



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, August 6, 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
Sid Bodily
Alex Dubovik
Brian Gilbert
Ken Ormond
Jay Thackeray

Jeremy Kimpton, City Manager
Amy Hugle, City Attorney
Madison Brown, City Planner
Michelle Drago, Deputy City Recorder

Others in attendance were Mayor Travis Mote; Diana Baker, Alternate Planning Commission Member; Ruth Ormond; Stephanie Dickson; Doug Younger; Jen Thorsted; Abby Hooser; and Nathan Bartsch.

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

1. PRAYER: Chandler Bingham
2. PLEDGE OF ALLEGIANCE: Alex Dubovik
3. GENERAL PUBLIC COMMENTS

Time Stamp: 02:49 – 08/06/2026

Chairman Bingham reminded the audience that public comments should be limited to issues that were within the Planning Commission's authority and responsibility.

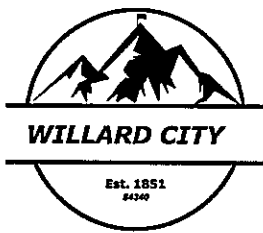
Diana Baker, Alternate Planning Commission member, 276 West Center Street, was concerned that the width of Center Street did not meet the Public Works Standards. The narrower width led to complaints when she parked on the side of the road. It could also mean slower emergency response times a fire was sparked in the dry weeds along the railroad tracks. Chairman Bingham felt Commissioner Baker needed to address her concerns about sub-standard streets and emergency response with the City Council.

Commissioner Baker suggested that the Planning Commission packets include links to city maps so the Planning Commission could determine if streets were sub-standard.

4. CITY COUNCIL REPORT

Time Stamp: 08:31 – 08/06/2026

Mayor Travis Mote stated that during its July 2nd meeting, the City Council reviewed and tabled for further study the Economic Development Plan forwarded by the Planning Commission; discussed the deferral agreement for the Broke Ass Subdivision with Rod and Debbie Braegger and sent it back to the Planning Commission to review and make a recommendation regarding the amended subdivision plat; discussed the City website and chose a new website provider; discussed a new franchise agreement with Connex; and tabled a presentation by Forged Fiber.



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- 5A. PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING A PRELIMINARY PLAN FOR THE JSR SUBDIVISION SUBMITTED BY JUSTON DICKSON LOCATED AT APPROXIMATELY 1547 NORTH HIGHWAY 89 (PARCEL NO. 02-040-0012)

Time Stamp – 11:27 - 08/06/2026

Commissioner Bodily moved to open the public hearing at 6:41 p.m. Commissioner Ormond seconded the motion. All voted “aye.” The motion passed unanimously.

Chairman Bingham read the Planning Commission’s Rules of Order statement.

Madison Brown, City Planner, stated that Juston and Stephanie Dickson submitted an application for the JSR Subdivision in May of 2025. Their subdivision improvement application was submitted in May 2026. She sent them a list of needed revisions, which were submitted on July 8th. The rest of the staff reviewed the revised plans revised and determined the subdivision was ready for a public hearing. The Dickson’s were proposing to split 1.23 acres located at 1547 North Highway 89 into two lots. The property was zoned R ½. Both lots would be over a half-acre and would satisfy the minimum lot size requirement. Both lots would have frontage on Hargis Hill Road and Highway 89.

Stephanie Dickson, 265 East 1000 North, stated that they did not plan to do anything with the property. They just wanted to split it on paper.

Chairman Bingham opened the floor for public comments.

Diana Baker, Alternate Planning Commission member, 276 West Center Street, asked if Willard had heard anything about the Olsen Orchards Subdivision in Perry. Amy Hugie, City Attorney, and Chairman Bingham said the Perry subdivision did not have anything to do with the JSR Subdivision. Ms. Baker said the JSR Subdivision was located on Hargis Hill Road and could be affected by the Perry subdivision because it planned to alter Hargis Hill Road.

Commissioner Dubovik felt the Perry subdivision was related to the JSR Subdivision. The Planning Commission was about to begin discussing the width of Hargis Hill Road. Amy Hugie said the width of the road didn’t have anything to do with what Perry was doing. The width of Hargis Hill Road would be governed by Willard’s code, which was 60 feet.

Commissioner Dubovik felt Ms. Baker had a point. The issues were tied together Willard residents were concerned about traffic on Hargis Hill Road, which could be affected by the Perry subdivision. The discussion regarding JSR Subdivision would address the width of Hargis Hill Road, which could directly impact traffic and the future use of the road. Those concerns could help the Planning Commission prioritize and direct its conversation. He felt residents’ concerns could be eased if Willard’s portion of Hargis Hill Road was developed as part of the Perry subdivision. Amy Hugie reminded the Planning Commission that they didn’t have a say in the improvement of Hargis Hill Road. The City Council was responsible for deciding whether Hargis Hill Road would be widened and improved. It was the purview of the City Council to determine how Public Works money would be spent.

Nathan Bartsch, 1522 North Main, asked if there were any plans to bring more traffic to the intersection of Hargis Hill Road and Highway 89. Mayor Mote stated that Nilson Homes planned to subdivide their property. At some time, there would probably be more traffic at that intersection.



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Commissioner Thackeray moved to close the public hearing at 6:49 p.m. Commissioner Gilbert seconded the motion. All voted “aye.” The motion passed unanimously.

- 5B. REVIEW AND CONSIDERATION OF A SUBDIVISION IMPROVEMENT PLAN FOR THE JSR SUBDIVISION SUBMITTED BY JUSTON DICKSON LOCATED AT APPROXIMATELY 1547 NORTH HIGHWAY 89 (PARCEL NO. 02-040-0012)

Time Stamp – 19:17 - 08/06/2026

Amy Hugie stated that there were several issues listed in the staff report that needed to be addressed before the JSR Subdivision could move forward. Those issues included dedication of the 60-foot standard roadway; the utility easement needed to be identified as municipal utility easements (MUE) alongside the public utility easements (PUE); submission of the stormwater report; revision of the construction plans and detail sheets to address engineering and Public Works review comments; properly formatted signature and notary blocks on the subdivision plat; and closure of access from U.S. Highway 89.

Commissioner Gilbert asked why the subdivision had been brought to the Planning Commission if it wasn't complete. Madison Brown said the Planning Commission was the Administrative Land Use Authority. The public hearing and ALUA review were part of the subdivision review process. The Administrative Land Use Authority was supposed to review the staff report and provide feedback and comments. She would compile those comments and give them to the applicant who had 40 days to respond, which would end the first review cycle.

Commissioner Gilbert didn't have a problem with the proposed subdivision if it complied with the staff's requirements. He felt there was a lot of due diligence needed by the applicants. Commissioners Bodily, Bigham, and Thackeray agreed.

Stephanie Dickson asked about municipal utility easements (MUE's). Amy Hugie said public utility easements could be used by public utilities, such as Rocky Mountain Power and Enbridge. The municipal utility easement was related to Willard's ability to put in utilities. The state legislature decided to designate two different types of utility easements. It was the same easement, it just had to be identified as both a public utility easement and a municipal utility easement.

Commissioner Thackeray asked why all this work was necessary for a simple lot split. He could understand all these requirements for a building lot, but he didn't feel they were necessary just to divide property. Amy Hugie said that if property was split, it was subdivided. When property was subdivided, the city had to make sure infrastructure improvements were put in. That was part of the state and city codes. If improvements weren't required during a subdivision, there would be problems in the future.

Commissioner Thackeray felt Willard should have addressed the substandard width of Hargis Hill Road when it upgraded the intersection 10 to 15 years ago. Ms. Hugie said that was a good example of why subdivisions needed to be done right.

Commissioner Dubovik asked about practical improvements. Would there be an improvement guarantee to trigger future road improvements? Amy Hugie said the only improvements that could be deferred were curb, gutter, and sidewalk. There was a list of requirements to allow a deferment. One requirement was a publicly improved street. Hargis Hill Road currently did not meet the standard of a publicly improved street. The Planning Commission could not consider a deferral until it had approved a subdivision improvement plan and a preliminary plan.



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Commissioner Dubovik asked if the width of the physical road could be deferred. Amy Hugie said Dickson's would have to dedicate the extra 2.5 feet needed to make their half of Hargis Hill Road 30 feet; the half width of the standard 60-foot right-of-way.

Commissioner Dubovik asked if Dickson's would be responsible for the extra asphalt needed to widen Hargis Hill Road. Jeremy Kimpton, City Manager, said that typically the Dickson's would be responsible for improving their half of the city right-of-way. If the city planned to make other improvements to Hargis Hill Road, there might be some additional deferment for the Dickson's.

Mayor Travis Mote stated that because of what Perry was doing, Willard City needed to decide what to do about Hargis Hill Road. The road needed to be widened, and it had some drainage problems. It might take a few years to generate the funds from the city's road funds. The City Council planned to discuss the issue during its August 13th meeting.

Commissioner Bodily asked why Hargis Hill Road wasn't 60 feet wide. Amy Hugie explained that the city standard was 60 feet. It didn't mean that every road in Willard met that standard. Madison Brown explained that the right-of-way was 60 feet, which included curb, gutter, and sidewalk. The pavement was supposed to be 35 feet.

Commissioner Thackeray stated that when Willard improved Hargis Hill Road many years ago, it consumed all the right-of-way to the west to make the intersection with Highway 89 work. He felt the right-of-way would have to be widened on the east side to get the necessary width.

Commissioner Bodily pointed out that the Dickson's currently did not plan to do anything with the property, but that could change.

Commissioner Ormond did not have a problem with the proposed subdivision if it complied with the staff requirements. He did understand that the right-of-way needed to be widened. He didn't agree that creating a single lot should require them to rebuild a substandard public street. He felt the City was responsible for bringing it up to code.

Commissioner Gilbert said Willard couldn't have a double standard. It couldn't say this person didn't have to put in improvements while another one did. Willard had to have defined standards that were fair for everybody.

Commissioner Thackeray asked if Willard's code defined a subdivision as anything with two or more lots. Amy Hugie said it did. Commissioner Thackeray said other communities defined a subdivision as three or more lots. Ms. Hugie said the state code defined a subdivision as any land divided, resubdivided, or proposed to be divided into two or more lots or other divisions.

Chairman Bingham said the Willard Planning Commission had recommended standards for smaller subdivisions. However, some improvements could not be deferred. The Dickson property was unusual because of the roads.

Commissioner Thackeray agreed that the proper right-of-way and width of asphalt mattered. Having those legally done mattered. This was a subdivision, and the rights-of-way needed to be correct. Deferment of curb, gutter, and sidewalk was a different issue.



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Chairman Bingham asked how ALUA should proceed. Madison Brown said the subdivision improvement plans had to be approved before the preliminary plat could be approved. The preliminary plan had to be approved before a deferment request could be considered. If ALUA wanted to send the subdivision back for a second review round, she would compile all comments and explain the needed revisions with the Dickson's.

Commissioner Dubovik expected that the next time the Planning Commission reviewed the JSR Subdivision everything would be complete. Madison Brown said that was the goal.

Commissioner Bodily moved to table review and consideration of the JSR subdivision improvement plan submitted by Juston Dickson. Commissioner Dubovik seconded the motion. All voted "aye." The motion passed unanimously.

- 5C. REVIEW AND CONSIDERATION OF A PRELIMINARY PLAN FOR THE JSR SUBDIVISION SUBMITTED BY JUSTON DICKSON LOCATED AT APPROXIMATELY 1547 NORTH HIGHWAY 89 (PARCEL NO. 02-040-0012)

Time Stamp – 36:01 - 08/06/2026

Commissioner Gilbert didn't feel Items 5C and 5D should be on the agenda until the improvement plan was ready for approval. Madison Brown explained that the code required the preliminary plan to be included on the agenda with the improvement plan. Amy Hugie said the request for deferment was included to make sure it was tracked because the request had to be made at the preliminary stage.

Commissioner Bodily moved to table the review and consideration of the preliminary plan for the JSR Subdivision submitted by Juston Dickson. Commissioner Dubovik seconded the motion. All voted "aye." The motion passed unanimously.

- 5D. REVIEW AND CONSIDERATION OF A DEFERMENT REQUEST FOR THE JSR SUBDIVISION SUBMITTED BY JUSTON DICKSON LOCATED AT APPROXIMATELY 1547 NORTH HIGHWAY 89 (PARCEL NO. 02-040-0012)

Time Stamp: 37:26 – 08/06/2026

Commissioner Dubovik moved to table review and consideration of a deferment request for the JSR Subdivision submitted by Juston Dickson. Commissioner Bodily seconded the motion. All voted "aye." The motion passed unanimously.

- 5E. REVIEW AND DISCUSS PROPOSED AMENDMENT TO WILLARD CITY CODE TO DEFINE HOW FAR A DRIVE APPROACH ON A CORNER LOT MUST BE FROM AN INTERSECTION

Time Stamp: 37:54 – 08/06/2026

Madison Brown stated that Commissioner Thackeray asked the administration to find the distance requirement for a drive approach from an intersection. The administration had found that Willard's Zoning Code did not include a distance requirement for a drive approach from an intersection. She discussed the issue with the Public Works Director. When Willard received applications for curb cuts, applicants wanted to know what the requirements were. The administration, including herself, the Public Works Director, and



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the City Engineer, struggled to provide answers because the Code and Public Works Standards were not clear. She recommended that a defined table be added to the Code.

Commissioner Gilbert felt the administration should prepare a proposal for the Planning Commission to consider.

Commissioner Thackeray stated that the Planning Commission recently recommended that corner lots have 100 feet of frontage on both street sides. He felt drive approaches for corner lots should be as far from the intersection as possible. He proposed they be 50 feet from the corner. He was concerned about vehicles parked in driveways closer than 50 feet blocking the clear view of an intersection.

Commissioner Bodily recommended 30 feet. Jeremy Kimpton said he had always used 20 feet.

Commissioner Dubovik asked if 30 feet was a distance recognized by a recognized authority.

Amy Hugie felt the drive approach should be at least 30 feet from a corner because vehicles could not park within 30 feet of a stop sign.

Jeremy Kimpton said 20 feet plus the length of a full-size pickup was about 40 to 50 feet.

Commissioner Gilbert asked what Willard's line of sight requirement was. Mr. Kimpton said the line of sight was based on the road type - arterial or collector. He wasn't sure there was a specific distance. Twenty feet was usually the minimum. UDOT based line of sight on the traffic speed.

Commissioner Dubovik stated that according to AI, in Ogden, Utah driveway approaches must be set back from the nearest intersection face of the curb at least 50 feet for local street connections and at least 80 feet if one of the intersecting streets was a non-local collector or arterial road.

Jeremy Kimpton did not feel 50 feet was unreasonable.

Commissioner Ormond asked if driveways on major roads could be limited. Amy Hugie said Willard did not control state roads. Jeremy Kimpton said the City limit driveways on local roads if it designated a road as limited access.

Chairman Bingham asked if Willard could control parking on the highway. Amy Hugie said Willard could ask, but Willard had to receive UDOT permission to redline it.

After further discussion, Madison Brown stated that she would have a proposal for the Planning Commission to review at its next meeting.

5F. REVIEW CONDITIONAL USE PERMIT ISSUED TO KENNETH BRAEGGER ON FEBRUARY 5, 2016, FOR A HOME BUSINESS/CONTRACTOR LOCATED AT APPROXIMATELY 55 SOUTH 100 EAST (PARCEL NO. 02-050-0074), PREVIOUSLY REVIEWED ON OCTOBER 5, 2023

Time Stamp: 46:36 – 08/06/2026

Madison Brown stated that a conditional use permit was issued to Kenneth Braegger for a home business, specifically as a contractor, on February 5, 2016. Mr. Braegger's business was still active. His conditional use permit was reviewed by the Planning Commission on October 5, 2023. The city had not received any



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complaints regarding the business or conditional use permit. She had visually inspected the property. Willard didn't have any concerns.

Commissioner Thackeray asked if the conditional use permit was a one-time fee. Madison Brown stated that Mr. Braegger was required to pay for an annual business license. The conditional use permit application fee was paid only once.

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR JULY 16, 2026

Commissioner Bodily moved to approve the regular minutes for June 18, 2026, as written. Commissioner Gilbert seconded the motion. All voted "aye." The motion passed unanimously.

7. ITEMS FOR THE AUGUST 20, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 49:14 – 08/06/2026

Chairman Bingham stated that Commissioner/Staff Comments had been removed from the agenda to keep meetings focused on issues that were within the Planning Commission's purview. The Planning Commission could make comments in this section of the meeting, but the comments needed to be about possible agenda items.

The Planning Commission discussed agenda items for the August 20, 2026, meeting – review and consider a proposed amendment for driveway approaches and another conditional use permit review. Ms. Brown said the next agenda could possibly include the JSR Subdivision and an amendment to the Broke Ass Ranch Subdivision.

Commissioner Dubovik asked for a report on all open projects. Amy Hugie provided a brief update on Canyon Bay, Mountain Bay, Granite Ridge, and Deer Run's ground water problems and park status. The administration was working on amendments to the Subdivision Ordinance.

Commissioner Baker asked about 200 East near the Children's Park and where Granite Ridge was under construction. Did Granite Ridge plan to hydroseed the area? She was concerned about dirt running into nearby backyards if there was a storm.

9. ADJOURN

Commissioner Dubovik moved to adjourn at approximately 7:31 p.m. Commissioner Thackeray seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: _____

9/3/26

Planning Commission, Chairman
Chandler Bingham

Planning Commission Secretary
Michelle Drago

dc:PC 08-06-2026