



SPRING CITY PLANNING & ZONING MEETING MINUTES
Wednesday August 26, 2026, 6:30PM
Spring City Community Center Ballroom, 45 South 100 East

This meeting was held in-person at the Spring City Community Center Council Chamber, and via Zoom electronic meeting service (Observation only. No active participation).

Meeting Called to Order: 6:30 pm

Roll Call: Cami Christensen (Commission Chairperson), Craig Paulsen (Zoning Administrator), Kristen Mortensen, Kay Van Buren, Andrew Skousen, Sally Scott, David McEwan (alternate), City Treasurer Whit Allred (minutes).

Attending: Paul Penrod (Mayor), Michael Broadbent (City Councilman, P&Z Liaison), Ken Krogue, Phil Wood, Jhan Miller, Trevor Hooser (Sewer Superintendent), Cory Madsen (Public Works Superintendent), et al.

Expression of Choice:

Approval of Minutes:

- July 22, 2026 Minutes: Andrew Skousen motioned to approve the minutes with the amendment that he proposed via email. Sally Scott 2nd. All present voted in favor.

Permits and Licenses for Approval:

- None

Jose Gutierrez Road Easement Discussion (postponed)

Phil Wood Subdivision: Phil was present to discuss his project. Wes Mangum, the Spring City attorney that handles Planning & Zoning cases where legal clarification is needed, sent a letter to the city giving his opinion on the matter of the HOA. Cami Christensen read relevant portions of the letter. Wes only recommended an HOA in the case of incorporating it into a development agreement for the subdivision. Phil stated that all the easements that the city has asked for have been granted. The driveway roads are on private property and the city doesn't maintain them. Phil has submitted a letter of custodial ownership for the lots. The lots currently contain duplex homes that are being used as rental units. Commission members asked questions and made comments which Phil answered. Andrew Skousen motioned that they allow Mr. Wood to formalize this letter and proceed with the subdivision. There was a question about the shared infrastructure between the duplexes because they were built on 1 acre lots and owned by one individual. Kristen Mortensen 2nd. All present voted in favor. Phil then asked Mayor Paul Penrod if he was clear to go to the county recorder's office and have the splits recorded. Mayor Penrod answered that he was clear.

Ken Krogue Subdivision Final Approval: Ken was present to discuss his project. He is seeking final approval for his subdivision on 600 South. Craig Paulsen questioned whether the boundaries would be correct. Ken stated that he had about 116 feet of frontage and that the side yards had enough length to comprise the ½ acre requirement. Kristen Mortensen motioned to approve the subdivision with the provision that Craig Paulsen visually check the frontage and side measurements and sign off. Andrew Skousen 2nd. All present voted in favor. Post meeting note: Craig Paulsen checked the property and approved on 8/27/2026.

Road Signage Recommendation Discussion: Speed, Children at Play, etc.. Kristen Mortensen cited examples of people in dangerous situations in her neighborhood that could have benefitted from caution signage.

General Plan Discussion: There are three proposals from different vendors on the table at the moment. A work meeting will be held in order to discuss them and choose the best plan for the city. The meeting will be scheduled for September 9.

Zoning Administrator's Report: Craig Paulsen reported on the activities of the month. There were several zoning permits approved including one for a new home.

- Buffer Zone Map Discussion: Craig was concerned that the buffer zone maps found at the county and the one found at the city are just different enough to cause problems in certain parts of the buffer zone as was showcased by an application that was turned in recently for a home that was shown outside the buffer zone by the city's map but inside the buffer zone by the county's map. Part of the discrepancy is due to the fact that Jones and DeMille Engineering modified the map to include the sewer ponds in the buffer zone. Ultimately though, the county's map is what they approved so that's what we will have to go by. It was also brought up that when the city annexes property, does the buffer zone expand to accommodate a half mile zone around the newly annexed property? The consensus is no. The buffer zone does not change until the county approves changing it.

Council Liaisons Report: Michael Broadbent gave a report and discussed council activities

- Report by Historic Preservation Committee Chair: None Heard

Meeting adjourned: 8:10pm