

Erda Planning Commission Minutes

8/11/2026 – 7:00 pm

Erda City Office-Fire Station

Call to Order

1. Roll Call

- a. Mark Gull, Chase Bawden, Russel Brimley, Nancy Martin, Kathleen Mallis, Michael Jensen. Absent and excused: Mike Higgins
- b. Jennifer Poole- City Recorder, Jessilyn Stagg- Deputy Recorder, Rachelle Custer- City Planner

2. Pledge and Prayer

- a. Kathy led the Pledge of Allegiance
- b. Russel led the prayer

3. Approve Minutes from 6-23-26

- a. Nancy moved to approve the meeting minutes from 6-23-26, Russel seconded the motion
- b. Voting was unanimous to approve the meeting minutes
- c. Meeting minutes for 6-23-26 APPROVED

4. Public Comment (3 minute limit per comment)

- a. Chase motioned to open public comment, Michael seconded the motion
- b. Public Comment Opened
- c. Doug Alred- I would love to see more detail on exactly what's planned for the property. Since it's right across the street from me, I'd like to know what kind of traffic impact we might be looking at and whether sewer, curb and gutter, or sidewalks could come with it. I understand it's all progress, but I'd just like to have the facts.
- d. Kathy moved to close, Nancy seconded the motion
- e. Voting was unanimous to close public comment
- f. Public Comment Closed

5. Consideration of Conditional Use Permit for Parcel # 08-049-0-0001 address 4125 Palmer Rd, for Allred Minor Subdivision private road.

- a. Rachelle- I am presenting a conditional use permit request for a private road at 4125 Palmer Road for a four-lot minor subdivision. The subdivision will come before the Commission at the next meeting, but the private road

must be approved first. The existing home will access Palmer Road, and the private road will provide access to the remaining three lots. The road has been oriented along the adjoining property line so that if the adjacent property develops, a 60-foot public dedicated road could be created. The engineer also required the road to extend through for future connectivity to the church property. Staff is recommending conditions for a road maintenance and snow removal agreement, keeping the road unobstructed for personal and emergency access, keeping the swales open with minimum 15-inch culverts at drive approaches, and constructing the road all the way through to the church property. The temporary turnaround can remain where shown.

- b. Mark- What is the requirement for the utility easements shown along the road?
- c. Rachelle- We require a 10-foot public utility easement along the front of the lots as part of the subdivision plat.
- d. Nancy- Are they hooking up to any utilities at this time?
- e. Rachelle- That information will come with the subdivision application at the next meeting. The private road must be approved first for the subdivision to proceed.
- f. Russel- Why is the turnaround temporary, and what is it required to be made of?
- g. Rachelle- It is temporary until the road is extended through to the church property. It must support a 75,000-pound vehicle, and the Fire Marshal has reviewed and approved it.
- h. Michael- I think it is important to maintain the same road requirements through Lot 4 and make sure the easement remains unobstructed.
- i. Rachelle- Having the road constructed when the subdivision is completed will help ensure the future owner of Lot 4 is aware of the easement and help prevent future issues.
- j. Nancy- Does the private road have to be finished or paved?
- k. Rachelle- It is classified as a rural cross section under our code. The Commission can place additional requirements as a condition if there are concerns.
- l. Mark- Because it is a private road, the City will not be responsible for maintaining it. The property owners will be responsible for the maintenance.
- m. Rachelle- If the road is eventually dedicated as a 60-foot public road with the neighboring property, it will have to be brought up to Erda City public road standards.
- n. Nancy- Why would we allow this road not to be paved when another private road was paved?
- o. Rachelle- The Commission can make paving or dust mitigation a condition. The proposed cross section currently includes six inches of road base and three inches of county design-standard gravel.
- p. Michael moved to open public hearing, Mark seconded.
- a. **Public Hearing Opened**

- b. Doug Alred- Now that I've seen the plan, I have a better understanding of what is proposed. Being a neighbor right across the street, I would still like to understand the increase in traffic and what this could mean in the future as far as sewer, curb and gutter, sidewalks, and other progress in the area.
- c. Clyde Christensen- I would suggest you go with asphalt to reduce dust. Asphalt is also safer.
- d. Melody Coombs- Where would mailboxes and trash cans go? Will they be on city water or wells?
- e. Mark moved to close public hearing, Nancy seconded
- f. Voting was unanimous to close public hearing
- g. Public Hearing Closed**
- h. Michael- Mrs. Coombs asked a few relevant questions. Are all of these garbage cans going out to the main road?
- i. Rachelle- These are items that are addressed during a subdivision review. The developer would need to coordinate with the waste service provider.
- j. Derald Anderson- We have a letter from SPID to use them for water. Tooele Health Department has issued a feasibility letter for the sewer.
- k. Russel- Will this be sold to a developer or can someone buy the lot and put a trailer on it?
- l. Derald- I was not anticipating trailers. To me, if you're going to buy a lot this size for this price you would likely build a house on it.
- m. Chase- What will the maintenance agreement look like?
- n. Derald- I am not sure. It would be between them.
- o. Rachelle- We will require a maintenance agreement be recorded with the plat.
- p. Michael- How difficult is it to make it asphalt instead of gravel? We need to consider the neighbors and the impact a dirt or gravel road would have on them.
- q. Derald- It would be nice to have the road paved, but I do not want to commit to that without knowing what the market will be like.
- r. Rachelle- That is the use of a conditional use permit for a private road, to mitigate any adverse impacts this private road may have on the existing neighboring properties.
- s. Chase moved to approve with the following conditions:
 - 1. The property owner creates and records an agreement identifying who will be responsible for maintaining the private road, along with a requirement to mitigate any issues with track out to neighboring streets.
 - 2. The 30-foot-wide private road shall be left unobstructed at all times and all swales be left open, except for drive approaches as allowed by Erda City code, and maintained to convey storm water. The private road shall be completed to the end of the property line for future connectivity.
- t. ROLL CALL: Mark- Yes, Chase- Yes, Russel- Yes, Michael- Yes, Nancy- Yes, Kathleen- Yes

- u. Conditional Use Permit for Parcel # 08-049-0-0001 APPROVED**
- 6. Comments from Commissioners
 - a. None were given
- 7. Adjournment
 - a. **Mark moved to adjourn the meeting, Michael seconded.**
 - b. **Voting was unanimous to adjourn the meeting**
 - c. **Meeting adjourned**

Note: these minutes represent a summary of the meeting and are not intended to be verbatim.

Prepared by: Jennifer Poole, Erda City Recorder and Jessilyn Stagg Deputy Recorder

PASSED AND APPROVED by the Planning Commission this 25th day of August, 2026.

ERDA



Michael Jensen, Planning Commission Chair

ATTEST:


Jennifer Poole, City Recorder