

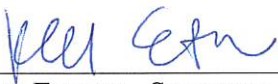
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold their regularly scheduled on Thursday, **April 15, 2021** at the Millville City Offices, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call
2. Opening Remarks / Pledge of Allegiance
3. Approval of agenda
4. Approval of minutes from April 1, 2021
5. Agenda Items
 - A. Zoning Clearance- Amy Mills, 310 N 300 E, Millville UT, Millville Estates, Phase 2, Lot 12
 - B. Other
6. City Council Report- Review minutes from April 8, 2021
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- May 6, 2021
9. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on April 12, 2021 to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

April 1, 2021

1. Roll Call:

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

Others Present:

Development Coordinator Kara Everton, Treasurer Tara Hobbs, Chad Kendrick, Michael Anderson, Jeff Berrett, Dan Hunsaker

2. Opening Remarks/Pledge of Allegiance

Commissioner Greenhalgh opened the meeting at 8:00 p.m.

Commissioner Thompson led all present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of Meeting of April 1, 2021 was reviewed. A motion was made by Commissioner Thompson to approve the agenda as outlined. Commissioner Dickey seconded.

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

4. Review and Approval of the Minutes from March 18, 2021

The Planning Commission meeting minutes were reviewed.

A motion was made by Commissioner Farmer to approve the minutes as amended. Commissioner Thompson seconded.

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

5.A. Zoning Clearance – Immaculate Homes, Jeff Berrett, Mond-Aire Lot 10, 396 E 200 N

Builders adjusted the property to meet the setback locations. Jeff Berrett hires a surveyor. Commissioner Greenhalgh state the importance of the Standard Setback form. Builder will give \$2000 to homeowner for landscaping.

Commissioner Thompson made a motion to approve the clearance. Commissioner Ripplinger seconded.

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

5.B. Cripple Creek Final Plat

There is a contingency that Lot 4 is not buildable until sewer is in place. The road is wide enough so there is no hammerhead required- final word came from Millville City Engineers. Curb & gutter will continue down both sides of the road. The creek crossing bid was approved by our city engineers. 1 share of Garr-Spring, and then the additional 2 shares will be paid in cash.

Commissioner Dickey made a motion to recommend to the City Council for final approve the final plat.
Commissioner Lewis seconded.

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

5.C. Other

1. Larry Lewis has a remodel job on a porch that blew off. The porch will be bigger than original. Need a site plan of property and how it relates to the setback.

2. Michael Anderson has a question about building a shed on his property. There is a retention area, to the north of the area he wants to build there is a drain box. He wants to know if he builds to the south of the drain box if that would be a good spot to drain. Commissioner Greenhalgh stated that you should not build a permanent structure within the outline of a retention pond. Mr. Anderson's shed would be 28' x 28'. Commissioner Lewis stated that if Mr. Anderson wanted to go to a Civil Engineer to redesign the area, he has that right to do so. If the boxes needed to be repaired, the building would be impacted by that. Commissioner Greenhalgh suggested that if Mr. Anderson wanted to work with a Civil Engineer to redesign the space and bring something to the commission stating the re-engineered design, then Mr. Anderson can come back with a Zoning Clearance to be considered. The approval will be contingent on the engineered drawings. P&Z would want to know property layout, height of the building and how it relates to the setbacks.

6. City Council Report – review minutes from the March 25, 2021 meeting

Chad Kendrick gave us an update on the well & sewer project.

7. Agenda Items for Next Meeting

8. Calendaring of future Planning Commission Meeting

The next regularly scheduled meeting will be held Thursday, April 15, 2021 at 8:00 pm.

9. Adjournment

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



TURN IN

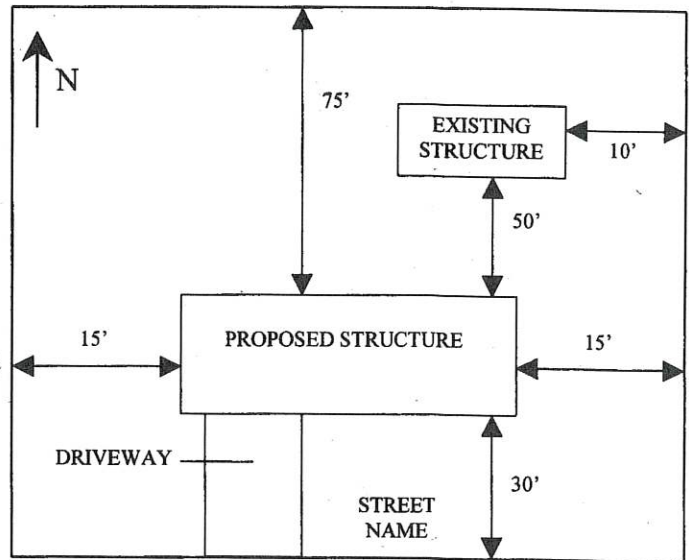
00950

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

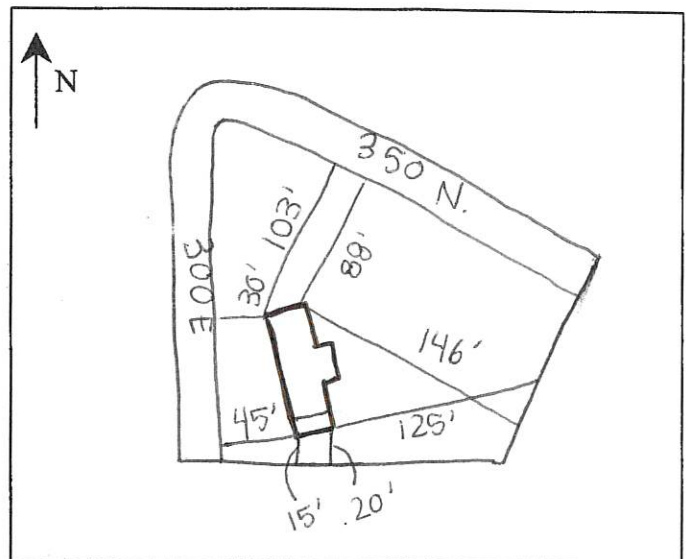
APPLICATION INFORMATION

1. Amy Mills
APPLICANT'S NAME
2. 2824 S. 9126 W. Mendon, UT
MAILING ADDRESS
- Mendon Utah 84325
CITY STATE ZIP CODE
3. (435) 553-8012 4. NA
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. wood framed residential single family home
TYPE OF STRUCTURE
7. 3089 8. Residential
SQUARE FOOTAGE ZONE
9. Millville Estates phase 2 Lot 12
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 02-193-0012
TAX IDENTIFICATION NUMBER
11. 310 N. 300 E. Millville, UT
ADDRESS OF CONSTRUCTION
12. .76 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)



PLOT PLAN



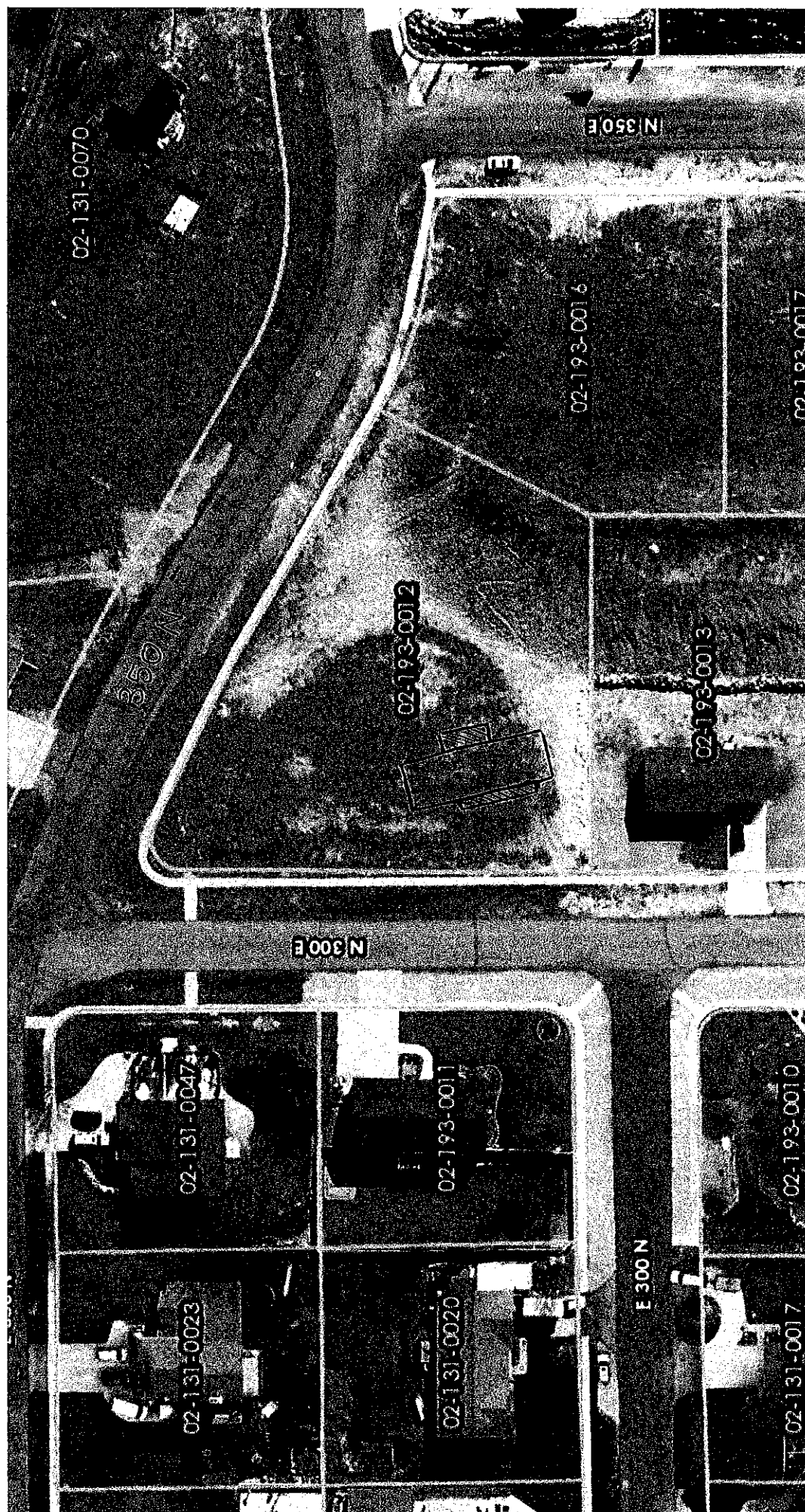
APPROVED - PLANNING AND ZONING

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)



PLOT PLAN

SHEET TITLE:

MILLS HOME

PROJECT DESCRIPTION:

REVISIONS:

NO.	DATE	BY
1.		
2.		
3.		
4.		

AMY MILLS

DRAWINGS PROVIDED BY:

DATE:

3/2/2021

SCALE:

AS NOTED

SHEET:

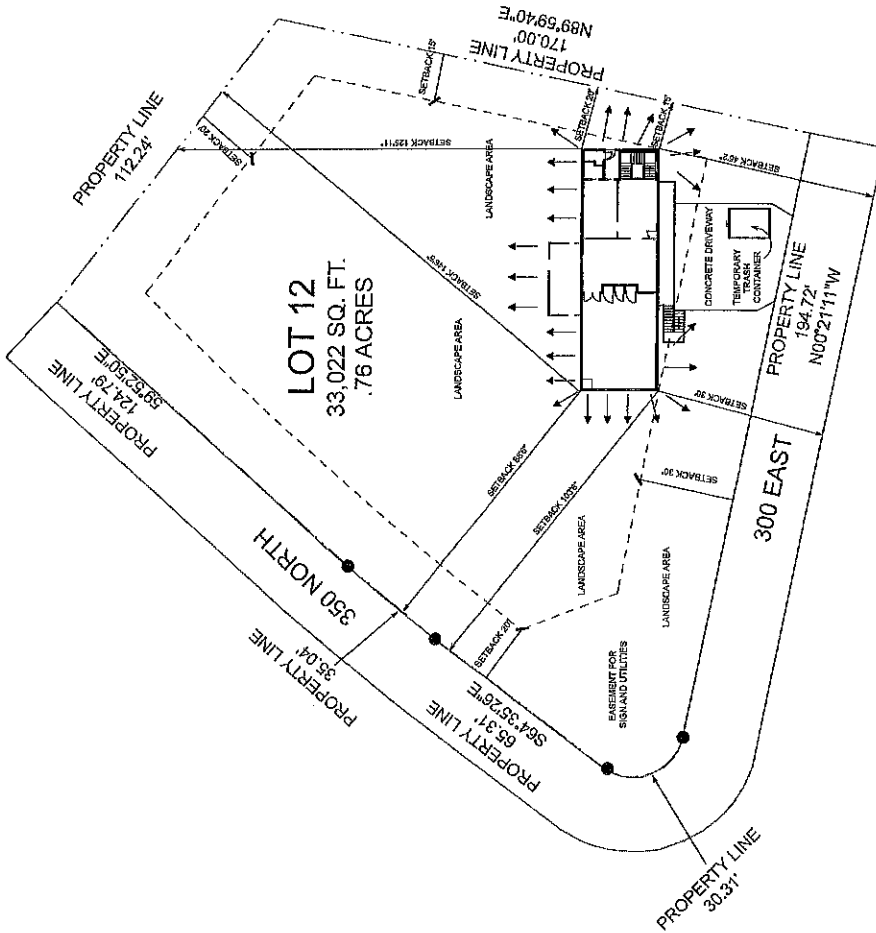
12 OF 12

LEGEND:

1. PROPERTY LINE
2. SETBACK/PIE
3. DRAINAGE ARROW

SITE NOTES

1. CONTRACTOR IS RESPONSIBLE TO VERIFY ALL CONDITIONS, DIMENSIONS, ELEVATIONS, ETC. AT THE SITE
2. BUILDING LOCATION MUST COMPLY WITH ALL REGULATIONS OF THE CITY ORDINANCES
3. NO STUMPS, ROOTS, OR ORGANIC MATERIAL SHALL BE PRESENT IN SOIL AT THE AREA OF THE BUILDING
4. WATER METERS CANNOT BE LOCATED IN DRIVEWAYS, APPROACHES OR SIDEWALKS
5. BUILDINGS CANNOT BE LOCATED IN EASEMENTS OR RIGHT OF WAYS
6. SITE SHALL BE GRADED SO THAT THE GROUND SLOPES AWAY FROM THE STRUCTURE AT A MINIMUM OF 6" IN THE FIRST 10'
7. ANY RETAINING WALL OVER 4' IN HEIGHT FROM THE BOTTOM OF THE FOOTING TO THE TOP OF THE WALL MUST BE APPROVED WITH ENGINEERED DETAILS INCLUDED
8. ADDRESS NUMBERS THAT ARE PLAINLY VISIBLE FROM THE STREET SHALL BE INSTALLED. THE NUMBERS SHOULD BE A MINIMUM OF 4" HIGH
9. EACH LOT SHALL HAVE A SOILS REPORT FROM A STATE LICENSED ENGINEER AFTER EXCAVATION. THE REPORT AND RECOMMENDATIONS MUST BE PRESENT DURING FOOTING EXCAVATION
10. HOMES LOCATED IN POTENTIAL FLOOD AREAS SHALL BE REQUIRED TO HAVE ELEVATION CERTIFICATES PRIOR TO AND AFTER COMPLETION OF STRUCTURE
11. SEE COVER SHEET FOR DRAWING INDEX



PLOT PLAN
SCALE: 1/16" = 1'

IT IS THE INTENT OF THESE DRAWINGS TO GIVE THE EXPERIENCED BUILDER/CONTRACTOR SUFFICIENT INFORMATION TO BUILD THE PROJECT SHOWN. IT IS THEREFORE THE RESPONSIBILITY OF THE BUILDER/CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS AND TO VERIFY ALL CONDITIONS, DIMENSIONS, ELEVATIONS, ETC. AT THE SITE. THE BUILDER/CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL CONDITIONS, DIMENSIONS, ELEVATIONS, ETC. AT THE SITE. THESE DRAWINGS ARE NOT TO BE USED IN ANY CONSTRUCTION OF THIS STRUCTURE.

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
April 8, 2021

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Tara Hobbs, Corey Twedt, Dan Hunsaker

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for April 8, 2021 at 7:00 p.m. The roll call indicated Mayor Hair and Councilmembers Pamela June, Michael Callahan, Clay Wilker and Daniel Grange were in attendance with Councilmember Ryan Zollinger excused. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

Councilmember Callahan 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 April 8, 2021 was reviewed. **Councilmember Grange motioned to approve the agenda for April 8, 2021.** Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger 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 March 25, 2021. **Councilmember Callahan motioned to approve the minutes for March 25, 2021.** Councilmember June seconded. Councilmembers June, Grange and Wilker voted yes and Councilmember Callahan abstained as he had not been in attendance at the previous meeting. Councilmember Zollinger was 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 Dub’s Universal Repair

Kalob Wahler has submitted a request for a business license for Dub’s Universal Repair at 120 North 300 East. Recorder Twedt said that Kalob had spoken with him earlier in the day. Kalob said that he had to be out of town last minute and wouldn’t be able to make it to the meeting. Recorder Twedt said that the Council could either review the license

application now or postpone it to the next meeting when they could speak with Kalob. Councilmember Callahan said that he wanted to speak to Kalob and discuss the business at the next meeting. The rest of the Council agreed.

Councilmember Callahan motioned to move the business license application review to the next meeting. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Report on P & Z Meeting held April 1, 2021

The Council reviewed with the Planning Commission's draft minutes for the meeting held April 1, 2021. Councilmember Callahan asked about the creek crossing for the Cripple Creek Estates Subdivision. Mayor Hair said that a culvert would be installed eventually, when the property on the other side of the creek is developed. Dan Hunsaker is paying half the estimated cost of that crossing now and the developer on the other side will pay the other half later. Councilmember Callahan asked if there would be concerns from the corps of engineers with the culvert. Dan Hunsaker said that there hadn't been any concerns from them on this part of the property.

Councilmember Grange motioned to skip forward to Item "F" on the agenda and then come back to the Public Hearing when they were closer to the correct time. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Consideration of a Resolution Accepting the Cripple Creek Estates Subdivision

Mayor Hair reviewed with the Council the resolution to accept the Cripple Creek Estates Subdivision. He said that the subdivision had gone through the approval process with the Planning Commission and engineers. Councilmember Grange asked about sewer dry line requirements. Mayor Hair said that all dry lines were now required for all new subdivisions. Dan Hunsaker confirmed that the sewer infrastructure was being installed with the development of this subdivision.

Recorder Twedt confirmed with Mr. Hunsaker that he was transferring to the City one water share from the Garr Springs Irrigation Company and paying the fee in lieu of the remaining two shares required. Dan said that this was what he was doing and that he was working with the irrigation company to transfer the share to the City.

Councilmember Callahan motioned to approve Resolution 2021-10 with the requirement that the water share be transferred to the City and all fees be paid prior to recording of the Subdivision with the County. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolutions is included with the minutes as Attachment "B".)

Councilmember Grange motioned to return to the Public Hearing portion of the meeting. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

PUBLIC HEARING

Councilmember Grange motioned to begin the public hearing. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

PUBLIC HEARING: 7:15 p.m.
Commenced at 7:15 p.m.

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Tara Hobbs, Corey Twedt

Mayor Hair explained that the public hearing was an opportunity for the public to comment on the proposed updates to the Annexation Policy Plan. He then opened the hearing to the public.

Public Comment:

There were no public comments made.

Councilmember Grange motioned to close the public hearing. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Consideration of a Resolution to Update the Annexation Policy Plan

Recorder Twedt briefly reviewed the resolution that would accept the Annexation Policy Plan. As discussed at the previous meeting, it was discussed that although Nibley City was requesting that Millville not include any property west of the river in the Millville Annexation Policy Plan, it was very common for cities to have overlapping plans. Millville was not adding any additional land to their plan with the edits proposed here. In fact, there was a significant reduction in the property included in this new plan.

Councilmember Grange motioned to approve Resolution 2021-9. Councilmember Wilker seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "C".)

Consideration of a Resolution to Accept the Agreement with Cache County for the 2021 Municipal Election

Recorder Twedt briefly reviewed the resolution that would accept the interlocal agreement for Cache County to assist in managing the 2021 Millville City municipal election.

Councilmember Wilker motioned to approve Resolution 2021-11. Councilmember Grange seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution and agreement are included with the minutes as Attachment “D”).

Consideration of a Resolution to Use Ranked Choice Voting for the 2021 Municipal Election

Recorder Twedt gave a brief explanation of how Ranked Choice Voting works and how several communities in Utah and throughout the Country are moving to this type of election. He said that moving to Ranked Choice Voting would likely save the City money in that a primary election would not be required.

Councilmember Callahan said that he doesn’t like the idea of Ranked Choice Voting in partisan elections, but that he thought it might make sense for a municipal election. Recorder Twedt said that even in partisan election there might be a place for Ranked Choice Voting. As an example, he used a hypothetical presidential election where Donald Trump was running as a third-party candidate. For the purpose of this hypothetical, he assumed that Donald Trump only had a 20% chance of winning the election. If a voter loved Donald Trump, but under no circumstances wanted the Democratic nominee to win. In a Ranked Choice Voting election, a voter could vote for Donald Trump and not fear that they were “throwing away their vote”. They could choose the republican candidate as their second choice. If Donald Trump were to lose, their second-choice vote would still be counted. Recorder Twedt said that there was a term coined as the “Nader Effect” when something similar happened in the 2000 election with Ralph Nader and the Democratic Party.

Recorder Twedt said that he wasn’t incredibly passionate about Ranked Choice Voting, but that the Council had asked to review it at this meeting. Mayor Hair said that he liked the idea of saving costs with Ranked Choice Voting. Councilmember Callahan said that he didn’t have an issue with this type of election, but that he didn’t want it to appear like he was endorsing Ranked Choice Voting in a partisan election.

Councilmember Wilker asked how often a primary election had been needed in Millville. Recorder Twedt said that there had not been a primary in the past couple of elections. Treasurer Hobbs said that there have been some primary elections in the past, but that they didn’t happen every time.

Councilmember Grange said that he would prefer Millville stick to doing traditional elections. Councilmember Callahan said that he thinks it makes sense to move to a Ranked Choice Voting election. Councilmember Wilker said that he had looked online and

researched pros and cons and wasn't convinced either way. He said that he would prefer more time. Councilmember June said that she agreed with the email sent from Councilmember Zollinger to stick with traditional elections now and wait and see how Ranked Choice Voting materialized as it was adopted by more cities and states.

Councilmember Grange motioned to revisit this resolution at the next City Council Meeting. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The information is included with the minutes as Attachment "E".)

Utility Adjustments FY21 Q3

Treasurer Hobbs reviewed with the Council the utility bill adjustments that had been made over the last three months. She explained that one of the adjustments had been a negotiation with the home owner to provide a slight reduction in their bill if they paid everything else including the extensive late fees that they owed. Recorder Twedt said that he agreed with the judgement of Treasurer Hobbs on this situation and what was done, but suggested that it might be good for her to make a quick phone call to the Mayor going forward so that he could approve these decisions if needed in the future. He said that he felt this would reduce the risk of someone thinking Tara is making concessions for specific homeowners. The Council and Treasurer Hobbs agreed that this would be a good policy going forward.

Resident Concern about Off-Highway Vehicles on City Property near water tank on 300 East

Mayor Hair explained that an email had been received from a concerned resident concerning kids on OHVs on the City property near the water tank. Mayor Hair said that in general, he agreed with the comments emailed from Councilmember Zollinger where he indicated that with the growth of the City, there were not as many places and options for kids to be outside and just be kids. Councilmember Grange said that he was not willing to abandon the small-town feel of Millville. Councilmember Callahan discussed the possibility of posting a sign. Mayor Hair said that his concern was when he sees very very young children without any supervision. Councilmember Grange said that he was not interested in changing the code. The consensus of the Council was to continue to notify residents of the ordinance in the newsletter and then add signs in the future if it appears that damage was being caused to City property.

Sewer Update

Mayor Hair said that it was extremely frustrating to have worked on the sewer funding and design for months and then have the bids end up coming in at more than double the cost of the engineering estimate. He explained that material costs were extremely high right now and nobody knows when they are going to drop. In addition to that, the labor costs are higher than they have ever been. The Mayor, staff and engineers are looking at options and trying to figure out a way to move forward. Mayor Hair said that they planned to go back

to the Division of Water Quality at their next board meeting to discuss the issue and see if they more funding or other options available. He said that RDA is also seeing what they can do from their end, but that with the proportion of grant to loan that RDA could provide, he didn't see how it could work and allow for an affordable monthly sewer bill for Millville residents. Mayor Hair said that the low-bid contractor, Whitaker Construction, was also reviewing the plans to see if there were areas where costs could be cut, but they aren't finding anything. He said that he would continue to provide updates as more information becomes available.

Councilmember Reports and Items for Future Agendas

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

Councilmember June said that she had spoken with USU Catering to look into food options and prices for the City Celebration meal. She said that the total estimated cost would be around \$4,000 including drinks and paper products. The consensus of the Council was to proceed with USU Catering to provide the food.

Mayor Hair said that he was planning to take two road projects to the COG to seek funding. The first would be the right-turn lane heading west on 550 East towards the highway and the second would be a road to connect 300 South in Millville to the 3200 South Road in Nibley at the stoplight.

Recorder Twedt said that Nibley City runs a recreation program called Nibley Fit where residents can do fitness classes. Prior to the pandemic, these classes were being held at Nibley City Hall. During the pandemic, when classes resumed, they moved them to a larger space at Mountain Peak Volleyball which is located in Millville at the Zollinger Complex. The question has been raised whether or not Nibley should get a business license from Millville to conduct business at this location. Recorder Twedt said an alternative would be for Mountain Peak Volleyball to come back to the City Council to alter their license application and modify their business activities. He said that the City has not generally required businesses to come back in when business activities have changed. Recorder Twedt said that the Council could require Nibley to come in to get a business license if they wanted, but said that whatever was done, he was very interested in being a good neighbor with Nibley and not having petty issues come between the two cities. Mayor Hair said that there had been concerns from another business located in the Zollinger Complex where there was not supposed to be another gym in the area. Recorder Twedt said that this was not something the City was involved with. Mayor Hair said that he agreed. Councilmembers Grange and Callahan said that it seemed like a waste of time to have Nibley come in to request a business license and that they didn't think it was necessary. This was the consensus from the rest of the Council as well. Recorder Twedt said that he would let Nibley know that they did not need to get a separate business license for Nibley Fit in the current location.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember Grange seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. The meeting adjourned at 8:16 p.m.

DRAFT