

# **MILLVILLE PLANNING COMMISSION MEETING**

**City Hall - 510 East 300 South - Millville, Utah**

**May 21, 2015**

## **1. Roll Call:**

Commissioners Bonnie Farmer, Garrett Greenhalgh, and Larry Lewis (Alt.)

## **Others Present:**

Development Coordinator Harry Meadows, Councilman Michael Callahan, Mayor Michael Johnson, Gary Larsen, Chad Kendrick, Zan Murray, Treasurer Tara Hobbs, Robert Taylor, Richard and Lana Jex, Jacob Fredrickson and Brent Fredrickson. Secretary Adria Davis recorded the minutes.

## **2. Opening Remarks/Pledge of Allegiance**

Commissioner Farmer called the meeting to order at 8:02 pm. She led those present in the Pledge of Allegiance.

## **3. Review and Approval of agenda**

The agenda for the Planning Commission meeting of May 21, 2015 was reviewed. A motion was made by Commissioner Lewis (Alt.) to approve the agenda as outlined. Commissioner Greenhalgh seconded. Commissioners Farmer, Greenhalgh, and Lewis (Alt.) voted yes, with Commissioners Dickey and Smith (Alt.) excused, and Commissioners Thompson and Hart absent.

## **4. Review and Approval of the Minutes of the Planning Commission Meeting**

The minutes for the meeting of May 7, 2015 were reviewed. A motion was made by Commissioner Lewis (Alt.) recommending approving the minutes as outlined. Commissioner Greenhalgh seconded. Commissioners Farmer, Greenhalgh, and Lewis (Alt.) voted yes, with Commissioners Dickey and Smith (Alt.) excused, and Commissioners Thompson and Hart absent.

## **5.A. Review and approval for zoning clearance for building permit by Sessions Construction, for residence to be located at 210 North 350 East, Millville Hill Subdivision, phase 2, lot #31.**

This is a corner lot with the driveway on the side. Commissioner Greenhalgh made a motion to approve the clearance, Commissioner Lewis (Alt.) seconded. Commissioners Farmer, Greenhalgh, and Lewis (Alt.) voted yes, with Commissioners Dickey and Smith (Alt.) excused, and Commissioners Thompson and Hart absent.

## **5.B. Consideration for a conceptual review of a proposed subdivision from Roger Roundy. The subdivision is located north of 450 North between approx. 280 East and 380 East in Millville. Parcel 02-129-0014.**

Jacob Fredrickson was here representing Mr. Roundy, to get clarification on what the city would require of the developer.

Zan Murray, the city engineer, had reviewed the drawings and had the following suggestions:

- The road opposite 300 E. that enters into the cul-de-sac should square up exactly to the existing road of 300 East.

- Lots #1 and #3 should have their driveways entering from 300 East, instead of 450 North.
- The 'private drive' listed on Lot #5 should be changed to 'driveway'.
- Sidewalks and curb and gutter should be put in along 450 North and also along 300 East. (All new subdivisions require sidewalks)
- Streetlight is a consideration (to be determined by the commission at a later date)
- Developer should review the city's ordinances for hillside overlay and storm water retention. The nearest retention pond is west of 150 East.
- The homes on 300 East will be required to have an 18" culvert under their driveways.
- Lots #3 and #4 may need to be increased in size if the slope is found to be too steep. (To be determined in future drawing reviews)
- The water line (stubbed at 300 E.) should be extended up to lot #5 with a hydrant at the top, and also extended north along 300 East with an 8" pipeline and another hydrant for those homes on that street. Meter should be right behind the sidewalk.
- The public utility easement is a 5' frontage on all lots.
- The city requires a 66' right of way on the properties/roads in this area.

Gary Larsen, the city maintenance supt. had a few concerns as well. He referred to the wintertime sheet flow when the retention ponds are frozen. This area is very prone to flooding, as was confirmed by Richard and Lana Jex (neighbors to the west of this property), who want to see the storm water runoff issue addressed during this development.

Gary also wants the developer to consider the water continuity. Dead end lines create problems with water pressure, utilities, traffic, etc.

Another consideration from Zan was to change the cul-de-sac into a through street to connect with the parcel to the north for access to future development. The property owner to the north, Matthews, has expressed an interest in selling that parcel.

A discussion continued on the details of what that change might involve, what would be required of the developer, the different access options to the Matthews' land and how the slope would affect those roads/homes.

It was proposed that 300 East become a through street which dead ends at the north property line. All the homes along this new street would have sidewalks and curb and gutter which would help control water flow and channel it away from the homes to retention ponds.

After a lengthy period of questions and concerns from Mr. Fredrickson, Mayor Johnson stated that the developer should run the numbers with the road (300 N.) going through.

Commissioner Farmer made a motion to end the discussion, and stated that Mr. Fredrickson should get in contact with Harry on the next steps required for the subdivision. Commissioner Lewis (Alt.) seconded. Commissioners Farmer, Greenhalgh, and Lewis (Alt.) voted yes, with Commissioners Dickey and Smith (Alt.) excused, and Commissioners Thompson and Hart absent.

#### **6.A. New ordinance regarding private streets**

Mayor Johnson asked the council to review this area of private streets to see if there is a need for them. Will we allow them? What will we define them as?

Private streets are not maintained by the city, and not currently allowed in Millville.

Zan suggested that the commissioners drive around to see what areas in the city have a need for access roads like these. What do we already have in this area? Do we want inner block development?

Chad Kendrick stressed the need to set some standards for what is allowed. We should try to keep the open space.

Gary Larsen expressed opposition to allowing flag lots and filling in every inch of open land. Millville doesn't want such high density areas; open space is required within the city. It also can be costly to run long service lines and have problems getting enough water pressure, along with increased contamination risk.

Councilman Callahan suggested these private streets could be granted sparingly. Sometimes there is a legitimate need.

Commissioner Greenhalgh suggested that the commissioners look at areas within the city to see if this might be a good idea. There also may be a cost down the road to the city if they have to take over these private drives that haven't been maintained.

Commissioner Farmer wondered if adding a size requirement would help, maybe limiting them to ½ acre or 1 acre areas.

The discussion was continued to the next meeting when more commissioners would be present.

#### **6.B. City council report**

The commissioners received copies of the minutes from the May 14, 2015 City Council meeting. There were no comments.

#### **6.C. Agenda Items for Next Meeting**

Mond-Aire Subdivision Final Drawing  
Private street ordinance discussion cont.

#### **7. Calendaring of future Planning and Zoning Meeting**

The next Planning Commission meeting will be held Thursday, June 4, 2015 at 8:00 p.m.

#### **8. Assignment of Representative for City Council Meeting**

There was no commissioner designated to represent the planning commission.

#### **9. Adjournment**

Commissioner Farmer moved to adjourn the meeting at 9:47 p.m. Commissioner Lewis (Alt.) seconded.

5.A.

00686

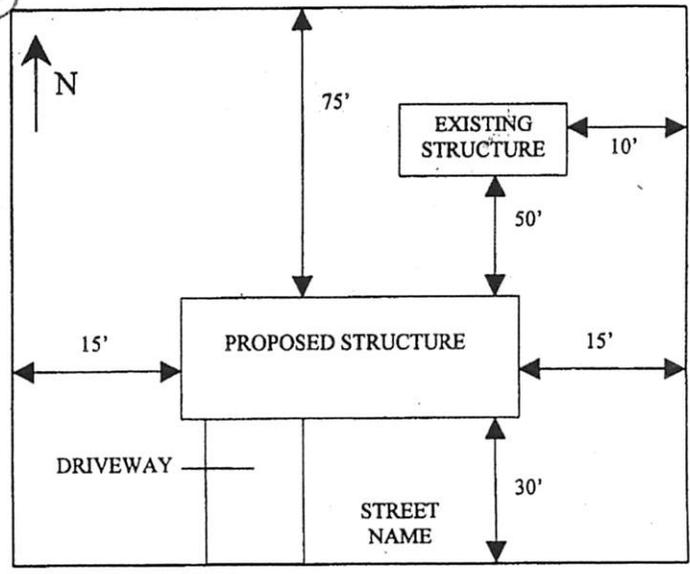


MILLVILLE CITY  
ZONING CLEARANCE FOR BUILDING PERMIT  
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

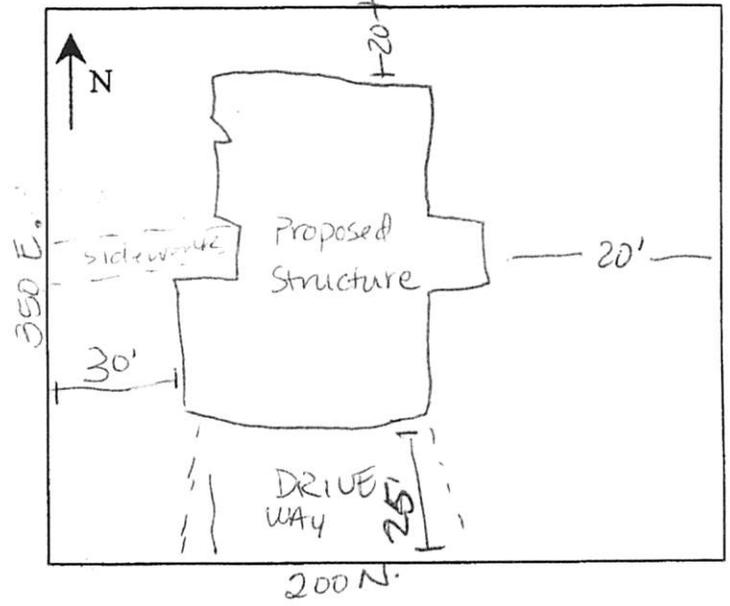
APPLICATION INFORMATION

1. Sessions Construction (Neil Sessions)  
APPLICANT'S NAME
2. 789 E. 280 S.  
MAILING ADDRESS
- Smithfield UT 84335  
CITY STATE ZIP CODE
3. 435-563-0710 4. 435-512-1502  
HOME TELEPHONE BUSINESS TELEPHONE
5. Robert and Christin Taylor  
OWNER'S NAME (if different from applicant)
6. Residential (home)  
TYPE OF STRUCTURE
7. \_\_\_\_\_ 8. Residential  
SQUARE FOOTAGE ZONE
9. Millville Hill Sub. Phase 2 # 31  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 157 - 0031  
TAX IDENTIFICATION NUMBER
11. 210 N. 350 E.  
ADDRESS OF CONSTRUCTION
12. .37 13. \_\_\_\_\_  
LOT SIZE LOT ELEVATION
14. SEWER  SEPTIC TANK  N/A   
(choose one)
15. CITY WATER  PRIVATE WELL  N/A   
(choose one)
16. ELECTRICITY  GAS  OTHER UTILITY   
(specify in remarks)
17. \_\_\_\_\_  
REMARKS

SAMPLE PLOT PLAN  
(numbers do not represent required setbacks)



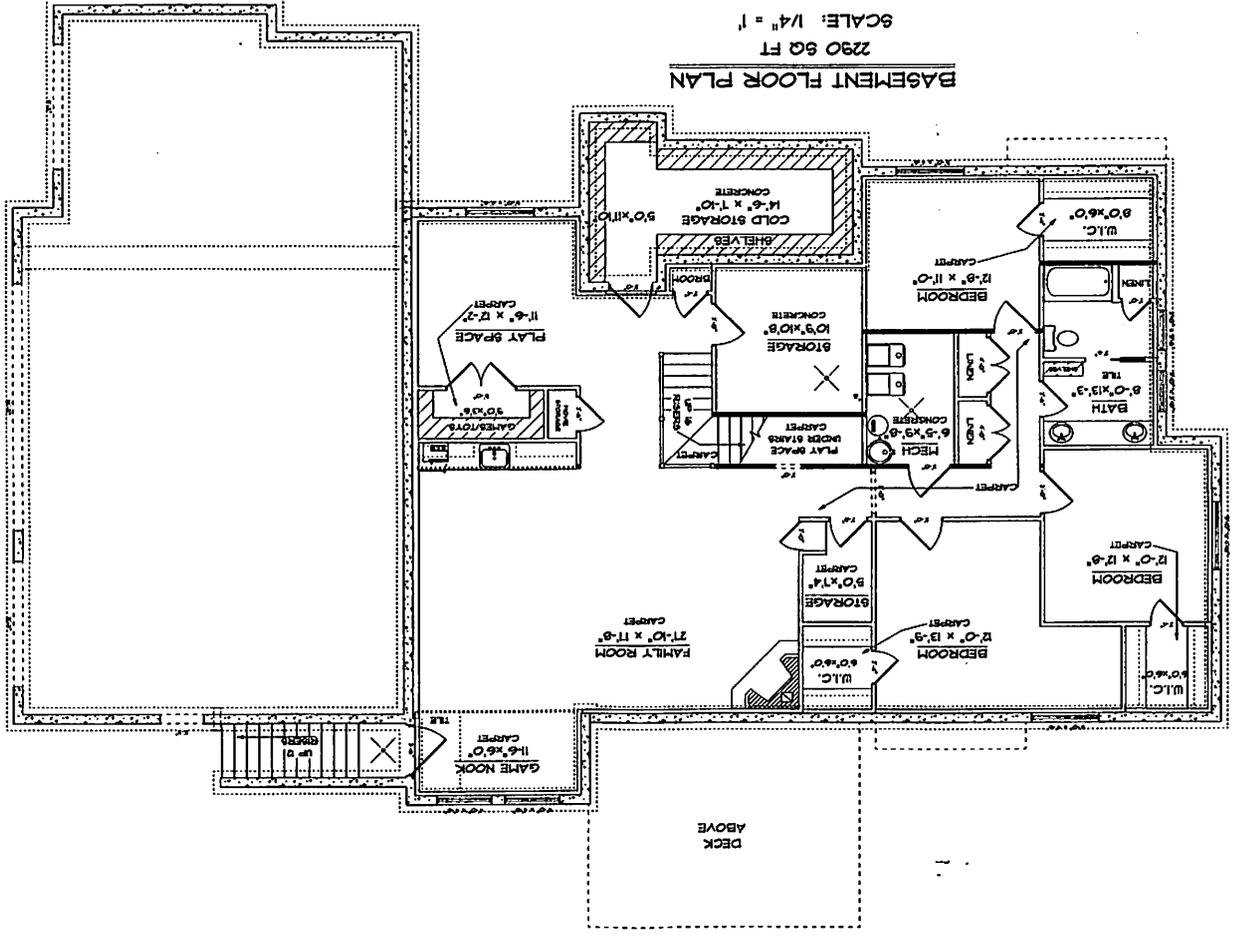
PLOT PLAN



APPROVED - PLANNING AND ZONING \_\_\_\_\_ DATE \_\_\_\_\_ FEES PAID - TREASURER \_\_\_\_\_ DATE \_\_\_\_\_

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

BASEMENT FLOOR PLAN  
 2290 SQ FT  
 SCALE: 1/4" = 1'



TITLE:  
**ROBERT & CHRISTIN TAYLOR**  
**210 NORTH 350 EAST**  
**MILLVILLE, UTAH 84326**

DATE: Friday, May 13, 2015  
 DRAWN BY: JAF  
 84 FT. 2329 - MAIN  
 SCALE: 1/4" = 1'-0"  
 DRAWING # 4  
 OF 10

JAF DRAFTING  
 Joan A Findlay  
 (435) 710-3645





5. B.

02-129-0033

02-129-0034

02-179-0011

02-115-0034

02-129-0014

02-179-0012

E-1000 S  
02-115-0030

E-450 N

02-129-0032

N-300 E

02-131-0036

02-131-0040

02-129-0029

02-115-0029

02-131-0035

02-131-0037

02-131-0041



# FAMILY HILLS SUBDIVISION

PART OF THE SE1/4 OF SECTION 15, T11N, R1E, S11B&M,  
MILLYVILLE, UTAH  
PRELIMINARY PLAT

**LEGEND**

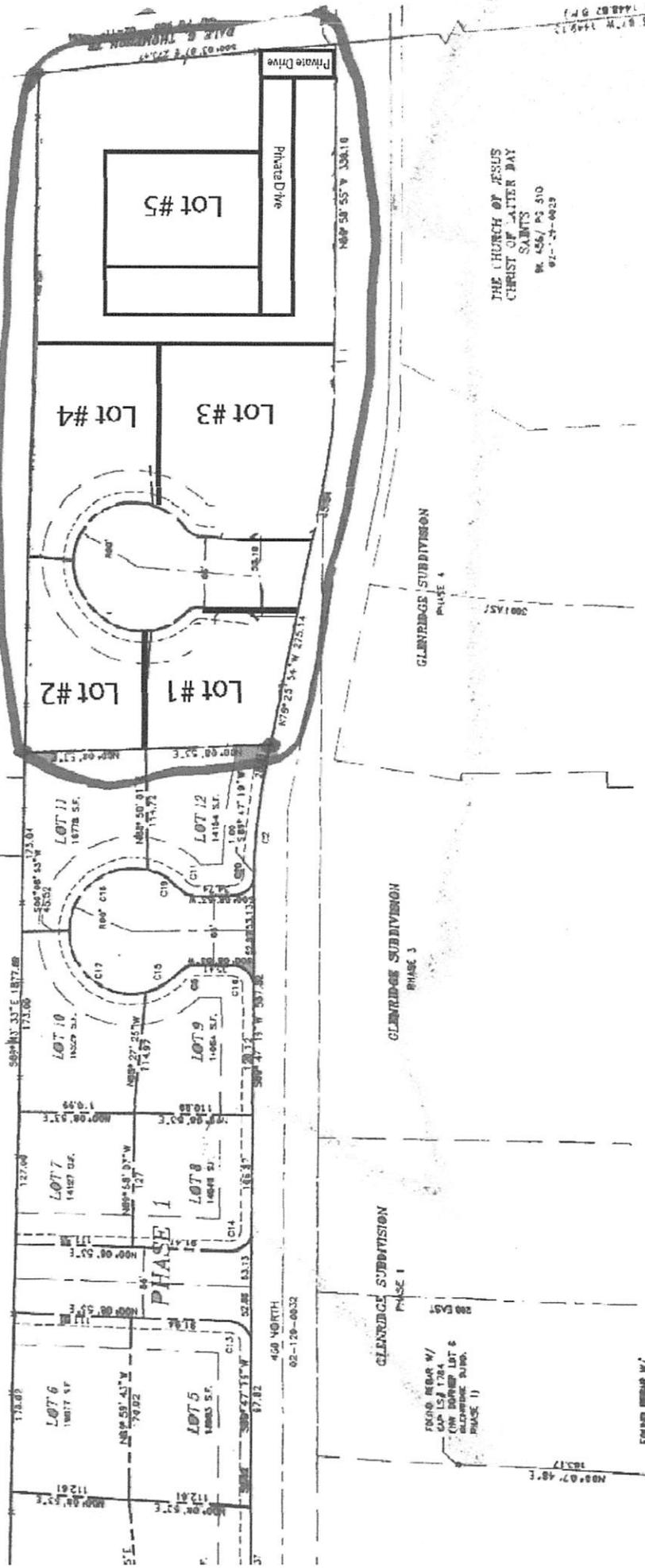
- ROAD
- BOUNDARY LINE
- EASEMENT
- SETBACK
- FRSE LINE
- PHASE LINE



SCALE 1"=60'

LEONARD S MATHEWS  
02-128-0013  
BK 0397 PG 476

CLAIRE L MATHEWS  
02-125-0028  
BK 453/ PG 333



6. A.

The Mayor and City Council would like for the Planning Commission to develop and recommend an ordinance to allow private streets in Millville City. This will be an exception to a public street not a normal option. Paved transition to a public street. Limited length and limiter number of homes, two at most.

**FRONTAGE, MINIMUM:** Every building lot must have frontage on a public highway, street, public right of way, or alley or private lane.

**LOT:** The contiguous land in the same ownership, as recorded in the County Recorder's office, which is not divided by any public highway or alley, including any part thereof subject to any easement for any purpose other than a public highway, street, public right of way or alley. Any land severed from another lot. If that severance makes the latter lot or structures on said latter lot nonconforming, such lot shall or may be occupied by a main building or group of buildings (main and accessory) together with such yards, open spaces, lot width and lot area as are required by this title, and having frontage upon a street or public right of way or private lane. Except for two-family dwellings and multiple-family dwellings, not more than one dwelling structure shall occupy any one lot.

**PARKING LOT:** An open area, other than a street, used for the parking of more than four (4) automobiles and available for public use, whether free, for compensation, or as an accommodation for clients or customers, designed so that access to the parking spaces in the lot is, where possible, by means of private interior roadways or alleys and not by direct access from a public street.

**STREET, PRIVATE:** A thoroughfare within a subdivision which has been reserved by dedication unto the sub divider or lot owners to be used as private access to serve the lots platted within the subdivision and complying with the adopted street cross section standards of the city of Nibley and maintained by the sub divider or other private agency.

**PARKING AREAS:** A type of private road for local access to one or a small group of structures, owned and maintained by an individual or group, and which is intended for access to trailheads, picnic areas and/or scenic lookouts.

In all zones, no obstruction to public or private street views in excess of two feet in height above road grade shall be placed on any corner lot within a triangular area formed by the streets at property line and a line connecting them at points 25 feet from the intersection of the street right-of-way lines, except a reasonable number of trees pruned appropriately to permit automobile drivers an unobstructed view.

gutter unwise. In such cases, the planning commission may require that the subdivider pay to the city a sum equal to the cost of the improvements not installed to allow sufficient funds to later complete the improvements. Any such proceeds shall be placed in the street capital improvement fund.

- F. Cul-De-Sacs:** Cul-de-sacs (dead end streets designed to be permanently closed to through traffic) shall not exceed one-eighth (1/8) mile in length, except in R-E zones where they shall not exceed one-fourth (1/4) mile in length. Each cul-de-sac must be terminated by a turnaround with a radius of at least sixty feet (60'). If surface water drainage runs into the turnaround due to the grade of the street, necessary catch basins and drainage easements shall be provided. Where a street is designed to remain only temporarily as a dead end street, an adequate temporary turning area shall be provided at the dead end street. It shall remain and be available to the public so long as the dead end exists.
- G. Alleys:** Alleys may be required in the rear of business lots, but will not be accepted in residential blocks except under unusual conditions where such alleys are considered necessary by the planning commission.
- H. Street Width Requirements For Small Acreage Parcels On Cul-De-Sacs:** The following shall serve as street width requirements for development of small acreage parcels using a cul-de-sac as the only access to the development:

- \* 1. Private roads are allowed for areas of three (3) lots or less. The cross section of the road shall include: twenty feet (20') of asphalt, two feet (2') of shoulder on each side and four (4) to six feet (6') (each side) for stormwater swale. These roads shall be built to the standards of the Nibley City design standards and specifications and shall include five foot (5') sidewalks where required by city ordinance. Private roads in planned unit developments are exempt from this subsection.
- 2. Developments of four (4) to seven (7) lots shall have a publicly dedicated roadway with a fifty foot (50') cross section as follows: twenty five feet (25') of asphalt, and the following on each side of the road: 2.5 feet of curb and gutter, four feet (4') of planting strip, five foot (5') sidewalk and one foot (1') strip to property line. These roads shall be built to the standards of the Nibley City design standards and specifications.
- 3. All other developments shall have roadways that conform to this section.

**I. Gravel Private Roads:**

- \* 1. A gravel private road may be approved for a single lot access, provided that the following conditions are met by the developer:
  - a. Demonstrate how the gravel private road is an important consideration in the area's streetscape or in the overall project design.
  - b. Demonstrate that the gravel private road will not cause extensive dust, erosion or sediment problems or demonstrate how those problems will be eliminated. Provide a stormwater pollution prevention plan that will be followed to eliminate these problems.
  - c. Maximum slope gradients shall not exceed those set forth in the Nibley City engineering design standards and specifications.
  - d. All driveways approved for gravel shall have a driving surface of twenty feet (20') with six inch (6") minimum thickness of crushed gravel base course material and a three foot (3') drainageway on one side.

- e. Provide a turnaround as per the international fire code standards.
- \* f. Those driveways accessing off of any public road shall be paved for the first fifty feet (50') off said road, or to the house, whichever is less. In areas where the gravel private road accesses the property by crossing an adjoining property, the planning commission and city council may require that the entire portion of the driveway crossing the adjoining property be paved.
- \* g. Those lots using a gravel private road to access their lot shall be exempted from the standard frontage requirement.
- \* h. Gravel private roads shall be permitted only for infill development in the R-E zone and not in new subdivisions.

Adopted by Ord. No Source on 6/1/1992  
Amended by Ord. 2002 Code on 1/1/2002  
Amended by Ord. 03-04 on 3/6/2003  
Amended by Ord. 06-08 on 8/3/2006  
Amended by Ord. 07-13 on 9/6/2007

R-E ZONE  
Rural Estate Zone