

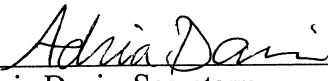
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a meeting on Thursday, **Sept 5, 2019** in the Millville City Office, at 510 East 300 South, Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Roll call
2. Opening remarks/Pledge of Allegiance.
3. Review and approval of agenda
4. Review and approval of minutes from Aug 15, 2019.
5. Agenda Items:
 - A. Zoning Clearance – Michael Cornia, accessory building at 139 E 100 S, Millville.
 - B. Property sale inquiry – Ezra Eames
 - C. Other
6. City Council Reports – review minutes from the Aug 15 and Aug 22, 2019 meetings.
7. Agenda items for next meeting.
8. Calendaring of future Planning Commission Meeting.
9. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Adria Davis at (435) 213-0787 at least three working days prior to the meeting.

Notice was posted on Sept 2, 2019 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 Notice Website (<http://www.utah.gov/pmn/index.html>) on Sept 2, 2019.



Adria Davis, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

Aug 15, 2019

1. Roll Call:

Commissioners Lynette Dickey, Larry Lewis, Darcy Ripplinger (Alt.) and Matt Anderson (Alt.).

Others Present:

Development Coordinator Harry Meadows, Treasurer Tara Hobbs, Recorder Corey Twedt, Councilman Daniel Grange and Chad Kendrick. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Commissioner Dickey opened the meeting at 8:02 p.m.
She led all present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of Aug 15, 2019 was reviewed. A motion was made by Commissioner Lewis to approve the agenda as presented. Commissioner Anderson (Alt.) seconded. Commissioners Dickey, Lewis, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Commissioners Thompson and Farmer absent, and Chairman Greenhalgh excused.

4. Review and Approval of the Minutes from Aug 1, 2019

The Planning Commission meeting minutes were reviewed. A motion was made by Commissioner Ripplinger (Alt.) to approve the minutes as outlined. Commissioner Lewis seconded. Commissioners Dickey, Lewis, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Commissioners Thompson and Farmer absent, and Chairman Greenhalgh excused.

5. Swearing In: Lynette Dickey

Recorder Twedt swore in Commissioner Dickey for another term.

6.A Public Hearing regarding Commercial Zoning Changes

Commissioner Dickey made a motion to open the Public Hearing at 8:05 pm. Commissioner Lewis seconded. Commissioners Dickey, Lewis, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Commissioners Thompson and Farmer absent, and Chairman Greenhalgh excused.

Commissioners Thompson and Farmer arrived at the meeting.

No public comments were made.

Commissioner Farmer moved to close the public hearing. Commissioner Thompson seconded. Commissioners Dickey, Lewis, Farmer, Thompson, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Chairman Greenhalgh excused.

Commissioner Thompson made a motion to recommend to City Council the approval of the proposed changes to Commercial Zoning. Commissioner Lewis seconded. Commissioners Dickey, Lewis, Farmer, Thompson, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Chairman Greenhalgh excused.

6.B. Recommendation to City Council regarding Commercial Zoning.

Commissioner Farmer made a motion to recommend to City Council the approval of the proposed changes to resolution 2014-2. Commissioner Ripplinger (Alt.) seconded. Commissioners Dickey, Lewis, Farmer, Thompson, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Chairman Greenhalgh excused.

6.C. Other

Treasurer Hobbs reviewed a situation where a citizen wants to purchase an existing home in Millville then bulldoze the whole structure and build a new home on the property. She was questioning if the impact fees would still apply.

It was discussed that there is no new impact to the city so they shouldn't have to pay the full amount. The topic was referred to Councilman Grange to discuss in City Council.

Development Coordinator Meadows reviewed a situation where the Hadfields had restructured their parcel to include a smaller piece which had previously been zoned as Hillside Overlay. They will be building on the larger parcel which no longer includes a Hillside Overlay.

Sewer progress was reviewed, and a public hearing will be held the first meeting in September.

7. City Council Report – review minutes from the Aug 8, 2019 meeting.

No comments were made.

8. Agenda Items for Next Meeting

Nothing pending

9. Calendaring of future Planning Commission Meeting

The next regularly scheduled meeting will be held Thursday, Sept 5, 2019 at 8:00 pm.

10. Adjournment

Commissioner Dickey moved to adjourn the meeting at 8:26 p.m.

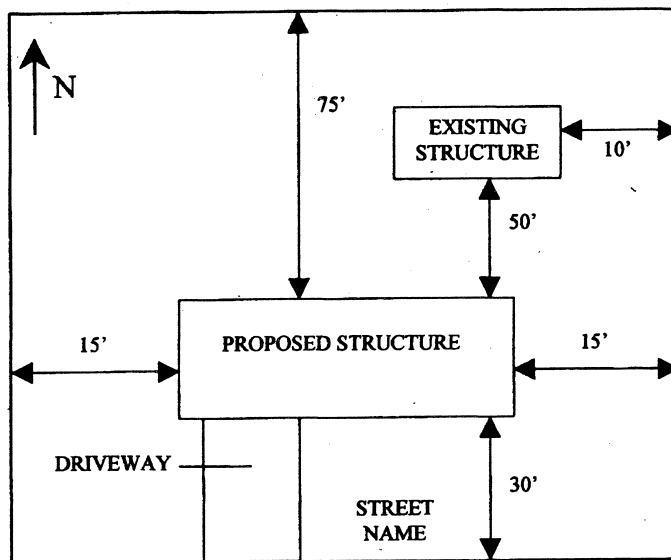


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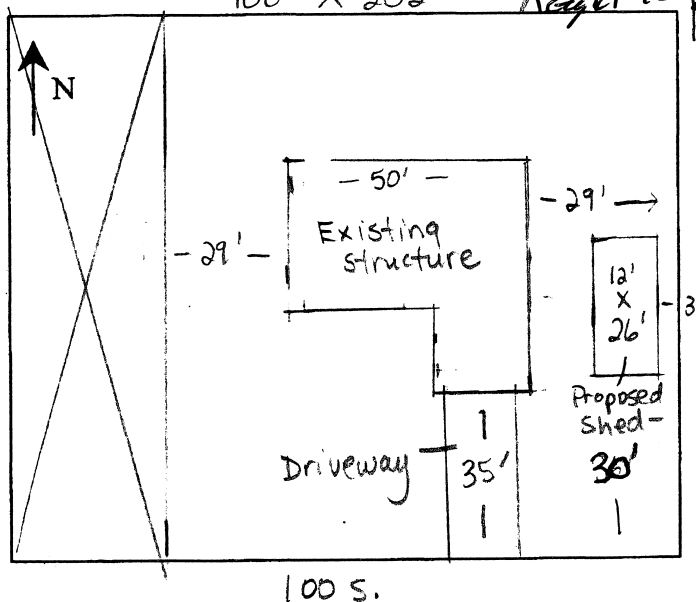
MILLVILLE CITY ZONING CLEARANCE FOR BUILDING PERMIT

THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL**APPLICATION INFORMATION**

1. Michael Cornia
APPLICANT'S NAME
2. PO Box 492
MAILING ADDRESS
- Millville UT 84326
CITY STATE ZIP CODE
3. 208-329-3020 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. Wood Shed
OWNER'S NAME (if different from applicant)
6. Sturdy Built Shed / wood
TYPE OF STRUCTURE
7. 312' 8. R-1
SQUARE FOOTAGE ZONE
9. _____
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 563 - 84 - 8985
TAX IDENTIFICATION NUMBER
11. 139 E 100 S.
ADDRESS OF CONSTRUCTION
12. 1/2 acre 13. 4196.73'
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**

108' X 202'

Field
height 102'

APPROVED - PLANNING AND ZONING

DATE

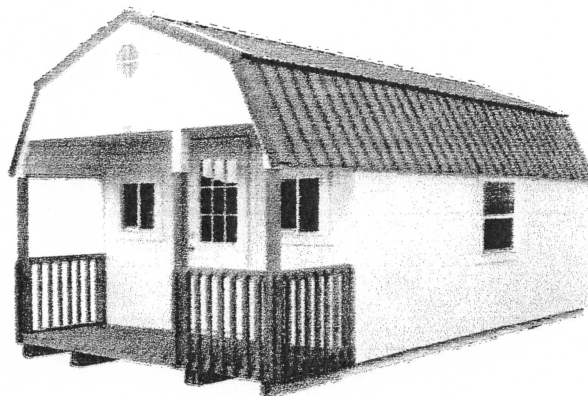
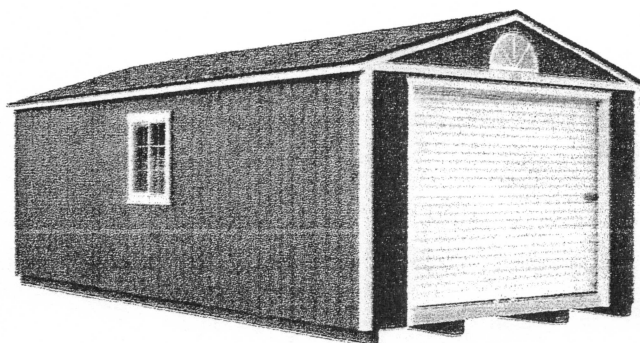
FEES PAID - TREASURER

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)

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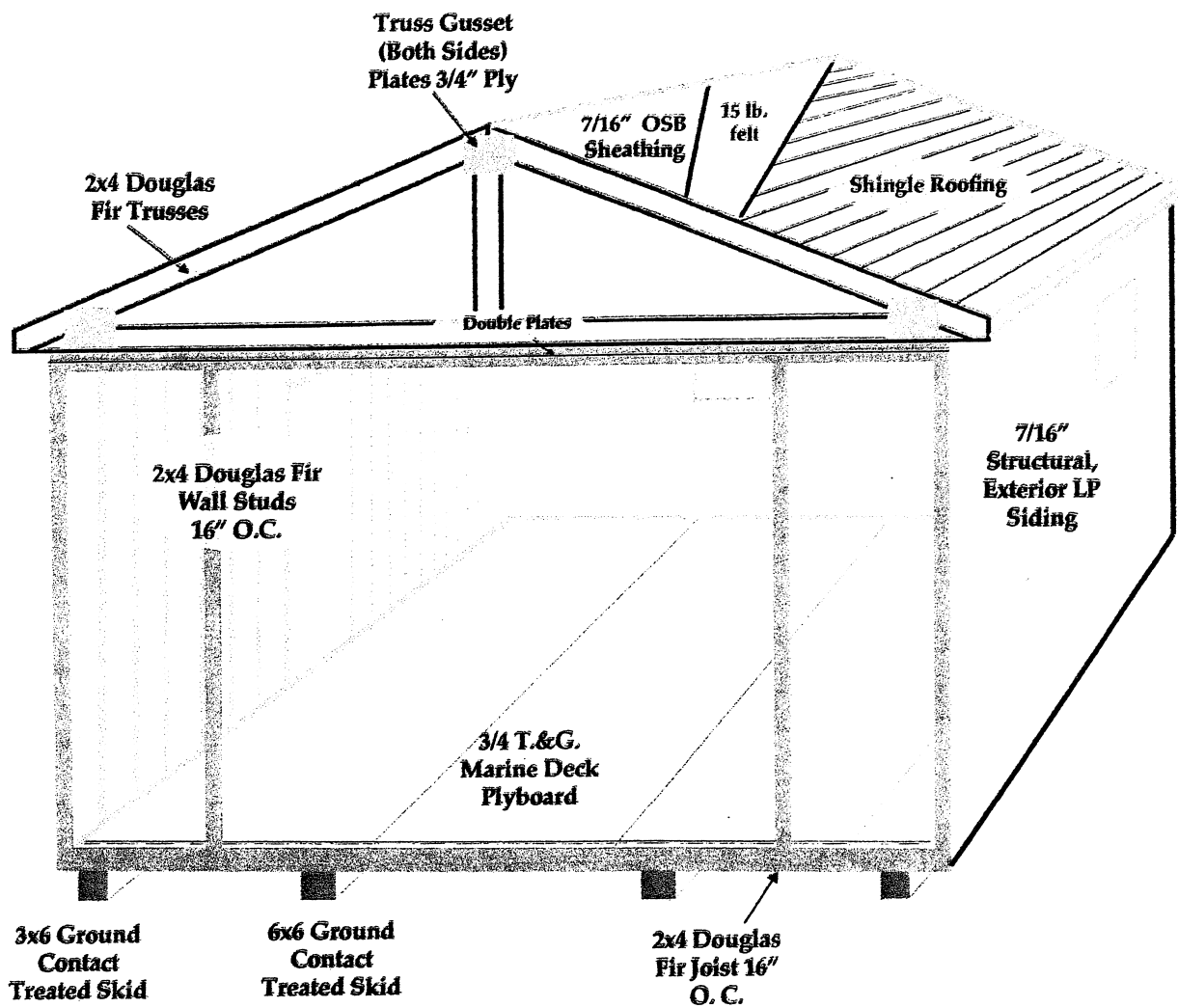
26'

12' x 26'
Tall Ranch
Floor Plan

8' Tall Ranch Floor

12'

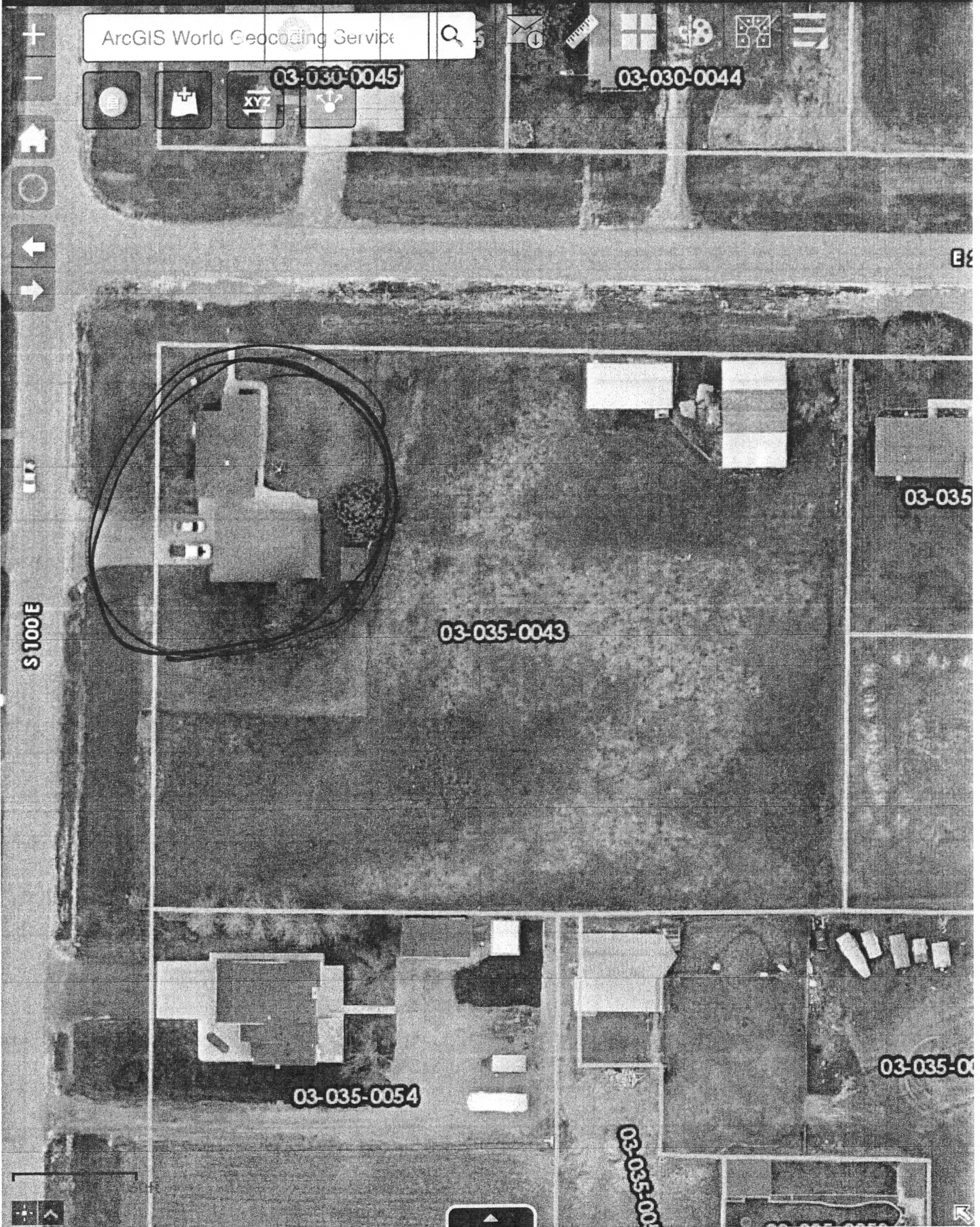
12'x 26' Tall Ranch Shed Plan



Ezra Eames would like to sell this home at 108 E 200 S without subdividing the parcel.



Parcel & Zoning Viewer



MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
August 15, 2019

PRESENT: David Hair, Daniel Grange, Michael Callahan, Cindy Cummings, Mark Williams, Clay Wilker, Tara Hobbs, Chad Kendrick, Corey Twedt, Pam June, Justin Card, Darcy Ripplinger

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for August 15, 2019 at 7:30 p.m. The roll call indicated Mayor Hair and Councilmembers Cindy Cummings, Michael Callahan, Clay Wilker, Mark Williams and Daniel Grange were in attendance. Also Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

Councilmember Grange welcomed everyone to the Council Meeting and led all present in the pledge of allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of August 15, 2019 was reviewed.

Councilmember Callahan moved to approve the agenda for August 15, 2019.

Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Grange and Williams voted yes with Councilmember Wilker excused. (A copy of the agenda is included as Attachment "A".)

Introduction to Budget Revisions and Proposed Tax Rate Increase

Recorder Twedt briefly explained the minor updates to the budget since the preliminary adoption in June:

- Original plan was to purchase a well backup generator for \$35k. Mayor Hair found some slightly used generators previously used for cell phone towers that cost \$4k each. This updated budget included two of these used generators.
- The CIB grants that the City received for the water and sewer projects will equal about \$81k. That amount has been added to the revenue side of the budget and the engineering expenses from the Water Fund have increased some to account for the final numbers we have for the planning stages of the utility projects and this 50% CIB match.
- We now have an idea of the legal fees needed for the bonding process which has been added as well. Typically, this is about \$8,000 per project, but since we have two at the same time, we can maximize our value a little bit and it is planned to cost somewhere around \$12,000 to \$15,000 total.

Recorder Twedt said that the property tax information is best illustrated in the information packet that had been provided to everyone in the room. (A copy of the Property Tax Information Packet is included as Attachment "B".)

PUBLIC HEARING

Councilmember Grange moved to go into the public hearing. Councilmember Wilker seconded. Councilmembers Callahan, Cummings, Grange, Wilker and Williams voted yes.

PUBLIC HEARING: 7:30 p.m.

Commenced at 7:34 p.m.

PRESENT: David Hair, Daniel Grange, Michael Callahan, Cindy Cummings, Mark Williams, Clay Wilker, Tara Hobbs, Chad Kendrick, Corey Twedt, Pam June, Justin Card, Darcy Ripplinger

Mayor Hair explained that the purpose of the hearing was to receive public input on the proposed property tax rate increase and Fiscal Year 2020 Budget.

Public Comment:

Justin Card said that he has lived in Millville for about one and a half years. He asked some questions regarding the certified tax rate. Recorder Twedt explained that the certified tax rate is the rate provided by the County that will keep an entity at the same tax revenue as they were the year before minus any population growth. If a City wants to deviate from the certified rate, one of these Truth in Taxation Hearings must be held. He also discussed how some cities address their tax rate by getting to a revenue level that they think is sustainable and then keeping the tax rate percentage the same every year. The result of this is that if property values increase, so will the tax rate revenue. This is one way to try to account for inflation. This method is different than accepting the certified tax rate. By holding a tax rate percentage, an entity will typically have to go through Truth in Taxation since they are increasing the tax revenue they will be receiving.

Justin Card asked about the large expenses planned from Park Impact Fees in the Fiscal Year 2020 Budget. Recorder Twedt explained that impact fees come from new development and have restrictions on what they can be used for. Millville has been saving up on the impact fees for several years with the intent of adding a sprinkler system to the South Park. That project is scheduled to begin this fall.

Justin Card asked about the Water Engineering expenses. Recorder Twedt explained that for the water and sewer projects, the City had applied for planning grants and received a 50% match from CIB. The engineering expenses on the budget are to cover the 50% match for the planning of these projects.

Justin Card also asked about the total cost of the sewer system. Recorder Twedt explained that this number isn't finalized yet, but that there would be a public hearing in September to review estimates.

The Council thanked Justin for attending and for his great questions.

Councilmember Williams moved to close the public hearing. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Grange, Wilker and Williams voted yes.

Consideration of a Resolution Adopting the 2019 Property Tax Rate

Mayor Hair reviewed the resolution with the City Council that would set the Millville City property tax rate at 0.000774.

Recorder Twedt commented that the tax rate increase is not a direct result of the sewer and water projects. This increase as well as possible future increases are needed to get the City to a sustainable level and to catch up to inflation. Costs of supplies and labor continue to increase and the City needs additional revenue to keep up. Councilmember Callahan said that with the added infrastructure in the City, he sees the need for the tax rate increase. Councilmember Wilker commented that the City needed to also have funds to be competitive to keep employees working in Millville.

Councilmember Williams moved to approve Resolution 2019-15, A Resolution adopting the 2019 property tax rate. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Grange, Wilker and Williams voted yes. (The adopted resolution is included with the minutes as Attachment "C".)

Consideration of a Resolution Adopting the Final Fiscal Year 2020 Budget

Mayor Hair reviewed the resolution with the City Council that would set the Fiscal Year 2020 Budget.

Councilmember Cummings moved to approve Resolution 2019-16, A Resolution adopting the Fiscal Year 2020 Budget. Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Grange, Wilker and Williams voted yes. (The adopted resolution is included with the minutes as Attachment "D".)

Adjournment

Councilmember Grange moved to adjourn the meeting. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Grange, Wilker and Williams voted yes. The meeting adjourned at 7:43 p.m.

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
August 22, 2019

PRESENT: David Hair, Daniel Grange, Michael Callahan, Mark Williams, Tara Hobbs, Harry Meadows, Chad Kendrick, Corey Twedt, Pam June, Ryan Zollinger

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for August 22, 2019 at 6:30 p.m. The roll call indicated Mayor Hair and Councilmembers Michael Callahan, Mark Williams and Daniel Grange were in attendance with Councilmembers Cindy Cummings and Clay Wilker excused. Also Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

Councilmember Williams welcomed everyone to the Council Meeting and led all present in the pledge of allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of August 22, 2019 was reviewed.

Councilmember Callahan moved to approve the agenda for August 22, 2019.

Councilmember Grange seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused. (A copy of the agenda is included as Attachment "A".)

Approval of minutes of the meeting held August 8, 2019

The Council reviewed the minutes of the City Council Meeting for August 8, 2019.

Councilmember Callahan moved to approve the minutes for August 8, 2019.

Councilmember Williams seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused.

Approval of minutes of the meeting held August 15, 2019

The Council reviewed the minutes of the City Council Meeting for August 15, 2019.

Councilmember Williams moved to approve the minutes for August 15, 2019.

Councilmember Callahan seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused.

Public Comment Period

Mayor Hair opened the floor for any public comments. No one signed up for the public comment portion of the meeting.

Request for a Business License for Dip of Darling at 700 W. 1700 S. Ste. 111

Rachel Smith has submitted a request for a business license for Dip of Darling. She was not present at the City Council Meeting. Mayor Hair said that the Council could either approve the business license based on the application or move the review to a future meeting when Rachel is able to attend. **Councilmember Callahan moved to approve the business license for Dip of Darling.** Councilmember Grange seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused. (A copy of the license application is included with the minutes as Attachment "B".)

Report on P & Z Meeting held August 15, 2019

Development Coordinator Harry Meadows reviewed with the Council the Planning Commission's draft minutes for the meeting held August 15, 2019. Councilmember Callahan asked how many of the limited septic permits had been given out. Development Coordinator Meadows said that 11 permits have been given out so far. It was briefly discussed that Millville City would be on the agenda for the Bear River Health Department Meeting on October 9th for the follow-up review. (A copy of the draft minutes is included as Attachment "C".)

Consideration for adopting a resolution authorizing not more than \$15,000,000 water and sewer revenue bonds, in one or more series, for water and sewer system improvements; fixing the maximum principal amount, maturity, interest rate and discount; providing for the publication of a notice of public hearing and bonds to be issued; providing for the running of a contest period; and related matters

Mayor Hair reviewed with the Council Resolution 2019-17 prepared by the bonding attorneys for the maximum amount that the City would need to bond for both the well and the sewer projects. Mayor Hair explained that this did not include any grant money. Councilmember Callahan asked if there have been discussions with Hyrum in creating a sewer district with them and other cities. Mayor Hair said that he and Recorder Twedt met with Hyrum this week. Hyrum has property next to their existing plant and there would be some benefit in economies of scale in building there, but essentially there would need to be an entirely new facility built. Hyrum City is open to the idea, but for now they are moving forward with their Hyrum only sewer plan. Nibley and Providence have been discussing a multi-city facility for many years, but nothing has happened and Hyrum couldn't wait any longer for other cities. Mayor Hair explained that he is currently looking at all options to figure out the best plan for Millville.

Councilmember Callahan moved to approve Resolution 2019-17 as presented.

Councilmember Grange seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused. (The staff report for this item

on the agenda is included with the minutes as Attachment “D” and the approved resolution is included as Attachment “E”).

Consideration for setting a public hearing for sewer plan review and total maximum costs for the Sewer Project and the Water Project

Recorder Twedt said that as referenced in the resolution, the Public Hearing should be on September 26, 2019. He said that he has reserved the gym at the Millville Elementary School for this meeting. The stage is not available, but there is much more space there than in the City Office building. He said that the Millville City Youth Council is planning to be sworn in that day as well. The recommendation would be to begin the meeting at the regular time (6:30 p.m.) and then have the Public Hearing begin at 7:00 p.m. The Council suggested that the Ridgeline auditorium would be another option for a meeting place for these large meetings. Recorder Twedt said he would look into that.

Councilmember Grange motioned to set a public hearing to review the sewer plans and the total maximum costs for the sewer project and the water project for September 26, 2019 at 7 p.m. Councilmember Williams seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused.

Impact Fees for home rebuilds

Councilmember Grange said that there is a resident in Millville that is planning on tearing down their home and rebuilding. The question is if they should be required to pay any impact fees for the new home. Recorder Twedt spoke with the State Ombudsman for clarification. The City shouldn't charge impact fees for a rebuild as it isn't creating a new impact. It was clarified that if there are water line improvements that need to be made, the developer should pay for all required improvements, but that this is not an impact fee. Councilmember Grange recommended that the Planning Commission require the developer pay for improvements, but not charge impact fees.

Wildfire Management Cooperative Agreement

Mayor Hair briefly reviewed the agreement and the need for the City to organize and work on wildfire prevention measures in Millville. He suggested that the City work with the LDS Wards to arrange a service project with the youth near the deer fence or Millville Canyon to create a fire break. The City could provide refreshments. Recorder Twedt said that he would reach out to the Utah Division of Forestry to figure out a suitable project for this type of service group.

Recorder Twedt said that in addition to this, the City needed to prepare the Community Wildfire Protection Plan (CWPP). He now has a template and can begin working on it.

Treasurer Hobbs asked if the work and money that was spent by the landowners on wildfire protection measures would count toward the City's requirements. Recorder Twedt

said that it would. Tara said that she would work with the residents to create a list of what work was done and how much time was spent. (A copy of the staff report, example of activities and related minutes from May 2017 are included as Attachment "F".)

Consideration for cancelling City Council Meeting scheduled for September 12, 2019

Mayor Hair said that he would be at the ULCT Conference on September 12th and asked the Council if they wanted to hold this City Council Meeting or cancel it.

Councilmember Callahan motioned to cancel the City Council Meeting scheduled for September 12, 2019. Councilmember Grange seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused.

City Reports

ROADS:

Director of Public Works Chad Kendrick said that the 550 East Road has now been paved in front of the Barnett Subdivision and in front of the Mond-Aire Phase 4 Subdivision. He also said that Providence City is requiring a developer to finish paving coming down the hill (south) to the end of the Providence City boundary at 24 feet in width. This now leaves only 300 feet of dirt road which is fronting the Celco property. Director Kendrick said that he thinks this piece of dirt road will be messy and a problem and suggested the City pave the final piece to complete pavement on the entire 550 East Road. He said that since the road crews would already be mobilized, the additional cost is \$8,000 to pave the remaining 300 feet. Director Kendrick said that he expected the total cost of the roadwork to come in under what has been budgeted and that this shouldn't be an issue to add in this extra piece. He recommended that the City continue the width of 17' that is being done further south on that road.

There was some brief discussion on the sewer project and it was discussed that this piece of road was high enough that it would not be torn up for the sewer lines. Councilmembers Callahan and Grange said that they felt the City should go ahead and finish up that road. Councilmember Williams said that it was a lot of money for a little piece of road that has been dirt for many years without any major issues. The consensus of the Council was to proceed in completion of the entire road as recommended by Director Kendrick.

PARKS:

Director Kendrick said that the South Park sprinkler installation will begin a week from Monday. He said that the splash pad is typically closed around Labor Day, but they will see how everything is going and see if it should be closed a few days earlier. Director Kendrick also reported that work on the South Park pickleball courts would begin this fall and be completed in the spring.

WATER:

Director Kendrick said that he brought in a leak detector specialist who was not able to find a water line leak. The next plan is to try to find it as soon as the first snow hits the ground.

Director Kendrick reported that he had received the results from the water testing of the Glenridge Well. The nitrate levels have decreased this year and are now 7.8. This is really important and good news in that Glenridge Well is still a viable and healthy water source while the City works through the process of developing a new source.

Chad said that with this hot summer and new homes in Mond-Aire, the City has used 1.4 million gallons in a single day which is the highest use we have seen. The use levels should now begin to taper off as the weather cools down a bit.

Review of Eagle Scout Project for North Park Beautification

Michael Duffin presented his plan for a North Park Beautification Eagle Project. He said that the total cost he is requesting from the City for the plants and trees that he would plant would be approximately \$700. Director Kendrick said that originally, some arctic willows had been planted that had overgrown the area and had since been removed leaving empty spots. Director Kendrick said that he had planned on planting something new in those locations at some point and that the improvements and plan presented by Michael Duffin were a great idea.

Michael said that he has been working on the planning since about June. His plan is to gather the help he will need and install the new trees and plants on September 7th.

Mayor Hair clarified the budget for the project with Michael. Councilmember Callahan asked about the City budget. Recorder Twedt said that there was enough room in the Parks Budget to pay for the project.

Councilmember Williams motioned to approve the Michael Duffin Eagle Scout Project and the City funds as requested. Councilmember Grange seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused. (The project handout from Michael Duffin is included with the minutes as Attachment "G".)

Councilmember Williams pointed out all of the work that has been done by the Duffin family over the past several years on improvements in Millville City and thanked them for their service.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "H".)

Councilmember Callahan asked for an update on what was happening with the abandoned house on Main Street that has been discussed at previous City Council Meetings. Development Coordinator Meadows said that he went to the Sheriff's Department to drop off the letter which they will hand deliver this week. After delivery, the owner will have 20 days to make the required improvements. Coordinator Meadows also said that his second bid was higher than the first bid. The cost will reduce some as the Council asked that the inside improvements not be required. Harry also said that there was a tree in the right-of-way that he thinks is problematic. He has called the County to come and take a look at it and see what they need to do as this is a County road.

Recorder Twedt said that the Planning Commission has completed their review for combining the Commercial Zones as has been discussed previously. It will be on the next City Council meeting agenda for Council review.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember Williams seconded. Councilmembers Callahan, Grange and Williams voted yes with Councilmembers Cummings and Wilker excused. The meeting adjourned at 7:21 p.m.