

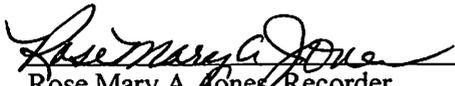
## NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold their regularly scheduled council meeting on Thursday, August 27, 2015, at the Millville City Office, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at 7 p.m. (Please note the time given to each agenda item is an approximate time.)

1. Call to Order / Roll Call – Mayor Michael Johnson.
2. Opening Remarks / Pledge of Allegiance – Mayor Michael Johnson.
3. Approval of agenda and time allocation.
4. Approval of minutes of the previous meeting – August 13, 2015.
5. Action Items—
  - A. Report on P & Z Meeting held August 20, 2015 – Development Coordinator Harry Meadows – 7:03 p.m.
  - B. Appointment to Planning Commission – Councilmember Michael Callahan – 7:05 p.m.
  - C. Consideration for a Conditional Use Permit for a Residential Assisted Living Facility at approximately 305 East 450 North as requested by Roger Roundy – Development Coordinator Harry Meadows – 7:07 p.m.
  - D. Recommendation from Planning Commission regarding the Derby Car Minor Subdivision at approximately 25 East to 75 East 450 North as requested by Daniel Grange – Development Coordinator Harry Meadows – 7:15 p.m.
  - E. Request for a business license for Katre’s Books as requested by Katre Tamm (Door to Door Solicitation) - 7:25 p.m.
  - F. Review of Planning Commission Discussion regarding Private Roads – Development Coordinator Harry Meadows – 7:30 p.m.
  - G. Consideration for Appointing Legal Representation for Millville City – Mayor Michael Johnson – 7:35 p.m.
  - H. Bills to be paid.
6. Discussion Items—
  - A. City Reports.
    1. Roads/Sidewalks – Superintendent Gary Larsen.
    2. City Parks – Superintendent Larsen.
    3. Culinary Water System – Superintendent Larsen.
  - B. Review of Master Plan Draft – Councilmember Julianne Duffin.
  - C. Councilmember Reports.
  - D. Other items for Future Agendas.
7. Adjournment.

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Rose Mary Jones at (435)752-8943 at least three working days prior to the meeting.

Notice was posted on August 24, 2015, a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was sent electronically to the Utah Public Meeting Notices website (<http://www.utah.gov/pmn/index.html>) on August 24, 2015.

  
Rose Mary A. Jones, Recorder

**MILLVILLE CITY COUNCIL MEETING**  
**City Hall – 510 East 300 South – Millville, Utah**  
**August 13, 2015**

**PRESENT:** Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Daniel Grange, Don Lewis, Frank Smith

**Call to Order/Roll Call**

Mayor Michael Johnson opened the Council Meeting by calling the meeting to order at 7 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, and Ryan Zollinger were in attendance. Also Recorder Rose Mary Jones and Treasurer Tara Hobbs were present.

**Opening Remarks/Pledge of Allegiance**

Councilmember Zollinger welcomed everyone to the Council Meeting and then led those present in the Pledge of Allegiance.

**Approval of agenda and time allocations**

The agenda for the City Council Meeting of August 13, 2015 was reviewed.

**Councilmember Williams moved to approve the agenda for August 13, 2015.**

Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the agenda is included as Attachment “A”.)

**Approval of minutes of the previous meeting**

The Council reviewed the minutes of the City Council Meeting held July 23, 2015.

**Councilmember Cummings moved to approve the minutes of July 23, 2015.**

Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the minutes is included as Attachment “B”.)

**Appointment to the Planning Commission**

**Councilmember Callahan moved to continue the appointment for the Planning Commission to the next meeting.** Councilmember Cummings seconded.

Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**Consideration of Business License for Don’s Quality Tile, Inc. at 124 East 100 North**

Don Lewis requested a business license for Don’ Quality Tile, Inc. at 124 East 100 North. He explained all of his work would be done at job locations, and he mainly uses his truck

for his office work. **Councilmember Williams moved to approve a business license for Don’s Quality Tile, Inc.** Councilmember Zollinger seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the business license application is included with the minutes at Attachment “C”.)

**Consideration of Building Review for The Church of Jesus Christ of Latter-day Saints at approximately 175 West 100 North**

Mayor Johnson reviewed with the Council the City Ordinances regarding residential building which states what is allowed in a residential zone. The Council reviewed the information in consideration of a building proposed at approximately 175 West 100 North by The Church of Jesus Christ of Latter-day Saints. After reviewing the information in Chapter 17.20 and discussing whether a conditional use permit should be required, the Council felt that the first paragraph includes churches and schools to be built in a residential zone. **Councilmember Zollinger moved to not require a Conditional Use Permit for The Church of Jesus Christ of Latter-day Saints on the proposed seminary building.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**Bills to be paid**

The bills were presented. They are as follows:

Stephanie Eggleston	4.03	General
Tara Hobbs	121.90	General
Rose Mary Jones	108.85	General
Adria Davis	9.55	P&Z
Chad Kendrick	2.19	Park
Melanie Nichols	216.32	CommunityFairBth
Melanie Nichols	52.15	CommunityFairBth
Julianne Duffin	39.23	CommunityFairBth
Alicia Nyman	26.63	CommunityFairBth
Angie Spackman	20.21	CommunityFairBth
Todd Aslett	239.33	North Park
Deluxe Business Checks	52.37	General
Comcast	73.75	General
South Fork Hardware	20.11	Park/General
Rocky Mountain Power—		
North Park	75.42	Park
Shop	211.11	Building
Street Lights	1,158.03	Road
Crossing Guard	16.94	Crossing Guard
Ball Park	10.82	Park
North Well	1,113.55	Water
Park Well	2,792.96	Water

**BILLS (Continued)--**

Water Treatment	16.03	Water
Highline Reservoir	1,275.14	Water
Public Treasurers Investment Fund	7,667.00	Water
DWA Construction Inc.	2,353.00	Sewer
Cache County Service Area	10,546.20	Sanitation
Cache County Service Area	1,713.00	9-1-1
Cache County Service Area	17.16	City Celebration
Caselle	125.00	Water
Watkins Printing	102.40	General/NightOut
Watkins Printing	212.00	General
Maceys	29.24	CommunityFairBth
AT&T	53.93	Building
Turf It Landscaping	375.00	North Park
Hanceys	320.00	Park
Lowes	149.20	Road
Don Aslett's Cleaning	278.35	Building
Thomson Electric	16.10	Park
Ecosystems Research	92.00	Water
Thatcher Company	525.73	Water
Rural Water Association of Utah	135.00	Water
Olson and Hoggan	600.00	Legal
Cache Valley Insurance	248.00	Insurance
Daines and Jenkins	50.00	Legal
Bear River Health Department	40.00	Water
Utah Division of Water Quality	500.00	Stormwater
Salary Register	11,513.85	

**Councilmember Williams moved to pay the bills for August 13, 2015.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**City Reports**

**Roads/Sidewalks:**

Superintendent Gary Larsen reported the Stormwater line that was approved to be built on the 100 North Road has been mostly installed. The line was installed—beginning east of the new high school, in front of the new seminary property, and just below the canal on 100 West; it has not yet been tied into the canal. Superintendent Larsen indicated this would happen in the future.

There was discussion on the roundabout that is being installed to the west of the high school. The school district was not in favor of having just cement in the roundabout but felt there should be some type of landscaping. The verbal discussion included having the

City supply water to the roundabout and the school district would take care of the landscaping and maintenance of it. It was estimated by the School District that the cost for only the cement would be about \$20,000. The diameter of the roundabout is between 30 and 40 feet. There will not be a wall around the roundabout. There still needs to be discussion about the lighting and the power to the structure. It was suggested that there should not be trees planted that could obstruct the view.

Superintendent Larsen discussed the Safe Route to School Grants that are currently available. The monies available are to be used for school approaches. There is \$2,000,000 available from state grants and \$180,000 available from County grants (CMPO funding). In order to apply for the CMPO funding, an application must be previously made to the state and rejected.

Superintendent Larsen proposed two different projects to be applied for. On 100 North, a sidewalk constructed on the North side of the street from 100 West to Main Street. The sidewalk would need to be set the same distance from the property line that had been done west of 100 West (approximately 10 feet from the property line). Another project would be on 200 North from 100 West to Main Street. Both projects would tie into the school approaches.

As Superintendent Larsen calculated the cost if the projects were to be completed by Millville City; he estimated it would be approximately \$28,000. However, with the guidelines to complete the requirements through the grant process, he felt they would be nearing \$60,000. Millville City would need to pay a matching amount of 6.77% or about \$3,000 to \$4,000 if the grants are funded. There had been some funds included in this year's budget for sidewalk on 200 North from the Post Office to 100 West. This budgeted money could be used toward the City's matching amount.

The applications for the grants are due by October 1. The consensus of the Council was to take the necessary steps to make the applications for the two projects. As Councilmember Duffin had completed a Safe Route to School Grant once before, she consented to help with these applications.

There was discussion about cleaning the sidewalks and if the City would be willing to pay for this. It was the feeling that the property owners should maintain the sidewalks in front of their property. Frank Smith voiced that the City should be willing to take on the clearing of the snow for frontages, as he has about 300 feet on the 100 North road.

The chip and seal bill had been received from Johnson Construction Company. The cost for the chips was about \$4,900. Johnson's had credited the City \$2,900 for the rocks that were purchased with the NRCS project, which they had received in trade. They had also installed some regrind asphalt; this was put near the picnic pad by the river bridge on 100

South. They had removed some trees on 200 North, bladed the 550 East gravel road, and also removed concrete that had been left at 300 North. They thought with these items they were nearing the par value in trade of the rock which they received.

The pre-construction meeting for the Mond-Aire Subdivision had taken place. They have started the process of building roads. Facer Construction will be doing the road work.

**City Parks:**

Superintendent Larsen reported the splash pad water usage for June was 280,000 gallons and for July was 450,000 gallons. This is about 10 gallons per minute, similar to a hose being left running. The value of the water, if it would have been sold, was approximately \$650 for the two months. The park facilities are really being utilized.

Superintendent Larsen stated there had been some vandalism in the North Park men's restroom. A panel had been kicked off of the wall and was discovered by a Sheriff's Deputy. There was discussion about whether to lock the restrooms, about putting them under surveillance, or putting up signage regarding penalties for vandalism. There was no consensus reached on this by the Council at this time.

Superintendent Larsen reported the bell tower by the City Office had been repainted.

**Culinary Water System:**

Superintendent Larsen reported on the ASR Project at the north well. There had been 34 million gallons of water put into the well over the winter months; there has been 10.8 million gallons drawn out to date. There has been approximately \$14,000 spent on the ASR Phase 2 Project to date. When the amount spent reaches \$16,000, a reimbursement will be filed with the County for that amount. The County will reimburse us those funds with the County paying \$8,000 and Water Resources \$8,000. Utah Geological Survey has one more round of sampling to complete. After that is done, they will analyze all of the data and publish a report on it. The nitrate levels have increased a little in the last month, but are still at a better level than before the project began. This project is ongoing.

The upper reservoir has had another bout with lightning. The surge caused a transducer to be damaged and go out. The City had one on hand and was able to make the repair. Minor adjustments are still being completed.

Frank Smith asked for information on the 100 North road and when it would be paved. Superintendent Larsen indicated the remainder of the sidewalk and curb and gutter will still need to be installed as well as asphalt prep into the driveways. The asphalt will be installed soon thereafter, when no large construction vehicles will need to be using the road. There was a question about the construction of the seminary building and whether that would prohibit having the road paved. Superintendent Larsen stated that for one project, the infrastructure could be protected.

There was discussion about the bridge and when it would be installed. Superintendent Larsen explained the trusses that span the bridge had not been built as needed which set the project back somewhat. A special concrete mix for each beam is required. He did not have a date when this would take place.

Frank Smith asked about the sewer line being stubbed into the residences for connection. The Council had decided not to approve the cost for having the sewer stubs put in at this time. Mr. Smith suggested that the newly paved road would then have to be torn up to make the connections; this was a correct assessment pending when the sewer system would be built.

#### **Proposal on Form-Based Code**

Councilmember Callahan had provided information regarding the Form-Based Code and asked the Council to visit the sites and make recommendations on what they would like to do. He suggested making a request for a quote from each company, compare the value, and then make a decision. (This information is included with the minutes as Attachment "D".)

It was the consensus of the Council to have a presentation made to the Council by each of the noted three companies. It was suggested to have each company take 15 minutes for their presentation and then allow 5 minutes for questions. This was tentatively scheduled for consideration on the September 10 City Council Agenda.

#### **Communication with Residents in case of an Emergency**

Councilmember Callahan also reviewed the information regarding Emergency Notification. (This is included with the minutes as Attachment "E".) It was concluded that the reverse 9-1-1 option would probably not be the most time-effective method for notifications. The Councilmembers that are going to the Utah League of Cities and Towns Meetings may search for other information that may be available from vendors at this conference. It was tentatively set to readdress this topic at the Council Meeting on September 24.

**Report on Night Out Against Crime**

Councilmember Zollinger reported The Night Out Against Crime event held was very successful. Representatives from 9-1-1 were unable to participate because they were short staffed. This event may be considered to be incorporated with the City Celebration next year. Councilmember Zollinger proposed to have information on Hunter Safety, perhaps have Air-Med participate, and also finger printing kits available.

Councilmember Duffin indicated that next year there will be a change of scheduling for the celebration. The parade will be in the morning starting at 10:30 and will end at the South Park with a water fight beginning at 11 a.m. The information available for the Night Out Against Crime could possibly be set up at the park following the water event. There will be more discussion on this in upcoming meetings.

**Legal Representation**

Mayor Johnson stated Attorney Craig Carlston had taken employment with Logan City. He had made contact with Attorney Bruce Jorgensen who represents several of the other communities in the valley. Attorney Jorgensen had provided information regarding his services, costs, and a sample agreement he would want to have with the City. (The information provided is included with the minutes as Attachment "F".)

Mayor Johnson indicated that he had also spoken with Attorney Jorgensen who had visited with neighboring cities to see whether there would be a conflict if he represented us; it appeared there would not be. Mayor Johnson indicated the annual retainer fee would cover incidental costs for short phone calls or questions to be answered.

This item will be included on the next agenda for consideration as an action item.

**City Website**

Councilmember Zollinger discussed with the Council the website for the City. He invited the Council to spend some time looking at other community's sites to see what they liked and how extensive it should be. Different vendors offer differing packages. Councilmember Zollinger did not feel we need a large website with several pages.

There was also discussion about the ease of using the site. It was questioned the number of hits to our website. It was also suggested that education of the public is an important aspect of using any website.

The Council also discussed having online payments accepted through the website. This would need to be researched in more depth to make sure the benefit to the public would offset the cost of having this service available.

This will again be discussed at a future meeting.

### **ULCT Annual Conference**

Mayor Johnson indicated the dates for the ULCT Conference is September 16-18. Those wanting to attend should register for the conference.

There was discussion about Wildfire Preparedness and the proposed costs that may be associated with this proposal. The Council was asked to find out more information about how this may affect Millville City and the costs associated with it, as it will probably be discussed in the ULCT meetings.

### **Councilmember Reports**

(The Councilmember Reports list is included with the minutes as Attachment "G".)

Councilmember Duffin reported there were only six entities that participated in the Community Fair Booths this year. Millville's booth, which was completed by our Youth Council, has previously been in a different category; however, this year it was judged with the other cities participating. We were awarded third place and also awarded the Best Use of Grains Award. The Youth Council would like to take a break from doing it next year and asked that Councilmember Zollinger take it back as his assignment.

Mayor Johnson indicated that new Council assignments would probably be made after the first of the year.

Councilmember Williams, who also serves as chairman for the Community Fair Booths for the County, thanked the City for being involved and participating. There were names of volunteers from six other communities throughout the valley that were received and will be passed onto the Mayors. The County will have a seminar in the spring of next year that will provide information on what to expect and also guidelines for constructing the booth.

Councilmember Duffin reported there are 35 youth that would like to participate on the Youth City Council next year. They will be doing a ropes course and initiating the new members this upcoming Monday.

### **Other items for Future Agendas**

Councilmember Callahan asked for an update on road projects and how any negotiations are coming. Mayor Johnson reported there is a tentative overall agreement in place with fine details to still be worked out with one property owner; there are still other property owners that need to be approached. He felt it was coming fine.

Mayor Johnson reported he will be making a presentation to the CCCOG at the end of this month requesting funds be allocated to build the 450/550 North road. The awarding of the grants will be announced sometime in September or October. There is \$3.6 million available for projects.

Councilmember Duffin requested having the Youth Council Report at the meeting to be held on September 24.

The Master Plan is to be discussed at the next meeting. The final draft is to be given to the Council for their review prior to the meeting.

Daniel Grange asked for clarification on building requirements on a parcel of property purchased from Larry Mathews which is on the north side of the 450 road between approximately 25 East and 75 East. Information was provided by Development Coordinator Meadows which had been prepared by J-U-B Engineering. (A copy of this information is included with the minutes as Attachment "H".)

There will be dedication of property required – as the roadway was established with a 60-foot right of way and now the standards have been changed to be a 66-foot right of way. The diagram shows three feet as well as additional property to be included in the roadway, as the property goes toward Main Street; this is to widen the right of way to enlarge the intersection at 450 North and Main. Mr. Grange questioned whether there would be compensation or participation from the City for the curb and gutter and sidewalk, as the property has been altered for a City-proposed project. He indicated he had been three weeks trying to get information on what would be expected for this project and hadn't received anything until the meeting. The City was unable to identify when their road project would proceed, as it has not yet been funded.

There was discussion regarding the well house property, which is part of the original parcel being discussed. The way this is currently drawn indicates that Larry Mathews had subdivided the property prior to selling this parcel to Mr. Grange by selling another piece of property to his son; this would make him responsible for the improvements for this subdivision. This may be a property line adjustment instead of an actual parcel sold. This could not yet be verified with the County Recorder to date, as it has not yet been plotted.

There was also discussion about the 'no parking' on the north side of the 450 North road. Mayor Johnson indicated this would probably stay as is because of the park and soccer games.

Development Coordinator Harry Meadows requested the Council to consider whether this would be a major subdivision or whether it could go through with minor subdivision

guidelines. According to Ordinance 16.04.080, a waiver may be approved upon the recommendation of the Planning Commission. The feeling of the Council was it could possibly be a minor subdivision but would wait for the Planning Commission's recommendation.

**Adjournment**

**Councilmember Cummings moved to adjourn the meeting.** Councilmember Zollinger seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. The meeting adjourned at 9:12 p.m.

DRAFT

## **MILLVILLE PLANNING COMMISSION MEETING**

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

**August 20, 2015**

\*Microphone malfunctions during first half hour of meeting resulted in near inaudible sound. Corrected 37 minutes into audio recording.

### **1. Roll Call:**

Chairman Jim Hart, Commissioners Rachel Thompson, and Larry Lewis (Alt.)

### **Others Present:**

Development Coordinator Harry Meadows, Councilman Michael Callahan, Treasurer Tara Hobbs, Gary Tyler, Daniel Grange, Danielle H Grange, Quinton Rasmussen, Roger Roundy, Jamie Roundy, Karla Anderson, and Robyn Jenson. Secretary Adria Davis recorded the minutes.

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

Chairman Hart opened the meeting at 8:00 p.m.

He led those present in the Pledge of Allegiance.

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

The agenda for the Planning Commission meeting of Aug 20, 2015 was reviewed. A motion was made by Commissioner Thompson to approve the agenda as outlined. Commissioner Lewis (Alt.) seconded. Commissioners Hart, Thompson, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, Greenhalgh and Smith (Alt.) excused.

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

The minutes for the meeting of July 16, 2015 were reviewed. A motion was made by Commissioner Lewis (Alt.) recommending approving the minutes as outlined. Commissioner Thompson seconded. Commissioners Hart, Thompson, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, Greenhalgh and Smith (Alt.) excused.

### **5.A. Consideration of zoning clearance for a building permit for Millville Senior Seminary, LDS Church, located at approx. 185 West 100 North in Millville, UT.**

The address was mislabeled on the drawings; it will be assigned a building address of 185 West. The parking was reviewed and found to be adequate for seminary employees as the students should all be on foot.

Commissioner Lewis (Alt.) made a motion to approve the zoning clearance. Commissioner Thompson seconded. Commissioners Hart, Thompson, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, Greenhalgh and Smith (Alt.) excused.

### **5.B. Consideration for recommendation to the City Council regarding a conditional use permit for a Residential Assisted Living Facility, by Roger Roundy. Located at approx. 305 East 450 North in Millville, UT.**

Development Coordinator Meadows put together a list of recommendations to forward to the council that should be reviewed and completed before any final approval is given. (See attached letter)

An Assisted Living facility is considered a commercial facility and would need a conditional use permit in a residential zone.

Mr. Roundy and Mr. Rasmussen gave some clarification on the facility and its purposes. This facility will be for seniors, mostly those with memory issues. It will not have nursing facilities, but uses a small number of universal caregivers to tend to all its residents. It will be designed to house up to 16 residents with a residential feel, set up like a home.

The future plan is to expand with a second facility at the same location identical to the first if the concept is approved by the city.

The south end of Cache Valley has no other facilities of this kind to service the population (Providence is closest). Seniors prefer to live in residential areas, as this becomes their new residence, vs. living in high commercial areas.

Benefits to the community include:

- raising property values of surrounding homes in the area
- This facility accepts Medicare allowing it to fulfill the requirement set by state law in our 'affordable housing' section of Millville's master plan.

The health dept. has already been contacted and a plan established for both the septic tanks and the drainage fields. (See attached letter)

Some of the concerns of the commissioners were as follows:

The road at 300 North is planned to connect as a through street for future development. This should be allowed for in this proposed development.

Developer would need to plan for installing sidewalks and curb and gutter, dedication of land for road expansion, septic, water lines, and water shares/impact fees when subdividing. No water is currently attached to this parcel of land.

Commissioner Lewis (Alt.) made a motion to recommend to the City Council the approval of a Conditional Use Permit for a Residential Assisted Living Facility, with the suggestion that all previously noted concerns of Mr. Meadows and the Commission be accounted for. Commissioner Thompson seconded. Commissioners Hart, Thompson, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, Greenhalgh and Smith (Alt.) excused.

**5.C. Consideration for recommendation to the City Council regarding the Derby Car minor subdivision for Daniel Grange, located at approx. 75 East 450 North in Millville, UT.**

City Council's prior determination to keep this as a minor subdivision was reviewed. There was some discussion of an old right of way that cut through this parcel of land; however it is believed to have been abandoned by all parties involved when prior homes were built.

Commissioner Thompson made a motion to recommend to the City Council the approval of the Derby Car Minor Subdivision. Commissioner Lewis (Alt.) seconded. Commissioners Hart, Thompson, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, Greenhalgh and Smith (Alt.) excused.

**6.A. New Ordinance for Private Streets**

Development coordinator Meadows checked with other cities to see what they allowed, and found that none of them allowed private streets. All of the commissioners felt that it would only lead to hassles for the city down the road to allow this in our ordinances. Their suggestion to the City Council would be to leave it out, and NOT allow private streets/roads in Millville.

**6.B. Review Ordinance 17.08.020; definitions side, front, and rear yard**

The commissioners reviewed the wording and descriptions in this ordinance and were unable to clarify what was being described. They determined that new descriptions should be drafted so as to eliminate confusion. Corner lots should have a different description entirely separate from interior lots.

**6.C. City council reports**

The commissioners received copies of the minutes from the July 23, 2015 and Aug 13, 2015 City Council meetings. There were no comments.

**6.D. Agenda Items for Next Meeting**

No items pending.

**6.E. Other**

The Utah League of Cities and Towns will be holding its annual convention on Sept 16-18, 2015. All commissioners are invited to attend. Thursday Sept 17 is scheduled as the day for Planners and Recorders, but they are welcome to attend the whole conference if desired.

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

The next Planning Commission meeting will be held Thursday, Sept 3, 2015 at 8:00 p.m.

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

There were no commissioners assigned to the meeting.

**9. Adjournment**

Chairman Hart moved to adjourn the meeting at 9:23 p.m.

# City of Millville, Utah Application for Conditional Use Permit

### Applicant Information

### Application Number:

Name: Roger Roundy

Telephone: 801-641-2956

Address: 345 East 525 South

Fax: 435-514-7771

City/State/ZIP: Providence, Utah 84332

e-mail: roger@alivint.com

### Applicant's Requested Conditional Use

Parcel No.: \_\_\_\_\_

Desired Start Date: Spring 2016

Request: The requested use of the property is to construct a residential Assisted Living facility. This will be a small facility focused on quality care with 15-16 residents.

### Applicant's Justification for the Requested Conditional Use

A residential assisted living facility in Millville would provide a much needed resource for the town as well as the south end of Cache Valley. The proposed facility would look and feel similar to residential home and as such would have little cosmetic impact on the city. With the steady increase in age of the city and county demographic such facilities are much needed to serve the 'baby boomer' population. It is proposed that the minimal impact and presence of a much needed service to the community justify the conditional variance of use of the property.

### Development Site Plan (to be submitted with this application)

Prepared by: Roger Roundy

Telephone: 801-641-2956

Address: 345 East 525 South

Fax: 435-514-7771

City/State/ZIP: 84332

e-mail: roger@alivint.com

Contact: same

### Other Reports, if required (to be submitted with this application)

The Planning Commission, City Council, or City Engineer may require other reports, plans, or information for the evaluation of this application. On a separate sheet of paper, provide the same information for each additional report as you did for the standard required plans and reports.

**Applicant Signature**

I have submitted all required plans and reports for this application and agree to submit any other reports, plans, and information as may be deemed necessary by the Planning Commission, City Council, or City Engineer, at my expense. I have also enclosed a check, payable to Millville City Corporation, for the amount of the non-refundable Application Filing fee with this application. I understand that after approval has been granted, that the final plans for this development must submitted to the Planning Commission for Clearance to obtain a Building Permit.

Applicant: Roger Bourdage

Date: 08/08/2015

**City Review (to be completed by city personnel)**

Y      N

- Received Application Filing fee.
- Meets conditions for Hillside Development Overlay requirements.
- Requires other reports, plans, or information. List:

Fee \$150 plus professional fees

- Planning Commission recommends Preliminary Approval.
- City Council grants Preliminary Approval.
- Public Hearing (Date: \_\_\_\_\_)

Signature of Reviewer

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**Conditions Required by the City (determined by City Council after Public Hearing)**

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**Applicant Acceptance of Conditions**

I understand and accept the above conditions required by the City. I also understand that this Conditional Use Permit, if approved, may be revoked if I do not comply with the conditions imposed above.

Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Approval of Application for Conditional Use Permit (vote of City Council)**

Y      N

- City Council grants Conditional Use Permit.

Mayor's Signature

\_\_\_\_\_

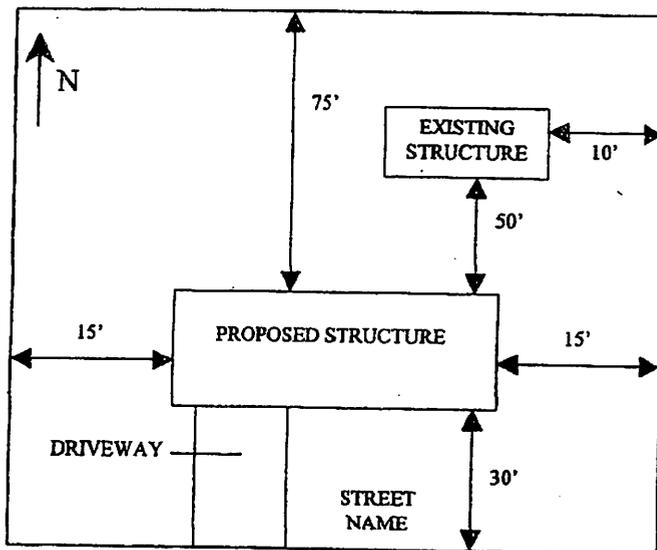


**MILLVILLE CITY**  
**ZONING CLEARANCE FOR BUILDING PERMIT**  
**THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL**

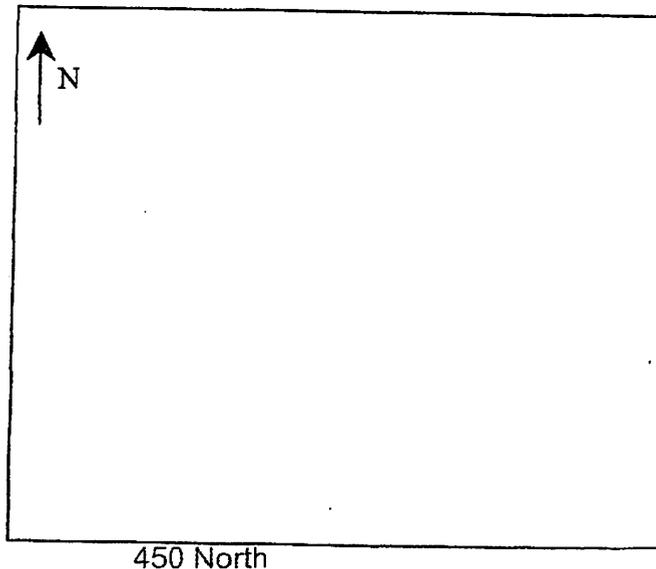
**APPLICATION INFORMATION**

1. Roger Roundy  
APPLICANT'S NAME
2. 345 East 525 South  
MAILING ADDRESS  
 Providence Utah 84332  
CITY STATE ZIP CODE
3. 435-755-5855      4. 801-641-2956  
HOME TELEPHONE BUSINESS TELEPHONE
5. \_\_\_\_\_  
OWNER'S NAME (if different from applicant)
6. Wood Frame  
TYPE OF STRUCTURE
7. 9356      8. \_\_\_\_\_  
SQUARE FOOTAGE ZONE
9. \_\_\_\_\_  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. \_\_\_\_\_  
TAX IDENTIFICATION NUMBER
11. ~~450 North 300 East~~ 305 East 450 North  
ADDRESS OF CONSTRUCTION
12. 3.8 Acres      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)

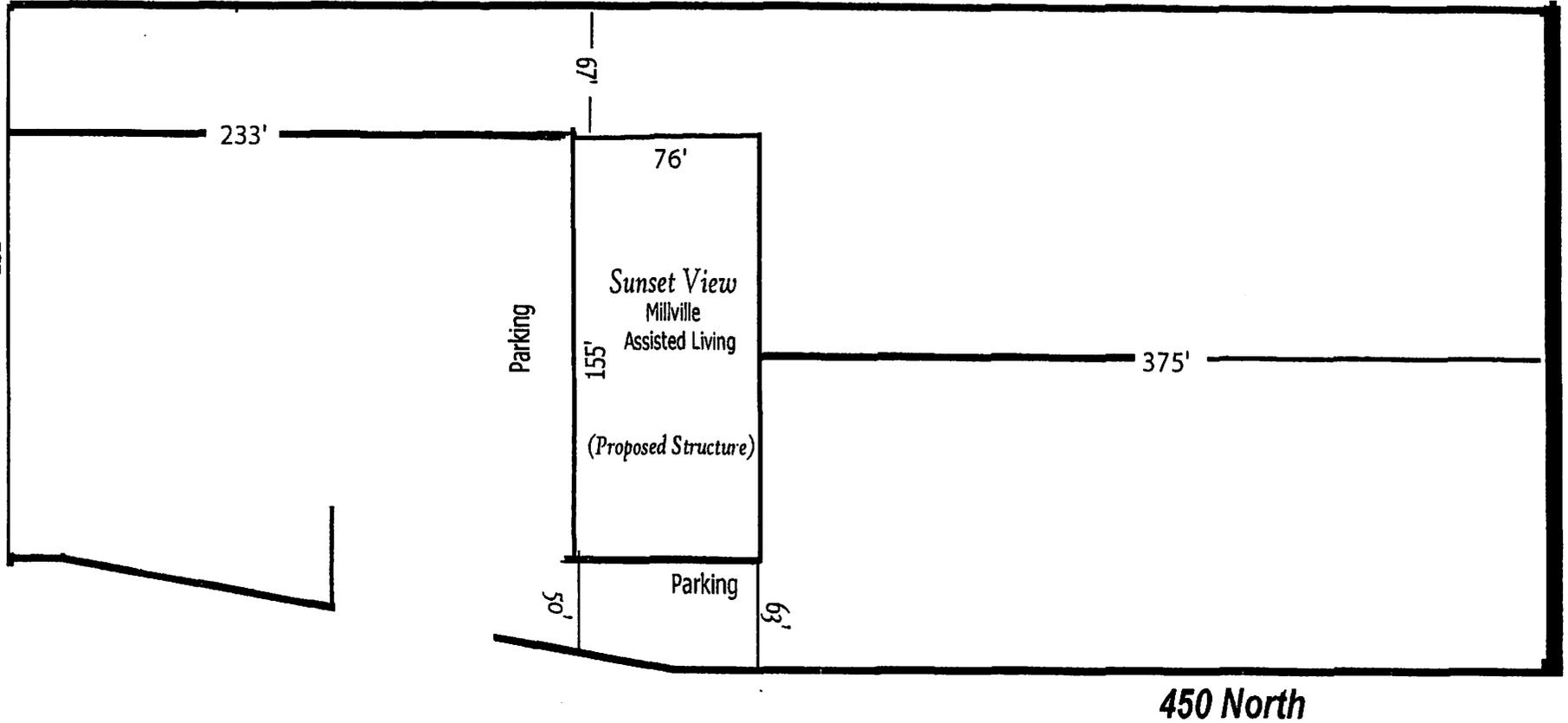
# Roundy/Cross Health Sunset View Millville Assisted Living

~~450 North 300 East~~ 305 East 450 North

Mathews Family Tr

Family Hills Subdivision

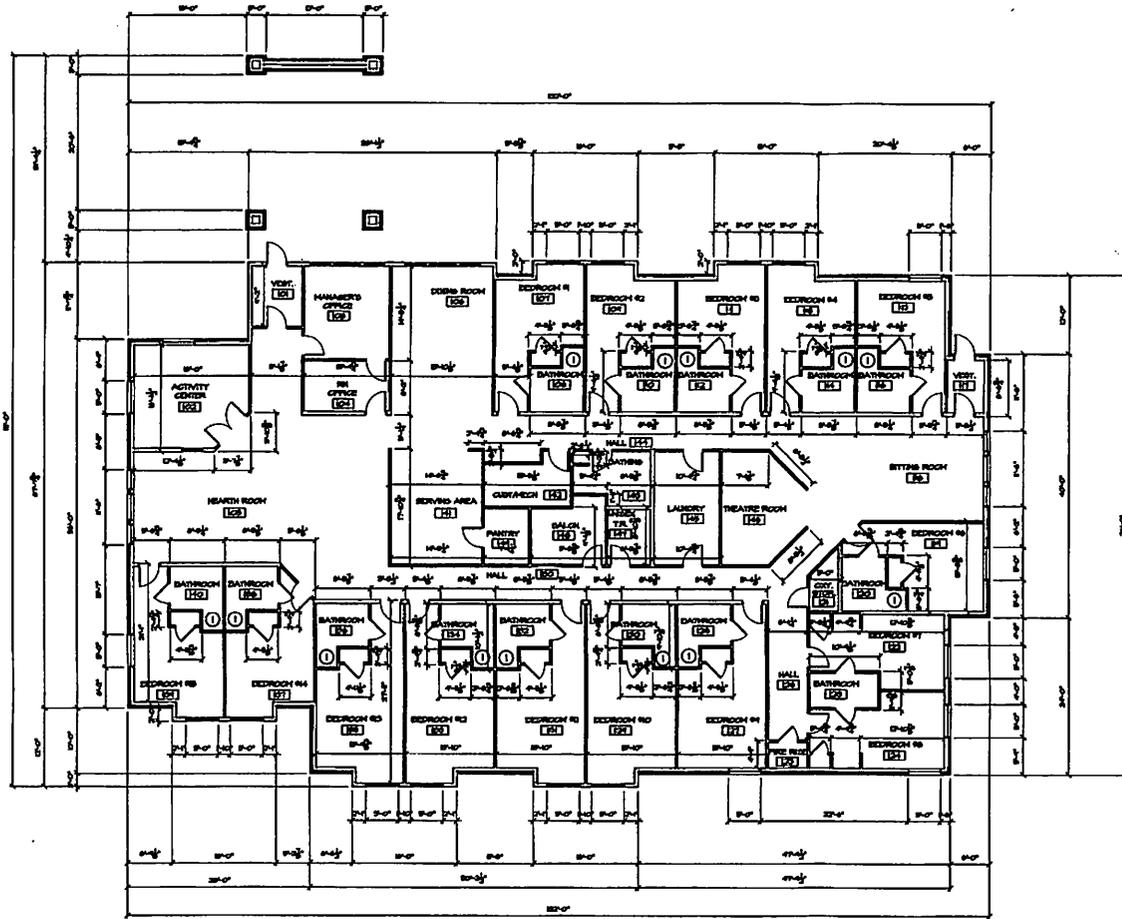
Phase 1 232'



Dale G. Thompson Tr.

Glenridge Subdivision  
300 East

THE CHURCH OF JESUS  
CHRIST OF LATTER DAY  
SAINTS



DIMENSION FLOOR PLAN  
SCALE 1/8" = 1'-0"



**NOTES**

- ① VERIFY DIMENSIONS WITH OWNER

**GENERAL NOTES**

- A DIMENSIONS ARE FROM FACE OF STUD TO FACE OF STUD (ENG)

WEST A. BAYLAND ARCHITECTS  
*A. Bayland*  
7/31/19  
STATE OF IOWA

**JRW & ASSOCIATES**  
ARCHITECTS  
1000 WEST 10TH STREET, SUITE 200, DES MOINES, IOWA 50319  
PHONE: 515-281-1111 FAX: 515-281-1112

**CLIENTS**  
Caring Hearts III  
1000 WEST 10TH STREET, SUITE 200, DES MOINES, IOWA 50319  
PHONE: 515-281-1111 FAX: 515-281-1112

**PROJECT**  
Caring Hearts III  
1000 WEST 10TH STREET, SUITE 200, DES MOINES, IOWA 50319  
PHONE: 515-281-1111 FAX: 515-281-1112

**DESIGNER**  
JRW & ASSOCIATES

**DATE**  
JULY 10, 2019

**SCALE**  
1/8" = 1'-0"

**DRAWING NO.**  
A1.2

**OF**  
18

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## 17.64.080: PROCEDURE:

- A. Recommendation: Based upon their review of the application for a conditional use permit, the planning commission shall make a recommendation for approval or denial of the permit. After the recommendation, the city council shall decide whether or not to proceed any further with this process.
- B. Hearing: A public hearing shall be held to receive public input to the conditional use permit under consideration.
- C. Notice Of Public Hearing: The city council shall, insofar as practical, provide notice of the hearing at which an application for a conditional use is to be considered to all property owners appearing on the latest plat in the Cache County recorder's office within a six hundred foot (600') radius of the subject property. The necessary names and addresses shall be furnished to the planning commission by the applicant at least thirty (30) days before the public hearing. (Ord. 99-02-18-01 § 2)

20 Aug 2015

If the conditional use is granted for the assisted living facility I suggest the following conditions:

1. Review of a complete set of plans that will be used to build the facility'
2. Architectural plan showing the dedications of right-of-way for 300 east and any required dedication of 450 north should the property be subdivided in the future.
3. Setbacks for the facility should meet the requirements for a single family home on a corner lot in an R-1 zone. These setbacks should be measured from the new facility to the dedicated 300 east right-of-way and to any dedicated right-of-way of 450 north.
4. Water fee will be set for a 2 inch line. If water line is less than 2 inches there will be a refund to whoever pays the building impact fees. If the line is larger an additional fee will be assessed.
5. The above should be set by resolution for future reference.

Harry Meadows  
Millville City  
City Development Coordinator

## **Roger M. Roundy**

---

**From:** Richard Worley <rworley@brhd.org>  
**Sent:** Thursday, August 13, 2015 8:32 AM  
**To:** Roger M. Roundy  
**Subject:** Re: Property and building arrangement from Roger Roundy

Good morning,

Sorry for not getting back to you quicker, I was out of the office all last week.

I have come up with approximately 3000 gallons per day per building based on 15 bed spaces each. That would require an absorption area of 3333 square feet. For building one, a 149 foot long deep-wall trench with 12 feet of gravel could be used to meet the required absorption area. the entire back area will need to be reserved for the absorption and replacement area. No parking or deep rooted vegetation will be allowed in this area.

For building two, a 117 foot long deep wall trench with 15 feet of gravel could be used. The entire back area will also need to be reserved.

These calculations are based on gravelly soil which is typical of this area but will have to be verified before an approval statement or permit is issued. Verification is made by looking at soil exploration pits that will need to be dug to 20-25 feet depending on the slope. A feasibility fee of \$100 per lot will be required to complete the soil evaluation. You will be responsible to arrange for an excavation equipment operator to dig the test holes. A large track hoe will be needed.

If you have further questions or would like to arrange for feasibility, please call me.

Sincerely,

Richard Worley, LEHS

### **Bear River Health Department**

85 East 1800 North

North Logan, Utah 84341

Phone: 435/792/6571 Fax: 435/752/1570

[rworley@brhd.org](mailto:rworley@brhd.org)

<http://www.brhd.org>

On Fri, Jul 31, 2015 at 10:12 AM, Roger M. Roundy <[roger@alivint.com](mailto:roger@alivint.com)> wrote:



RESOLUTION 2015-

An Resolution to Establish the Derby Car Minor Subdivision

WHEREAS, a request to subdivide property located at approximately 25 East to 75 East on 450 North has been received; and

WHEREAS, the Planning Commission reviewed the request on August 20, 2015, and recommended approval to the City Council on August 27, 2015; and

WHEREAS, the City Council had previously discussed and reviewed the conceptual plan for this subdivision on August 13, 2015, as there was property which would be needed to be retained by the City for the widening of the intersection on 450 North Main; and

WHEREAS, the City Council reviewed the proposed plat for this subdivision at the City Council Meeting held on August 27, 2015;

THEREFORE, BE IT RESOLVED that the City council hereby accepts the Derby Car Minor Subdivision as proposed in drawings and documents submitted. These documents have been found to be in compliance with applicable Millville City Ordinances. All road dedications and required water or fee in lieu of water will be completed before the final plat is signed.

Passed and approved by the Millville City Council this        day of        , 2015.

SIGNED:

\_\_\_\_\_  
Michael E. Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				



**Millville City**  
 PO Box 308  
 510 East 300 South  
 Millville, Utah 84326  
 (435) 750-0924 FAX (435) 750-6206  
[www.millvillecity.org](http://www.millvillecity.org)

**CHECK APPLICABLE BOX**

- Commercial       New Application  
 Home Business       Application Amendment  
**CHANGE OF:**  
 Ownership       Business Name  
 Address       Business Description

**Business License Application**

For businesses with a permanent physical location within the Millville City limits.  
 This is not the application for special events, temporary businesses or solicitors.

License No. \_\_\_\_\_  
 Date Received \_\_\_\_\_

**SECTION I: Business Information**

Application Contact: KATRE FANN Contact Ph: 615-679-6110

A. Business Name "DBA": Katre's Books (Southwestern Advantage)

B. Business Location: 745 W 1000 S, LOGAN, UT Millville, UT 84326

C. Mailing Address: \_\_\_\_\_  Same as "B. Business Location"

D. Local Business Ph: \_\_\_\_\_ Fax: \_\_\_\_\_ www: southwesternadvantage.com

**SECTION II: Business Description — General** (complete the commercial or the Home Business AND the far right column)

**COMMERCIAL**

Building/plaza: \_\_\_\_\_

Is this a secondary use within an existing business location?

Yes, in \_\_\_\_\_  No

Hours of Operation: 9-21

Type of Operation: (mark all that apply)

- Sales/Service: Customers typically come on site  
 Sales/Service: Customers rarely come on-site  
 Service no sales  
 Fresh food service and/or preparation  
 Manufacturing  
 Medical/dental  
 Daycare  
 Instruction  
 Preschool  
 Other: educational books

Previous use of location: \_\_\_\_\_

**HOME BUSINESS**

Please Note:

A home business does not change the aesthetic character of the area and zone.

On-site employees?  Yes  No

If yes, Up to how many? \_\_\_\_\_ Working hours? \_\_\_\_\_

Where will they park? \_\_\_\_\_

On-site customers?  Yes  No

If yes, Up to how many per day? \_\_\_\_\_

Up to how many per week? \_\_\_\_\_

Where will they park? \_\_\_\_\_

On-site business will be performed from a:

- (mark all that apply)
- Home office       Garage/storage room  
 Desk and chair       Carport/driveway  
 Shed/out building       Vehicle  
 Other: \_\_\_\_\_

Do you intend to set-up off-site?

(i.e. in parking lot, at festivals, within stores)  
 Yes  No

Proposed start date: \_\_\_\_\_

**This Business Includes:**

- | Yes                                 | No  |
|-------------------------------------|---|
| <input type="checkbox"/>            | <input type="checkbox"/> Signage  |
| <input type="checkbox"/>            | <input type="checkbox"/> Alcohol sales and/or services                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> Live entertainment on-site                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> Door-to-door solicitation  |
| <input type="checkbox"/>            | <input type="checkbox"/> Fireworks sales on-site  |
| <input type="checkbox"/>            | <input type="checkbox"/> Vending machines on-site   |
| <input type="checkbox"/>            | <input type="checkbox"/> On-site secondary business                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> On-site events (i.e. community party parking lot/sidewalk sales) |
| <input type="checkbox"/>            | <input type="checkbox"/> Investment advice and/or service                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> Pesticides use and storage                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> Hazardous materials use and storage                              |
| <input type="checkbox"/>            | <input type="checkbox"/> Vehicle sales  |
| <input type="checkbox"/>            | <input type="checkbox"/> Firearms or explosives sales                                     |
| <input type="checkbox"/>            | <input type="checkbox"/> Care of children or preschool                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> Any construction jobs over \$1,000                               |
| <input type="checkbox"/>            | <input type="checkbox"/> Piercing, tattooing, perm, make-up                               |
| <input type="checkbox"/>            | <input type="checkbox"/> Used merchandise transactions                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> Changes to existing garbage service                              |
| <input type="checkbox"/>            | <input type="checkbox"/> Vehicles, trailers, mowers, etc. (stores on site)                |
| <input type="checkbox"/>            | <input type="checkbox"/> Electrical, plumbing, structural, or mechanical changes to site  |

**SECTION III: Business Description — Specific**  (attach additional pages if necessary)

educational books and software.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SECTION IV: Additional Information**

E. Utah State Tax Commission — Sales Tax Number: 11762722-002-SCT  Not applicable

F. State & federal regulatory agency licensing info: \_\_\_\_\_  Not applicable

G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?  
 Completely  Partially  Not at all  I do not know — someone else did it

H. Previous Business Name: \_\_\_\_\_  Not applicable

I. Previous Business Location: \_\_\_\_\_  Not applicable

**SECTION V: Ownership (Parent business entity and business officer information)**

**Parent Entity**  
 Parent Business Name: Southwestern Advantage  same as "A. Business Name DBA"  
 State Entity Type:  Sole Proprietorship  Partnership  LLC  Corporation  Non-Profit Corporation (w/501 c3 letter)

**Officers (1)**

	<b>Sole Prop./Partnership</b>	<b>LLC</b>	<b>Corporation</b>
Officer Name: _____ Contact Ph. _____	<input type="checkbox"/> Owner <input type="checkbox"/> Local Manager	<input type="checkbox"/> Member <input type="checkbox"/> Manager <input type="checkbox"/> Local Manager	<input type="checkbox"/> President <input type="checkbox"/> Director <input type="checkbox"/> Officer <input type="checkbox"/> Local Manager

Home Address: \_\_\_\_\_  
City, State, Zip

This person can be contacted in the event of an after-hours police or fire emergency.

**Officers (2)**

	<b>Sole Prop./Partnership</b>	<b>LLC</b>	<b>Corporation</b>
Officer Name: _____ Contact Ph. _____	<input type="checkbox"/> Owner <input type="checkbox"/> Local Manager	<input type="checkbox"/> Member <input type="checkbox"/> Manager <input type="checkbox"/> Local Manager	<input type="checkbox"/> President <input type="checkbox"/> Director <input type="checkbox"/> Officer <input type="checkbox"/> Local Manager

Home Address: \_\_\_\_\_  
City, State, Zip

This person can be contacted in the event of an after-hours police or fire emergency.

**SECTION VI: Notification and Verification of Authority**

- Mandatory review process** – this application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal Code. Incomplete applications will not be processed. Decisions on applications will take 15 days (minimum), and are made based on:
  - the information provided on the application, and
  - review of the Mayor and City Council
- Additional Requirements** – Under the Municipal Code, additional Business License application requirements are necessitated for some business types.
- Denial of License** – Application denial or subsequent license suspension or revocation are most often the result of:
  - an inaccurate or incomplete application, or failure to update information with the City and/or
  - non-compliance with the Municipal Code, Land Use Code, and/or applicable building, fire, and environmental codes.
- Other regulatory bodies** – It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- Signage** – Permanent signage requires a separate Sign Permit Application, which is located on the city web site, Millvillecity.org.
- Building alterations** – All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.

Signature of Owner/Authorized Agent: \_\_\_\_\_ Printed Name: KATRE THAM Date: \_\_\_\_\_

**SECTION VII: For administration use only**

Classification:  Conforming  Non-Conforming  Child Care  Home Business  Low Impact  Medium Impact

Conditional Use: (If box is checked see conditions)

Agree  Do not agree Signature: [Signature] Date: 22 Aug 2015

Yes  No City Council grants permission Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FEES  \$25.00

PAYMENT TYPE

RECEIPT

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## **Attachments**

Attachment A – Future Land Use Map

Attachment B – Current Zoning Map

Attachment C – Parks and Trails Map

Attachment D – Sensitive Lands Map

Attachment E – Transportation Map

Attachment F – Water Master Plan Future Service Area

Attachment G – History Timeline

Attachment H – Survey Responses

## **Appendix**

Appendix 1 – General Plan Process

Appendix 2 – History

Appendix 3 – Community Identity & Values

Appendix 4 – Parks and Trails Master Plan

Appendix 5 – Affordable Housing Plan

---

# Acknowledgments

## **Millville City General Plan Update Committee**

Mike Johnson (Mayor)  
Julianne Duffin (City Council Member)  
Mark Williams (City Council Member)  
Lynette Dickey (Planning and Zoning Member)  
Rachel Thompson (Planning and Zoning Member)  
Gary Larsen (City Maintenance Superintendent)  
Albert Monson (Resident)  
Lee Labrum (Resident)  
Thom Fullmer (Resident)

## **Millville City Planning and Zoning Commission**

Jim Hart, Commission Chair  
Lynette Dickey, Commissioner  
Garrett Greenhalgh, Commissioner  
Bonnie Farmer, Commissioner  
Rachel Thompson, Commissioner  
Natalie Smith, Commissioner (Alt)  
Larry Lewis, Commissioner (Alt)  
Adria Davis, Commission Secretary

## **Millville City Council Members**

Mike Johnson, Mayor  
Cindy Cummings, Council Member  
Mark Williams, Council Member  
Michael Callahan, Council Member  
Ryan Zollinger, Council Member  
Julianne Duffin, Council Member

## **Millville City Staff**

Rose Mary Jones (City Recorder)  
Tara Hobbs (City Treasurer)  
Harry Meadows (City Planner)  
Gary Larsen (City Maintenance Superintendent)

---

**J-U-B Engineers, Inc.**

Zan Murray (City Engineer)

Cindy Gooch (Planner)

**Bear River Associates of Government**

Brian Carver

**Eagle Scout Project**

Survey distribution and data input: Trevor Hobbs

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# Introduction

## Millville City General Plan

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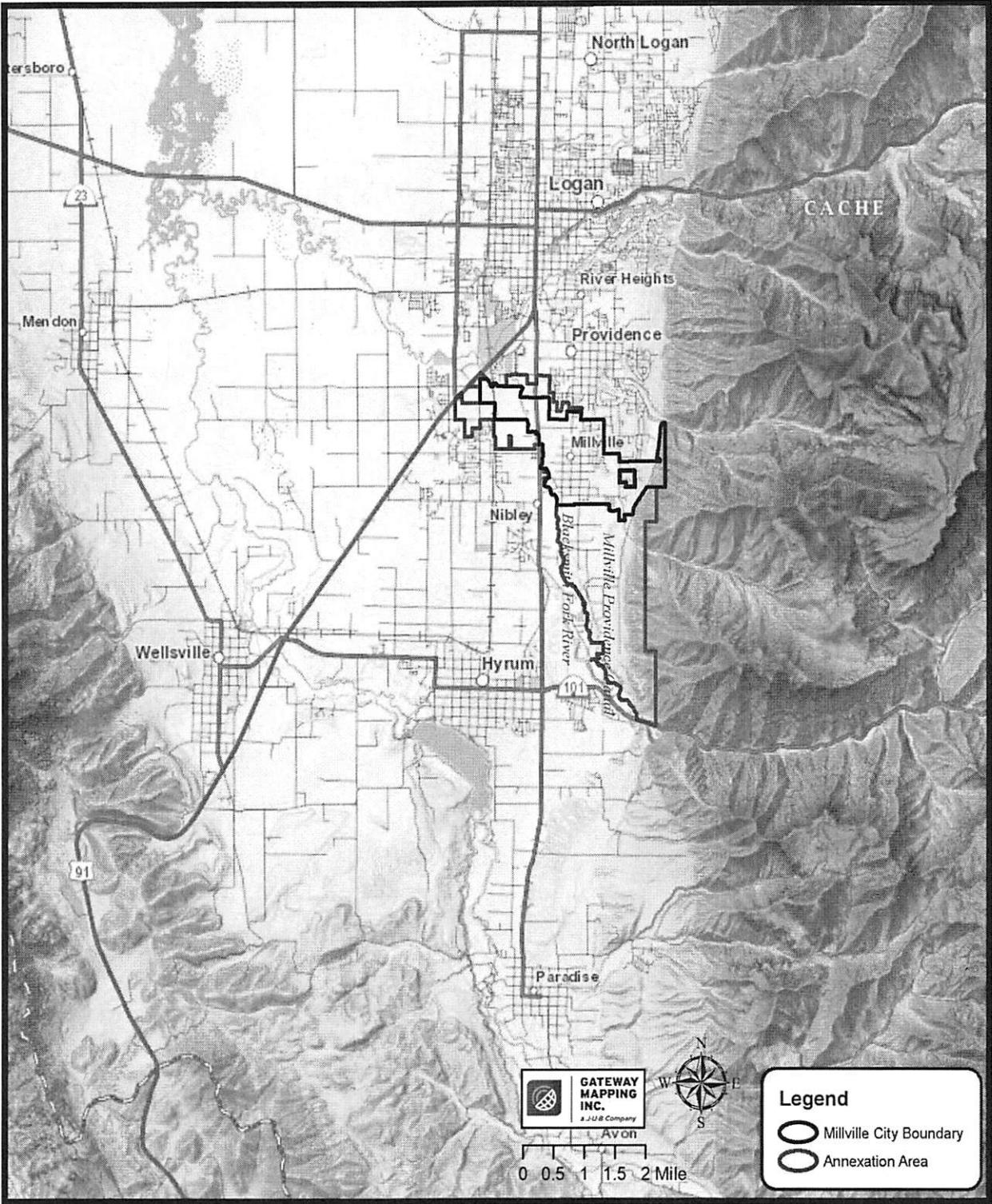
Millville City is located in Cache County, Utah along the Bear River Mountain Range. In 1860 the early settlers built the first sawmill in Cache Valley near the mouth of the canyon, which was soon to know as Millville Canyon. A number of other mills were built and the City became known as Millville City. The views and vistas of this area have drawn many families over the years and the unique rural lifestyle enjoyed by the residents is what keeps them in Millville and brings their children back to raise their own families.

Millville City developed a General Plan in 1994. There have been a few map updates over the years, but nothing as significant as this update they are doing now.

Many things have changed in 21 years – new housing developments and roads, a new school, and new businesses – that have changed the face of the land and naturally changed the needs of the community. Since the last General Plan was developed the City’s population has grown from 1,200 in 1993 to just over 1,867 in 2014. The City has added over 230 homes, 5 miles of new roads, and annexed several acres of land to enlarge the city boundary. The School District is in the process of remodeling the old portion of the elementary school and adding a new \$45 million high school. This growth Millville is experiencing requires a fresh look at the vision and desires of the residents and a plan that will address the community’s needs now and in the future.

Millville is primarily a rural agriculture community. As voiced in the General Plan Survey and at public hearings, the residents of Millville have a desire to preserve the community identity and rural feel. In 1995 the community slogan was “Country living at its finest.” Over the years country living has changed a lot for many of the surrounding communities but Millville hopes that by planning for growth they can preserve the character and identity of the community as it grows.

# Regional Map



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# Chapter 1

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## Land Use & Growth Management

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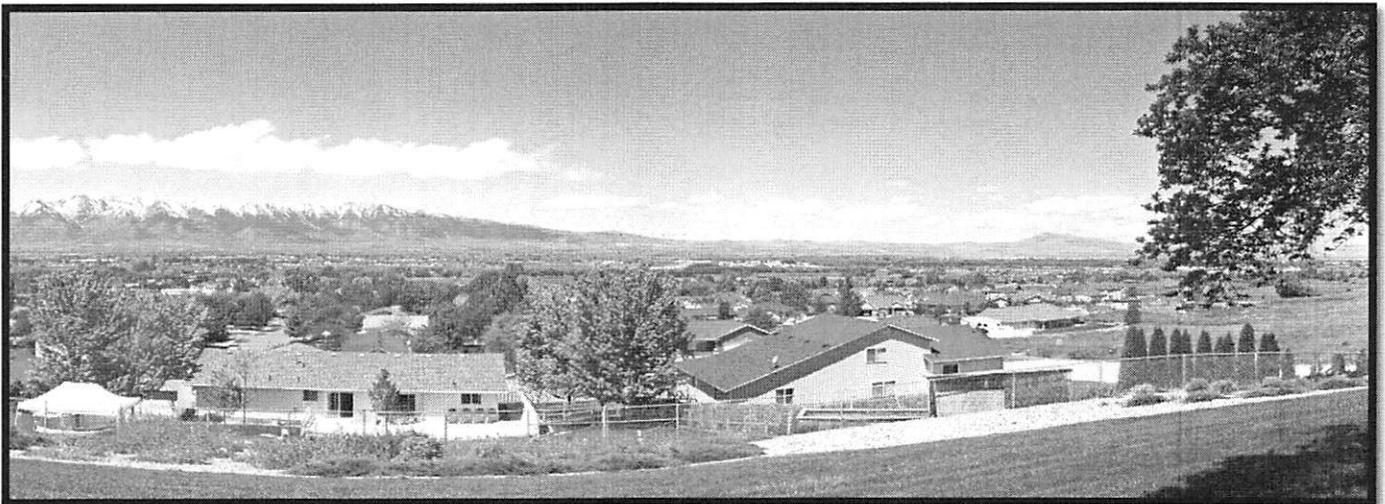
***Vision:** Protect and maintain the unique country living as the community grows by providing quality well-planned residential areas that preserve open space and complement the rural character of Millville.*

### Population

---

When the General Plan was last updated in 1994, the population was 1,208 people. In the 2010 Census Millville had a reported a population of 1,829 people. This is an estimated increase in population over a 20 year period of 62%. From this it is estimated that the average yearly growth rate over the 20 years was 3.1%. Since that time the City has continued to grow adding another 38 people bringing the Census estimated population for 2014 to 1867. Millville City limits include 2.3 square-miles with a population density of 812 people per square mile.

The average household size in Millville is 3.63 persons which is slightly higher than Utah's state average of 3.1 person per household. The City currently has 550 homes with 89% listed as owner occupied. Millville's poverty rate is 10.6%. Millville has an unemployment percentage of 4.1% which is below the state average of 4.6% and a median household income of \$60,179 this is \$2,015 above the state median income of \$58,164.



U.S. Census Bureau also indicates that the population of the City is fairly young, with a median age of 27.8 in 2010. The 65 years and older segment of the population has been

increasing over the past decade, from 4.6 to 5.7 percent. The Census in 2010 also reported that the City was 95.3 percent white, and 5.7 percent as Latino or Hispanic.

## Growth

---

The ultimate goal of a General Plan is to facilitate growth and development that reflect the goals of the community. Maps have been developed to show the current land use and the possible options for the future land use based on the information gathered from the General Plan Update Committee and the surveys that were distributed to the community. Throughout the General Plan reference to “open space” can be identified by Millville’s definition which includes preservation of larger lots, flood and utility corridors, parks, steep slopes and other undeveloped land. Both the Current Zoning Map and the Future Land Use Map are expressions of the various land uses, goals, and actions that comprise the General Plan.

The Future Land Use Plan Map encompasses areas within the City as well as areas adjacent to the City that have potential for annexation. The Map designations are intended to provide predictability as to appropriate zoning that *could* be applied to properties. It should be noted that the designations on the Future Land Use Plan Map *are general and approximate*. They are generally shown as “overlays” *that respond more to the natural characteristics of the land than to property lines*. Development approvals should take into account both the zoning of the property and the arrangement of land uses shown on the Future Land Use Plan Map.

Within Utah State Municipal Land Use, Development, and Management Act Title 10 Chapter 9a Part 405 and 406, it states the effect of the general plan and public uses to conform to the general plan. This information indicates that development decision should be in line with the General Plan and that it can be changed and updated as needed to reflect decision that differ from the general land uses indicated within the General Plan.

### **10-9a-405. Effect of the General Plan.**

Except as provided in Section 10-9a-406, the general plan is an advisory guide for land use decisions, the impact of which shall be determined by ordinance.

### **10-9a-406. Public uses to conform to general plan.**

After the legislative body has adopted a general plan, no street, park, or other public way, ground, place, or space, no publicly owned building or structure, and no public utility, whether publicly or privately owned, may be constructed or authorized until and unless it conforms to the current general plan.

The Governor's Office of Economic and Budgeting estimates that the population of Millville in 2030 will be 2,593. These estimates are conservative and are based on the existing City limits and do not consider the annexation of the surrounding land.

Millville City has large areas of open land within the current City limits that can still be developed as well as hundreds of acres within their annexation boundary. Residents indicated in the community survey that they wanted to direct the growth of the community to areas where existing infrastructure is available and continue to allow new development with low density lots generally being 1/3 to 1/2 acres. Millville does not have a defined definition of "densities" however referencing the residential density ranges from the "Growth Centers Development Codes" used by planners as a standard to follow. Millville's density falls into the category of low density based on these codes. Millville residents indicated that the City should retain the agricultural and rural values that gives the community its charm and uniqueness. Currently, Millville has 70 lots that are either available to build upon or are in the planning stage to be developed.

## Land Use

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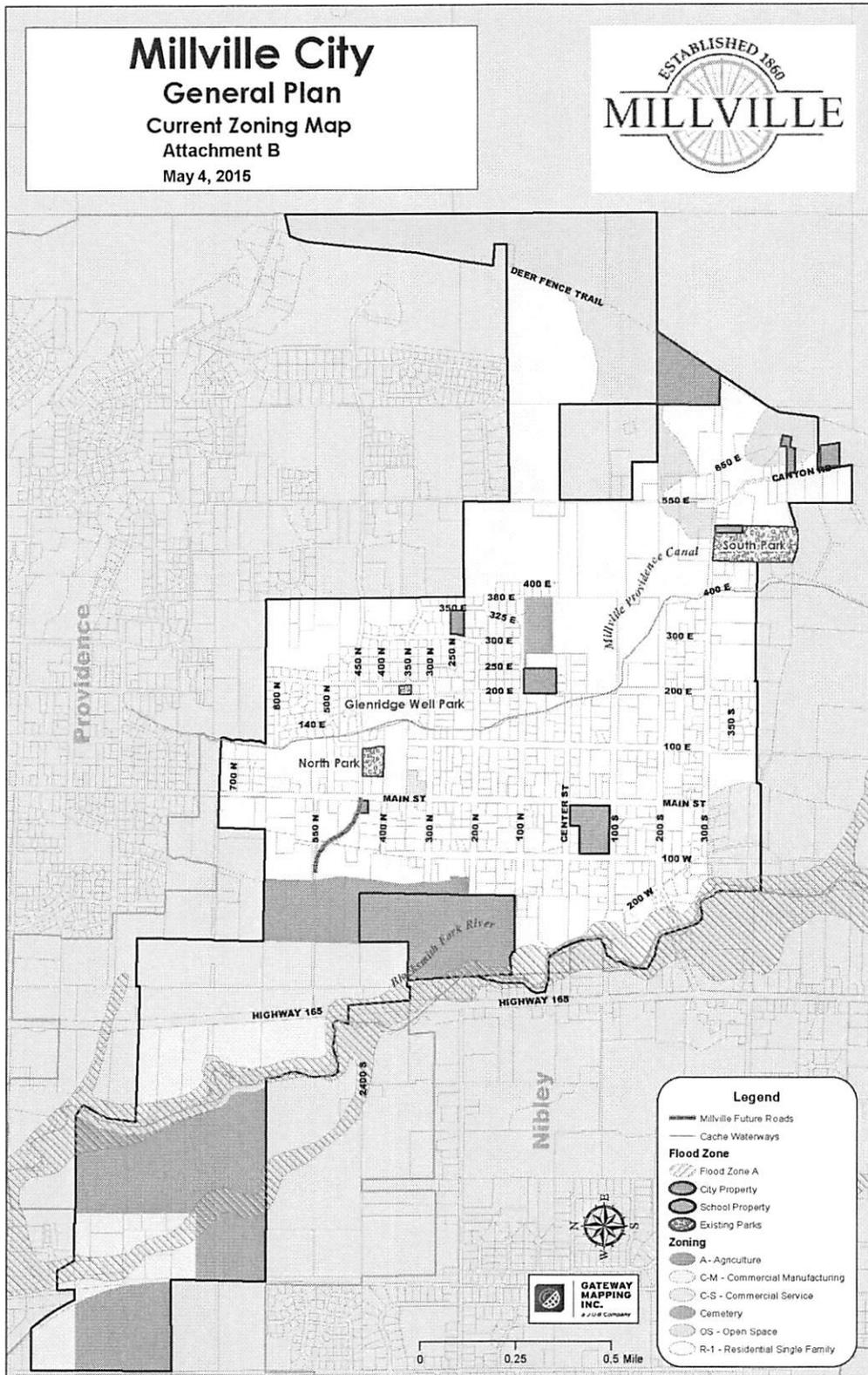
Land use information is a critical element of any General Plan because it provides residents, planners, and elected officials with information on current, expected, and sustainable land use patterns. As stated before, maps have been developed to illustrate the current land use and the possible options for the future land use based on the information gathered through this planning process. The Current Zoning Map (*for a larger map see Attachment B*) indicates the current use of the land, and the Future Land Use Map (*for a larger map see Attachment A*) is a graphic representation of the various goals and actions that have been included in this General Plan.

### Current Land Use

The City is divided into approximate zoning boundaries to encourage orderly growth and facilitate the expansion of the City. The hope is that by zoning this will be able to facilitate adequate provisions for transportation, water, sewer, schools, parks and recreation, and encourage development that is attractive and sustainable.

It is important to remember that this General Plan *is a guide for future land use, that can be changed and updated and is not a binding legal document*. The zoning ordinance, on the other hand, regulates present land use and has specific regulatory authority. The General Plan provides and supports the regulatory direction of the zoning ordinance, and as a result, future re-zoning efforts should generally be consistent with the General Plan. Millville's zoning ordinance contains both the code (defining purpose, approval process, guidelines and requirements, and permitted uses), and the current zoning map.

# Current Zoning Map



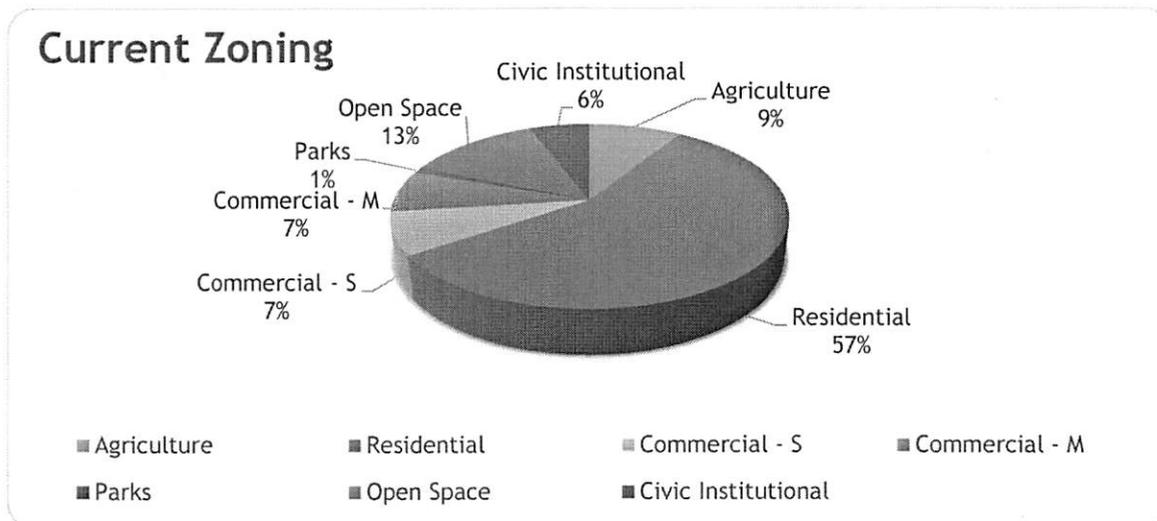
## Zoning

Millville's current zoning includes one agricultural/residential zone, one residential zone that includes a hillside overlay, three commercial zones, and an open space zone. The City has a limited number of zones due to the fact that it currently has no sewer system in the residential areas of the community. A larger lot is required in order to have adequate space for the septic system and appropriate drainfield. The fact that sewer is only available at the new high school location and surrounding commercial areas reduces the opportunity for higher density developments within the residential zones.

**Table 1 Zones and Use Type**

Zone	Use Type	Acres	Percent
A	Agricultural Zone – Very Low Density Residential	228.90	9%
R-1	Single and Two Family Detached Residential Zone – for single family and two family homes there is a minimum lot size based on the classification and slope of the lot.	890.58	57%
CR	Commercial Retail Zone – intended for retail and professional services	0.00	0%
CS	Commercial Service Zone – intended for light manufacturing	115.21	7%
CM	Commercial Manufacturing Zone – intended for major wholesale/warehousing and manufacturing	110.98	7%
OS	Open Space Zone – intended to provide for the natural features or hazards to stay open and protected from encroachment	195.74	13%
The following are not considered a zone at this time however they are important to the understanding of the use of the land			
CI	Civic Institutional Zone – schools, cemetery, and municipal owned land	88.1	6%
Park	Park Land – land that has been established as a park	15.6	1%
	Total	1,521	100%

**Figure 1 Percentage of Current Uses**



## Future Land Use

During the planning and outreach processes for the general plan, Millville's residents were engaged to consider and develop a vision for the City's future. This vision is as follows:

***"Millville City wants to preserve the open country feel that distinguishes it from adjacent communities. Millville supports an organized, sustainable, consistent plan that directs future land use and promotes a future that:***

- *Protects and maintains Millville's rural character and unique lifestyle.*
- *Supports an appropriate variety of local economic opportunities and choices.*
- *Safeguards tax rates while ensuring key community services are provided.*
- *Enhances recreation opportunities while protecting open and sensitive lands\*."*

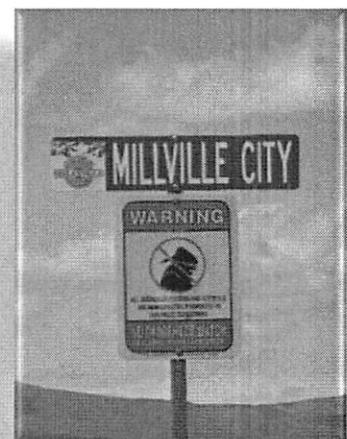
*(\*See Sensitive Land Map Attachment D)*

To ensure consistency with this vision, Millville's Future Land Use Map illustrates the land use patterns planned for the City in the coming years. This Future Land Use Map shows how Millville might appear at build out, if the General Plan principles are executed and development proceeds as projected. The plan would retain the City's focus on residential uses and a feeling of openness, and would ensure that excellent mobility patterns are realized over the long term. It also balances the future economic need for some retail and commercial services with the desire to protect residential values and functions.

Planning and zoning decisions *should seek to ensure consistency* with the Future Land Use Map, in order to protect this vision.

### Future Land Use Goals

- Maintain rural character and animal rights.
- Reduce impacts to sensitive resources.
- Buffer and maintain compatibility between zones.
- Allow for large lot home development, including equestrian and agricultural accessory uses.
- Contribute to a connected system of open space and trail corridors.
- Continue conventional suburban open grid and block system development pattern.



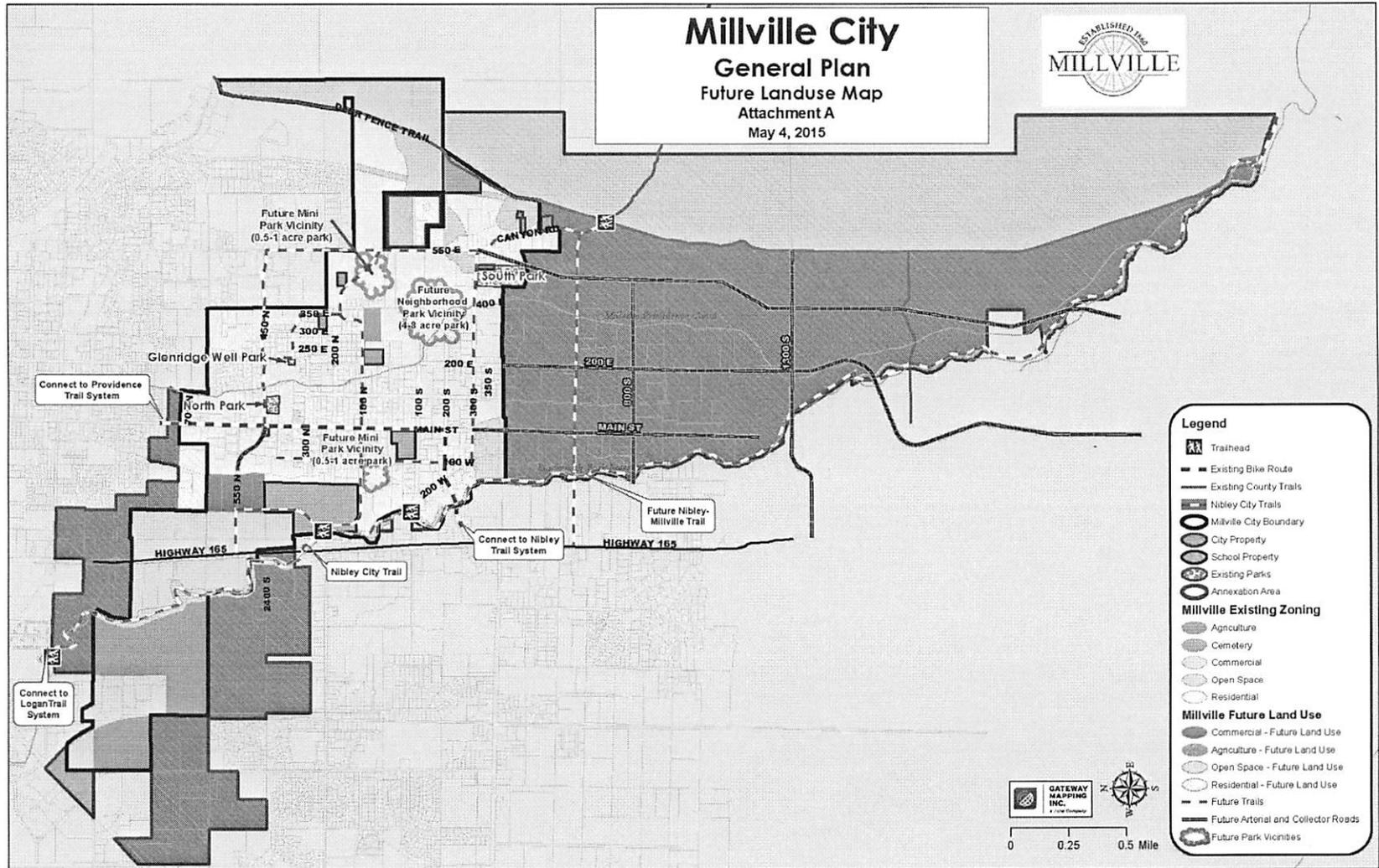
- Preserve open space as defined previously and within neighborhoods, where appropriate.
- Plan for areas for public and civic uses such as parks and recreation, and other community uses.
- Restrict development on sensitive lands such as steep slopes, utility corridors, floodplains, and wetlands.
- Encourage conservation of natural areas with unique physical, historic, scenic features, or highly productive agricultural lands.
- Increases infrastructure efficiency such as roads and utilities.
- Buffer the impacts of more intense land uses from lower density residential neighborhoods.
- Support safe pedestrian and bicycle accessibility throughout the City.
- Ensure commercial centers are developed at a scale that serves local residents and that businesses are of a type that contribute to, rather than detract from, the City character. With a balance of retail, employment, and service uses.
- Promote quality landscaping, signage, and design that reflect Millville's desired character.

### **LAND USE BEST PRACTICES**

These best practices come from the American Planning Association (APA) and are suggestion for planning of any size community.

- Maintain a diversity of land uses that allow for balanced, predictable, and orderly development
- Ensure connectivity between residential, employment, and open space areas
- Maintain an open space system that enhances quality of life, preserves environmental quality, and protects development from natural hazards
- Position land uses in a way that supports the achievement of community goals
- Concentrate commercial land use along the highways, gateways and key intersections corridors to maximize thoroughfare revenue

# Future Land Use Map



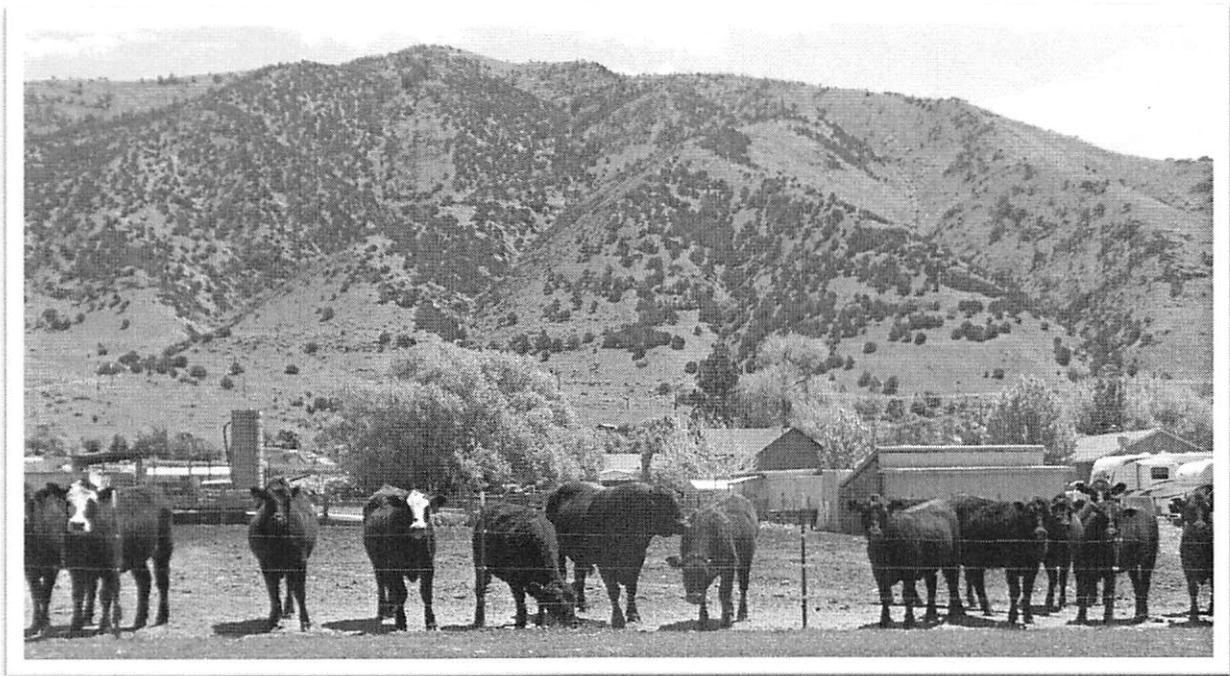
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## Community Vision

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Millville residents enjoy having a distinct community identity that differs from surrounding communities. Millville is a primarily residential city where large, one-acre lots are common and represent an important cultural feature. The City is on a septic system which limits the size and number of lots that can be developed. The City's newest development is a large new high school and anticipates commercial growth associated with it in the commercial zoned areas near Highway 165. Within this area there is opportunity for additional sewer connections which are favorable for commercial opportunities.

A primary goal of this General Plan is to maintain the City's traditional low-density land uses and values while accommodating for new opportunities for retail development near the Highway. Most Millville residents are prepared to see more commercial, retail, or service industries near Highway 165 and look forward to the help it will bring with tax revenue. They generally agree that it is essential to follow an organized, consistent plan that proactively directs growth to preserve what makes Millville unique. Special attention should be given to development patterns and details that will protect and enhance the City's character.



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## Land Use Goals and Actions

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*City Council, Planning and Zoning, and Staff are responsible for reviewing, updating as needed, and ensuring that these goals and actions are being pursued.*

**Land Use Goal 1.** Guide land use and urban growth decisions through application of the General Plan, its Future Land Use Map, and other master plans, relevant goals, actions and projects

**Actions:**

1. Regularly review the General Plan, Future Land Use Map, and other master plans associated with this General Plan (Transportation, Capital Facilities Plan, Parks & Trails, Water, and Affordable Housing Plan). Use these documents to guide land use decisions to achieve orderly growth.
2. Each of these Plans and associated Goals and Actions may be evaluated, updated, and prioritized every five years on a rotating basis.

**Land Use Goal 2.** Strive to achieve responsible and well-managed growth within the City, ensuring that development occurs in suitable locations and can be efficiently served over the long term.

**Actions:**

1. Promote an appropriate variety of complementary, desirable, and needed land uses in the community, such as agricultural, residences, businesses, and recreation to help ensure balance and economic viability and stability for the community.
2. Encourage well-planned developments within the City, focusing activity in areas where existing infrastructure is already in place or planned in the near future. These developments should provide the on-site and off-site improvements necessary to support the development and mitigate its effects on or beyond the immediate site.

**Land Use Goal 3.** Balance land-use decisions among individual property rights, consideration of environmental conditions, and the overall needs of the community.

**Actions:**

1. Encourage residents to learn about land use planning and decision-making processes in the City by reading the General Plan, and attending Planning & Zoning and City Council meetings.
2. Develop planning tools or acquisition strategies to limit unsafe or inappropriate development on and near designated environmentally sensitive lands and desired open spaces.
3. Plan for transitions between designated current and future commercial and residential land uses, by focusing on design techniques that will reduce or minimize incompatibilities.

**Land Use Goal 4.** Regularly evaluate and update the development review process to ensure adopted rules, ordinances, policies, and procedures are clear and working to achieve the vision for the community.

**Actions:**

1. Complete appropriate infrastructure analysis when evaluating zone and general plan changes.
2. Develop subdivision ordinances which promote General Plan goals. Ensure zoning, and other development ordinances reflect the goals and actions of the General Plan.
3. Permit development only to the degree the City has capacity to efficiently provide necessary municipal services, and ensure new development and development codes consider and provide for appropriate interconnection with roads, trails, and transit.

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# Chapter 2

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## Residential Development & Housing

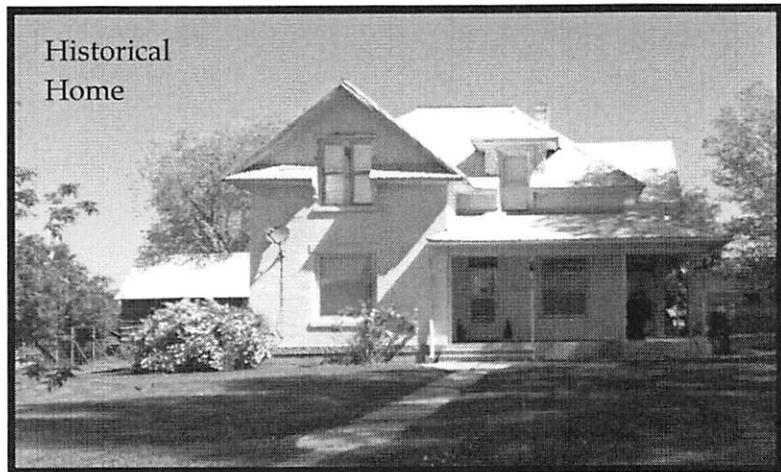
**VISION:** *Protect and maintain the community's strong country feel and character while providing quality housing and open space.*

### Present and Future Conditions

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Millville residents take pride in their community and have a desire to ensure its residential housing is safe and efficiently served by available infrastructure. Much of the quality of life in a community is connected to the nature of its housing. The image of a city is, to a large degree, conveyed by the type, quality, and appearance of its residential developments.

Millville's housing is made up of mostly single family homes, a few duplexes, and limited apartment housing. Millville's housing mix is limited by many factors, one being the lack of a sewer collection system. This requires lots to be larger to accommodate the use of a septic system. Other factors that impact the housing mix of



Millville include market factors, the City's zoning and land use regulations, sensitive areas with steep slopes and flood potential, present land uses, and transportation patterns.

As indicated in Chapter 1 (Land Use and Growth Management), Millville anticipates a population that

will grow from approximately 1,867 in 2014 to 2,800 in 2035. The objective of this General Plan is to manage the estimated growth in a way that protects the character of the City and the quality of life residents are accustomed to.