

BOX ELDER COUNTY PLANNING COMMISSION AGENDA

September 17, 2026

Agenda review with Planning Commissioners at 6:00 p.m.

1. CALL TO ORDER 7:00 p.m. (County Commission Chamber Room, Main Floor)

- a. Roll Call (Commissioners B. Robinson, M. Wilding, J. Holmgren, J. Pugsley, J. Jacobsen, L. Jensen, B. East, B. Bowen)

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. APPROVAL of the August 20, 2026 Planning Commission Minutes.

5. UNFINISHED BUSINESS

- a. **WHITAKER LANDING SUBDIVISION, SS26-002**, Request for preliminary approval of a 7-lot subdivision located at approximately 14320 N 6000 W in the Garland area of unincorporated Box Elder County. **ACTION**.
- b. **SERENITY VISTA SUBDIVISION, SS26-019**, Request for preliminary approval of a 12-lot subdivision located at approximately 11000 N Hwy 38 in the Deweyville area of unincorporated Box Elder County. **ACTION**

6. PUBLIC HEARINGS

- a. **ORDINANCE TEXT AMENDMENT Z26-017**, Request for a text amendment to Section 5-1-70 Lot Standard and Street Frontage of the Box Elder County Land Use Management & Development Code. **ACTION**
- b. **ORDINANCE TEXT AMENDMENT Z26-019**, Request for a text amendment to Section 5-6-060(C) for existing Accessory Dwelling Units to be allowed as short-term rentals of the Box Elder County Land Use Management & Development Code. **ACTION**
- c. **ZONING MAP AMENDMENT Z26-020**, Request for a zone change of 4.1 acres from A-20 (Agriculture - 20 acre lots) to RR-1 (Rural Residential 1 acre lots) located at approximately 3724 N 6000 W in the Corinne area of unincorporated Box Elder County. **ACTION**
- d. **ORDINANCE TEXT AMENDMENTS Z26-021**, Request to amend Chapter 3-4 Commercial & Manufacturing Zone of the Box Elder County Land Use Management & Development Code. **ACTION**

7. NEW BUSINESS

- a. **MOUNTAIN VIEW RANCHETTES SUBDIVISION 1ST AMENDMENT, S26-021**, Request for a subdivision amendment located at approximately 3177 W 3200 N in the Corinne area of Unincorporated Box Elder County. **ACTION**
- b. **THE PRESERVE SUBDIVISION, SS26-022**, Request for preliminary approval of a 20-lot subdivision located at approximately 15100 N 4400 E in the Garland area of unincorporated Box Elder County. **ACTION**
- c. **LEGACY AT BEAR HOLLOW SUBDIVISION, SS26-023**, Request for preliminary approval of a 15 lot subdivision located at approximately 4000 W Hwy 30 in the Collinston area of unincorporated Box Elder County.

8. WORKING REPORTS

- a. None

9. PUBLIC COMMENT

10. ADJOURN

PLANNING COMMISSION POLICY FOR PUBLIC COMMENT (No action will be taken)

1. Those wishing to make a public comment shall sign the comment roll and will be responsible for following the rules outlined below.
2. Speaker will have one, three (3) minute opportunity to speak regardless of the number of items they wish to address.
3. Speaker shall address their comments to the Planning Commission only. This is a time to be heard, there will not be a back and forth dialogue with the Commissioners.
4. Speakers may file copies of their remarks with the Community Development Administrative Assistant. The Administrative Assistant will make the information available to the Planning Commission.

PLANNING COMMISSION POLICY FOR PUBLIC HEARINGS

1. Those wishing to speak at the public hearing shall sign the public hearing attendance roll, state their full name and residence, and comply with the rules outlined below.
2. Speaker will have one, three (3) minute opportunity to speak. Comments must address the subject matter of the public hearing.
3. Speaker shall address comments to the Planning Commission only. This is a time to be heard, it is not a question and answer period, there will not be a back and forth dialogue with the Commissioners.
4. Speakers may file copies of their remarks with the Community Development Administrative Assistant. The Administrative Assistant will make the information available to the Planning Commission.

PLANNING COMMISSION POLICY FOR PUBLIC INPUT VIA LETTER OR EMAIL

Public input received by County staff or the Planning Commission via letter, email, or other written communication before the submission deadline will be made available to the Planning Commission and added to the file of the item being considered. The submission deadline is 5:00pm on the day of the meeting. These written communications will not be read into the record during the public hearing. They should also be no longer in length than a three (3) minute comment.

PLANNING COMMISSION POLICY FOR DISTRIBUTED MATERIALS (pamphlets, plans, handouts that are provided to the Planning Commission)

1. Submission of Materials
 - a. All documents intended for consideration shall be submitted to staff no later than three (3) days prior to the meeting.
 - b. Materials submitted less than three (3) days prior to the meeting will be rejected.
2. Distribution at Meeting

- a. Any materials presented at a meeting that were not submitted in advance shall be:
 - i. In electronic format for all commissioners, staff, and the public to see as part of the applicant's presentation; or
 - ii. In paper format and provided to all commissioners, staff, and interested public in attendance; and
 - iii. With the understanding that last minute information may not be taken into account as part of the Planning Commission's deliberation and action.
- 3. Public Record
 - a. All materials submitted or distributed at a public meeting are public records and shall be retained and made available consistent with Utah law.
- 4. Fairness / Tabling
 - a. If new material is introduced that may affect a party's ability to respond, the Commission may table the item.

PLANNING COMMISSION POLICY FOR AGENDA ITEM FLOW

- 1. Agenda Item Flow
 - a. Item Introduction - PC Chair
 - b. Staff Report & Review
 - c. Applicant Presentation
 - d. Public Hearing (if required)
 - e. PC Deliberation & Vote
- 2. Applicant Presentation shall be completed in 5 minutes (up to 10 minutes may be allowed if requested in advance). Questions from the Planning Commission and answers provided by the Applicant will not be counted towards the time limitations.