

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a regularly scheduled meeting on Thursday, **August 6, 2026**, at the **Millville City Offices**, 510 E 300 S, Millville, Utah, which shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call – Vice- Chairman Matt Anderson
2. Opening Remarks / Pledge of Allegiance
3. Approval of Agenda
4. Approval of minutes from last Planning & Zoning Meeting – July 17, 2026
5. Agenda Items:
 - A. Zoning Clearance- Addition- Ken Sorensen- 275 E 300 N
 - B. River Edge Subdivision Preliminary Plat Review
 - C. Chapter 17.40.J: Sidewalk Code Review
 - D. Other
6. Agenda items for next meeting
7. Calendaring for future Planning Commission Meeting- Thursday, August 20, 2026, at 8:00 PM
8. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on/before August 5, 2026, to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING
City Hall - 510 East 300 South - Millville, Utah
DRAFT- July 16, 2026

PRESENT: Garrett Greenhalgh, Matt Anderson, Shane Johnson, Lynette Dickey, Kara Everton, Megan Dyer, Pam June, Kalob Wahler, Welshow Holdings, LLC, Jean Culbertson, Joe McCormick, Tanya McCormick

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for July 16, 2026, at 8:00 pm. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson were present. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Greenhalgh led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting for July 16, 2026 was reviewed. Commissioner Anderson moved to approve the agenda for July 16, 2026. Commissioner Dickey seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for June 4, 2026. Commissioner Anderson moved to approve the minutes for the meeting on June 4, 2026. Commissioner Dickey seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5. A. Sign Permit- Ian McArthur- South Valley Rentals at 920 W 2675 S

Commissioner Dickey moved to approve Sign Permit- Ian McArthur- South Valley Rentals at 920 W 2675 S. Commissioner Johnson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5. B. Zoning Clearance- New Residence for Welshow Holdings, LLC located at 385 S. 550 East

The driveway will be in the right of way. Setbacks all look great. Height looks great.

Commissioner Dickey moved to approve the Zoning Clearance- New Residence for Welshow Holdings, LLC located at 385 S 550 East. Commissioner Johnson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5. C. Zoning Clearance- Accessory Building for Kalob Wahler located at 120 N 300 E

This was brought to our attention from the county. This was built in November of 2025. Commission stated that because this does not adhere to the code.

Commissioner Dickey moved to DENY the Zoning Clearance- Accessory Building for Kalob Wahler located at 120 N 300 E due to it not complying with our current code and recommending Kaleb to discuss with the City Council. Commissioner Johnson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5.D. First Draft -Retaining Wall Code

5.E. Other

6. Agenda Items/Notes for Next Meeting

7. Calendaring of future Planning Commission Meeting – August 6, 2026 at 8:00 pm

Shane will be gone.

8. Adjournment

Commissioner Price moved to adjourn the meeting at approximately 8:47 p.m.

MILLVILLE CITY
Zoning Clearance for Building Permit
 For questions email: kara@millvilleut.gov



APPLICATION INFORMATION

1 Ken & Karen Sorensen
 Applicant Name

2 PO Box 497
 Applicant Mailing Address

Millville UT 84326
 City State Zip Code

3 275 E 300 N
 Address of Construction

4 435-890-0117
 Telephone #

5 _____
 Owner's Name (if different from applicant)

6 House addition
 Type of Structure

7 Glenridge Unit 1 Phase 2 Lot 20
 Subdivision Name and Lot Number

8 3000 sq ft existing
1250 sq ft addition .32 acres
 Square Footage Lot Size

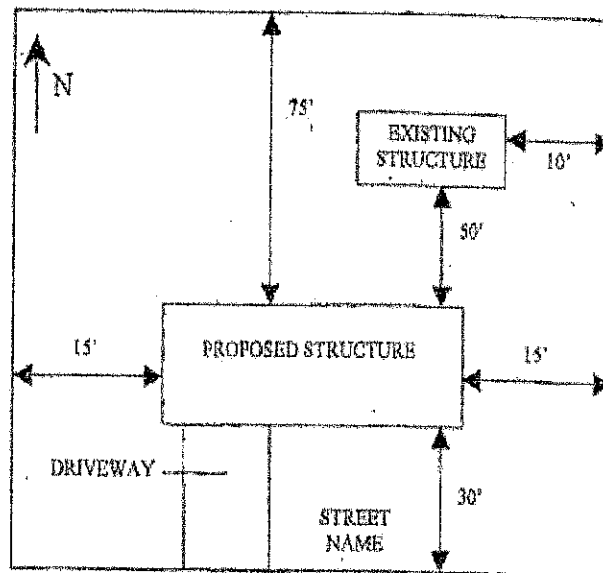
9 02-131-0020
 Tax Identification Number

10 20' main floor & basement
 Building Height

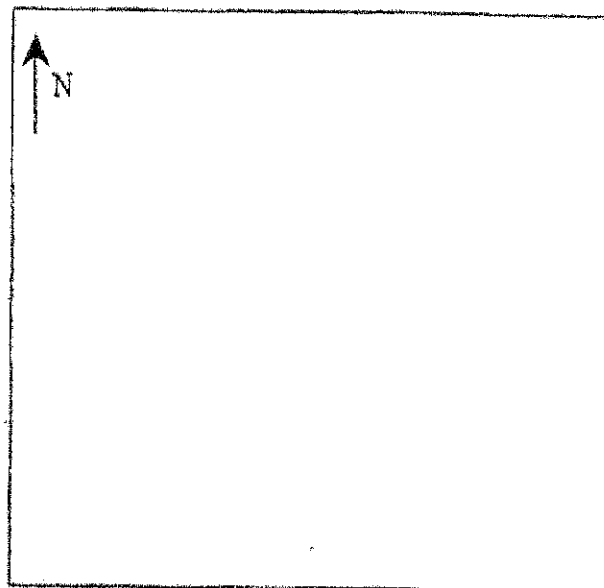
11 ☒ Sewer ☐ Septic Tank
☒ City Water ☐ Private Well
☒ Electricity ☒ Gas

12 _____
 Notes

Sample Plot Plan
 (numbers do not represent required setbacks)



Plot Plan



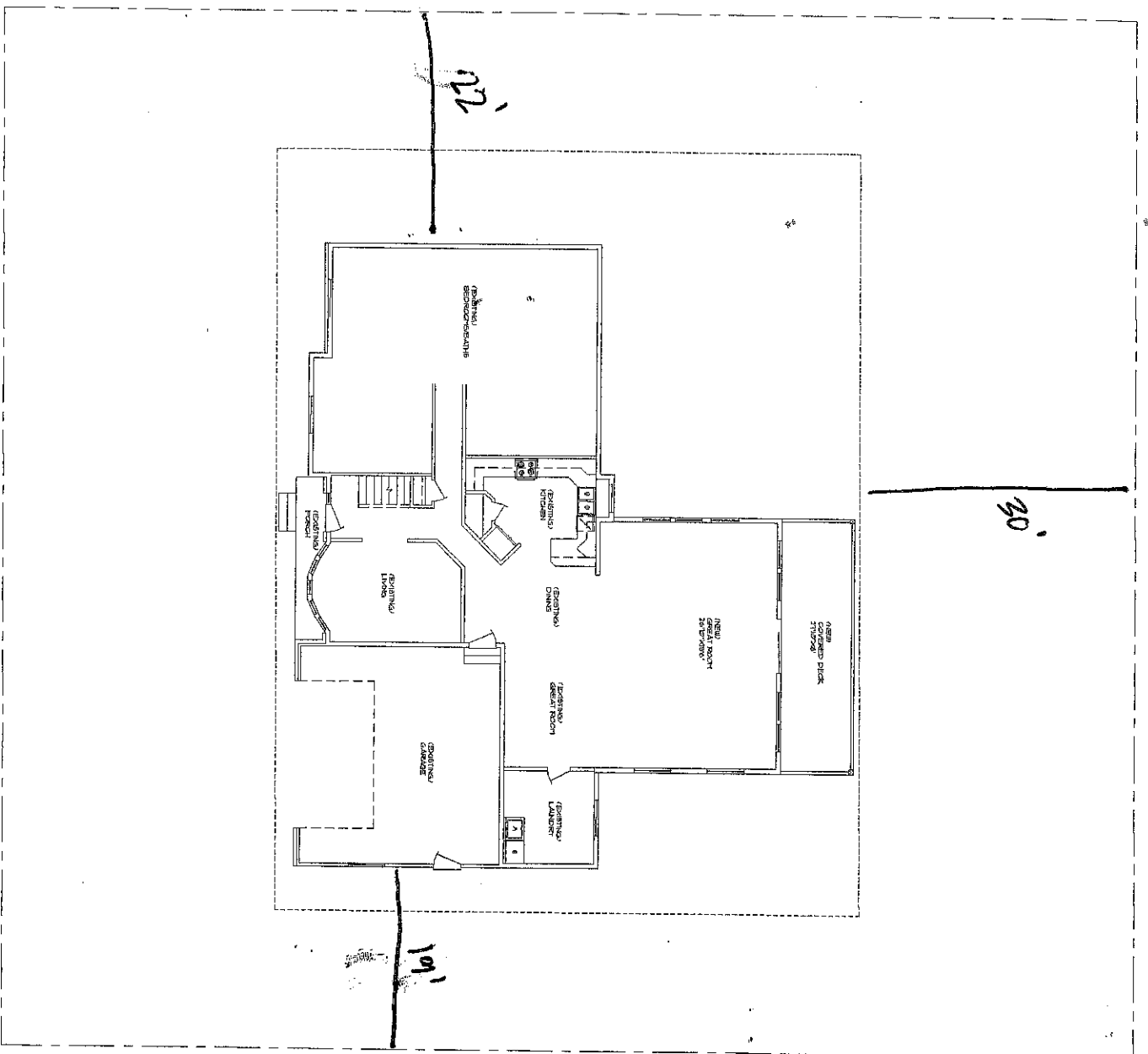
APPROVED
PLANNING AND ZONING

DATE

FEES PAID- TREASURER

DATE

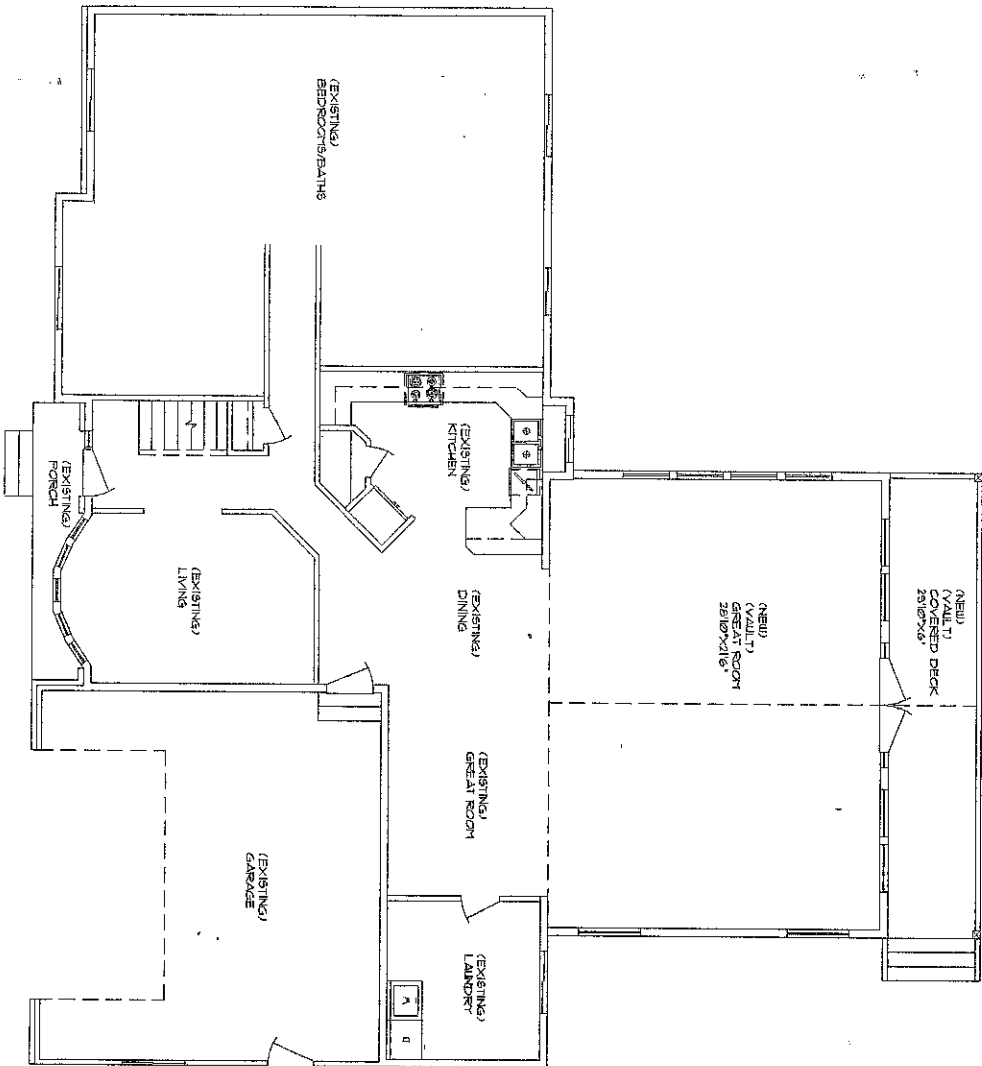
This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes.



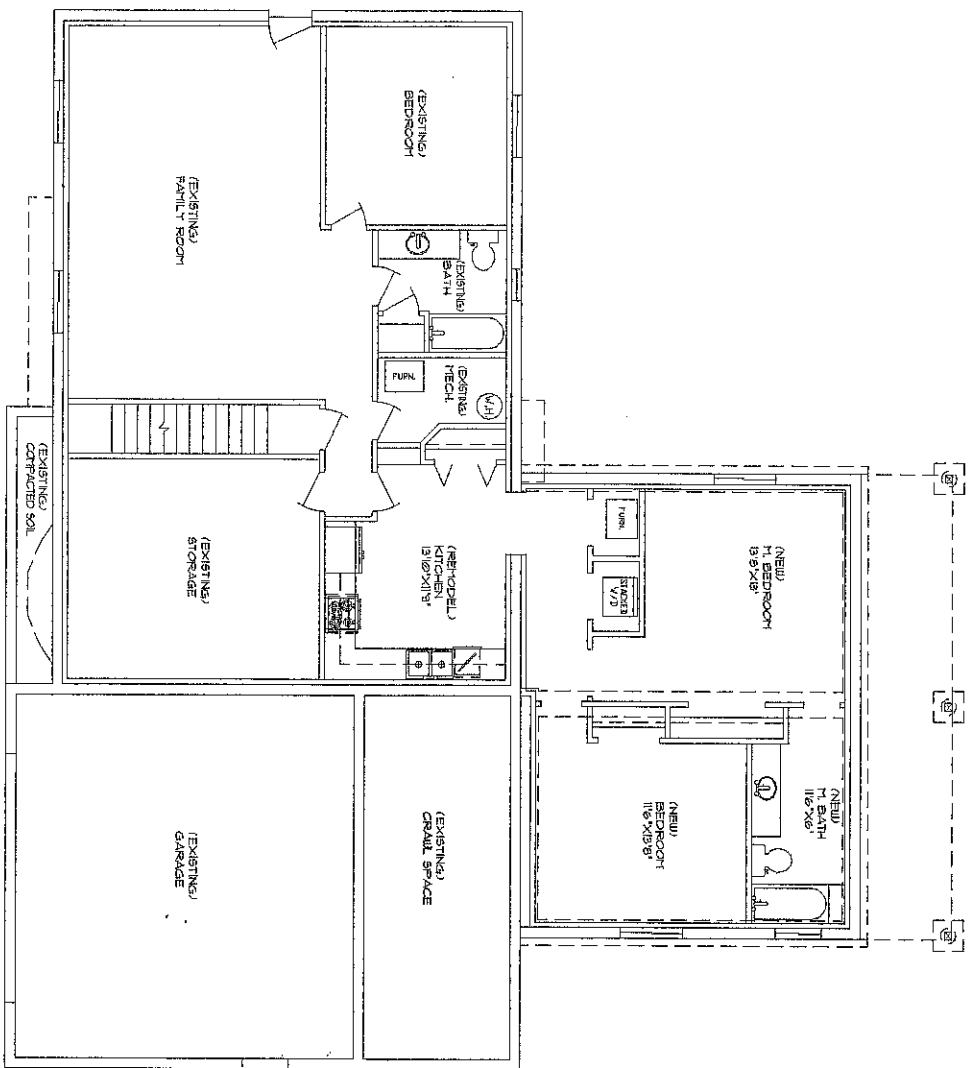
300 NORTH STREET



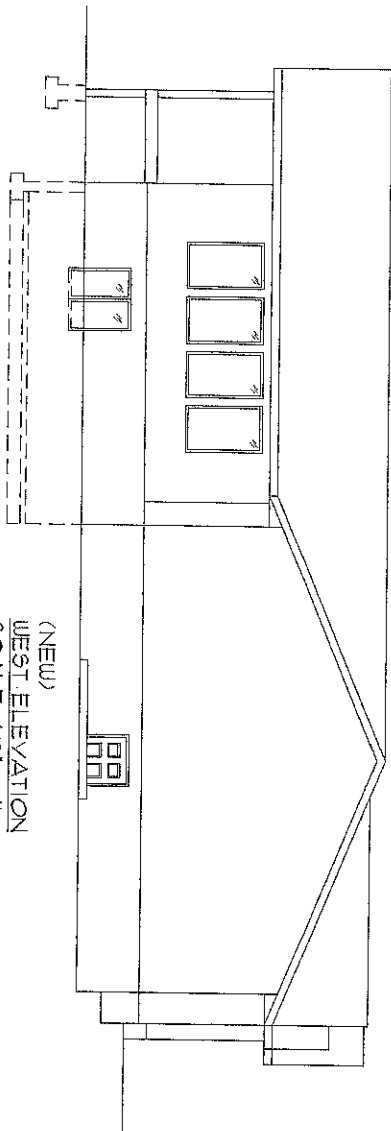
PLOT PLAN



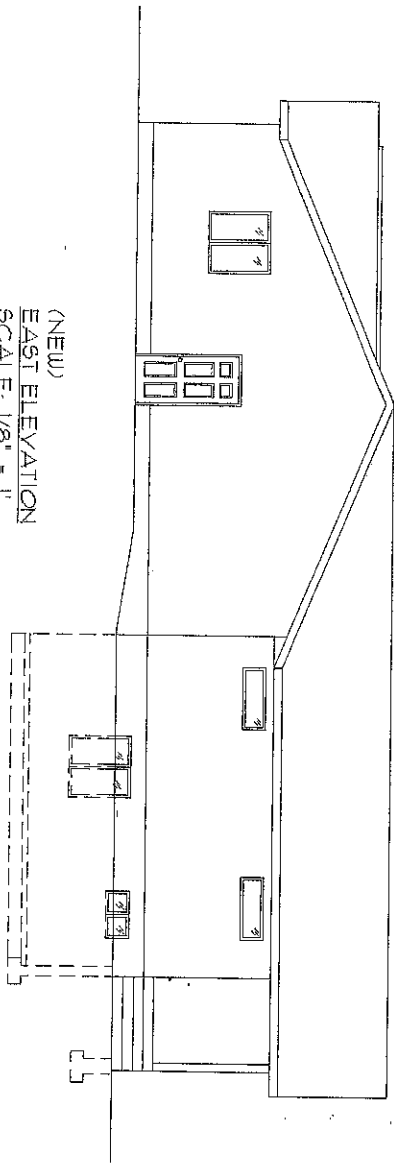
(556 SQ. FT. ADDED)
MAIN FLOOR PLAN
SCALE: 1/8" = 1'



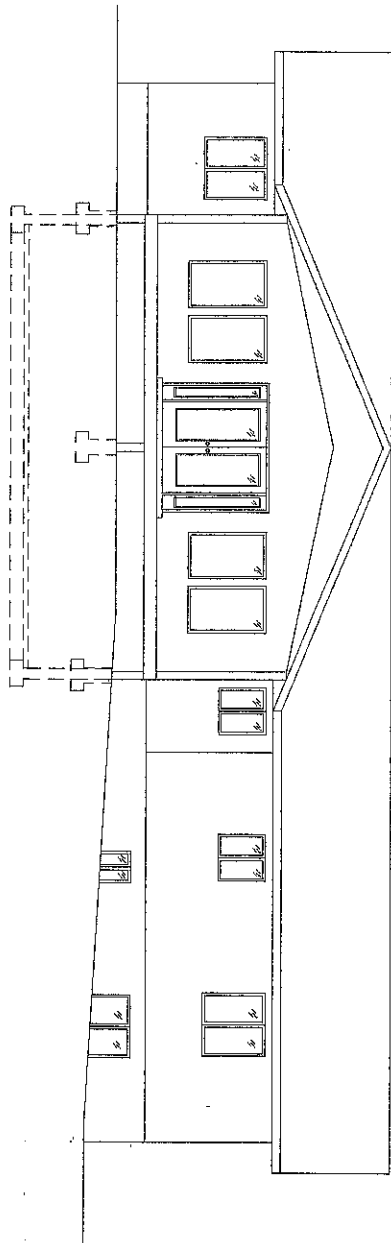
(150 SQ. FT. REMODEL)
 (656 SQ. FT. ADDED)
 BASEMENT FLOOR PLAN
 SCALE: 1/8" = 1'



(NEW)
WEST ELEVATION
SCALE: 1/8" = 1'



(NEW)
EAST ELEVATION
SCALE: 1/8" = 1'



(NEW)
NORTH ELEVATION
SCALE: 1/8" = 1'

Preliminary Subdivision Application

Name of Proposed Subdivision: River Edge Estates
County Tax Parcel Number: 03-029-0078
Current Zoning of Property: Residential
Current Land Use Property/Surrounding Areas: Residential/School
Intended Land Use Property: Residential



----- CONTACT INFORMATION -----

Applicant/Subdivider Information	
Name:	<u>Kim Winborg</u>
Phone:	<u>435 512 2092</u>
Email:	<u>kwinborg1987@gmail.com</u>
Mailing Address:	<u>PO Box 342 Millville</u>
Company:	_____

Applicant/Subdivider Information	
Name:	_____
Phone:	_____
Email:	_____
Mailing Address:	_____
Company:	_____

Property Owner #1 Information	
Name:	<u>Anderson Family Trst</u>
Phone:	<u>435-512-2092</u>
Email:	<u>kwinborg1987@gmail.com</u>

Property Owner #2 Information	
Name:	_____
Phone:	_____
Email:	_____

Subdivider Agent Information (if applicable)	
Name:	_____
Phone:	_____
Email:	_____

Applicant/Subdivider Information	
Name:	_____
Phone:	_____
Email:	_____

Summary:

Total Number of Acres: 7.29 Acreage of Open Space: _____
Number of Lots: 1
Number of Lots with the following slope class:
Slope Class 1 1 Slope Class 2 _____ Slope Class 3 _____ Slope Class 4 _____ Slope Class 5 _____

Will this subdivision be done in phases? Yes / (No) If yes, how many? _____

Development & Maintenance Responsibility Statement: private

Square footage of asphalt that will be required to be sealed by the developer within two years: n/a

----- FOR OFFICE USE ONLY -----

Date Received _____	Complete? ☐ Yes ☐ No
Review Cycle <u>1 2 3 4</u>	Planning & Zoning Meeting Scheduled: _____ Approved ☐ ☐
30 Business Day Deadline: _____	Next Steps _____

7/21/2026 11:11 AM C:\3026 PROJECTS\2026\26-03\26-03\SUBDIVISION - MILLVILLE, UT\CAD\SURVEY\PRELIMINARY PLAT\26035L.DWG (CHAD)JLW

STATE HIGHWAY 165

PRELIMINARY PLAT
RIVER EDGE ESTATES MINOR SUBDIVISION
PART OF SEC 21 & 22, T11N, R1E, SLM
MILLVILLE CITY, CACHE COUNTY, UTAH
CONTAINING 7.28 AC± & 1 LOT

(BASIS OF BEARINGS)
N89°30'36"W S35°4'20"

NE CORNER S22
T11N R1E SLM
CACHE COUNTY BRASS CAP
(1973)

SURVEY CERTIFICATE
I, STEVEN C. EARL, HOLD LICENSE NO. 318575-2201, IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS LICENSING ACT, AND DO HEREBY CERTIFY THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED HEREON IN ACCORDANCE WITH § 17-73-504 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THE PLAT.



S21 & S22 T11N R1E SLM

PRELIMINARY PLAT

SHEET DESCRIPTION

RIVER EDGE ESTATES
MINOR SUBDIVISION



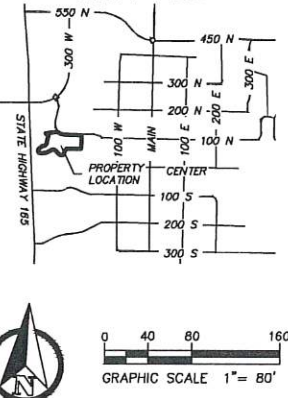
Cache • Landmark
Engineers
Surveyors
Planners
95 W. Golf Course Rd.
Suite 101
Logan, UT 84321
435.713.0099

DATE: 21 JULY 2026
SCALE: 1" = 80'
CALCULATED BY: S. EARL
CHECKED BY: C. ZOHNER
APPROVED BY: S. EARL
PROJECT NUMBER: 26035L.SH

1 / 1

- LEGEND**
- BOUNDARY
 - SURVEY CONTROL LINE
 - SECTION LINE
 - LOT LINE
 - FENCE
 - MINIMUM BUILDING SETBACK
30' FRONT, 30' REAR, 15' SIDE
 - PUBLIC UTILITY EASEMENT
10 FEET WIDE FRONT
5 FEET WIDE SIDES/REAR
 - RIGHT-OF-WAY LINE
 - SET REBAR W/CAP
 - SCE FOUND REBAR W/STEVEN C. EARL CAP
 - TVG FOUND REBAR W/TIM V. GIBBONS CAP
 - CGH FOUND REBAR W/CLINTON G. HANSEN CAP
 - BGL FOUND REBAR W/BRIAN G. LYON CAP
 - 1234 EAST STREET ADDRESS
 - EXISTING BUILDING

VICINITY MAP
SCALE: 1" = 2000'



PRELIMINARY PLAT NOTES

- ALL UTILITIES ARE EXISTING. NO NEW UTILITIES ARE PROPOSED.
- SIDEWALK IS PROPOSED TO BE CONSTRUCTED ALONG THE FRONTAGE OF LOT 1.
- ZONING: RESIDENTIAL (R-1)
- LAND SUMMARY:
 - TOTAL AREA 7.45 AC±
 - 1 LOT AND A REMAINDER PARCEL
 - NO LOTS WITHIN HILLSIDE OVERLAY
 - NO COMMERCIAL OR INDUSTRIAL AREAS
 - NO MULTI-FAMILY RESIDENTIAL, PUBLIC OR QUAS-PUBLIC USE AREAS, OTHER THAN STREET DEDICATION
 - NO OPEN SPACE
- NO PROPOSED ADDITIONAL PUBLIC RIGHT-OF-WAY
- NO PROPOSED REQUIRED ASPHALT
- NO PROPOSED PRIVATE STREETS, WAYS, OR OPEN SPACE
- NO PROPOSED RETENTION/DETENTION PONDS
- LOT 1 DOES NOT HAVE ANY ANTICIPATED ISSUES WITH SOIL SUITABILITY, EROSION CONTROL, SEDIMENTATION, OR FLOODING PROBLEMS.
- LAND IS ANTICIPATED TO BE SUBDIVIDED IN ONE PHASE. THERE IS NOT AN IMMEDIATE PLAN TO SUBDIVIDE THE REMAINDER PARCEL.
- NO COVENANT, GRANTS OF EASEMENTS OR RESTRICTIONS TO BE IMPOSED BEYOND THE EASEMENTS SHOWN HEREON.
- LOT 1 IS A SLOPE CLASS 1 LOT.

CURVE TABLE				
CURVE	LENGTH	RADIUS	Δ	LONG CHORD
G1	175.54'	259.50'	38°45'29"	S68°44'16"E 172.21'

- SETBACK REQUIREMENTS ARE PER THE CURRENT CITY CODE AT THE TIME OF ZONING CLEARANCE. MINIMUM BUILDING SETBACKS: FOR RESIDENTIAL SUBDIVISIONS, ALL MINIMUM BUILDING SETBACKS SHALL BE SHOWN. NO 50-YEAR FLOW LINE SHALL ENROACH UPON ANY MINIMUM SETBACK LINE.
- ALL UTILITIES SHOWN ARE EXISTING. NO NEW UTILITIES ARE PROPOSED.
- SWPPP IS NOT REQUIRED DUE TO SMALL AREA OF DISTURBANCE.

CERTIFICATE OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED CHAD ANDERSON, SUCCESSOR TRUSTEE OF THE ANDERSON FAMILY TRUST U/A/D APRIL 5, 1991, BEING THE OWNER, PROPRIETOR, OR PARTY OF INTEREST IN THE LAND SHOWN IN THIS PLAT, DOES HEREBY CERTIFY: THAT THE FOREGOING PLAT DESIGNATED AS RIVER EDGE ESTATES MINOR SUBDIVISION, IS LOCATED IN SECTIONS 21 AND 22, TOWNSHIP 11 NORTH, RANGE 1 EAST, SALT LAKE MERIDIAN, IN MILLVILLE CITY, CACHE COUNTY, UTAH, AND IS DESCRIBED AS FOLLOWS:

PART OF THE NORTHEAST 1/4 OF SECTION 21 AND PART OF THE NORTHWEST 1/4 OF SECTION 22, TOWNSHIP 11 NORTH, RANGE 1 EAST, SALT LAKE MERIDIAN, LOCATED IN MILLVILLE CITY, UTAH, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF LOT 3, BLOCK 18, PLAT "A", MILLVILLE CITY SURVEY;
THENCE S1°02'44"W 10.00 FEET; THENCE N88°07'01"W 297.00 FEET TO THE POINT OF BEGINNING; THENCE S1°02'59"W 155.83 FEET ALONG A FENCE; THENCE S2°06'51"W 148.50 FEET ALONG A FENCE; THENCE S88°52'16"W 96.17 FEET ALONG A FENCE; THENCE S89°44'58"W 244.37 FEET ALONG A FENCE; THENCE S32°53'20"W 72.69 FEET ALONG A FENCE; THENCE S29°07'15"W 69.25 FEET ALONG A FENCE; THENCE S50°15'37"W 16.84 FEET ALONG A FENCE; THENCE S85°09'50"W 37.87 FEET ALONG A FENCE TO THE EASTERLY BANK OF THE BLACKSMITH FORK RIVER; THENCE ALONG SAID EASTERLY BANK THE FOLLOWING SEVENTEEN COURSES:
1. N64°13'09"W 48.98 FEET; 2. N40°47'51"W 109.21 FEET; 3. N63°16'45"W 52.10 FEET; 4. S82°55'00"W 61.88 FEET; 5. S27°45'14"W 25.24 FEET; 6. S62°54'39"W 94.72 FEET; 7. S84°03'08"W 108.41 FEET; 8. N76°39'22"W 76.86 FEET; 9. N23°37'44"W 28.97 FEET; 10. N75°52'16"E 41.66 FEET; 11. N49°59'51"E 98.10 FEET; 12. N71°19'37"E 83.34 FEET; 13. N38°24'43"E 50.73 FEET; 14. N15°34'58"E 129.13 FEET; 15. N11°17'17"E 62.37 FEET; 16. N57°32'52"W 48.42 FEET; 17. N36°24'02"W 23.39 FEET;
THENCE N79°38'44"E 37.72 FEET TO A REBAR WITH GIBBONS CAP; THENCE N88°11'14"E 54.66 FEET; THENCE N80°17'55"E 132.71 FEET; THENCE S86°04'53"E 35.05 FEET; THENCE SOUTHEASTERLY 175.54 FEET ALONG A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 259.50 FEET AND A LONG CHORD BEARING S68°44'16"E 172.21 FEET; THENCE S88°07'01"E 396.01 FEET TO THE POINT OF BEGINNING.

AND CONTAINS AN AREA OF 7.28 ACRES, MORE OR LESS, AND THAT THIS SUBDIVISION, AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER AND PROPRIETOR, AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS, BLOCKS, STREETS AND EASEMENTS, AND THAT THE UNDERSIGNED OWNER OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES HEREBY DEDICATE TO THE CITY OF MILLVILLE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE ALL STREETS, ALLEYS, AND EASEMENTS FOR THE PURPOSES DESIGNATED AND OTHER LANDS WITHIN THE BOUNDARY LINES OF THE PLAT AS INDICATED AND NOT OTHERWISE DEDICATED FOR PUBLIC USE.

EXECUTED THIS ____ DAY OF _____, A.D., 2026.

BY: CHAD ANDERSON, SUCCESSOR TRUSTEE OF THE ANDERSON FAMILY TRUST U/A/D APRIL 5, 1991

ACKNOWLEDGMENT

STATE OF UTAH
COUNTY OF CACHE

ON THIS ____ DAY OF _____, IN THE YEAR 2026, BEFORE ME, _____, A NOTARY PUBLIC, PERSONALLY APPEARED CHAD ANDERSON, SUCCESSOR TRUSTEE OF THE ANDERSON FAMILY TRUST U/A/D APRIL 5, 1991, PROVED ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO IN THIS DOCUMENT, AND ACKNOWLEDGED THAT SHE HAD THE CAPACITY TO SIGN IN BEHALF OF SAID TRUST, AND THAT SHE SIGNED THIS DOCUMENT IN BEHALF OF SAID TRUST AND THAT SAID TRUST EXECUTED THE SAME.

NOTARY PUBLIC SIGNATURE: _____
NOTARY PUBLIC FULL NAME: _____
COMMISSION NUMBER: _____
MY COMMISSION EXPIRES: _____
A NOTARY PUBLIC COMMISSIONED IN UTAH
(NOTARY SEAL NOT REQUIRED PER UTAH CODE 46-1-16(7))

SURVEY NARRATIVE

THIS SURVEY WAS ORDERED BY JON LEISHMAN & CHAD ANDERSON TO RE-ESTABLISH THE BOUNDARIES OF THE SUBJECT PARCEL IN PREPARATION FOR A SUBDIVISION. RECORD OF SURVEY 2018-0016 WAS RE-TRACED AND ACCEPTED FOR THE BOUNDARY NORTH, FENCES AND THE EAST BANK OF THE BLACKSMITH FORK RIVER WERE ACCEPTED AS THE BEST AVAILABLE EVIDENCE OF THE OTHER BOUNDARIES. NO MAJOR DISCREPANCIES WERE FOUND.

24-INCH LONG 5/8" REBARS WITH ORANGE PLASTIC CAPS STAMPED "STEVEN C. EARL UT PLS 318575" WERE SET WHERE INDICATED HEREON. THE BASIS OF BEARINGS USED WAS THE MODIFIED UTAH STATE PLANE COORDINATE SYSTEM, NORTH ZONE, NAD 83, GRID BEARINGS. THE ORIGIN USED WAS LOGAN CITY MONUMENT 110, ALSO KNOWN BY THE UTAH STATE VIRTUAL REFERENCE NETWORK AS POINT PRS803261263391, LOCATED AT BROADCAST COORDINATES: LATITUDE 41°44'13.04741"N AND LONGITUDE 111°50'11.99494"W, USING A PROJECT HEIGHT OF 4500.00, AND A COMBINED SCALE FACTOR OF 1.0002219277.

PLANNING AND ZONING COMMISSION
THIS PLAT APPROVED BY THE CITY OF MILLVILLE PLANNING AND ZONING COMMISSION THIS ____ DAY OF _____, A.D. 2026.
CHAIRPERSON _____ SECRETARY _____

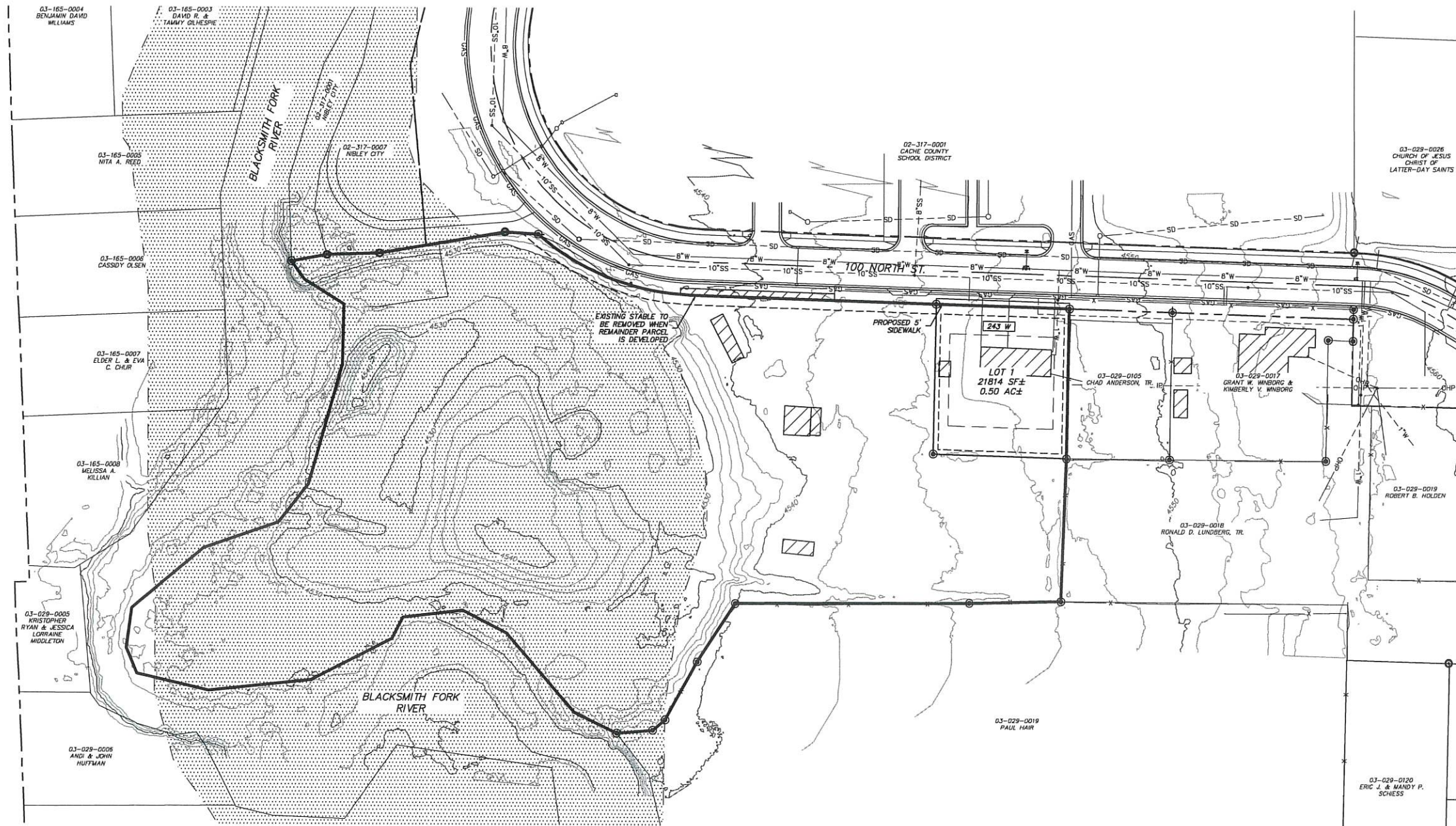
DEVELOPMENT COORDINATOR
THIS PLAT APPROVED BY THE CITY OF MILLVILLE DEVELOPMENT COORDINATOR THIS ____ DAY OF _____, A.D. 2026.
DEVELOPMENT COORDINATOR _____

MAYOR
THIS PLAT APPROVED BY THE CITY OF MILLVILLE MAYOR THIS ____ DAY OF _____, A.D. 2026.
MAYOR _____

COUNTY RECORDER'S ENTRY NO. _____
STATE OF UTAH, COUNTY OF CACHE, RECORDED AND FILED AT THE REQUEST OF _____
DATE _____ TIME _____ FEE _____
BOOK _____ PAGE _____ COUNTY RECORDER _____

OWNER/SUBDIVIDER
CHAD ANDERSON
PO BOX 337
MILLVILLE, UT 84326-0337
(801) 516-8758
AGENT
KIMBERLY WINBORG
95 NORTH 200 WEST
MILLVILLE, UT 84326
(435) 512-2082
ENGINEER/SURVEYOR
CACHE LANDMARK
ENGINEERING
95 GOLF COURSE RD #101
LOGAN, UT 84321
(435) 713-0099

ATTEST:



LEGEND

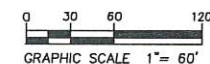
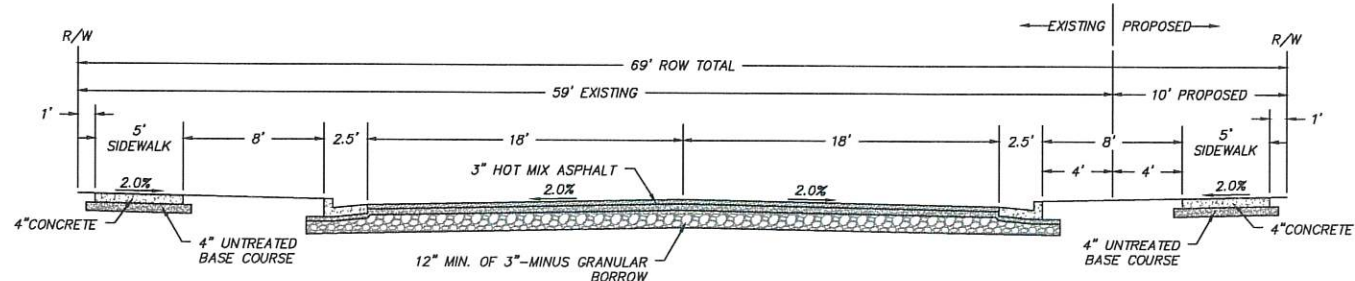
---	BOUNDARY
---	LOT LINE
---	RIGHT-OF-WAY LINE
-x-	EXISTING FENCE
---	PUBLIC UTILITY EASEMENT (P.U.E.)
---	*10' WIDE
---	BUILDING SETBACKS
---	*30' FRONT
---	*10' MIN. SIDE
---	*30' MIN. REAR
SD	EXISTING STORM DRAIN
---	EXISTING WATER AND SIZE
---	1" W
---	EXISTING WATER SERVICE
---	GAS
---	EXISTING NATURAL GAS
---	OHP
---	EXISTING OVERHEAD POWER
---	UGP
---	EXISTING UNDERGROUND POWER
---	10" SS
---	EXISTING 10" SEWER MAIN
---	4" SS
---	EXISTING 4" SEWER SERVICE
---	100-YEAR FLOOD PLAIN
---	EXISTING BUILDING

+	SECTION CORNER
o	FOUND REBAR WITH CAP
o	NEW REBAR W/CAP
+	FIRE HYDRANT
+	WATER VALVE
+	WATER METER

GENERAL NOTES

1. ALL CONSTRUCTION TO MEET MILLVILLE CITY STANDARDS.
2. ALL UTILITIES SHOWN ARE EXISTING. NO NEW UTILITIES ARE PROPOSED.
3. CONTRACTOR TO VERIFY LOCATIONS OF EXISTING UTILITIES.
4. PROTECT ALL EXISTING UTILITIES.
5. ALL STREETS ARE EXISTING. NO NEW STREETS ARE PROPOSED.
6. NEW 5'-FT WIDE SIDEWALK IS PROPOSED ACROSS THE FRONTAGE OF LOT 1. SIDEWALK SHALL MEET MILLVILLE CITY STANDARDS.

STREET X-SECTION



FOR CONSTRUCTION

SIDEWALK IMPROVEMENTS

RIVER EDGE ESTATES
243 W. 100 N.
MILLVILLE, UT 84326



Cache • Landmark
Engineers
Surveyors
Planners
95 Golf Course Rd.
Suite 101
Logan, UT 84321
435.713.0099

DATE: 16 JUNE 2026
SCALE: 1" = 60'
DESIGN BY: S. EARL
CHECKED BY: S. EARL
APPROVED BY: S. EARL
PROJECT NUMBER: 26035LSH
SHEET:

C-1.0

MILLVILLE CITY CODE
TITLE 17 - ZONING
CHAPTER 17.20 - RESIDENTIAL

[17.20.010: PURPOSE; DEFINITION](#)

[17.20.020: PERMITTED USES](#)

[17.20.030: CONDITIONAL USES](#)

[17.20.040: REGULATIONS AND REQUIREMENTS](#)

[17.20.050: LOTS LOCATED ON PRIVATE LANES](#)

17.20.010: PURPOSE; DEFINITION

- A. Purpose: The purpose of the Residential Zone is to provide appropriate locations where residential neighborhoods may be established, maintained, and protected. The regulations also permit the establishment of, with proper controls, the public and semipublic uses which serve the requirements of families such as churches, schools, libraries, parks, and playgrounds. The regulations are intended to prohibit those uses that would be harmful to a single- and two-family neighborhood.
- B. Definition: "Family" means one or more persons related by blood, adoption, or marriage, living and cooking together as a single housekeeping unit, exclusive of household servants. A number of unrelated adult persons, but not exceeding two (2) and their children related by blood, adoption, or marriage, living and cooking together as a single housekeeping unit, shall be deemed to constitute a family. (Ord. 2026-1, 2026: Ord. 2000-01: Ord. 99-02-18-01 § 2)

17.20.020: PERMITTED USES

Accessory buildings.

Agriculture.

Apartment in owner occupied, single-family dwelling.

Barbershop.

Beauty shop.

Bed and breakfast.

Childcare and/or education.

Craft store.

Duplex.

Household pets.

Municipal facilities.

Personal services.

Pools.

Public utilities.

Single-family dwelling.

Uses not listed as permitted or conditional are not permitted without approval from the city council.
(Ord. 2026-1, 2026: Ord. 2018-6, 2018: Ord. 2009-4, 2009: Ord. 2004-4, 2004: Ord. 2003-5 §§ 1, 2, 2003: Ord. 2000-9 § 1)

17.20.030: CONDITIONAL USES

The following may be permitted conditional uses after application and approval as specified in section 17.64.070 of this title:

Education services both public and private. (Ord. 2026-1, 2026: Ord. 2013-2, 2013: Ord. 2009-4, 2009: Ord. 99-02-18-01 § 2)

17.20.040: REGULATIONS AND REQUIREMENTS

A. Space Requirement Chart:

	R-14	R-21	R-43	R-87	Duplex ^{4,7}	Accessory Building	External Accessory Dwelling Unit
Approx Lot Size	⅓ Acre	½ Acre	1 Acre	2 Acre			
Minimum Lot Area¹ (calculated in square feet)	14,000	21,000	43,000	87,000	20,000		
Lot Frontage	108'	108'	108'	132'	108'		See lot size
Front Setback	30'	30'	30'	30'	30'	30'	30'
Side setback, street	20'	20'	20'	20'	20'	20'	20'
Side setback, interior	15'	15'	15'	15'	15'	5'	15'
Rear setback, corner lot	20'	20'	20'	20'	20'	5'	20'
Rear setback, interior	30'	30'	30'	30'	30'	5'	30'
Maximum Height²	35'	35'	35'	35'	35'	35'	35'
Minimum Building Size³ (calculated in square feet)	960 SF	960 SF	960 SF	960 SF	960 SF	200 ⁵	up to 1200 SF ⁶
Minimum Width Building	20'	20'	20'	20'	20'		
Parking Spots Required	2	2	2	2	4		2

1. Lot slope requirement: All building lots shall be slope class 1, unless a hillside development permit has been issued. See table below for additional Slope Class minimum lot sizes.
2. Measured from the main entrance threshold to the highest point of the building roof.
3. Not more than one main building may be placed upon one lot or parcel of land. Living area shall be calculated excluding basement, open porches, and garages. Buildings must be attached to a permanent concrete foundation, and meet minimum uniform building code requirements.
4. Not more than one duplex may be placed upon one lot or parcel of land. Lots with duplexes shall be a minimum distance of three hundred fifty feet (350'), in any direction, from any other lot with a duplex.
5. No building permit will be required for a structure up to and including two hundred (200) square feet, unless required by state statute.
6. The total area of an Exterior Accessory Dwelling Unit shall be less than fifty percent (50%) of the total square footage of the primary residence, but not more than 1,200 square feet.
7. Duplexes need to be determined at the time of Zoning Clearance. A home cannot be converted into a duplex.

B. Slope Class Minimum Lot Size Requirements:

	R-14	R-21	R-43	R-87	DUPLEX
--	------	------	------	------	--------

Class 1 0-20% slope	14,000	21,000	43,000	87,000	20,000
Class 2 20-23% slope	20,000	21,000	43,000	87,000	26,000
Class 3 23-27% slope	26,000	26,000	43,000	87,000	32,000
Class 4 27-30% slope	32,000	32,000	43,000	87,000	38,000
Class 5 30%+ slope	<i>Not Buildable</i>	<i>Not Buildable</i>	<i>Not Buildable</i>	<i>Not Buildable</i>	<i>Not Buildable</i>

1. In a hillside development area, when a lot has a mix slope of slope classes 1 through 4, and the lot has seventy five percent (75%) or more of the lower slope area, the minimum lot area for the lower slope shall be allowed.
2. Hillside Overlay applications have more studies/requirements and can be found in Chapter 17.26.040

- C. Lot corners will be marked with five-eighths inch ($\frac{5}{8}$ ") rebar (#5 rebar) that is eighteen inches (18") to twenty four inches (24") long, capped with the surveyor's red cap containing the surveyor's name or license number driven down to ground level.
- D. Space Compliance: No space needed to meet the width, yard, area, coverage, parking, or other requirements for minimum lot size or setback may be sold or leased apart from such lot or building unless other space so complying is provided.
- E. Trash Prohibited Outside Containers: No trash, rubbish, weeds, debris, waste products or other combustible material shall be allowed to remain on any lot outside of approved containers in any residential zone. No junk, abandoned automobiles, automobile parts, or restoration projects shall be stored or allowed to remain on any lot in any residential zone unless such objects are out of visible sight of the public.
- F. Odorous Uses Prohibited: A use shall not be permitted which creates objectionable odor in such quantity as to be readily detectable at the boundaries of the site.
- G. Lot Grading Standards: For residential developments, a plan shall be prepared in a manner that will allow the following conditions to be met prior to, or as part of, actual building construction. If necessary, individual lot grading plans will be required prior to issuance of building permits:
1. A minimum fall of six inches (6") in the first ten feet (10') away from any building is required;
 2. A maximum gradient of twenty one percent (21%) within four feet (4') of the foundation;
 3. Usable minimum yard area of three hundred (300) square feet with a maximum slope of five percent (5%);
 4. A minimum foundation exposure of six inches (6") above finished grade;

5. Slopes of three to one (3:1) and steeper must be sodded and will be accepted only when the developer and engineer can show this to be the most feasible approach;
 6. Driveway grades should be maintained between 0.5 percent (0.5%) and five percent (5%) when possible;
 7. Entry walks shall not exceed 5 percent (5%);
 8. Lots should be graded so that a minimum slope of two percent (2%) can be maintained between the sewer flow line in the street and the finished grade of the lowest floor elevation;
 9. Minimum depth of any sewer line shall be five feet (5').
- H. Legal Nonconforming Status: Vacant lots which do not meet the current frontage requirement, but can provide division and deed history showing they met historic requirements, may be granted "legal nonconforming" status and receive building permits. Such documentation is to be provided to the development coordinator who shall provide documentation to the planning and zoning commission, mayor and/or city council if needed.
- I. Orientation: Any residence constructed on any buildable parcel must be accessed from a "public street", as defined in Ordinance 17.08.020 "STREET, PUBLIC". Said residence shall have the property entrance located to face the public street to which its address was assigned. (Ord. 2026-1, 2026: Ord. 2025-7, 2025: Ord. 2018-8, 2018: 2018-6, 2018: Ord. 2012-2, 2012: Ord. 2008-3, 2008: Ord. 2004-6, 2004: Ord. 2004-4, 2004: Ord. 2004-2, 2004: Ord. 2003-2, 2003: Ord. 2002-6 § 1, 2002: Ord. 2002-5 § 1, 2002: Ord. 2002-2 § 3, 2002: Ord. 2000-16 §§ 1, 2: Ord. 2000-9 § 1: Ord. 99-02-18-01 § 2)
- J. Residential lots which are not part of a subdivision that do not have a sidewalk shall install that infrastructure as part of any new primary residential construction if the location is indicated on the sidewalk map. All new development that occurs that is not currently on the map will be evaluated by the Planning Commission. (Resolution 2021-8)

Formatted: Indent: Left: 0.5"

17.20.050: LOTS LOCATED ON PRIVATE LANES

- A. Public Street Systems Encouraged: Public street systems shall be encouraged for access to all residential dwelling sites. However, the City recognizes that there are cases where it is impossible or impractical to develop a lot according to normal subdivision standards. In situations where insufficient land access exists for a public street system, the Planning Commission may allow for a building lot using frontage from a private lane, with the exception of the bulb of a cul-de-sac. The bulb of a cul-de-sac is defined as the circular area at the end of a dead-end residential street

B. Subdivisions on private lanes may be developed when the following conditions have been met:

1. Development on a private lane would not impede the extension of any adjacent public right-of-way either now or in the foreseeable future; and
2. The development does not impede the necessary access from adjoining properties as required by the master transportation plan.
3. Rights-of-way shall be of sufficient design to service the projected use of property and adjoining properties that may have access across such rights-of-way. All new private lanes shall be fully improved with a hard-packed maintainable surface with a minimum of twenty feet (20') of surface width. Curb and gutter or other appropriate storm drainage methods may be required.
4. Improvements shall include a strategically located turnaround to accommodate emergency vehicles. The turnaround configuration may be in any form compliant with the appropriate fire codes, as determined by the fire marshal or designee. Additional clearance may be required to accommodate emergency vehicle access.
5. Private lanes shall satisfy the frontage requirements for no more than one lot.
6. All necessary public utility easements shall be dedicated on all lots, including full access where required by city officials and workers. Public services, such as garbage collection, will be at the dedicated street only.
7. Minimum yard setback requirements as defined for public streets shall apply to all buildings and uses adjoining private rights-of-way, with setbacks measured from edge of required private lane width or from the width of the future city road in that location.
8. No portion of the private lane may be counted towards required driveway dimensions on individual lots.
9. No portion of the private lane may be counted towards the minimum required building lot size.
10. Private lane area shall not be included in the calculation of buildable area for an individual lot, including determination of allowed square footage for primary and accessory structures.
11. A driveway approach with a minimum of twenty feet (20') by twenty feet (20') of three inches (3") minimum thickness of permanent asphalt from the public street to the lane is required.
12. All lots shall be provided with standard utility connections, furnished by the property owner, including approved fire protection infrastructure. All utilities underneath a private right-of-way shall be deemed private utilities for ownership and maintenance purposes.

13. Private lanes shall be named and identified by means of a suitable permanent street marker according to Millville City standards, to be installed prior to issuance of building permits.
 14. All required infrastructure, including road improvements and stormwater controls shall be installed prior to occupancy being granted on a building lot.
 15. Each access easement right-of-way shall be recorded with the County Recorder. Such easement shall include all parties with interest in the parcel(s) containing the access easement right-of-way as grantors and all parties retaining access from the access easement right-of-way as grantees. The easement shall extend and connect to Millville City's public street infrastructure to provide clear access from all building lots or parcels to a public right-of-way.
 16. There shall be a written and recorded road maintenance agreement that assigns maintenance responsibility for the private lane to the properties the private lane traverses and serves. The City shall have the right to compel enforcement of the road maintenance agreement between the property owners. Should the City be unable to compel enforcement of the agreement, the City may, at its sole discretion, maintain the private lane and assess the property owners the costs associated with such maintenance.
 17. Change of Private Right-Of-Way to Public Ownership: Private lanes shall be clearly annotated on the subdivision plat as a private lane. A note shall be placed on all subdivision plats that contain a private lane that states the following: "The road annotated on this plat as "private lane" was allowed alternative construction standards from adopted public or private streets standards. Millville City shall not take control of said lane unless it is first deemed by the City Council that there is a compelling public interest, the street is brought to public standards and all landowners accessing the street have consented to the dedication."
- C. The creation of a private lane is a subdivision of property and follows the same requirements outlined in Chapter 16.16: Subdivision Application Requirements. The Application Review Procedure can be found in Chapter 16.20. A public hearing is required before Final Plat approval. (Ord. 2026-1, 2026: Ord. 2025-7, 2025: Ord. 2023-6: 2023)