

WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

The following members were in attendance:

Brian Gilbert, Vice Chairman
Diana Baker, Alternate
Sid Bodily
Ken Ormond
Jay Thackeray

Jeremy Kimpton, City Manager
Amy Hugie, City Attorney
Michelle Drago, Deputy City Recorder

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

Others in attendance were Mayor Travis Mote and Ruth Ormond.

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

1. PRAYER: Sid Bodily
2. PLEDGE OF ALLEGIANCE: Ken Ormond
3. GENERAL PUBLIC COMMENTS

No public comments were made.

4. CITY COUNCIL REPORT

Time Stamp: 01:47 – 06/18/2026

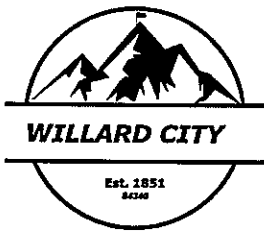
Jeremy Kimpton, City Manager, reported that during the June 11th meeting, the City Council held public hearings regarding adoption of parking restrictions on 300 North and the compensation schedule for appointed and elected officials. It then adopted 300 North restrictions and the compensation schedule.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

- 5A. DISCUSSION 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, 2026)

Time Stamp – 04:06 - 06/18/2026

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

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



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, June 18, 2026 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

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

Time Stamp: 06:10 – 06/18/2026

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

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

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

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

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

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

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

- 5C. REVIEW CONDITIONAL USE PERMIS ISSUED TO:

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

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

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



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, June 18, 2026 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

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

Time Stamp: 12:16 – 06/18/2026

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

Commissioner Thackeray arrived at 6:45 p.m.

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

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

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

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

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

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

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

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

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

Time Stamp: 17:08 – 06/18/2026

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



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

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

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

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

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

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

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

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

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

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

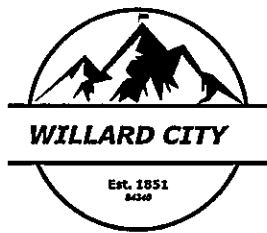
Amy Hugie stated that the conditions for multi-family units were very different in 2018 and 2019. A conditional use was the only way they could have been permitted. The laws had changed since then. Multi-family was now regulated by the ADU Ordinance.

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

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

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

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



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

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

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

Time Stamp: 26:05 – 06/18/2026

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

8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 28:44 – 06/18/2026

Jeremy Kimpton

Did not have any comments.

Amy Hugie

Did not have any comments.

Commissioner Bodily

Did not have any comments.

Commissioner Ormond

Did not have any comments.

Commissioner Thackeray

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

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

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

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



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, June 18, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

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

Commissioner Baker

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

Michelle Drago

Did not have any comments.

Mayor Mote

Did not have any comments.

Vice Chairman Gilbert

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

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

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

9. ADJOURN

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

Minutes were read individually and approved on: 7/16/26

Planning Commission, Vice Chairman
Brian Gilbert

Planning Commission Secretary
Michelle Drago

dc:PC 06-18-2026