

**WILLARD CITY CORPORATION SLUA091118**

DATE: September 11, 2018  
TIME: 11:00 a.m.  
PLACE: Willard City Hall  
ATTENDANCE: Willard City Recorder – Teri Fellenz, Willard City Maintenance – Doug Thompson, Willard City Fire Chief – Van Mund, Willard City Planner – Bryce Wheelwright, Willard City Engineer Chris Breinholt with Jones and Associates, Gaylene Nebeker – Secretary  
Kami Fairbanks, Randy Chambers  
EXCUSED: Willard City Attorney – Kevin McGaha

**1. Call to order** –Willard City Planner Bryce Wheelwright called the meeting to order. He stated Doug Thompson was out of town and would try to get back to the meeting.

**2. a. a. Sketch Plan Review for the Zane Fairbanks 2 Lot Subdivision located at 55 South 200 West – Parcel #02-051-0013**

City Planner Wheelwright explained this is a 2 lot subdivision located on 200 West. The Fairbanks have previously been before SLUA with the same request but there were issues with requirements on curb, gutter and drainage and were denied the request to waive curb and gutter. Willard City has currently adopted a new Old Town Willard Ordinance which would allow for some diversity in that area.

City Recorder Teri Fellenz stated from the administrative part she did not have any issues as long as the appropriate applications and application fees are filled out and submitted. She also said there would be engineering fees that will be sent to applicant and would be required to be kept current.

Willard City Fire Chief Van Mund – stated if the house is located on the back portion if the property they would be required to have an approved fire road. City Planner Wheelwright said in conversations with the Fairbanks the home will not be located behind the house just offset from the current house. City Engineer Chris Breinholt stated Lot #1 would be more than the allowed 250 ft. from the fire hydrant at the Center Street location and they would be required to install a fire hydrant unless Fire Chief Mund wanted to waive the requirement. Chief Mund stated International Fire Code allows for any portion of the structure to be 500-600 ft. from the closest fire hydrant. Chris Breinholt stated the spacing along the frontage is 500 ft. on average and applied it to be State Division of Drinking Water and applies that is would need to be 250 ft. from any hydrant along the frontage. He stated his requirements are along the frontage and the International Fire Code relates to where the house is located. City Planner Wheelwright reported he had talked with Attorney Kevin McGaha prior to the meeting and he stated he does not have any issues with the proposal. He also talked with Doug Thompson who did not have any issues and he wanted the record to reflect this. Fire Chief Mund stated if the city requirements show 250 ft. they would be required to put in an additional fire hydrant. Discussion was held on the current locations of fire hydrants. Chris asked if SLUA had the authority to waive the sidewalk. City Planner Wheelwright stated they do not have the authority to waive and stated if they choose they can submit a request to the Planning Commission who would review under the new ordinance and make a recommendation to the City Council who will approve or deny the request. Chris

Breinholt said as far as putting curb and gutter in this area his recommendation would be to waive the requirements as there is nothing to take the flow of water too and does make any sense to install curb and gutter unless you are building the whole area out. Also with a recommendation to the Fairbanks to submit a sidewalk waiver request to the Planning Commission. City Planner Wheelwright asked Kami Fairbanks if she had any questions. Kami stated they will be submitting a request to the Planning Commission for a waiver on sidewalks. Fire Chief Mund stated depending on the size and location of the house they may still require a fire access road. City Planner Wheelwright asked Fire Chief Mund to define what a fire access road is. Chief Mund explained no one can park on the access road and a fire truck parked on the road would need to reach 160 ft. to the furthest corner of the house, it would need to be 20 ft. wide with an all-weather surface road. City Planner Wheelwright asked for any additional comments or concerns and a motion to forward to the Planning Commission for review.

**A motion was made by Chris Breinholt to approve the Zane Fairbanks 2 Lot Subdivision Concept Plan. The motion was seconded by Van Mund. The motion carried with a unanimous vote.**

**b. Sketch Plan Review for the Randy Chambers 2 Lot Subdivision located at 61 North 100 West – Parcel #02-047-0131**

City Planner Wheelwright reported Randy Chambers had gone through the subdivision process a few years ago but the subdivision was never recorded at the County and needs to start the process over again.

Teri Fellenz asked what the exception parcel was listed on the plat map. Chris Breinholt thought it was an irrigation easement. Teri also asked if the garage on the north side was on the property line or overlapping the property line. Chris stated the map he has shows it 4-5 ft. the property line. Teri Fellenz stated she was ok as long as appropriate applications and application fees are filled out and submitted. She also said there would be engineering fees that will be sent to applicant and would be required to be kept current. Van Mund stated the fire hydrant on the corner should be sufficient. Teri Fellenz asked if they would be required to have the curb, gutter and sidewalk in front. Doug Thompson arrived at the meeting. Randy Chambers explained if he is required to put in curb and gutter and sidewalk in front of his house it will divert the runoff to Josh Braegger's house. He stated there is 20" of fall from the north side of his property to Josh's property. Chris Breinholt does not like building stand-alone type curb without it being built as a system. Even though there is curb on the east side it is hard to put in piece by piece. Doug Thompson Willard City Maintenance stated there is a storm drain along 100 West and felt that one day the city will need curb and gutter and it needed to start somewhere. Chris felt that in areas like this unless you put the whole system in at one time it is hard to piece mil each section together and have it flow right. He stated it can work if the city wants to put it in but does not always work well. Teri stated the Old Town Willard Ordinance did not allow the elimination of sidewalk, curb and gutter only curb and gutter. Chris disagrees somewhat stating you can put sidewalk in because it does not channel the water like curb and gutter does. He does not have a problem with sidewalks in any area. Randy Chamber asked if it is engineered to be above the crown of the road. Chris said in smaller older towns it would depend on what is on the back side. He would like to see the water come off without channeling it off but would depend on the situation and where the water is currently going. Randy Chambers stated he

would be willing to sign an agreement that when curb and gutter goes in they would put it across both lots. If they put it in now they do not want to pay again if the road is widened when curb and gutter is put in throughout the whole town. City Planner Wheelwright said the Old Town Willard Ordinance allows for a waiver of standards if it becomes a hardship.

Randy Chambers apologized to the city for the current state of the property and his desire is to get it cleaned up before fall. City Planner Wheelwright asked for any additional comments or concerns and a motion.

**A motion was made by Teri Fellenz to recommend approval of the Randy Chambers 2 Lot Subdivision located at 61 North 100 West – Parcel #02-047-0131. The motion was seconded by Chris Breinholt. The motion carried with a unanimous vote.**

**c. The minutes of the February 13, 2018 SLUA (Subdivision Land Use Authority) meeting were reviewed. A motion was made by Teri Fellenz to approve the above minutes as written. The motion was seconded by Van Mund. The motion carried with a unanimous vote.**

**3. Adjourn**

**A motion was made by Teri Fellenz to adjourn the September 11, 2018 SLUA meeting. The motion was seconded by Doug Thompson. The motion carried. The meeting adjourned at 11:20 a.m.**

**Minutes were read individually and approved on March 12, 2019**

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Willard City Planner  
Bryce Wheelwright

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Secretary  
Gaylene Nebeker