

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a regularly scheduled meeting on Thursday, **September 3, 2026**, at the **Millville City Offices**, 510 E 300 S, Millville, Utah, which shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call – Garrett Greenhalgh
2. Opening Remarks / Pledge of Allegiance
3. Approval of Agenda
4. Approval of minutes from last Planning & Zoning Meeting – August 20, 2026
5. Agenda Items:
 - A. Zoning Clearance- Accessory Dwelling Unit- Immaculate Homes for Mike Zollinger located at 105 W 750 N
 - B. Zoning Clearance- Addition for Frank Peart located at 315 E 350 N
 - C. Other
6. Agenda items for next meeting
7. Calendaring for future Planning Commission Meeting- Thursday, September 20, 2026, at 8:00 PM
8. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on/before September 1, 2026, to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING
City Hall - 510 East 300 South - Millville, Utah
DRAFT- August 20, 2026

PRESENT: Garrett Greenhalgh, Matt Anderson, Shane Johnson, Lynette Dickey, Kara Everton, Megan Dyer, Pam June, Kalob Whaler, Lisa Aedo, Glenn Floyd

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for August 6, 2026, at 8:00 pm. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson were present. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Greenhalgh led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting for August 20, 2026 was reviewed. Commissioner Dickey moved to approve the agenda for August 20, 2026. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for August 6, 2026. Commissioner Anderson moved to approve the minutes for the meeting on August 6, 2026. Commissioner Dickey seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5. A. Zoning Clearance- Accessory Building- Kalob Wahler- 120 N 300 E

Kalob received the variance from City Council for his accessory building.

Commissioner Anderson moved to approve Zoning Clearance for an Addition for Ken Sorensen located at 275 E 300 N. Commissioner Johnson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

5. B. Other

5. C PUBLIC HEARING

Commissioner Greenhalgh motioned to go into the public hearing for the code changes to Chapter 17.40 and 17.20. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

Chapter 17.40- Landscaping & Fencing- adding retaining wall code that will ensure we have eyes on any new retaining walls that need to be reviewed by an engineer, if needed.

Chapter 17.20- Residential- adding sidewalk code that is already a resolution that was passed in previous years.

Commissioner Greenhalgh motioned to close the public hearing for the code changes in Chapter 17. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

Commissioner Dickey motioned to recommend the code changes in Chapter 17 to City Council for review. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey and Shane Johnson voted in favor.

6. Agenda Items/Notes for Next Meeting

7. Calendaring of future Planning Commission Meeting – September 3, 2026 at 8:00 pm

8. Adjournment

Commissioner Anderson moved to adjourn the meeting at approximately 8:30 p.m.

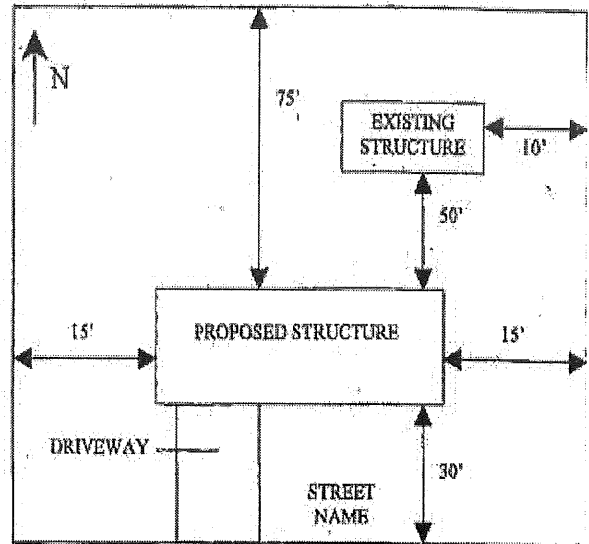
MILLVILLE CITY
Zoning Clearance for Building Permit
For questions email: kara@millvilleut.gov



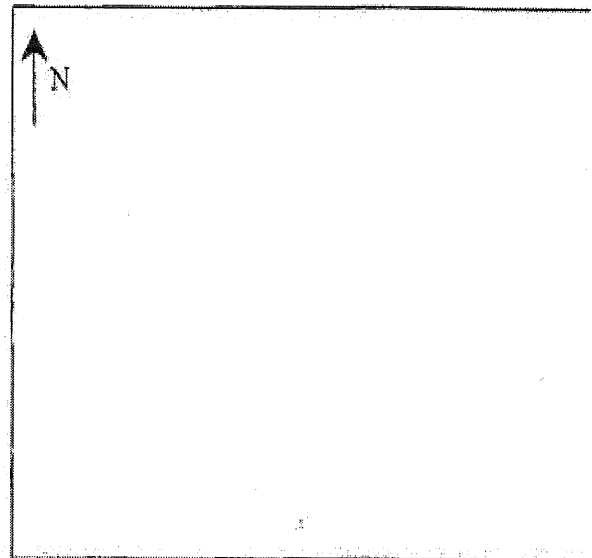
APPLICATION INFORMATION

- 1 Immunization Construction
Applicant Name
- 2 2 N. main #1 Providence
Applicant Mailing Address
- Providence Ut 84332
City State Zip Code
- 3 105 W. 750 N.
Address of Construction
- 4 435-512-8320
Telephone #
- 5 Mike Zollinger
Owner's Name (if different from applicant)
- 6 ADU
Type of Structure
- 7 Zollinger
Subdivision Name and Lot Number
- 8 1194 1.61
Square Footage Lot Size
- 9 02-304-0001
Tax Identification Number
- 10 27'
Building Height
- 11 ☒ Sewer ☐ Septic Tank
☐ City Water ☐ Private Well
☐ Electricity ☐ Gas
- 12 _____
Notes

Sample Plot Plan
(numbers do not represent required setbacks)



Plot Plan



APPROVED
PLANNING AND ZONING

DATE

FEES PAID- TREASURER

DATE

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes.

IMPACT FEES

<u>Ordinance 2022-3</u>	WATER IMPACT FEE:		
	SIZE:		
	1"	\$	3,050
	1-1/2"	\$	6,070
	2"	\$	9,730
	3"	\$	21,340
	TRANSPORTATION		
	RESIDENTIAL	\$	1,760
	GENERAL COMMERCIAL	\$	2,850
	MANUFACTURING/WAREHOUSING	\$	680
<u>Resolution 2019-3</u>	PARKS		
	SINGLE FAMILY (1-2 DWELLINGS- PER UNIT)	\$	5,330
	MULTI FAM (3+ PER UNIT)	\$	1,630
	SEWER		
		\$	8,760
<u>Resolution 2019-3</u>	STORM WATER		
	RESIDENTIAL	\$	275
	COMMERCIAL	SEE RESOLUTION	

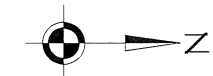
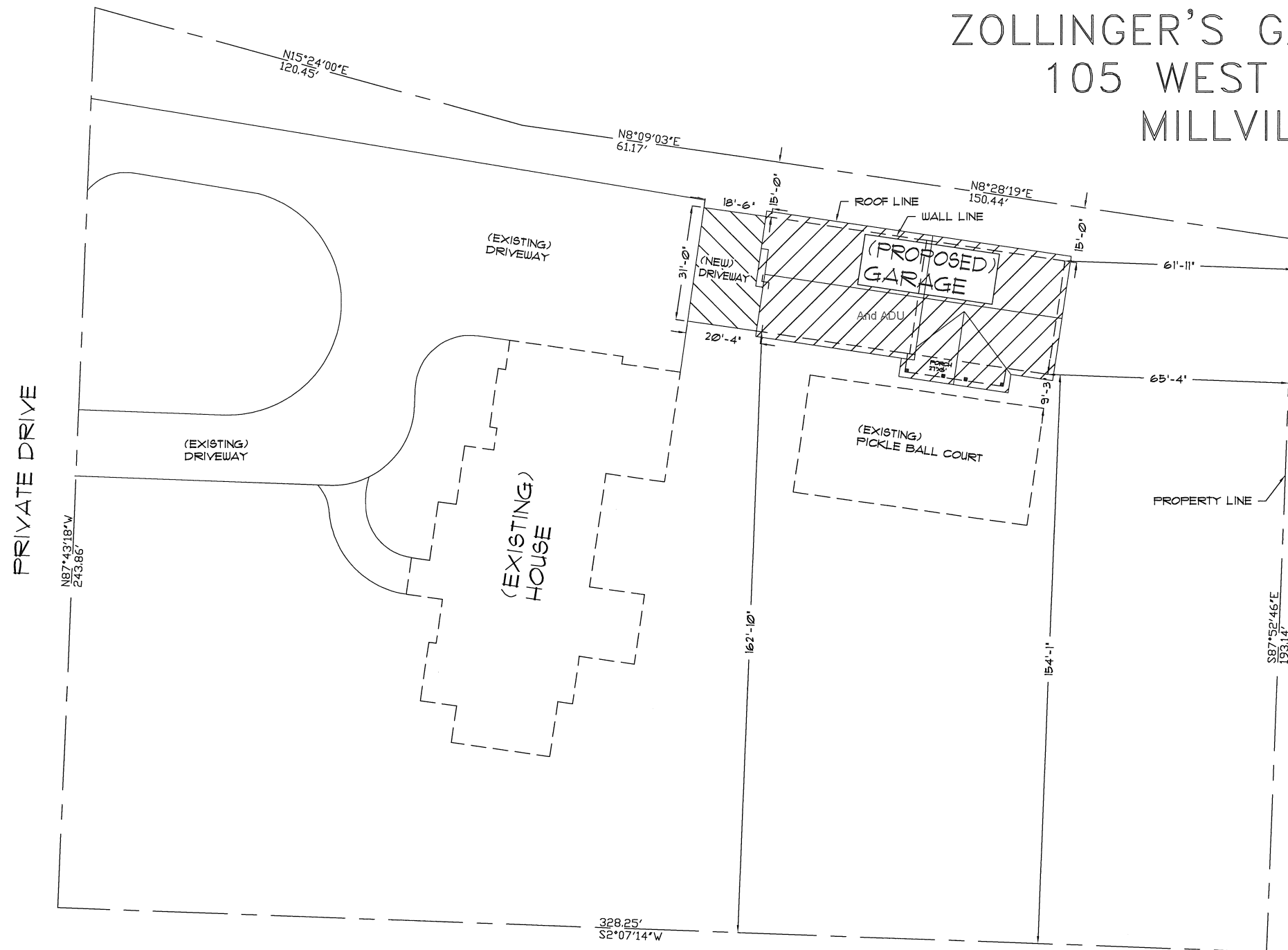
RESIDENTIAL HOME FEES:

<u>Resolution</u> <u>2024-1</u>	WATER DEPOSIT: <i>credits to acct after 2 years on-time payments</i>		\$	150
	ADMINISTRATIVE FEE:		\$	50
	CONSTRUCTION WATER FEE: <i>(refundable after 1 yea r)</i>		\$	550
	TAPPING FEE:		\$	100
HILLSIDE OVERLAY DEVELOPMENT REVIEW		<u>Resolution 2025-19</u>	\$	2,000

CONSTRUCTION DEPOSITS & REVIEW FEES

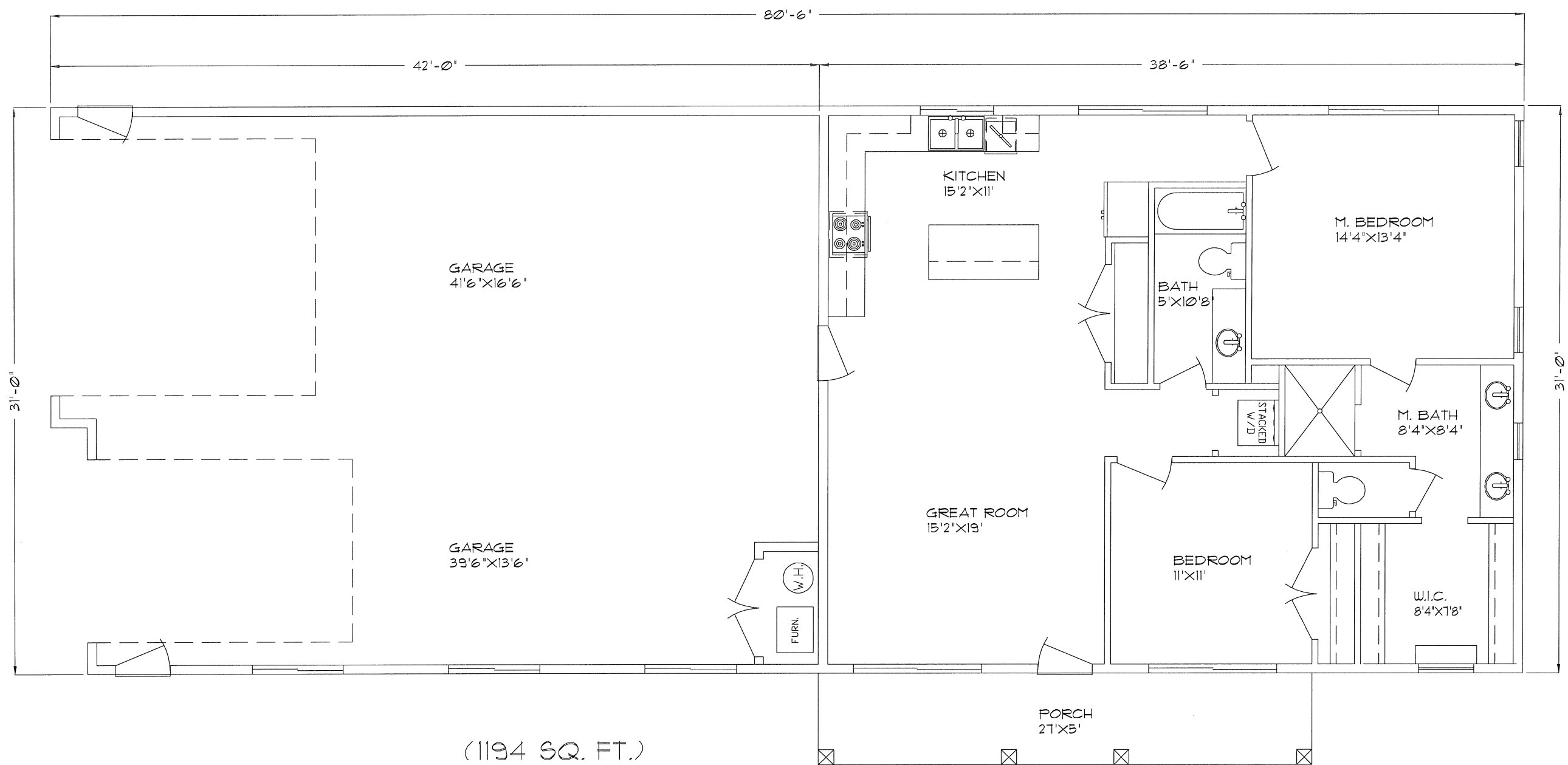
<u>Resolution 2025-15</u>	NEW HOME BUILD*		
	DEPOSIT <i>(refundable w/in 2 years after landscaping installed)</i>	\$	2,000
	REVIEW FEE	\$	250
	HOME ADDITION*		
	DEPOSIT <i>(refundable after project completion)</i>	\$	1,000
	REVIEW FEE	\$	150
	OTHER ZONING CLEARANCE*		
	DEPOSIT <i>(refundable after project completion)</i>	\$	500
	REVIEW FEE	\$	150
	* 50% REVIEW FEE CHARGE FOR EACH NEW/REVISED REVIEW		

IMMACULATE HOMES
ZOLLINGER'S GARAGE ADDITION
105 WEST 750 NORTH
MILLVILLE, UT.



PLOT PLAN
SCALE: 1" = 16'

FINELINE DESIGN & DRAFTING	
TITLE: PLOT PLAN	
DRWG SIZE: D	DATE: 8/19/26
DRAWN BY: D. CROSSLEY (435)755-6647	
DRWG #: 1 OF 1	COPYRIGHT © 2026



(1194 SQ. FT.)
MAIN FLOOR PLAN
SCALE: 1/8" = 1'



EAST ELEVATION
SCALE: 1/8" = 1'



SOUTH ELEVATION

MILLVILLE CITY
Zoning Clearance for Building Permit
 For questions email: kara@millvilleut.gov



APPLICATION INFORMATION

1 FRANK PEART
 Applicant Name

2 P.O. BOX 527
 Applicant Mailing Address

MILLVILLE, UTAH 84326
 City State Zip Code

3 315 EAST 350 NORTH
 Address of Construction

4 385-319-4700
 Telephone #

5 _____
 Owner's Name (if different from applicant)

6 WOOD - FRAMED
 Type of Structure

7 LOT 45 GLENRIDGE UNIT 1 phase 4
 Subdivision Name and Lot Number

8 360 1/3 ACRE
 Square Footage Lot Size

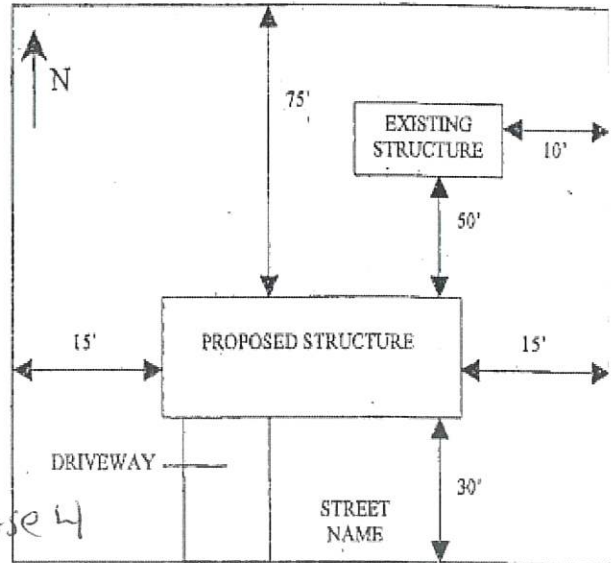
9 528-94-7426
 Tax Identification Number

10 13 FEET
 Building Height

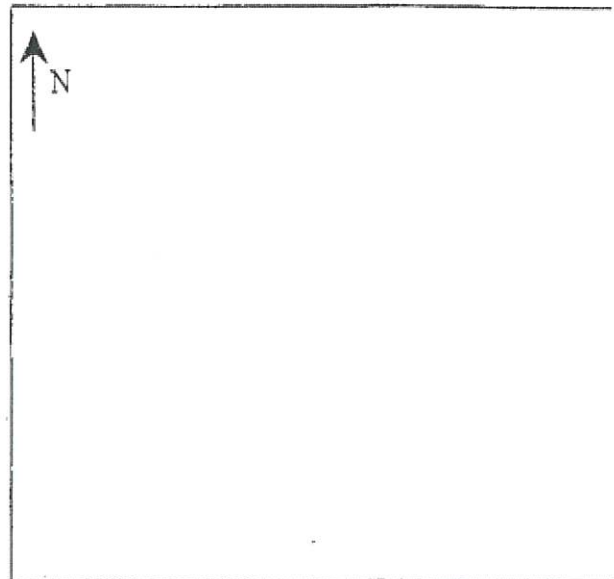
11 ☒ Sewer ☐ Septic Tank
☒ City Water ☐ Private Well
☒ Electricity ☐ Gas

12 _____
 Notes

Sample Plot Plan
 (numbers do not represent required setbacks)



Plot Plan



APPROVED _____ **DATE** _____
PLANNING AND ZONING

FEES PAID- TREASURER _____ **DATE** _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed.
 This clearance is not a waiver of compliance with either the zoning ordinance or the building codes.

PEART ADDITION
315 EAST 350 NORTH
MILLVILLE, UT 84326



FRONT ELEVATION RENDERING

OCCUPANCY:	U (UTILITY AND MISC.)
CONSTRUCTION TYPE:	WOOD FRAMED
BUILDING TYPE:	SHOP AND CARPORT
ADDITION SIZE:	APX. 400 GARAGE SQ. FT.
CARPORT SIZE:	APX. 250 SQ FT .
ADDITION FOOTPRINT:	25.5' WIDE X 25" DEEP

BUILDING SPECIFICATIONS

0 OF 4	PROJECT COVER PAGE
1 OF 4	FLOOR PLAN
2 OF 4	ELEVATIONS
3 OF 4	CROSS SECTION
4 OF 4	PLOT PLAN

INDEX OF DRAWINGS

IT IS THE INTENT OF THESE DRAWINGS TO GIVE THE EXPERIENCED BUILDER/CONTRACTOR SUFFICIENT INFORMATION TO BUILD THE PROJECT SHOWN. IT IS THEREFORE THEIR RESPONSIBILITY TO INSURE THAT CODE IS MET AND THAT ALL DIMENSIONS ARE FIELD VERIFIED. NO WARRANTY IS IMPLIED WITH THESE DRAWINGS. SHOULD CITY, COUNTY, STATE, OR FEDERAL LAW REQUIRE THAT THESE DRAWINGS BE COMPLETED BY A LICENSED ARCHITECT OR ENGINEER, THESE DRAWINGS ARE NOT TO BE USED IN ANY CONSTRUCTION OF THIS STRUCTURE

REVISION TABLE		DESCRIPTION					
NUMBER	DATE						

SHEET TITLE:

COVER PAGE

PEART ADDITION

DRAWINGS PROVIDED BY:

BRYCEN & AMY MILLS

DATE:

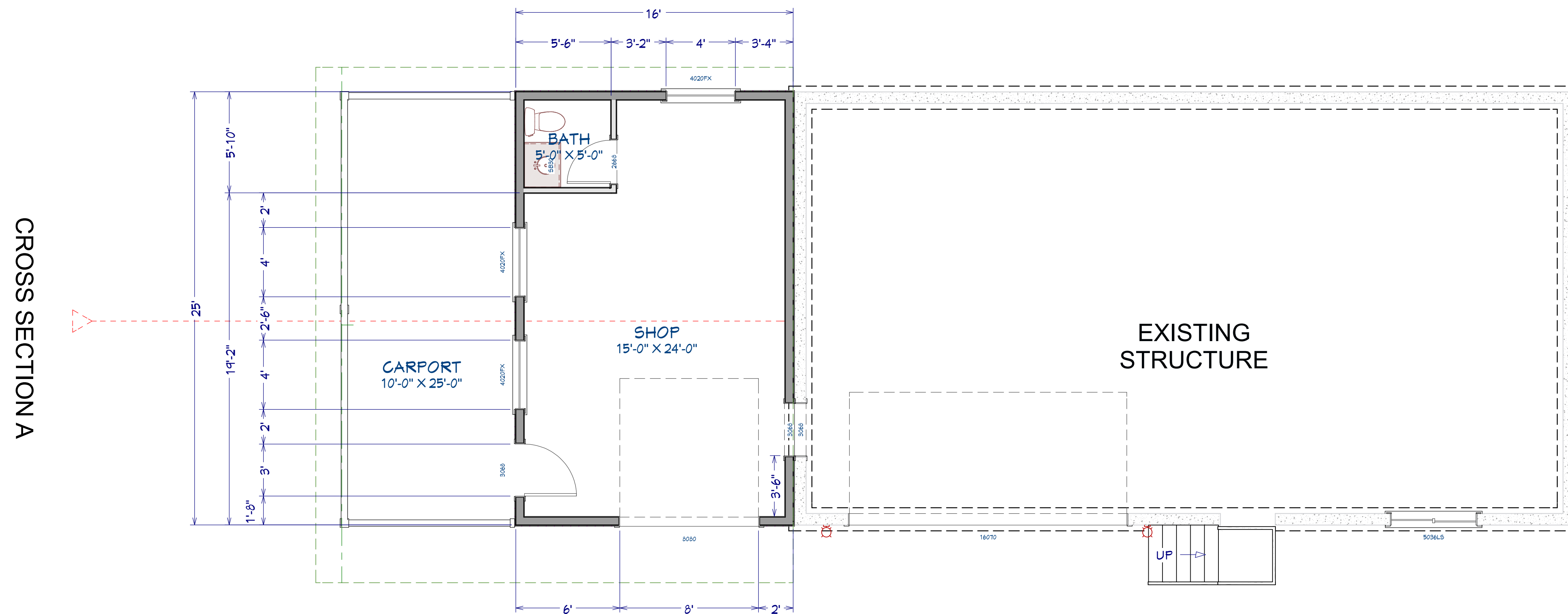
7/29/2026

SCALE:

1/4" = 1'

SHEET:

0 OF 4



MAIN LEVEL LAYOUT

LIVING AREA 400 SF

NOTE:
WINDOW LABEL 4020FX REPRESENTS A
4'0" WIDE X 2'0" TALL FIXED WINDOW

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GENERAL NOTES

1. FOUNDATION WALL

2. FOOTING

3. PROVIDE SHUT OFF VALVE FOR ALL PLUMBING FIXTURE SUPPLY LINES

4. ALL EXTERIOR WALLS
ARE TO BE FRAMED
WITH 2 X 6 MATERIALS

5. PROVIDE 1" MIN.
WATER SERVICE LINE
INTO STRUCTURE

6. SEE COVER SHEET
FOR DRAWING INDEX

[illegible]

SHEET TITLE:

FLOOR PLAN

PEART ADDITION

DRAWINGS PROVIDED BY:

BRYCEN & AMY MILLS

DATE:

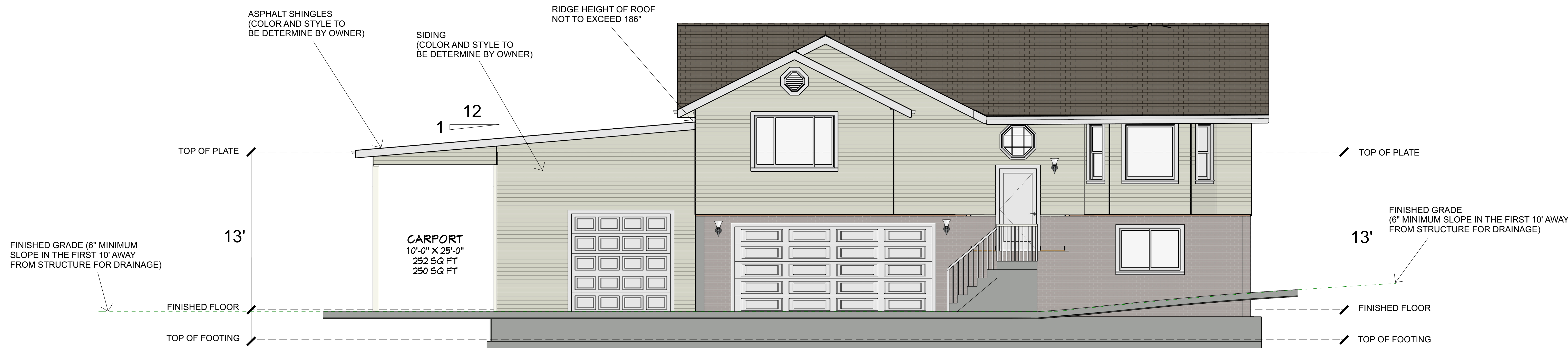
7/29/2026

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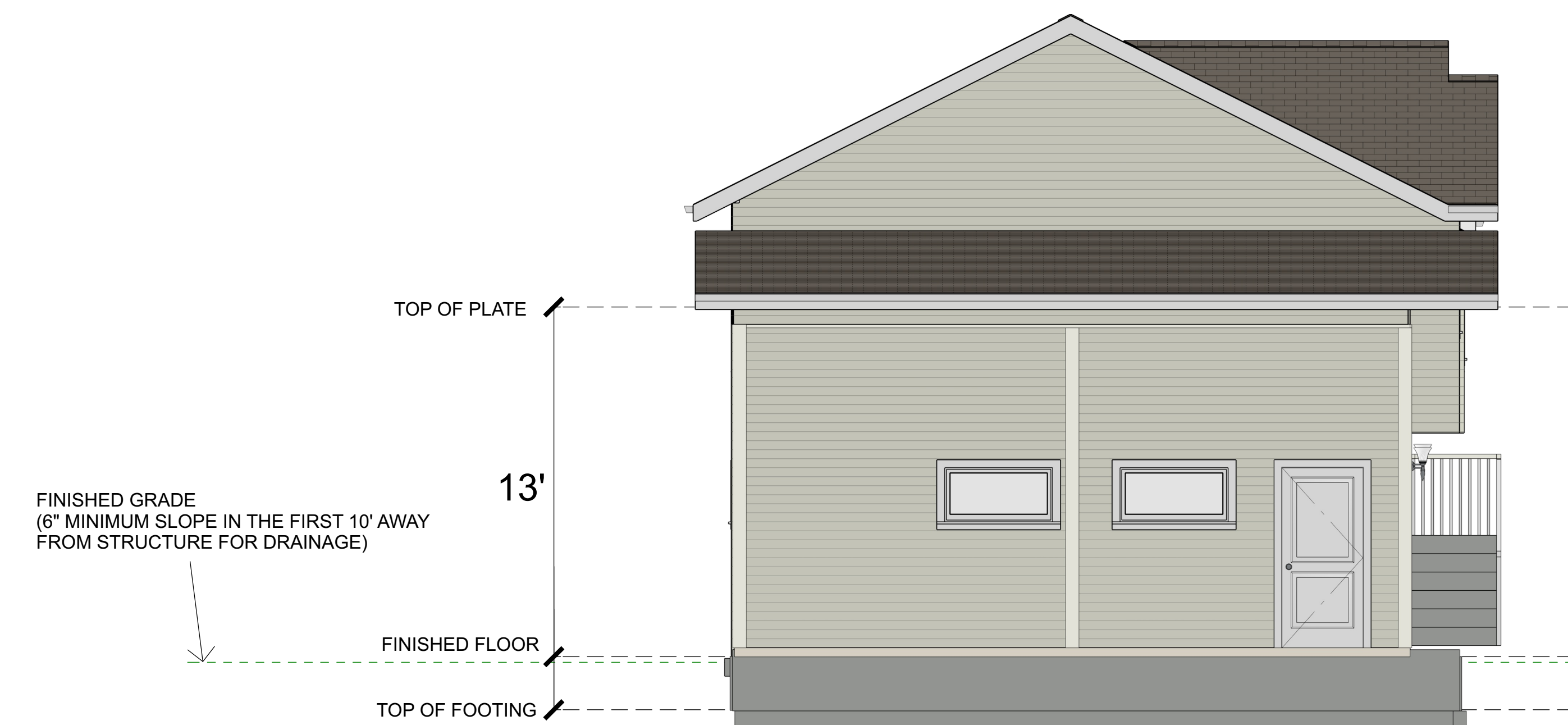
$$1/4" = 1'$$

SHEET:

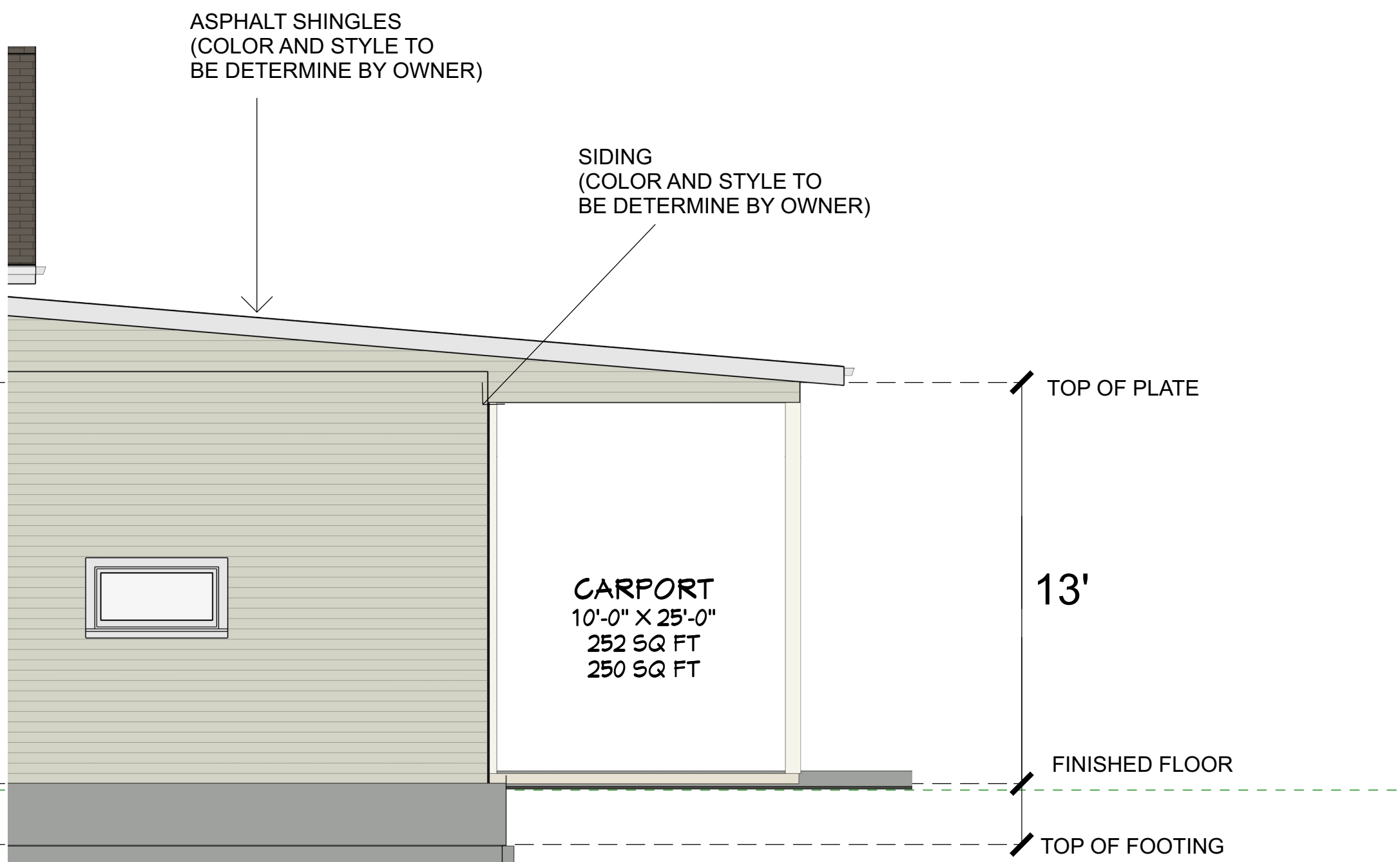
1 OF 4X



FRONT ELEVATION



LEFT ELEVATION



REAR ELEVATION

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REVISION TABLE		NUMBER	DATE	REVISED BY	DESCRIPTION

SHEET TITLE:		ELEVATIONS	
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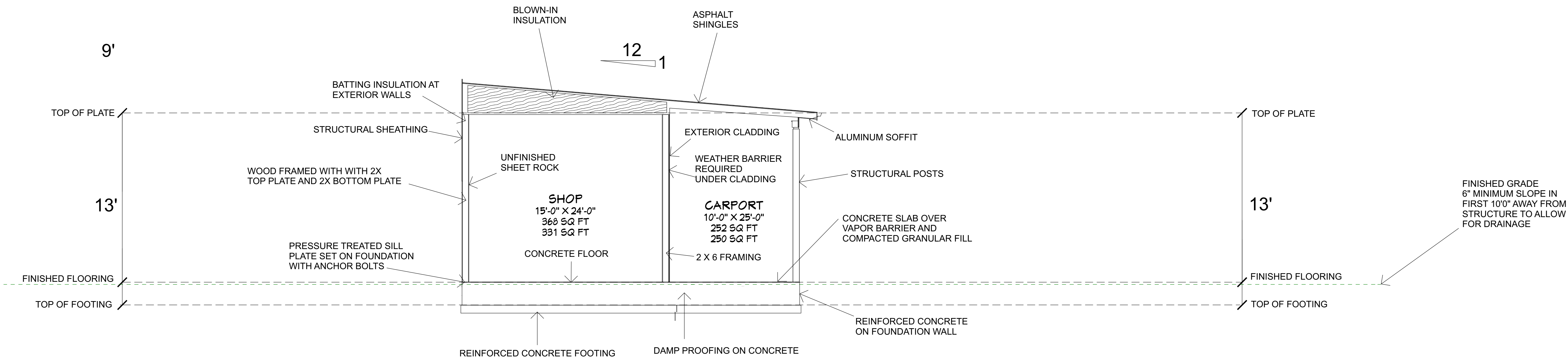
PEART ADDITION	
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DRAWINGS PROVIDED BY:		BRYCEN & AMY MILLS	
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DATE:		7/29/2026	
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SCALE:		1/4" = 1'	
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SHEET:		2 OF 4	
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CROSS SECTION A

GENERAL NOTES

- 1. ALL LUMBER IN CONTACT WITH CONCRETE MUST BE PRESERVATIVELY TREATED OR FOUNDATION GRADE REDWOOD
- 2. INSPECTION REQUIRED ON EXTERIOR BARRIERS AND FLASHING PRIOR TO INSTALLING EXTERIOR CLADDING
- 3. SEE COVER PAGE FOR DRAWING INDEX

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REVISION TABLE		DESCRIPTION
NUMBER	DATE	

SHEET TITLE:

CROSS SECTION

PEART ADDITION

DRAWINGS PROVIDED BY:

BRYCEN & AMY MILLS

DATE:

7/29/2026

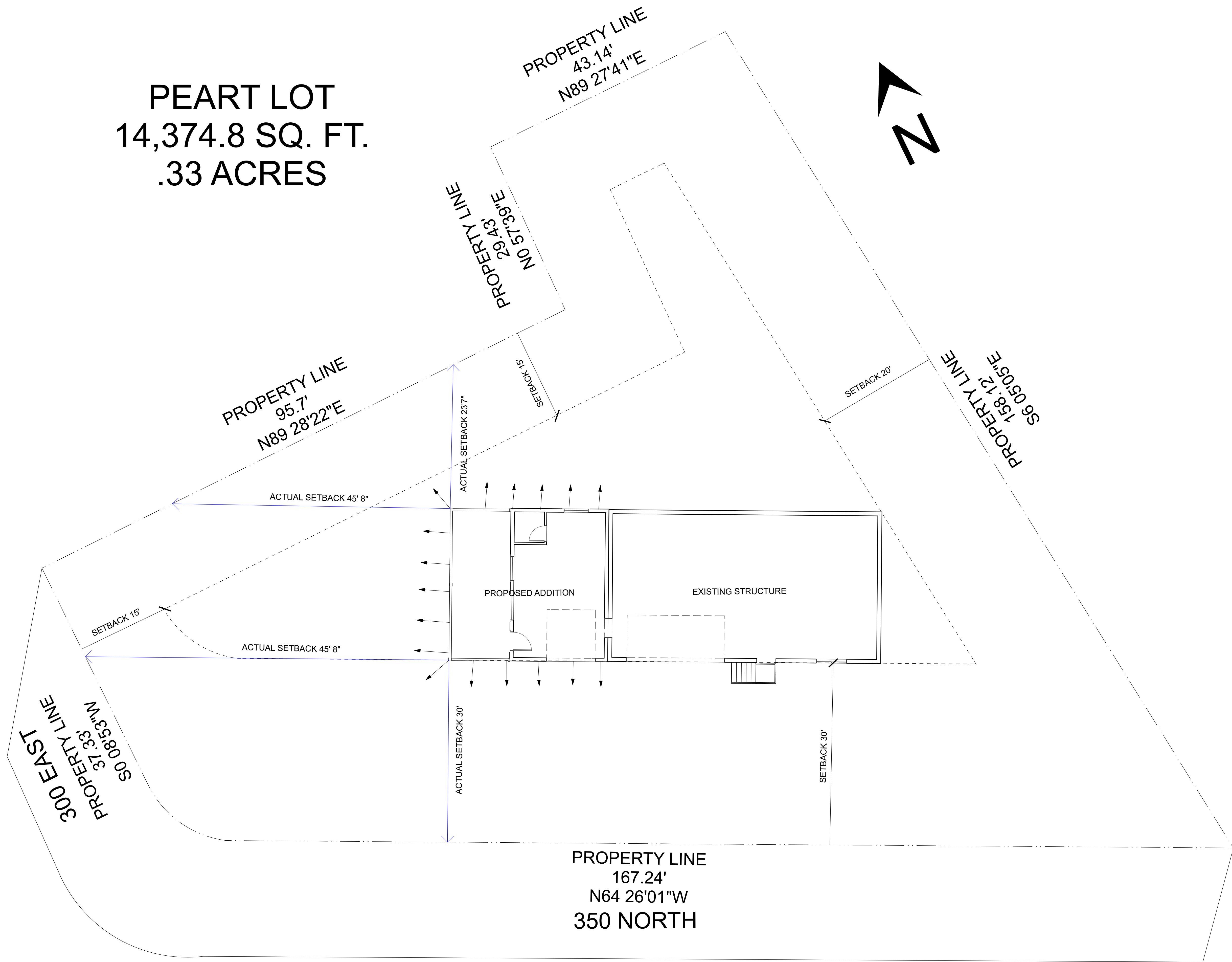
SCALE:

1/4" = 1'

SHEET:

3 OF 4

PEART LOT
14,374.8 SQ. FT.
.33 ACRES



LEGEND

- 1. PROPERTY LINE
- 2. SETBACK/PUE
- 3. DRAINAGE ARROW

SIDE NOTES

- 1. CONTRACTOR IS RESPONSIBLE TO VERIFY ALL CONDITIONS, DIMENSIONS, ELEVATIONS, ETC. AT THE SITE
- 2. BUILDING LOCATION MUST COMPLY WITH ALL REGULATIONS OF THE CITY ORDINANCES
- 3. NO STUMPS, ROOTS, OR ORGANIC MATERIAL SHALL BE PRESENT IN SOIL AT THE AREA OF THE BUILDING
- 4. WATER METERS CANNOT BE LOCATED IN DRIVEWAYS APPROACHES OR SIDEWALKS
- 5. BUILDINGS CANNOT BE LOCATED IN EASEMENTS OR RIGHT OF WAYS
- 6. SITE SHALL BE GRADED SO THAT THE GROUND SLOPES AWAY FROM THE STRUCTURE AT A MINIMUM OF 6" IN THE FIRST 10'
- 7. ANY RETAINING WALL OVER 4' IN HEIGHT FROM THE BOTTOM OF THE FOOTING TO THE TOP OF THE WALL MUST BE APPROVED WITH ENGINEERED DETAILS INCLUDED
- 8. ADDRESS NUMBERS THAT ARE PLAINLY VISIBLE FROM THE STREET WILL BE INSTALLED. THE NUMBERS SHOULD BE A MINIMUM OR 4" HIGH
- 9. EACH LOT SHALL HAVE A SOILS REPORT FROM A STATE LICENSED ENGINEER AFTER EXCAVATION. THE REPORT AND RECOMMENDATIONS MUST BE PRESENT DURING FOOTING INSPECTION
- 10. HOMES LOCATED IN POTENTIAL FLOOD AREAS SHALL BE REQUIRED TO HAVE ELEVATION CERTIFICATES PRIOR TO AND AFTER COMPLETION OF STRUCTURE
- 11. SEE COVER SHEET FOR DRAWING INDEX

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REVISION TABLE		REVISION BY	DESCRIPTION
NUMBER	DATE		

SHEET TITLE:

PEART ADDITION

PLOT PLAN

DRAWINGS PROVIDED BY:

BRYCEN & AMY MILLS

DATE:

7/29/2026

SCALE:

1/8" = 1'

SHEET:

4 OF 4