

Hinckley Town Planning and Zoning Commission
 Town Council Chambers
 161 East 300 North, Hinckley, UT
 Wednesday, August 12, 2026
 Digital Recording
 Invocation: Ron Black

I. PLEDGE

Commission Chairman Joe Taylor brought the Planning and Zoning Commission meeting to order at 7:07 pm and led those present in the Pledge of Allegiance.

II. ROLL CALL

Commission Members: Joy Partridge, Margene Stevens, Crista Kaman, Planning & Zoning Clerk Dixie Talbot, Hinckley Town Mayor Alan Miller, Town Council Member Ron Black online.

III. GUESTS

Lois Kunz, Ronald Mooney, Holli Miller, Kathie Simmons.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Commission Member Joy Partridge made a motion to approve the meeting minutes for July 8, 2026 as presented. Commission Member Crista Kaman seconded the motion.

V. PUBLIC HEARING

To receive public comment on an Ordinance to amend Hinckley Town Code, Title 11 Land Use, Chapter 19 Subdivision, Section 6 definitions and Section 21 Improvement Guarantees, Completion Assurances and Warranties. An Ordinance amending 11.19.6 definitions to include Completion Assurance and 11.19.21 C.3 to include Acceptance of an Irrevocable Letter of Credit.

Commission Chairman Joe Taylor opened the Public Hearing at 7:14 pm. The Commission discussed and clarified the Ordinance to be amended. Commission Member Crista Kaman made a motion to close the Public Hearing at 7:28 pm. Commission Member Joy Partridge seconded the motion.

VI: NEW BUSINESS:

1. To make a formal recommendation to the Town Council to accept the modifications to Hinckley Town Code, Title 11 Land Use, Chapter 19 Subdivision, Section 6 definitions and Section 21 Improvement Guarantees, Completion Assurances and Warranties. An Ordinance amending 11.19.6 definitions to include Completion Assurance and 11.19.21 C.3 to include Acceptance of An Irrevocable Letter of Credit.

Commission Member Margene Stevens made a motion to make a formal recommendation to Hinckley Town Council to accept the modifications to Hinckley Town Code, Title 11 Land Use, Chapter 19 Subdivision, Section 6 definitions and Section 21 Improvement Guarantees, Completion Assurances and Warranties. An Ordinance amending 11.19.6 definitions to include Completion Assurance and 11.19.21 C.3 to

include Acceptance of An Irrevocable Letter of Credit. Commission Member Crista Kaman seconded the motion.

2. Application to Appear - Ronald Mooney. Review and consider approval of a site plan to place a metal building at 140 N. 200 E.

Mr. Mooney addressed the Commission with his site plan for a 50x25 metal building on his property at 140 N. 200 E. The Commission reviewed his plans with his setbacks and determined his setbacks were in line with the requirements for Hinckley Town.

Commission Member Crista Kaman made a motion to approve the site plans for a 50x25 metal building on his property at 140 N. 200 E. Commission Member Margene Stevens seconded the motion.

3. Application to Appear - Lois Kunz. Review and consider approval of site plan for ADU on existing foundation at 30 S. 800 W. Ms. Kunz presented her plans and letter from an engineer stating the foundation was structurally sound and could be built on. Commission Members reviewed her plans and the letter from the engineer. There was discussion stating there are two water meters on the property. If Ms. Kunz wants to have separate meters for each structure she would be required to pay for a new water and sewer connection. She stated she would connect both structures to the existing water meter that is already in service and eliminate the cost for new utility connection costs. Hinckley Town will have Water Operator Dillon Lewis check the second meter to see what would be necessary to remove the meter from her property. After discussion Commission Member Joy Partridge made a motion to accept the site plan for an ADU to be built on the existing foundation at 30 S. 800 W. Commission Member Crista Kaman seconded the motion.

VII. OUTSTANDING BUSINESS

VIII. ADJOURNMENT

Commission Member Joy Partridge made a motion to adjourn the meeting at 7:49 pm. Commission Member Crista Kaman seconded the motion.

Tresa Taylor, Hinckley Town Clerk
Dixie Talbot, Planning and Zoning Secretary



Joe Taylor, Commission Chairman