

Orderville Town Planning and Zoning Commission

The regular meeting of the Orderville Town Planning and Zoning Commission was held Wednesday, May 18, 2026 at 5:30 p.m. in the basement of the Orderville Town Office located at 425 East State Street, Orderville, Utah. The following items were discussed and acted upon as required.

Commission Members Present: Ed Bolander - Chair, Alex Pavlides-Vice Chair, Tony Collins, Letitia Cox & Riley Anderson

Staff Members Present: Breanna Crofts, Chris Esplin **Town Council Liaison:** Shaun Sharkey

Public attendees: Ann Bolander, Ed Myers, Chris Souza, Steve Stevens, Kellie Frost, McKenna Roundy, Clay & Lindy Hansen, Eric Hoffer, Beth Shoaf via Teams.

Call to Order: Ed Bolander

Approval of Agenda: Letitia Cox motioned to approve the agenda. Riley Anderson seconded the motion. All were in favor. Motion carries.

Approval of minutes of previous meeting April 27, 2026: Letita Cox motioned to approve the agenda. Riley Anderson seconded the motion. All were in favor. Motion carries.

BUSINESS:

1. **REVIEW MINOR SUBDIVISION APPLICATION AS REQUESTED BY TYLER SHOAF FOR PARCEL O-1-7-4-23A-ANNEX** Tony Collins motioned to table minor subdivision application for Tyler Shoaf until legal description and application is complete. Letita Cox seconded the motion. All were in favor. Motion carries.
2. **CONSIDER RECOMMENDING FOR APPROVAL/DENIAL A CONDITIONAL USE PERMIT FOR STEVE STEVENS AT 100 E STEVENS LN, ORDERVILLE FOR A MACHINING & FABRICATION BUSINESS** Steve Stevens applied for a conditional use permit to operate a machining and fabrication business at 100 East Stevens Lane in Mount Carmel. The business, established for 45 years, focuses on retrofitting and rebuilding water treatment plant components. The property is in a residential zone, making the permit a "home occupation" request. The commission clarified that under this designation, no non-owner employees are permitted. Mr. Stevens confirmed that the business would be operated solely by himself and his son, who are both owners. He also stated that the business would generate minimal traffic—only occasional light truck deliveries—and operations would be confined to daylight hours. A neighbor (Chris Souza) raised concerns about a large building allegedly constructed without proper plans and complained about light pollution from the property at night. Mr. Stevens explained the lights were motion-activated and had been left on by an electrician. The commission advised the neighbor on the formal complaint process through the town office for any future issues. After discussion, Tony Collins motioned to approve the conditional use permit with additional conditions that the business operates with no non-owner employees and adheres to the town's quiet hours (10 p.m. to 7 a.m.). Alex Pavlides seconded the motion. All were in favor. Motion carries.

- 3. CONSIDER RECOMMENDING FOR APPROVAL/DENIAL A CONDITIONAL USE PERMIT FOR BRENDA ALLRED AT 1465 S VALLEY VIEW DR, ORDERVILLE FOR USE OF HOME AS A VACATION RENTAL** The commission considered a conditional use permit for Brenda Allred to operate her home at 1465 South Valley View Drive as a short-term vacation rental. The applicant's representative explained that this would provide a financially viable way for Mrs. Allred, a widow, to keep her home. The primary obstacle identified was a clause in the subdivision's Covenants, Conditions, and Restrictions (CC&Rs) that expressly prohibits rentals and Airbnbs. Amending the CC&Rs would require a majority vote from the six lot owners in the subdivision. Neighbors (McKenna Roundy, Clay and Lindy Hansen) voiced concerns over safety and increased traffic, particularly with numerous children playing in the cul-de-sac. The applicant proposed mitigating these concerns with explicit warnings to guests, exterior monitoring cameras, and "Children at Play" signage. The commission clarified that it does not enforce private CC&Rs, and its decision must be based on town ordinances, which do not currently prohibit permits based on CC&R violations. Letita Cox motioned to approve the conditional use permit with a note to be added that rentals are illegal in the Subdivision CC&R's. Alex Pavlides seconded the motion. Ayes: Letita Cox, Tony Collins, Alex Pavlides. Nays Riley Anderson. Ed Bolander abstained. Motion carries three to one.
- 4. REVIEW/CONSIDER RECOMMENDING FEASIBILITY STUDY FOR UDOT TRAIL NETWORK** The commission was asked to recommend a letter of support for a Utah Department of Transportation (UDOT) feasibility study for a new foot and bike trail. This proposed trail would extend from Mount Carmel Junction up Highway 9 to the East Zion Visitor Center as part of the Utah Trails Network. While there is no financial obligation for the town, UDOT requested support from all governing entities. Tony Collins motioned to table the letter of support. Letita Cox seconded the motion. All were in favor. Motion carries.

OTHER ITEMS:

- Ed Myers expressed concerns on the UDOT Trail from Mt. Carmel Jct. to Orderville. Breanna Crofts will provide the commission with renderings Ed Myers have shared with the Town Council in a previous meeting.
- **Property Addressing:** A need was identified to create a standardized addressing system for properties with multiple dwellings, such as an Accessory Dwelling Unit (ADU). Labeling structures (e.g., "123 Main St A" and "123 Main St B") would significantly aid emergency services (fire, EMS, police) in locating the correct residence.
- **Private Cemeteries:** A query about burying a deceased family member on private property prompted a discussion on town policy. The commission noted the town currently has no specific ordinance for private or family cemeteries. It was determined that state and county regulations, which may include a 10-acre minimum lot size and a recorded cemetery plat, would apply. For temporary burials in the town cemetery, the commission advised charging the full standard fee.

- **Undersized Lots:** The issue of existing, non-conforming residential lots smaller than the current 9,000 sq. ft. minimum was raised. To address this and prevent these lots from being limited to commercial use, a proposal was made to create a new zoning category, "R1T" (Residential Tiny), for these specific pre-existing lots. This zone would permit a single-family dwelling but prohibit ADUs or other secondary structures, providing a path to legal conformity while preventing high-density development.

NEXT MEETING ITEMS:

Adjourn: Tony Collins makes a motion to adjourn. Alex Pavlides seconds the motion. All were in favor. Motion carries.

On June 29, 2026 Tony Collins motioned to approve these minutes. Letitia Cox seconded the motion. All were in favor. Motion carries.