HONEYVILLE CITY PLANNING COMMISSION
MEETING NOTICE & AGENDA

Notice is hereby given that the **Regular Meeting** of the **Honeyville City Planning Commission** will be held on **Wednesday October 28, 2026,** at 7:00 p.m., in the Honeyville City Hall, 2635 West 6980 North, Honeyville, UT 84314. Interested citizens are invited to attend.

Call to Order – Laurie Hunsaker

Invocation & Pledge of Allegiance – Kelli Shaw

Conflict of Interest, if any:

Public Comment Period: Comments will be listened to with no action taken. Items needing action will be placed on next month's agenda by request. Individuals will be given 5 minutes to comment.

City Council Meeting Report – Vice-Chair Laurie Hunsaker:

A. **Report:**

Zoning Administrator Report/DRC – Kenny Funk:

A. **Zoning Admin Report/DRC:**

Discussion Items:

A. **Mayor Bruce Nelson**
B. **Short Term Rentals**

Action Items:

A. **Profaizer Subdivision Prelim**
B. **Planning Commission Chair**
C. **Approval of Minutes: 05/27/26**
D. **Approval of Minutes: 09/23/26**

Agenda Items for Next Month

ADJOURNMENT

Posted on honeyvillecity.gov, Utah Public Notice Website, at City Hall and at the Honeyville City Post Office: 10/23/26

CHAPTER 5: SHORT-TERM RENTAL RULES AND REGULATIONS

3-5-1: Short-Term Rental Rules and Regulations

Short-term rental refers to a dwelling, or any portion of a dwelling, which the owner of record, or the lessee of the dwelling, offers for occupancy for fewer than thirty (30) consecutive days.

The owner of record, or lessee of the dwelling must obtain a Utah State sales tax ID (STC) and Utah State transient room tax ID (TRT) before an application for a Honeyville City business license and short-term rental permit may be submitted.

Regulations and restrictions imposed by this section are in recognition of the premise that a short-term rental provides lodging for a transient population that may not honor neighborhood mores or exhibit neighborly consideration to the same extent as permanent residents. Separation requirements listed in Section D are based on a desire to maintain the overall character of neighborhoods and the purpose of established zones.

All Honeyville City ordinances must be followed in addition to the regulations and restrictions imposed by this section.

3-5-2: Number of Short-Term Rental Units and Density Requirements

A. The total number of short-term rental units operating in the City shall not exceed ten (10) per 1,000 residents.

B. The minimum distance between short-term rental unit locations shall be six hundred feet (600 feet).

3-5-3: Business License Required

No dwelling shall be occupied or used as a short-term rental, or advertised for use as a short-term rental, until such time that the owner has obtained a business license issued in accordance with the provisions of this section. A business license for a short-term rental must be renewed each year.

3-5-4: Rental Permit Required

No dwelling shall be occupied or used as a short-term rental or advertised for use as a short-term rental, until such time that the owner has obtained a short-term rental permit issued in accordance with the provisions of this section. A short-term rental permit must be renewed each year.

3-5-5: Conditions for Issuance of a Business License for a Short-Term Rental

In addition to any other requirement of this section, a business license for a short-term rental shall be approved by the Planning & Zoning Commission if:

A. Another dwelling licensed as a short-term rental is not located within the same lot where the proposed short-term rental business license is being sought. No more than ten (10) percent of the dwellings in any subdivision phase or designated area to be defined by Honeyville City may be licensed as short-term rentals.

B. The application lists the name, address, and phone number of the owner or other person designated by the owner as the property manager who shall be responsible for ensuring compliance with the rules and regulations specified in this section. This person shall be a permanent resident of Honeyville City and be ready and willing to receive phone calls at any hour to promptly deal with complaints, violations, or any other safety or nuisance issues in connection with the short-term rental property or the occupants thereof.

C. The contact information of the responsible party may be furnished to property owners/residents within a five hundred (500) foot radius of the short-term rental property to enable direct contact in the case of complaints, zoning violations, or any other safety or nuisance issue with respect to the short-term rental property.

D. The application includes a valid Utah State tax number for remittance of transient lodging taxes.

3-5-6: Parking Regulations

The owner of any property licensed as a short-term rental shall provide off-street parking for guests in accordance with the following:

A. Off-street parking shall be provided on the same lot as the dwelling which is licensed as a short-term rental.

B. Parking shall be provided at the rate of one space per bedroom. Tandem spaces on a driveway may be used. The number of vehicles allowed by the occupants of a short-term rental shall be restricted to the number of off-street parking spaces provided by the owner.

C. All guest parking should be contained on the site.

D. No off-street parking space may be located in front of the living area of the dwelling unless there is a circular driveway.

3-5-7: Maintenance Standard

Any property that contains a dwelling which is licensed as a short-term rental shall conform to the following standards:

A. Structures shall be properly maintained, painted, and kept in good repair, and grounds and landscaped areas shall be properly maintained and watered in order that the use in no way detracts from the general appearance of the neighborhood.

B. The use of a dwelling as a short-term rental shall not in any way change the appearance of the dwelling or property.

C. Each sleeping room must meet current International Residential Code for egress and be equipped with smoke and CO detectors.

3-5-8: Prevention of Noise, Nuisance or Trespass

The owner of any dwelling licensed as a short-term rental shall be responsible to ensure that guests or occupants of the short-term rental do not:

A. Create noise that by reason of time, nature, intensity, or duration are out of character with noises customarily heard in the surrounding neighborhood.

B. Disturb the peace of surrounding property by engaging in shouting, fighting, playing of loud music, racing of cars or recreational vehicles on streets, engaging in outside recreational activities after 10:00 p.m., or other similar activities.

C. Interfere with the privacy of surrounding properties or trespass onto surrounding properties.

D. Allow pets or animals to create noise, roam the streets, trespass on neighboring properties, or create a mess that is not cleaned up by the owner or custodian of the pet or animal.

E. Engage in any disorderly or illegal conduct, including illegal consumption or production of drugs and alcohol.

3-5-9: Required Posting

The following information must be posted in a clear, concise, and unambiguous manner and in a conspicuous location inside any dwelling licensed as a short-term rental:

A. A copy of the short-term rental business license.

B. The name, address, and phone number of the owner of the property manager.

C. The location of all fire extinguishers.

D. A list of all rules applicable for short-term rentals.

E. The maximum occupancy of the short-term rental and the maximum number of vehicles allowed.

3-5-10: Miscellaneous Rules and Regulations

The following rules and regulations shall apply to any dwelling for which a short-term rental business license has been issued:

A. Outdoor pools, hot tubs, or spas shall not be used between the hours of 11:00 p.m. and 6:00 a.m.

B. Maximum occupancy in any dwelling licensed as a short-term rental shall be ten (10) persons at any one time. If, however, the property has a fire sprinkler system or other fire suppression system acceptable to

the Honeyville City Fire Department, a greater occupancy may be approved. Maximum occupancy of the dwelling must be included as part of the interior posting per Section H above.

C. The owner or property manager shall provide information on current occupants to police, emergency, or City personnel as requested. The owner or other person designated as the property manager shall respond to complaints and concerns within one (1) hour of any phone call or other notification. Failure of the owner or property manager to respond in a timely manner may result in a violation and possible fines to the business license holder and property owner.

D. The requirements of this section shall be in effect throughout the time a short-term rental license is in effect on the property, regardless of whether the property is occupied by the owner, non-paying guests of the owner, or paying guests of the owner. The City finds that, given the practical difficulty of determining whether or not the occupants are paying guests, enforcement of the requirements contained in this section shall be based on whether the property is licensed as a short-term rental.

E. An inspection of a short-term rental property for compliance with these regulations may be performed at the time of business license review. Additional inspections may be performed with twenty-four (24) hour notice to the license holder/property manager if deemed necessary by the City.

F. The owner of any dwelling licensed as a short-term rental shall be required to collect and remit on a timely basis transient lodging taxes and all other applicable sales and use taxes to the Utah State Tax Commission.

G. In the event of a sale or other transfer of any property containing a dwelling licensed as a short-term rental, the purchaser or transferee of the property shall be required to apply for a new license within forty-five (45) days of the date of purchase or transfer. In the event that the purchaser or transferee fails to apply for a new license within said forty-five (45) days, the license will be forfeited and the owner must re-apply for any available license or be placed on the waiting list.

3-5-11: Enforcement Provisions

A. Any owner of any dwelling within Honeyville City who allows or permits occupation of said dwelling as a short-term rental, as defined herein, without having first obtained a business license in accordance with the provisions of this section shall be guilty of a Class B misdemeanor, which shall be punishable by a fine of up to $1,000.00, imprisonment for up to six (6) months, or any combination thereof for each such violation.

B. Any owner of any dwelling within Honeyville City, who, having first obtained a business license for use or occupation of said dwelling as a short-term rental, thereafter operates or permits operations of said short-term rental in violation of the terms and provisions of this section shall be guilty of an Infraction, and shall be punished by a fine of not less than $750.00 for such violation.

C. Any person who occupies a short-term rental as a guest and who violates any local ordinance or state law shall be subject to arrest, issuance of a citation, or other criminal process in accordance with all state, federal or local statutes, rules, or ordinances.

D. Violation of any provision of this section regulating short-term rentals shall constitute a separate offense for each day said violation occurs or continues.

E. In the event of three (3) or more violations of this section committed by an owner or guest, or any combination of the two, within any twelve (12) month period, the City Council will proceed immediate revocation of the business license for any short-term rental property in accordance with the provisions of the general business license ordinance.

3-5-12: Applicability on Existing Short-Term Rentals

The provisions of this Section apply to all short-term rentals within the City limits regardless of when the short-term rental was commenced. Any short-term rental that is in active operation on the date this Section goes into effect must be compliant with this Section within ninety (90) days of the effective date of this Section.

BE IT FURTHER ORDAINED that the subject matter of this ordinance shall be deemed to be of an urgent nature or in the nature of an emergency, and that this ordinance, upon passage and approval, shall take effect at the earliest possible time permitted by law after publication or posting.

HONEYVILLE

Concept Plan Application

Project/Subdivision Name: Arbor Estates

Approx. Location: 2670 W 6900 N Honeyville

Parcel Number(s): 04-019-0051 Total Acres: _____

Current Zone: P Requesting a Rezone?* NA If Yes, to what zone? NA

Number of Lots: 4 Number of Lots Per Acre: 2

**Requests to rezone a parcel require a separate application & process. This question is for informational purposes only & does not replace the rezone application requirements.*

Contact Information

Developer: Creative Pros / Jared Pafnizer

Company Name: Creative Pros Construction

Address: 207 E Saddleback Rd Willard Ut

Phone: 801-390-7539 Email: Cre8pros@hotmail.com

Engineer: Hansen and Assoc. Greg Hansen

Company Name: Hansen and Assoc

Address: 538 N Main Brigham City

Phone: 435-723-3491 Email: greghe@haies.com

Property Owner: _____

☑ Check Here if Same as Developer

Address: _____

Phone: _____ Email: _____

Concept Plan Requirements
(Ordinance 10-5-9)

- ☐ Notarized Agent Authorization (if Developer is different from Property Owner)
- ☐ 1 electronic PDF copy of the plat/parcel map of the area
- ☐ Concept Drawing/Sketch (1 electronic PDF copy & 1 hard copy 11" x 17") (Ch. 10-5-9.D.2 and 10-31-3.c.6)
    - **General**
        - Proposed name of subdivision
        - Approximate section corners or lines
        - North arrow, scale, date of drawing
        - Property boundary with dimensions
        - A vicinity plan showing location of property and all existing features within or adjacent to the property
        - Total acreage of the entire tract proposed for subdivision
    - **Existing**
        - Locations of existing buildings
        - Location and description of existing vegetation
        - Locations and ownership of all adjacent tracts of land
        - General knowledge of existing land characteristics (i.e. slope, wetlands, vegetation)
        - Topography contours at 2-foot increments from existing data such as USGS quad and identifying areas greater than 15%
    - **Existing and Proposed**
        - Locations of existing and proposed of the following:
            - Streets
            - Utilities
            - Easements (public and private)
            - Watercourses and impoundments
            - Storm water disposal facilities
            - Drainage Patterns
    - **Proposed**
        - Configuration of proposed lots with minimum average lot sizes
        - Approximate locations, dimensions, and area of all parcels of land proposed to be set aside for park or playground use or other public use
        - Proposed future drainage scheme
- ☐ Soils and geologic map indicating soils types, their boundaries and any known geologic hazards *(See Honeyville Sensitive Lands Map and the UGS online mapper)*
- ☐ Environmental Impact Assessment
- ☐ Name and mailing address of property owners within 300 feet of subdivision boundary
- ☐ Complete application must be submitted two (2) weeks prior to the regularly scheduled Planning Commission meeting.

Applicant Certification
Concept Plan

I swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief. I also certify and agree:

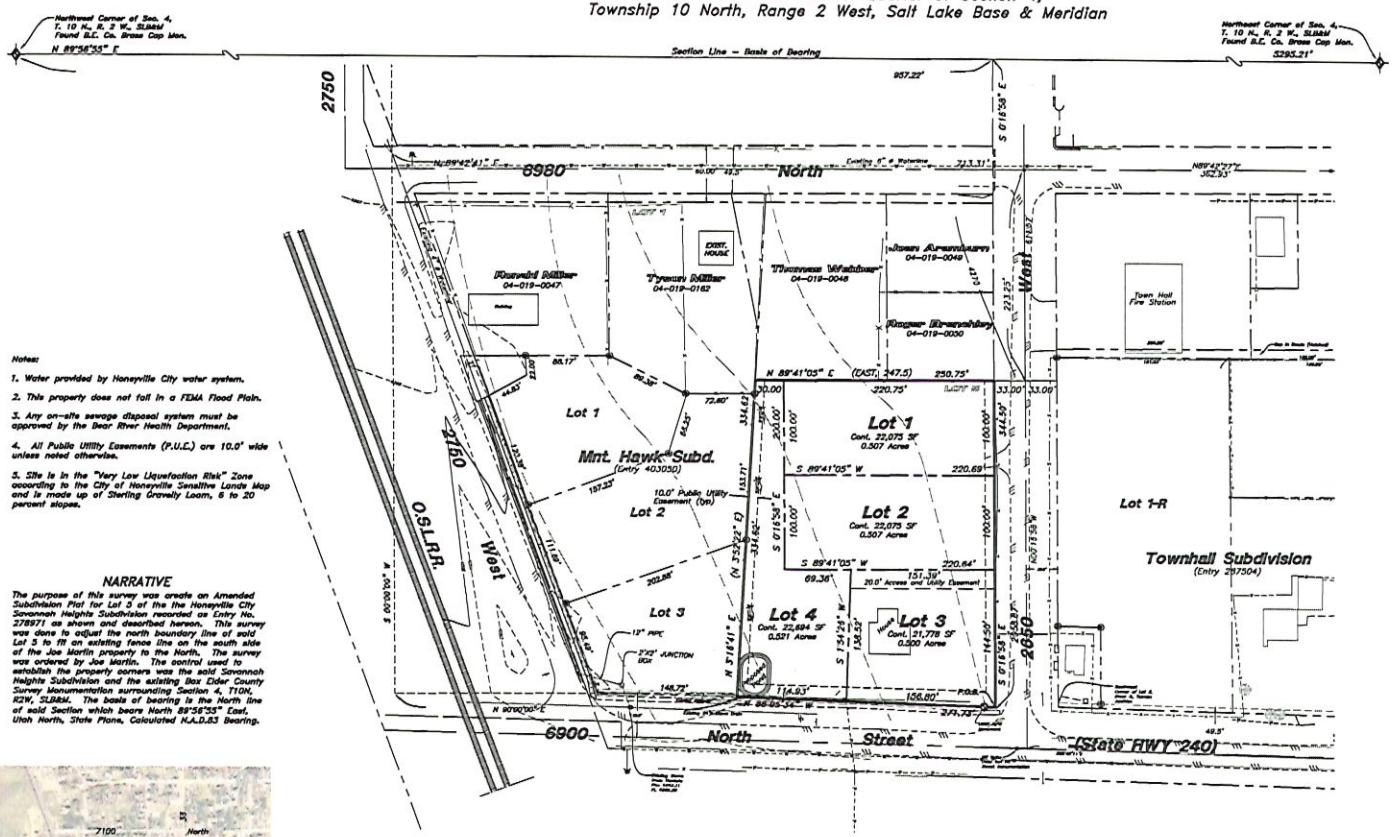
- I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application and to appear on my/our behalf before any city commission, board or council considering this application.
- I understand that Honeyville City may rescind any approval or take any other legal or appropriate action for information or representations submitted that is incorrect or untrue.
- I have reviewed the applicable sections of the Honeyville Municipal Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses.
- To pay all fees associated with this project as assessed by the current adopted Consolidated Fee Schedule, as well as any fees associated with any City Consultant (e.g. engineer, attorney.)
- The applicant shall also be responsible for all collection fees incurred including a collection fee of up to 40% (pursuant to the provisions of the Utah Code Ann. §12-1-11).
- To allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Developer's Signature: _____ Date: Sep 08, 2026

Property Owner's Signature: _____ Date: Sep 08, 2026

Profaizer Subdivision

Honeyville City, Box Elder County, Utah
A Part of the Northwest Quarter of Section 4,
Township 10 North, Range 2 West, Salt Lake Base & Meridian

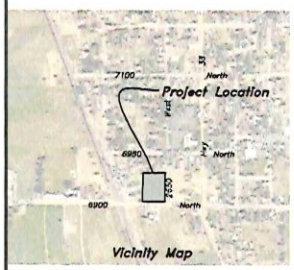


Notes:

1. Water provided by Honeyville City water system.
2. This property does not fall in a FEMA Flood Plain.
3. Any on-site sewage disposal system must be approved by the Bear River Health Department.
4. All Public Utility Easements (P.U.E.) are 10.0' wide unless noted otherwise.
5. Site is in the "Very Low Liquefaction Risk" Zone according to the City of Honeyville Sensitive Lands Map and is made up of Sterling Gravelly Loam, 6 to 20 percent slopes.

NARRATIVE

The purpose of this survey was create an Amended Subdivision Plat for Lot 3 of the the Honeyville City Savannah Heights Subdivision recorded as Entry No. 278971 as shown and described hereon. This survey was done to adjust the north boundary line of said Lot 3 to fit an existing fence line on the south side of the Joe Martin property to the North. The survey was ordered by Joe Martin. The control used to establish the property corners was the said Savannah Heights Subdivision and the existing Box Elder County Survey Monumentation surrounding Section 4, T10N, R2W, SLB&M. The basis of bearing is the North line of said Section which bears North 89°56'55" East, Utah North, State Plane, Calculated N.A.D.83 Bearing.



Developer:
Jared Profaizer
801-390-7539
Chelicos@hotmail.com

HANSEN & ASSOCIATES, INC.
Consulting Engineers and Land Surveyors
338 North Main Street, Brigham, Utah 84302
Visit us at www.haies.net
Brigham City (435) 723-3481 Ogden (801) 399-4905 Logan (435) 752-8272
Since 1957

26-104 26-104 subd.dwg kph 081328

BEAR RIVER DISTRICT HEALTH DEPT. APPROVAL
Waste Disposal System & Culinary Water System
Approval This___day of _____ 2026.

_____
District Sanitarian

Scale: 1"= 60'
0 60 120
Scale in Feet
(Data in Parentheses is Record)

LEGEND
- Subject Property Line
- Interior Lot Lines
- Adjoining Property Line
- Previous Property Line
- Centerline
- Public Utility Easement (PUE)
- Existing Curb & Gutter
- Fence Line (Wire)
- Existing Highway R-O-W Monument
- Found rebar set by others
- City Survey Monument
- Set 5/8"x24" Rebar With Cap
- Section Corner

ENGINEER'S CERTIFICATE

I certify that I have had this plat examined and find that it is correct and in accordance with the information on file in the Honeyville City office.

_____ _____
DATE ENGINEER

APPROVAL AS TO FORM

Approved as to Form this___day of _____ A.D.,2026.

_____
Attorney

APPROVAL AND ACCEPTANCE

Presented to the Honeyville City Council this _____day of_____ A.D., 2026, at which time this Subdivision was Approved and Accepted.

Attest: _____ _____
Clerk Chairman

PLANNING COMMISSION APPROVAL

Approved this____day of_____A.D., 2026, by the Honeyville City Planning Commission.

_____ _____
Chairman Date

SURVEYOR'S CERTIFICATE

I, K. GREG HANSEN, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS ACT; AND BY THE AUTHORITY OF THE OWNERS, I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED AND SHOWN HEREON THIS PLAT IN ACCORDANCE WITH SECTION 17-73-604 AND HAVE VERIFIED ALL MEASUREMENTS AND HAVE HEREBY SUBDIVIDED SAID TRACT INTO TWO (2) LOTS, KNOWN HEREAFTER AS PROFAIZER SUBDIVISION AND THAT THE SAME HAS BEEN SURVEYED AND MONUMENTS HAVE BEEN LOCATED AND/OR PLACED ON THE GROUND AS REPRESENTED ON THE PLAT HEREON.

SIGNED THIS DAY OF , 2026.

K. GREG HANSEN, P.L.S.
UTAH LAND SURVEYOR LICENSE NO. 167819

REGISTERED LAND SURVEYOR 167819 K. GREG HANSEN STATE OF UTAH

SUBDIVISION BOUNDARY DESCRIPTION

A PART LOT 5, BLOCK 7, TOLMAN ADDITION TO HONEYVILLE SURVEY SITUATED IN THE NORTHWEST QUARTER OF SECTION 4, TOWNSHIP 10 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN.

BEGINNING AT THE INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF 6900 NORTH STREET AND THE WEST RIGHT-OF-WAY LINE OF 2650 WEST STREET LOCATED 957.22 FEET THENCE NORTH 89°56'55" EAST ALONG THE NORTH LINE OF SAID SECTION AND 2058.87 FEET SOUTH 00°16'58" EAST FROM THE NORTHWEST CORNER OF SAID SECTION 4;

RUNNING THENCE NORTH 88°05'34" WEST 271.73 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE EAST BOUNDARY LINE OF MOUNTAIN HAWK SUBDIVISION, FILED AS ENTRY NO. 403030; THENCE NORTH 03°16'41" EAST (NORTH 03°33'22" EAST BY RECORD) 334.62 FEET ALONG SAID EAST BOUNDARY LINE IN PART; THENCE NORTH 89°41'05" EAST 250.75 FEET (EAST 247.5 FEET BY RECORD) TO SAID WEST RIGHT-OF-WAY LINE, SAID POINT DESCRIBED OF RECORD AS BEING LOCATED 247 FEET SOUTH OF THE SOUTHEAST CORNER OF SAID TOLMAN ADDITION; THENCE SOUTH 00°16'58" EAST 344.50 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. CONTAINING 2.035 ACRES.

OWNER'S ACKNOWLEDGEMENT OF RESPONSIBILITY

Know all men by these presents that we, the undersigned owners of the tract of land contained within the subdivision boundary described hereon, acknowledge that failure or the local jurisdiction or Planning Commission to observe or recognize hazardous, unknown or unsightly conditions, or to recommend denial of the subdivision because of said unrecognized hazardous, unknown or unsightly conditions shall not relieve the developer or owner therefrom, and shall not result in the local jurisdiction or Planning Commission, it officers or agent, being responsible for the conditions and damages resulting therefrom.

In Witness Thereof, We have hereunto set our hand this____ day of _____, 2026.

OWNER'S DEDICATION

Know all men by these presents that we, the undersigned owners of the above described tract of land having caused the same to be Subdivided into two (2) lots as shown on this plat and name said tract Profaizer Subdivision and hereby dedicate, grant and convey to Honeyville City, Box Elder County, Utah, all those parts or portions of said tract of land designated as easements for public utility and drainage purposes as shown hereon. The same to be used for the installation, maintenance and operation of public utility service lines and drainage as may be authorized by Honeyville City.

This _____day of _____, 2026.

_____
John Arbon

_____
Creative Pros Construction by

ACKNOWLEDGMENT

STATE OF UTAH)
: ss
COUNTY OF BOX ELDER)

On this____day of_____2026, Joseph Thomas Jenkins and Karly Jenkins, H, Husband and Wife as Joint Tenants, personally appeared before me, the undersigned Notary Public in and for said County of Box Elder, in the State of Utah, the signers of the attached Owners Dedication, two in numbers, who duly acknowledged to me they signed it freely and voluntarily and for the purpose therein mentioned.

State of Utah Notary Public_____ Commission Number _____Notary Printed Name _____ My Commission Expires _____

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

STATE OF UTAH)
: ss
COUNTY OF BOX ELDER)

ON THIS ____ DAY OF _____, 2026, PERSONALLY APPEARED BEFORE ME, __, WHO BEING BY ME DULY SWORN DID SAY AND ACKNOWLEDGE THAT HE/SHE IS A MANAGER OF CREATIVE PROS LIMITED LIABILITY COMPANY FOR AND IN BEHALF OF CREATIVE PROS CONSTRUCTION, A UTAH LIMITED LIABILITY COMPANY ("LLC"), WHICH LLC IS THE OWNER OF THE REAL PROPERTY LISTED HEREIN, AND EXECUTED THE FOREGOING INSTRUMENT AS THE AUTHORIZED AGENT OF THE LLC, AND THAT SAID AUTHORIZATION TO SIGN ON BEHALF OF THE LLC CAME PURSUANT TO A RESOLUTION OF THE MANAGERS. THE CERTIFICATE OF ORGANIZATION, AND/OR THE OPERATING AGREEMENT OF THE LLC.

STATE OF UTAH NOTARY PUBLIC _____

NOTARY PRINTED NAME _____

MY COMMISSION EXPIRES _____ COMMISSION NUMBER _____

COUNTY RECORDER'S NO. _____

State of Utah, County of Box Elder, Recorded and Filed at the Request of _____

Date _____ Time _____ Fee_____

Abstracted _____

_____

Index _____

Filed In: ____ File of Plats

_____
County Recorder

V:\2026\26-104 Profaizer-Honeyville\Drawings\26-104 subdivision.dwg 8.5 (25.5) 7:20:01 AM EDT by TOF.plt

The DRAFT Minutes of
Honeyville City Planning Commission
May 27, 2026, Regular Meeting

Jacob Jaques called the meeting to order at 7:00 p.m.

Present were Vice Chair Jacob Jaques. Commission Members Jamie Cook, Kelli Shaw, Laurie Hunsaker, Anna Dammer and Thomas Jenkins.

Employees present: Brittiny Chlarson, Clerk/Recorder
Wendy Lindauer, Deputy Clerk
Kenny Funk, Zoning Administrator
Jami Jaques, Code Enforcement

There were approximately seven members of the public present.

Kelli Shaw offered the Invocation and led the group in the Pledge of Allegiance.

Conflict of Interest, if any: None Noted

Administer Oath of Office – Brittiny Chlarson administered the Oath of Office to Thomas Jenkins who will be filling the remainder of Staci Zilles-Nelson's term.

Public Comment Period:
None Noted.

Public Hearing – Creating Ordinance 2026-02 - Title 3 Chapter 5 – Short-Term Rental Ordinance:

A. **Open Public Hearing: 7:03 p.m.**

LAURIE HUNSAKER motioned to Open the Public Hearing for Creating Ordinance 2026-02 – Title 3 Chapter 5 – Short-Term Rentals at 7:03 p.m. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

The proposed ordinance was displayed and opened to public comment. No comments were made.

B. **Close Public Hearing: 7:04 p.m.**

DRAFT

LAURIE HUNSAKER motioned to Close the Public Hearing for Creating Ordinance 2026-02 – Title 3 Chapter 5 – Short-Term Rentals at 7:04 p.m. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Thomas J expressed opposition to the limit on occupants as presented in this ordinance. He stated that if there are a couple of families together then they would not be able to stay in the same place. He also did not like that the city was limiting the hours of hot tub usage. He felt this should be covered by a noise ordinance. **Laurie H** stated that she feels this is a reasonable request since these locations are currently inside residential areas. **Jacob J** stated that it's a good idea to state it here as well because most visitors would not know what Honeyville's noise ordinance. **Kenny F** stated that he feels the commission needs to do more research before they start removing items from the proposed ordinance to make sure that they meet fire code requirements and all other laws.

C. **Action Item: Motion of Recommendation for Creation of Ordinance 2026-02 - Title 3 Chapter 5 – Adopting a Short-Term Rental Ordinance**

JAMIE COOK motioned to Table the decision regarding Creating Ordinance 2026-02 – Title 3 Chapter 5 – Short-Term Rentals. KELLI SHAW seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Public Hearing – Text Amendment for Ordinance 2026-03 - 7-1-6: Sidewalk Regulations:

A. **Open Public Hearing: 7:19 p.m.**

KELLI SHAW motioned to Open the Public Hearing for Text Amendment for Ordinance 2026 Sidewalk Regulations: 7-1-6 at 7:19 p.m. LAURIE HUNSAKER seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Kenny F explained that there has been concern about sidewalks that have been installed in front of agricultural ground and who should maintain that. **Jami J** stated that the ordinance states that the owner that abuts the sidewalk is responsible for maintaining that area, whether it's in front of a home or agricultural ground.

B. **Close Public Hearing: 7:21 p.m.**

KELLI SHAW motioned to Close the Public Hearing for Text Amendment for Ordinance 2026 Sidewalk Regulations: 7-1-6 at 7:21 p.m. LAURIE HUNSAKER seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

C. **Action Item: Motion of Recommendation for Text Amendments to Ordinance 2026-03 7-1-6 Sidewalk Regulations**

DRAFT

Laurie H stated that section "A" states fines. As the city is trying to update ordinances, they are trying to refer all fines and infractions to section 1-4-1 and keep that consistent throughout all of the ordinances.

LAURIE HUNSAKER motioned to Recommend Text Amendment for Ordinance 2026 Sidewalk Regulations to the City Council with the following amendments to the presented ordinance: Strike the last line in section "A" regarding fines. Add a section "G" and reference section 1-4-1 for infractions. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Public Hearing – Text Amendments for Ordinance 2026-04 – 10-21-11 Creating Billboard Regulations

A. Open Public Hearing: 7:26 p.m.

KELLI SHAW motioned to Open the Public Hearing for Text Amendments for Ordinance 2026-04 – 10-21-11 Creating Billboard Regulations at 7:26 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Adam Nelson asked if the sign for Crystal Springs qualifies as a billboard. **Laurie H** stated that their sign would fall under a business sign rather than a billboard.

B. Close Public Hearing: 7:29 p.m.

THOMAS JENKINS motioned to Close the Public Hearing for Text Amendments for Ordinance 2026-04 – 10-21-11 Creating Billboard Regulations at 7:29 p.m. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

C. Action Item: Motion of Recommendation for Text Amendments for Ordinance 2026-04 – 10-21-11 Creating Billboard Regulations

LAURIE HUNSAKER motioned to Recommend Approval for Text Amendments for Ordinance 2026-04 – 10-21-11 Creating Billboard Regulations. KELLI SHAW seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Public Hearing – Text Amendments for Ordinance 2026-05 – Title 10 Chapter 22: Supplementary Development Standards

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A. **Open Public Hearing: 7:30 p.m.**

KELLI SHAW motioned to Open the Public Hearing for Text Amendments for Ordinance 2026-05 – Title 10 Chapter 22: Supplementary Development Standards at 7:30 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Kenny F explained that these text amendments are some that the Title 10 Committee has been working on as they are working to clean up the code. He stated that the section regarding wrecked and junk vehicles has changed. Changes to fence height next to highway to conform with UDOT. He also stated that they are going to repeal the flag lot chapter and will replace it. He also stated that ADU's were spread-out between two chapters, so they are removing it from this section and adding it to the section that holds the remainder of the ADU requirements so that they can locate everything in one section.

Adam Nelson asked about shipping containers. **Sheldon** stated that they have a shipping container at Crystal Springs and asked about the requirement for a DOT license. **Laurie H.** stated that a license is only required when they are moving the container.

B. **Close Public Hearing: 7:37 p.m.**

KELLI SHAW motioned to Close the Public Hearing for Text Amendments for Ordinance 2026-05 – Title 10 Chapter 22: Supplementary Development Standards at 7:37 p.m. LAURIE HUNSAKER seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

C. **Action Item: Motion of Recommendation for Text Amendments for Ordinance 2026-05 – Title 10 Chapter 22 Supplementary Development Standards**

LAURIE HUNSAKER motioned to Recommend Approval for Text Amendments for Ordinance 2026-05 – Title 10 Chapter 22: Supplementary Development Standards. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Public Hearing – Text Amendments for Ordinance 2026-06 – 10-35-3 General Regulations for Detached ADU's and Internal ADU's

A. **Open Public Hearing: 7:39 p.m.**

KELLI SHAW motioned to Open the Public Hearing for Text Amendments for Ordinance 2026-06 – 10-35-3 General Regulations for Detached ADU's and Internal ADU's at 7:39 p.m. LAURIE HUNSAKER seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Kenny F explained that this is where the section from chapter 22 that was taken out regarding ADU's will be moved to, making it easier to find the ADU requirements because they will all be in the same section of the code.

B. **Close Public Hearing: 7:41 p.m.**

LAURIE HUNSAKER motioned to Close the Public Hearing for Text Amendments for Ordinance 2026-06 – 10-35-3 General Regulations for Detached ADU's and Internal ADU's at 7:41 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

C. **Action Item: Motion of Recommendation for Text Amendments for Ordinance 2026-06 – 10-35-3 General Regulations for Detached ADU's and Internal ADU's**

JAMIE COOK motioned to Recommend Approval for Text Amendments for Ordinance 2026-06 – 10-35-3 General Regulations for Detached ADU's and Internal ADU'. KELLI SHAW seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Public Hearing – For Ordinance 2026-07 – Repealing 10-22-11 and Adopting 11-4-11 Flag Lot Subdivisions

A. **Open Public Hearing: 7:43 p.m.**

KELLI SHAW motioned to Open the Public Hearing for Ordinance 2026-07 – Repealing 10-22-11 and Adopting 11-4-11 Flag Lot Subdivisions at 7:43 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Kenny F explained that in the new ordinance they created a better definition of what a flag lot is and also attached a diagram to the ordinance. He also explained that no one can have a flag lot without going through the subdivision process.

B. **Close Public Hearing: 7:48 p.m.**

LAURIE HUNSAKER motioned to Close the Public Hearing for Ordinance 2026-07 – Repealing 10-22-11 and Adopting 11-4-11 Flag Lot Subdivisions at 7:48 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

Kelli S asked why these are only allowed on Highway 38. **Kenny F** explained that these were created for the higher density area and to allow the long skinny plots in that area an option to create a buildable lot.

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C. **Action Item: Motion of Recommendation for Ordinance 2026-07 – Repealing 10-22-11 and Adopting 11-4-11 Flag Lot Subdivisions**

KELLI SHAW motioned to Recommend Approval for Ordinance 2026-07 – Repealing 10-22-11 and Adopting 11-4-11 Flag Lot Subdivision. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

City Council Meeting Report – Vice Chair Jacob Jaques:

A. **Report:**

- **4th of July:** The council felt ready for the activities and had decided to offer the lunch as a free meal this year to celebrate the 250 Anniversary of America.
- **Water Rates:** There was a discussion on raising the water rates to help pay for all the projects the city needs to accomplish.
- **Fee for ½ Plots at the Cemetery:** Due to the way the cemetery was originally created they had created a space for ½ plots. However, over time it was not kept in a unified way so the city quit offering ½ plots, but there are still several original ½ plots that can only be used as a ½ plot. The council discussed creating a reduced fee for those plots.
- **City Owned Home:** The council is still discussing the options to fix up the home.

Zoning Administrator Report/DRC – Kenny Funk:

A. **Zoning Admin Report/DRC:**

- **Boundary Adjustment for Jenkins:** Kenny requested this item be added to June's City Council agenda for approval.
- **Home near Camelot Inn:** Still having issues with access so there has not been any movement. They are meeting with UDOT to try and get a conditional access permit.
- **Bear River City Road Plan:** Bear River City sent their road plan and asked if Honeyville City had any issues with what they had presented. Kenny did not see any issues.

Discussion Items:

A. **Fences & Permit: Kelli S** reported that Anna had been working with Dana to create a diagram to go with this permit, but Anna was not present to give an update on this progress.

Action Items:

A. **Crystal Springs Site Plan: Kenny F** presented the application and stated that Crystal Springs would like to put in a new pool and to update some landscaping. Dana, the city engineer, questioned some of the labeling & locations. **Laurie H** explained that the reason this is a question is because it is on the checklist, so it needs to be added. Laurie felt that it is important to stick to the checklist to make sure all of the requirements are met.

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LAURIE HUNSAKER motioned to Recommend Approval of the Crystal Springs Site Plan to the City Council with the condition that they have the checklist completed. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

B. **Approval of Minutes: 03/25/26 –** There were not enough quorum members present that had attended this meeting. This will need to be added to June's agenda.

C. **Approval of Minutes: 04/22/26**

KELLI SHAW motioned to Approve the Minutes of 04/22/26 as presented. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas J abstaining, Jamie C for, Kelli S for, Laurie H for and Jacob J for.

Agenda Items for Next Month

- **Short Term Rental Ordinance – Discussion**
- **Fences – Discussion**
- **Shooting Ordinance – Discussion**
- **Vote on Chair & Vice Chair – Action**
- **March's Minutes**

LAURIE HUNSAKER motioned to Adjourn at 8:12 p.m. KELLI SHAW seconded the motion. MOTION CARRIED with Thomas J for, Jamie C for, Kelli S for and Laurie H for.

ADJOURNMENT

Meeting Adjourned at 8:12 p.m.

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The foregoing minutes were taken and typed by Brittiny Chlarson.
I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST: **DATE APPROVED:** _____

_____ _____

Brittiny Chlarson – Clerk/Recorder **Laurie Hunsaker – Vice-Chair**

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The DRAFT Minutes of
Honeyville City Planning Commission
September 23, 2026, Regular Meeting

Jacob Jaques called the meeting to order at 7:00 p.m.

Present were: Chair Jacob Jaques. Commission Members Thomas Jenkins, Jamie Cook, Kelli Shaw and Anna Dammer. Laurie Hunsaker and Caleb Hardy were not present at this meeting.

Employees present: Wendy Lindauer, Deputy Clerk
Kenny Funk, Zoning Administrator
Jami Jaques, Code Enforcement

There were approximately 8 members of the public present.

Jamie Cook offered the Invocation and led the group in the Pledge of Allegiance.

Conflict of Interest, if any: None Noted

Public Comment Period:
None Noted

Public Hearing – Creating Ordinance 2026-08 – Title 4 Chapter 9 – Discharge of Firearms and Explosives within Honeyville City:

A. **Open Public Hearing: 7:02 p.m.**

KELLI SHAW motioned to Open the Public Hearing Creating Ordinance 2026-08 – Title 4 Chapter 9 – Discharge of Firearms and Explosives within Honeyville City at 7:02 p.m. ANNA DAMMER seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

- **Explanation of Ordinance: Jacob Jaques** explained that there have been issues with shooting in the gravel pits and residential zones. The city wanted to create an ordinance that had more clarity on what is allowed. It was explained that the city needs rules in place for when gun laws are violated the city can contact law enforcement.
- **Kyle Bybee 7764 N. 3600 W.:** He asked why gun rights and explosives would be in the same ordinance. He expressed that there is a difference between the two.
- **Tyrell Bennet 7405 N. Highway 38:** He stated that he lives within the residential zone, therefore he would need written permission to kill a skunk on his ground. He also stated that it includes some of the public ground which would restrict

shooting in those areas. He suggested changing the areas to reflect higher density areas rather than just a blanket description of residential & agricultural.

- **Rodney Bennet 7515 N. 3600 W.** He stated that he has worked for the government for a long time and he has never heard anyone say that the government needs to put in more rules. He also stated that explosives are different than gun laws. He also stated that the city is putting more rules on laws that are already on the books. He wanted to know what is wrong with someone shooting their own chickens to eat for dinner. He further stated that this ordinance would not allow him to do predator control on farm ground he is leasing.
- **Jami Jaques 7680 N. 3600 W.** She clarified that under 4-9-1: Letter C states- written authorization. It does not state that they cannot shoot anywhere within the residential area. She suggested trapping the skunk and then getting approval. She further explained that law enforcement has been contacted and because they don't have laws in place they won't enforce anything. This is to protect all citizens.
- **Austin Gunderson 6030 N. Highway 38.** He asked why residential zones are required to have signatures from the Mayor or City Council. Whereas people in Agricultural zones are only required to get authorization from the landowner.
- **Tyrell Bennet 7405 N. Highway 38.** Shared that state law already clarifies that there is to be no shooting within 600 ft. of a dwelling. (State Code 76-11-209). He suggested just referring to the state code within the ordinance.
- **Rodney Bennet 7515 N. 3600 W.** stated that although there has been some negatives tonight, he does recognize what the commission is trying to do and he appreciates their time and efforts.

B. Close Public Hearing: 7:21 p.m.

KELLI SHAW motioned to Close the Public Hearing Public Hearing Creating Ordinance 2026-08 – Title 4 Chapter 9 – Discharge of Firearms and Explosives within Honeyville City at 7:21 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

Kelli S stated that this all came about because of shooting in the gravel pits. Most of these pits are owned by people out of town who don't regulate their own property.

It was noted that the commission wants to separate explosives from discharge of firearms.

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C. **Action Item: Motion of Recommendation for Creation of Ordinance 2026-08 - Title 4 Chapter 9 – Discharge of Firearms and Explosives within Honeyville City:**

THOMAS JENKINS motioned to Table the Creation of Ordinance 2026-08 – Title 4 Chapter 9 – Discharge of Firearms and Explosives within Honeyville City. ANNA DAMMER seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

Public Hearing – Text Amendment to Ordinance 2026-09 – Title 10-22-10 – Adding a Diagram to Fences and Walls:

A. **Open Public Hearing: 7:28 p.m.**

KELLI SHAW motioned to Open the Public Hearing for Text Amendment to Ordinance 2026-09 – Title 10-22-10 – Adding a Diagram to Fences and Walls at 7:28 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

Jacob J explained that in residential zones they are having issues with setbacks and fences in wrong spots. **Kenny F** explained that they are not changing anything in the current ordinance verbiage. They are just adding an image to help with clarification of what is allowed.

B. **Close Public Hearing: 7:30 p.m.**

KELLI SHAW motioned to Close the Public Hearing for Text Amendment to Ordinance 2026-09 – Title 10-22-10 – Adding a Diagram to Fences and Walls at 7:30 p.m. JAMIE COOK seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

C. **Action Item: Motion of Recommendation for Text Amendment to Ordinance 2026-09 – Title 10-22-10 – Adding a Diagram to Fences and Walls**

JAMIE COOK motioned to Recommend Approval to City Council for Text Amendment to Ordinance 2026-09 – Title 10-22-10 – Adding a Diagram to Fences and Walls. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

Public Hearing – Creation of Fence Permit Application and Associated Fee

A. **Open Public Hearing: 7:45 p.m.**

Kenny F explained that this is basically just an ordinance review to make sure that fences are meeting the ordinance prior to them being installed to make sure they don't have them to put it in after the fact. It was further explained that a survey of the property is still the property

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owner's responsibility. The small fee is to cover the cost of city staff to review the application. They didn't feel it was fair to put that financial burden on all citizens, so that is why a fee is required from the residents who is in need of the service.

- **Sara Peterson 7690 N. Highway 38** wondered if people aren't taking the time to look at the ordinances, why would the city think they would come in and get a permit. **Kenny F** explained that if they see a fence being installed and they don't have a permit then they can put a stop to it. This is a better option than having someone put a fence up, it doesn't meet code, then they are required to take it down. **Sara Peterson** further asked how this would create good neighbors. She also stated that the Honeyville Facebook page is blowing up with criticism. She expressed concern for the individual who has to enforce the ordinances.
- **Tyrell Bennet 7405 N. Highway 38** he stated that the people that are already following the rules then they are getting penalized by requiring fees. He felt that if someone doesn't look at the code and has to tear their fence down then that is on them for not being informed, but he didn't want the individuals following the rules to be penalized.
- **Austin Gunderson 6030 N. Highway 38** asked why they need a permit to take action. He wondered if it would be the same amount of effort to address the issue as the fence is being built. **Jacob J** stated that this gives the city more teeth to take action along with covering the time to check on the issues. **Kenny F** explained that the fee does not even come close to covering the expense of someone putting up an illegal fence.
- **Rodney Bennett 7515 N. 3600 W.** stated that he does not want to be required to get a permit to put up a barb wire or electrical fence.
- **Sara Peterson 7690 N. Highway 38** asked if the permit addresses what would happen if they violated. It was clarified that the permit does not. This would be addressed in the Ordinance.

B. Close Public Hearing: 7:45 p.m.

KELLI SHAW motioned to Close the Public Hearing for the Creation of Fence Permit Application and Associated Fee at 7:45 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for and Anna Dammer for.

Jacob J stated that a good point was made and that there needs to be an exemption on agriculture zones for a fence permit. **Thomas J** said that he is not a fan of the permit and did not like that he would have to get permission to build a fence. **Jamie C** stated that there has to be some guidelines to protect citizens. She further stated that there are permits for several things. **Anna D** feels that it is a good thing. It gives clearer guidelines than the code and allows the city to be aware of what is going on to prevent a problem.

C. **Action Item: Motion of Recommendation Creation of Fence Permit Application and Associated Fee:**

KELLI SHAW motioned to Recommend Approval for the Creation of Fence Permit Application and Associated Fee adding that agricultural zones are exempt from this application. JAMIE COOK seconded the motion. MOTION FAILS with Thomas Jenkins against, Kelli Shaw for, Jamie Cook for and Anna Dammer for.

City Council Meeting Report – Chair Jacob Jaques:

A. **Report:**
   - **Delinquent Water Bills** – A resolution was passed updating how the city will handle delinquent water accounts.
   - **Walking Path at the West Park** – The city is trying to acquire some property to extend the park.
   - **Spring #8** – The city needs to fix Spring #8. Grover excavation feels that they can successfully dig in the same area that currently holds the pipe.
   - **3600 W. Meeting** – There will be a meeting regarding the drainage on 3600 W.
   - **Parks** – The city is working to get grant money to make some improvements at the parks.
   - **Chip Seal** – Has been completed.

Zoning Administrator Report/DRC – Kenny Funk:

A. **Zoning Admin Report/DRC:**
   - **BUILDING PERMITS:**
     - Ryan Bingham building permit was approved. With a stipulation regarding fire hydrant installation.
   - **Water Flow Test for 3600 W.:** The city needs to know what the flow is and if they can allow any development in that area. The study a few years ago showed that there was a shortage.

Discussion Items:

A. **Short Term Rental Ordinance** – Thomas made several changes to the original document that was presented. **Jacob J** reported that Laurie had emailed and felt strongly that parking needs to be addressed. Jacob further stated that he feels a business license should be required because these rentals are a business.

   Jacob J asked everyone to review the changes Thomas made along with the documents Brittiny sent out and come back next month prepared to address this item.

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B. **Detention Pond Requirements – Kenny F** explained that currently the city code states that detention ponds need to be deeded to the city. There is an individual who wants to create a 4-lot subdivision, however if the detention pond is deeded to the city then he will not have the acreage needed for 4 lots. They are requesting a text amendment to the code that would state that one acre or less would not have this requirement. Kenny further stated that he has concerns that this may become a work around in the future. He suggested that they could state that a development of that size could remain with the HOA or landowner.

   There was further discussion reading the current code. It was also further clarified that this applies to all development, not just subdivisions. The city engineer has stated that she feels that all detention ponds should be deeded to the city.

   The commission will do some research and come back better prepared.

Action Items:

A. **Approval of Minutes: 05/27/26** – Not in the packet.
B. **Approval of Minutes: 07/22/26:**

ANNA DAMMER motioned to Approve the Minutes of 07/22/26 as presented. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Kelli Shaw for, Jamie Cook for and Anna Dammer for.

Agenda Items for Next Month:

- **Firearms Ordinance – Action**
- **May Minutes – Action**
- **Short Term Rental Ordinance – Discussion**
- **Detention Pond Requirements - Discussion**

KELLI SHAW motioned to Adjourn at 8:09 p.m. THOMAS JENKINS seconded the motion. MOTION CARRIED with Thomas Jenkins for, Jamie Cook for, Kelli Shaw for, and Anna Dammer for.

Meeting Adjourned at 8:09 p.m.

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The foregoing minutes were taken by Wendy Lindauer and typed by Brittiny Chlarson.

I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST: **DATE APPROVED: _____**

_____ _____

Brittiny Chlarson – Clerk/Recorder **Laurie Hunsaker – Vice Chair**

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