

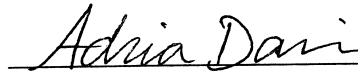
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a meeting on Thursday, **Dec 19, 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 Dec 5, 2019.
5. Agenda Items:
 - A. Zoning Clearance – VHD LLC, residence at 451 East 25 North, Mond Aire Lot 53, Millville.
 - B. Other
6. City Council Report – review minutes from the Dec 12, 2019 meeting.
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 Dec 16, 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 Dec 16, 2019.



Adria Davis, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING

**City Hall - 510 East 300 South - Millville, Utah
Dec 5, 2019**

1. Roll Call:

Chairman Garrett Greenhalgh, Commissioners Lynette Dickey, Rachel Thompson, Bonnie Farmer, Darcy Ripplinger (Alt.) and Matt Anderson (Alt.).

Others Present:

Development Coordinator Harry Meadows. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Chairman Greenhalgh opened the meeting at 8:01 p.m.
He led all present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of Dec 5, 2019 was reviewed. A motion was made by Commissioner Thompson to approve the agenda as presented. Commissioner Dickey seconded. Commissioners Greenhalgh, Dickey, Thompson, Farmer, Anderson (Alt.) and Ripplinger (Alt.) voted in Favor with Commissioners Lewis absent.

4. Review and Approval of the Minutes from Nov 21, 2019

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

Commissioner Larry Lewis and Councilman Daniel Grange arrived at the meeting.

5.A. Commercial Definitions.

The entire ordinance of 17.26 was reviewed to change the wording referring to Commercial General.

There was some discussion about future commercial zones and who might want to expand their current business next to a residential zone (i.e. in the south fields).

They also reviewed new annexed lands coming into the city. These would come into the city as agricultural zones and then be determined according to the master plan.

The sign types matrix was also reviewed.

The manufacturing and services categories will be eliminated, and the retail category will be changed to a commercial general category.

Section C. will be changed to match the Zollinger sign requirements.

Section G. will be changed to 17.44.080 A 4a.

5.B. Ordinance 17.40.30 revisions.

The proposed changes from last meeting were reviewed and all were in agreement.

Commissioner Thompson made a motion to set a public hearing for changes to ordinance 17.26 - Commercial Manufacturing, on Jan 16, 2020 at 8:05 pm. Commissioner Anderson (Alt.) seconded. All voted in Favor.

Commissioner Thompson made a motion to set a public hearing for changes to ordinance 17.40.30 R-1, R-2, R-3 Residential, on Jan 16, 2020 at 8:10 pm. Commissioner Lewis seconded. All voted in Favor.

5.C. Other

The sidewalk issue was again brought up. This will be discussed in the City Council meeting in January.

Commissioner Darcy Ripplinger made a motion to cancel the January 2nd Planning Commission meeting. Commissioner Farmer seconded. All voted in Favor.

6. Agenda Items for Next Meeting

Nothing pending

7. Calendaring of future Planning Commission Meeting

The next regularly scheduled meeting will be held Thursday, Dec 19, 2019 at 8:00 pm.

8. Adjournment

Chairman Greenhalgh moved to adjourn the meeting at 9:03 p.m.



00873

MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

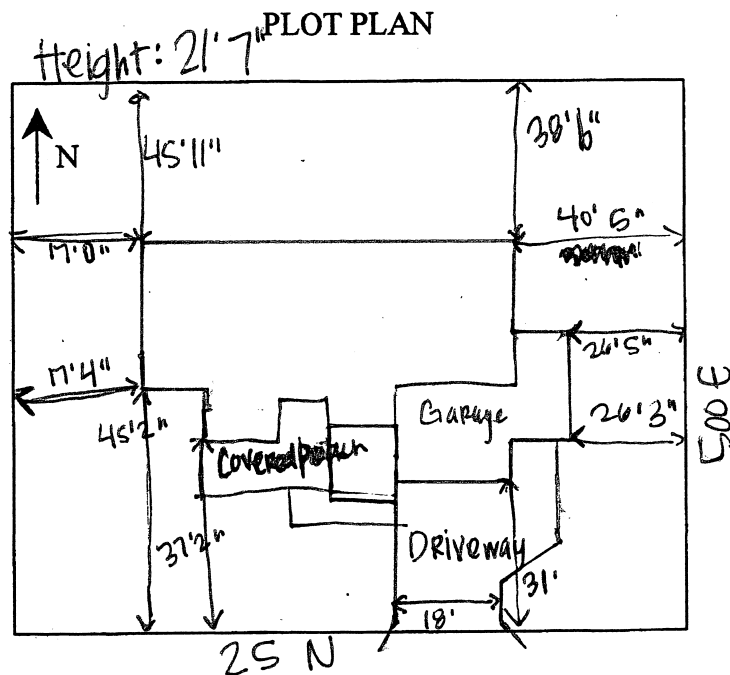
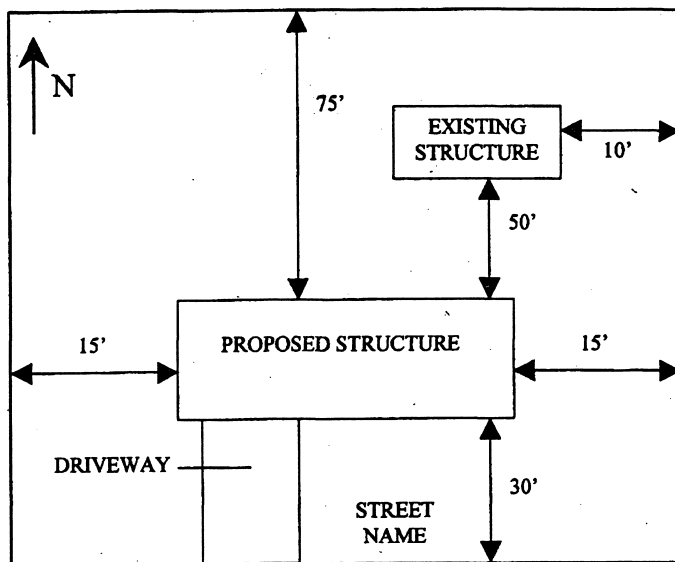
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

1. VHD LLC
APPLICANT'S NAME
2. 50 E 2800 N Ste 101
MAILING ADDRESS
- North Lagan VT 04341
CITY STATE ZIP CODE
3. 435-752-1480 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. single family dwelling
TYPE OF STRUCTURE
7. 1,710 8. _____
SQUARE FOOTAGE ZONE
9. Mond Air Heights #53
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 194 - 0053
TAX IDENTIFICATION NUMBER
11. 451 E 26 N
ADDRESS OF CONSTRUCTION
12. .32 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)



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)

VISIONARY HOMES

50 E 2500 N, Site 101
North Logan, UT 84341
(435) 752-1480



SITE PLAN

451 E 25 N
Millville, UT 84326
Mond-Aire Heights Subdivision
Phase #3, Lot #53, 14,098 SF
Parcel #03-194-0053

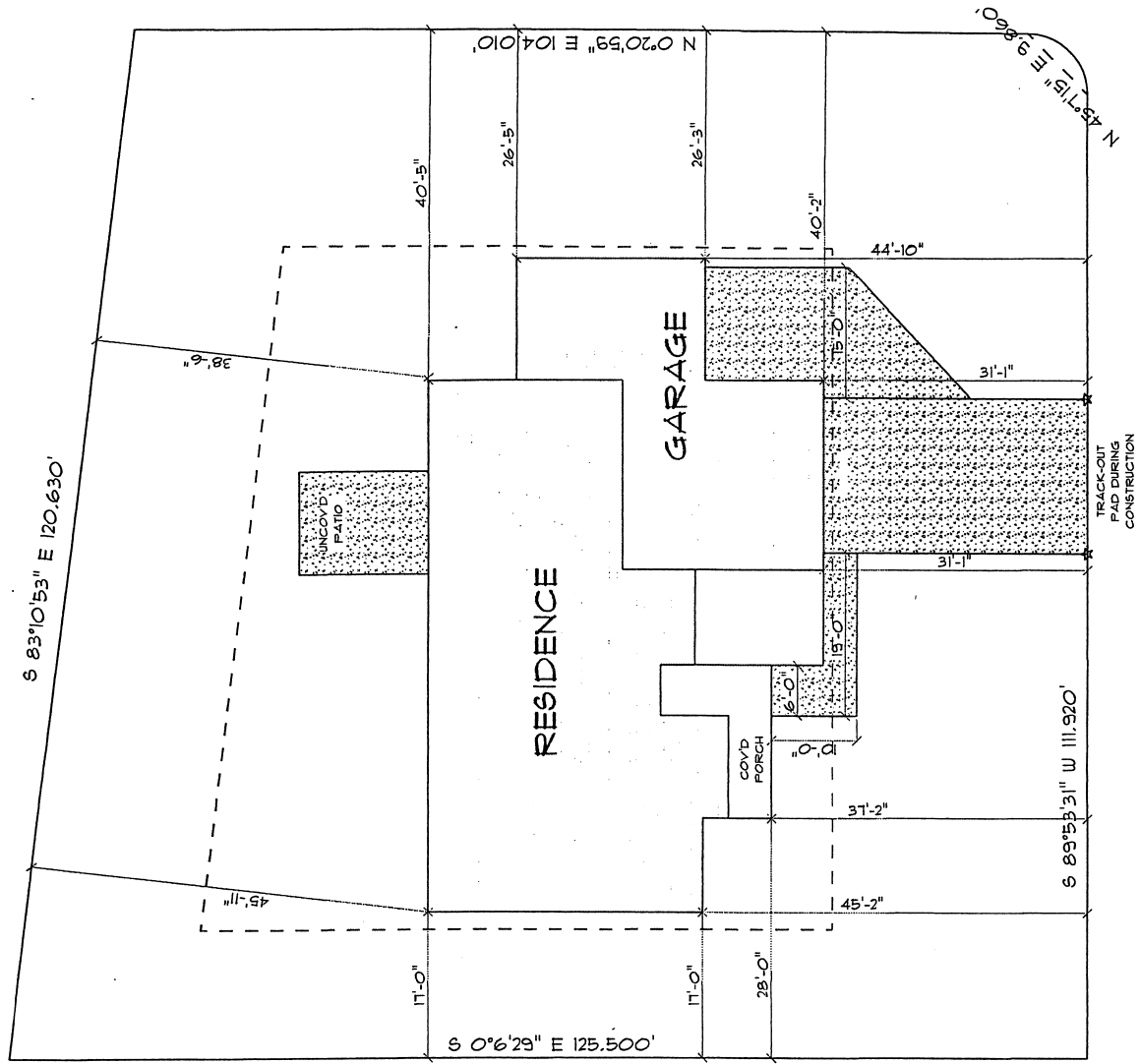
SCALE

36" X 24" Sheet : 1"=10'
11" X 11" Sheet : 1"=20'
11" X 8-1/2" Sheet : 1"=30'

GAS APPLIANCES TO BE INSTALLED:

1. 50 Gal Water Heater - 40,000 BTU
2. 95% Eff Furnace - 95,000 BTU

TOTAL BTU LOAD - 135,000 BTU



MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
December 12, 2019

PRESENT: David Hair, Daniel Grange, Michael Callahan, Cindy Cummings, Mark Williams, Tara Hobbs, Harry Meadows, Corey Twedt, Pam June, Heber Hernandez, Ryan Zollinger, Scott Seely, Brett Cummings, Zan Murray

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for December 12, 2019 at 6:30 p.m. The roll call indicated Mayor Hair and Councilmembers Cindy Cummings, Michael Callahan and Daniel Grange were in attendance with Councilmember Mark Williams to arrive later and Councilmember Clay Wilker excused. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

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

Approval of Agenda

The agenda for the City Council Meeting of December 12, 2019 was reviewed.

Councilmember Callahan moved to approve the agenda for December 12, 2019.

Councilmember Grange seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (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 for November 14, 2019.

Councilmember Grange moved to approve the minutes for November 14, 2019.

Councilmember Cummings seconded. Mayor Hair pointed out that the word “be” should be “by” on page 3 paragraph 4. Also, on the same page, the word “tollgate” in both paragraphs 2 and 6 was changed to “deadline” to reduce possible confusion. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember 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 Mt. Valley Botanical at 700 W. 1700 S. Suite 104

Kyle Egbert has submitted a request for a business license for Mountain Valley Botanical. He was not present at the City Council Meeting. Councilmember Callahan asked about the hazardous materials to be stored and used as indicated on the application. Recorder Twedt said that he had spoken to Kyle and he would be storing ethanol and would be meeting all of the State storage requirements. Ryan Zollinger was asked about this as well. He indicated that Mr. Egbert met all required regulations. **Councilmember Cummings moved to approve the business license for Mountain Valley Botanical.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (A copy of the license application is included with the minutes as Attachment "B".)

Request for a Business License for H&J Drywall Construction, LLC at 548 N. Main

Heber Hernandez has submitted a request for a business license for H&J Drywall Construction, LLC. He was present at the City Council Meeting. Heber said that he has done sheetrock work for many years. Councilmember Cummings verified that Mr. Hernandez met the home business requirements and would not be seeing clients at his home. **Councilmember Grange moved to approve the business license for H&J Drywall Construction, LLC.** Councilmember Cummings seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (A copy of the license application is included with the minutes as Attachment "C".)

Request for a Business License for Colby Martin, LLC at 285 N. 300 E.

Colby Martin has submitted a request for a business license for Colby Martin, LLC. He was not present at the City Council Meeting. Councilmember Callahan said that he would like to find out if Mr. Martin would be seeing clients in his home. It was discussed that the business license application indicated that he would be going to other people's homes. Recorder Twedt said that they could move this to the next meeting and ask again that Colby Martin attend the meeting. Councilmember Callahan said that he didn't think that was necessary. **Councilmember Cummings moved to approve the business license for Colby Martin, LLC.** Councilmember Grange seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (A copy of the license application is included with the minutes as Attachment "D".)

Report on P & Z Meetings held November 21 and December 5, 2019

Development Coordinator Harry Meadows reviewed with the Council the Planning Commission's draft minutes for the meetings held November 21 and December 5, 2019. The Council noted that sidewalk requirements for subdivisions were again discussed and that the Council would make some decisions on sidewalk requirements in future City Council meetings.

Consideration of a Resolution Adopting the FY19 Impact Fee Report

Recorder Twedt reviewed with the Council the resolution to adopt the FY19 Impact Fee Report. He said that this was something they did every year to keep an eye on the revenue and expenses for impact fees. As has been discussed in detail in other meetings and when the budget was adopted, during FY20, much of the park impact fees that had been collected were being spent on the sprinkler system and pickleball courts in the South Park. Impact fees would cover the costs of both of these projects in full.

Councilmember Callahan moved to approve Resolution 2019-21. Councilmember Cummings seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (The approved resolution is included with the minutes as Attachment "E".)

Update from Bear River Health Department and Status Update and Sewer and Water Projects

Mayor Hair said that the Bear River Health Department meeting in November had gone well. After seeing the progress made on the sewer and hearing from the City, the Health Department had lifted the moratorium on minor subdivisions and single lot developments.

Mayor Hair also said that Hyrum City was willing to take Millville on as sewer customers right away. In the future, when Nibley or others connect and go to Hyrum, the plan is to create a sewer district. Mayor Hair said that long term this would be what the City would want, but by allowing connection as customers now, we will be able to move forward on installing our sewer system more quickly.

Councilmember Cummings asked how quick this would be happening. Mayor Hair said that it could happen fairly fast, but that the City still needed to secure funding for the project and there will need to be a new pumping station and lines built to get to Hyrum from Nibley City. Mayor Hair said that overall, he was pleased with the progress and with Hyrum City. Councilmember Callahan said that he would much rather work with Hyrum than Logan.

Mayor Hair said that in the next couple of weeks they would be meeting with well drillers on site to review the plan and begin getting quotes for digging the 6" pilot test hole for the new well. He said that with the funding they have secured right now, the City would have to pay up front for the test hole. If we proceed with the construction of the production well, the costs for the test well could be covered later in the loan. He said that the Board of Water Resources had granted a \$1.6 Million loan at the rate of 2.36% to be paid over 22 years. The City was still looking at other funding sources for this project as well.

Consideration of a Resolution Adopting Personal Use Policy

Recorder Twedt reviewed with the Council the resolution that would establish a personal use policy for Millville City employees. He explained that House Bill 163 put in place

some very strict penalties and allowed for cities to create their own personal use policy. As a result of this, most cities will be doing something similar. Recorder Twedt said that he took what was created by the Cache County attorneys and reviewed what was done in both Hyrum and Richmond to create this policy. He asked if there were any concerns or questions from the Council.

Councilmember Callahan said that he felt that it read fairly vague to him, but that maybe this was better in that the City did not currently have a problem. Recorder Twedt said that it did allow for some leniency, but is also clear in that a major offense would not be allowed. Councilmembers Grange and Callahan said that they agreed that there was not currently an issue and that they were okay with providing some leniency and that they could address issues if they come up.

Councilmember Cummings moved to approve Resolution 2019-22. Councilmember Grange seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (The approved resolution is included with the minutes as Attachment “F”).

Consideration for Cancelling City Council Meeting schedule for December 26, 2019

Mayor Hair explained that the next City Council meeting was scheduled for December 26, 2019. He asked the Council what they wanted to do.

Councilmember Grange moved to cancel the City Council Meeting scheduled for December 26, 2019. Councilmember Cummings seconded. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused.

Setting of the 2020 Annual Meeting Schedule and Consideration of Ordinance modifying meeting start time

Councilmember Grange suggested that the Council change the meeting start time back to 7 p.m. for next year. Councilmembers Elect June and Zollinger were present at the meeting and said they were okay with a 7 p.m. start time. Councilmember Grange reviewed with the Council the ordinance that would update the code and change the meeting start time from 6:30 p.m. to 7:00 p.m.

Councilmember Grange moved to approve Ordinance 2019-8. Councilmembers Callahan, Cummings and Grange voted yes with Councilmember Williams to arrive later and Councilmember Wilker excused. (The approved ordinance is included with the minutes as Attachment “G”).

Discussion on Water and Sewer Rate Increases

Recorder Twedt explained that both the water and sewer engineers have recommended the City make updates to the water and sewer rates now to start to build a reserve while the infrastructure projects are happening and before the long-term rates are determined.

Councilmember Callahan said he was concerned with charging for a service that was not being currently available, but the City is paying a lot of engineering fees right now in the planning stages of these projects. Recorder Twedt said that this was only a discussion at this point and not a motion. It would be on a future agenda to discuss options in detail and decide in the new year.

Councilmember Williams arrived at this time.

Councilmember Grange said that this was something they should think about. An increase is coming and it shouldn't be a surprise to anyone. It may be good to start to bring in some money to pay for everything going on. He said that smaller incremental increases may be easier to deal with anyway rather than getting hit with a big one all at once. Mayor Hair said that it was possible that the cost would be significant and up to \$65/month for water and \$65/month for sewer.

Councilmember Callahan asked Ryan Zollinger what he thought. Ryan said that it would be good to consider an increase now to start to pay for some of the costs and to prepare for the large costs that are coming.

Recorder Twedt asked for confirmation if the Council wanted this on a future agenda as an action item. The consensus from the Council was to add it as an action item to consider in the near future.

Councilmember Assignment Discussion

Mayor Hair reviewed with the Council the current Councilmember Assignment List. He said that with the change in the Council, he would be making changes to the assignment list at the next meeting. He asked them to let him know before then if there were any of the assignments they were especially interested in. (A copy of the current Councilmember Assignments List is included with the minutes as Attachment "H".)

Fiber Internet Discussion

Recorder Twedt said that he met with the City Manager from American Fork as well as a consultant to explore the option of the City doing a fiber internet project along with the sewer project. He reminded the Council that the reason this was being considered right now, with everything else going on, is that it could be a significant cost savings to the City to install fiber lines alongside the sewer lines at the same time that the sewer construction project is taking place. He said that the cost savings in monthly internet rates and increase

in internet speeds would be very significant. With more and more of our lives requiring high-speed internet, this would be a significant benefit to the residents.

Some of the options being considered for this would be to work with Utopia that would basically handle the project and the City would only pay if a certain uptake or connection rate is not met. For this to work, a fiber line would need to run from Tremonton to Cache Valley to get to the City and would almost certainly require other cities to be involved for it to make sense. Another option would be to do what American Fork is doing where the City is installing the utility and managing the project themselves and therefore will receive a significant amount of the revenue going forward. This would require more work and management from the City, but there is also a larger upside as they would generate revenue from the service as an enterprise fund. For this option to work, the City would likely need to join an interlocal called Light Hub that was being started by American Fork. American Fork owned fiber line along I-15 from American Fork to Salt Lake City. They could trade some of that line for fiber that goes through Sardine Canyon and into Cache Valley that is owned by UDOT. Ridgeline High School has fiber internet although we are a little unclear on ownership of that line. One last option would be to work directly with UDOT to find a way to use their fiber. This would require the most from the City as it would not include the shared resources that an interlocal like Light Hub or Utopia would provide.

Councilmember Callahan expressed concern about the legality of the City creating an internet utility that would generate revenue. Recorder Twedt explained that there were several cities that were following this model and that there is a path to do so if the City decides to go that route.

Recorder Twedt said that if the City wanted to look into this further, the next step would likely be to hire a consultant and do a feasibility study to understand the options better with their associated costs and potential revenues. The quote right now for the consultant services was \$2,500 per month for 6 months and then almost \$40,000 dollars for the feasibility study. Recorder Twedt said that he would see if there was a way to scale down the study to an amount the City could afford. The Council could then review these costs with the budget review and revision near the beginning of the new year.

Councilmember Grange asked about the model of creating a fiber utility. Is this something that everyone would be required to pay or just those that want the internet? Recorder Twedt said that this would be a decision. The way American Fork is moving forward is that they are charging everyone approximately \$10 per month for the utility. With that, the residents are all connected to the fiber lines and get a base speed level of internet. With those lines, the City would read water meters and have direct contact to each home for things like reverse 911 if needed. From there, the residents can upgrade their service to very fast internet for \$40 or \$50 per month. Recorder Twedt said that with all of the new fees that were coming to Millville residents with higher water rates and sewer rates, adding a new required payment for internet may not be right for Millville. If the costs made sense, they could potentially connect to each home and only provide the high-speed service and charge the rate if someone wanted fast internet at the lower rates. These are the types of things that would become clear if the City were to move forward with a feasibility study.

Recorder Twedt said that in the very least, if none of the options make sense financially, he feels that the City should put in conduit near the sewer lines that run along the streets to give the possibility of an easier connection to fiber internet in the future.

Mayor Hair said that with the potential internet speed increase and cost reduction with fiber internet, he would expect a lot of interest from the residents. Councilmember Callahan said that they may want to do a survey to understand the level of interest. Recorder Twedt said that he agreed and that a City-wide survey was part of the feasibility study.

Recorder Twedt briefly explained 5G internet and the tower requirements and how that wasn't a very good option for the City with current technology and limitations.

Councilmember Reports and Items for Future Agendas

Recorder Twedt said that the audit was nearly complete and that the plan was for the audit presentation at the first meeting in January.

Development Coordinator Meadows said that he felt the City needed to increase the office hours for the City Office. Mayor Hair said that this could be discussed on a future agenda with the Council before the Mayor decides.

Development Coordinator Meadows asked if the Council had had time to review the Wildfire Plan. They said that they needed more time. Mayor Hair asked that this be on an agenda next year. Recorder Twedt said that he would resend it out to the Councilmembers.

Coordinator Meadows asked if the Council was still planning to revisit the issues regarding cats. Councilmember Cummings said that there are several cat-related issues that are coming up on Facebook from Millville residents. Mayor Hair said that last time it was discussed, there was not a lot of interest from the Council for the City to get involved in trying to deal with cat issues. Harry said that he felt it was a major issue that should be addressed by the Council.

Mayor Hair presented Councilmembers Cummings and Williams with plaques commemorating their time as Councilmembers and thanked them for their years of service to the City.

Adjournment

Councilmember Williams moved to adjourn the meeting. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Williams and Grange voted yes with Councilmember Wilker excused. The meeting adjourned at 7:28 p.m.