



Notice is hereby given that the
WILLARD CITY PLANNING COMMISSION
Will meet in a regular session on
Thursday, August 6, 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 preliminary plan for the JSR Subdivision submitted by Juston Dickson located at approximately 1547 North Highway 89 (Parcel No. 02-040-0012)
 - b. Review and consideration of subdivision improvement plan for the JSR Subdivision submitted by Juston Dickson located at approximately 1547 North Highway 89 (Parcel No. 02-040-0012)
 - c. Review and consideration of a preliminary plan for the JSR Subdivision submitted by Juston Dickson located at approximately 1547 North Highway 89 (Parcel No. 02-040-0012)
 - d. Review and consideration of a deferment request for JSR Subdivision submitted by Juston Dickson located at approximately 1547 North Highway 89 (Parcel No. 02-040-0012)
 - e. Review and discuss proposed amendment to Willard City Code to define how far a drive approach on a corner must be from an intersection
 - f. Review conditional use permit issued to Kenneth Braegger on February 5, 2016, for a home business/contractor located at approximately 55 South 100 East (Parcel No. 02-050-0074), previously reviewed on October 5, 2023)
6. Consideration and approval of regular Planning Commission minutes for July 16, 2026
7. Discussion regarding agenda items for the August 20, 2026, Planning Commission meeting
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 31st day of August 2026.

/s/ **Michelle Drago**

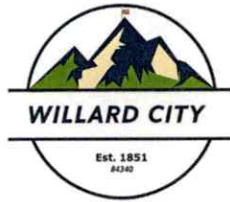
Deputy City Recorder

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

NORTH ↑

ITEM 5B



**Planning Commission
Staff Review Memo
July 30, 2026
JSR Subdivision – SIP Review and Preliminary Review**

Timeline

Preliminary Subdivision Application submitted: 5/14/2025

UDOT meeting: 9/9/2025

Minor Subdivision Ordinance Update adopted: 3/12/2026

SIP submitted: 5/5/2026

SIP complete: 7/8/2026

Background

The JSR Subdivision is a two-lot subdivision located at 1547 N Main St, Willard, UT. Juston and Stephanie Dickson are requesting approval to subdivide parcel 02-040-0012, which contains approximately 1.23 acres, into two residential lots.

The property is located within a R1/2 zone. Both proposed lots will be over ½ acre, therefore satisfying the minimum lot size requirement.

The property currently contains an existing single-family dwelling located on proposed Lot 1, while proposed Lot 2 contains an old barn. The applicants have indicated that they do not currently intend to develop or sell Lot 2.

Both Lots have frontage along Hargis Hill Road and US Highway 89.

The subdivision application and associated plat have been reviewed by City staff for compliance with applicable requirements of the Willard City Code and Public Works Standards.

Staff Review

The following comments, along with any comments provided by the Administrative Land Use Authority, given to the applicant after the August 6th meeting will constitute the City's first of four allotted review cycles.

City Administration

- *While Hargis Hill Road is a city-owned right-of-way, it currently does not meet Willard City Public Works standards for an improved public street. Fronting an*

unimproved or substandard city road does not meet the city's improved frontage requirements for buildable lots. Prior to final approval, need to establish required street improvements (paving, base, and utilities) across the lot frontage or execute an approved Development Agreement addressing these obligations.

- *Per the City Attorney, all proposed utility easements dedicated to Willard City on the plat must be designated as Municipal Utility Easements (MUE) rather than standard Public Utility Easements (PUE).*
- *Ensure driveway approach details on Sheet GP1 strictly comply with Willard City Standards.*
- *All required signature and notary blocks must be properly formatted for final execution.*

City Engineers/Public Works

- *What type of roadway section are you proposing for the frontage improvements? You only include sheet CS-02B, which are 60' and 66' ROW proposed roadway sections. But you only have 47.3' and 55' ROW width called out on your plat. Willard City Standards sheet CS-02A seems more applicable with the Standard Residential Roadway section. Please clarify.*
- *Please include a storm water report for this subdivision, as per Section A1 of the Development and Design Standards for Willard City.*
- *Details sheet of application needs to be revised to address comments and align with Willard City Standards.*

City Attorney

- *Need MUE on there besides PUE. Also, what is the current width of the road? It is looking like 55 ft on the preliminary plat? (27.5 ft for the Dixons?) And if it is 55 ft, do they need to dedicate the amount on their side to bring it up to city standards?*

UDOT

- *Suggested using Hargis Hill Road as the sole access point for the parcels due to safety and cost-effectiveness, as it is a much safer alternative to direct access from US-89.*
- *David Alger advised Justin & Stephanie Dickson to submit the alta survey and a property owner statement form, available on the UDOT website, and to physically block off the existing driveway access to the highway by methods such as fencing, material barriers, or regrading. This action would enable them to obtain a conditional access permit, which serves as plan approval for any work within the UDOT right-of-way. Stephanie Dickson confirmed they would place boulders to block the access and proceed with the city's lot split processes.*

Summary of Revisions

The following items must be addressed prior to SIP and Preliminary Plat approval.

1. Hargis Hill Improvements

- a. Staff recommends the **60-foot-wide Standard Residential Roadway Section** for Hargis Hill Road.
 - b. Revise the plans to show the 60-foot Standard Residential Roadway Section and identify the improvements required along the subdivision frontage (WCZ 24.80.130.C.4)
 - c. Confirm the existing Hargis Hill Road right-of-way width and identify any additional right-of-way dedication necessary to accommodate the 60-foot roadway section.
 - d. Determine the required improvements to Hargis Hill Road, including applicable paving, road base, and utility improvements. Required improvements must be completed or addressed through an approved Development Agreement, as applicable.
2. Easements
 - a. Revise utility easements dedicated to Willard City to be designated as **Municipal Utility Easements (MUE)** alongside Public Utility Easements (PUE). (WCZ 24.80.130.N)
3. Stormwater
 - a. Submit a **stormwater report** in accordance with Section A1 of the Willard City Development and Design Standards. (WCZ 24.80.130.Q.4)
4. Construction Plans and Details
 - a. The **construction plans and detail sheets must be revised** to address engineering and Public Works review comments and conform with applicable Willard City standards, including the driveway approach details shown on Sheet GP1. (WCZ 24.80.130.A)
5. Plat Revisions
 - a. All required **signature and notary blocks must be included and properly formatted** for execution and recording. (24.80.050.D.4)
6. UDOT Access
 - a. UDOT has recommended that Hargis Hill Road serve as the access point for the subdivision rather than direct access from U.S. Highway 89. The applicants have coordinated with UDOT regarding closure of the existing highway access and the process for obtaining a conditional access permit. The applicants have indicated that the existing access will be physically blocked as part of this process. (WCZ 24.80.130.C)

Analysis

Several items identified during staff review must be addressed before the SIP and Preliminary Plat can be found compliant with Willard City Code and Public Works Standards.

The ALUA should review the proposed subdivision and provide any additional comments regarding the SIP and Preliminary Plat. Following the August 6th 2026 meeting, comments from the ALUA will be compiled with staff review and provided to the applicant as the City's first review cycle.

The applicant will have 40 days to submit revised plans addressing the City's comments. The resubmittal shall include a written explanation identifying each revision and how the applicable review comments were addressed, pursuant to WZC 24.80.60.B.8.

The Applicant has also submitted a request for Deferment of Improvement pursuant to WZC 24.80.130.R. Under this section, the Planning Commission may consider deferment of the installation of sidewalks, curbs, and gutters during the preliminary subdivision application process, subject to the applicable criteria.

At this stage of review, staff does not believe there is sufficient information available to evaluate the deferment request, particularly because the required roadway section, right-of-way dedication, and frontage improvements along Hargis Hill Road have not yet been finalized. Staff recommends that the deferment be considered once these items have been resolved and the subdivision is otherwise ready for approval.

Recommendation

Staff recommends that the ALUA provide the applicant with any additional review comments regarding the SIP and the preliminary plat, and table the JSR Subdivision SIP and Preliminary Plat to allow the applicant to address the revisions identified in this report and any additional comments provided by the ALUA.

Upon resubmittal, the revised SIP and Preliminary Plat should be reviewed for compliance with the City's review comments. If the required revisions have been satisfactorily address, the ALUA may consider approval of the SIP and Preliminary Plat and the applicant's request for Deferment of Improvements.

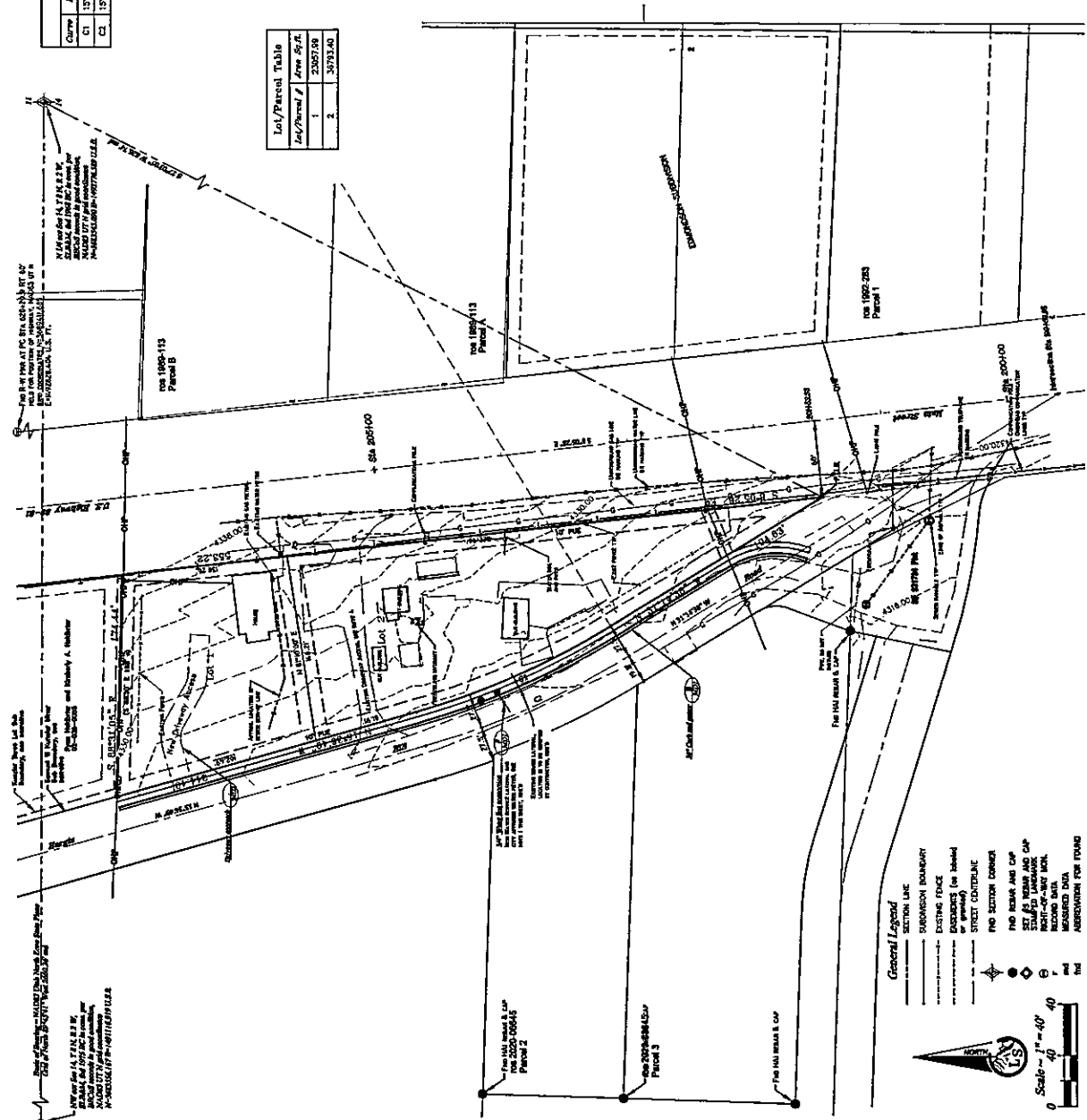
WALL ENGINEERING, INC.
55 SOUTH MAIN, NO. 2
P.O. BOX 39
FILLMORE, UTAH 84631
(435) 864-7503 CELL
Lyons@WallEngineering.net

 A Complete Line of Surveying and Mapping Instruments and Supplies 101-751-0752 New Orleans, LA 70112	NEW 1/4 OF SECTION 14, TOWNSHIP 8 NORTH, RANGE 2 WEST, SALT LAKE BASIN AND MOUNTAINS RECORDED W/ 1 W DEED W/ 27: 2008 PROJECT CODE:
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[illegible]

Curve	Delta	Radius	Apogee	Length	Chord Bearing & Distance
C1	15°42'47"	608.447'	86.10'	187.14'	S 23°28'12" E 165.61'
C2	15°42'40"	538.547'	87.28'	174.65'	S 23°28'09" E 174.11'

Lot/Parcel Table	
Lot/Parcel #	Area Sq.Ft.
1	23057.98
2	36793.40



1. The 1981, 1982, and 1983 years were the most successful years for the project. The percentage of the total catch was 100% in 1981, 100% in 1982, and 100% in 1983. The percentage of the total catch was 100% in 1981, 100% in 1982, and 100% in 1983.
2. The 1984, 1985, and 1986 years were the most successful years for the project. The percentage of the total catch was 100% in 1984, 100% in 1985, and 100% in 1986. The percentage of the total catch was 100% in 1984, 100% in 1985, and 100% in 1986.
3. The 1987, 1988, and 1989 years were the most successful years for the project. The percentage of the total catch was 100% in 1987, 100% in 1988, and 100% in 1989. The percentage of the total catch was 100% in 1987, 100% in 1988, and 100% in 1989.
4. The 1990, 1991, and 1992 years were the most successful years for the project. The percentage of the total catch was 100% in 1990, 100% in 1991, and 100% in 1992. The percentage of the total catch was 100% in 1990, 100% in 1991, and 100% in 1992.
5. The 1993, 1994, and 1995 years were the most successful years for the project. The percentage of the total catch was 100% in 1993, 100% in 1994, and 100% in 1995. The percentage of the total catch was 100% in 1993, 100% in 1994, and 100% in 1995.
6. The 1996, 1997, and 1998 years were the most successful years for the project. The percentage of the total catch was 100% in 1996, 100% in 1997, and 100% in 1998. The percentage of the total catch was 100% in 1996, 100% in 1997, and 100% in 1998.
7. The 1999, 2000, and 2001 years were the most successful years for the project. The percentage of the total catch was 100% in 1999, 100% in 2000, and 100% in 2001. The percentage of the total catch was 100% in 1999, 100% in 2000, and 100% in 2001.
8. The 2002, 2003, and 2004 years were the most successful years for the project. The percentage of the total catch was 100% in 2002, 100% in 2003, and 100% in 2004. The percentage of the total catch was 100% in 2002, 100% in 2003, and 100% in 2004.
9. The 2005, 2006, and 2007 years were the most successful years for the project. The percentage of the total catch was 100% in 2005, 100% in 2006, and 100% in 2007. The percentage of the total catch was 100% in 2005, 100% in 2006, and 100% in 2007.
10. The 2008, 2009, and 2010 years were the most successful years for the project. The percentage of the total catch was 100% in 2008, 100% in 2009, and 100% in 2010. The percentage of the total catch was 100% in 2008, 100% in 2009, and 100% in 2010.

General Legend









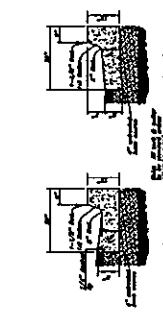





SUBSIDENCE BOUNDARY
 EXISTING FENCE
 EASEMENTS (as labeled or granted)
 STREET CENTERLINE
 PAVED SECTION CORNER
 PAVED ROAD AND CAP
 SET OF ROAD AND CANALIZED LANDMARK
 RIGHT-OF-WAY MARK
 RECORD DATA
 MEASURED DATA
 ABBREVIATION FOR FOOT

Scale: 1" = 40'

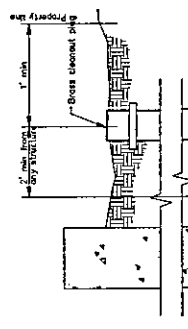
NOTE:
The precise position of the monument shall be surveyed prior to construction of the monument. The location of the center of the base shall be staked upon completion of construction and verified by the surveyor for this project.



Standard Steel Flange Joint

Cold Flow

1. SECTION: Sewer Lateral Connection Water
- 1.1. Prior to installation, secure acceptance by City Engineer for all materials and methods to be used.
- 1.2. Prior to backfilling, secure inspection of installation by City Engineer. Minimum 24 hours notice.
2. QUALITY:
- 2.1. Provide agency / district approved pipe and tee with 15% extra for waste.
- 2.2. Trenches pipe to be installed by soil conditions in accordance to agency / district standards.
- 2.3. Trenches shall be installed in accordance to agency / district standards.
- 2.4. Stiffness limit string may be required per agency / district standards.
3. PAVEMENT:
- 3.1. Provide and place the ASPHALT Section 33.05. Compact to 95 percent or greater. Maximum 1 1/2 thickness is 8 inches below base compaction.



JSR Subdivision A Multi-Lot Subdivision, Box Elder County, Utah		WALL ENGINEERING, INC 51 SOUTHDOWN, NO.2 P.O. BOX 39 FILLMORE, UTAH 84631 (435) 864-7500 CELL Lynn@wallengineering.net		 Landmark Surveying, Inc. <i>A Division of Landmark Engineering</i> 1000 West 1000 North Provo, UT 84604		435-544-3322 Fax: 435-544-3323 177 4400 801-321-4673					
Std Details		MDZ		4 of 5		Location: NW 1/4 of Section 14, Township 1 North, Range 2 West, Salt Lake Base And Meridian		DESIGNED BY: LW DATE: June 30, 2016		DESIGNED BY: DRB DATE: 04/1	

ITEM 5C

Willard City Planning & Zoning

Printed: 07/14/2026

JSR subdivision

Permit/License #

05/05/2026 - 05/04/2027

5849721

Subdivision Improvement Plan

Reference Number

de74a110-488d-11f1-a5e9-a5085ebc76a2

Application Status

Under Review

Status

Active

Application Review Status

Pre-Review Documents Received

Date Submitted

05/05/2026

Planning and Zoning Not Reviewed

City Manager Not Reviewed

Engineers Not Reviewed

Legal Not Reviewed

Final-Review Not Reviewed

Fees

There are no fees

Payments

There are no payments

Application Form Data

(Empty fields are not included)

Applicant First Name

Juston

Applicant Last Name

Dickson

Applicant Email

loanswithjd@gmail.com

Applicant Phone Number

(801) 791-7653

Applicant Address

265 East 1000 North

City

Willard

State

UT

Zip

84340

Are you the property owner or an agent working on the owner's behalf?

Owner

Engineer/Surveyor Name or Company

Ernest Rowley/ Landmark Survey

Engineer/Surveyor Email

ernest@landmarksurveyutah.com

Engineer/Surveyor Phone Number

801-731-0485

Subdivision Name

JSR subdivision

Parcel Number	Legal Description	Legal Description
02 040 0012	1547 N Main St.	☐ Legal Description Dickson.pdf

Total Number of Lots

2

Is this a Residential or Commercial Development?

Residential

Additional Project Notes

This will just be a separate parcel. No project or building.

Engineering Drawings

☐ JSR SIP 6.10.2026.pdf

Check each box to acknowledge it has been included with the application.

Drawings that show compliance with Willard City Public Work Standards and Subdivision Code,
Detail drawings

Upload any additional supporting materials - Click 'Add to List' after uploading each file

☐ 4501 Dickson-Willard Parcel_v-1.1-GN1 Sht 1 General Notes.pdf☐ 4501 Dickson-Willard Parcel_v-1.1-GP1 Sht 2 Development sheet.pdf☐ 4501 Dickson-Willard Parcel_v-1.1-MD1 Sht 3 Details.pdf

Upload any additional supporting materials - Click 'Add to List' after uploading each file

 JSR SIP 6.10.2026.pdf

 6.10.2026 4501 Dickson-Willard Parcel_v-1.1-4501 Sht 1 JSR Subdivision.pdf

 MB Redlines 6.25.2026. JSR SIP 6.10.2026.pdf

 JSR 7.6.2026 Submittal Packet.pdf

Subdivision Improvement Plans must be submitted along with a Preliminary Subdivision Application.



Subdivision Improvement plans are subject to 4 review cycles between the applicant and Willard City designated staff, including Willard City Planner, Manager, Attorney, Engineers, Public Work Director, and Fire Chief. Upon submittal of a complete Improvement Plan Application, Willard City will respond within forty (40) business days with any comments or corrections. Willard City Staff will not review the plans again until all the corrections have been made to the plans.



Signature

I hereby certify that all information provided herein is true and correct. I understand and agree to comply with the applicable codes, standards, and the rules listed below.

1. All sections of this application must be complete and will not be reviewed until fees have been received.
2. The payment of fees does not guarantee a certain result and fees are not refunded due to the lack of favorable results.
3. Fees are an estimate of the costs for the City to administer the Subdivision review and approval process. Willard City reserves the right to bill the applicant for administrative costs that go beyond the estimated fees collected at the time of application.
4. Complete application and approval requirements can be found in Willard Zoning Code.

Electronically Signed

Juston Dickson - 05/05/2026 8:22 am

A Part Of Northwest Quarter Of Section 14, Township 8 North, Range 2 West, Salt Lake Base And Meridian Willard City, Box Elder County, Utah

We the undersigned owner(s) of the herein described tract of land, do hereby set apart and subdivide the same into Lots as shown or noted hereon and name said tract JSP Subdivision; (As used herein the term Local Entry is the same as defined in UCA 67-1a-6.5)

Public Utility, Storm Water Easements (PUEs)
We hereby grant and dedicate a perpetual right and easement over, upon or under the lands designated herein as Public Utility Easement(s) (noted

where the local municipality hereby is making utility easement(s) (hereinafter as PUE and/or Storm Water Drainage Easement(s) (noted hereinafter as SWE and/or SWE), to the Local Entity, the same to be used for the installation, maintenance and operation of public utility service line(s) and/or storm water management facilities. Said PUE and/or SWE shall have no buildings or structures erected within such easements without written authorization of the Local Entity.

No Access Line Agreement

No Access Limit Agreement
This UDOT No Access Right-of-Way Line Dedication is hereby granted by the undersigned Owner, (the Developer), of certain property which is being subdivided as identified herein, and grants in perpetuity to the Utah Department of Transportation, a body Corporate and Public of the State of Utah, (the Local Entity) rights associated with a controlled access to a State Highway right of way.

Erklärung/Anforderungen:

IN WITNESS WHEREOF, the hand of said Grantor(s), this ____ day of _____, 20__.

Stephanie Dickson Auston Dickson
WHEREAS, the foregoing instrument was acknowledged, subscribed, and sworn before me on the date first above written and personally appeared before me the above named signer(s) of the within instrument, who duly acknowledged before me that they executed the same,
GIVEN UNDER MY HAND AND SEAL OF OFFICE

COUNTY OF WEBER }
 THEREFORE, I _____, as a Notary Public commissioned in
 Utah, having commission number _____ witness my hand and
 official seal.

Holory Signature: _____
(print name above)

My Commission Expires: _____
(month/year)

General, the first course, necessary to

BOUNDARY DESCRIPTION

A tract of land located in the Northwest Quarter of Section 34, Township 9 North, Range 2 West, Red Lake County and Minnesota, having a basis of bearing on Utah State Zone State Plane Coordinate System of 1983 (NAD83) established by Global Positioning Systems (GPS) utilizing Loran C Network of North "N" 41° 41' 41" West between the recommended locations of the North Dakota corner (Shading State Plane Coordinates of N=688232.65, E=146377.98 U.S.C) and the Northwest corner (Shading State Plane Coordinates of N=688232.65, E=146377.98 U.S.C), and said Section 34.

COMMENCED at a point located 626.34 feet South 27°00' West, 70.00 and North Quarter corner of Section 34 (said point is located at the intersection of the west right of way of U.S. Highway 99-01, Main Street, and the northwesterly right of way of Knight Hill Road at approximately Sta. 202+61.23 of said U.S. Highway 99-01 as evidenced by LACDT project F 12652) back over 1245' short of 0

PLANNED shows the following Three (3) acre parcel with northwesterly 1/4 of range 14th 18th Road,
 1/4 North 1/4 14th 18th Town 34-6-63 East
 2/3 along the line of a curve to the right 167.34 feet, having a radius of 408.46 feet with a chord bearing and distance of
 North 27°32'12" West 168.61 feet
 3/4 North 1/4 18th Town 34-6-63 East, to the southeast corner of the Second 1/4 (Quarter) Section 34-6-63 East
 Section 34-6-63 East, being 128.44 feet S 89°47'32" E 179.72' by said subdivision and 180° 0' 0" S 89° 0' 0" E 128' by deed recorded
 in the County Clerk's Office of said County of Madison, State of Wisconsin, in Book 88-55-1,
 Townships 34-6-63 East, Range 18th 18th Road, being said northwesterly 1/4 of range 14th 18th Road, to the point of beginning.

SURVEYOR'S CERTIFICATE

[illegible]


Landmark Surveying, Inc.
 A Complete Land Surveying Service

LS www.LSlandSurvey.com 801-731-4073 Filed for record and recorded

CLIENT: Stephanie & Justin Dickson 1 of 5
Address: 205 West 2020 North, Billings, MT 59102
_____ day of _____ 20____
at _____
In book _____ of official records

NW 1/4 Of Section 14, Township 8 North, Range 2 West, Salt Lake Base And Meridian	Subdivision	at page _____ County: Provo Utah Chad Montgomery
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Revisión	Drawn/Checked BY: RZB	Re: Demolition
	Field Survey Begin Date: Jan. 2025	
	Date: June 23, 2026	

AMS Project Number: 4074	Fee paid
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[illegible]

ITEM 5D

April 4, 2026

Dear Members of the Willard City Planning Commission and Willard City Administration,

This letter is submitted as a formal request for deferral of infrastructure improvements related to a proposed minor subdivision of the property located at 1547 N Main Street, Willard, Utah, parcel number 02-040-0012. The proposed subdivision will create a total of two lots and falls within the three-lot limit for a minor subdivision.

No previous lot split or subdivision has occurred on this parcel within the past ten years, and the property is located within a current residential zoning district. The proposed subdivision is not crossed by the mapped alignment of any proposed or future street or trail identified in the Willard City General Plan or Transportation Master Plan.

The proposed subdivision does not require the dedication of land for public streets or other public facilities. The existing parcel currently has utility services in place, and the subdivision complies with all applicable Willard City land use ordinances, including zoning, drainage requirements, utility easements, and protections related to sensitive lands.

In addition, the property is adjacent to a city-dedicated paved asphalt road constructed to City standards, as outlined in the Willard City Public Works Standards. The subdivision does not require or propose the creation or dedication of open space for density bonuses or reduced lot sizes.

The proposed subdivision has also been reviewed by UDOT, which indicated that access should be provided from Hargis Hill Road. The subdivision has further been reviewed and approved by the Public Works Director, serving as the culinary water and sanitary sewer authority, who indicated that access from Hargis Hill Road is acceptable.

Based on the foregoing, approval of this request for deferral of infrastructure improvements is respectfully requested in connection with the proposed two-lot subdivision. As previously stated we are requesting for the split of our property for estate planning, no building or other changes will be occurring.

Sincerely,

Juston and Stephanie Dickson
265 E 1000 N Willard, UT 84340
801-791-7653
stephsellshouses@gmail.com

ITEM 5F

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

February 5, 2016

Conditional Use Permit

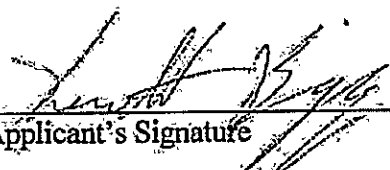
Date Issued: February 5, 2016

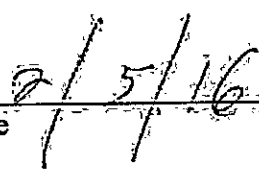
Applicant's Name: Kenneth Braegger
55 South 100 East
Willard, UT 84340

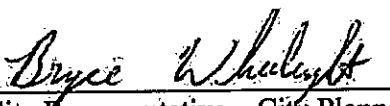
Business Name and Address: Braegger and Son Inc. (Construction)
55 South 100 East
Willard, UT 84340
Parcel #02-050-0074

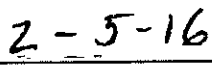
A Conditional Use Permit is issued to Kenneth Bragger and Sons Inc. for a Home Business License to operate the business out of their home with the following conditions:

- Construction equipment must not be stored at this location.
- Business must provide off street parking for employees that will be at this location for longer than 4 hours at a time.


Applicant's Signature


Date


City Representative - City Planner


Date

WILLARD CITY CORPORATION PC020116

DATE: February 4, 2015
TIME: 6:30 p.m.
PLACE: Willard City Hall
ATTENDANCE: Chairperson – Terry Ross
Commissioners: Gary Hart, Chandler Bingham, John Seamons
Bryce Wheelwright - City Planner (non-voting member)
Gaylene Nebeker - Planning Commission Secretary
EXCUSED: Leslie Meyer member, Sidney Bodily
CITIZENS: See attached sheet

1. Prayer – Gary Hart

2. Pledge of Allegiance – Chandler Bingham

3. General Public Comment (Input for items not on the agenda)

Jerome Jenkins stated he just moved into Willard and asked when the sewer was installed. Mayor Braegger told him the sewer system was installed in 2010 and there should be sewer manhole cover in front of his property. Mr. Jenkins stated the stub is behind his property and he has not had a chance to hook into the system at this time.

4. Discussion Item

a. Braegger and Sons Inc. - Conditional Use Permit for a Home Business License located at 55 South

Kenny Braegger is asking for a Conditional Use Permit to run his construction business out of his office. There will be no individuals coming to his house to do business and will not be storing equipment at his residence. City Planner Wheelwright explained because he will have more than 2 employees he is required to have a Conditional Use Permit. He also presented a draft copy of conditions which included no parking of equipment on property and off street parking for employees and stated the conditions could be amended to add or take away conditions. Chairperson Ross asked the Planning Commission if they had any additional conditions. The Planning Commission members felt these were adequate conditions. Kenny Braegger said he has his employees met where they store their equipment. Commissioner Seamons asked if there was other businesses in town that have the same conditions. Commissioner Bingham stated he has a Conditional Use Permit for his business. There was not further comments and Chairperson Ross asked for a motion.

A motion was made by Commissioner Bingham to approve the Conditional Use Permit for Kenny Braegger with the conditions of no equipment stored at the home and off street parking must be provided for employees. The motion was seconded by Commissioner Seamons. The motion carried with a unanimous vote.

b. Review of Zoning Ordinance Chapter 12-110 – Zoning Districts and set for possible public hearing

A discussion was held on the proposed changes to clean up the wording to make the ordinance flow better. Chairperson Ross asked for any additional comments or concerns and asked for a motion to approve the changes and set for a public hearing for March 3, 2016.

Commissioner Bingham made a motion to approve the changes to Section 12-110 of

City of Willard
BUSINESS LICENSE DIVISION
80 W 50 S, PO Box 593, Willard, Utah 84340
Phone (435) 734-9881
Fax (435) 723-6164

FOR OFFICE USE ONLY

Business License Category

Date Application Received

Application / License Fee

Other Fee:

☒ Check ☐ Cash

Total

Receipt No. Date Rec'd

BUSINESS LICENSE APPLICATION

PLEASE COMPLETE ALL ITEMS - INCOMPLETE APPLICATIONS WILL BE RETURNED
WITHOUT BEING PROCESSED.

SECTION I: Business Information - Please type or print clearly * Change of: ☐ Location ☐ Ownership ☐ Business Name

Date of Application

Business Name

Is this name registered with the State of
Utah? ☐ Yes ☐ No

Type of Business (Be Specific)

Business Address

Bus. Phone No. (435) 734-4381

Mailing Address

Bus. Start Date

Owner's Name

Phone No. () same

Owner's Address

Manager's Name

Manager's Address

Federal License (if any)

No.

Federal ID: ☐ SSN or ☐ EIN

Utah Corpo

State Sales & Use Tax No.

Filing:

If not applicable please sign here:

DBA File No.

Professional License / State Contractor Number (If Applicable):

Continued on Back of Page

Conditional
Use Permit
For Feb. 4th

SECTION II: Check <u>All</u> That Apply	SECTION III: Describe Business
☐ Approximate Number of Employees: <u>3</u> ☒ Commercial ☐ Sole Proprietorship ☐ Limited Partnership ☐ Profit Corporation ☐ Outside City Limits ☐ Home Occupation ☐ General Partnership ☐ Limited Liability Co. ☐ Non-Profit Corporation ☐ Sexually-oriented Business or Employee	Home office for construction business all equipment and material stored off site

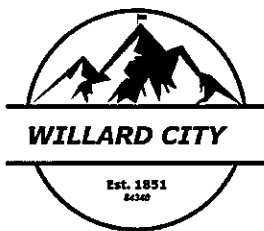
SECTION III: Verification of Accuracy - Acknowledgment of Responsibility
Under penalty of perjury, I hereby certify that the information provided for this entire application is complete, accurate and in accordance with Willard City Ordinances. I further certify that updated information will be provided in writing, as required, to the City of Willard Business License Division within 10 days of any change to the business, name, organization, or location. I hereby acknowledge that illegal or fraudulent business practices are grounds for revocation of the business license, as is delinquent payment of the business license fee. This form is an application for a business license. The receipt for payment of license fees thereof does not constitute being approved to operate a business. The actual license will be issued only when all inspections are completed and signed off by the various departments and approval is given by the Business License Office. To open and or operate a business without final approval is a Class "B" misdemeanor and is subject to a \$1,000 fine and/or a six month jail sentence. It is the responsibility of the licensee to be familiar with the ordinance under which the license is applied for. All business licenses are to be renewed yearly. The application and fees provided for herein shall be due and payable by the 31st of December of each year, or before commencing a new business, trade, service, or profession. All license fees not paid before March 1st of each year shall thereafter be considered delinquent and shall be subject to a 50% penalty. Responsibility of renewal is that of the licensee. Failure to receive a renewal notice does not excuse this responsibility. Signature of Authorized Business Agent/Owner <u>1/22/16</u> Date

FOR OFFICE USE ONLY: Planning Commission / Conditional Use Requirements
Conditional Use Permit Required ☐ Yes ☐ No If yes give date approved by Planning Commission _____

FOR OFFICE USE ONLY: Application Review/Comments Section		
BUILDING & ZONING DIVISION	BEAR RIVER HEALTH DEPARTMENT	POLICE & FIRE DEPARTMENT
Inspection Required: ☐ Yes ☐ No If yes, Date of Inspection _____ Property Zoned Appropriately? ☐ Yes ☐ No ☐ Approved ☐ Denied Reason: Signature _____	Inspection Required: ☐ Yes ☐ No If yes, Date of Inspection _____ ☐ Approved ☐ Denied Reason: Signature _____	Inspection Required: ☐ Yes ☐ No If yes, Date of Inspection _____ ☐ Approved ☐ Denied Reason: Signature _____

FOR OFFICE USE ONLY: Approval of Business License Administrator
_____ Business License Administrator _____ Date
_____ Approval of

ITEM 6



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, July 16, 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 Chandler Bingham, Chairman

8 Diana Baker, Alternate

9 Sid Bodily

10 Ken Ormond

11 Jay Thackeray

Amy Hugie, City Attorney

Madison Brown, City Planner

Michelle Drago, Deputy City Recorder

12
13 Excused: Jeremy Kimpton, City Manager, Alex Dubovik, and Brian Gilbert

14
15 Others in attendance were Brandon Jacobson, Alex Johnson, Maya I., Juston Dickson, Stephanie Dickson,
16 and Ruth Ormond.

17
18 Chairman Bingham called the meeting to order at 6:30 p.m.

19
20 1. PRAYER: Sid Bodily

21
22 2. PLEDGE OF ALLEGIANCE: Diana Baker

23
24 3. GENERAL PUBLIC COMMENTS

25
26 Time Stamp: 01:55 – 07-16-2026

27
28 Alex Johnson stated that he was a new resident of Willard. He lived in the Deer Run Subdivision. He did
29 not feel the declarant of the Deer Run Homeowners' Association was doing everything legally. He wasn't
30 allowing them to attend meetings or even inviting anyone from the subdivision. Their HOA fees increased
31 substantially last year. Mr. Johnson said they did not have the finances to fight him, nor did the ombudsman.
32 He asked if there was anything the Planning Commission or Willard City could do to make sure the declarant
33 invited community members to the meetings.

34
35 Amy Hugie, City Attorney, stated that this was a civil issue. There was nothing Willard City could do
36 regarding what was going on between residents and their HOA. Alex Johnson hoped the Planning
37 Commission wouldn't allow the declarant to take over other portions of Willard.

38
39 There was further discussion

40
41 Brandon Jacobson, 1580 Hargis Hill Road, asked if Willard City and the Planning Commission was aware
42 of the Olsen Orchards Subdivision being proposed by Lync Construction in Perry City. He provided a copy
43 of the overall plan for the Planning Commission to review (see attached copy). The subdivision would be
44 located between 3600 South in Perry and the Perry/Willard City boundary and from Highway 89 to 1200
45 West/200 West. The development would have 70 townhomes and 130 lots. Mr. Jacobson said there would
46 be a public hearing at Perry City on July 23rd at 7:15 p.m. to consider vacating and rerouting a portion of
47 Hargis Hill Road. It would no longer connect to Highway 89 on the north end. The proposed vacation
48 affected him. He felt it would affect Willard as well. He was concerned about 200 homes having access to



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Hargis Hill Road without it being upgraded. Did Willard have any plans to update Hargis Hill Road? Madison Brown, City Planner, did not know of any city plans regarding Hargis Hill Road.

Commissioner Thackeray stated the he lived on Hargis Hill Road as well. He was concerned about the 18 additional homes being proposed on Hargis Hill Road. There were currently less than ten homes on Hargis Hill. The new homes being proposed would directly affect traffic on Hargis Hill.

There was further discussion about the proposed development.

Chairman Bingham felt Perry would require the developer to upgrade Perry's portion of Hargis Hill.

Commissioner Baker recommended that Brandon Jacobson talk to Councilman Mike Braegger who used to live on Hargis Hill Road.

Commissioner Bodily realized this was a Perry development, but he felt Willard should be involved because of the impact it would have on Willard residents and a Willard street.

4. CITY COUNCIL REPORT

Time Stamp: 24:19 -- 07/16/2026

Madison Brown stated that there wasn't anything to report on because there wasn't a City Council meeting on July 9th.

5A. PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSAL TO AMEND SECTIONS 24.01.060 AND 24.44.050 (A) AND (3) OF THE WILLARD CITY ZONING CODE REGARDING FRONTAGE REQUIREMENTS FOR CORNER LOTS

Time Stamp – 24:50 - 07/16/2026

Chairman Bingham read the Willard Planning Commission's Rules of Order statement.

Commissioner Bodily moved to open the public hearing at 6:56 p.m. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.

Madison Brown said the administration had found that the Willard City Code regarding corner lots was ambiguous. It did not define corner lots with two frontages. The staff proposed that the code be amended to state that a corner lot did have two frontages, and that a corner lot had to be 100 feet wide on both frontages.

Chairman Bingham asked if there were any comments from the audience. No public comments were made.

Commissioner Baker moved to close the public hearing at 6:58 p.m. Commissioner Ormond seconded the motion. All voted "aye." The motion passed unanimously.



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5B. CONSIDERATION AND RECOMMENDATION REGARDING PROPOSAL TO AMEND WILLARD CITY ZONING CODE 24.01.060 AND 24.44.050 (1) AND (3) TO DEFINE FRONTAGE REQUIREMENTS FOR CORNER LOTS (CONTINUED FROM JUNE 4 AND JUNE 18, 2026)

Time Stamp – 28:40 - 07/16/2026

Chairman Bingham asked if the Planning Commission had any concerns or comments regarding the proposed amendment.

Commissioner Thackeray felt the proposed amendment should address how close a driveway could be to a stop sign or intersection. He thought Willard currently required that a driveway on a corner lot be 15 feet from a stop sign. He felt that was too close.

Commissioner Bodily felt Willard should use the state code to determine how close a driveway should be to a stop sign, which he thought was 30 feet. Amy Hugie stated that regardless of the required distance, it was something the administration would have to research. The Planning Commission could not act on it because it was not part of the public notice.

Commissioner Ormond asked if the required frontage for corner lots could be varied when an MPC Zone was approved. Amy Hugie said it could, but any variances would be addressed in the MPC development agreement. An MPC Zone was a contract between the city and a developer.

Commissioner Ormond was concerned that a developer could write his own zoning requirements in an MPC Zone. Chairman Bingham said a developer could make suggestions, which Willard could approve or disapprove in the development agreement. Commissioner Ormond wanted to make sure that the general zoning regulations, such as the required frontage on corner lots, could act as a guideline.

Commissioners Baker and Bodily didn't have any comments, neither did Chairman Bingham.

Commissioner Bodily asked if the Planning Commission should address Commissioner Thackeray's concern before forwarding the corner lot changes to the City Council. Amy Hugie suggested that the proposed amendment be forwarded to the City Council. The administration could then research and propose an amendment addressing how close driveways could be to stop signs and intersections.

Commissioner Baker moved to recommend that the City Council approve an amendment to Willard City Zoning Code 24.01.060 and 24.44.050 (1) and (3) to define frontage requirements for corner lots as written. Commissioner Bodily seconded the motion. All voted "aye." The motion passed unanimously.

5C. 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

Time Stamp – 34:23 - 07/16/2026

Commissioner Bodily moved to open the public hearing at 7:04 p.m. Commissioner Ormond seconded the motion. All voted "aye." The motion passed unanimously.



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Chairman Bingham explained that the administration found corrections were needed to the current zoning map. Those corrections necessitated changes to the Future Land Use Map. The Planning Commission also suggested that the R ½ Zone on the east side of Highway 89 north of the dike be switched with the A-3/A-5 area in the north central part of Willard. It felt that change made more sense with Willard's overall goal to preserve orchards.

Chairman Bingham opened the floor for public comments.

Juston Dickson, 265 East 1000 North, was concerned about requiring a minimum lot size of three to five acres. That occurred in Liberty, where he grew up. The lot size requirement led to cluster subdivisions, where a few homes were jammed together to leave open space on the mountain where no one could do anything anyway. Now, 20 or 30 years later, the open spaces on the mountain had been taken over. Did any of the Planning Commission members live on the east side of Highway 89, or did they have three to five acres? He felt those types of property owners should have a say or be made more aware of the proposed changes. He didn't want to see open spaces in Willard end up like those in Liberty.

Chairman Bingham stated that the three-to-five-acre requirement had been located in the central, more level and developable part of Willard. The General Plan stated that one goal of the General Plan was to preserve the rural character of Willard. He felt part of Willard's rural character was fruit trees and fruit farms. The legislative bodies wanted to have three-to-five-acre areas in Willard. On Future Land Use Map, those areas were located where it was easier and more economical to develop. While the area east of Highway 89 had a minimum half-acre lot size. The Planning Commission suggested that those areas be switched because larger lots would be necessary on the mountain where it would be harder to develop. Utilities on the mountain were harder to put in and more expensive for the city to maintain. He felt that requiring larger lots east of Highway 89 would help slow down growth east of Willard City limits.

Juston Dickson stated that homes on three to five acre lots meant increased taxes. Chairman Bingham agreed. Lots in the central area would be R ½ and more affordable. Smaller lots were needed to keep property taxes down.

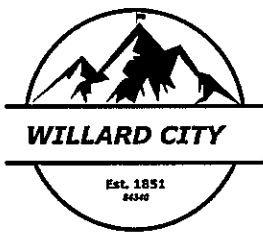
Stephanie Dickson, 265 East 1000 North, asked if the Future Land Use Map could be changed in the future when there were no longer farmers who wanted to farm their orchards. Chairman Bingham said the Future Land Use Map could be changed. It was a working document.

Commissioner Thackeray asked why the three-to-five-acre area didn't continue further south. Chairman Bingham said it stopped at the dike. Areas south of the dike and east of Highway 89 were zoned Old Town Willard.

Commissioner Thackeray felt there would be houses east of Highway 89 in 30 years when mining in the gravel pit was finished. Chairman Bingham agreed. He felt MPC Zones would be proposed there. At that time, zoning could be changed.

Commissioner Ormond asked if the proposed Future Land Use Amendments would affect the area zoned for business on 750 North just east of Flying J. Commissioner Bodily said it would not. That area was zoned TOD (Transit Oriented Development). Chairman Bingham said nothing there had been changed.

There was discussion regarding the TOD Zone. Chairman Bingham asked if anything had been approved in the TOD Zone. Madison Brown said the property had been rezoned, but no development plans had been approved.



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Commissioner Bodily moved to close the public hearing at 7:22 p.m. Commissioner Baker seconded the motion. All voted “aye.” The motion passed unanimously.

- 5D. CONSIDERATION AND RECOMMENDATION REGARDING CORRECTIONS TO THE FUTURE LAND USE MAP FOUND IN WILLARD CITY’S 2023 GENERAL PLAN ADOPTED MARCH 14, 2024 (CONTINUED FROM JUNE 4 AND JUNE 18, 2026)

Time Stamp: 53:20 – 07/16/2026

None of the commissioners made any comments regarding the proposed corrections to the Future Land Use Map.

Commissioner Bodily moved to recommend that the City Council approve the proposed corrections to the Future Land Use Map found in Willard City’s 2023 General Plan adopted March 14, 2024. Commissioner Baker seconded the motion. All voted “aye.” The motion passed unanimously.

- 5E. 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)

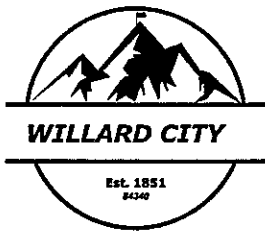
DOROTHY AND GARRICK CALL ON MAY 18, 2023, FOR A DETACHED ACCESSORY DWELLING UNIT LOCATED AT 1348-A NORTH MAIN (PARCEL NO. 02-039-0055), PREVIOUSLY REVIEWED ON NOVEMBER 20, 2025 (CONTINUED FROM JUNE 18, 2026)

Time Stamp: 54:45 – 07/16/2026

Madison Brown stated that she spoke with Rachel McEntire, Trisha Heath’s sister. Ms. McEntire said the approved conditional use permit was for them to build a dwelling unit on the back of their house, which was never done. Bedrooms were added, but the dwelling unit was never constructed. Since it had been more than a year and the conditional use was not completed, the conditional use permit had expired and was now null and void.

Chairman Bingham asked if Heath’s had a desire to keep the conditional use permit open. Ms. Brown said they did not.

Madison Brown said the Lee Kilpack property was now owned by Dean Taylor. She spoke with Mr. Taylor. They did have family members in their basement ADU. Ms. Brown explained to Mr. Taylor his conditional use permit could be dissolved because Willard now had an ADU ordinance that would regulate his basement apartment. She also explained that Mr. Taylor would have to get a business license if he ever rented the internal ADU.



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Ms. Brown said the Taylor's internal unit was about 800 square feet. They did get a building permit to construct it. It did not have a separate utility meter. She felt it complied with the ADU Ordinance. Dean Taylor had applied for an ADU permit.

Madison Brown stated that Brian Gilbert had filled out an application for an ADU. He had a detached ADU that complied with the size, setback requirements, lot coverage, and height requirements.

Madison Brown stated that during its last meeting, the Planning Commission expressed reservations about revoking the Call's ADU conditional use permit because it was tied to their farm operation. Garrick Call said farm workers had lived in the ADU for decades and continued to do so. Their farm was now operated by Tagge's, so the ADU was not necessarily tied to their farm. The Call's had a business license for the ADU. The Call's ADU was an external unit. It complied with the size, setback, and coverage requirements. She wasn't sure about the height requirement.

Chairman Bingham and Commissioner Thackeray felt the new home constructed by Garrick Call was technically the ADU because it was constructed after the original home. Madison Brown said that when the conditional use permit was issued, it said the existing home shall be used as the accessory dwelling.

Chairman Bingham understood that when the farm workers moved, the Call's planned to demolish the house. Ms. Brown said she had asked about their plans because the discussion to remove the house was recorded in the minutes. Mr. Call said their plans had changed. They didn't plan to remove the house.

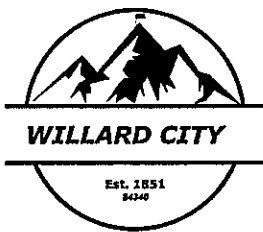
Amy Hugie felt the Call's ADU needed to remain as a conditional use. Madison Brown and Chairman Bingham agreed.

Commissioner Thackeray asked if the conditional use permit should be transferred to Garrick Call because the ADU was now on his property rather than Dorothy's. Ms. Brown said the conditional use permit was in Garrick Call's name. Ms. Brown felt the only change needed to the conditional use permit was to update its code references.

Commissioner Thackeray asked if there was anything that could legally come back to bite Willard if Garrick Call decided to continue the conditional use permit after the current tenants left. Could Garrick Call argue that the code didn't apply due to the age of the house? Amy Hugie said the conditional use permit was approved under very specific conditions.

Madison Brown stated that an ADU was supposed to be recorded with the county recorder so that if the property was sold, the new owner would receive a title report disclosing the ADU and its conditions. She planned to include an article in the city newsletter encouraging property owners with ADU's to register with the city. Registration was mainly for emergency services.

Chairman Bingham asked if Willard had a safety checklist for rentals, ADU's, or short-term rentals. He wanted to make sure ADU's were safe, such as proper egress windows for basements. Madison Brown said there was a checklist for short-term rentals. There wasn't a checklist for ADU's. Although building permits required for ADU's would be inspected by a building inspector. Chairman Bingham wondered if there should be a safety checklist for ADU's. He didn't want to make more work; he just wanted to make sure ADU's were safe.



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Commissioner Bodily asked if the Fire Department inspected ADU's. Madison Brown said short-term rentals were inspected by the Fire Department. Anything that required a building permit would be inspected by the building inspector.

Commissioner Thackeray asked if the code required a safety inspection if someone wanted to put an ADU inside an existing home. Madison Brown said the ADU application required a floor plan but not a physical inspection.

Commissioner Thackeray asked if the city had any liability if it issued an ADU permit and something happened. Amy Hugie felt someone could try to hold the city liable, but Willard had governmental immunity.

Commissioner Thackeray asked how often a rental license had to be renewed. Madison Brown said a rental business license had to be renewed annually. An ADU permit was a one-time application.

Madison Brown stated that the administration felt there were a few items in the ADU Ordinance that needed to be addressed. If a home was sold, did the new owner have to reapply for the ADU permit?

Commissioner Thackeray felt an ADU should be treated like a short-term rental. If a home was sold, the new owner had to reapply. Amy Hugie felt the issue should be researched.

Madison Brown stated that the ADU ordinance limited the size of a detached or external ADU, but it did not limit the size of an internal ADU. Was that something the Planning Commission wanted to consider? She recently received call from someone who wanted to know what would prevent him from constructing a duplex and calling it an ADU.

Chairman Bingham felt an internal ADU should not exceed one-third the overall size of the home.

Commissioner Thackeray felt the city should be more concerned about the health and safety of the people who lived in the home rather than putting a thumb on everything a homeowner did.

There was a discussion about the difference between a duplex and an ADU.

Commissioner Thackeray felt all Willard could do was put together the best ordinance possible. He didn't feel Willard could stop everyone from working around the system.

Madison Brown said the ADU Ordinance said an internal ADU had to be served by the same meter as the primary unit. The ordinance was not specific about external ADU's. Some detached ADU's had separate meters. The ADU Ordinance only required that an ADU only pay 66% of impact fees. It did not specify that full impact and connection fees be assessed if there was a separate meter for an ADU.

Commissioner Thackeray agreed with the 66% assessment because a detached ADU was limited in size.

Michelle Drago, Deputy Recorder, felt that an ADU with a separate water and sewer connection would impact the city's system just as much as a home would.

Chairman Bingham stated a home with an ADU would pay for extra water that was used, but there wasn't a charge for the increased sewage. He felt there should be a fee to process the additional sewage. Commissioner Ormond agreed.



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Commissioner Thackeray stated that new homes were being built with two kitchens and multiple bathrooms. If an ADU wasn't permitted from the beginning, in a few years, the owner would decide to rent out his basement. They wouldn't apply for an ADU permit or a rental license. He felt an internal ADU was harder to police than a detached unit. If connection and impact fees were added, property owners would be less likely to apply for permits. That was a concern for emergency services.

There was further discussion.

Chairman Bingham didn't want to tell people what they could and couldn't do with their property, but he wanted to make sure that what happened was fair to the rest of the residents of Willard.

Commissioner Thackeray moved to terminate the conditional use permit issued to Trisha Heath on January 9, 2019, for a multi-family dwelling located at 110 South 250 West (Parcel No. 02-053-0003) because it had not been started or completed within the first year. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.

Commissioner Thackeray moved to revoke the conditional use permit issued on March 1, 2018, for a basement apartment located at 550 North 200 West because it was now regulated by Willard's ADU Ordinance. Commissioner Bodily seconded the motion. All voted "aye." The motion passed unanimously.

The Planning Commission didn't take any action regarding Garrick Call's conditional use permit. They felt it should remain as is.

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR JUNE 18, 2026

Commissioner Baker moved to approve the regular minutes for June 18, 2026, as written. Commissioner Bodily seconded the motion. All voted "aye." The motion passed unanimously.

7. ITEMS FOR THE AUGUST 6, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 1:31:58 – 07/16/2026

The Planning Commission discussed agenda items for the August 6, 2026, meeting. Madison Brown stated that Willard had received an application for a subdivision. She asked the Planning Commission to schedule the required public hearing for August 6th.

Commissioner Bodily moved to schedule a public hearing on August 6, 2026, to receive public comments regarding the JSR Subdivision. Commissioner Thackeray seconded the motion. All voted "aye." The motion passed unanimously.

The Planning Commission wanted to review another conditional use permit and discuss amending the code to require driveways to be a certain distance from stop signs and intersections.



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8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 1:37:31 -- 07/16/2026

Amy Hugie

Did not have any comments.

Madison Brown

Did not have any comments.

Commissioner Bodily

Did not have any comments.

Commissioner Baker

Commissioner Baker reminded the Planning Commission about the City Council work session to be held on Thursday, July 23rd at 5:00 p.m. to discuss the fire station facilities.

Commissioner Ormond

Commissioner Ormond stated that his wife had emailed UDOT regarding the bumps on the railroad tracks on 750 West. UDOT responded that they would take her concerns into consideration. He wondered if citizens could be encouraged through the newsletter to send their concerns to UDOT.

Commissioner Ormond asked if the administration had determined if the boundaries of the Old Town Willard Zone included properties around the perimeter streets. Amy Hugie said the Old Town Willard Zone did not include properties on the outside of surrounding streets, like 200 West. Figuring out what to do about those properties was on her to-do list.

Commissioner Ormond stated that the sewer vacuum truck was owned jointly with Perry City. If Perry City used the vacuum truck to repair a water leak, should it owe the sewer district rent? Commissioner Thackeray felt there should be an hourly rate for use of the vacuum truck. Commissioner Baker felt that was an issue for the City Council.

Commissioner Ormond stated that the Fire Department's truck was leaking and creating a chemical waste hazard.

Commissioner Thackeray

Commissioner Thackeray referred to the public comment made by Brandon Jacobson earlier in the meeting regarding the Olsen Orchards Subdivision in Perry. He didn't believe there was anything Willard could do to influence Perry City. He hoped the way the reconfiguration of the road would decrease traffic. He had lived on Hargis Hill Road for 30 years. Right now, there was more traffic from those who didn't live on the road. He did have a small concern that the 18 lots proposed on the new Hargis Hill Road would increase traffic. Willard hadn't done any maintenance on Hargis Hill Road since 2001 when it paved over the old concrete. Personally, he didn't want Hargis Hill Road widened. He wanted it to stay just like it was. It kept



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, July 16, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

people off the road because it was too bumpy. If Nilson Homes followed through with their plans for a 48-lot subdivision on Hargis Hill Road, it would create more of a problem.

Michelle Drago

Did not have any comments.

Chairman Bingham

Chairman Bingham asked why UDOT hadn't installed curb and gutter around the corners of streets in Willard. Commissioner Thackeray agreed that radiuses were not connected. Madison Brown did not know why.

9. ADJOURN

Commissioner Thackeray moved to adjourn at approximately 8:23 p.m. Commissioner Ormond seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: _____

Planning Commission, Chairman
Chandler Bingham

Planning Commission Secretary
Michelle Drago

dc:PC 07-16-2026

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					

September

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 Planning Commission Meeting 6:30 p.m.	4	5
6	7 LABOR DAY Office Closed	8	9 Garbage Pick Up	10 City Council Meeting 6:30 p.m.	11	12
13	14	15	16	17 Planning Commission Meeting 6:30 p.m.	18	19
20 Water Bills Due	21	22	23	24 City Council Meeting 6:30 p.m.	25	26
27	28	29	30			