and responsibilities, including:

- Ex parte communication
- Application completeness
- Public hearing procedures
- Decision-making standards based on code
- Avoidance of undue perception and conflicts of interest

Commissioners asked clarifying questions in which staff answered.

No formal action was taken.

Attachment: Planning Commission Training Outline

Item 6 – Updates:

A) Community Development

Don Sargent provided updates on current and ongoing development projects.

B) City Attorney

No additional updates beyond discussion during training.

C) Planning Commission
No updates

Item 7 – Approval of Minutes dated February 17, 2026

MOTION

Commissioner Tim Bristow moved to approve the minutes dated February 17, 2026.

Seconded by Commissioner Chris Tomczyk.

All Ayes (4-0) - Motion carried

Item 8 – Adjournment

A motion was made and seconded to Adjourned the meeting.

Vote: All Aye.

The meeting adjourned at approximately 7:26 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

March 16, 2026