



Planning Commission
June 25, 2026
6:00 p.m.
Minutes

Planning Commission Members Present: Aaron Stuart, Brandon Minster, Glenn Williams, Jake Wayman

Planning Commission Members Absent: Scott Dixon

Staff Present: Jeff Monroe and Secretary Joan Dailey

Attendees: Timothy Loftus, Don Pearson, Marilyn Pearson

AGENDA ITEMS:

1. **MEETING CALL TO ORDER:** Planning Commission Member Chair, Aaron Stuart, called the meeting to order at 6:01 pm

PLEDGE OF ALLEGIANCE: Led by Brandon Minster.

CONFLICT OF INTEREST: All members declared they had no conflicts of interest.

2. **PUBLIC COMMENT:** None.

3. **CONSENT AGENDA: Action Item**

Approval of Planning Commission Meeting Minutes – May 28, 2026

Motion was made by Glenn Williams

Motion was seconded by Jake Wayman.

All in favor; the motion carries.

4. **New Discussion/ Action: CUP for Timothy Loftus dog kennel.**

Presenter: Planning Commission Chair, Aaron Stuart.

The commission reviewed a detailed complaint tied to a CUP request for a dog kennel by Timothy Loftus. Property size of 0.17 acres per Weber County records. City ordinance requiring a minimum of 0.5 acres for a kennel, with strict dog limits scaling by lot size. Reports of six dogs were clarified to nine; all are fixed, not bred, and kept for family/friends facing hardships per the applicant. Setback standards require dog runs 100 feet from adjacent dwellings and streets which is impractical on the described lot. Fence integrity concerns were attributed to wind damage; the applicant stated the vinyl fence is intact and no dogs have escaped since moving in. The commission emphasized safety concerns inherent to housing nine dogs on a 0.17-acre lot, even with a secure fence, and reiterated the code limit of two

adult dogs without a CUP. The chair noted that residents must respect neighbor enjoyment and safety, and that larger dog counts raise risks if any breach occurs whether by damage or weather. Commissioners expressed willingness to support the applicant in finding lawful options and offered a reasonable timeframe to reduce the number of dogs, while underscoring that compliance is required.

Glenn Williams makes a motion to deny the CUP because of the number of dogs and lot size.
Jake Wayman seconds the motion.
All in favor, the motion carries.

5. Commissioner's Responsibility Reports and follow-up from previous meeting.

- **New Business Licenses** – Joan Dailey no new licenses. Ziegfeld Dance Academy: Fire department approvals are complete with regards to sprinklers and the alarm systems. However, they continue operating without a finalized business license. Notices were posted on their door due to possible missed mail, and similar postings are being used for other businesses active without licenses. Commissioners affirmed businesses should not operate without licenses and discussed enforcement approaches.
- **CUPs** – None.
- **Commercial Building** – Scott Dixon. – absent.
- **Training** – Glenn Williams – None.
- **Nuisance** – Jeff Monroe discussed a complaint with a horse stable on 2175 N, City has received ongoing complaints involving the flies, manure, and horses escaping. The stable sits about five feet from a property line, short of a current 25-foot requirement, but it was built in 1970 and is grandfathered in since the new ordinances enacted in 2002. Despite grandfathered placement, owners must address nuisances such as the flies and manure. Notices have been posted requiring remediation. Jeff Monroe also mentioned Redd's place, a complaint about gas-powered motorcycles riding in approximately four-foot-high grass led to fire risk concerns. The owner purchased a brush mower and is clearing the vegetation. The complainant was advised to contact the city again if issues persist.
- **Other** – Commissioners reinforced the need to use the shared Google Drive to monitor license renewals and other items.

2. MEETING ADJOURNMENT:

- Motion was made by Brandon Minster at 6:30 pm to end the PC Meeting.
- Motion was seconded by Aaron Stuart.
- All in favor; the motion carries.

Work Session: Developing an Accessory Dwelling Unit (ADU) Ordinance

Attendees: Aaron Stuart, Brandon Minster, Glenn Williams, Jake Wayman, Joan Dailey Secretary, Jeff Monroe, Don Pearson, Marilyn Pearson

The commission launched a detailed work session on ADU standards, drawing from state law and neighboring city ordinances to tailor rules for Uintah:

- Legal framework:
- Senate Bill 174 established interior ADUs within an existing home, as a property right, restricting cities from requiring CUPs.
- House Bill 284 expanded rights to detached ADUs, responding to cities placing barriers to approvals.
 - Uintah's population is under 5,000 so state mandates may be less stringent, but the commission intends to adopt clear guidelines.
- Core policy direction under consideration:
 - One ADU per property whether it is interior, attached, or detached.
 - Minimum rental term of 30 days; no short-term rentals.
 - Owner-occupancy requirement that the owner must live in the main dwelling or the ADU.
 - Exteriors must match the main dwelling; second doors facing the street should be prohibited to preserve single-family appearance.
 - ADUs share the primary address with a unit identifier (Unit A/Unit B), not a separate legal address.
 - ADUs must remain tied to the main parcel to prevent future subdivision into duplex/townhome configurations.
- Lot size and septic:
 - A minimum lot size of 0.5 acres was discussed, primarily to ensure septic capacity and leach field feasibility which needs approval from Morgan/Weber County health authorities before any building permit.
 - The commission noted practical constraints with older septic systems and leach line placement, making lots smaller than 0.5-acre ADUs essentially impractical without sewer.
- Utilities:
 - Interior ADUs often share meters due to cost and complexity; detached ADUs may warrant separate meters for code compliance and billing clarity.
 - The commission weighed risks of separate meters being used to argue for future subdivision but favored keeping ADUs permanently tied to the parcel and regulated via address rules to mitigate this.
 - Water service may need upsizing; teeing after the meter requires careful pressure/volume assessments. Separate service lines may be more practical in some cases, subject to city/utility policy.

- Size, setbacks, and height:
 - Existing manufacturing zone code sets a 600 sq ft minimum for detached dwellings; commissioners considered setting ADU minimums in the 600–800 sq ft range to ensure livability.
 - Maximums discussed ranged around 1,200–1,400 sq ft, bounded by the city’s rear-yard coverage rule which is 25% of rear yard for accessory structures, which naturally caps footprint and encourages stacked designs if larger area is desired.
 - Height options included a 25-foot cap or tying ADU height to main house height, not to exceed the primary building height.
 - Side and rear setbacks: Accessory buildings currently allow five feet; commissioners recommended ten feet for ADUs as residential units, to reduce privacy/noise concerns. Parking could be accommodated in setback areas where feasible.
- Conversions and grandfathering:
 - Converting parts of an existing home to an ADU may invalidate certain grandfathered non-conformities. For example, basement windows may need to be upgraded to current egress requirements once the space is designated as an ADU.

The commission will hold a second work session to finalize language on size, height, setbacks, utilities, and other standards and then forward a proposal to the City Council. Glenn Williams will research further examples of other cities and integrate them into a draft ordinance, with support materials provided by the chair.

Work Session: Establishing Regulations for Shipping Containers (Conex Boxes)

The commission examined how to regulate shipping containers used for storage or as potential ADUs:

- Current landscape:
 - Containers range from approximately 100 sq ft to 416 sq ft.
 - Some cities allow containers if placed on a proper foundation and finished to match the home’s exterior; others prohibit them unless entirely enclosed within an accessory building.
- Nearby practices:
 - South Weber City allows them in agricultural zones with conditions such as rear yard only; neutral paint; insignias masked; one-acre minimum; max two per lot; must comply with building codes. Temporary use for moving, construction and remodeling is allowed up to 14 days, with extensions up to 90 days by zoning admin.
 - Ogden City generally restricts containers, with limited temporary use allowances for things such as damaged buildings via special permits.
 - Provo City prohibits using containers as ADUs unless all building codes are met, and the structure is done with compatible materials.
- Aesthetic and placement concerns:

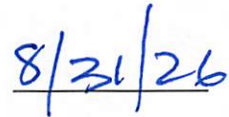
- The commission favored requiring containers to be obscured from view such as behind fencing and painted neutrally to reduce visual impact. Corner lots require careful property line measurement due to right-of-way; many owners mistakenly measure from the road.
- If used as permanent storage, containers would need to meet all accessory building standards such as setbacks, coverage limits, foundations, and finishes, and be processed through building permits/site plans.
- Underground containers:
 - Commissioners opposed underground container bunkers due to high risk of rust, moisture intrusion, and structural collapse, especially near rivers. Safer alternatives include engineered concrete shelters integrated with a home.

Commissions plan to draft a dedicated container ordinance segment covering permanent and temporary uses, agricultural/commercial contexts, and clear aesthetic/placement standards, consistent with building and accessory codes.

3. MEETING ADJOURNMENT at 7:16 pm



Joan Dailey, Planning Commission Secretary



Date