



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at City Hall, on the State of Utah Public Meeting Notice
3 website, on the Willard City website, and sent to the *Box Elder News Journal*.

4
5 The following members were in attendance:

6
7 Chandler Bingham, Chairman
8 Diana Baker, Alternate
9 Sid Bodily
10 Brian Gilbert
11 Ken Ormond
12 Jay Thackeray
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

Jeremy Kimpton, City Manager
Madison Brown, City Planner
Michelle Drago, Deputy City Recorder

Excused: Alex Dubovik and Amy Hugie

Others in attendance were Mayor Travis Mote; Ruth Ormond, Rod Braegger, Debbie Braegger, and Doug Younger.

Chairman Bingham called the meeting to order at 6:30 p.m.

1. PRAYER: Chandler Bingham
2. PLEDGE OF ALLEGIANCE: Brian Gilbert
3. GENERAL PUBLIC COMMENTS

No public comments were made.

4. CITY COUNCIL REPORT

Time Stamp – 2:30 - 09/17/2026 – Part 1

Mayor Travis Mote reported that during its September 10th meeting, the City Council ratified the corrections to the Zoning Map recommended by the Planning Commission. The City Council considered the Planning Commission's recommended changes for the Future Land Use Map. After discussion, the City Council chose to proceed with Map 9, on a two to three vote, which kept the R $\frac{1}{2}$ Zone east of Highway 89 and the A-5 Zone in middle. The City Council approved the water agreement between the Bear River Water Conservancy District and Willard City for the Mountain Bay Subdivision. Willard will own the infrastructure in the subdivision and Bear River Water will own the connection and meter. The agreement allowed Bear River Water to wholesale water to Willard. Then Willard can retail water to the residents of the Mountain Bay Subdivision. The City Council also discussed the Public and Open Meetings Act.

Mayor Mote stated that during the Council discussion regarding the Open and Public Meetings Act, the City Attorney expressed concerned that his attendance at Planning Commission meetings influenced decisions made by the Planning Commission. His purpose for attending Planning Commission meetings was to facilitate communication between the two bodies and to keep himself updated. He did not plan to stop attending. He trusted that Planning Commission members knew Willard's Code, what the General Plan said, and could make decisions independent of his attendance.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

50 5A. REVIEW AND CONSIDERATION OF THE FIRST AMENDMENT TO THE BROKE ASS RANCH
51 SUBDIVISION AND RECOMMENDATION REGARDING THE APPLICABILITY OF THE
52 EXISTING DEFERRAL AGREEMENT TO THE PROPOSED THREE-LOT SUBDIVISION
53

54 Time Stamp – 9:30 - 09/17/2026 – Part 1
55

56 Madison Brown, City Planner, stated that Rod and Debbie Braegger had applied for an amendment to the
57 Broke Ass Ranch Subdivision, which was located at approximately 100 South 400 West. The Broke Ass
58 Ranch Subdivision was approved in 2022 with a temporary emergency access through Lindsey Hansen's
59 property to the south. The proposed amendment would split Lot 1 to create a third lot. The proposed
60 amendment would renumber the lots from 1 and 2 to 2, 3, and 4.
61

62 Ms. Brown explained that two actions were needed by the Planning Commission. Acting as the
63 Administrative Land use Authority (ALUA), the Planning Commission had the authority to make a decision
64 regarding the proposed subdivision amendment. On July 23rd, the City Council asked the Planning
65 Commission to make a recommendation regarding the existing deferral agreement. The staff report
66 included information regarding both actions. The information in blue pertained to the ALUA. The red
67 information was about the deferral agreement. Ms. Brown stated that the Planning Commission's
68 recommendation to the City Council regarding the deferral agreement needed to take into consideration its
69 applicability, any modifications or supplements needed, and possibly a temporary easement and access
70 agreement, including the future access connections contemplated by that agreement.
71

72 Ms. Brown said the staff took the proposed subdivision amendment to the City Council to determine if the
73 existing deferral agreement would still be applicable if the subdivision was amended. The City Council
74 wanted the Planning Commission to make a recommendation regarding the applicability of the deferral
75 agreement.
76

77 Ms. Brown stated that when deciding whether the subdivision amendment should be approved, the
78 Planning Commission needed consider lot configuration and dimensions; legal and physical access; fire
79 access and emergency access; roadway and frontage improvements; culinary water and sanitary sewer
80 service; storm drainage; required easements; existing development agreements; and any other applicable
81 subdivision standards. The Planning Commission could approve the amendment as presented, approve it
82 subject to conditions, or deny it.
83

84 Ms. Brown said the staff, including administration, legal, engineering, and Public Works, had reviewed the
85 proposed amendment and felt it complied with frontage, configuration, dimensions, utilities, and easement
86 requirements. The staff's biggest concern was the access requirement. The proposed amendment would
87 increase the number of homes on a single access to 37. The first thing the Planning Commission needed
88 to consider was whether the amendment should be approved with the existing main access and a temporary
89 emergency access.
90

91 Commissioner Gilbert asked how many homes were allowed on a single main access. Ms. Brown said the
92 code limited a single access to 30 homes. The subdivision was originally approved in 2022 because the
93 Braegger's provided an emergency access. The subdivision did have two accesses.
94

95 Chairman Bingham asked how much longer it would be before the roads in the Orchards Subdivision were
96 stubbed into the south side of Lindsey Hansen's property. Ms. Brown did not know. However, the overall
97 preliminary plan had been approved and construction on Phase 3 had started. Because it had not been
98 recorded, building permits could not be issued.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Commissioner Baker asked why Braegger's did not have to put in 300 West. Rod Braegger said that 300 West was east of their property.

Commissioner Gilbert asked why the Planning Commission would not approve Braegger's amended subdivision if it complied with all the applicable requirements.

Chairman Bingham felt the only thing that would prohibit the Planning Commission's approval was access. However, he felt the approved accesses in both the Orchards and Broke Ass Subdivisions would allow for permanent access in the foreseeable, near future.

Commissioner Thackeray asked what the foreseeable future was. Chairman Bingham said that was something the Planning Commission would have to decide.

Commissioner Thackeray said he would feel more comfortable about the foreseeable future if there was an approved plan with approved roads. Commissioner Gilbert said there was an approved overall preliminary plan for the Orchards Subdivision with stubs for 400 West and 500 West. Ms. Brown stated that the stubs for 400 West and 500 West were in Orchards Phase 6.

Commissioner Thackeray agreed there were permanent accesses for Braegger's subdivision in the foreseeable future. He didn't see a reason the Planning Commission could not approve the proposed subdivision amendment.

Chairman Bingham pointed out that a road would have to be constructed across Lindsey Hansen's property to connect the stub roads in the Broke Ass and Orchards Subdivisions. Madison Brown stated that Willard already owned the easement across Lindsey Hansen's property for 400 West.

Commissioner Thackeray asked who would be responsible for constructing the road across Lindsey Hansen's property to connect the two stubs. Ms. Brown said that would be the responsibility of Rod Braegger.

Rod Braegger, 110 South 400 West, stated they would be required to put down a road base path for emergency access.

Commissioner Bodily asked if there should be a second access or an emergency access. Commissioner Thackeray felt there should be a second access. Commissioner Bodily agreed.

Commissioner Thackeray felt it should be a second access because if Rod Braegger put down road base for emergency access, everyone would use it as an access. If it became full of potholes, who would maintain it? Would emergency vehicles then be able to use it? He did not feel it could be a second access unless it was a paved, finished road Willard could maintain. Who would be responsible for maintaining an emergency access? Ms. Brown said maintenance was part of the temporary access agreement.

Commissioners Ormond and Thackeray asked who would be responsible for putting in a permanent access across Lindsey Hansen's property and when it would happen. Was the access temporarily permanent or permanently temporary? He did not feel Lindsey Hansen would ever develop his property.

Commissioner Baker stated that the current emergency access was on private property. Braegger's had a temporary emergency access that ran east along the north side of Lindsey Hansen's property from 400 West to 250 West. If Center Street was shut down, people would have to use the temporary emergency



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

access, which ran between two houses, to reach 250 West. There were currently 37 homes that only had access from Center Street. She felt that violated the city code that said there could only be 30 homes on a single access. She did not feel the Broke Ass Ranch Subdivision had a legitimate second access.

Chairman Bingham asked if the proposed amendment complied with lot configuration and dimensions, culinary water and sanitary sewer service; required easements; existing development agreements; and any other applicable subdivision standards. The Commission agreed that it did.

Chairman Bingham was concerned about the frontage and roadway requirements because the proposed Lot 4 had frontage on both 400 West and 500 West. He felt 500 West would have to be completed as well for the length of the lot. Commissioner Thackeray agreed.

Commissioner Thackeray asked who would maintain the temporary turnaround on the south side of 400 West. Chairman Bingham said the turnaround was dirt and was plowed by the city.

Commissioner Ormond felt curb, gutter, and sidewalk would be an applicable subdivision standard. Chairman Bingham said the curb, gutter, and sidewalk in this subdivision had been deferred. Commissioner Ormond felt they were needed. Chairman Bingham said that when the Braegger's subdivision was approved in 2022, they were required to have a drainage plan approved by the City Engineer.

Rod Braegger stated that curb, gutter, and sidewalk were addressed in the deferral agreement. Those improvements would be needed when the roads connected. Right now, there wasn't anywhere for the storm water to go.

Commissioner Ormond asked if the storm water flowed to the north or to the south. Mr. Braegger said it flowed to the south.

Commissioner Gilbert said that 500 West was not part of the deferral agreement. Commissioner Ormond said it should have been.

Rod Braegger stated that 500 West would be constructed in a later phase. When the subdivision was approved, they talked to Willard about doing the subdivision in phases. His son planned to build a home on 500 West on the west end of Lot 4. He could not do that right now. When his son was ready, they would divide Lot 4.

Madison Brown stated that the Planning Commission needed to provide direction to the City Council regarding whether 500 was part of the deferral agreement. She met with the Braegger's last week. The Braegger's original intent regarding 500 West did not make it into the original agreement. Her job was to make sure Willard was protected without making Rod Braegger's life difficult.

Commissioner Thackeray said the deferral agreement did not explicitly defer improvements on 500 West.

Ms. Brown said that was correct. That was why the City Council wanted a recommendation from the Planning Commission.

Commissioner Gilbert felt 500 West should be included in the deferral agreement and that improvements should be deferred.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Commissioner Ormond agreed. He also felt curb and gutter should be installed before the asphalt paving on any new road. He felt the code should state that new asphalt should have curb and gutter or a mow strip. Chairman Bingham said a subdivision could have an approved storm drain plan, which could be curb and gutter or a swale.

Commissioner Gilbert asked if Rod Braegger would tie in 400 West when Orchards completed Phase 3. Madison Brown said Orchards stub for 400 West would be part of Phase 6. Commissioner Gilbert felt that when Orchards did Phase 6, Rod Braegger should be required to connect 400 West and 500 West with curb, gutter, and asphalt. He agreed it was better to put in the curb and gutter before the asphalt.

Chairman Bingham stated that UTA owned the property on the west side of 500 West. He felt UTA should be responsible for their portion of 500 West. That was another wrinkle that would have to be worked out.

Commissioner Ormond asked if Braegger's had an agreement with UTA. Rod Braegger said he did not. UTA did not buy property from him. He planned to approach UTA when he was ready to put in 500 West because he felt they should be responsible for their portion.

Commissioner Ormond asked when Rod Braegger planned to put in 500 West. Mr. Braegger felt it would be four to five years.

Commissioner Gilbert felt the only change to that timetable might be Orchards Phase 6.

Chairman Bingham didn't have a problem deferring 500 West until Rod Braegger divided Lot 4 or Orchards stubbed in 500 West. There would have to be a connection across Lindsey Hansen's property for 500 West as well.

Commissioner Thackery felt that the deferment for 500 West should be activated if Orchards Phase 6 was put in before he was ready to divide Lot 4. Chairman Bingham agreed. The deferment should be activated when Lot 4 was divided or Orchards Phase 6 was constructed, whichever came first.

Chairman Bingham felt the biggest problem was figuring out who paid for putting in the road across Lindsey Hansen's property.

Commissioner Thackery asked if the easement across Lindsey Hansen's property was for 400 West or 500 West. Ms. Brown said it was for 400 West. Commissioner Thackeray asked how 500 West would be connected if there wasn't an easement.

Commissioner Thackeray agreed with Chairman Bingham. Who would be responsible for the construction of 400 West across Lindsey Hansen's property? He was concerned the city would end up on the hook.

Commissioner Thackery asked if the Braegger's had met all the legal requirements, except for the access, and had they met the requirements for temporary access. If the Braegger's met the requirements and the city code, he could not in good conscience deny it.

Commissioner Ormond felt the Planning Commission needed to know if the deferment for the curb and gutter was valid and if it would remain in the agreement. Commissioner Thackeray felt the deferment for curb and gutter on 400 West would be fine if the road was complete. If it wasn't done, then he agreed the curb and gutter should go in first.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Chairman Bingham stated that 400 West in the Braegger's subdivision had been built and was paved.

Commissioner Ormond felt the road should be built according to the city code, which said there should be curb and gutter. Chairman Bingham said there was also a provision in the code to defer improvements. A swale was an acceptable drainage option. The City Engineer had approved a drainage plan for the Braegger's subdivision.

Madison Brown thought the city might have easements across the Lindsey Hansen property for both 400 West and 500 West. She had to verify the second legal description to see if it was for 500 West.

Chairman Bingham did not have a problem adding another home to the emergency access the Braegger's had.

Madison Brown said the responsibility to pay for the construction of 400 West across Lindsey Hansen's property was undetermined. The Orchards Subdivision did owe Willard some offsite improvements, which might be an option for 400 West.

Commissioner Thackeray asked if the Orchards needed access on 400 West and 500 West. Jeremy Kimpton, City Manager, did not feel Orchards needed either road.

Chairman Bingham felt there was a permanent second access for the Braegger's subdivision in the foreseeable future. There was a plan for 400 West to connect. The temporary emergency access was a bridge to get permanent access. He personally felt the third lot should be allowed without an additional access connection.

Commissioner Gilbert agreed.

Commissioner Baker disagreed.

Commissioner Bodily asked if the temporary access was an emergency access or a second access. Chairman Bingham said it was an emergency access. Chairman Bodily asked if a second access was required after 30 homes or an emergency access. Jeremy Kimpton said the Fire Code only required emergency access. If the Zoning Code referred to the Fire Code, only an emergency access was needed. Madison Brown said the Zoning Code quoted the Fire Code.

Commissioner Thackeray asked if the Zoning Code required a second full 60-foot-wide access when a certain number of homes on one access was reached. Commissioner Baker had a valid point. A portion of Center Street was very narrow and did not allow two vehicles to pass each other. He was more concerned about the one access to this subdivision than he was about the deferment.

Chairman Bingham stated that the Zoning Code required city rights-of-way to be 60 feet wide. The narrow portion of Center Street was built long ago. He felt the current plan for the Braegger's subdivision was a way forward. It would make the neighborhood safer by planning for foreseeable connections. Emergency access was a step towards a safe, permanent access.

Commissioner Baker felt Chairman Bingham was saying that in order to get safe access that another home should be allowed. That would be 38 houses using Center Street, which was only 20 feet wide at one point.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Chairman Bingham said the alternative was to sit and wait. Then Rod Braegger would not do anything with his property which meant 400 West would never be connected, and 500 West would not be built or connected. That would leave 37 homes indefinitely using narrow Center Street. Based on a traffic study, Center Street could handle more traffic. The narrow portion of Center Street was about the same width as Highway 89 was right now, and it handled two-way traffic at higher speeds than Center Street. He felt the proposed subdivision was a bridge to get Willard out of an access problem that had been building for years.

Commissioner Baker asked what would happen if the roads in the Orchards Subdivision were not completed. She was opposed to the proposed amendment because she did not feel the emergency access was sufficient.

Commissioner Bodily was not opposed to the proposed amendment if there was an emergency access.

Commissioner Thackeray was concerned that the deferral agreement did not have a definitive date for the construction of 500 West other than when Lot 4 was divided. He felt the Braegger's proposed amendment complied with city requirements, and they had provided an emergency access that they maintained. He was not opposed to the proposed amendment and would vote to approve it.

Time Stamp: 54:45 – 09/17/2026 – Part 1

Commissioner Thackeray moved that the Administrative Land Use Authority approve the Broke Ass Ranch First Amendment as proposed without an additional access connection. Commissioner Gilbert seconded the motion. Commissioners Bodily, Gilbert, and Thackeray voted "aye." Commissioners Baker and Ormond voted "aye." The motion passed.

Chairman Bingham stated that the City Council had asked for a recommendation from the Planning Commission regarding the applicability and possible modification of the existing Deferring Public Improvements Agreement and the Temporary Easement and Access Agreement, including, the future access connections, for the Broke Ass Ranch Subdivision.

Commissioner Thackeray was concerned about the future access agreement because the Planning Commission didn't know who would be financially responsible.

Madison Brown said the City Council had only asked for a recommendation regarding the deferral agreement, not the easement and access agreement. The Planning Commission needed to decide if the agreement still applied with the additional lot, when construction of the improvements should be required, and if the 500 West improvements should be included in the agreement. Ms. Brown said current agreement said the Public Works Director could require installation of the improvements within 60 days after the Council required them. It also said Willard could not issue any building permits until improvements were installed. The City Council had directed the staff not to issue any more building permits in the Braegger's subdivision until the agreement had been ironed out.

Commissioner Gilbert felt that 500 West should be added to the deferral agreement. Commissioner Thackeray agreed.

Chairman Bingham felt the agreement should continue as it was written with the addition of 500 West and an installation date.

Commissioner Thackeray felt the improvements on 500 West should be required when Lot 4 was divided.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Chairman Bingham did not have a problem issuing a building permit for Lot 3 because there was an existing emergency access for the subdivision that complied with the Zoning and Fire Codes. He felt there was a need to revise the language of the Zoning Code regarding emergency access versus permanent access and to define what *foreseeable future* meant.

Madison Brown stated that the current agreement said, “...construct the deferred improvements within 60 days of the request from the Willard City Public Works Director as authorized by the Willard City Council at the property owners own expense. Such deferred improvements shall include, but not be limited to, curb, gutter, and sidewalk.” Later in the agreement, it said, “In the event that the installation of the required improvements has not been completed to Willard City’s satisfaction within the required time period, Willard City can place a lien on the property. The City will then install the improvements. After satisfactory completion of the required improvements then Willard City will release the lien. During that time, Willard City is not allowed to issue any building permits.”

Madison Brown asked when the Planning Commission wanted to require the 500 West road and the curb, gutter, and sidewalk for the entire subdivision.

Chairman Bingham felt 500 West should be required when Lot 4 was divided or Orchards Phase 6 was completed. Commissioners Gilbert and Thackeray agreed.

Commissioner Thackeray felt there needed to be language to address completion of 400 West and 500 West through Lindsey Hansen’s property. Madison Brown said the connection between the Braegger’s and Orchards subdivisions was addressed in the temporary easement and access agreement. She did not feel the Planning Commission could make a recommendation regarding that agreement. The temporary access agreement stipulated that Rod Braegger would be required to put in the road base when Orchard Phase was built and the stub was completed.

Rod Braegger stated that when they started their subdivision, Willard asked him to include 500 West in his subdivision. He didn’t want to be stuck putting in a road he wasn’t ready for. He might not be ready to build 500 West when Orchards Phase 6 was constructed.

Commissioner Bodily felt 500 West should be deferred until Rod Braegger was ready to divide Lot 4.

Debbie Braegger, 110 South 400 West, stated that they could not predict the future. They didn’t know where their children would end up in life. They hoped their children would end up on their property. They also knew that 500 West was part of keeping the neighborhood safe. She felt the city was asking for a date they couldn’t predict.

Chairman Bingham stated that the Zoning Code required that improvements be completed when property was subdivided regardless of the number of lots. Through the deferral agreement, Willard had agreed to defer required improvements for 400 West, and now 500 West, that were technically required when the property was initially subdivided.

Rod Braegger stated that Sierra Homes was not required to put in improvements for future phases when the overall plan was approved. Chairman Bingham agreed, but Braegger’s was doing lots, not phases.

Commissioner Ormond stated that the Zoning Code did not allow deferral agreements for subdivision with more than three lots. Madison Brown said that was correct, but the Braegger’s subdivision was approved before the new code was adopted.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

Commissioner Ormond asked if the Planning Commission could recommend two separate deferments. Ms. Brown felt the Planning Commission could recommend that improvements be required at different times.

Chairman Bingham clarified that the Planning Commission wanted to recommend to the City Council that the deferral agreement allow an additional lot on 400 West, that the timing for the deferred improvements on 400 West remain the same, that completion of 500 West be added to the agreement, and that improvements on 500 West be deferred until Lot 4 was divided.

Commissioner Gilbert felt the improvements for 500 West should be deferred until Lot 4 was divided or Orchards Phase 6 was constructed, whichever came first.

Commissioner Thackeray said the existing deferral agreement contained a provision to require installation of deferred improvements within 60 days after written request by the Public Works Director as authorized by the City Council. He felt that provision addressed either scenario on 500 West if 500 West was included.

Commissioner Thackeray was concerned that Rod Braegger could apply for a building permit on Lot 4 without putting in 500 West. Chairman Bingham said there was already a house on Lot 4. Another home could not be built without dividing the property. The one exception would be an Accessory Dwelling Unit. He felt that should be addressed in the deferral agreement.

Chairman Bingham felt the wording of the existing agreement would allow the improvements on 400 West and 500 West to be required independently.

Commissioner Thackeray felt the deferral agreement should be amended to require the 500 West improvements when Lot 4 was divided, not when they applied for a building permit.

Commissioners Ormond and Bodily agreed.

Chairman Bingham stated that the Braeggers were doing exactly what Willard had been trying to get people to do – a slow build rather than selling to a developer that wanted to crank out all the lots at once. If the city didn't work those kinds of property owners, others wouldn't do it.

Chairman Bingham called for a motion to allow the additional lot in the existing deferral agreement and to include deferment of improvements on 500 West until Lot 4 was divided or Willard felt the improvements were needed.

Commissioner Ormond said the existing agreement only deferred curb, gutter, and sidewalk, not the road itself.

Madison Brown suggested that the Planning Commission table a recommendation regarding the deferral agreement so the administration could prepare a draft that included the additional lot, 500 West, and the road.

Time Stamp: 1:17:12 – 09/17/2026 – Part 1

Commissioner Thackeray moved to table discussion and recommendation regarding a deferral agreement for the Broke Ass Ranch Subdivision to allow the staff time to prepare a draft. Commissioner Gilbert seconded the motion. All voted “aye,” except Commissioner Baker who voted “nay.” The motion passed.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

- 5B. REVIEW AND DISCUSS PROPOSED AMENDMENTS TO 24.16 OF THE WILLARD CITY ZONING CODE REGARDING OFF-STREET PARKING REQUIREMENTS (CONTINUED FROM SEPTEMBER 3, 2026)

Time Stamp – 0:50 - 09/17/2026 – Part 2

Madison Brown stated that she had added the changes discussed by the Planning Commission at the last meeting and made additional changes. The administration felt there should be different parking requirements for different uses so the off-street parking requirements for non-residential uses found in 24.16.040 were updated. She also added language regarding maintenance of parking lots and the Dark Sky lighting requirements to 24.16.080. The City Engineer reviewed the language of 24.16.060.6 and 7, and she used AI to generate pictures of what they would look like (see attached). The City Engineer, Chris Breinholt, felt a better term would be *landscape buffer* between a road and a parking lot. The City Engineer shared a diagram he prepared for Tremonton City (see attached) and recommended that something similar be added to Willard's code.

Commissioner Gilbert felt the parking requirements needed to be more specific to the use. Ms. Brown said that she added 24.16.040.13 for conditional uses and uses not specifically listed that allowed the number of parking stalls to be recommended by the Conditional Use Permit Review Committee and the City Planner and approved by the Planning Commission.

The Planning Commission wanted time to review the administration's changes. Chairman Bingham asked that this item be placed on the next agenda.

- 5C. REVIEW CONDITIONAL USE PERMIT ISSUED TO BLAIR DEAN ON SEPTEMBER 23, 2005, FOR A SINGLE-FAMILY DWELLING ON SENSITIVE LAND LOCATED AT APPROXIMATELY 155 SOUTH SPRING STREET (PARCEL NO. 02-050-0077) (PREVIOUSLY REVIEWED ON DECEMBER 7, 2023)

Time Stamp: 09:38 – 09/17/2026 – Part 2

Madison Brown stated that the staff had discovered that home did not exist. During the review in December 2023, the previous city planner confused an existing home at 155 South 300 East with 155 South Spring Street (AKA known as the Old Haul Road). In 2005, Blair Dean applied for a conditional use permit to build a home on sensitive land. The Planning Commission tabled the review because it couldn't come to an agreement. The Dean's application then went to the City Council who gave the Dean's some conditions. The application then went back to the Planning Commission who still couldn't come to a decision. It was going to go back to the City Council, but Blair Dean asked that it be removed from the agenda. The application was never brought back. The staff could not find record of the conditional use being approved or signed. The property changed hands five times and is now owned by Willard City. The conditional use would be removed from the list because it was never approved.



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

5D. DISCUSSION REGARDING REGULATIONS FOR LOT WIDTHS AND SETBACKS FOR CUL-DE-SAC LOTS FOUND IN 24.44.950(3) AND 24.80.130(B)[2] OF THE WILLARD CITY CODE

Time Stamp: 12:21 – 09/17/2026 – Part 2

Madison Brown stated that Commissioner Ormond asked that this item be placed on the agenda. Willard's Zoning Code 24.80.130.B(1)[2] said, *"A wedge-shaped or pie-shaped lot or parcel may not be less than thirty (30) feet in width measured at the front property line."*

Commissioner Ormond did not feel a lot that was 30 feet in width at the property line could be 100 feet wide at the required 30-foot front setback. He couldn't find anywhere in the code that said a cul-de-sac lot had to be 100 feet wide at the front setback.

Commissioner Thackeray interpreted the code to mean that the width of the home on a cul-de-sac lot would be restricted to whatever width was left after subtracting the required side setbacks of 10 and 15 feet. It didn't matter if a lot was only 60 feet or 70 feet wide at the 30-foot setback line, if it complied with the required side yard setbacks. Jeremy Kimpton and Commissioners Gilbert and Bodily agreed.

Commissioner Ormond felt a 30-foot width at the curb would only generate a 45-foot width at the front setback line, which was too narrow. He recommended that the minimum width of a cul-de-sac lot at the property line be increased. If a lot was only 30 feet in width at the property line, it would even be narrower at the street. He also pointed out that 28.80.130.B(1)[2] said 30 feet. Section 24.44.050.3 said 40 feet. The Zoning Code needed to be standardized.

Chairman Bingham asked if the number of lots on a cul-de-sac was limited. Commissioner Ormond said a cul-de-sac couldn't have more than 10 lots and couldn't be more than 600 feet in length from the center of the intersection to the center of the key.

Commissioner Thackeray felt the 30-foot front frontage only pertained to the lots on the actual circle of the cul-de-sac.

Commissioners Thackeray and Gilbert asked for drawings of what Willard's code looked like. Jeremy Kimpton said the staff would have the City Engineer prepare cul-de-sac scenarios with 30-foot, 40-foot, and 50-foot frontages for the Planning Commission to consider.

The Planning Commission tabled this discussion until drawings could be prepared.

6. CONSIDERATION AND APPROVAL OF REGULAR PLANNING COMMISSION MINUTES FOR SEPTEMBER 3, 2026

Commissioner Bodily moved to approve the regular minutes for September 3, 2026, as written. Commissioner Baker seconded the motion. All voted "aye." The motion passed unanimously.

7. ITEMS FOR THE OCTOBER 1, 2026, PLANNING COMMISSION AGENDA

Time Stamp: 23:41 – 09/17/2026 – Part 2

The Planning Commission discussed agenda items for the October 1, 2026, meeting – Braegger's subdivision, further discussion on the off-street parking requirements, review another conditional use



WILLARD CITY

Planning Commission Meeting – Regular Meeting

Thursday, September 17, 2026 – 6:30 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

537 permit; and further discussion regarding cul-de-sac lots. Chairman Bingham asked that discussion
538 regarding time frames for temporary and emergency accesses be placed on a future agenda.
539 Commissioner Gilbert asked if there could be a discussion regarding open and public meetings on the next
540 agenda.

541
542 Madison Brown suggested that any ordinance discussions be postponed until October 15th because there
543 would be a public hearing, subdivision review, and a conditional use permit review on October 1st.
544

545 8. ADJOURN

546
547 **Commissioner Thackeray moved to adjourn at approximately 8:18 p.m. Commissioner Gilbert**
548 **seconded the motion. All voted in favor. The motion passed unanimously.**
549

550
551 Minutes were read individually and approved on: _____
552

553
554
555 _____
556 Planning Commission, Chairman
557 Chandler Bingham

554
555 _____
556 Planning Commission Secretary
557 Michelle Drago

558 dc:PC 09-17-2026