

## ***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.

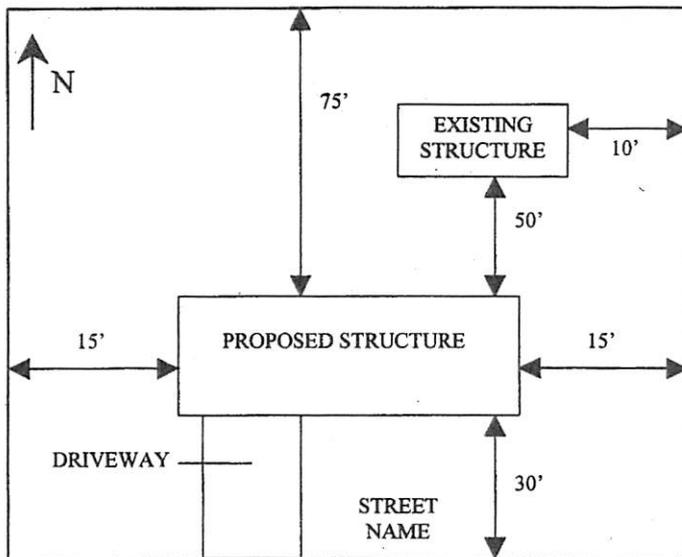


MILLVILLE CITY  
 ZONING CLEARANCE FOR BUILDING PERMIT  
 THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

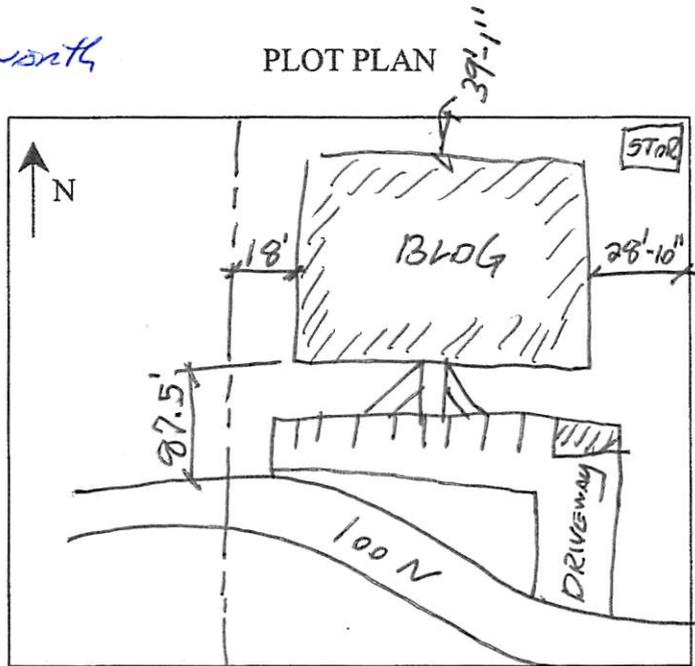
APPLICATION INFORMATION

1. LDS CHURCH - GARY TYLER  
APPLICANT'S NAME
2. P.O. Box 13328  
MAILING ADDRESS
- OGDEN UT 84412  
CITY STATE ZIP CODE
3. \_\_\_\_\_ 4. 801-394-3033  
HOME TELEPHONE BUSINESS TELEPHONE
5. LDS CHURCH  
OWNER'S NAME (if different from applicant)
6. NEW SEMINARY  
TYPE OF STRUCTURE
7. 9,406 8. R-1  
SQUARE FOOTAGE ZONE
9. \_\_\_\_\_  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. \_\_\_\_\_  
TAX IDENTIFICATION NUMBER
11. ~~200 W 100 N~~ 185 WEST 100 NORTH  
ADDRESS OF CONSTRUCTION
12. .95 13. 4558  
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 \_\_\_\_\_

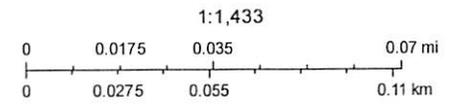
This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

# Parcel #03-029-0026



August 12, 2015

- County Boundary
- Municipal Boundary
- County Centerline
- Cache Parcels



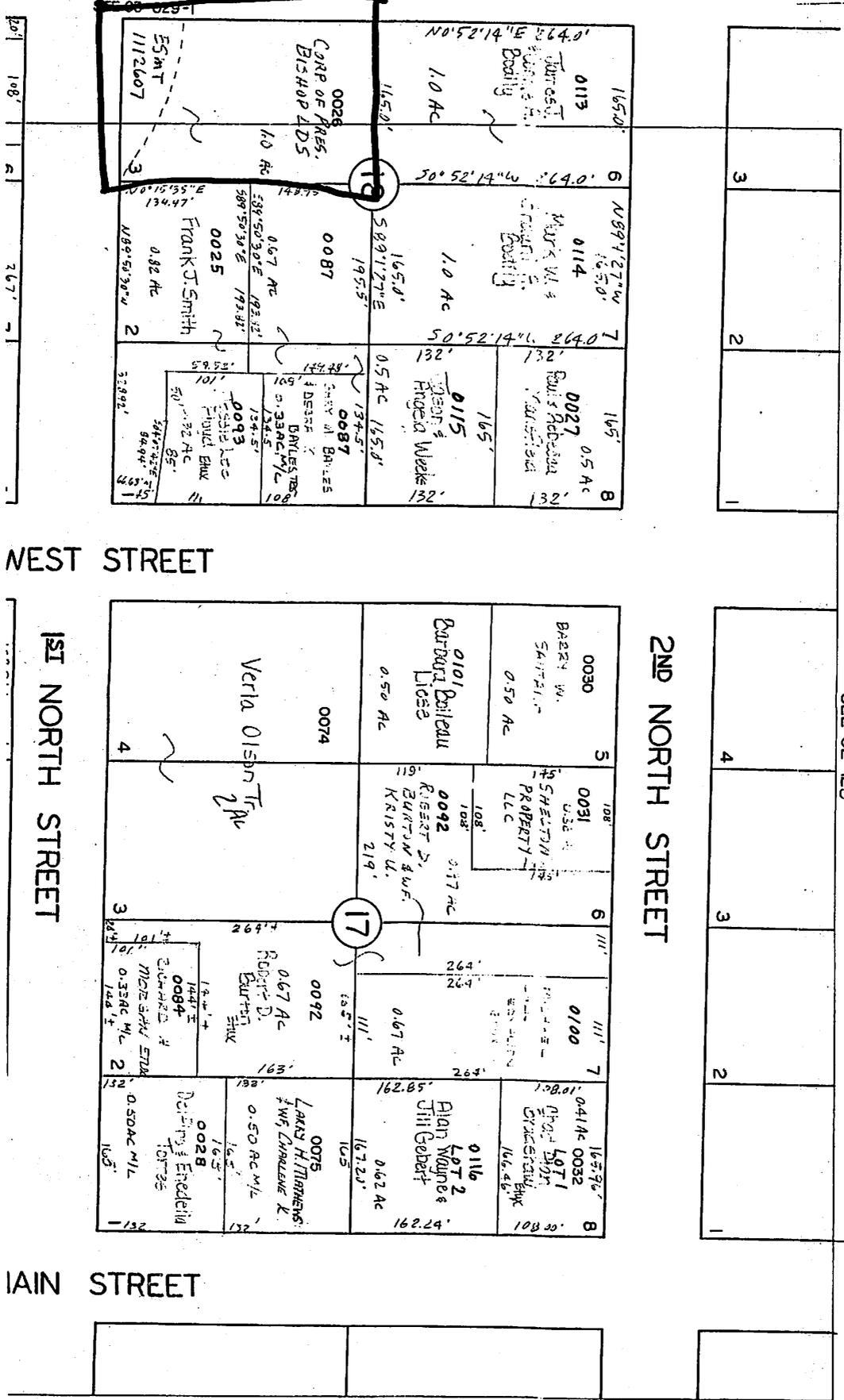
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

NE<sup>4</sup> of NW<sup>4</sup> Section 22 Township 11 North Range 1 East

Scale 1 Inch = 100 FEET  
 PLAT "A" MILLVILLE CITY SURVEY

TAX UNIT 07

SEE 02-128



SEE 03-030-2



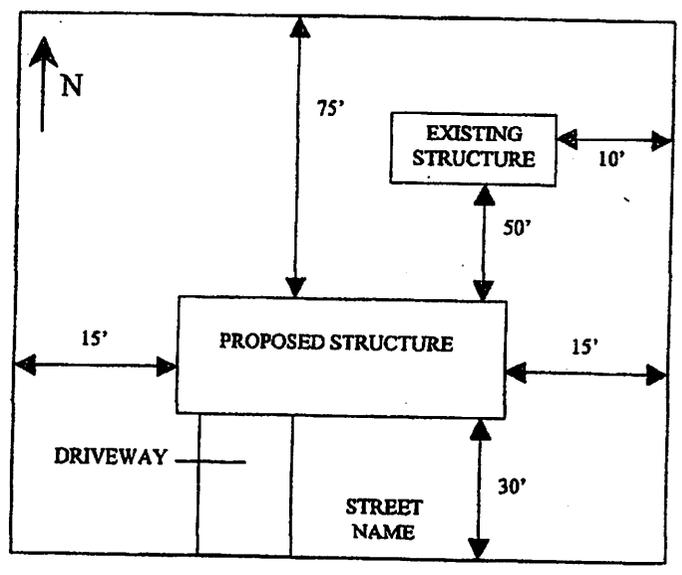


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ZONING CLEARANCE FOR BUILDING PERMIT  
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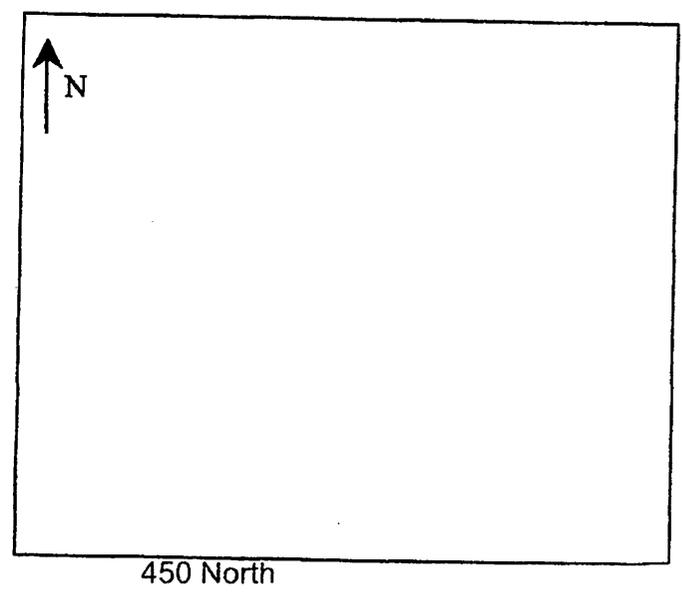
APPLICATION INFORMATION

- 1. Roger Roundy  
APPLICANT'S NAME
- 2. 345 East 525 South  
MAILING ADDRESS  
Providence Utah 84332  
CITY STATE ZIP CODE
- 3. 435-755-5855 HOME TELEPHONE 4. 801-641-2956 BUSINESS TELEPHONE
- 5. OWNER'S NAME (if different from applicant)
- 6. Wood Frame  
TYPE OF STRUCTURE
- 7. 9356 SQUARE FOOTAGE 8. 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 LOT SIZE 13. 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 \_\_\_\_\_

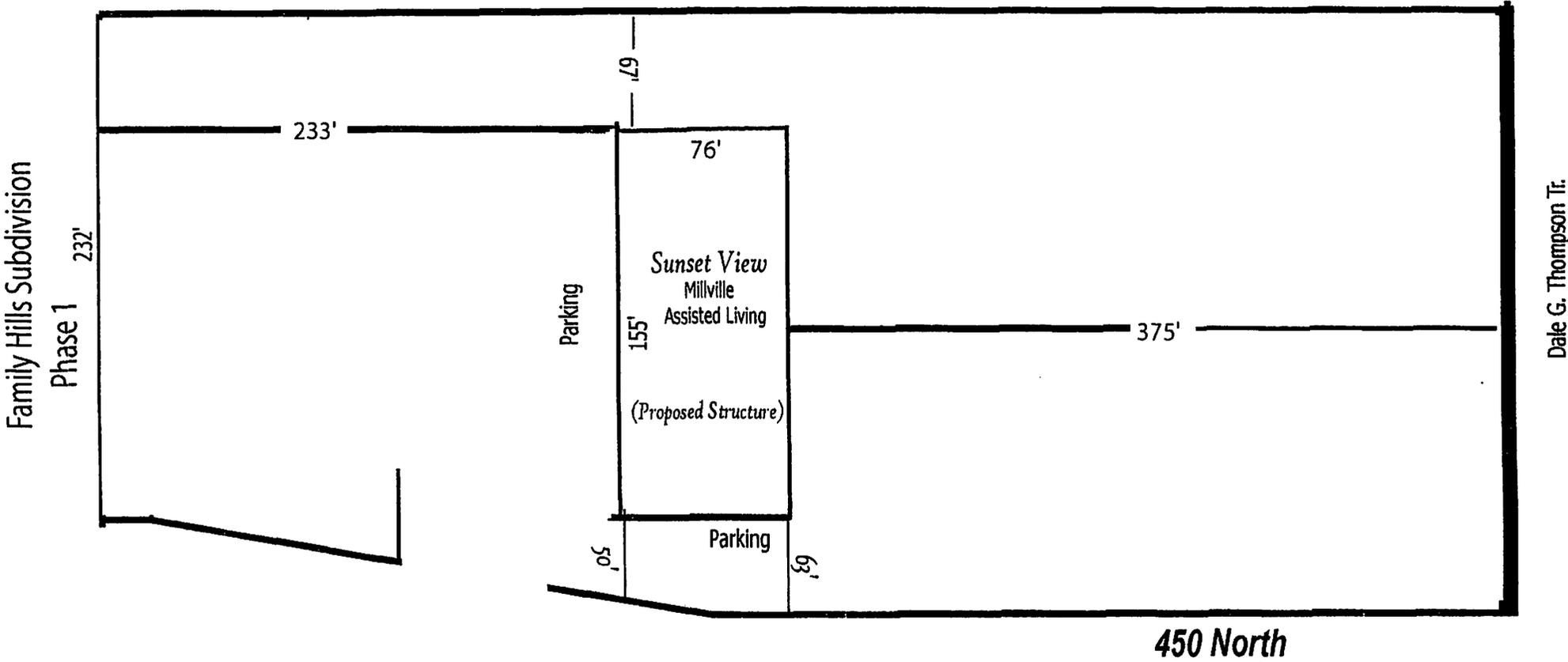
FEES PAID - TREASURER \_\_\_\_\_ DATE \_\_\_\_\_

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

Glenridge Subdivision  
300 East

THE CHURCH OF JESUS  
CHRIST OF LATTER DAY  
SAINTS

Dale G. Thompson Tr.

## **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)

# City of Millville, Utah Application for Conditional Use Permit

### Applicant Information

### Application Number:

Name: <u>Roger Roundy</u>	Telephone: <u>801-641-2956</u>
Address: <u>345 East 525 South</u>	Fax: <u>435-514-7771</u>
City/State/ZIP: <u>Providence, Utah 84332</u>	e-mail: <u>roger@alivint.com</u>

### Applicant's Requested Conditional Use

Parcel No.: _____	Desired Start Date: <u>Spring 2016</u>
Request: <u>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.</u>	

### 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: <u>Roger Roundy</u>	Telephone: <u>801-641-2956</u>
Address: <u>345 East 525 South</u>	Fax: <u>435-514-7771</u>
City/State/ZIP: <u>84332</u>	e-mail: <u>roger@alivint.com</u>
Contact: <u>same</u>	

### 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.





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

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**From:** Richard Worley <[rworley@brhd.org](mailto: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.

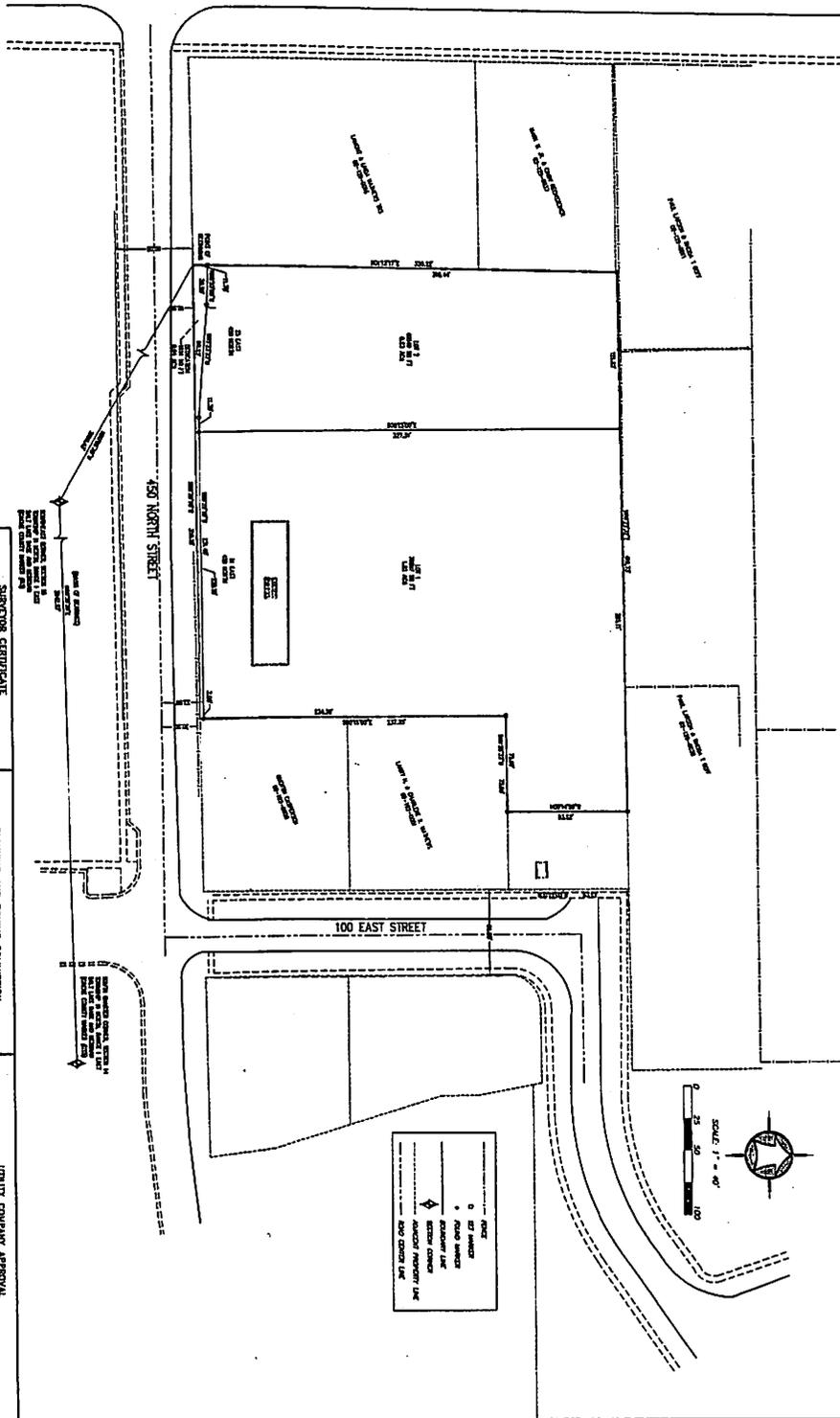
If you have further questions or would like to arrange for feasibility, please call me.

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:

**DERBY CAR MINOR SUBDIVISION**  
 LOCATED IN THE SOUTHEAST QUARTER OF SECTION 1 EAST SALT LAKE BASE AND MERIDIAN CITY OF MILVILLE, UTAH  
 CACHE COUNTY, UTAH



COUNTY RECORDER'S No. \_\_\_\_\_  
 DATE OF THIS COUNTY OF \_\_\_\_\_ RECORDING AND DATE OF THE RECORDS OF \_\_\_\_\_  
 COUNTY RECORDS \_\_\_\_\_

COUNTY RECORDER'S No. \_\_\_\_\_  
 DATE OF THIS COUNTY OF \_\_\_\_\_ RECORDING AND DATE OF THE RECORDS OF \_\_\_\_\_  
 COUNTY RECORDS \_\_\_\_\_

**SUBDIVISION CERTIFICATE**  
 I, the undersigned, being a duly licensed and qualified surveyor, do hereby certify that the foregoing is a true and correct copy of the subdivision as shown on the original plan filed in my office on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**PLANNING AND ZONING COMMISSION**  
 HAS REVIEWED THE PLAN AND FINDS IT CONFORMS WITH THE ZONING ORDINANCES OF THE CITY OF MILVILLE, UTAH.

**CITY ENGINEER**  
 HAS REVIEWED THE PLAN AND FINDS IT CONFORMS WITH THE CITY ENGINEERING ORDINANCES OF THE CITY OF MILVILLE, UTAH.

**UTILITY COMPANY APPROVAL**  
 HAS REVIEWED THE PLAN AND FINDS IT CONFORMS WITH THE UTILITY COMPANY REQUIREMENTS.

**COUNTY ENGINEER**  
 HAS REVIEWED THE PLAN AND FINDS IT CONFORMS WITH THE COUNTY ENGINEERING REQUIREMENTS.

**CERTIFICATE OF BIDDING**  
 I, the undersigned, being a duly licensed and qualified surveyor, do hereby certify that the foregoing is a true and correct copy of the subdivision as shown on the original plan filed in my office on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**DERBY CAR MINOR SUBDIVISION**  
 FINAL PLAN

**SKYLINE ASES, INC.**  
 1100 S. 1000 E. SUITE 100  
 MILVILLE, UTAH 84051

**DERBY CAR MINOR SUBDIVISION**  
 FINAL PLAN

**DERBY CAR MINOR SUBDIVISION**  
 FINAL PLAN

17.08.020

**STRUCTURE:** That which is framed, erected, constructed, or placed upon the ground; but not including fences which are six feet (6') or less in height.

**UCA:** Means and refers to the Utah Code Annotated.

**UPDES:** The Utah pollution discharge elimination system.

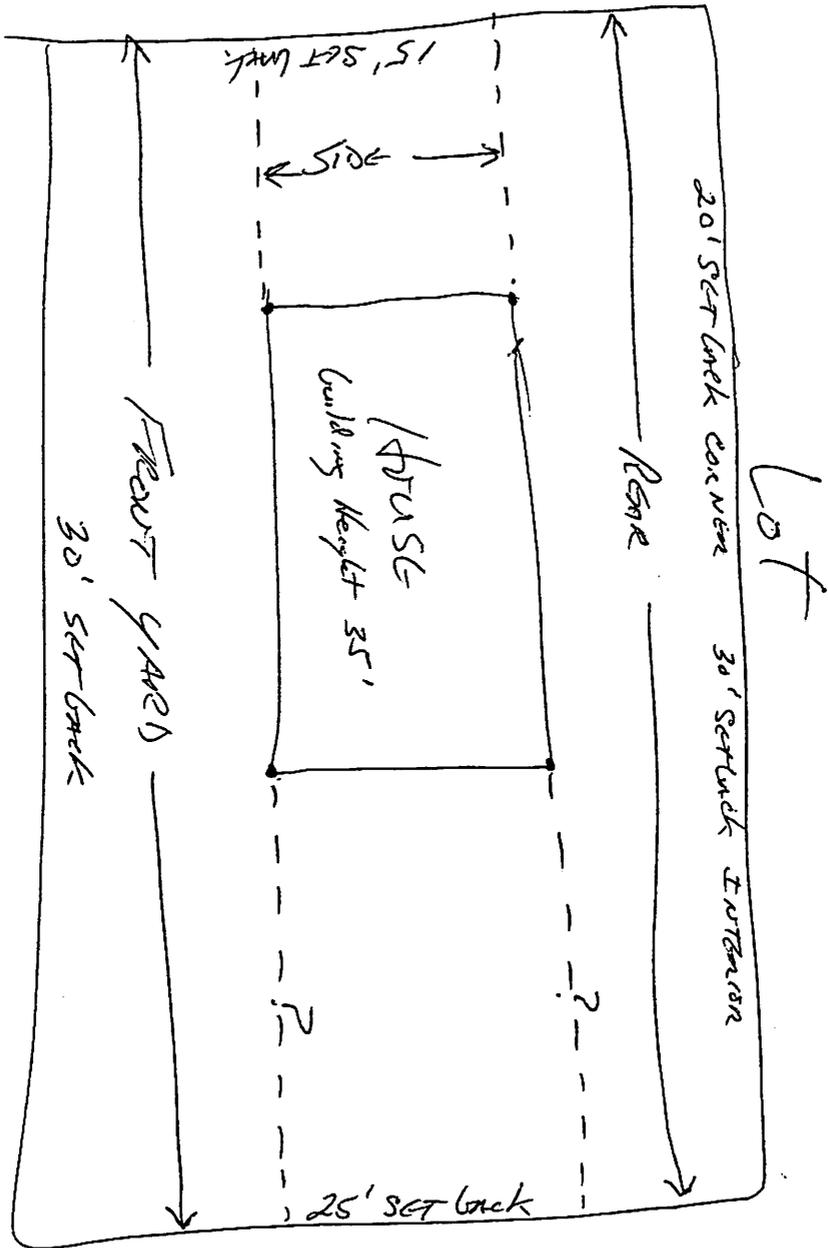
**YARD:** A space on a lot, unoccupied and unobstructed from the ground upward except as otherwise provided in this title.

**YARD, FRONT:** "Front yard" means any yard between the front lot line and the front corner points of the dwelling and extending for the full width of the lot for inside lots and for the full width and depth of corner lots.

**YARD, REAR:** "Rear yard" means a yard between the rear lot line and the rear corner points of the dwelling, extending across the full width of inside lots, and for corner lots a yard between the rear lot line extending between the side lot line and the front yard lying opposite thereto.

**YARD, SIDE:** "Side yard" means any yard extending from the front yard to the rear yard. (Ord. 2012-2, 2012: Ord. 2008-3, 2008: Ord. 2004-4, 2004: Ord. 2002-5 § 1, 2002: Ord. 2002-2 § 3, 2002: Ord. 2000-16 §§ 1, 2: Ord. 99-02-18-01 § 2)

17.08.020 Definition of Terms  
R-1 Zone



STREET

STREET

Buildings used to accommodate animals 50' from property line  
75' from house