

Pending

## MAYFIELD TOWN PLANNING COMMISSION MINUTES

April 30, 2026 7:00 PM

Mayfield Town Hall

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| <b>Board Members Attending:</b>  | Ross Deubler, Adam Peterson, Jared Peterson, Steve Anderson |
| <b>Board Members excused:</b>    | Andy Christiansen                                           |
| <b>Administration attending:</b> | Amanda Bennett                                              |
| <b>Others attending:</b>         |                                                             |
| <b>Conducting:</b>               | Steve Anderson                                              |

### Discussion

| Agenda Item                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Action |
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| <b>1.Review of Responsibilities<br/>MMC Chapter 18.12</b> <ul style="list-style-type: none"><li>a. Town Council</li><li>b. Planning Commission</li><li>c. Board of Appeals</li><li>d. Zoning Administrator</li></ul>                                                                                                                                             | <p>The Commission reviewed the responsibilities of the Town Council, Planning Commission, Board of Appeals, and Zoning Administrator as outlined in Mayfield Municipal Code Chapter 18.12.</p> <p>It was discussed that the Town Council serves as the legislative body, while the Planning Commission reviews land use matters and makes recommendations to the Town Council. The Commission also discussed its responsibility to review applicable land use and subdivision matters and provide recommendations prior to Town Council consideration.</p>                                                                                                                                                                                                                                                                                                                                                                                                                |        |
| <b>2. Accessory Buildings</b> <ul style="list-style-type: none"><li>a. Definitions Existing and Proposed</li><li>b. Rules, Conditions, when and Where</li><li>c. Table of Locations, Rear Yard, Side Yard, Side Yard with Street two sides</li><li>d. Setbacks and Heights, Heights proportionate to Setbacks?</li><li>e. Single or two Story Allowed?</li></ul> | <p>The Commission conducted an extensive review of Mayfield Town's existing regulations and proposed amendments concerning accessory buildings.</p> <p>The current definition of an accessory building and existing setback requirements were reviewed. The Commission discussed consolidating accessory-building requirements into one section of the Town Code so residents and staff could more easily determine applicable requirements, including setbacks, height limitations, placement, permitting, utilities, and other development standards.</p> <p>The Commission discussed whether an accessory building should be permitted on a vacant lot prior to construction of a primary dwelling. Members expressed concern that placement of an accessory building could restrict the future location of a residence, septic system, replacement drain field, and other required improvements. The Commission generally agreed that if an accessory building is</p> |        |

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|  | <p>constructed prior to the primary dwelling, the property owner should be required to demonstrate that the entire lot can ultimately accommodate the required improvements.</p> <p>The proposed regulations were reviewed, including requirements for zoning permits and building permits, separation between structures, utility easements, stormwater runoff, and the prohibition of using mobile homes as accessory buildings. The Commission also discussed requiring accessory buildings to receive utilities through the primary residence rather than separate utility connections.</p> <p>The Commission reviewed photographs and examples of existing accessory buildings throughout Town to evaluate the effects of building height, setbacks, lot size, neighboring residences, and placement. Members agreed that regulations should provide reasonable flexibility without unnecessarily restricting property owners while also protecting neighboring properties.</p> <p><b>Setbacks and Placement</b></p> <p>The Commission discussed establishing clearer setback requirements for accessory buildings. Items discussed included:</p> <ul style="list-style-type: none"><li>• Accessory buildings located to the side of a primary dwelling should generally be located at least five feet behind the front plane of the primary residence.</li><li>• The existing 40-foot setback on a side yard with street frontage was discussed, with a proposed reduction to approximately 30 feet.</li><li>• A minimum five-foot separation between detached accessory structures was considered reasonable.</li><li>• Accessory buildings should not be located within utility, irrigation, drainage, or electrical easements.</li><li>• Appropriate separation should be maintained from neighboring residences and property lines, particularly for taller structures.</li><li>• The existing 12-foot separation from the primary dwelling was discussed and generally supported.</li></ul> <p>The Commission also discussed increasing the front setback when an accessory building is constructed before the primary residence. After reviewing typical lot configurations and the space necessary for a future home and septic system, a setback of approximately 100 feet from the front property line was discussed for this circumstance.</p> <p><b>Height Restrictions</b></p> |  |
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|                                                                                                                                      | <p>Considerable discussion was held regarding maximum accessory-building height. The Commission considered whether accessory buildings should be required to remain subordinate in height to the primary residence. Members expressed concern that this could unfairly restrict property owners with lower-profile or single-story homes.</p> <p>The Commission generally supported retaining a maximum building height of 30 feet while establishing greater setbacks for taller structures. The concept discussed would allow taller accessory buildings when sufficient distance is provided from neighboring property lines, while lower structures could be located closer to the minimum setback.</p> <p>The Commission discussed using both maximum eave height and overall building height when developing the final standard. As an example, a taller structure approaching the 30-foot maximum could require approximately a 10-foot setback, while a lower structure could potentially utilize a five-foot setback.</p> <p>The Mayor will revise the proposed language to reflect the Commission's discussion and present the proposed height/setback standards for additional review.</p>                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| <b>3. Accessory Dwellings</b><br>a. Uniform Definition for:<br>Internal, Attached, Detached.<br>b. Central Utah Health<br>Guidelines | <p>The Commission reviewed proposed definitions and regulations for Internal Accessory Dwelling Units (IADUs) and Detached Accessory Dwelling Units (DADUs).</p> <p>It was noted that the Town has previously addressed IADUs and DADUs and that the definitions and applicable provisions now need to be incorporated consistently throughout the Town Code. The Commission discussed adding DADUs to the appropriate residential zoning provisions and clarifying that IADUs are a permitted use where applicable.</p> <p>The Commission also discussed requirements associated with septic systems and drain fields. Based on information received from the Central Utah Public Health Department, detached dwelling units may require separate septic systems and designated replacement drain-field areas. The amount of property required to accommodate these improvements was discussed as an important consideration when establishing minimum lot sizes and setbacks.</p> <p>For detached accessory dwellings, the Commission discussed applying standards similar to those required for a primary residence, including side-yard setbacks. A rear-yard setback of approximately 20 feet was also discussed.</p> <p>The Commission reviewed sample site plans illustrating placement of primary residences, accessory buildings, accessory dwellings, parking areas, septic systems, and replacement drain fields. These examples demonstrated the limitations that can occur on smaller lots and the importance of reviewing the entire site when considering accessory structures or dwellings.</p> |  |

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|                   | <p>The Commission agreed that a table summarizing accessory-building and accessory-dwelling requirements would be helpful and should be incorporated into the proposed ordinance and Town Code. The table would provide one location for residents and staff to reference setbacks, height restrictions, utility requirements, and other applicable standards.</p> <p>The Commission briefly discussed barndominiums in relation to the proposed accessory-building and dwelling regulations. Discussion focused on distinguishing a primary dwelling from an accessory structure and ensuring that structures containing living space comply with the appropriate residential, accessory dwelling, septic, setback, and permitting requirements.</p> <p>No final action was taken regarding barndominiums at this meeting.</p> <p><b>Continued Ordinance Review</b></p> <p>The Commission discussed the existing six-month moratorium on accessory buildings while the Town works to clarify and update its regulations. Because the moratorium remains in effect, the Commission determined there was sufficient time to continue refining the proposed ordinance rather than rushing the amendments to the next Town Council meeting.</p> <p>The Mayor will revise the proposed ordinance and setback table based on the Commission's discussion and provide the revisions to staff. The Commission agreed to continue working on the proposed amendments, with May 14 discussed as the next date to work on the revisions before presenting a final recommendation to the Town Council.</p> |                                                           |
| <b>4. Adjourn</b> | Motion to adjourn was made at 8:22 PM.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Motion: Adam<br>Second: Jared<br>Vote: Unanimous<br>'Aye' |

Minutes Approval                      Date:                      approved on the motion of                      Second by                      , vote Unanimous 'Aye'

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| By: _____ , Chair | Attest: /s/: Amanda Bennett, Recorder |
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