

MINUTES
COALVILLE CITY COUNCIL MEETING
Monday, September 14, 2026, 6:00 P.M.
COALVILLE CITY HALL, COUNCIL CHAMBERS
10 N MAIN STREET
COALVILLE, UT 84017

In Attendance

Mayor: Rory Swensen

Council Members: Lynn Wood, Brandon Brady, Matt Boyer (via zoom), Shaun Powis, and Jeff Peterson.

City Staff: Don Sargent, Community Development Director; Kyle Clark, Public Works Director; Halle Mosher, City Recorder; Devin Ovard, City Attorney

Mayor Rory Swensen opened the meeting at 6:01 p.m.

Item 1 – Special Event: Open House Site Visit between 4pm-6pm Daughters of Utah Pioneers Building

Prior to the regular meeting, the Mayor, Council, and Staff participated in an open house and site visit at the Coalville Camp Daughters of Utah Pioneers Museum. Mayor Swensen thanked the organization for sharing local histories, artifacts, and collections with the City.

Item 2 – Welcome

- A. Roll Call – A quorum was present.
- B. Pledge of Allegiance – Led by **Mayor Rory Swensen**

Item 3 - Public Comment:

Item 4 – Public Hearing: Review, Discussion and Possible Adoption-Ordinance No. 2026-6: Development Code Update Amendments including review and approval processing for administrative applications, clarity, correctness, and possible changes related to temporary signs, commercial campgrounds, business licenses, special events, and other provision clarifications.

Community Development Director Don Sargent reviewed the proposed Development Code amendments previously recommended by the Planning Commission and discussed by the City Council. He explained that the change made since the prior Council work session included additional language for home-occupation signs allowing the sign to identify the business and the products or services offered. He also reviewed the purpose of the

amendments, including administrative review processes, temporary signs, business licenses, commercial campgrounds, special events, and other clarifications.

The Council discussed temporary and A-frame/sandwich-board signs, including allowable size and height, placement, pedestrian and parking impacts, and removal during snow-removal operations. Council Members supported allowing temporary signs to be displayed during business hours and brought inside when businesses are closed. The Council also discussed removing the proposed display-day limitations and reducing the maximum sign height from eight feet to four feet while maintaining the six-square-foot area limitation.

Mayor Rory Swensen Opened Public Hearing at 6:13 pm.

No Comment was made.

Mayor Rory Swensen Closed Public Hearing at 6:16 pm.

Additional discussion included business-license provisions, including annual renewal timing, delinquency dates, and eliminating prorated fees in favor of a single annual fee. The Council also reviewed administrative land-use decisions, temporary-use approvals, and home-occupation sign options. After reviewing the proposed edits, the Council requested that staff prepare a clean version for consideration at the next meeting.

Attachment: Development Code Update Amendments Staff Report

MOTION

Council Member Wood moved to bring back a clean version incorporating the requested changes for further review and possible adoption of Ordinance NO. 2026-6.

Council Member Brady seconded the motion.

Vote: All ayes (5-0). Motion carried, 1 Via Zoom.

Item 5 – Public Hearing: Review, Discussion and Possible Adoption-Ordinance No. 2026-7: Updated City Annexation Policy Plan.

Community Development Director Don Sargent presented the updated Annexation Policy Plan and summarized revisions made following the prior City Council work session and Planning Commission review.

The Council discussed language throughout the Annexation Policy Plan and the importance of clearly identifying City requirements while maintaining appropriate flexibility when considering future annexation requests.

Discussion included consistency with the General Plan, extension of City services, fiscal and infrastructure impacts, water rights and utility capacity, and the City's ability to adequately serve future annexation areas. The Council also discussed appropriate zoning, potential

infrastructure improvements, and the importance of considering the long-term impacts of annexation on the City and existing residents.

Mayor Rory Swensen Open Public Hearing at 7:06pm.

No Comment was made.

The Council discussed the annexation declaration boundary and the process for addressing potential changes or unique annexation circumstances. Staff and legal counsel will further review the items discussed and make appropriate revisions. The public hearing remain open and will be continued to subsequent City Council meeting.

Attachment: Updated City Annexation Policy Plan Staff Report

MOTION

Council Member Lynn Wood made a motion to continue Public Hearing and to table action on this item until September 28, 2026, City Council Meeting.

Council Member Brandon Brady seconded the motion.

Vote: All ayes (5-0). Motion carried, 1 Via Zoom.

Item 6 – Updates:

- A. **Public Works** – Kyle Clark reported that construction on the Fairview/Chalk Creek Estates Bridge is underway and crews are preparing to pour footings. He also noted the xeriscaping improvements that are being made at the City Hall.
- B. **Community Development** – Don Sargent reported continued activity on several development projects. City Staff continues to coordinate with Wohali regarding permanent water and sewer infrastructure. Red Hills has 21 approved building permits, with certificates of occupancy dependent on completion of required infrastructure improvements. Rail Trail improvements have been completed, while Fairview Phase 1 Amended, Fairview Phase 2, and Wilde Meadows are progressing toward plat recordation. Infrastructure work at Lazy J is also underway, with three storage-building permits approved. Don Sargent also clarified on behalf of City Council question that the excavations at Courthouse Hill were related to basement construction and that material would be reused on site.
- C. **Engineering** – No updates were provided.
- D. **Legal** – City Attorney Devin Ovard reported that work had resumed on draft City Council rules of procedure and rules of decorum for the public. He anticipated bringing the draft to the Council for a work session.

- E. **Mayor** – Mayor Swensen reported on the Community Day of Action held at the City Hall. More than 40 volunteers participated, and the scheduled 10:00 a.m. to 2:00 p.m. project was substantially completed by noon. He thanked all participating organizations, sponsors, and residents. He noted that additional planting and irrigation work would continue as part of the City Hall landscaping project. Mayor Swensen also reminded the Council of the November 28th Light Parade and encouraged Council Members to assist with parade entries.
- F. **Council** – Council Member Shaun Powis raised concerns regarding early-morning commercial and delivery noise near residential properties including garbage collection, trucks, and deliveries. Staff reviewed the City's existing noise regulation, including restrictions between 10:00 p.m. and 7:00 a.m. near residential areas and provisions addressing prolonged motor-vehicle noise. Discussion included enforcement through Summit County Sheriff's Office, documenting recurring violations, and the possibility of posting signs identifying quiet hours or noise restrictions in affected areas.

Item 7 – Review and Possible Approval: Accounts Payable dated September 14, 2026

MOTION

Council Member Brandon Brady made a motion to approve the Accounts Payable dated September 14, 2026.

Council Member Jeff Peterson seconded the motion.

Vote: All ayes (4-0). Motion carried, 1 absent.

Item 8 – Approval of Minutes: City Council Minutes dated August 24, 2026

MOTION

Council Member Jeff Peterson made a motion to approve City Council Minutes date August 24, 2026.

City Council Member Brandon Brady seconded the motion.

Vote: All ayes (5-0), including Council Member Boyer's approval communicated prior to going offline. Motion carried.

Item 9 – Closed Session:

Possible motion to enter a closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

Item 10 – Adjournment

MOTION

Council Member Brandon Brady made a motion to adjourn the meeting.

The meeting adjourned at 7:42 p.m.

These minutes are intended as a brief summary of the proceedings and actions taken at the meeting and are not a verbatim transcript.

Rory Swensen, Mayor

Halle Mosher, City Recorder

APPROVED