

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a regularly scheduled meeting on Thursday, **September 17, 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 – September 3, 2026
5. Agenda Items:
 - A. Zoning Clearance- Addition for Jason Low located at 159 E 500 N.
 - B. Other
6. Agenda items for next meeting
7. Calendaring for future Planning Commission Meeting- Thursday, October 1, 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 14, 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
September 3, 2026

PRESENT: Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price, Shane Johnson, Kara Everton, Megan Dyer, Pam June

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for September 3, 2026, at 8:00 pm. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price 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 September 3, 2026 was reviewed. Commissioner Dickey moved to approve the agenda for September 3, 2026. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price 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 20, 2026. Commissioner Anderson moved to approve the minutes for the meeting on August 20, 2026 correcting some clerical errors. Commissioner Dickey seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price and Shane Johnson voted in favor.

5. A. Zoning Clearance- Accessory Dwelling Unit- Immaculate Homes for Mike Zollinger located at 105 W 750 N

A representative was not present. Commissioner Anderson asked what the maximum square footage was for ADU. The setbacks all look good. This is an external ADU. The code for an ADU was pulled up and was reviewed alongside this application.

Commissioner Anderson moved to approve Zoning Clearance for an Accessory Dwelling Unit- Immaculate Homes for Mike Zollinger located at 105 W 750 N. Commissioner Price seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price and Shane Johnson voted in favor.

5. B. Zoning Clearance- Addition- Frank Peart located at 315 E 350 N.

The home addition meets setback and height requirements.

Commissioner Price moved to approve Zoning Clearance for an Addition Frank Peart located at 315 E 350 N. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Matt Anderson, Lynette Dickey, Coby Price and Shane Johnson voted in favor.

5.C. Other

6. Agenda Items/Notes for Next Meeting

7. Calendaring of future Planning Commission Meeting – September 17, 2026 at 8:00 pm

8. Adjournment

Commissioner Greenhalgh moved to adjourn the meeting at approximately 8:23 p.m.

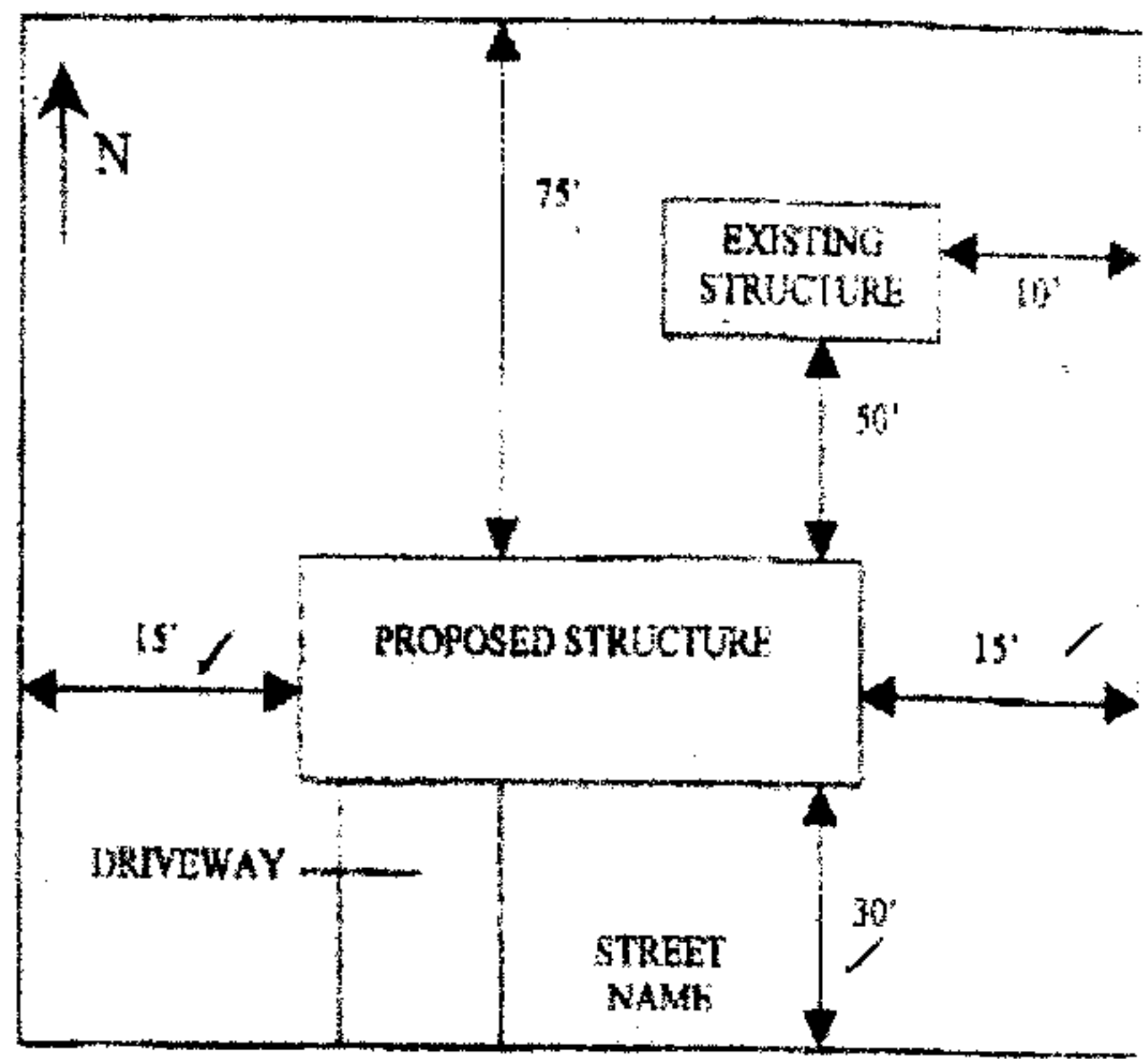
MILLVILLE CITY
Zoning Clearance for Building Permit
For questions email: kara@millvilleut.gov



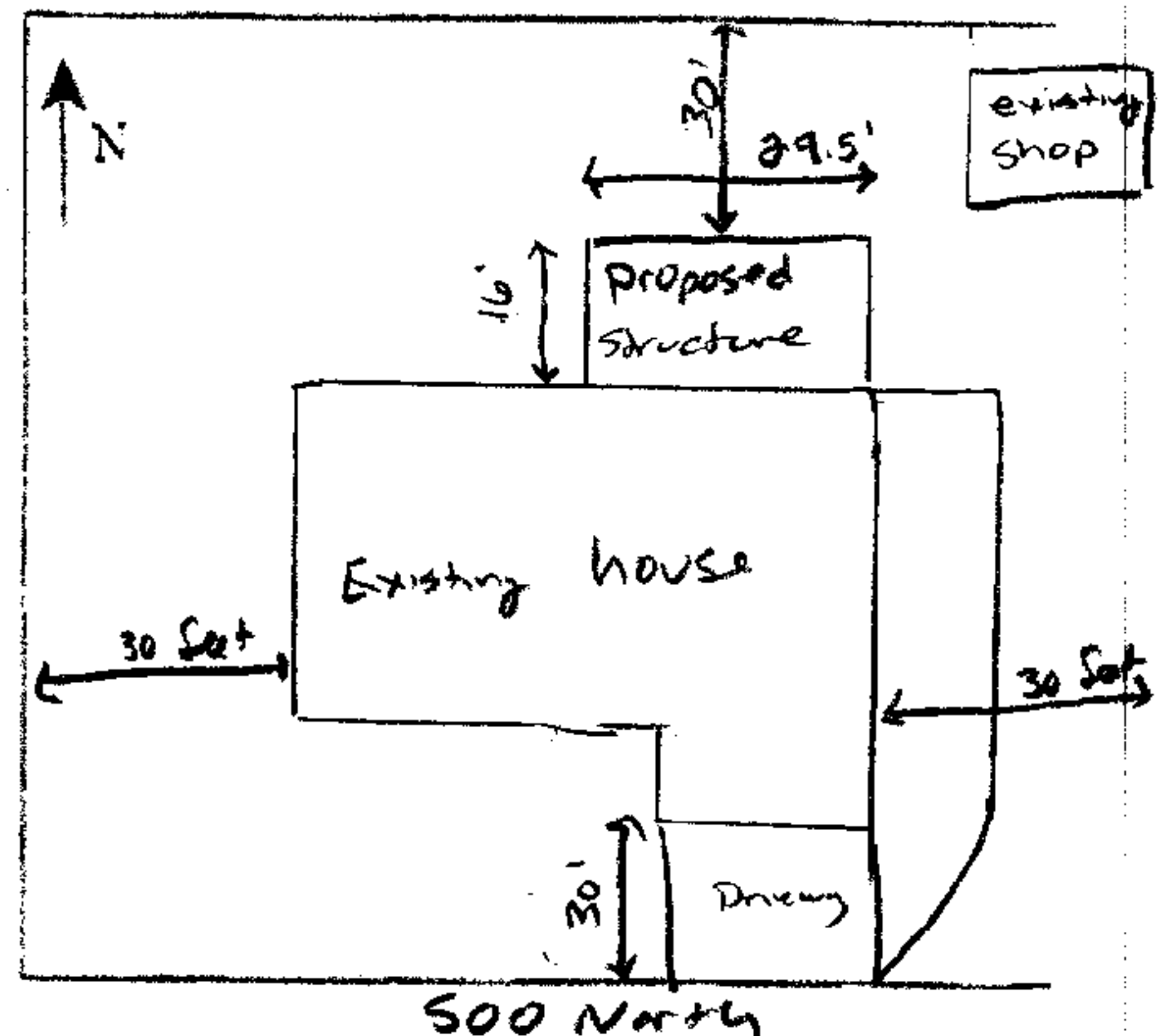
APPLICATION INFORMATION

- 1 Jason Low
Applicant Name
- 2 P.O. Box 195
Applicant Mailing Address
- Millville VT 89326
City State Zip Code
- 3 159 E. 500 N. Millville
Address of Construction
- 4 435-512-6764
Telephone #
- 5 _____
Owner's Name (if different from applicant)
- 6 Roof over patio
Type of Structure
- 7 Shire Lot 8
Subdivision Name and Lot Number
- 8 472 1/3 Acre .032
Square Footage Lot Size
- 9 02-192-0008
Tax Identification Number
- 10 15 feet 6 inches
Building Height
- 11 ☐ Sewer ☐ Septic Tank
☐ City Water ☐ Private Well
☒ Electricity ☐ Gas
- 12 Building a roof over over
our existing patio in the
back yard that will tie into
the roof on our house
Notes

Sample Plot Plan
(numbers do not represent required setbacks)



Plot Plan



APPROVED
PLANNING AND ZONING

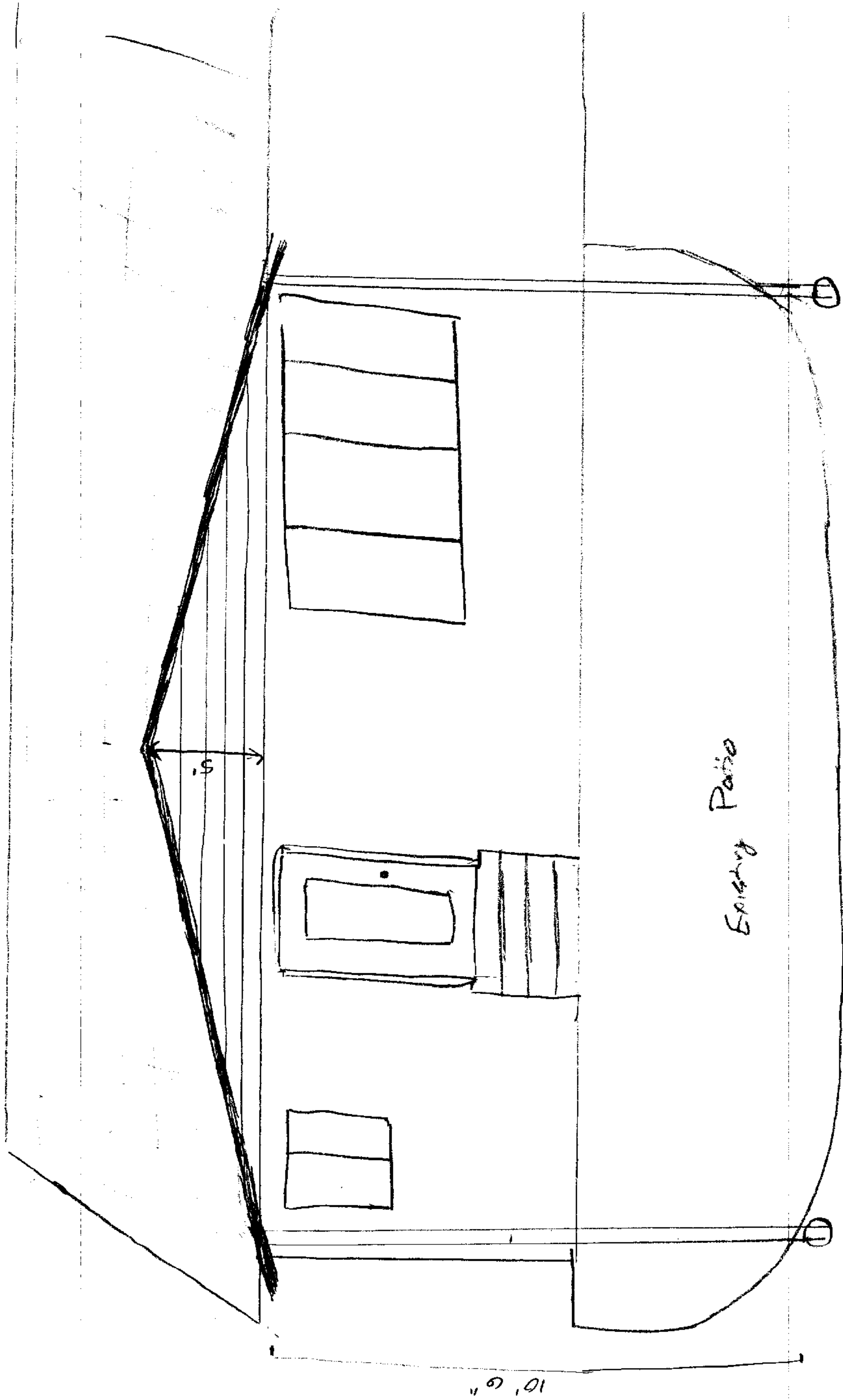
DATE

FEES PAID- TREASURER

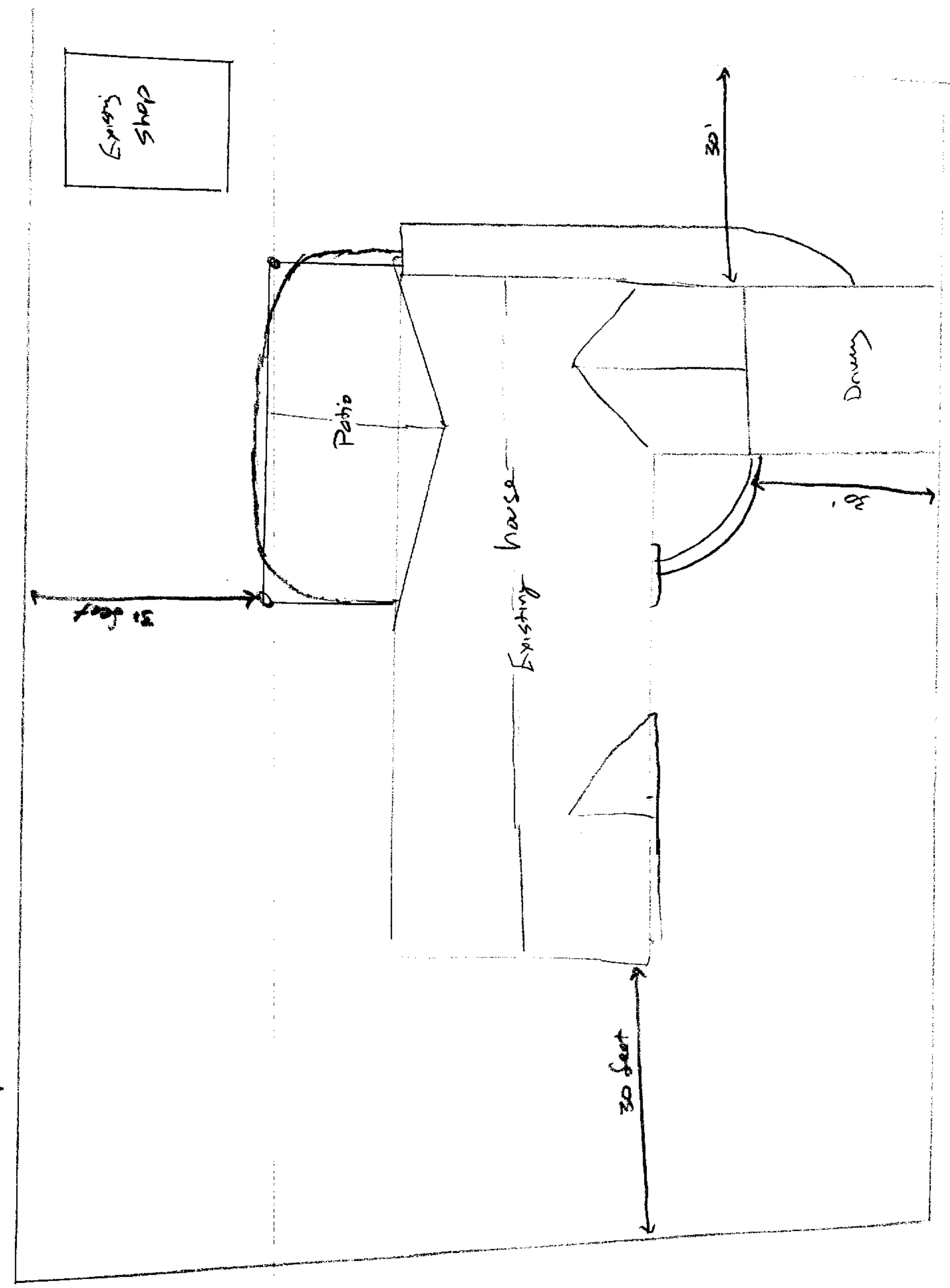
DATE

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.

Pencil - Existing house & Patio
Red - Proposed roof over Patio



Pencil: existing property
Red: Proposed Structure



500 North

Framing

4/12 Truss 2 Set in Center
Manufactured

Ice & water shield
on valleys & edges

5/8 OSB

2x10

4x12

30 yr shingle

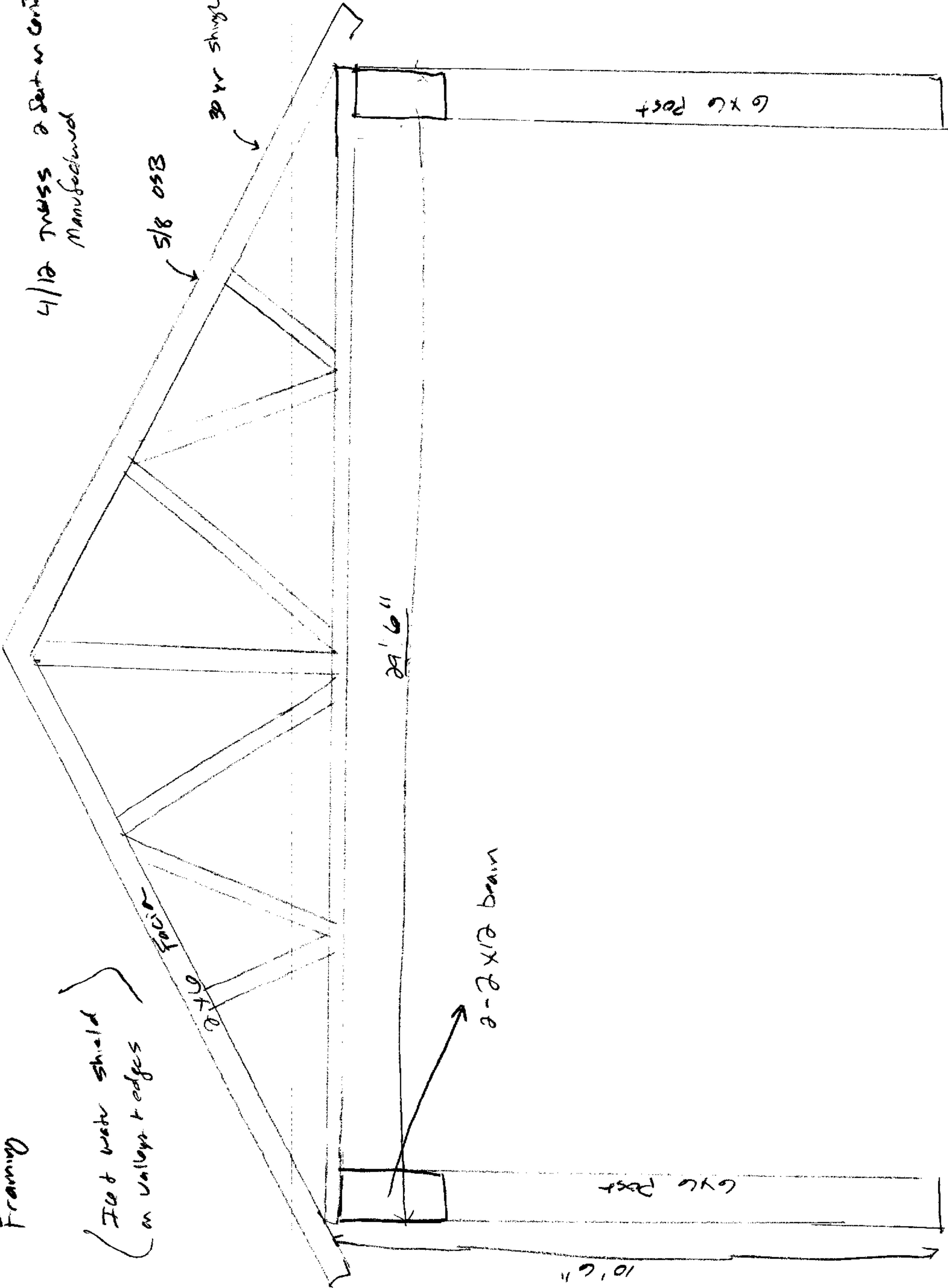
11' 6"

2-2x12 beam

6x6 Post

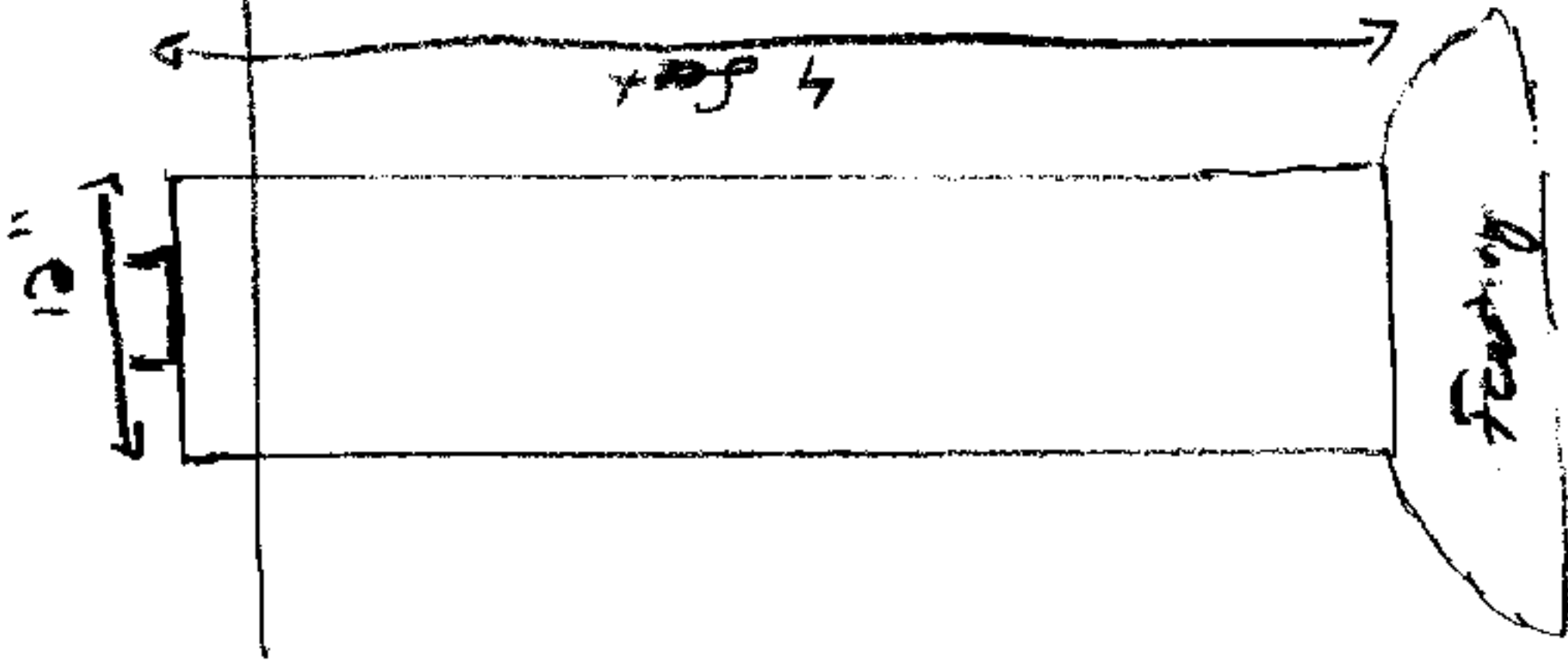
6x6 Post

10' 6"



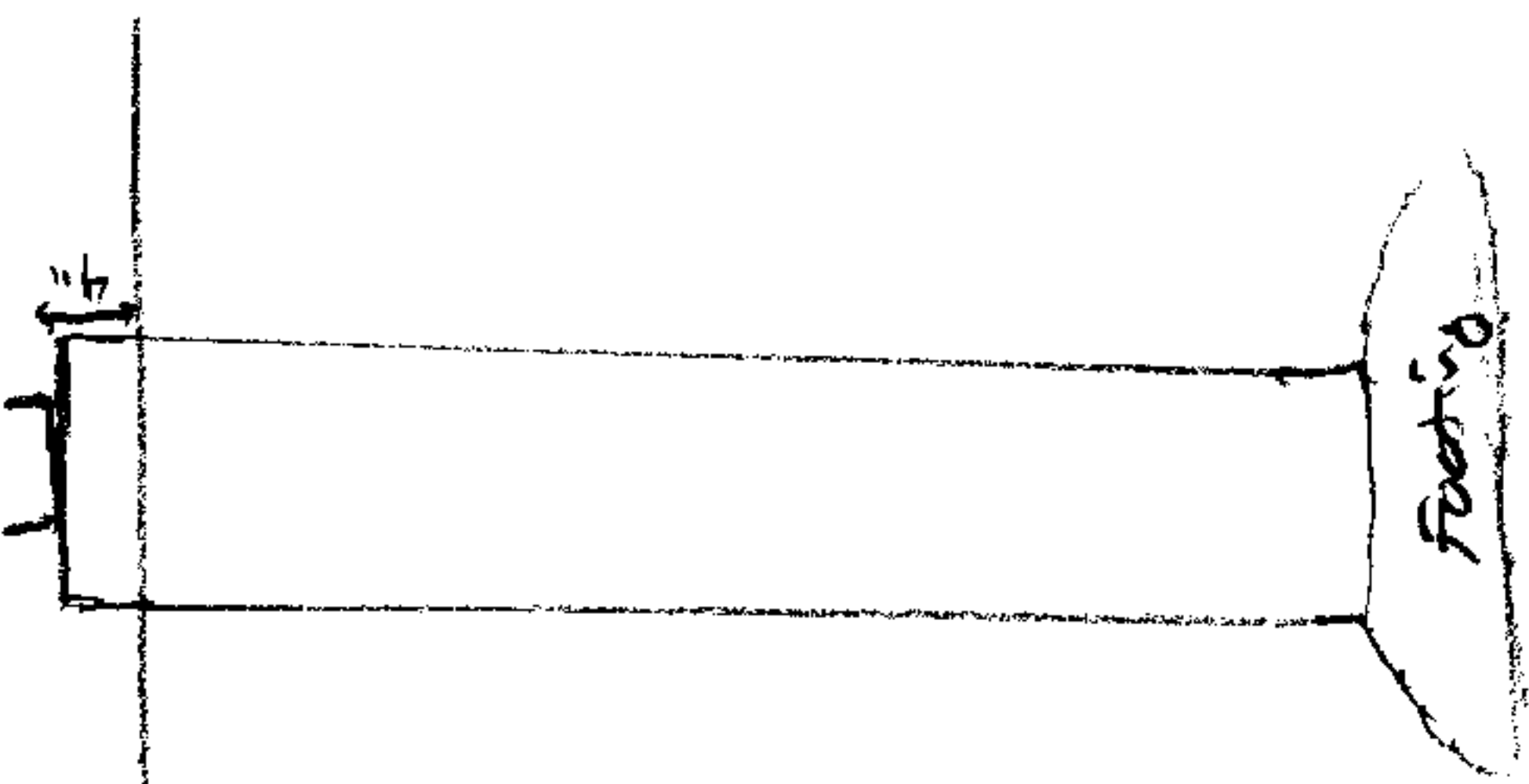
Footings

6"x6" bracket



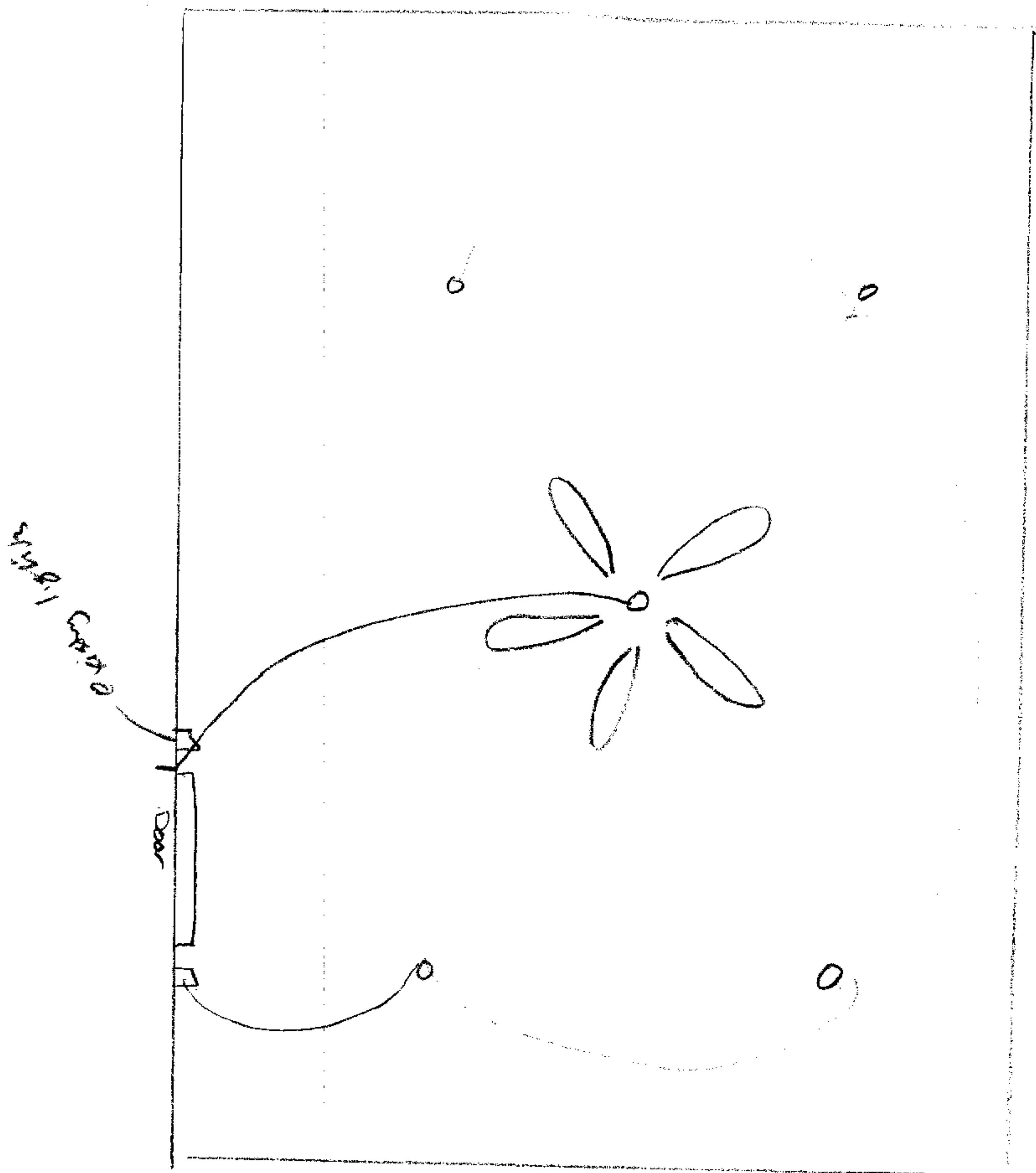
Ground level

Rebar : 4 pieces of $\frac{1}{2}$ inch rebar
in each pier with $\frac{3}{8}$ horizontal
hoops - 4 each.



Footing = tube base or big foot

N
↑



Electrical