



Notice is hereby given that the
WILLARD CITY PLANNING COMMISSION
Will meet in a regular session on
Thursday, July 16, 2026 – 6:30 p.m.
Willard City Hall, 80 West 50 South
Willard, Utah 84340

AGENDA

(Agenda items may or may not be discussed in the order they are listed and may be tabled or continued as appropriate.) Public comment may or may not be allowed.

1. Prayer
2. Pledge of Allegiance
3. General Public Comments (Input for items not on the agenda. Individuals have three minutes for open comments)
4. Report from City Council
5. Discussion/Action Items
 - a. Public hearing to receive public comments regarding a proposal to amend Sections 24.01.060 and 24.44.050 (1) and (3) of the Willard City Zoning Code regarding frontage requirements for corner lots
 - b. Consideration and recommendation regarding a proposal amend Sections 24.01.060 and 24.44.050 (1) and (3) of the Willard City Zoning Code regarding frontage requirements for corner lots (continued from June 4 and June 18, 2026)
 - c. Public hearing to receive public comments regarding corrections to the . Future Land Use Map found in Willard City's 2023 General Plan adopted March 14, 2024
 - d. Consideration and recommendation regarding corrections to .Future Land Use Map found in Willard's 2023 General Plan adopted March 14, 2024 (continued from June 4 and June 18, 2026)
 - e. Review conditional use permits issued to:
 - Trisha Heath on January 9, 2019, for a multi-family dwelling located at 110 South 250 West (Parcel No. 02-053-0003), previously reviewed on November 2, 2023 (continued from June 18, 2026)
 - Lee Kilpack (now Dean Taylor) on March 1, 2018, for a basement apartment located at 550 North 200 West (Parcel No. 02-046-0046), previously reviewed on September 19, 2024 (continued from June 18, 2026)
 - Dorothy and Garrick Call on May 18, 2023, for a detached accessory dwelling unit located at 1348-A North Main (Parcel No. 02-039-0055), previously reviewed on November 20, 2025 (continued from June 18, 2026)
6. Consideration and approval of regular Planning Commission minutes for June 18, 2026
7. Discussion regarding agenda items for the August 6, 2026, Planning Commission meeting
 - a. Schedule public hearing for JSR Subdivision
8. Commissioner/Staff Comments
9. Adjourn

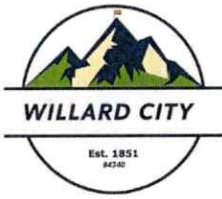
I, the undersigned duly appointed and acting Deputy City Recorder for Willard City Corporation, hereby certify that a copy of the foregoing notice and agenda was posted at the Willard City Hall, on the State of Utah Public Meeting Notice website <https://www.utah.gov/pmn/index.html>, on the Willard City website www.willardcity.com, and sent to the Box Elder News Journal this 13th day of July, 2026.

/s/ **Michelle Drago**

Deputy City Recorder

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Office at 80 West 50 South, Willard, Utah 84340, phone number (435) 734-9881, at least three working days prior to the meeting.

ITEM 5A



Willard City Corporation

435-734-9881
80 W 50 S
PO Box 593
Willard, Utah 84340
www.willardcityut.gov

Mayor

Travis Mote

City Council Members

J. Hulsey

R. Christensen

M. Braegger

R. Mund

J. Bodily

**NOTICE OF PUBLIC HEARING
WILLARD CITY PLANNING COMMISSION**

Notice is hereby given that the Willard City Planning Commission will hold a public hearing to receive public comments regarding a proposal to amend Sections 24.01.060 and 24.44.050 (1) and (3) of the Willard City Zoning Code regarding frontage requirements for corner lots.

The public hearing will be held on Thursday, July 16, 2026, at 6:30 p.m. in the Willard City Council Chambers, 80 West 50 South, Willard, Utah, during a regular Planning Commission meeting.

Information regarding this matter is available during business hours by contacting the Willard City Planner at 435-734-9881. Business hours are 8:00 a.m. to 5:00 p.m. Monday through Thursday and 8:00 a.m. to 12:00 p.m. on Friday.

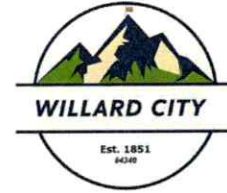
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/s/Michelle Drago
Deputy City Recorder

ITEM 5B

**Planning Commission
Staff Report
Zoning Ordinance Amendment
Sections 24.04.060 and 24.44.050**



May 28, 2026
Madison Brown, Planner

Applicant: City-Initiated Amendment

Agenda Item: Discussion regarding proposal to amend Willard Zoning Code 24.01.060 and 24.44.050 (1) and (3) to define frontage requirements for corner lots.

Background

Current definitions

- "Frontage, Lot" means the lineal measurement of the front lot line.
- "Lot, Corner" means a lot abutting upon two or more streets at their intersection or upon two parts of the same street, such streets or parts of the same street forming an interior angle of less than one hundred thirty-five degrees.
- "Lot Frontage Required" means the length of the front lot line, which is coterminous with the front street line.
- "Lot Line, Front" means for an interior lot, the lot line adjoining the street; or a corner lot or through lot, the lot line adjoining either street, *as elected by the lot owner*.

Staff have identified ambiguity within the current zoning ordinance regarding frontage requirements for corner lots. As currently written, a corner lot may satisfy the minimum frontage requirement on only one street frontage at the time of subdivision plat approval. Because the ultimate orientation of the home is often not determined until a building permit is submitted, a dwelling may be constructed facing the street frontage that did not meet the minimum frontage requirement. This ambiguity creates uncertainty during both subdivision and building permit review and does not clearly reflect the City's intent that corner lots provide adequate frontage along both adjoining streets.

The proposed amendment clarifies each street frontage of a corner lot is considered a front lot line and that the minimum frontage requirement must be met along each street frontage.

Proposed Amendment

The proposed amendment would:

1. Amend the definition of "Frontage, Lot" to:

- a. "Lot Line, Front means:
 - i. For an interior lot, the lot line adjoining the street;
 - ii. For a corner lot, each lot line adjoining a street shall be considered a front lot line; and
 - iii. For a through lot, each lot line adjoining a street shall be considered a front lot line."
2. Amend the definition of "Lot, Corner" to:
 - a. "Lot, Corner means a lot abutting upon two or more streets at their intersection, or upon two parts of the same street, such streets or parts of the same street forming an interior angle of less than one hundred thirty-five (135) degrees. Each street frontage of a corner lot shall be considered a front lot line."
3. Amend Section 24.44.050 to include the following in the table:
 - a. "Corner Lots. A corner lot shall provide not less than one hundred (100) feet of frontage along each street frontage adjoining the lot. Frontage shall be measured independently along each lot line adjoining a public street right-of-way."
4. The proposed ordinance will establish that lots lawfully created before the effective date of this ordinance shall not be considered nonconforming solely because they do not satisfy the new frontage requirements.

Analysis

The purpose of the minimum frontage requirements is to ensure adequate lot width, access, visibility, and consistency within residential neighborhoods. While the City's zoning districts require a minimum of 100 feet, the current ordinance and definitions allow a corner lot owner to designate either street frontage as the front lot line, effectively allowing compliance on only one side of the lot.

The proposed amendment removes the ambiguity and prevents future non-conformity by requiring compliance along both street frontages. This change will provide better consistency and help maintain the city's intended development standards.

The amendment applies prospectively and will include protections for existing lots of record. As a result, legally created lots will not become nonconforming due solely to the adoption of this ordinance.

Suggested Action

Staff recommend the Planning Commission direct staff to prepare an Ordinance to make these amendments to sections 24.04.060 and 24.44.050 of the Willard Zoning Code and set a public hearing for these changes.

WILLARD CITY ORDINANCE 2026-__

AN ORDINANCE AMENDING SECTIONS 24.01.060 AND 24.44.050 OF THE WILLARD CITY ZONING CODE; AND PROVIDING AN EFFECTIVE DATE FOR THESE CHANGES.

Section 1 - Recitals

WHEREAS, the City of Willard ("City") is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with Utah Code §10-9a-702, the governing body of the City may pass any ordinance to regulate, require, prohibit, govern, control or supervise any activity, business, conduct, or condition authorized by the laws of the State of Utah or any other provision of law; and

WHEREAS, the City has adopted and promulgated city ordinances and rules regarding zoning and acceptable uses within those zones in the City; and

WHEREAS, the Willard City Council recognizes the need to periodically review and update zoning regulations to ensure consistency in subdivision design and residential development standards; and

WHEREAS, the City Council finds that the current provisions of Sections 24.01.060 and 24.44.050 create ambiguity regarding frontage requirements and front lot line designations for corner lots; and

WHEREAS, the City Council finds that clarifying these provisions will promote consistent application of minimum frontage requirements, improve lot design, and ensure adequate access, visibility, and neighborhood development standards; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare require adoption of these amendments;

NOW THEREFORE, be it ordained by the City Council of Willard City, in the State of Utah, that the following portions of the Willard City Zoning Code be, and the same are hereby amended as follows:

SECTION 2: AMENDMENT Chapter 24.01 – General Provisions, Section 24.01.060 Definitions, and Chapter 24.44 – Development Standards, Section 24.44.050, are hereby amended to read as follows (new language shown in bold):

24.01.060 – Definitions

Lot Line, Front means:

A. For an interior lot, the lot line adjoining the street;

B. For a corner lot, each lot line adjoining a street shall be considered a front lot line; and

Lot, Corner means a lot abutting upon two or more streets at their intersection, or upon two parts of the same street, such streets or parts of the same street forming an interior angle of less than one hundred thirty-five (135) degrees. **Each street frontage of a corner lot shall be considered a front lot line.**

24.44.050 – Lot Frontage Requirements

Add the following subsection:

Corner Lots. A corner lot shall provide not less than one hundred (100) feet of frontage along each street frontage adjoining the lot. Frontage shall be measured independently along each lot line adjoining a public street right-of-way.

Lots lawfully created prior to the effective date of this Ordinance shall not be considered nonconforming solely because they do not satisfy the frontage requirements established by this amendment.

The foregoing Recitals are fully incorporated herein.

SECTION 3: PRIOR ORDINANCES AND RESOLUTIONS That the above changes, where they may have been taken from prior City Ordinances and Resolutions, are listed here for centralization and convenience; and that the body and substance of those prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

SECTION 4: REPEALER OF CLAUSE All orders, ordinances, and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts thereof, which conflict with this Ordinance are, for such conflict, repealed, except that this repeal will not be construed to revive any act, order, or resolution, or part thereof.

SECTION 5: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be held or declared to be unconstitutional, invalid, inoperative, or unenforceable to any extent whatsoever, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional, invalid, inoperative, or unenforceable.

SECTION 6: DIRECTION Willard City Staff is hereby authorized to make non-substantive clerical corrections to formatting, numbering, grammar, and internal references in this Ordinance for publication and codification purposes, provided such corrections do not alter the intent or effect of the adopted language.

SECTION 7: EFFECTIVE DATE This Ordinance shall become effective upon adoption and publication or posting as required by law.

PASSED AND ADOPTED by the Willard City Council on this ____ day of August, 2026.

Hulsey	Yes ____	Nay ____	Absent ____
Christensen	Yes ____	Nay ____	Absent ____
Braegger	Yes ____	Nay ____	Absent ____
Mund	Yes ____	Nay ____	Absent ____
Bodily	Yes ____	Nay ____	Absent ____

ATTEST:

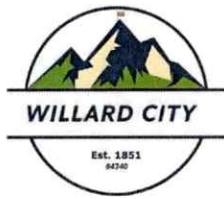
WILLARD CITY:

BY:

City Recorder

Mayor Travis Mote

ITEM 5C



Willard City Corporation

435-734-9881
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Mayor

Travis Mote

City Council Members

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R. Christensen

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NOTICE OF PUBLIC HEARING WILLARD CITY PLANNING COMMISSION

Notice is hereby given that the Willard City Planning Commission will hold a public hearing to receive public comments regarding changes to the Future Land Use Map found in Willard City's 2023 General Plan adopted March 14, 2024. The changes are related to corrections made to the Willard City Zoning Map found in Section 24.40.020 of the Willard City Zoning Code.

The public hearing will be held on Thursday, July 16, 2026, at 6:30 p.m. in the Willard City Council Chambers, 80 West 50 South, Willard, Utah, during a regular Planning Commission meeting.

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/s/Michelle Drago
Deputy City Recorder

ITEM 5D

WILLARD CITY ORDINANCE 2026-____

**AN ORDINANCE ADOPTING AN AMENDMENT TO THE FUTURE LAND USE MAP
OF THE WILLARD CITY GENERAL PLAN**

WHEREAS, Utah Code § 10-9a-401 et seq. requires municipalities to prepare and adopt a General Plan to guide land use, transportation, housing, infrastructure, and community development; and

WHEREAS, Willard City has reviewed and amended the Future Land Use Map of the General Plan to better reflect existing development patterns, prior land use decisions, and the City's long-range planning objectives, as shown on the amended Future Land Use Map attached hereto and incorporated herein by reference; and

WHEREAS, the Planning Commission held a duly noticed public hearing on July 16, 2026, reviewed the proposed amendment to the Future Land Use Map of the Willard City General Plan, and forwarded a recommendation of approval to the City Council; and

WHEREAS, the City Council finds that the proposed amendment to the Future Land Use Map of the Willard City General Plan is in the best interest of the City, promotes orderly growth, and complies with applicable state law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WILLARD CITY, UTAH:

SECTION 1. Findings

The foregoing recitals are adopted and incorporated herein as findings of the City Council.

SECTION 2. Adoption

The Willard City Council hereby adopts the amended Future Land Use Map, attached hereto as Exhibit A, as part of the official Willard City General Plan.

SECTION 3. Availability

A copy of the amended Future Land Use Map, together with the Willard City General Plan, shall be maintained in the office of the City Recorder and made available for public inspection during regular business hours.

SECTION 4. Severability

If any provision of this ordinance is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

SECTION 5. Effective Date

This ordinance shall take effect upon posting as required by law.

SECTION 6. Direction

Staff are authorized and directed to make non-substantive changes and take other actions to finalize, post, publish, and maintain the amended Future Land Use Map and this ordinance.

PASSED AND ADOPTED by the Willard City Council on this ____ day of August, 2026.

Hulsey Yes____Nay____Absent____

Christensen Yes____Nay____Absent____

Braegger Yes____Nay____Absent____

Mund Yes____Nay____Absent____

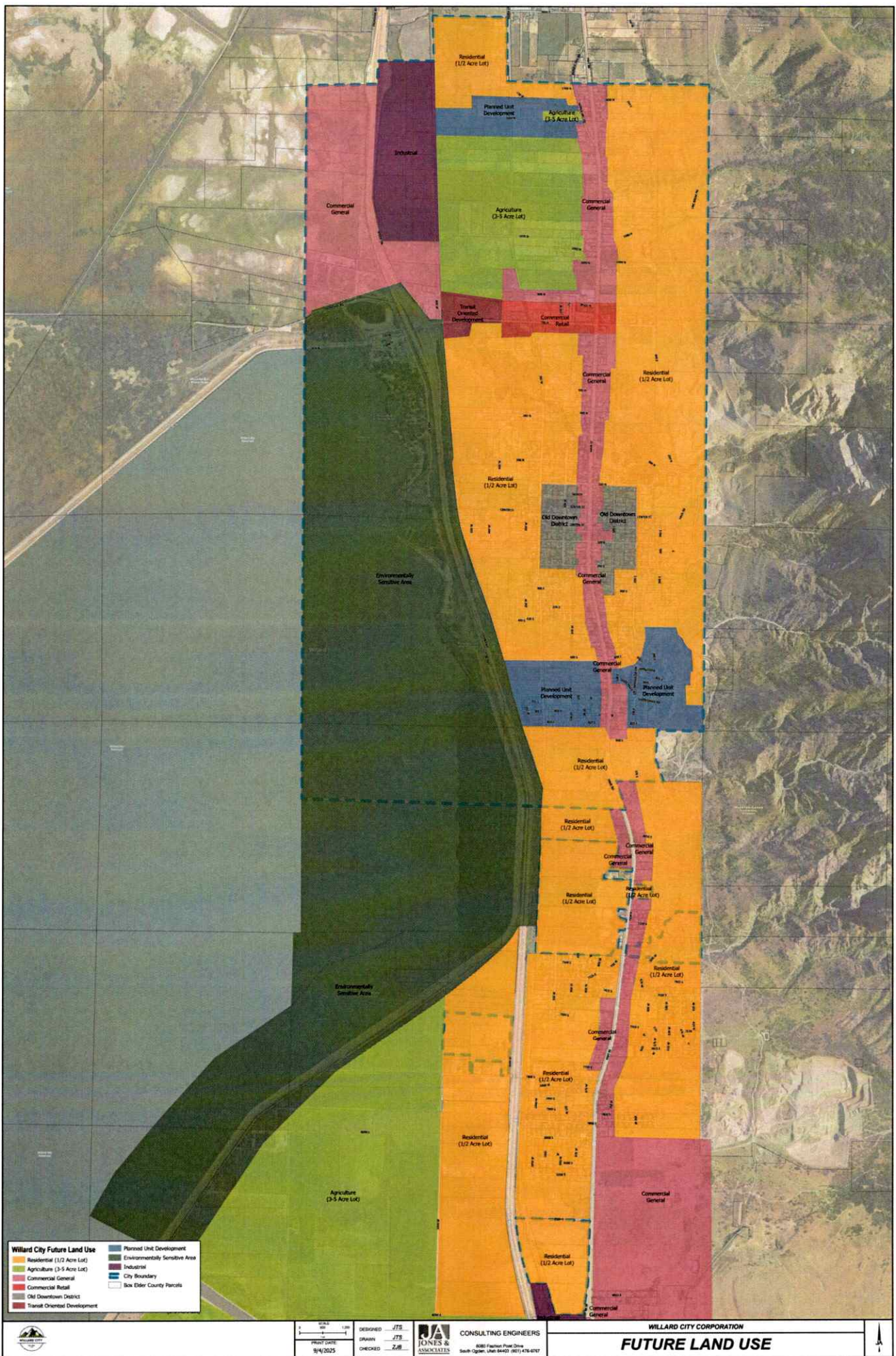
Bodily Yes____Nay____Absent____

ATTEST:

City Recorder

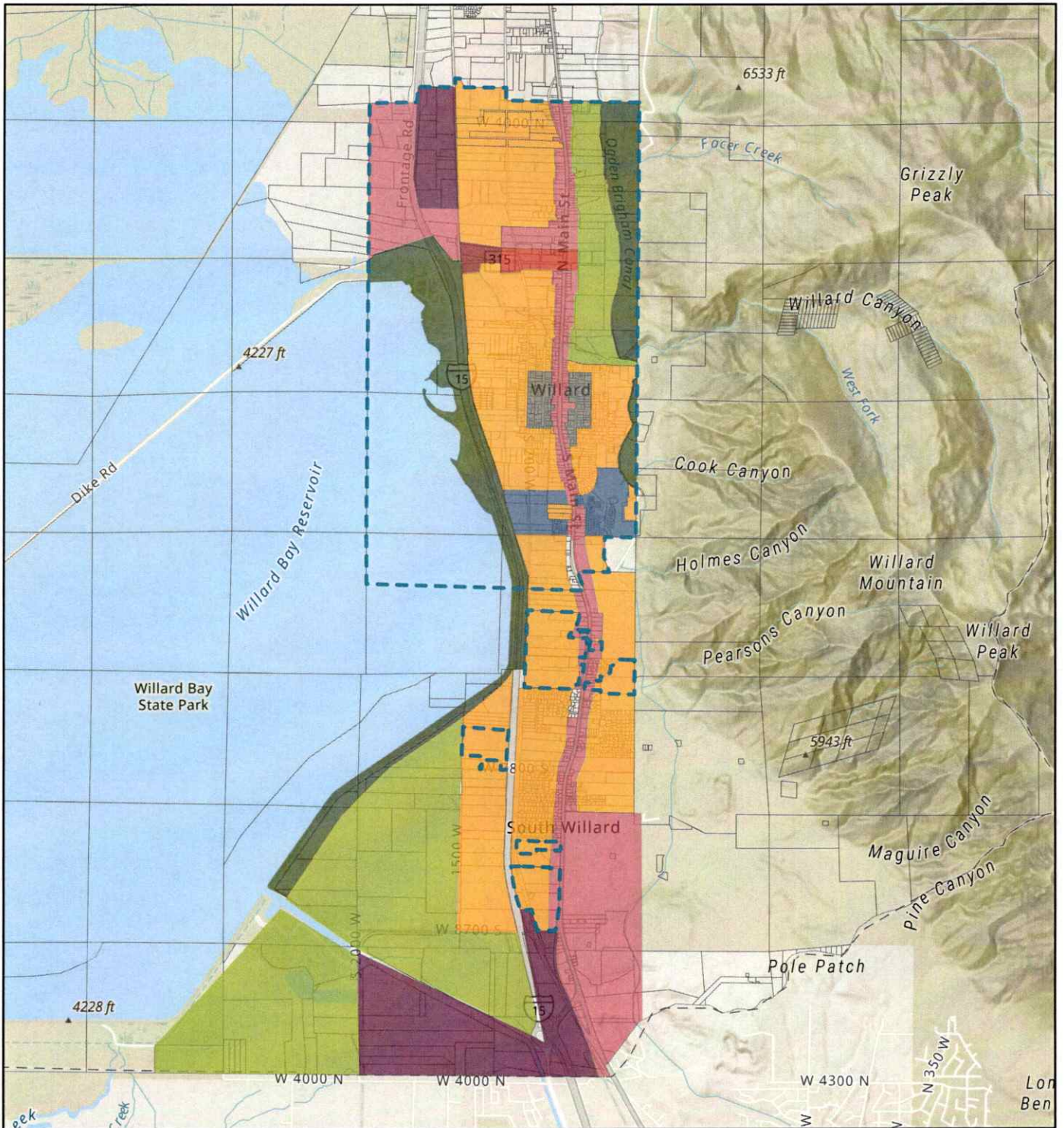
WILLARD CITY:

BY: _____
Mayor Travis Mote



Before

Willard City Future Land Use - Proposed

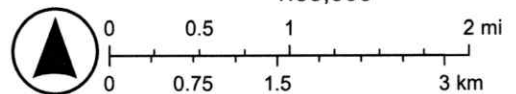


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 City Boundary
Future Land Use

-  Residential (1/2 Acre Lot)
-  Agriculture (3-5 Acre Lot)
-  Commercial Neighborhood
-  Commercial Retail
-  Old Downtown District

-  Transit Oriented Development
 -  Planned Unit Development
 -  Environmentally Sensitive Area
 -  Industrial
 -  Box Elder County Parcels
- World_Hillshade



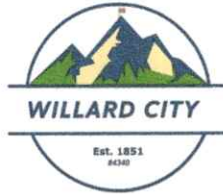
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Esri, NASA, NGA, USGS

This map is for general reference only, and makes no guarantee regarding the accuracy or completeness of the information provided.

ITEM 5E

MASTER CONDITIONAL USE PERMIT SPREADSHEET								
No.	Address	Applicant	Application Date	Fee	Approval Date	Type	Status and Review Date	Parcel No.
	28 CUPs							
	26 South 500 West	Forbush, Molly	1/27/2025	\$250.00	3/20/2025	Short-Term Rental/Airbnd	Active Reviewed 4/2/26	02-087-0005
	46 North 100 East	Comer, William			Prior to 1958	Trailer Court	Active Reviewed 12/4/25 The PC determined that business license needs to remain current to keep CUP	02-051-0183 or 02-048-0024
	53 North 100 West	Braegger, Josh	5/28/2020	\$25.00 PD	6/19/2020	Multi-Family (Basement Apartment)	Active Reviewed 9-21-23 Terminated 6-4-26	02-047-0074
	55 South 100 East	Braegger, Kenneth			2/5/2016	Contractor - Home Business	Active Reviewed 10-5-23	02-050-0074
	105 South 100 East	Loveland, Judy	9/16/1996		9/20/1996	Auto Repair - Home Business	Active Reviewed 10-19-23	02-050-0008
	110 South 200 West	Gilbert, Brian	4/20/2023	\$25.00	5/18/2023	Detached Accessory Dwelling Unit	Active Reviewed 8-21-25 Terminated 6-18-26	02-051-0008 and 02-051-0242
	110 South 250 West	Heath, Trisha	5/18/2018		1/9/2019	Multi-Family Dwelling	Active Reviewed 11-2-23	02-053-0003
	155 South Spring Street (135 S 100 E)	Dean, Blair & Kathy Davis	6/21/1999		9/23/2005	Single Family Home On Sensitive Land	Active Reviewed 12-7-23	02-050-0077
	275 East 200 South	Nielson, Seth	4/22/2024	\$25.00	6/6/2024	Pest Control Business	Active Reviewed 9/4/25	02-050-0048
?? Is this in Willard or BE County?	300 East 750 North	Wells Family Gravel Pit			4/11/1985	Gravel Pit	Active	02-006-0032, 02-006-0021, 02-045-0003
	344 East 300 North	Merritts, Bill & Shelley	4/8/1993		5/10/1993	Single Family Dwelling on Sensitive Land	Active Reviewed 4-18-24	02-048-0005
	369 West 200 North	Dominguez, Duane	3/13/2024	\$25.00	4/22/2024	ATV Repair	Active Reviewed 9/18/25	02-057-0030

	432 North Main	Francom, Matthew	10/20/2020	\$25.00	3/7/2024	Welding Shop	Active Reviewed 3/19/26	02-046-0086
	450 North 200 West	Radtke, Robert and Suzie	9/25/2014	\$25.00 PD	10/2/2014	Additional dogs	Active Reviewed 6/20/24	02-046-0047 & 0084
	481 North 200 West	Beard, Lynn			Approved 2/5/15	Multi-Family Dwelling/Duplex	Active Reviewed 9/5/24	02-046-0075
	500 East 625 South	Nielsen, Darrell (Now Staker Parson)	3/20/1980		4/11/1989	Gravel Removal	Active Reviewed 2/5/26	02-049-0001 & 02-053-0044
	537 West 200 North	Gammon, Dan	12/18/2023	\$25.00	11/7/2024	Short-Term Rental/Airbnd		02-057-0005
	550 North 200 West	Kilpack, Lee (now owned by Dean Taylor)	2/16/2018	\$25.00	3/1/2018	Multi-Family/Basement Apartment	Active Reviewed 9/19/24	02-046-0046
	620 North 200 West	Kapp, Neldon & Jan	10/15/05?		2/11/2003	Building Permit for Single Family Dwelling	Active Reviewed 10/03/24	02-046-0005
	683 North Main	Palmer, Morgan	2/9/2021	\$25.00 PD	Approved 5/6/21	Wedding Reception Center	Active Reviewed 5/18/23	02-046-0102
	725 South Main	Surraige, Jackie	8/2/2023	\$25.00 PD	Approved 11/3/23	Food Truck	Active Reviewed 10/2/25	02-053-0009
	740 North Main	Grimes, Mike	7/19/1996		9/17/1996	Used Vehicle Sales	Active Reviewed 11/7/24	02-046-0015
	755 South Main	Gilbert, Scott; Gilbert, Dustin; Russell, Dee	3/22/2016	\$25.00 PD	4/5/2016	Accessory Building	Active Reviewed 12/5/24	02-053-0059
	769 North Main	Marvin Neff			2/7/2020	RV Campground	Active Under Review 2025	02-041-0067
	781 North 200 West	Barthlome, Shane Sold business to W W Clyde in approx 2019	10/31/2013	\$25.00	12/9/2013	Truss Manufacturing known as Sierra Truss Currently known as Sunpro	Active Reviewed 4/3/25	02-041-0030
	850 North Main (filed in 960 N Main)	Venture Outdoor Advertising-no longer in business. Fred Barker wants to keep sign		\$25.00	8/27/1990	Off-Premise Sign (Billboard)	Active Reviewed 5/15/25	02-043-0013
	1348 North Main	Dorothy Call & Garrick Call	4/18/2023	\$25.00	5/18/2023	Detached Accessory Dwelling Unit	Active Reviewed 11/20/25	02-039-0055
	1387 North Main	Qwest & Maurice Roche	4/4/2001		7/26/2001	Communications Tower	Active Reviewed 8/7/25 Corey from BE Assessor's Office called. The tower was removed as of 11/1/25	02-040-0005



**Planning Commission
Staff Review Memo
July 9, 2026
Accessory Dwelling Units with Conditional Use Permits**

Following the adoption of the City's Accessory Dwelling Unit (ADU) ordinance (WZC 24.96), staff reviewed all existing Conditional Use Permits issued for ADUs to determine whether they remain necessary. The following summarizes staff's findings and recommendations for each CUP.

110 South 250 West

- The CUP was approved for Trisha Heath on January 8, 2019.
- On July 8, staff spoke with Rachel McIntyre, the current owner of the property, who confirmed that the proposed addition to the home, including the kitchen and bathroom, was never constructed.
- Pursuant to Willard Zoning Code 24.20.100, because no action was taken to establish the approved use within one year of approval, the CUP expired and is therefore null and void.

550 North 200 West

- The CUP was approved for Lee Kilpack on March 1, 2018.
- On July 8, staff spoke with Dean Taylor, the current owner of the property. They currently have family members living in the internal ADU.
- Mr. Taylor agreed to fill out the ADU application and comply with the ADU ordinance. Because the ADU is now regulated under the City's ADU ordinance, staff recommends that the Planning Commission determine the CUP is no longer necessary and declare it null and void.

110 South 200 W

- The CUP was issued for Brian Gilbert on May 25, 2023.
- On July 9, Brian Gilbert filled out the ADU application and comply with the ADU ordinance.
- Because the ADU is now regulated under the City's ADU ordinance, staff recommends that the Planning Commission determine the CUP is no longer necessary and declare it null and void.

1348 North Main St

- The CUP was issued for Garrick Call on May 25, 2023.
- Staff reviewed minutes and it was approved that this home would remain on the lot and be used as an ADU while a new home was constructed. The new home would become the primary residence.
- The farm operation is now owned and operated by the Tagge family. The same employees who have resided in the ADU for several decades continue to live there and are now employed by the Tagges.
- The conditions of the CUP are that the old home will be used as the ADU, the new home will be the primary residence, and all setback requirements will be met. Staff has determined that the property complies with the ADU ordinance and does not appear to require a Conditional Use Permit.
- On July 9, staff spoke with Mr. Call, and he agreed to fill out the ADU application and agreed to comply with the ADU ordinance.
- Staff recommends that the Planning Commission discuss whether declaring the CUP null and void is the appropriate course of action.

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

May 25, 2023

CONDITIONAL USE PERMIT FOR BRIAN GILBERT AN ACCESSORY DWELLING UNIT

This Conditional Use Permit is issued to Brian Gilbert for an Accessory Dwelling Unit to be built on his property at 110 South 200 West Willard Utah parcel # 02-051-0242.

The new dwelling unit shall meet all the required conditions in Willard City Ordinance 12-102 and 12-105 for size and setbacks for accessory dwelling units and all other requirements attached.

Brian Gilbert understands these conditions and will build the building in accordance with these requirements and ordinances.

Brian Gilbert

BRIAN GILBERT

6.15.2023

DATE

Bryce Wheelwright

BRYCE WHEELWRIGHT CITY PLANNER SIGNANTUR

6-15-23

DATE

RECEIVED MAY 21 2018

WILLARD CITY PLANNING COMMISSION
APPLICATION FOR PLANNING COMMISSION HEARING

Application Date:

5/18/2018

Assessor's Parcel Number

020540003

Applicant:

Trisha Heath

Parcel Legal Description

See attached

Mailing Address

PO Box 643

Willard, UT 84340

Project Address

110 So. 250 W.

Phone Number

435-730-8000

Cell Phone

435-730-8000

I hereby request a hearing before the
Willard City Planning Commission in
behalf of my application for:



Conditional Use Permit \$25 Fee



Lot Line Adjustment \$25 Fee



Other Fee variable, \$25 Min.



NOTE: Fees will be charged on each application and are non-refundable. Additional applications on the same project will be considered as new applications and be charged accordingly. All applications, with required data and fees, must be filed in the Willard City Office at least two weeks prior to the scheduled hearing date.

Project description: (Attach additional sheets, as required.)

Complete Applicant Affidavit on back of this page.

I need to attach additional living space for me and my family. We would connect to the garage and house. It is needed to provide better in-home care to parents and brother due to health issues. Also, to make home improvements for wheelchair accessibility and safety during winter. A bathroom, kitchen and new hearing will be put on the rooms presently attached to the garage. The living quarters for the rest of the family will be built west of that.

APPLICANT'S AFFIDAVIT

STATE OF UTAH)
) SS
COUNTY OF BOX ELDER)

I, (we) Trisha Heath, being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property located at 90 W. 100 S. in Willard City, which property is involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

SIGNED Trisha Heath
Property Owner(s)

AGENT _____



Subscribed and sworn before me this 18th day of May 2018

Britney Francis
Notary Public

Residing in Tremonton, Utah
My commission expires: March 13, 2022

* May be owner of record, contract owner, part to valid earnest money agreement, option holder or have other legal control of property.

AGENT AUTHORIZATION

I, (we) _____, the owner(s) of real property described above, hereby appoint _____, as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize them to appear on my (our) behalf before any Willard City Boards considering this application.

SIGNED _____
Property Owner(s)

Subscribed and sworn before me this _____ day of _____ 20 _____

Notary Public

Residing in _____
My commission expires: _____

WILLARD CITY CORPORATION PC071918

DATE: July 19, 2018
TIME: 6:30 p.m.
PLACE: Willard City Hall
ATTENDANCE: Chairperson – Terry Ross
Commissioner: Gary Hart, John Seamons, Leslie Meyer, Chandler Bingham
Bryce Wheelwright - City Planner (non-voting member)
Del Fredde – City Council member (non-voting)
Gaylene Nebeker - Planning Commission Secretary
EXCUSED: Sidney Bodily member)
CITIZENS: See attached sheet

1. **Prayer** – Leslie Meyer
2. **Pledge of Allegiance led by** Gary Hart
3. **Roll Call**
4. **General Public Comment (Input for items not on the agenda)**

5. **Discussion Item**

a. Conditional Use Permit for Trisha Heath –Parcel #02-054-0003 for Multi-Unit Housing for the property located at 110 South 250 West to build additional living space for family

City Planner Wheelwright explained Trisha Heath is looking at building onto the house located at 110 South 250 West. There will be different living quarters for each family. This is allowed in all zones as a Conditional Use Permit. Commissioner Meyer asked why a Conditional Use Permit. Why is it not an addition turned into a duplex? City Planner Wheelwright stated because it is a multi-family dwelling. Commissioner Meyer read from Section 12-105 of the Zoning Ordinance which states "*Certain uses which may be harmonious under special conditions and in specific locations within a district, but be improper under general conditions and in other location.....*" She felt like this would be proper because it would be a permanent structure. City Planner Wheelwright stated in Section 12-111-9b it states multi-family dwellings are a Conditional Use. Commissioner Hart asked if a Conditional Use would include if it was rented out. Would they be required to have additional services? City Planner Wheelwright stated Trisha Heath was planning on putting in a second gas and water meter and also new sewer line. It was asked if it would be a duplex for an additional family. Trisha Heath stated it would be for one big family and went on to explain there is currently a modular home with a garage. Her brother and niece are living in the garage, and her sister has just moved back home and parents are living in the house. She said they would be building on to connect the whole structure so they can get to any portion of the house. There will be a kitchenette and bathroom added into the garage to help the brother and niece living there. There was still questions on why a conditional use permit. Commissioner Bingham stated a Conditional Use Permit stays with the property forever. It was asked how much property they owned. Trisha stated 8 acres. Commissioner Bingham asked how many multi-family units can legally be put in 1 dwelling. City Planner Wheelwright stated there is nothing showing how many. He thought there was an ordinance that stated the owner must be one of the residence

or it would be considered an apartment. Questions were asked about how many families would be living there. Trisha Heath stated there would be 2 families living at the residence stating the sister would be purchasing her house. Commissioner Bingham asked what conditions would be applied. Commissioner Meyer said there would be two water meters, two sewer hookups, two gas lines and two names on the property. Trisha Heath stated she owns the whole property. She did not think it was possible to hook up to the sewer from where her portion of the house is located because of the slope and is the reason for the second connection. City Planner Wheelwright suggested conditions include owner occupied, two (2) separate utilities (water, gas, sewer) hookups, separate parking. Trisha Heath asked about the parking condition. City Planner Wheelwright explained with multi-unit housing most have 5-6 cars and it could become an issue. Trisha said space has been cleared to allow for the extra cars. Chairperson Ross asked about required access to the field. Cleanne Barker stated it was a private access.

A motion was made by Commissioner Seamons to approve the Conditional Use Permit for Trisha Heath -Parcel #02-054-0003 for Multi-Unit Housing for the property located at 110 South 250 West to build additional living space for family with the conditions of must install two (2) separate utilities for sewer, water and gas and must be owner occupied. The motion was seconded by Commissioner Hart. The motion carried with a unanimous vote.

b. Discussion on a Concept Plan for a Planned Development presented by Terry Deru for the property located at approximately 600 West 750 North - east of the railroad tracks for Parcels 02-043-0023 and 0025

City Planner Wheelwright explained this property was rezoned and approved as a Planned Development. This is concept plan for Commercial and High Density Housing and also stated the Box Elder Credit Union owns part of the property.

Terry Deru - stated zoning was approved 8-9 years ago. Not much has changed since that time. Showed on the map. They have had many discussion with UDOT where it is on the main road. There is a proposed UTA Frontrunner Station proposed for the west end of property. They are seeking preliminary approval. He showed on the map the location for the proposed Box Elder Credit Union stating they would have to enter through the development. This concept fits the city Master Road Plan. City Planner Wheelwright explained a PD requires 25% open space and they currently have 18% which they would need to look at.

Terry Deru said it would be a walkable community and would work with the community trails. Commissioner Meyer asked if there were any issues with residential in a commercial zone. Terry stated they were approved for 16 units per acre and will be a mix of houses, condos and apartments but felt it would be mostly condos. The price range would be approximately \$190,000 for a larger apartment. City Planner Wheelwright stated this would help with the affordable housing. Commissioner Bingham has concerns about the open space. Terry Deru said the open space around the houses and stores are not counted into the open space listed. There was discussion on the Frontrunner Station location. There are 3 possible locations Willard, Perry or Brigham City and UDOT has said Willard is a good location. Commissioner Seamons asked if there was any anchor businesses coming in. Terry said there have been lots of inquiries. Commissioner Seamons asked what other development they have done. Terry stated the owner Rick Caldwell was the original developer of Thanksgiving Point, the River Woods in Provo and the Lighthouse development in Cedar City. The Commission memberS thought the concept plan looked good and ok to move forward.

Willard City Corporation

30 West 50 South
Box 593



Willard, Utah 84348
(435)734-9881

January 8, 2019

CONDITIONAL USE PERMIT

ISSUED TO:

Trisha Heath 110 South 250 West

Willard Utah 84340

Parcel # 02-053-0003

This Conditional Use permit is issued to Trisha Heath for an addition on to a home at 110 South and 250 West in Willard City that will creating a Multi Family Dwelling for additional family members

The Conditions are as follows.

1. The residence will be owner occupied.
2. There will be separate utility hookups for each unit and separate impact fees for each.

Trisha Heath

APPLICANT SIGNATURE

1-9-19

DATE

Bryce Whaley

WILLARD CITY PLANNER

1-9-19

DATE

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

January 8, 2019

CONDITIONAL USE PERMIT

ISSUED TO:

Trisha Heath 110 South 250 West
Willard Utah 84340
Parcel # 02-053-0003

This Conditional Use permit is issued to Trisha Heath for an addition on to a home at 110 South and 250 West in Willard City that will creating a Multi Family Dwelling for additional family members

The Conditions are as follows.

1. The residence will be owner occupied.
2. There will be separate utility hookups for each unit and separate impact fees for each.

Trisha Heath
APPLICANT SIGNATURE

1-9-19
DATE

Bryce Whaley
WILLARD CITY PLANNER

1-9-19
DATE



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, November 2, 2023 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

guest parking for the townhomes, access to the open space, and documentation from Perry City regarding their perspective. Commissioner Harrop seconded the motion.

Mike Bastian asked how to proceed obtaining documentation from Perry City. Colt Mund felt it would be helpful to have something in writing from Perry City regarding how the sewer impact fees should be split. It would provide more clarity.

Mike Bastian wasn't willing to commit to three units per acre at this time. He would bring back a preliminary design after meeting with UTA for the Planning Commission's review and comments. If the City insisted on three units per acre, he would develop in the County.

All voted "aye." The motion passed unanimously.

5D. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO TRISHA HEATH FOR A HOME OCCUPATION – MULTI-FAMILY DWELLING LOCATED AT 110 SOUTH 250 WEST (PARCEL NO. 02-053-0003) ISSUED ON JANUARY 9, 2019

Time Stamp: 1:06:21 11/02/2023

Bryce Wheelwright stated that the City issued a conditional use permit to Trisha Heath for an accessory dwelling unit at 110 South 250 West on January 9, 2019. He spoke with Trisha Heath. The ADU was still being used. She wanted to continue with the conditional use permit and expressed interest in adding to it. However, the City's ordinance did not allow that at this time.

Chairman Bodily asked if there had been any problems with the conditional use permit. Mr. Wheelwright said there hadn't been any problems. Chairman Bodily felt the conditional use permit had been reviewed.

Chairman Bodily stated that based on recent training he listened to, if a conditional use permit was not used for six months, the use was abandoned and lost. Colt Mund felt that was accurate. The City's code said that if a use was not used for six months, it was abandoned.

5E. CONSIDERATION AND RECOMMENDATION TO THE CITY COUNCIL REGARDING THE GENERAL PLAN DRAFT WHICH WOULD AMEND CHAPTER 12-000 OF THE WILLARD CITY ZONING ORDINANCE

Time Stamp 1:00:00 11/02/2023

Bryce Wheelwright stated that this had been discussed extensively. Most of the concern was about density and the Future Land Use Map. In the last joint work session with the City Council, the consensus was to blanket Willard in an R ½ Zone, for which there were advantages and disadvantages. The Planning Commission needed to decide what it wanted to recommend to the City Council.

Chairman Bodily stated that the two Planning Commission members that had questions about the half-acre zoning – Commissioners Dubovik and Hulsey – were not in attendance.

Commissioner Braegger asked if they had submitted the redlines they were going to put together. Colt Mund stated that the City Manager contacted the City's consultant who revised the General Plan and Future Land Use Map to reflect half-acre lots. However, Commissioner Dubovik still had some questions.

**WILLARD CITY PLANNING COMMISSION
APPLICATION FOR PLANNING COMMISSION HEARING**

Application Date:

2/14/18

Assessor's Parcel Number

Applicant:

Lee Kpack

Mailing Address

PO Box 483

Willard, UT 84340

Parcel Legal Description

Project Address

550N. 200W.

Phone Number

435-730-0648

Cell Phone

[Signature]
I hereby request a hearing before the
Willard City Planning Commission in
behalf of my application for:



Conditional Use Permit \$25 Fee



Lot Line Adjustment \$25 Fee



Other Fee variable, \$25 Min.

NOTE: Fees will be charged on each application and are non-refundable. Additional applications on the same project will be considered as new applications and be charged accordingly. All applications, with required data and fees, must be filed in the Willard City Office at least two weeks prior to the scheduled hearing date.

Project description: (Attach additional sheets, as required.)

Complete Applicant Affidavit on back of this page.

Pd 2-14-18

APPLICANT'S AFFIDAVIT

STATE OF UTAH)
) SS
COUNTY OF BOX ELDER)

I, (we) Lee Kipack, being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property located at 550 N. 200 W Willow in Willard City, which property is involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

SIGNED [Signature]
Property Owner(s)

AGENT _____

Subscribed and sworn before me this 16 day of Feb 20 18



[Signature]
Notary Public

Residing in Brigham city Utah
My commission expires: 7-28-2021

* May be owner of record, contract owner, part to valid earnest money agreement, option holder or have other legal control of property.

AGENT AUTHORIZATION

I, (we) Lee Kipack, the owner(s) of real property described above, hereby appoint Self, as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize them to appear on my (our) behalf before any Willard City Boards considering this application.

SIGNED [Signature]
Property Owner(s)

Subscribed and sworn before me this 16 day of Feb 20 18



[Signature]
Notary Public

Residing in Brigham city Utah
My commission expires: 7/28/21

WILLARD CITY CORPORATION PC030118

DATE: March 1, 2018
TIME: 6:30 p.m.
PLACE: Willard City Hall
ATTENDANCE: Chairperson - Terry Ross
Commissioner: Sidney Bodily, Gary Hart, Leslie Meyer,
Bryce Wheelwright - City Planner (non-voting member)
Del Fredde - City Council member (non-voting member)
Gaylene Nebeker - Planning Commission Secretary
EXCUSED: John Seamons, Chandler Bingham
CITIZENS: See attached sheet

1. **Prayer** - Terry Ross
2. **Pledge of Allegiance led by** Leslie Meyer
3. **General Public Comment (Input for items not on the agenda)**
4. **Discussion Item**

a. Lot Line Adjustment for Lots 2,3 and 4 of the JWP Subdivision -Parcel #02-046-0091,0092 and 0093 located at 24 West 400 North

City Planner Wheelwright explained Mr. Perry has purchased the whole subdivision and is requesting a lot line adjustment for 2 of the lots. He is in compliance with the current zoning and will not be creating any substandard lots. He discussed location of the irrigation lines. Commissioner Bodily asked what the lot sizes would be. Mr. Perry stated the north lot would be 1.09 acres, the center lot would be 1.09 acres and the south lot would be 1.08 acres. Commissioner Meyer asked about frontage. City Planner Wheelwright said they are good on frontage. Mr. Perry attended a Flood Control meeting and they had concerns about the ditch through the cul de sac and would like to see him put a pipe in to help with erosion. He explained there are two berms that go through the 1 acre lots that he would like to remove to help with irrigation. City Planner Wheelwright stated the berms were put in for flood control and he would need to talk with the city engineer to see if that would be possible. Mr. Perry showed on the map where the berms are located. City Planner Wheelwright stated there were no other issues.

Commissioner Meyer made a motion to approve the Lot Line Adjustment for Lots 2,3 and 4 of the JWP Subdivision. The motion was seconded by Commissioner Bodily. The motion carried with a unanimous vote.

b. Conditional Use Permit for Lee Kilpack -Parcel #02-046-0046 for Multi-Unit Housing to allow an apartment in basement at 550 North 200 West

City Planner Wheelwright explained the Kilpack's live on 550 North 200 West and have a 5 acre parcel of land. They are wanting to remodel their basement to add a

kitchen and mother-in-law apartment. Multi-Unit housing is a Conditional Use Permit and is allowed in that zone. He is not adding power or a gas meter. He was not sure what conditions can be applied other than if it becomes an income property, and they did split the power and gas, he will also have to split sewer and water. He went on to explain he has 5 acres so parking would not be an issue. Commissioner Bodily asked how often the conditional use permit would be reviewed. City Planner Wheelwright felt if there are conditions it could be reviewed whenever, it would be up to the Planning Commission to decide and would need to be put in the Conditional Use Permit. Commissioner Meyer asked for clarification that if they rented it as income property they would need to split all the utilities. It was stated yes and at that time impact fees would be accessed. Lee Kilpack asked what would be reviewed. It was stated if nothing has changed there would be no review. Commissioner Hart suggested adding to the conditions if it is not an income property there would be no review but if they decide to make it an income property they would need to come back to the Planning Commission for review. Commissioner Meyer suggested if it becomes an income property it would require new conditions and will reviewed in 2 years.

A motion was made by Commissioner Bodily to approve the Conditional Use Permit for Lee Kilpack for Multi-Unit Housing to allow an apartment in basement at 550 North 200 West with the conditions if it becomes a non-primary residence they would need to come back to the city for a split in the utilities. The motion was seconded by Commissioner Hart. The motion carried with a unanimous vote.

d. Lot Line Adjustment for Neil Braegger – Parcel # 02-046-0039 located at approximately 649 North Main

City Planner Wheelwright reported that Neil Braegger is requesting to move his property line to the west to make one parcel smaller and his lot bigger. Chairperson Ross asked what parcel #3 was. City Planner Wheelwright explained it is for a potential street. He went on to say it meets all the requirements of the R½ and A-5 zones and is 7 acres.

A motion was seconded by Commissioner Meyer to approve the Lot-line Adjustment for Neil Braegger for parcel #02-046-0039 located at 649 North Main. The motion was seconded by Commissioner Hart. The motion carried with a unanimous vote.

e. Lot Line Adjustment for Laree Braegger – Parcel # 02-046-0098 located at approximately 700 North Main

City Planner Wheelwright showed on the parcel map the request for the lot line to be moved to the east to create a 1 1/2 acre lot with the other one being bigger. Chairperson Ross asked if parcel #3 would be effected. City Planner Wheelwright stated the easement for Parcel #3 would always need to be there. There were questions from the purchaser of the property about the easement and where they were placing their house. City Planner Wheelwright explained that the easement will always have to be there and will never be able to be built on. Neil Braegger said he owns half the easement and the other half is being sold to the person buying the bottom piece. The person buying the bottom piece wanted it so he could get to the

Willard City Corporation

80 West 50 South
Box 583



Willard, Utah 84340
(435)734-9881

Conditional Use Permit

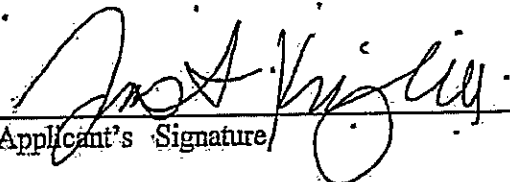
Date Issued: March 1, 2018

Applicant's Name: Lee Kilpack
550 North 200 West
Willard UT 84340

Parcel # 02-046-0046

A Conditional Use Permit is issued for multi-unit housing, (basement apartment),
With the following conditions.

- 1 If the property remains the primary residence of the property owner and if the property owner does not add a second power panel or gas meter, the property will not require a second sewer and water hookup.
- 2 If the property owner is using the property as an income property and not as the primary residence of the property owner, or if the property owner adds a power panel or gas meter to separate the upstairs and the downstairs then a separate sewer and water connection will be required, with the applicable fees for impact and hookup.


Applicant's Signature

3-8-18
Date


City Representative - City Planner

3-8-18
Date

Willard City Corporation

80 West 50 South
Box 583



Willard, Utah 84340
(435)734-9881

Conditional Use Permit

Date Issued: March 1, 2018

Applicant's Name: Dean and Denise Taylor
550 North 200 West
Willard UT 84340

Parcel # 02-046-0046

A Conditional Use Permit is issued for multi-unit housing, (basement apartment),
With the following conditions.

- 1 If the property remains the primary residence of the property owner and if the property owner does not add a second power panel or gas meter, the property will not require a second sewer and water hookup.
- 2 If the property owner is using the property as an income property and not as the primary residence of the property owner, or if the property owner adds a power panel or gas meter to separate the upstairs and the downstairs then a separate sewer and water connection will be required, with the applicable fees for impact and hookup.

Applicant's Signature

Date

City Representative - City Planner

Date



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 19, 2024 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

- 5B. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO LEE KILPACK FOR MULTI-FAMILY/BASEMENT APARTMENT LOCATED AT 550 NORTH 200 WEST (PARCEL NO. 02-046-0046) ISSUED FEBRUARY 16, 2018

Time Stamp: 25:48 – 09/19/2024

Madison Brown stated that this was straight forward.

Mayor Mote stated that Kilpack's had moved.

Commissioner Braegger stated that the current owner, Dean Taylor, lived in the main part of the house. His son and family lived in the basement apartment.

Madison Brown stated that if the property became an income property, separate water and sewer connections would be required for the basement apartment with applicable connection and impact fees.

Mayor Mote suggested that the name on the conditional use permit be updated.

Chairman Bodily felt the review was complete.

- 5C. DISCUSSION REGARDING AMENDING THE TABLE OF USES FOUND IN CHAPTER 12-111-3 AND 12-112-3 OF THE WILLARD CITY ZONING ORDINANCE (CONTINUED FROM AUGUST 1, AUGUST 15, AND SEPTEMBER 5, 2024)

Time Stamp: 27:39 – 09/19/2024

Chairman Bodily asked if the planning commission wanted to hold another work session on October 3rd.

Commissioner Gilbert said he would not be able to attend the next two meetings. Commissioner Dubovik said he would not be able to attend the October 17th meeting.

The planning commission agreed to hold a work session from 5:30 to 6:30 p.m. on October 3rd.

6. CONSIDERATION AND APPROVAL OF THE SEPTEMBER 5, 2024, REGULAR PLANNING COMMISSION MINUTES

Commissioner Bingham moved to approve the September 5, 2024, minutes as corrected. Commissioner Gilbert seconded the motion. All voted "aye." The motion passed unanimously.

7. COMMISSIONER/STAFF COMMENTS

Time Stamp: 30:13 – 09/19/2024

Colt Mund

Did not have any comments.

**WILLARD CITY PLANNING COMMISSION
APPLICATION FOR PLANNING COMMISSION HEARING**

Application Date:

4-18-2023

Assessor's Parcel Number

02. 039. 0055

Applicant:

GARRICK & Dorothy Call
Mailing Address

Parcel Legal Description

1352 N. Main
Willard OH 84340

Project Address

1348 N. Main
Willard

I hereby request a hearing before the
Willard City Planning Commission in
behalf of my application for:

☒ Conditional Use Permit \$25 Fee

☐ Lot Line Adjustment \$25 Fee

☐ Other Fee variable, \$25 Min.

435-452-2124

Phone Number

435-279-4985

Cell Phone

NOTE: Fees will be charged on each application and are non-refundable. Additional applications on the same project will be considered as new applications and be charged accordingly. All applications, with required data and fees, must be filed in the Willard City Office at least two weeks prior to the scheduled hearing date.

Project description: (Attach additional sheets, as required.)

Complete Applicant Affidavit on back of this page.

APPLICANT'S AFFIDAVIT

STATE OF UTAH)
) SS
COUNTY OF BOX ELDER)

I, (we) GARRICK CALL being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property located at 1348 N. Main in Willard City, which property is involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

SIGNED

AGENT

Property Owner(s)

Subscribed and sworn before me this 18th day of April 2023



Michelle Drago

Notary Public

Residing in

My commission expires:

* May be owner of record, contract owner, part to valid earnest money agreement, option holder or have other legal control of property.

AGENT AUTHORIZATION

I, (we) _____, the owner(s) of real property described above, hereby appoint _____, as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize them to appear on my (our) behalf before any Willard City Boards considering this application.

SIGNED _____

Property Owner(s)

Subscribed and sworn before me this _____ day of _____ 20 ____

Notary Public

Residing in _____

My commission expires: _____



Willard City
80 W 50 S | PO Box 593
Willard, UT 84340
(435) 734-9881
willardcity@comcast.net

XBP Confirmation Number: 142589719

► Transaction detail for payment to Willard City.		Date: 04/18/2023 - 12:39:40 PM MT	
Transaction Number: 196390733 Mastercard — XXXX-XXXX-XXXX-4961 Status: Successful			
Account #	Item	Quantity	Item Amount
	Charges PC	1	\$25.00
Notes: Garrett Call Conditional Use Permit			

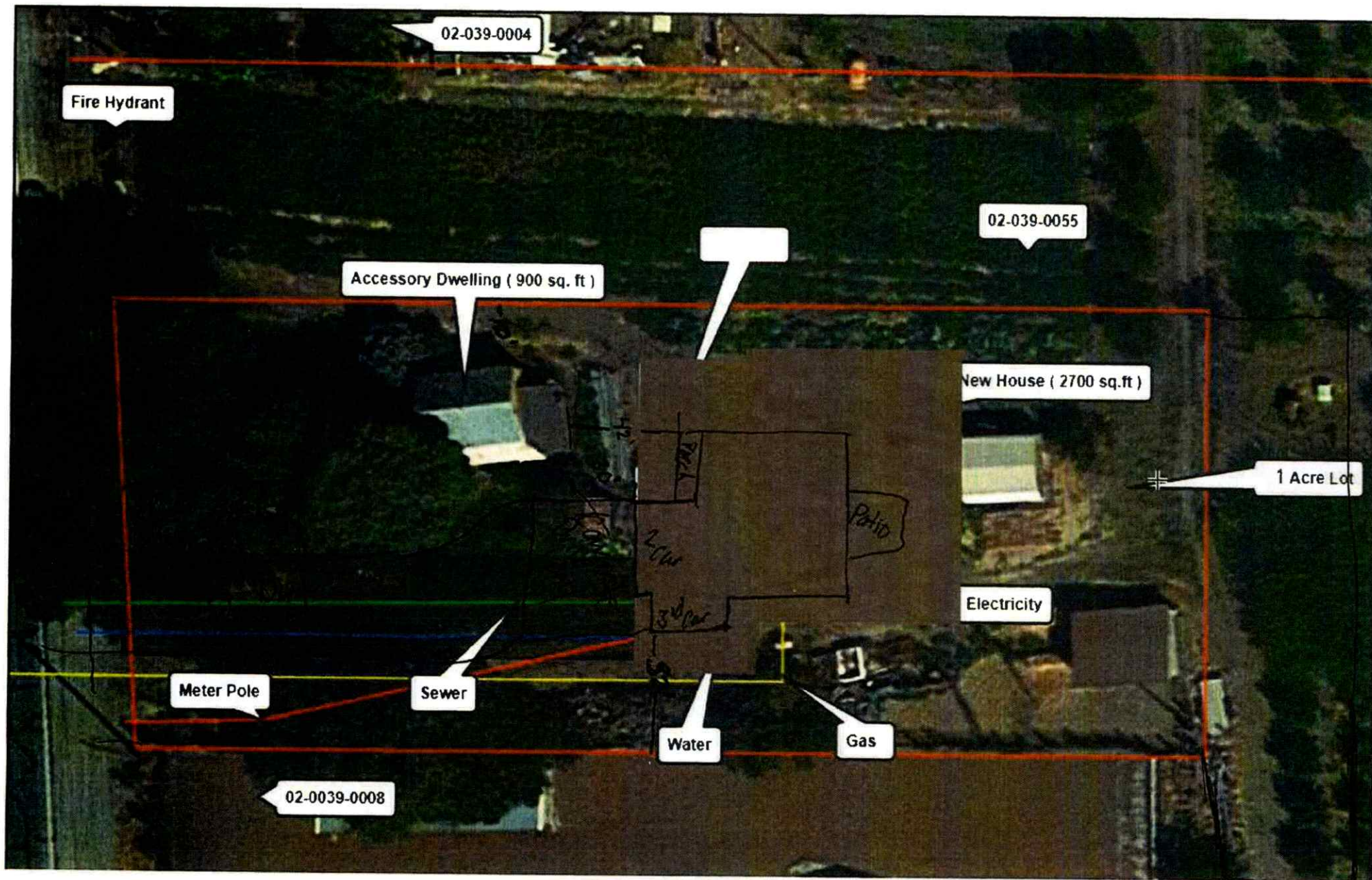
TOTAL: \$25.00

▶ Transaction detail for payment to Willard City.		Date: 04/18/2023 - 12:39:41 PM MT	
Transaction Number: 196390735 Mastercard — XXXX-XXXX-XXXX-4961 Status: Successful			
Account #	Item	Quantity	Item Amount
	Service Fee	1	\$1.25
Notes: Garrett Call Conditional Use Permit			

TOTAL: \$1.25

Billing Information
GARRICK O CALL
, 84340

Transaction taken by: Admin vbird



MAIN ST 89

1348

NE 1/4
10054

10054

02-039-0055

10054





WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, May 18, 2023 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

requirements. The only caveat was that the ADU would be in front of the new home. Normally ADU's were located behind the primary dwelling unit.

Chairman Bodily stated that the Conditional Use Review Committee had reviewed the conditional use application for the ADU and determined that it complied with the required conditions.

Bryce Wheelwright stated that the Conditional Use Review Committee had recommended that the Dorothy Call's conditional use application for an ADU be approved by the Planning Commission.

Dorothy Call, 1352 North Main, stated that the older home at 1348 North Main was built in 1840. It was currently occupied by her workers. They were getting older, and would probably be returning to Mexico in a few years. At that time, the old home would be torn down. They had worked for her and lived in the home for 29 years. She didn't feel she could kick them out. She had a total of 20 acres between the two parcels, but six of them were not farmable.

Commissioner Hulsey asked how large the ADU would be. Dorothy Call said it was about 900 square feet.

Commissioner Hulsey asked if the ADU Ordinance contained language about the condition of the building. Bryce Wheelwright stated that 12-102-23-4(3) required an ADU had to comply with Willard's Building, Health, and Fire Codes.

Commissioner Baker reminded the Planning Commission that Don Waite had warned the Planning Commission that it could end up considering ADU's that were in front of the primary dwelling. She was in favor of the lot line adjustment and the conditional use permit.

Commissioner Dubovik clarified that the lot line adjustment met all of the zoning requirements. Bryce Wheelwright said it did.

Commissioner Dubovik moved to approve a lot line adjustment for Dorothy Call for 1352 and 1348 North Main (Parcel Nos. 02-039-0055 and 02-039-0004). Commissioner Hulsey seconded the motion. All voted "aye." The motion passed unanimously.

6F. REVIEW AND CONSIDERATION OF A REQUEST FROM GARRICK CALL FOR A CONDITIONAL USE PERMIT FOR A DETACHED ACCESSORY DWELLING UNIT LOCATED AT APPROXIMATELY 1348 NORTH MAIN (PARCEL NOS. 02-039-0055 AND 02-039-0004)

Time Stamp: 43:52 05/18/2023

Chairman Bodily stated that this application had been reviewed by the Conditional Use Permit Review Committee who recommended that it be approved.

Jenny Call, 1352 North Main, clarified that the address for the ADU would be 1348 North Main Unit B, and the new home would be 1348 North Main Unit A.

Commissioner Hulsey was concerned about the condition of the ADU. It had to meet the Building, Health, and Fire Codes.

Dorothy Call stated that the home was older, but it was there were people residing in it.



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, May 18, 2023 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

Commissioner Dubovik asked how the City could evaluate the condition of the existing home at 1348 North Main.

Chris Davis, City Manager, stated that the Fire Chief was part of the Conditional Use Permit Review Committee, which also included the Police Chief, Public Works Director, and City Engineer. They had all reviewed the application and felt comfortable with it.

Commissioner Hulseley stated that the ADU requirements included a kitchen and bathroom. Before he approved anything, he wanted to see a floor plan of the ADU to verify those amenities. Dorothy Call said it was an existing house. It had a kitchen, bathroom, front room, and bedroom.

Peggy Barker, North Ogden, stated that she had lived in the home. It had a kitchen and a bathroom. It was a lovely older home.

Commissioner Hulseley wanted to make sure the Planning Commission had gone through the ADU requirements and verified that it met them.

Bryce Wheelwright stated that the CUP Review Committee had discussed the location of the nearest fire hydrant and verified that it would have fire protection.

Commissioner Harrop asked about parking. Bryce Wheelwright stated that there was plenty of parking, and it would all be off-street.

Dorothy Call stated that the driveway for the new home would include a turn-around for emergency vehicles.

Commissioner Hulseley felt that his concerns had been addressed.

Bryce Wheelwright asked if the Planning Commission wanted to add any other conditions.

Commissioner Bingham and Chairman Bodily felt it should comply with all of the ADU conditions and requirements.

Commissioner Dubovik asked if it would be appropriate for the CUP Committee to review the conditional use permit annually.

Colt Mund said it could be reviewed annually. He reminded the Planning Commission that the proposed ADU was an existing home, which was a challenge. If the Planning Commission was reviewing new construction, it could request floor plans. Because this was an existing building, the CUP Review Committee had some questions. The Fire Chief had the most questions, which had been satisfied. The Planning Commission needed to be comfortable with the conditions outside of the ADU Ordinance, if any, when this was approved. The ADU Ordinance would govern a significant part of the use of the property. The CUP Review Committee did have some conditions relating to a turn-around for emergency access, proper addressing, approval of the lot line adjustment, and recording of the conditional use permit with Box Elder County.

Mr. Mund said the City administration had discussed the need for a written report to the Planning Commission from the CUP Review Committee in the future. Commissioner Dubovik felt a written recommendation would be nice to have.



WILLARD CITY
Planning Commission Meeting -- Regular Meeting
Thursday, May 18, 2023 -- 6:30 p.m.
Willard City Hall -- 80 West 50 South
Willard, Utah 84340

Commission Dubovik asked if there were any outstanding items or recommendations from the CUP Committee that had not been completed. Chairman Bodily and Colt Mund felt the concerns had been addressed.

Commissioner Bingham moved to approve a conditional use permit for a detached accessory dwelling unit at 1348 North Main subject to the recommendation and conditions of the CUP Review Committee and subject to the ADU Ordinance. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.

6G. REVIEW AND CONSIDERATION OF A REQUEST FROM BRIAN GILBERT FOR A CONDITIONAL USE PERMIT FOR DETACHED ACCESSORY DWELLING UNIT LOCATED AT APPROXIMATELY 110 SOUTH 200 WEST (PARCEL 02-051-0008 AND 02-051-0242)

Time Stamp 54:11 05/18/2023

Bryce Wheelwright stated that Brian Gilbert had requested approval to construct a detached accessory dwelling unit on his property at 110 South 200 West. The ADU would be used by a family member. Mr. Gilbert's application had been reviewed by the CUP Review Committee. The CUP Review Committee had recommended that the application be approved subject to the ADU unit meeting the setback requirements.

Commissioner Hulsey asked about the size of the proposed ADU. Brian Gilbert, 110 South 200 West, stated that the ADU would be 999 square feet.

Commissioner Dubovik asked if the CUP Committee had reviewed the building plans. Bryce Wheelwright stated that the CUP Review Committee had looked at the site plan. The building plans would be reviewed by the Building Inspector when the City received an application for a building permit.

Chairman Bodily stated that Mr. Gilbert would have to meet the requirements of the ADU Ordinance if his application was approved.

Commissioner Harrop asked if there was a building permit ADU checklist.

Commissioner Dubovik felt Mr. Gilbert should submit a building plan that the CUP Review Committee could review.

Colt Mund understood Commissioner Dubovik's concern. The City had an ordinance that listed the requirements that had to be met. The CUP Review Committee had reviewed the ADU checklist.

Chairman Bodily asked who would make sure the ADU did not exceed 999 square feet. Bryce Wheelwright stated that Brian Gilbert would have to submit engineering and building plans in order to receive a building permit. The plans would be reviewed at that time.

Chris Davis stated that the ADU would be inspected by Box Elder County, the City's contracted building inspector. The building inspector would determine when the ADU was ready for occupancy.

Commissioner Dubovik felt the conditional use permit could be approved subject to the ADU meeting all of those requirements. Mr. Mund felt that was a good suggestion.

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

May 25, 2023

CONDITIONAL USE PERMIT TO GARRICK CALL FOR ACCESSORY DEWLLING UNIT

This Conditional Use Permit is issued to Garrick Call for an Accessory Dwelling Unit to be allowed on the property located at 1348 North Main Willard Utah Parcel #02-039-0055.

The existing home shall be used as an accessory dwelling with a new residence being built on the property for the primary residence.

Both buildings must meet the requirements in Willard City Ordinance 12-105 and 12-102 for size and setbacks and all other requirements, which are attached.

Garrick Call agrees to and understands these conditions and ordinances.



GARRICK CALL



DATE



BRYCE WHEELWRIGHT
CITY PLANNER



DATE



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, November 6, 2025 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

- 5D. REVIEW OF A CONDITIONAL USE PERMIT ISSUED TO GARRICK CALL AND DOROTHY CALL ON MAY 15, 2023, FOR AN ACCESSORY DWELLING UNIT LOCATED AT 1348 NORTH MAN (02-039-0055)

Time Stamp: 17:10 – 11/06/2025

Madison Brown stated that this conditional use permit was issued shortly after the ADU Ordinance was approved.

Jeremy Kimpton stated that the only restriction they found was for an emergency vehicle turnaround. They weren't sure if it applied to the new home or the ADU. Because an ADU was now a permitted use, should the conditional use be discontinued?

Chairman Bodily thought the Call's planned to remove the old house when they no longer needed itinerant workers for their orchard. Commissioner Braegger stated that Dorothy Call had a long term lease for her orchard. He wasn't sure how that affected the ADU.

After a brief discussion, Chairman Bodily asked the staff to check on the status of the ADU before the next meeting.

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR OCTOBER 2, 2025

Commissioner Baker moved to approve the regular minutes for October 2, 2025, as written. Commissioner Dubovik seconded the motion. All voted "aye." The motion passed unanimously.

7. ITEMS FOR THE NOVEMBER 20, 2025, PLANNING COMMISSION AGENDA

Time Stamp: 22:15 – 11/06/2025

The Planning Commission discussed agenda items for the November 20th meeting – public hearing and discussion regarding height and setback clarifications; preliminary review for The Orchards at Willard/Heritage Homes; the continuation of the Call ADU conditional use permit; and the minor subdivision discussion.

There was discussion about canceling the second meeting in December. The Planning Commission tentatively decided to cancel the December 18th meeting, unless there was something pressing.

8. DISCUSSION REGARDING UPCOMING CITY EVENTS

Time Stamp: 25:57 – 11/06/2025

Chairman Bodily referred to the calendar of events in the packet.

9. COMMISSIONER/STAFF COMMENTS

Time Stamp: 25:08 – 11/06/2025

ITEM 6



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at City Hall, on the State of Utah Public Meeting Notice
3 website, on the Willard City website, and sent to the *Box Elder News Journal*.

4
5 The following members were in attendance:

6
7 Brian Gilbert, Vice Chairman

8 Diana Baker, Alternate

9 Sid Bodily

10 Ken Ormond

11 Jay Thackeray

Jeremy Kimpton, City Manager

Amy Hugie, City Attorney

Michelle Drago, Deputy City Recorder

12
13 Excused: Chandler Bingham, Alex Dubovik, and Madison Brown, City Planner.

14 Others in attendance were Mayor Travis Mote and Ruth Ormond.

15 Vice Chairman Gilbert called the meeting to order at 6:30 p.m.

16
17 1. PRAYER: Sid Bodily

18
19 2. PLEDGE OF ALLEGIANCE: Ken Ormond

20
21 3. GENERAL PUBLIC COMMENTS

22
23 No public comments were made.

24
25 4. CITY COUNCIL REPORT

26
27 Time Stamp: 01:47 – 06/18/2026

28
29 Jeremy Kimpton, City Manager, reported that during the June 11th meeting, the City Council held public
30 hearings regarding adoption of parking restrictions on 300 North and the compensation schedule for
31 appointed and elected officials. It then adopted 300 North restrictions and the compensation schedule. The
32 City Council cleaned up minutes and records regarding the David Grant rezone that occurred in 2021. It
33 also signed the Granite Construction agreements.

34
35 5A. DISCUSSION REGARDING PROPOSAL TO AMEND WILLARD CITY ZONING CODE 24.01.060
36 AND 24.44.050 (1) AND (3) TO DEFINE FRONTAGE REQUIREMENTS FOR CORNER LOTS
37 (CONTINUED FROM JUNE 4, 2026)

38
39 Time Stamp – 04:06 - 06/18/2026

40
41 Jeremy Kimpton stated that the staff had prepared an ordinance to define frontage requirements for corner
42 lots based on the Planning Commission's June 4th comments. If the Planning Commission didn't have any
43 concerns, a public hearing could be scheduled.

44
45 **Commissioner Bodily moved to schedule a public hearing on July 16, 2026, at 6:30 p.m.**
46 **Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.**
47
48
49



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, June 18, 2026 – 6:30 p.m.
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Willard, Utah 84340

- 50 5B. REVIEW AND DISCUSS PROPOSED CORRECTIONS TO THE WILLARD CITY ZONING MAP
51 REFERENCED IN 24.40.020 OF THE WILLARD CITY ZONING CODE AND RELATED CHANGES
52 TO THE FUTURE LAND USE MAP FOUND IN WILLARD'S 2023 GENERAL PLAN ADOPTED
53 MARCH 14, 2024 (CONTINUED FROM JUNE 4, 2026)
54

55 Time Stamp: 06:10 – 06/18/2026
56

57 Jeremy Kimpton stated that the recommendations made by the Planning Commission on June 4th had been
58 incorporated into the Zoning and Future Land Use Maps. If the Planning Commission didn't have any
59 concerns, a public hearing could be scheduled to receive public comments regarding the revised Future
60 Land Use Map.
61

62 Mr. Kimpton stated Amy Hugie had asked if the Planning Commission wanted to show the PUD areas as
63 R ½ on the Future Land Use Map.
64

65 Amy Hugie stated that by showing the undeveloped PUD areas as half-acre on the Future Land Use Map,
66 a request could be made for an R ½ Zone without having to change the Future Land Use Map.
67

68 Commissioner Bodily felt undeveloped areas should be shown as R ½ unless they had already been
69 developed as a PUD.
70

71 Michelle Drago asked if a public hearing was required for both the Zoning Map corrections and changes to
72 the Future Land Use Map. Amy Hugie said a public hearing was not required for the Zoning Map corrections
73 because the corrections reflected legislative action that had already happened. The Planning Commission
74 just needed to recommend that the current Zoning Map be approved by the City Council.
75

76 Commissioner Bodily moved to recommend that the City Council reaffirm the corrections to the
77 Zoning Map. Commissioner Ormond seconded the motion. All voted "aye." The motion passed
78 unanimously.
79

80 Commissioner Bodily moved to schedule a public hearing on July 16, 2026, at 6:30 p.m. to receive
81 public comments regarding proposed changes to the Future Land Use Map. Commissioner Baker
82 seconded the motion. All voted "aye." The motion passed unanimously.
83

- 84 5C. REVIEW CONDITIONAL USE PERMITS ISSUED TO:
85

86 BRIAN GILBERT ON MAY 18, 2023, FOR A DETACHED ACCESSORY DWELLING UNIT
87 LOCATED AT 110 SOUTH 200 WEST (PARCEL NOS. 02-051-0008 AND 02-051-0242)
88 PREVIOUSLY REVIEWED ON AUGUST 21, 2025
89

90 TRISHA HEATH ON JANUARY 9, 2019, FOR A MULTI-FAMILY DWELLING LOCATED AT 110
91 SOUTH 250 WEST (PARCEL NO. 02-053-0003), PREVIOUSLY REVIEWED ON NOVEMBER 2,
92 2023
93

94 LEE KILPACK (NOW DEAN TAYLOR) ON MARCH 1, 2018, FOR A BASEMENT APARTMENT
95 LOCATED AT 550 NORTH 200 WEST (PARCEL NO. 02-046-0046), PREVIOUSLY REVIEWED
96 ON SEPTEMBER 19, 2024
97



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

DOROTHY AND GARRICK CALL ON MAY 18, 2023, FOR A DETACHED ACCESSORY DWELLING UNIT LOCATED AT 1348-A NORTH MAIN (PARCEL NO. 02-039-0055), PREVIOUSLY REVIEWED ON NOVEMBER 20, 2025

Time Stamp: 12:16 – 06/18/2026

Vice Chairman Gilbert stated that the Planning Commission had discussed reviewing and revoking all the conditional use permits for multi-family at the same time as Willard now had an Accessory Dwelling Unit Ordinance.

Commissioner Thackeray arrived at 6:45 p.m.

Commissioner Bodily asked if a conditional use permit continued to exist after its need had passed. For example, Trisha Heath applied for a conditional use permit for a multi-family use to allow her to care for her aging parents and her brother. Since 2019, her father has passed away, and her mother was now in a care facility

Mayor Mote felt the Planning Commission needed to make sure the multi-family uses being reviewed met the criteria for an accessory dwelling unit before they were changed to accessory dwelling unit permits.

Amy Hugie asked about the size of Brian Gilbert's ADU. Vice Chairman Gilbert said it was 999 square feet. He had to meet the ADU requirements. He applied for a building permit, and all his plans were reviewed. Ms. Hugie felt Commissioner Gilbert's ADU complied with the ADU Ordinance.

Jeremy Kimpton did not feel a conditional use permit was relevant if Commissioner Gilbert's detached ADU complied with the ADU Ordinance.

Commissioner Gilbert felt the Planning Commission set a precedence at its last meeting when it revoked Josh Braegger's conditional use permit subject to an application for an ADU permit.

Commissioner Bodily asked about the status of Josh Braegger's conditional use permit. Jeremy Kimpton said the staff had prepared a letter for Josh Braegger to sign stating that he was voluntarily relinquishing his conditional use permit by applying for an accessory dwelling unit permit. Mr. Braegger had not signed the letter yet.

Commissioner Bodily felt the Planning Commission should recommend that Brian Gilbert follow the same process.

Vice Chairman Gilbert recused himself from any action regarding his conditional use permit.

Commissioner Bodily moved to terminate the conditional use permit for a detached accessory dwelling unit located at 110 South 250 West (Parcel Nos. 02-051-0008 and 02-051-0242) subject to a written statement from Brian Gilbert voluntarily terminating his conditional use permit and applying for an accessory dwelling unit permit. Commissioner Ormond seconded the motion. All voted "aye," except Commissioner Gilbert who recused himself. The motion passed.

Time Stamp: 17:08 – 06/18/2026

Amy Hugie asked how large Trisha Heath's multi-family unit was. Mr. Kimpton did not know.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Mayor Mote said Trisha Heath's multi-family unit was located in her garage. He suggested that Ms. Brown inspect each multi-family unit to see whether they could comply with the ADU requirements.

Vice Chairman Gilbert felt that any multi-family units that were not new construction would require more research.

Commissioner Thackeray agreed. Dorothy Call's detached accessory dwelling unit was an old farmhouse.

Jeremy Kimpton felt the Planning Commission had reservations about revoking Dorothy Call's conditional use permit because its use was tied to her fruit stand business.

There was a discussion about Dorothy Call's original intention to tear the house down when it was no longer needed and whether its was still applicable.

Commissioner Thackeray did not feel the conditional use permit for the Call's ADU should be terminated.

Amy Hugie asked if the ADU was on Dorothy Call's property. Mayor Mote said it was not. It was located on Garrick Call's property.

Commissioner Thackeray asked if the conditional use permit should be transferred to Garrick Call. Ms. Hugie said Garrick Call's name was on the permit.

Amy Hugie recommended that Madison Brown investigate the Heath, Kilpack, and Call multi-family conditional use permits further.

Commissioner Bodily felt that conditional use permits should eventually go away if they were not tied to a business.

Amy Hugie stated that the conditions for multi-family units were very different in 2018 and 2019. A conditional use was the only way they could have been permitted. The laws had changed since then. Multi-family was now regulated by the ADU Ordinance.

Commissioner Thackeray stated that the property originally owned by the Kilpack's had been sold. Could a conditional use require new property owners to reapply?

Vice Chairman Gilbert asked if property owners were required to apply for internal ADU's. Amy Hugie said they were. Any property owner of an existing ADU or a new one, was supposed to apply for an Accessory Dwelling Unit permit. The city wanted property owners to apply for an ADU permit for several reasons, including data for the state's moderate income housing report and emergency services.

Vice Chairman Gilbert felt property owners needed to apply for a permit for code enforcement, to make sure they were complying.

Commissioner Bodily moved to table review of the conditional use permits for Trisha Heath, Lee Kilpack (Dean Taylor), and Dorothy/Garrick Call until the next meeting to allow time for further investigation. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR JUNE 4, 2026

Commissioner Baker moved to approve the regular minutes for June 4, 2026, as written. Commissioner Ormond seconded the motion. All voted “aye.” The motion passed unanimously.

7. ITEMS FOR THE JULY 16, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 26:05 – 06/18/2026

The Planning Commission discussed agenda items for the July 16, 2026, meeting – public hearings regarding corner lot frontage and changes to the Future Land Use Map, and review of conditional use permits for Trisha Heath, Kilpack's, and Call's. Amy Hugie said Canyon Bay might be ready. She provided an update on Nilson Homes.

8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 28:44 – 06/18/2026

Jeremy Kimpton

Did not have any comments.

Amy Hugie

Did not have any comments.

Commissioner Bodily

Did not have any comments.

Commissioner Ormond

Did not have any comments.

Commissioner Thackeray

Commissioner Thackeray stated that UDOT had completed work on the east side of Highway 89 and opened it to traffic. Did the staff know why some of the intersections on the east side of Highway 89 did not have curb and gutter on the radiuses?

Jeremy Kimpton said he did not know. He would have to find out.

Commissioner Ormond was told UDOT had left radiuses out so the city could widen the intersections. Commissioner Thackeray asked why there weren't radiuses on streets where the city did have curb and gutter. Mr. Kimpton said UDOT was working on a storm drain issue.

Commissioner Thackeray was concerned about the new grades of 100 South and 200 South. He felt they were both steep. Mr. Kimpton said he would ask the City Engineer if there was a concern.



WILLARD CITY
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Willard, Utah 84340

Commissioner Thackeray asked when the project was supposed to be finished. Mayor Mote thought it would be finished next spring.

Commissioner Baker

Commissioner Baker stated that Perry City had put rock in between the road and their portion of the HOPS Trail. She felt it would be nice if Willard could do the same from 750 North to the Perry/Willard boundary. It might help keep the weeds down and improve the trail's appearance.

Michelle Drago

Did not have any comments.

Mayor Mote

Did not have any comments.

Vice Chairman Gilbert

Vice Chairman Gilbert stated that two weeks ago, a group had filmed a music video on the street in front of his house. It was a big, four-hour production. The road was closed, port-a-potties had been placed in front of his home, guns were fired, there were fireworks, and vehicles raced up and down the road. Yet, he wasn't notified about the event. Did Willard require a permit for such an event? Jeremy Kimpton said the group had applied for an event permit.

Vice Chairman Gilbert asked if the permit required the applicant to notify affected property owners. Mr. Kimpton said it did not. Vice Chairman Gilbert felt the application process should require an applicant to notify affected property owners. Mr. Kimpton agreed the checklist should be changed.

Commissioner Thackeray said there was a notice about the event on Willard's Facebook page.

9. ADJOURN

Commissioner Baker moved to adjourn at approximately 7:08 p.m. Commissioner Bodily seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: _____

Planning Commission, Vice Chairman
Brian Gilbert

Planning Commission Secretary
Michelle Drago

dc:PC 06-18-2026

July

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Patriotic Program No Planning Commission Meeting	3 Office Closed Firemen's Ball	4 INDEPENDENCE DAY
5	6	7	8	9 City Council Meeting – 6:30 p.m.	10	11
12	13	14	15	16 Planning Commission Meeting – 6:30 p.m.	17	18
19	20 Water Bills Due	21	22	23 City Council Meeting – 6:30 p.m.	24 PIONEER DAY – Office Closed	25
26	27	28	29	30	31	

August

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6 Planning Commission Meeting – 6:30 p.m.	7	8
9	10	11	12	13 City Council Meeting – 6:30 p.m.	14	15
16	17	18	19	20 Water Bills Due Planning Commission Meeting – 6:30 p.m.	21	22
23 Box Elder County Fair	24 Box Elder County Fair	25 Box Elder County Fair	26 Box Elder County Fair	27 Box Elder County Fair City Council Meeting – 6:30 p.m.	28 Box Elder County Fair	29 Box Elder County Fair
30	31 First Day of School					