

**MINUTES OF THE HUNTSVILLE TOWN
Planning Commission Work Session**

MEETING DATE: June 8th, 2026
PLACE: Huntsville Town Hall
7474 E 200 S, Huntsville Utah
TIME: 10:00 a.m.

NAME	TITLE	STATUS
Jeff Larsen	PC Chairman	Present
Liz Poulter	Planning Commissioner	Present
Brent Ahlstrom	Planning Commissioner	Present
Will VanderToolen	Planning Commissioner	Zoom
Jeff Keeney	Planning Commissioner	Present
Sandy Hunter	Town Council Member	Present
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

Citizens: Tommy Christie, Jim Truett

Meeting was called to discuss the C2 Zone and mixed use. Tommy Christy spoke about the non profit organization that the Town has set up, as well as the business association that the Town is organizing, and the ongoing vision committee. The current idea the Town has been looking at is mixed use.

The vision is interested in getting mixed use in the C2 Zone. If it is approved for the C2 Zone there is interest of the vision committee to then add a more restrictive Mixed use to the C1 Zone. A requirement if the property being eligible for mixed use on the C1 Zone would be that it has been established in that Zone as of December 2025. Tommy commented that the committee also desires to restrict residential use in the C1 Zone.

Tommy references Dave Booth's property and Dave's desire to implement mixed use. Mixed use is being evaluated to help local businesses but also provide a revenue for the Town. There was some discussion on Town funds and budget as well as taxes.

Chairman Larsen questioned why instead of mixed use, why would the Town not do individual Development Agreements for the C2 Zone. There was several reasons why the vision committee thought that would not be the best idea.

Tommy went over the goals the vision committee has been leaning on when crafting the mixed use. He acknowledges the mixed use might have challenges getting passed but he believe this is a good start and that it will help revive the commercial aspect in town.

The background of the vision committee was questioned. The committee has been a mix of residents as well as business owners also including some Town representatives. The vision committee has been broken down into sub-committees to work on specific areas.

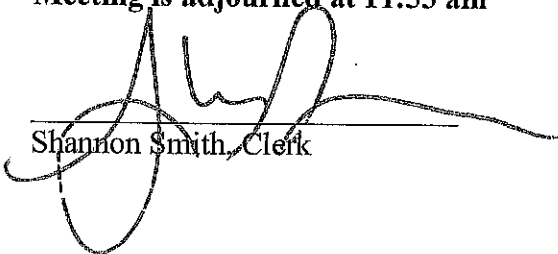
Density in the mixed use was discussed and adjusted. They feel like 4 residential units per acers was appropriate. The vision committee has looked at several Towns/ City's to craft the mixed use they are presenting.

The discussion on parking and garage space was discussed. Design guidelines were also discussed, the Planning commission spoke in support of consideration of round buildings. TCM Hunter spoke in support of architectural standards in the Commercial Zone. The Town also desires to keep commercial operations in the commercial Zone.

Tommy explained that the business are struggling in Town. A restaurant has been a desire of the community for quite some time. The vision committee would love to fill out the C1 Zone in town and create more synergy in the heart of the Town. This would create a vibrant commercial center and valuable revenue for the Town as well an services for the community.

Chairman Larsen made a motion to adjourn, PCM Poulter seconded.

Meeting is adjourned at 11:55 am



Shannon Smith, Clerk

HUNTSVILLE TOWN – C-2 ORDINANCE UPDATE

Talking Points: Why Now & Why This Works

1. WHY THIS IS THE RIGHT TIME

We are at an inflection point

- Development pressure is already here—not hypothetical
- Without updated standards, projects will be reviewed under less precise, outdated rules
- This creates inconsistent outcomes and less control

It is time to build financial resiliency

- Operationally, the Town lost money in 2024 and broke even in 2025
- Operational costs are growing at a far greater rate, and dollar amount, than revenue
- Town Leadership has made some highly productive moves with Sales and Utility taxes, but more can be done to drive Sales Tax revenue, by far the Town's #1 revenue source
- Our Town core is in a troubling down cycle - too many vacancy/for sale signs on the buildings! The Town can build community and revenue through thoughtful commercial planning. Vacancies hurt all of us, especially the remaining businesses
- Example 1: The lost sales tax revenue from IDK Barbecue closure, is equivalent to the property tax revenue of 22 homes with an average of \$1.5M assessed value (primary residence). We need businesses to fulfill Town needs, foster community, and build our revenue stream
- Example 2: The rental income from a single, small business in a Town-owned property generates the equivalent revenue as compared to property tax revenue from at least 12 homes assessed at an average \$1.5M (primary residence)

We can either shape growth—or react to it

- This ordinance is about getting ahead of change
- It allows Huntsville to define what good development looks like
- It prevents case-by-case decision-making under pressure

2. THIS ORDINANCE IS ABOUT CONTROL—NOT GROWTH

This ordinance increases control by:

- Defining allowed uses and building form
- Preventing undesirable uses (STRs, drive-throughs, industrial uses)
- Requiring true mixed-use (no token commercial)
- Controlling scale (height limits, lot coverage, design standards)

3. THIS PROTECTS HUNTSVILLE'S CHARACTER

- Prevents strip-commercial development
- Maintains small-town scale and architecture
- Protects the Historic Core through connectivity and reduced traffic intrusion

4. THIS CREATES BETTER OUTCOMES—IF DEVELOPMENT OCCURS

- Walkable, well-designed projects
- Local-serving businesses
- Long-term value through durable materials and quality design

5. THIS SUPPORTS ECONOMIC SUSTAINABILITY

- Strengthens sales tax base
- Supports year-round activity
- Contains commercial growth within existing zones

6. CONSISTENT WITH HUNTSVILLE'S VISION

- Walkability
- Small-town character
- Contained growth
- Community-oriented development

7. PROVEN SMALL-TOWN MODEL

- Based on best practices from peer towns like McCall, Idaho
- Focus on pedestrian design and character preservation

8. ADDRESSING COMMON CONCERNS

Density:

- Limited and controlled
- No stand-alone multifamily or STRs

Traffic:

- Directed to main roads
- Reduced intrusion into Historic Core

Character:

- Strong design standards ensure compatibility

Timing:

- Acting now provides more control than reacting later

9. WHAT HAPPENS IF WE DO NOTHING

- Less control over development outcomes
- Greater risk of poor design and strip-commercial patterns
- Increased pressure on Town leadership and community conflict

10. BOTTOM LINE

This ordinance is about readiness, protection, and control.

It ensures Huntsville can:

- Say yes to the right projects
- Say no to the wrong ones
- Preserve its character while planning for the future

Closing Message:

"This ordinance allows Huntsville to say 'yes' to the right projects—and 'no' to the wrong ones—with clarity, consistency, and confidence."

15.9 COMMERCIAL ZONE C-2

15.9.1 Purpose

The purpose of the Commercial Zone C-2 is to provide for a more flexible commercial area within Huntsville's existing town commercial zones that can accommodate a broader range of commercial and mixed-use development, greater traffic and parking demand, and more modern site planning than the C-1 zone, while still remaining compatible with the scale, character, Western mountain architecture, and mountain setting of the Town. The C-2 zone is intended to support commercial activity, services, and appropriately scaled mixed-use development in a manner that remains pedestrian-accessible, connected to the Historic Core, and consistent with Huntsville's goal of containing commercial growth within its existing zoned areas rather than expanding commercial development into new parts of Town. The zone is intended to support year-round economic activity, visitor-serving uses, and local-serving businesses that strengthen the Town's long-term financial resilience.

15.9.2 Use Regulations

- A. Uses in the C-2 zone shall be limited to those that support a flexible commercial environment compatible with Huntsville's scale, character, and mountain setting while remaining pedestrian-accessible and connected to the Historic Core.
- B. Uses that are primarily storage-oriented, industrial in character, transient in occupancy, incompatible with pedestrian accessibility, or inconsistent with the purpose of the C-2 zone shall be prohibited or allowed only upon conditional review where specifically identified in this chapter. Buildings in the C-2 zone, and the ground floor of mixed-use buildings in the C-2 zone must be occupied by an active, commercial use.
- C. All uses not specifically listed as permitted or conditionally permitted in the C-2 zone shall be prohibited unless otherwise authorized by the Town through an applicable review process established by this Title.
- D. All principal commercial, residential, and mixed-use uses in the C-2 zone

Highway

People in attendance

Sandy

Jeff PC chair

Brent Ahlstrom

Jen Truett

Liz Potter

Tommy Christie

Brent Ahlstrom

Jeff Keeney

15.9.4 Table of Permitted and Conditionally Permitted Uses

Use	Status	Notes
Retail sales	P	Must be conducted within a permanent building
Professional office	P	Includes administrative, business, medical, counseling, and similar office uses
Co-working/shared workspace	P	Such as shared office space
Personal service use	P	Includes barber, salon, wellness, fitness, recreation and similar service uses
Artisan studio, gallery, craft, or maker space	P	Small-scale commercial/artisan uses
Restaurant, café, bakery, deli	P	Subject to applicable parking, lighting, noise, and operational standards
Outdoor seating accessory to restaurant/ café	C	Subject to Section 15.9.14
Large restaurant with or without a liquor license	C	Subject to parking, traffic, lighting, noise, and operational review
Tavern / bar	C	Only two permitted in the C-2 Zone subject to compatibility, parking, lighting, noise, hours of operation, and operational review
Day care / educational / tutoring use	P	Subject to traffic, parking, pedestrian, and site-design standards
Civic or community-serving use	P	Public or community-serving uses compatible with the district
Farmers market / seasonal market	C	Subject to temporary-use, event, parking, traffic, and operational

Use	Status	Notes
Short-term rental / vacation rental	N	Prohibited
Religious assembly	C	
Drive-through use	N	Prohibited
Gas station / fuel sales	C	Must be on highway, have screened fueling areas, and meet all standards of this chapter
Auto repair / body shop / vehicle service	N	Prohibited
Vehicle sales / rental	N	Prohibited
Outdoor storage / storage yard	N	Prohibited
Contractor yard / heavy service use	N	Prohibited
Warehousing / distribution	N	Prohibited
Industrial / manufacturing use	N	Prohibited, except as otherwise included under permitted artisan or maker uses
Temporary, portable, membrane-covered, or tent-like principal building	N	Prohibited except for approved temporary events
Special event / temporary commercial event	C	Subject to special events permit requirements
Nightclub / late-night entertainment venue	N	Prohibited

P = Permitted

C = Conditional

N = Prohibited

15.9.5 Mixed-Use Standards

A. Mixed-use development is permitted in the C-2 zone only where designed to preserve a meaningful commercial presence and maintain the commercial character of the district.

B. Commercial and residential are the only uses permitted in a mixed-use development. Commercial space combined with residential space is permitted as a mixed-use property. No other mixed-use combinations are permitted.

- H. Residential units within mixed-use development shall be used only as single-family units and shall not be used for short-term rentals (less than 90 days), vacation rentals, transient lodging, or similar short-term occupancy. Stand-alone residential use is prohibited in the C-2 zone.
- I. Ground floor frontage may be occupied by office or service uses where the Town finds that such use maintains an active pedestrian-oriented frontage through entrances, windows, customer facing activity and hours of operation reasonably consistent with the Town.
- J. Ground-floor residential occupancy in a mixed-use building is prohibited. The ground floor must be occupied by an active, approved commercial use.
- K. Mixed-use development shall comply with all applicable provisions of this chapter, including frontage, parking, access, pedestrian connectivity, architectural, landscaping, screening, and operational standards.

15.9.6 Front Yard Regulations / Build-to Requirements

- A. Buildings in the C-2 zone must be a minimum of 30 feet from property line. (This is up for discussion. It may be deleted. Are we overregulating a commercial development. Will the parking and traffic standards take care of this? We do not want to limit a good site plan for a mixed-use development.)
- B. Primary building entrances shall face the street on which the property fronts, except where the Town finds that an alternative orientation better supports site design, pedestrian circulation, or compatibility with adjacent development.
- C. Front-yard setbacks in the C-2 zone may be more flexible than in C-1, but buildings shall not be set so far back that parking becomes the dominant visual feature of the frontage.
- D. Off-street parking, where provided, shall be located to the side or rear of the principal building where feasible. Front-yard parking may be allowed only where site design, access, or circulation makes a reasonable alternative impractical, and any such parking shall be limited and screened in accordance

supports compatible transitions, service efficiency, screening, buffering, and overall site functionality.

B. Where a C-2 property abuts a residential zone, setbacks will be a minimum of ten (10) feet. Screening, buffering, or other mitigation measures may be required to reduce impacts related to building scale, lighting, noise, service functions, parking, traffic, or operational activity.

C. Rear yards shall be the preferred location for service areas, refuse and recycling areas, loading areas, mechanical equipment, and similar operational features where feasible; provided, however, that such areas shall be screened and arranged to minimize impacts on adjacent properties and public streets.

D. Rear-yard areas used for parking, service, loading, refuse, utilities, or mechanical equipment shall be screened in accordance with this chapter.

E. Rear-yard design in the C-2 zone shall provide appropriate access, service functions, screening, and pedestrian circulation without undermining the commercial character or pedestrian accessibility of the site.

15.9.9 Height and Story Regulations

A. No building or structure in the C-2 zone shall exceed thirty-five (35) feet in height.

B. No building or structure in the C-2 zone shall exceed two (2) stories.

C. No additional height or stories beyond the limits set forth in this section shall be permitted through mixed-use design, roof form, architectural features, or any similar method.

D. Buildings in the C-2 zone shall be designed so that height, stories, and building mass remain compatible with Huntsville's scale and do not create an overbuilt or overly urban form inconsistent with the Town's character.

E. Residential units within mixed-use buildings shall be located above or otherwise subordinate to the ground-floor commercial frontage and shall not diminish the commercial character of the primary street frontage.

1. Primary building entrances shall be visible from and oriented toward the street or a clearly defined pedestrian route.
2. Street-facing facades shall include pedestrian-oriented design features such as storefront windows, covered entrances, awnings, canopies, overhangs, or similar elements.
3. Frontages shall be designed to avoid blank, vehicle-dominated, or storage-like street edges.

D. Facade Articulation and Continuity.

1. Larger street-facing facades shall be divided into smaller architectural bays or storefront modules through changes in plane, materials, roofline, window pattern, or other facade elements.
2. Development in the C-2 zone shall remain visually compatible with Huntsville's commercial areas and shall avoid long, unbroken walls or flat, undifferentiated facades.

E. Transparency and Blank Walls.

1. Street-facing ground-floor facades shall include a minimum of 50% transparent windows between 2 and 10 feet above grade or similar openings sufficient to support an active and pedestrian-accessible commercial frontage.
2. Blank walls on primary street-facing facades are prohibited.

F. Materials.

1. Exterior materials shall be durable, high-quality, and compatible with Huntsville's mountain and small-town character.
2. Metal may be used where integrated with other compatible materials and where it contributes to a durable, high-quality design.
3. Low-quality faux materials, such as vinyl and aluminum siding, exterior stucco (EIFS), and unadorned concrete block (CMU) facades are prohibited. Only natural or high-quality simulated stone, brick, wood siding, and board-and-batten are permitted.
4. Fire-resistant and climate-appropriate materials may be used where compatible with the district.

G. Roof Forms and Weather Protection

1. Roofs shall be designed to complement Huntsville's mountain setting and commercial character. Pitched, hipped, or similarly compatible roof forms are encouraged.

K. Transition Toward the Historic Core. Development in the C-2 zone shall be designed to remain visually and functionally connected to the Town Historic Core. Buildings, site design, pedestrian routes, materials, and frontage treatment shall avoid creating an isolated or strip-commercial pattern disconnected from the rest of the Town.

L. Prohibited and Discouraged Design Features. The following are prohibited or strongly discouraged in the C-2 zone:

1. Blank street-facing facades;
2. Large monolithic building walls without articulation;
3. Parking-dominated frontage;
4. Harsh fluorescent or day-glow exterior colors;
5. Low-quality faux materials;
6. Highway-commercial facade and site-design patterns inconsistent with Huntsville's character.

15.11 Parking and Shared Parking Standards

A. Purpose. Parking within the C-2 zone shall be designed and managed to accommodate a greater level of traffic, parking demand and site flexibility than the C-1 zone, while maintaining pedestrian accessibility, visual compatibility, and connection to the Historic Core. All parking calculations and layouts shall account for ADA-accessible/handicap spaces to ensure universal pedestrian accessibility.

B. General Parking Approach.

1. On-site parking is generally expected in the C-2 zone.
2. Parking shall be designed so that it supports commercial activity without overwhelming frontage, pedestrian circulation, or the character of the district.
3. Shared parking, off-site parking, and flexible parking arrangements are encouraged where they reduce unnecessary paving and support efficient site design.
4. All parking calculations and layouts must account for ADA-accessible/handicap spaces to ensure universal pedestrian accessibility.

C. Parking Location.

1. Parking shall be located to the side or rear of the principal building where feasible.

zone shall be designed to accommodate greater traffic and parking demand while maintaining safe pedestrian movement, protecting the Historic Core from unnecessary traffic intrusion, and ensuring that development remains connected to the Town's overall walkable commercial pattern.

B. General Standards.

1. Site design shall provide safe and logical circulation for pedestrians, vehicles, parking access, and service access.
2. Access and circulation patterns shall be coordinated with the commercial character of the C-2 zone and shall avoid site layouts that create unnecessary conflicts between vehicles and pedestrians.
3. Pedestrian movement shall be integrated into site design and shall not be subordinate solely to vehicle movement.

C. Main-Road Access.

1. For undeveloped lots in the C-2 zone, primary vehicular access, parking access, and service access shall be taken from the main road or other higher-capacity street where feasible.
2. Inner town streets serving the Historic Core shall not be used as the primary access for undeveloped C-2 lots where reasonable access from the main road or other higher-capacity street is available.
3. Site planning shall be arranged to reduce traffic intrusion into the Historic Core and to maintain the functional distinction between the more flexible C-2 area and the more pedestrian-oriented town core.

D. Shared Access and Curb Cuts.

1. Shared access points, coordinated site circulation, and cross-access between compatible properties are encouraged where feasible to reduce curb cuts and improve traffic flow.
2. Curb cuts shall be minimized to the extent practicable, particularly where they would interrupt pedestrian movement or shift parking circulation impacts toward the Historic Core.

E. Pedestrian Connectivity.

1. Undeveloped C-2 lots shall provide sidewalks, pathways, or other safe pedestrian connections from parking areas and building entrances to the public street.
2. Site design shall, where applicable, provide pedestrian connections toward the

C. Noise and Operational Compatibility.

1. Uses within the C-2 zone shall be operated to minimize adverse noise impacts on adjoining properties, public streets, and areas connected to the broader town center.
2. Outdoor amplified sound, outdoor speakers, and late-night outdoor activity must be conducted between the hours of 8 AM and 10 PM. Mechanical equipment, loading and service functions, and other operational features shall be limited, screened, timed, or conditioned as necessary to maintain compatibility with surrounding uses and the purpose of the district.
3. Mechanical equipment, refuse collection activity, deliveries, and service operations shall be located and managed to reduce noise and disruption to nearby properties and pedestrian areas.
4. Standards and conditions may be more restrictive where a C-2 property is adjacent to residential uses or where impacts may affect the Historic Core.

D. Outdoor Activity and Outdoor Seating.

1. Outdoor seating, dining, gathering, market activity, or similar outdoor commercial activity may be permitted where it remains compatible with surrounding uses and the character of the district, and is only permitted between the hours of 8 AM and 10 PM.
2. The Town may require review of outdoor activity with respect to hours of operation, location, pedestrian circulation, waste management, lighting, noise, traffic, and parking impacts.
3. Outdoor activity shall not obstruct pedestrian walkways, interfere with safe circulation, or create unreasonable impacts on adjacent properties or streets.
4. Outdoor activity within the C-2 zone shall be arranged so as not to push overflow parking, traffic, or event activity toward the Historic Core.

E. Special Events Permit Required.

1. Any event, gathering, or temporary activity in the C-2 zone that exceeds the normal approved occupancy, parking capacity, site capacity, or operational characteristics of the use or property shall require a special events permit.
2. A special events permit may also be required for events involving amplified sound, temporary structures, vendors, extended hours, overflow parking, traffic control, outdoor lighting, or other impacts on surrounding properties or the public right-of-way.