



MINUTES

Oakley City Planning Commission
September 2, 2026 6:00 p.m.
Zoom Meeting Platform was available

Special Session AGENDA:

1. **Open Meeting. Chairman Richard Bliss**
2. **Public Comment:** If you would like to submit written comments to Commission, please email stephanie@oakleyut.gov
3. **General Business**
 - a. Meeting minutes from 8.5.2026 **(ACTION ITEM) Approval/Denial**
4. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**
 - a. Plat Amendment. Maple Ranches Lot 6. LOD Adjustment. **(ACTION ITEM) Approval/Denial**
5. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**
 - a. Plat Amendment. Maple Ridge Ranches Lot 21. LOD Adjustment. **(ACTION ITEM) Approval/Denial**
6. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**
 - a. Conditional Use Permit. Accessory building in excess of 2,000 sq ft. 5650 N Franson Lane. **(ACTION ITEM) Approval/Denial**
7. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**
 - a. Recommendation of ordinance repealing and reenacting a portion of Oakley City Code 13-9-20 relating to the regulation and registration of short-term rental units within Oakley City. **(ACTION ITEM) Approval/Denial**
8. **Adjourn**

MINUTES

1. Call to order and roll call:

- a) Planning Commission: Chairman Richard Bliss; Commission Member: Jan Manning, Cliff Goldthorpe, Kevin Barker
Absent: Kent Woolstenhulme
- b) City Staff: Stephanie Woolstenhulme, City Planner; Tristin Leavitt, City Treasurer

- 38 c) Other: Bruce Blaine, Jack McElligot, Brad Smith, Rick Otto, Tyler Rogers, Nick Glagola
39 d) Zoom: Lisa Watts Baskin, City Attorney; Pamela Manson, Gracie Williams, S.
40 Williams
41

- 42 2. **Public Comment:** If you would like to submit written comments to Commission, please email
43 stephanie@oakleyut.gov
44

45 None
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- 47 3. **General Business**

- 48 a. Meeting minutes from 6.3.2026 (ACTION ITEM) Approval/Denial
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50 Action will be taken at the next meeting on 10.7.2026.
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- 52 4. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**

- 53 a. Plat Amendment. Maple Ridge Ranches Lot 6. LOD Adjustment. (ACTION ITEM)
54 Approval/Denial
55

56 Planner Stephanie Woolstenhulme presents the Staff Report to the Planning Commission.
57

58 Brad Smith (applicant) – Talked to the owner of Lot 5 and he was copacetic with it.
59

60 Chairman Richard Bliss asks for a motion to open up the Public Hearing.
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62 Jan Manning moves that they proceed to the Public Hearing.

63 Cliff Goldthorpe seconds the motion.
64

65 Roll Call Vote:

66 Kevin Barker	Aye
67 Richard Bliss	Aye
68 Cliff Goldthorpe	Aye
69 Jan Manning	Aye

70

71 Motion passes unanimously.
72

73 This portion of the meeting (public comment) is taken directly from the transcript of the
74 meeting.
75

76 Nick Glagola 795 E Weber Canyon Rd – “I don’t live in Maple Ridge, I live close to the
77 southern border. There is not a house on there right now, this is a proposed building? Mr.
78 Smith responds, “There is no house. What happens is the Limits of Disturbance is moved.
79 My neighbor was concerned about it being close to his private drive. We created an open
80 space between the two of us and then pushed the Limits of Disturbance down. Maple Ridge
81 Trail gate, this road comes all the way down to the gate.” Mr. Glagola replies, “So you are
82 due north of where the rubbish containers are.” Mr. Smith clarifies, “We are northwest of
83 the rubbish containers.” Mr. Glagola states, “Most of my views are off my front porch
84 currently.” Mr. Smith responds, “You shouldn’t even see this house.” Mr. Glagola concludes

by saying, "I have got an easement line running up through MRR19, I think we discussed on a lot before, and that's for water. Thank you. Good luck with your project."

Chairman Richard Bliss closes the Public Hearing.

No further discussion.

Kevin Barker makes a motion to approve the Plat Amendment for Maple Ridge Ranches Lot 6 as written.

Cliff Goldthorpe seconds the motion.

All in favor

5. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**

- a. **Plat Amendment. Maple Ridge Ranches Lot 21. LOD Adjustment. (ACTION ITEM)**
Approval/Denial

Planner Stephanie Woolstenhulme presents the Staff Report to the Planning Commission.

Chairman Richard Bliss asks for a motion to open up the Public Hearing.

Chairman Richard Bliss makes a motion to open up the Public Hearing.

Jan Manning seconds the motion.

Roll Call Vote:

Kevin Barker **Aye**

Richard Bliss **Aye**

Cliff Goldthorpe **Aye**

Jan Manning **Aye**

Motion passes unanimously.

This portion of the meeting (public comment) is taken directly from the transcript of the meeting.

Jack McElligot 6046 N Maple Ridge Trail – "Don't hold this against me, but I'm from Louisiana. My brother and I, we own this property and we intend on building a guest house. Rick Otto is my architect and they actually designed the original home back in the early 2000s. I believe we have done everything we needed to do with the HOA and so I ask for your approval, and it's 6046 North Maple Ridge Trail is the address."

Nick Glagola 795 E Weber Canyon Rd – "I would like to see it on the GIS please. Is that red line the property line of Maple Ridge? **Planner Stephanie Woolstenhulme** responds, "Yes those are boundary lines." **Mr. Glagola** asks, "This won't affect White's Creek at all?" **Planner Stephanie Woolstenhulme** responds, "No it won't. It won't affect either of your waterways." **Mr. Glagola** concludes with, "Those are my only concerns."

Chairman Richard Bliss closes the Public Hearing at 6:17 PM.

No further discussion.

Kevin Barker makes a motion to approve the Plat Amendment for Maple Ridge Ranches Lot 21 as written.

Chairman Richard Bliss seconds the motion.

Roll Call Vote:

Jan Manning **Aye**

Cliff Goldthorpe **Aye**

Richard Bliss **Aye**

Kevin Barker **Aye**

Motion passed unanimously.

6. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**

- a. **Conditional Use Permit. Accessory building in excess of 2,000 sq ft. 5650 N Franson Lane. (ACTION ITEM) Approval/Denial**

Planner Stephanie Woolstenhulme presents the Staff Report to the Planning Commission.

Jan Manning – Has concerns that in the first part of the explanation, it says that it is for indoor recreation. It then goes on to say, storage of trailers, equipment used for land maintenance. Since this is a home that is registered as a short-term rental, could this building be used for guests? In her mind, if this is going to be used for guests for the short-term rental, that would be a business that would be commercial use. This sounds more commercial than personal to her.

Planner Stephanie Woolstenhulme clarifies that indoor recreation was more her error. The building is intended for the storage of items related to the property. Applicant will speak to if those items will be allowed to be used with the short-term rental.

Kevin Barker – Wants to know where the garage entrances will be. Concerns with garage doors in back, where it is only a 12 foot setback from rear property line.

Tyler Rogers – They have no plans to use it as any part of the short-term rentals. His brother in law has a lot of toys. They have not done a short-term rental on it yet. Right now it is just a second residence. The HOA has told them that it is not allowed for short-term rentals. The east side garage door is just for air flow. John Moody is his brother-in-law. The home was purchased under the company Woodward and Moody and it is commonly used as a second home.

Cliff Goldthorpe has questions about the driveway and if it comes from the home driveway or from the main road. **Planner Stephanie Woolstenhulme** shares that the semi-circular driveway is for the home and the driveway for the accessory building will come off the main road.

Chairman Richard Bliss asks for a motion to open the Public Hearing.

181 **Jan Manning** moves that they open the Public Hearing.

182 **Cliff Goldthorpe** seconds the motion.

183
184 Roll Call Vote:

185 **Kevin Barker** **Aye**

186 **Richard Bliss** **Aye**

187 **Cliff Goldthorpe** **Aye**

188 **Jan Manning** **Aye**

189
190 **Motion passes unanimously.**

191
192 **This portion of the meeting (public comment) is taken directly from the transcript of the**
193 **meeting.**

194
195 **Bruce Blaine 5655 N Franson Lane** – “I’m just curious about the drawings. There is no
196 variation in the building structure architecturally. Not very appealing. Are you planning on
197 building a box? **Mr. Rogers** responds, “We tried to do more of an architectural design but
198 we couldn’t fit the doors. We tried to get HOA approval for a height variance and they
199 wouldn’t allow us to go to twenty-seven, so we had to do a box shape over the more
200 appealing barn style, but the CC&R’s restricted us. In order to fit the 14 foot doors, they had
201 to go straight up.” **Mr. Blaine** asks, “What is the building material on the exterior and is it
202 foundation or pole barn type? **Mr. Rogers** responds, “It will be a heavier steel.” **Mr. Blaine**
203 asks, “What size are your doors?” **Mr. Roger** replies, “The ones in the front are 14 feet and
204 the ones in the back are smaller like 10 feet and then the one in the back is also 10 or 12
205 foot.” **Planner Stephanie Woolstenhulme** states, “Better renderings as to the exterior of the
206 building will happen through the building permit process. This is a pretty generic drawing.
207 The architectural design components will happen through the building permit process.” **Mr.**
208 **Blaine** asks, “What was the reason they didn’t want the barn look? **Mr. Rogers** replies,
209 “They didn’t want us to go above the height variance per the CC&R’s.” **Mr. Blaine** asks, “Did
210 they tell you that you had to get a Septic PERC test or septic design?” **Chairman Richard**
211 **Bliss** states, “We are just concerned with the footprint of things. We are not the design
212 approval. That will come through the building permit along with the septic permit.”

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214 **Chairman Richard Bliss** closes the Public Hearing at 6:33 PM.

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216 **Jan Manning** – Asks for clarification regarding whether the HOA has approved the nightly
217 rental, but they have not approved the accessory building to have anything to do with
218 anything other than storage of agricultural equipment.

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220 **Planner Stephanie Woolstenhulme** shares that the HOA didn’t have anything to do with the
221 short-term rental because they don’t have anything limiting that in the CC&R’s. That came
222 straight to the city and in conjunction with our short-term rental rules. The understanding
223 between the applicant and the HOA is that this building is just for personal use and not
224 short-term rental use. Some clarification on that condition would seem appropriate.

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226 **Kevin Barker** – Wants to ensure outside lighting is compliant with Dark Sky.
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Cliff Goldthorpe – Wants to ensure there is wording in the conditions that it cannot be used for short-term rental business.

Kevin Barker makes a motion to approve the CUP for accessory building in excess of 2,000 sq ft. at 5650 N Franson Lane with addition of no rental use of the building.

Cliff Goldthorpe seconds the motion.

Roll Call Vote:

Jan Manning **Aye**

Cliff Goldthorpe **Aye**

Richard Bliss **Aye**

Kevin Barker **Aye**

Motion passes unanimously.

7. **Public Hearing, as noticed Aug. 21, 2026, with Possible Action.**

- a. **Recommendation of ordinance repealing and reenacting a portion of Oakley City Code 13-9-20 relating to the regulation and registration of short-term rental units within Oakley City. (ACTION ITEM) Approval/Denial**

Planner Stephanie Woolstenhulme shares the most recent draft ordinance with the Planning Commission for further review and general discussion.

Chairman Richard Bliss asks for a motion to open up the Public Hearing.

Kevin Barker makes a motion to open the Public Hearing.

Chairman Richard Bliss seconds the motion.

Roll Call Vote:

Jan Manning **Aye**

Cliff Goldthorpe **Aye**

Richard Bliss **Aye**

Kevin Barker **Aye**

No comments.

Chairman Richard Bliss closes the Public Hearing at 7:47 PM.

8. **Adjourn**

Chairman Richard Bliss makes a motion to adjourn.

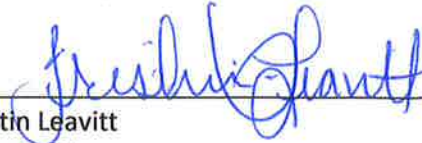
Jan Manning seconds the motion.

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Minutes accepted as to form this 7th day of Oct. 2026.



Richard Bliss, Chair



Tristin Leavitt
Oakley City Treasurer