

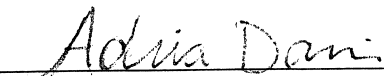
## NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a meeting on Thursday, **Feb 20, 2020** 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 Feb 6, 2020.
5. Swearing In: Larry Lewis
6. Agenda Items:
  - A. Zoning Clearance – Duane Weber, residence at 280 N 100 W, Millville
  - B. Zoning Clearance – Brandon Baker, residence at 262 N 300 E, Millville Estates, lot 15, Millville
  - C. Zoning Clearance – Lance and Diane Zollinger, accessory building at 665 N Main, Millville
  - D. Zoning Clearance – Chad Mano, accessory building at 121 S 200 W, Millville
  - E. Other
7. City Council Report – review minutes from the Feb 13, 2020 meeting.
8. Agenda items for next meeting.
9. Calendaring of future Planning Commission Meeting.
10. 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 Feb 17, 2020 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 Feb 17, 2020.

  
\_\_\_\_\_  
Adria Davis, Secretary  
Millville City Planning Commission

# ***MILLVILLE PLANNING COMMISSION MEETING***

**City Hall - 510 East 300 South - Millville, Utah  
Feb 6, 2020**

## **1. Roll Call:**

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

## **Others Present:**

Development Coordinator Harry Meadows, Treasurer Tara Hobbs, Councilman Clay Wilker, Mayor David Hair, Weston Bellon, Max Fletcher, Karla Anderson, Robyn Jenson, and Ron Jenson. Secretary Adria Davis recorded the minutes.

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

Chairman Greenhalgh opened the meeting at 8:00 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 Feb 6, 2020 was reviewed. A motion was made by Commissioner Dickey to approve the agenda as presented. Commissioner Thompson seconded. All voted in Favor.

## **4. Review and Approval of the Minutes from Jan 16, 2020**

The Planning Commission meeting minutes were reviewed. A motion was made by Commissioner Thompson to approve the minutes as outlined. Commissioner Dickey seconded. All voted in Favor.

## **5.A. Olsen Minor subdivision**

This is a 2 acre parcel being divided into 3 lots. There are already sidewalks along the south side.

Weston Bellon was present to represent the engineering company. They had reviewed the preliminary drawings with the following suggestions:

- Install sidewalks on the west side.
- There is a sewer connection (manhole) on the corner of 100 West and 100 North that the developer could connect to if desired, however there would be significant costs for this.

The property owner does not have any water shares to give up, so the developer will have to pay the fee of \$3000 per acre instead.

Installation of the sidewalks may be postponed until the spring.

The builder on the lot facing south will be responsible to replace the sidewalk in front of the driveway with 6" cement.

The owners had some concern over the fee required at tonight's meeting, as they had previously looked at subdividing this parcel a few years back and paid a fee at that time. They wanted to know why they had to pay it again.

It was explained that this was a separate request (This request was 3 lots, last time was 4 lots), and each request requires employees to spend time reviewing, processing and holding meetings. If the cost of the request is not covered by the developer it would have to be passed on to the citizens of the city.

**5.B. Other**

Property owner Jason Allred has purchased a building lot that has an existing shed in the city right of way. It must be removed before he can build a home.

He is requesting to keep the shed during construction to store his equipment in, and will remove it once the home is completed.

The commissioners were okay with that idea; however he must remove the shed before moving into the home. The occupancy permit will not be granted until the shed is removed.

Development Coordinator Meadows had received a notice about a training to be held in SLC on April 29, 2020 regarding VRBOs, Air BnBs, and short term rentals.

A few of the commissioners were interested in attending.

**6. City Council Report – review minutes from the Jan 23, 2020 meeting.**

There were no comments made.

**7. Agenda Items for Next Meeting**

Commissioner Farmer was interested in following up on the sidewalk issue of where the city would like future development with sidewalks. This will be an item for our 2<sup>nd</sup> meeting in March.

**8. Calendaring of future Planning Commission Meeting**

The next regularly scheduled meeting will be held Thursday, Feb 20, 2020 at 8:00 pm.

**9. Adjournment**

Chairman Greenhalgh moved to adjourn the meeting at 8:39 p.m.



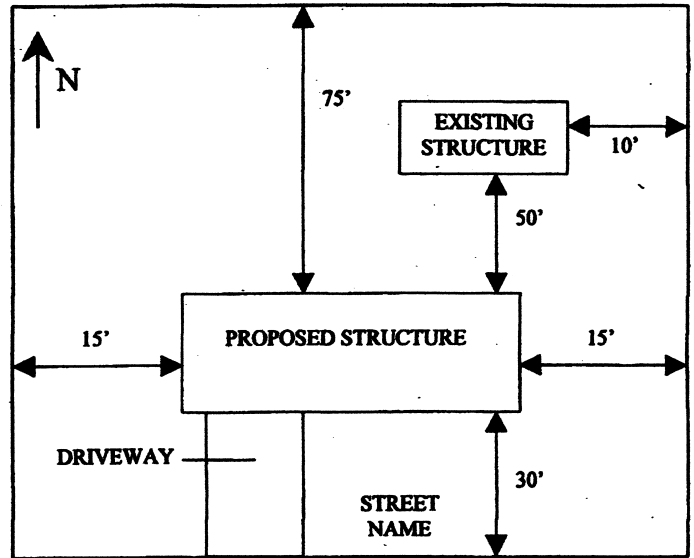
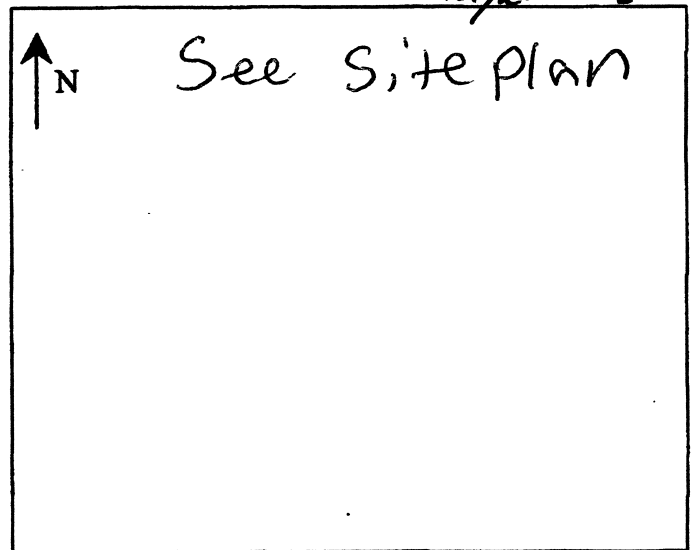
00876

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

**APPLICATION INFORMATION**

1. Duane Weber  
APPLICANT'S NAME
2. 233 W 260 N  
MAILING ADDRESS
- Hyde Park UT 84318  
CITY STATE ZIP CODE
3. 801-803-4134  
HOME TELEPHONE BUSINESS TELEPHONE
5. \_\_\_\_\_  
OWNER'S NAME (if different from applicant)
6. Single Family Residence  
TYPE OF STRUCTURE
7. 3,462 8. Residential  
SQUARE FOOTAGE ZONE
9. \_\_\_\_\_  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 02 - 128 - 0054  
TAX IDENTIFICATION NUMBER
11. 280 N 100 W Millville UT  
ADDRESS OF CONSTRUCTION
12. .38 Acres 13. 4,616'  
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

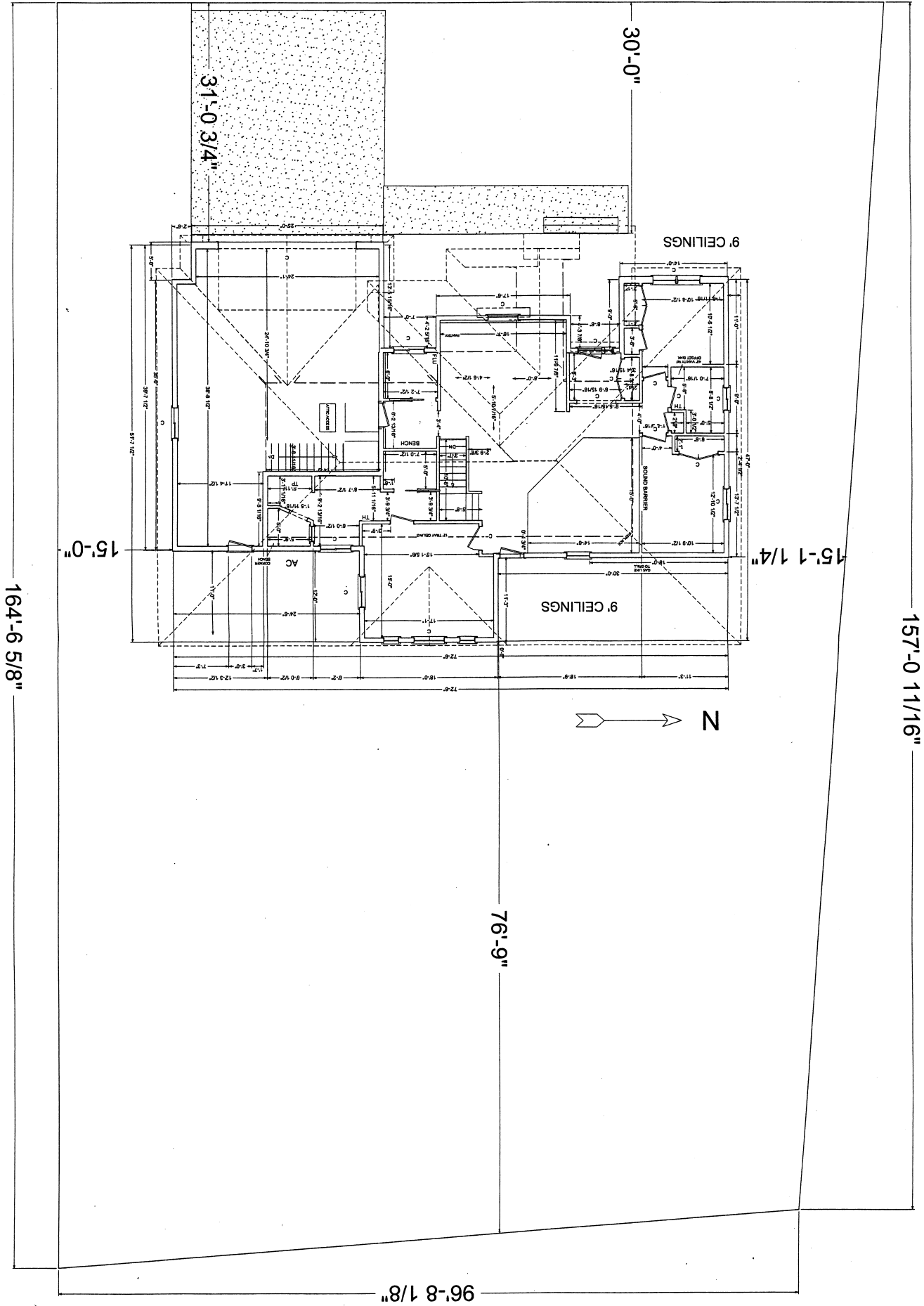
DATE

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)

100 WEST STREET



00874

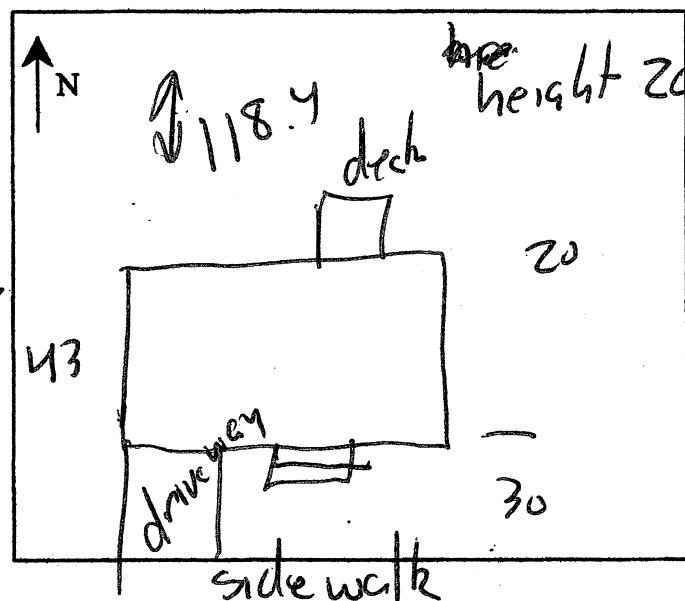
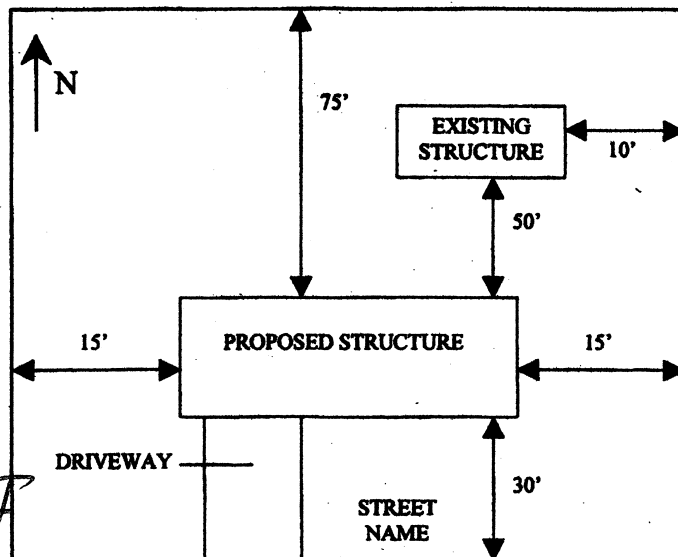


**MILLVILLE CITY**  
**ZONING CLEARANCE FOR BUILDING PERMIT**  
**THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL**

**APPLICATION INFORMATION**

1. Brandin Baker  
APPLICANT'S NAME
2. 545 N 600 E  
MAILING ADDRESS
3. Hyam UT 84319  
CITY STATE ZIP CODE
4. 435-512-9303 same  
HOME TELEPHONE BUSINESS TELEPHONE
5. Brandin Baker  
OWNER'S NAME (if different from applicant)
6. S.F. home  
TYPE OF STRUCTURE
7. 1703 8. Res  
SQUARE FOOTAGE ZONE
9. Lot 151 Millville Estate II  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 02-193-0015  
TAX IDENTIFICATION NUMBER
11. 762 North 300 East Millville 84326  
ADDRESS OF CONSTRUCTION
12. 18,360 13. NA  
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. Millville Estate phase II  
REMARKS

**SAMPLE PLOT PLAN**  
 (numbers do not represent required setbacks)



APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

DATE

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Millville City Form 101 15 Nov 2002 (previous edition is obsolete)

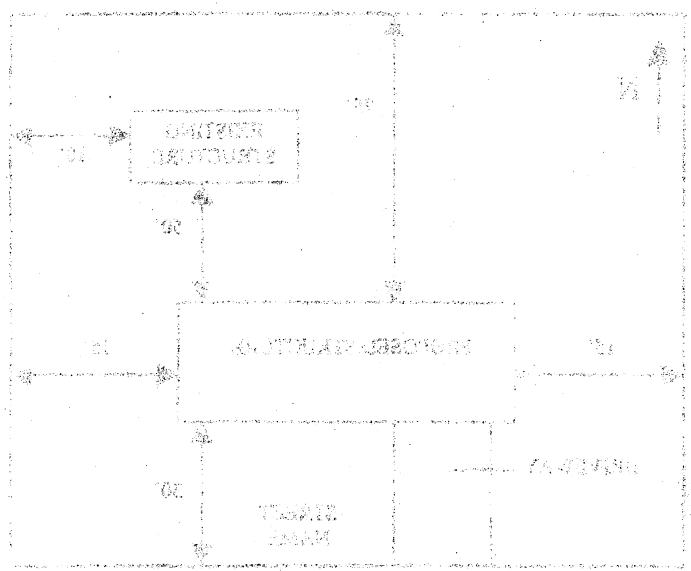
# MILLVILLE CITY

## ZONING CLEARANCE FOR BUILDING PERMIT

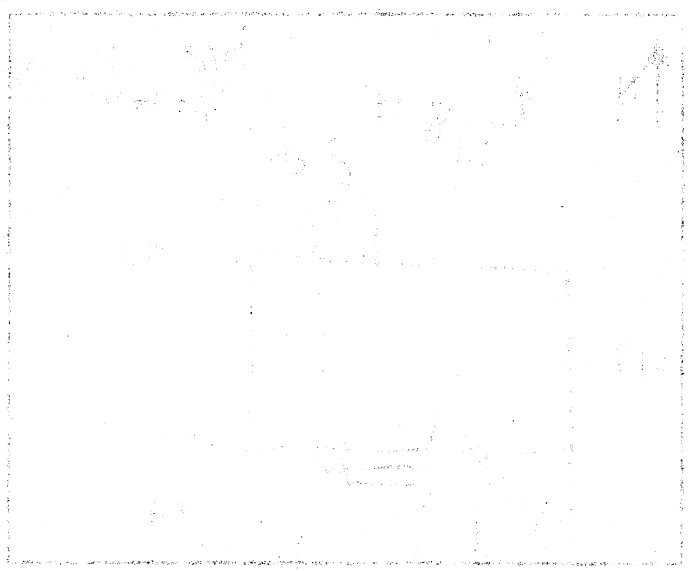
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL



**SAMPLE LOT PLAN**  
(Dimensions do not represent existing conditions)



**SAMPLE LOT PLAN**

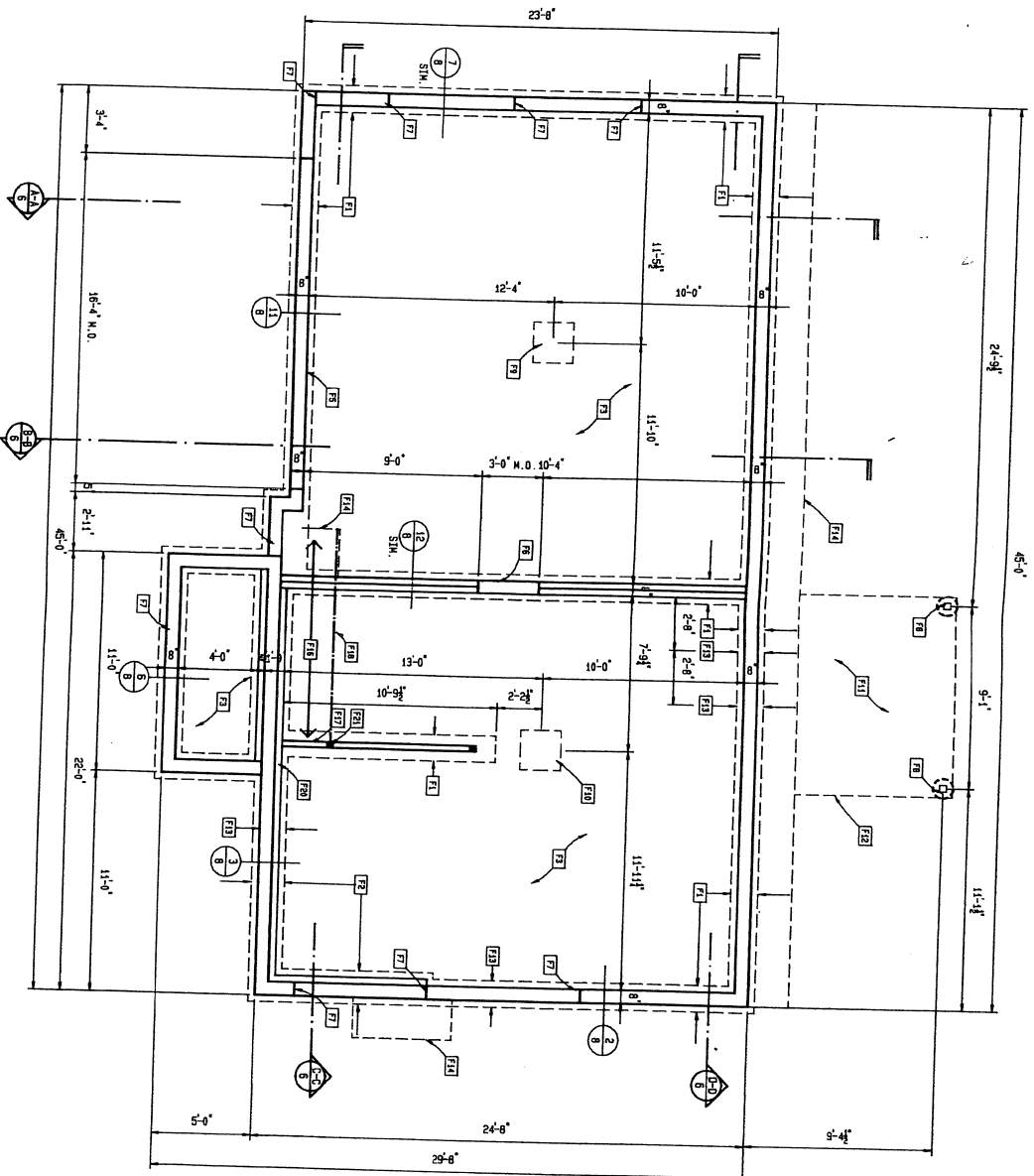


### APPLICATION INFORMATION

1. PROJECT NAME \_\_\_\_\_
2. APPLICANT NAME \_\_\_\_\_
3. CITY \_\_\_\_\_
4. STATE \_\_\_\_\_
5. ADDRESS \_\_\_\_\_
6. OWNER NAME (if different from applicant) \_\_\_\_\_
7. PROJECT TYPE \_\_\_\_\_
8. ZONE \_\_\_\_\_
9. EXISTING USE OF LOT (if different) \_\_\_\_\_
10. EXISTING BUILDING NUMBER \_\_\_\_\_
11. ADDRESS OF LOT \_\_\_\_\_
12. LOT AREA \_\_\_\_\_
13. CITY WATER (check if present) \_\_\_\_\_
14. SEWER (check if present) \_\_\_\_\_
15. CITY WATER (check if present) \_\_\_\_\_
16. ELECTRICITY (check if present) \_\_\_\_\_
17. GAS (check if present) \_\_\_\_\_
18. OTHER UTILITY \_\_\_\_\_
19. COMMENTS \_\_\_\_\_
20. \_\_\_\_\_
21. \_\_\_\_\_
22. \_\_\_\_\_
23. \_\_\_\_\_
24. \_\_\_\_\_
25. \_\_\_\_\_
26. \_\_\_\_\_
27. \_\_\_\_\_
28. \_\_\_\_\_
29. \_\_\_\_\_
30. \_\_\_\_\_

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_

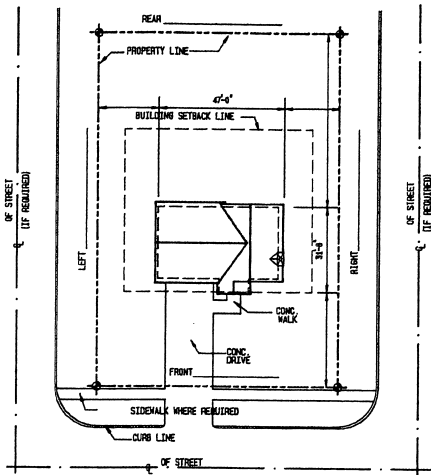
This property is being offered for building permit. The owner of the property is responsible for obtaining all necessary permits and approvals from the appropriate authorities. The City of Millville is not responsible for the accuracy of the information provided on this form. The City of Millville is not responsible for the accuracy of the information provided on this form.



FOUNDATION PLAN

SCALE 1/4"=1'-0"

© BLOODGOOD PLAN SERVICE, INC.  
 THESE WORKING DRAWINGS ARE  
 PROVIDED TO MAKE THE FULL  
 DETAILS OF THE BUILDING SHOWN  
 AVAILABLE TO THE PURCHASER.  
 THEY MAY BE ALSO USED AS  
 DOCUMENTS FOR CONSTRUCTION.  
 ALL NOTES AND DIMENSIONS ARE  
 SUBJECT TO CHANGE ACCORDING  
 TO LOCAL CODES, BUILDING REQUIR-  
 EMENTS, AND SITE CONDITIONS. ANY  
 FORM OF DIRECT REPRODUCTION OF  
 THIS DESIGN IN WHOLE OR PART IS  
 PROHIBITED.



## SITE PLAN

NORTH

• VERIFY SETBACK REQUIREMENTS AND EASEMENTS

LEGAL DESCRIPTION

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### FOUNDATION KEYNOTES

- F1** - 1'-0" x 8'-0" CONCRETE FOOTING W/ 2 - #5 REBAR CONTINUOUS
- F2** - 1'-0" x 8'-0" CONCRETE FOOTING W/ 2 - #5 REBAR CONTINUOUS
- F3** - COMPACTED FILL
- F4** - RESERVED
- F5** - DROP TOP OF FOUNDATION BELOW GARAGE SLAB
- F6** - DROP TOP OF FOUNDATION 1 COURSE
- F7** - DROP TOP OF FOUNDATION AS REQUIRED
- F8** - 4x4 TREATED WD. POSTS ON  
12" Ø CONCRETE PIER TO 3'-0" BELOW FROST (TYPICAL)
- F9** - 2'-0" x 2'-0" CONCRETE PAD W/ 3-#6 REINFORCING EACH WAY
- F10** - 2'-0" x 2'-0" x 1'-0" CONCRETE PAD W/ NO REINFORCING
- F11** - GROUND COVER: 2" MIN. PEA GRAVEL ON 6 MIL. BLACK POLY VAPOR  
BARRIER
- F12** - LINE OF DECK ABOVE
- F13** - STEP FOOTINGS DOWN 3 COURSES OR AS REQUIRED FOR FROST
- F14** - LINE OF CANTILEVER ABOVE
- F15** - RESERVED
- F16** - 2X10 FLOOR JOISTS @ 16" O.C.
- F17** - PROVIDE UPLIFT CONNECTION OF 80 LB. EACH JOIST
- F18** - 2-2X10 WOOD BEAM
- F19** - RESERVED
- F20** - LEDGE FOR FLOOR SLAB
- F21** - PROVIDE UPLIFT CONNECTION OF 80 LB. @ BEAM CONNECTION

○ DOOR SYMBOL - SEE DOOR SCHEDULE ON SHEET #3

○ WINDOW SYMBOL - SEE WINDOW SCHEDULE ON SHEET #3

NOTES  
 • FILL TOP COURSE OF WALLS CONTINUOUS WITH STIFF GROUT.  
 • SET ANCHOR BOLTS IN CORN. AND HEAD JOISTS  
 • FOR WALLS WITH EARTH ONE SIDE REINFORCE W/ #7 REBARS  
 • @ 48" O.C. PLUS FILL GULLS W/ 20# PSL GROUT.  
 • VERIFY LOCAL FROST DEPTH REQUIREMENTS.

HOUSE DESIGN  
90067

BLOODGOOD  
 PLAN SERVICE, INC.

3001 GRAND AVENUE  
 DES MOINES, IA 50312  
 515/282-0044

JOB NO. \_\_\_\_\_  
 P.A. \_\_\_\_\_ DRAWN \_\_\_\_\_  
 CKD \_\_\_\_\_ ISSUED \_\_\_\_\_  
 REVISED \_\_\_\_\_

FOUNDATION PLAN  
 SHEET  
 SITE PLAN  
 2  
 OF 8

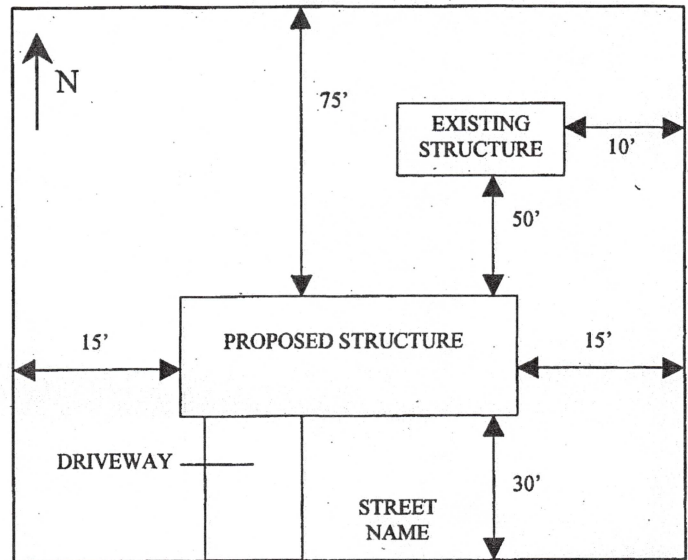


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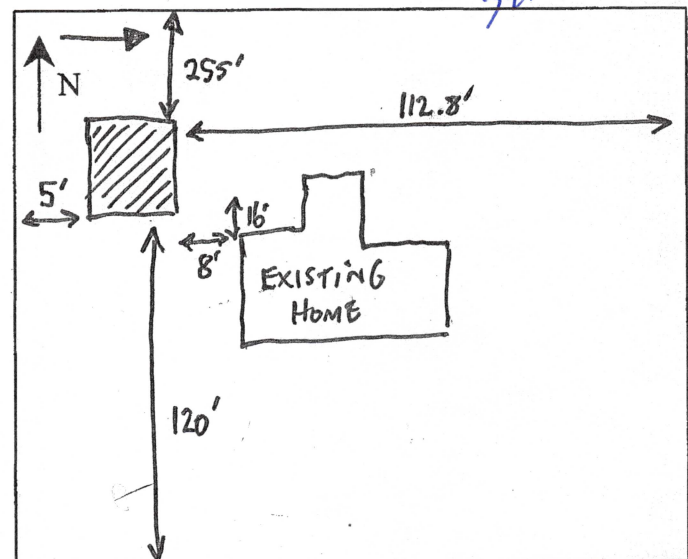
MILLVILLE CITY  
ZONING CLEARANCE FOR BUILDING PERMIT  
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

## APPLICATION INFORMATION

1. LANCE AND DIANE ZOLLINGER  
APPLICANT'S NAME
2. PO BOX 444  
MAILING ADDRESS
3. MILLVILLE UTAH 84326  
CITY STATE ZIP CODE
4. 435-770-2450 435-753-1122  
HOME TELEPHONE BUSINESS TELEPHONE
5. \_\_\_\_\_  
OWNER'S NAME (if different from applicant)
6. DETACHED GARAGE  
TYPE OF STRUCTURE
7. 810 R-1  
SQUARE FOOTAGE ZONE
9. LAFONZO ESTATES  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 62 - 117 - 0046  
TAX IDENTIFICATION NUMBER
11. 665 NORTH MAIN MILLVILLE  
ADDRESS OF CONSTRUCTION
12. 1.22 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



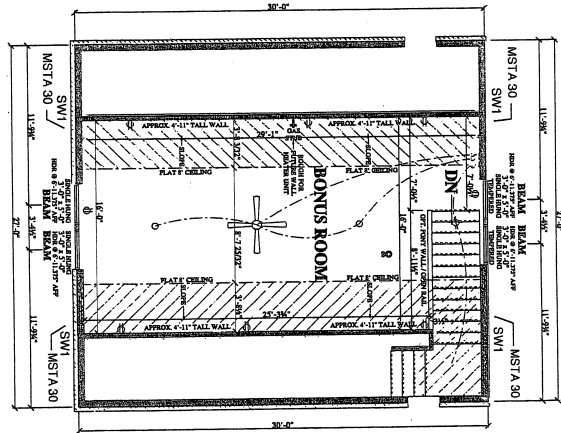
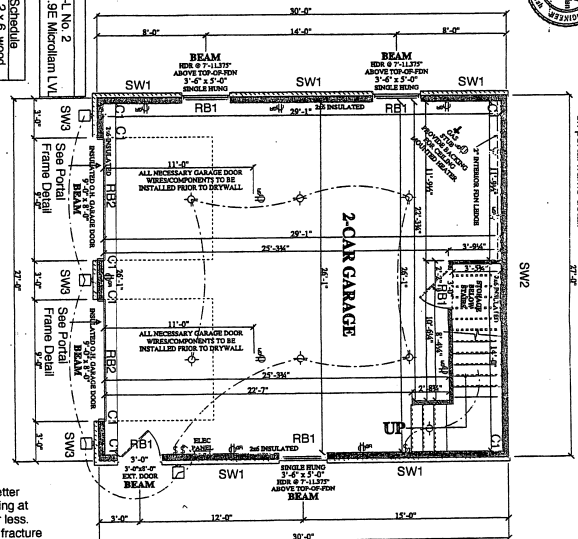
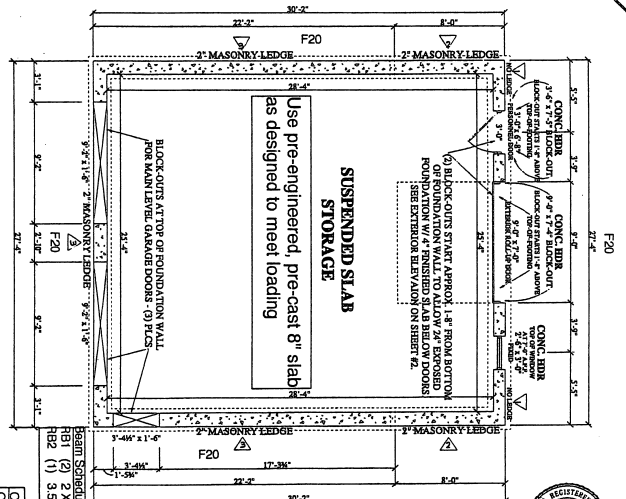
APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

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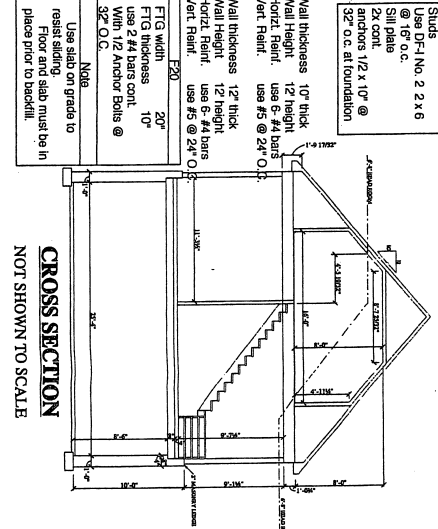
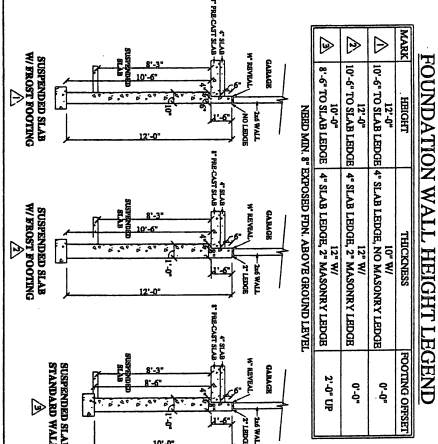


## FOUNDATION LAYOUT

| MARK | HEIGHT | THICKNESS | FOOTING OFFSET |
|------|--------|-----------|----------------|
| 1    | 12'-0" | 10" W/    | 0'-0"          |
| 2    | 12'-0" | 10" W/    | 0'-0"          |
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| 95   | 12'-0" | 10" W/    | 0'-0"          |
| 96   | 12'-0" | 10" W/    | 0'-0"          |
| 97   | 12'-0" | 10" W/    | 0'-0"          |
| 98   | 12'-0" | 10" W/    | 0'-0"          |
| 99   | 12'-0" | 10" W/    | 0'-0"          |
| 100  | 12'-0" | 10" W/    | 0'-0"          |

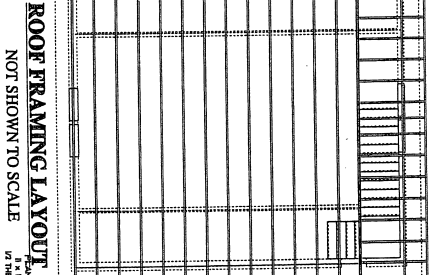
## MAIN LEVEL LAYOUT

## BONUS ROOM LAYOUT



Exterior wall and vertical surfaces shall be sheathed with 7/16" APA rated 24/0 or better structural wood panels. Block all horz. edges with 2" nom. or wider, 2" or wider framing at adjoining panel edges. Nails shall be staggered where 8d nails are spaced 3" o.c. or less. Nails will be placed not less than 1/2" from edge of panel and driven flush, but not to fracture the surface of sheathing. Extend sheathing over rim and nail to rim and wall plates 4" o.c. Panels placed perpendicular to studs.

| Type | Sheathing      | Nail | Edge    | Field    | Unblocked |
|------|----------------|------|---------|----------|-----------|
| SW1  | 7/16" one side | 8d   | 6" o.c. | 12" o.c. | Unblocked |
| SW2  | 7/16" one side | 8d   | 6" o.c. | 12" o.c. | Unblocked |
| SW3  | 7/16" one side | 8d   | 6" o.c. | 12" o.c. | Blocked   |



Use pre-engineered trusses such that bottom cord carries bonus room flooring. Use Simpson A34 @ 48" spacing Diaphragm sheathing 7/16" APA rated 24/0 structural or better with 8d nails placed 6" o.c edge nail and 12" o.c field nails

# "Zollinger Detached Garage"

## FOUNDATION, MAIN LEVEL, BONUS CROSS SECTION, ROOF FRAMING

SCALE: 1/4" = 1'-0"  
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Wednesday, November 7, 2018

**RESIDE**  
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email: [Curtis@ResideDesigns.com](mailto:Curtis@ResideDesigns.com)  
phone: (435) 881-5172

Custom Reside Design for  
Zollinger, Lance & Diane



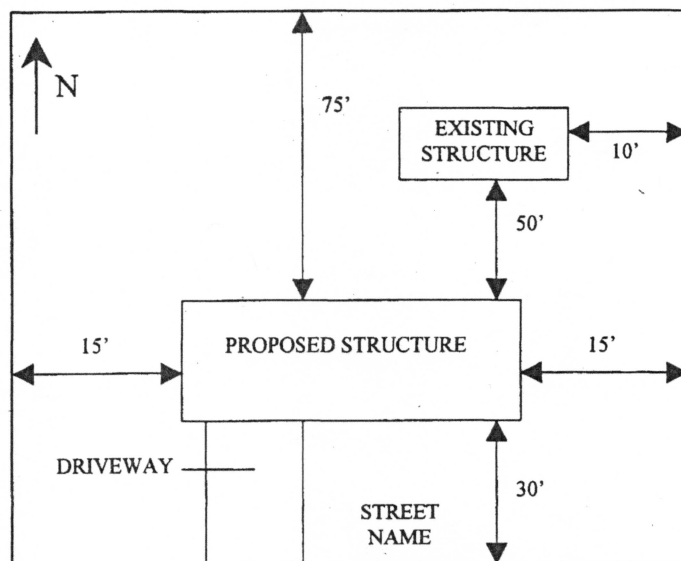
**MILLVILLE CITY**  
**ZONING CLEARANCE FOR BUILDING PERMIT**  
**THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL**

**APPLICATION INFORMATION**

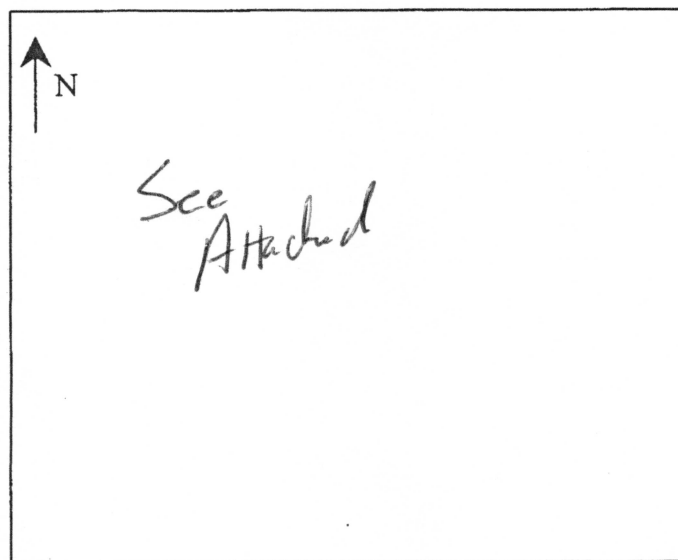
1. Chad Mano  
APPLICANT'S NAME
2. PO Box 542  
MAILING ADDRESS
- Millville UT 84326  
CITY STATE ZIP CODE
3. 435-232-8716 4. Same  
HOME TELEPHONE BUSINESS TELEPHONE
5. \_\_\_\_\_  
OWNER'S NAME (if different from applicant)
6. Accessory Bldg.  
TYPE OF STRUCTURE
7. 1512 8. R1  
SQUARE FOOTAGE ZONE
9. \_\_\_\_\_  
SUBDIVISION NAME (if applicable)
10. 03-029-0024  
TAX IDENTIFICATION NUMBER
11. 121 S 200 W  
ADDRESS OF CONSTRUCTION
12. 6.5 acres 13. 4524  
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**



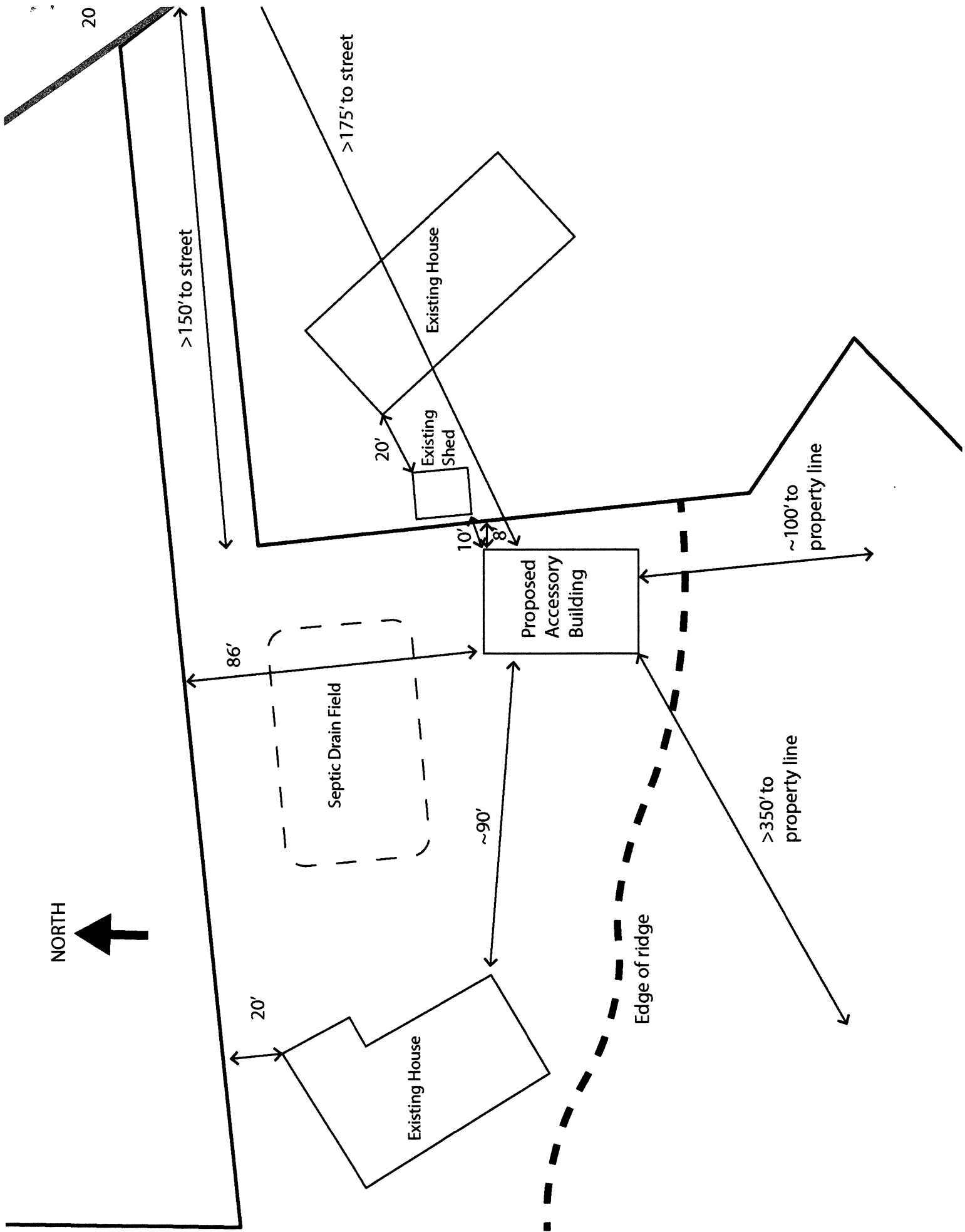
APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

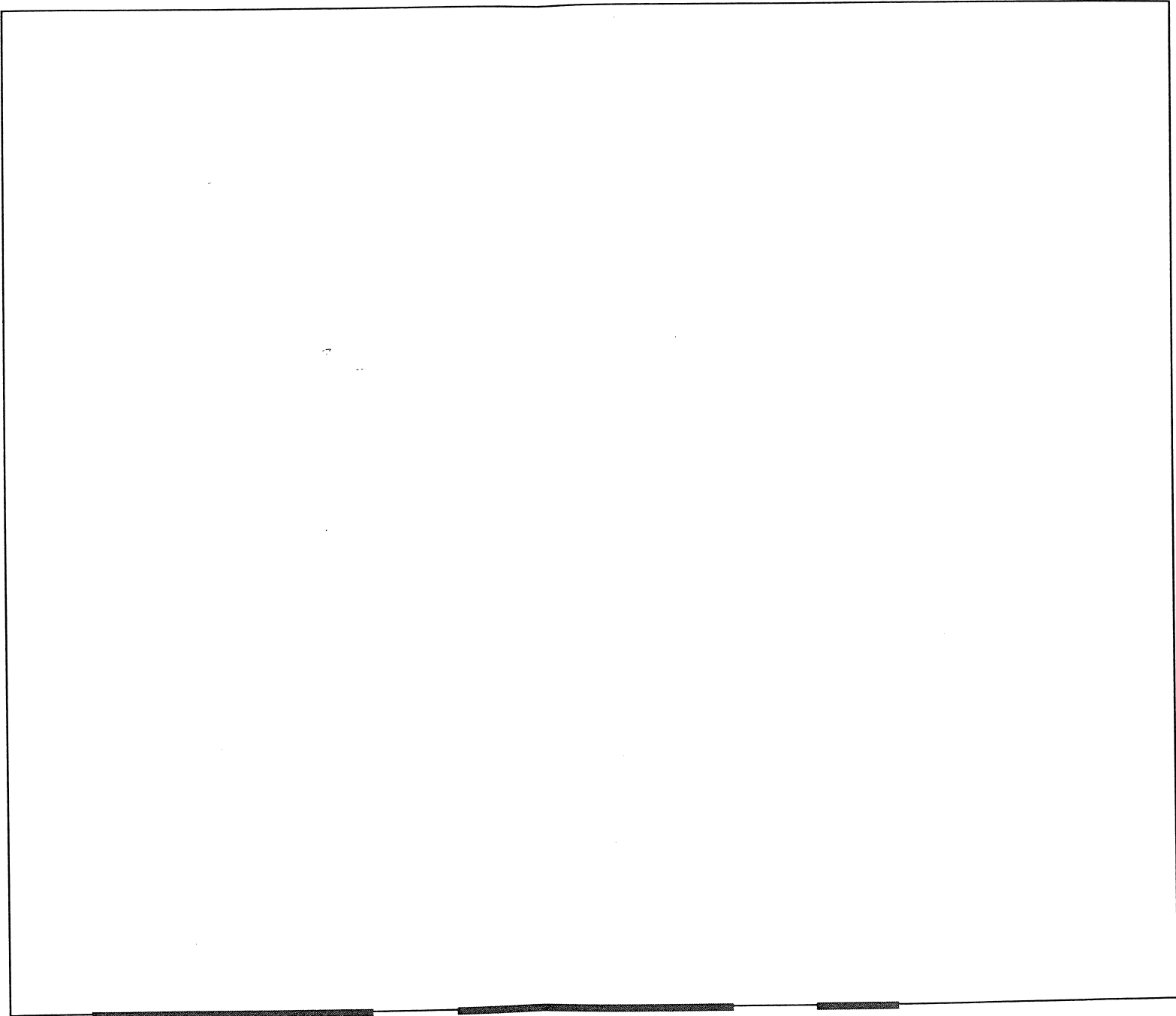
DATE

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)



Mano Accessory Building Floorplan

42'



3'

10' garage

3'

10' garage

3'

3' door

10'

**MILLVILLE CITY COUNCIL MEETING**  
**City Hall – 510 East 300 South – Millville, Utah**  
**February 13, 2020**

**PRESENT:** David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Ryan Zollinger, Tara Hobbs, Harry Meadows, Chad Kendrick, Corey Twedt, Crae Williams, Rylan Zollinger, Sheri Newton, NeCole Walton, Scott Seely

**Call to Order/Roll Call**

Mayor David Hair called the City Council Meeting to order for February 13, 2020 at 7:00 p.m. The roll call indicated Mayor Hair and Councilmembers Pamela June, Michael Callahan, Ryan Zollinger and Daniel Grange were in attendance with Councilmember Clay Wilker to arrive shortly. 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. He then offered a prayer.

**Approval of Agenda**

The agenda for the City Council Meeting of February 13, 2020 was reviewed.

**Councilmember Callahan moved to approve the agenda for February 13, 2020.**

Councilmember June seconded. Councilmembers Callahan, June, Grange and Zollinger voted yes with Councilmember Wilker to arrive shortly. (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 January 23, 2020.

**Councilmember Callahan moved to approve the minutes for January 23, 2020.**

Councilmember Zollinger seconded. Mayor Hair said that on page ten, there was a sentence missing the word "be". It was added. Councilmembers Callahan, June, Grange and Zollinger voted yes with Councilmember Wilker to arrive shortly.

**Councilmember Clay Wilker arrived at this time**

**Cache Celebration of Women's Suffrage**

Sheri Newton from the Cache Celebration of Women's Suffrage discussed some of the important voting anniversaries and dates in U.S. history. She invited the Council to encourage residents and especially women to vote.

**Request for a Business License for StoneHaven Construction at 25 East 450 North**

Crae Williams has submitted a request for a business license for StoneHaven Construction. He was present at the City Council Meeting and said that he has applied for a general contractor license. He will be on-site for jobs and not doing business with other people from his home nor does he plan to store any heavy equipment at home. **Councilmember Zollinger moved to approve the business license for StoneHaven Construction.** Councilmember Grange seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (A copy of the license application is included with the minutes as Attachment "B".)

**Public Comment Period**

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

**Report on P & Z Meeting held February 6, 2020**

Development Coordinator Harry Meadows reviewed with the Council the Planning Commission's draft minutes for the meeting held February 6, 2020. Councilmember Zollinger asked if there was anything that the Council needed to be aware of regarding the Olsen Minor Subdivision. Coordinator Meadows said that there nothing of interest for the City Council with that subdivision.

**Consideration of Ordinance Modifying Millville Code Regarding Commercial Zoning**

Development Coordinator Meadows reviewed with the Council the ordinance that would combine the Manufacturing, Services and Retail Commercial Zones currently in the Code to a single General Commercial Code.

Councilmember Zollinger said that he understood that there had already been several meetings about this, but that he would like to understand better the purpose for the change. Development Coordinator Meadows said that the Zollinger Commercial Complex is a good example. Inside the complex, there are businesses that fall into each of the existing three commercial zone categories. But the entire area is zoned Commercial Manufacturing. Having all three types of commercial businesses in that complex makes sense, but under the current Code, the City should really be doing a rezone for each area based on the type of businesses in that area. The proposed code would change this area to Commercial General which would allow all three types of businesses.

Councilmember Zollinger expressed concern about the proposed building height restrictions. He asked what the purpose was for reducing the height limit from 50 feet to 35 feet. Development Coordinator Meadows said that he discussed the new limit with Lance Zollinger to confirm that all of the existing buildings in the Zollinger complex were within the new proposed max height of 35 feet. It was discussed that if the change were made to allow up to 35 feet, variances could be requested for higher buildings if necessary. Councilmember Callahan said that he didn't like the idea of the City Council allowing variances from the code. This always opens the door for perceived favoritism. He said that the limit should be set and followed. Councilmember Zollinger said that he didn't see a need to reduce allowable heights from 50 feet to 35 feet. It was discussed that the only place this height reduction might make sense is if the building in the Commercial Zone was right next to homes in a bordering Residential Zone. It was proposed to leave the general height restriction at 50 feet unless the proposed building was within 200 feet of a Residential Zone.

Councilmember Zollinger said that in Section 17.12.050 C, the proposed change read, *"The CG (commercial general) district is intended to provide various commercial uses deemed appropriate to the area in which it is located."* He asked who would make the call of what was "deemed appropriate." Councilmember Wilker said that he still had concerns about this part as well. Different Councils may find different things appropriate.

It was discussed that this section might be confusing. Recorder Twedt suggested the latter part of the sentence be removed so that it read, *"The CG (commercial general) district is intended to provide various commercial uses."* Development Coordinator Meadows agreed that this would not substantively change the intent of the proposed code. The Council agreed that this change made sense.

Councilmember Zollinger said that he also had concerns with Section 17.26.060 F, concerning hours of operation. The proposed Code would change the commercial business hours from 24 hours a day, seven days a week to only 8 a.m. to 6 p.m. Councilmember Grange said that he believed Silicone Plastics ran hours outside this window. Councilmember Zollinger said that there were businesses at the Zollinger Complex that ran outside these hours as well. There was a discussion on if this restriction should apply only to retail businesses or commercial sales. The Council decided that this would add confusion.

Crae Williams said that if the concern was noise, noise was addressed in other ordinances and they may not need to reduce the hours of operation. Councilmember Zollinger suggested that the business license application could ask about hours of operation so that the Council could address concerns at that business license approval stage. Councilmember Grange suggested this section of the code not be changed from what it has been previously, allowing commercial businesses to operate 24 hours a day seven days a week unless there are problems and a restriction is placed by the City Council. The rest of the Council agreed.

**Councilmember Grange moved to approve Ordinance 2020-1 with the changes made during the meeting.** Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The adopted Ordinance is included with the minutes as Attachment “C”).

**Consideration of Resolution Updating Sign Requirements and Restrictions**

Development Coordinator Meadows reviewed with the Council the resolution that is needed to clarify sign requirements as a companion to the new ordinance combining commercial zones.

**Councilmember Callahan moved to approve Resolution 2020-3 Identifying Sign Types Allowed.** Councilmember Zollinger seconded.

Councilmember Wilker said that he didn’t understand why externally illuminated signs would not be allowed for Retail portions of the Commercial Zone. It was discussed that this Resolution was only changing the titles to match the new inclusive Commercial General Zone and that the allowable sign types have been like this for a long time, but that if changes were desired in the sign matrix, now would be a good time to make them.

Hanging signs were also discussed. The Council did not understand why they were not permitted in any zone.

The sign matrix was modified to remove line “E” regarding restrictions on hanging signs. Also, the externally illuminated signs line was modified so that all three commercial types in the Commercial Zone had the same restrictions as it applies to Section 17.44.080 A 4a in the City Code.

**Councilmember Callahan revised his motion and moved to approve Resolution 2020-3 Identifying Sign Types Allowed with the changes that were noted.** Councilmember Wilker seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The adopted Resolution is included with the minutes as Attachment “D”).

**Consideration of Ordinance Modifying Millville Code Regarding Residential Yard Landscaping Requirements**

Development Coordinator Meadows reviewed with the Council the ordinance that would clarify how much property on a new home would need to be landscaped to qualify for the landscape deposit reimbursement. Mayor Hair pointed out that there was a typo on the proposed changes and the word “year” need to be fixed to say “yard”.

**Councilmember Callahan moved to approve Ordinance 2020-2 on Residential Landscaping Requirements.** Councilmember Zollinger seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The adopted Ordinance is included with the minutes as Attachment “E”).

**Consideration of Resolution to Accept the Sewer System Design Criteria**

Recorder Twedt reviewed the Sewer System Design Criteria that the engineers have created. After the criteria is accepted by resolution, it will be similar to the Manual of Construction and Design in that it will become the City policy regarding sewer system development.

Councilmember Callahan asked for help in defining some of the terms in the Design Criteria. Crae Williams answered the questions. Councilmember Zollinger confirmed that the existing pipes that go up to the roundabout were going to be used as part of the new sewer system.

Councilmember Zollinger confirmed that the criteria applied to the current City minimum lot size of 1/3 acre. Recorder Twedt said that there are no zones in the City that allow for development of lot sizes smaller than 1/3 acre. Mayor Hair said that the engineers had confirmed that with the existing sewer pipes there were areas of the City that could never handle high-density development.

Councilmember Zollinger asked if the City should hire another engineer to review the sewer design work. Director Kendrick said that the engineers, contractors and City staff are reviewing the design. Mayor Hair said that the design is also reviewed by the State and funding agencies and must meet their requirements. Councilmember Zollinger said that maybe there should be peer review. Recorder Twedt said that peer review was happening within Franson Civil, but if the City wants to spend the money to hire an additional engineering firm they can. It is an option, but will come with significant additional expense. Mayor Hair said that the contractor will also be reviewing the design work to make sure it makes sense. Mayor Hair asked Councilmember Zollinger if he felt the City needed to hire another engineer. Councilmember Zollinger said that he wasn't saying that he did want to hire more engineers, but he wanted to discuss it.

Councilmember Wilker said that he has concerns about equitable treatment and said that he feels he isn't being treated fairly. He said that he has concerns on how his home will be affected after seeing the preliminary plans reviewed at the public hearing. Mayor Hair suggested that Councilmember Wilker meet with the engineers to discuss the plans and his concerns.

Councilmember Wilker asked about the timing and schedule. Mayor Hair said that the engineers are currently working on locating septic tanks, creating the sewer design documents and the plans for getting to Hyrum. We could be ready to start construction on the main lines by as early as late summer or fall. Mayor Hair said that a lot of the work that is happening right now is regarding agreements with other cities.

**Councilmember Grange moved to approve Resolution 2020-4.** Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The adopted Resolution is included with the minutes as Attachment "F".)

**Councilmember Grange motioned to move ahead to item “M” on the agenda so that NeCole Walton would not have to wait longer to be part of the soccer discussion.** Councilmember Zollinger seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

**Competitive Soccer Team Use of Millville Fields**

NeCole Walton said that there is often discussions and requests for competitive soccer in Millville. She said that she would like to know if the City wants to allow it. She said that if different goal sizes are needed, they will be provided at no cost to the City.

Councilmember Grange said that the Council would just need to decide if competitive soccer teams are allowed and if there is a fee. NeCole Walton said that different cities require different fees. Providence City has been charging \$45 per team and have increased the charge this year to \$100 per team per year.

The consensus of the Council was that the fields should be used.

**Councilmember Grange motioned to approve U8 and under competitive soccer and set a fee for \$30 per team.** Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

**Consideration of Resolution Setting Fees for New Development Sewer Connections**

Recorder Twedt explained that the City is still working on ways to pay for the home connections or find funding solutions for existing homes to connect to the sewer system. For new homes and businesses going forward, a fee needs to be collected to ensure that developers are paying their share for the connection of their homes to the sewer lines. After sewer lines are in and the system is going, the City should modify this plan to require the developers to do the actual construction and linking of the sewer lines all the way to the houses.

Crae Williams discussed his concern with a home he is planning to build for a Millville resident. He said it felt like they would be required to pay double. Recorder Twedt explained that the City still does not know how current on-lot connections are going to be paid for. The intention was to include this in the original bond, but apparently the funding agencies don't allow this to be included in the loan. There are other possible grants that residents can get based on income level and the City continues to look for options to help pay for the home connections. Since the bonding and design work that the City is undertaking now is to cover existing residences, we need to make sure that new development pays the full cost for new connections.

Councilmember Zollinger asked if this resolution had an end date. Recorder Twedt said that it did not. The City would replace this with a resolution requiring connection to the main lines when the sewer system was in place.

**Councilmember Callahan moved to approve Resolution 2020-5 Setting new Development Sewer Connection Fees.** Councilmember Grange seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The adopted Resolution is included with the minutes as Attachment "G".)

**Setting a Public Hearing to Modify Existing City Sewer Code**

Recorder Twedt explained that when the sewer code was initially created, requirements were put in place to ensure that dry sewer lines were installed on new development. It was later determined that without a specific schedule on sewer system construction, the City should not require anything related to sewer connections. The code was changed to only apply to property west of 100 West. The reason for this was to capture new development that could connect to the existing sewer that is near the school and any commercial development, if there was any, on the west side of the City. To change this section of City Code, so that it again applies to everyone, a public hearing is required.

Additionally, there will be some other minor changes in the code including references of connecting to the Logan treatment system.

**Councilmember Grange moved to set a public hearing to discuss Sewer Code at the next City Council Meeting.** Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (A copy of the associated material is included with the minutes as Attachment "H".)

**Easements for Sewer Lines**

Mayor Hair explained that there are just a few areas in Millville where the City will need to get easements to make the sewer design work properly. The list is coming and will be sent to the Council. Mayor Hair and Councilmember Grange will visit the affected residents to discuss the issues.

**Consideration for Cancelling the City Council Meeting on February 27, 2020**

Mayor Hair said that two Councilmembers were scheduled to be at the Rural Water Conference during the next scheduled City Council Meeting. For the meeting to happen, they would need to ensure that the other three councilmembers would for sure be there or they should consider cancelling the meeting.

**Councilmember Wilker moved to cancel the City Council Meeting scheduled for February 27, 2020.** Councilmember Grange seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

**City Engineering Services**

Mayor Hair said that there have been discussions about City engineers in the past. He said he is not sure there is a need to have a single engineering firm act as City engineers. Mayor Hair said that any time an engineer is asked to come to a City Council or P&Z Meeting, he should be notified. Also, any time legal services are planned to be used, Mayor Hair should be consulted first. He also said that Nibley City is using J-U-B for the engineering work on their sewer expansion.

Councilmember Wilker said that with P&Z, engineers may not need to be involved at the Conceptual Phase of a subdivision if it is straight forward. Recorder Twedt said that this had been discussed before with both the City Council and P&Z and it was determined that City engineers should not be required at the concept stage unless there are special circumstances that seem like it would be best for the City to bring them in. Additionally, if the developer would like to engage the engineers at that stage, they can certainly do so.

Mayor Hair said that he thinks the engineers should do their own bill collecting. He doesn't think they should do work and charge a developer and then the City has to track down that money and act as a pass-through. Development Coordinator Meadows said that this has been discussed several times with J-U-B and they won't do billing in this way.

Mayor Hair said that with all of the sewer work happening and how big of a role sewer will be in the engineering of new subdivisions, he would like to try out Franson Civil for future subdivision inspections.

There was concern about jumping from engineering firm to engineering firm as there is value in the engineers knowing the City, knowing the Code and being able to work well with Millville Staff. It was discussed that the City could try Franson Civil on a 6-month basis and see how it goes. They don't have to commit to using a single engineering firm forever.

Crae Williams said that he felt J-U-B had been good for the City, but he felt they had been expensive. A change might be good for the City. Councilmember Wilker said that River Heights had made a recent change in engineering firms and it had gone well for them.

Mayor Hair asked Chad how he felt about Franson Civil. Director Kendrick said how happy he has been with Franson on the sewer project. They were the right team for the job and had been working very hard to have it done properly and do what is best for the City.

The consensus of the Council was to begin using Franson Civil for new subdivision engineering work. Development Coordinator Meadows asked about subdivisions that had already started. Mayor Hair said that if they had been started by J-U-B, to go ahead and finish those ones up with J-U-B, but that all future subdivisions should go through Franson.

**City Reports**

Director of Public Works Chad Kendrick said that he had made an additional order for a small amount of white salt to get through the remainder of the winter.

Director Kendrick also said that the new transformer had been installed at the park by Rocky Mountain Power and it appears that the City will be getting a very good deal on the upgrade.

**Councilmember Reports and Items for Future Agendas**

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

Councilmember June said that she continues to work on the City Celebration arrangements. Director Kendrick said that they may not want to have fire trucks on the grass this year as the sprinkler work at that South Park will be newly completed with fresh trenches. We can try and figure out another plan.

Councilmember Callahan said that he hasn't seen any issues or signs of someone trying to get into the home that was recently boarded up on 200 South.

Development Coordinator Meadows said that he attended the Cache Mitigation Training with the County. All of the cities in Cache Valley are going to coordinate to make a County-Wide plan so that they are prepared in case of emergency and have a plan in place to be eligible for FEMA support if needed. He said that he is also in the process of moving the EOC out of the locked room so that it will be more accessible to more people.

Development Coordinator Meadows said that there will be a seminar on short-term rentals in Salt Lake City. Development Coordinator Meadows and two of the Planning Commissioners would like to attend. The cost is \$339/person.

Issues with parking in City Right-of-Way were briefly discussed. The Council asked that a notice be added to the newsletter notifying the residents that citations would be issued by April 1<sup>st</sup> if City parking restrictions were not followed.

**Adjournment**

**Councilmember Grange motioned to enter an executive session to discuss the situation with the Cemetery District after which both the public meeting and executive session will adjourn.** Councilmember Wilker seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. The meeting adjourned at 9:52 p.m.