

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

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:

Chandler Bingham, Chairman
Diana Baker, Alternate
Sid Bodily
Ken Ormond
Jay Thackeray

Amy Hugie, City Attorney
Madison Brown, City Planner
Michelle Drago, Deputy City Recorder

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

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

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

1. PRAYER: Sid Bodily
2. PLEDGE OF ALLEGIANCE: Diana Baker
3. GENERAL PUBLIC COMMENTS

Time Stamp: 01:55 – 07-16-2026

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

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

There was further discussion

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



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

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.



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

- 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.

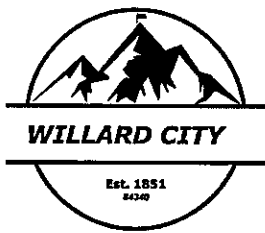
Commissioner Bodily asked if the Planning Commission should address Commissioner Thackeray's concern before forwarding the corner lot changes to the City Council. Amy Hugie suggested that the proposed amendment be forwarded to the City Council. The administration could then research and propose an amendment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



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

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.

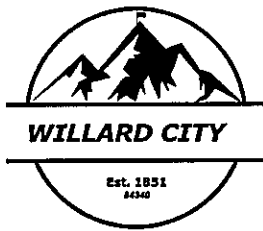
Stephanie Dickson, 265 East 1000 North, asked if the Future Land Use Map could be changed in the future when there were no longer farmers who wanted to farm their orchards. Chairman Bingham said the Future Land Use Map could be changed. It was a working document.

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.



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

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)

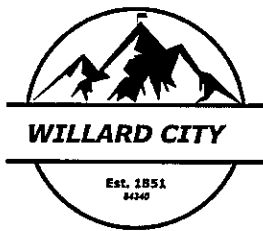
DOROTHY AND GARRICK CALL ON MAY 18, 2023, FOR A DETACHED ACCESSORY DWELLING UNIT LOCATED AT 1348-A NORTH MAIN (PARCEL NO. 02-039-0055), PREVIOUSLY REVIEWED ON NOVEMBER 20, 2025 (CONTINUED FROM JUNE 18, 2026)

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.



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

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.



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

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 Thackery 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 Thackery 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 Thackery 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.



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

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.

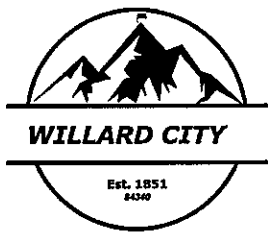
7. ITEMS FOR THE AUGUST 6, 2026, PLANNING COMMISSION AGENDA

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.



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

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.

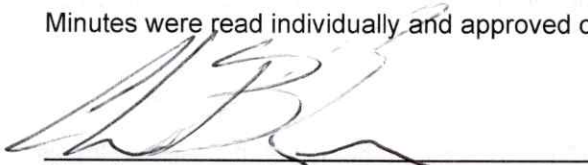
Chairman Bingham

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: 8/16/26


Planning Commission, Chairman
Chandler Bingham


Planning Commission Secretary
Michelle Drago

dc:PC 07-16-2026