

WALLSBURG TOWN PLANNING COMMISSION MEETING

May 19, 2026 - 7 pm

1. Call to Order 7:06PM

a. Roll Call: Lucy O'Driscoll, Sam Hicken, Alisha O'Driscoll, Dennis Phillips, Spencer Foster (MAG), Tammy Graham
Carrie Mecham Excused

2. Consent Calendar: Be it hereby moved that the following consent calendar items stand approved:

- a. Agenda of the May, 2026 Planning Commission Meeting
- b. Minutes of the April 29, 2026 Planning Commission Meeting

Motion: Dennis Phillips Second: Sam Hicken Vote: Unanimous

3. Agenda Items:

a. Building Permit Inquiry – Action Item

- i. Second review of Building Permit Checklist and related documents from Cole Bigelow who would like a permit to build a home at 10 West Main Canyon Road.

Lucille O'Driscoll explained that they met previously with Cole Bigelow, had issues with the height being too high. Asked him to revise his plans and resubmit. He sent revised plans that show on page 8 that the lowest point is -10' 7 7/8" and the highest point is 19' 2 23/32". Did a google search to find the overall height and it calculated the total height to be 29' 10 19/32". Sam Hicken asked what the height limitation is? 30 Feet. Sam Hicken asked where that measurement comes from. Any exposed face, any measurement from any point. Sam Hicken pointed out that the measurement from the foundation to the top is 29 feet 11 5/8 inches. Tammy Graham commented to go through each step of the checklist to make sure that he meets all of the checkpoints. Will need to pay \$250 building permit review fee. Impact fees NA, that will be collected by the County. Would only apply to the Town if they needed a water hookup. Have determined legal description, proof of ownership. Lot is a lot of record and has a certificate. One dwelling. No accessory apartment known, will let him know of the requirements if needed. Building plans include foundations/footings, site plan, elevations. Building does not exceed 30 feet. Site plan is to scale. Boundaries and easements, existing roads, fences, irrigation, drainage facilities, and utility lines- Lucille O'Driscoll commented to address the drainage of the property to be sure it runs to the road and then down instead of into the Town Hall. Even just a ditch/berm to take it to the road, not required to be piped. Wetlands letter not applicable. Set backs all look good- where it is a corner lot- it needs to be 30 feet on both street sides and the neighboring sides are 12. Spencer Foster confirmed those all look compliant. No Accessory buildings on the plans, will advise him to be aware of requirements in the future. Fencing requirements are different on corner lots – will highlight for him to be aware. Landscape, utility projections good. Parking/garage looks good. Has an existing water hookup- so location and size of nearest water main, estimated peak culinary water demands, new fire hydrant are NA. Sam Hicken asked if they will need a new meter. Alisha O'Driscoll commented that paying the monthly maintenance fee covers the town to replace broken meters if needed. Sam Hicken asked how big the lot is. .9 Acres.

Motion: Tammy Graham moves to move Cole Bigelow's building permit application to the Town Council for approval with the understanding of the highlighted items to be aware of on the Building Permit Checklist.

Second: Dennis Phillips Vote: Unanimous

b. Development Code Revisions – Information and Discussion Only

- i. Discuss items in the Development Code identified by Spencer Foster (MAG) for possible revision.

New printed copy of the DRAFT code book to include all of the revisions so far. Starting in Chapter 7, which is an interesting chapter. Commercial developments in a Town where there are no commercial zones. Good for future planning. Probably not going to deal with it soon, or at all. Not really in the general plan. Would apply to someone that came in and bought a lot of land, like 20 acres and wanted to put in a commercial development. Went over proposed edits, calling for questions/comments as they went along.

4. Commission Member Reports (questions, general discussion, assignments)

Alisha O'Driscoll reported that she received a message from the Post Office Building Owner that the Post Office building did get sold to Bret Baum. She has not heard anything from him directly about it, but has heard rumors that the USPS Contract goes through January 2027 at which point he may tear it down to build a convenience store. Reiterated that she told the appraiser that inquired about the lot that demolishing or changing use of the building will revert the use to residential and not allow commercial use moving forward. Has not spoken to Bret Baum. Mayor Celeni Richins reached out to the Post Office to see what options the Town has. Spencer Foster asked if the Town wants a convenience store in Town. Sam Hicken said yes, Dennis Phillips agreed. Lucy O'Driscoll commented that she would like to have a public hearing to see what the Town would like. Alisha O'Driscoll commented that she just doesn't like the sneakiness of it. Tammy Graham commented that he will run into similar issues with the house and a convenience store with the septic system issues. Also parking. Miscellaneous discussion. Dennis Phillips recalled several years ago there were two stores here. Spencer Foster commented that holding a public hearing wouldn't be a bad idea. All agreed. Lucy O'Driscoll commented that a lot of the convenience stores aren't going to come in without a liquor license, and that's a hot ticket item here. There may be somebody willing to do something different. Asked if we are able to give a variance on lot size? Spencer Foster commented that they would have to do everything they can to meet the code and not be able to. It could always be requested. Tammy Graham asked

what would typically be required for parking at a store? Spencer Foster commented that we'd have to refer to the code, but looking at another small town Goshen/Genola he would guess 10-15-20 parking spots? Plus if you had any gas pumps, etc that would take space. Looked into the commercial zone code for info about parking.

Sam Hicken asked what would be required to have a sheriff or peace officer in Town? Spencer Foster commented money. Vehicle, Equipment, POST Certification. Tammy Graham commented about dispatch fees. Spencer Foster commented unless there was an ongoing grant to get the equipment- you'd have to figure out a way to pay the person unless you were able to get a volunteer. They would still need to be POST Certified and have dispatching. Tammy Graham commented that Midway just contracted with Heber City and she heard the costs are crazy. Spencer Foster commented that Elkridge contracts with Utah County and they pay a couple hundred thousand per year and that's for a full time officer. Goshen pays for 4 hours per week for an officer to drive through, they pay \$20,000 per year and that will probably go up like crazy. Alisha O'Driscoll commented that the Town has asked the County to do extra patrols and it works for a little while and then peters out. Spencer Foster asked if there is an interlocal agreement with the Town. There currently is not. Tammy Graham commented that the Town money would be better spent on having a manned ambulance and fire truck in Town.

5. Schedule Next Planning Commission Meeting

a. Schedule Next Meeting

3rd Tuesday in June – June 16th at 7:00PM

b. Call for Agenda items for next Planning Commission Meeting

Spencer will go over Chapter 8 Revisions. Schedule a public hearing following that. Anything else that comes up.

6. Adjourn

Motion: Dennis Phillips

Second: Sam Hicken

Vote: Unanimous

Time: 8:07PM