

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold their regularly scheduled on Thursday, **July 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 July 1, 2021
5. Agenda Items
 - A. Zoning Clearance- Justin Card, Accessory Building, 34 N Main Street, Millville
 - B. Zoning Clearance- Chris Coombs, Accessory Building, 11 N Main Street, Millville
 - C. Conceptual Design Subdivision- Gary Stauffer- Parcel # 02-124-0009
 - D. Discuss creation of new zone to accommodate multi-family dwellings.
6. City Council Report- Review minutes from July 8, 2021
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- August 5, 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 July 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

July 1, 2021

PRESENT: Garret Greenhalgh, Lynette Dickey, Bonnie Farmer, Rachel Thompson, Kara Everton, Tara Hobbs, Pam June, David Hair, Dan Hunsaker, Mike Morgan, Ken Hamilton & Gina Hamilton

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for July 1, 2021 at 7:58 p.m. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Rachel Thompson was present with Darcy Ripplinger excused and Larry Lewis and Matt Anderson absent. Also, Treasurer Tara Hobbs and Development Coordinator Kara Everton were present.

Opening Remarks/Pledge of Allegiance

Commissioner Greenhalgh led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting of July 1, 2021 was reviewed. **Commissioner Thompson moved to approve the agenda for June 24, 2021.** Commissioner Dickey seconded. Commissioners Greenhalgh, Farmer, Thompson voted in favor with Darcy Ripplinger excused and Larry Lewis and Matt Anderson absent.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the Planning Commission Meeting for June 17, 2021. **Commissioner Dickey moved to approve the minutes for June 17, 2021.** Commissioner Thompson seconded. Commissioners Greenhalgh, Farmer, Thompson voted in favor with Darcy Ripplinger excused and Larry Lewis and Matt Anderson absent.

Request for ZONING CLEARANCE - New Home for Dan Hunsaker 418 S 200 E, Cripple Creek Estates Lot 1

Commissioner Greenhalgh reminded the commissioners of the stipulation that the Certificate of Occupancy will not be given until the sidewalks and utilities are in place.

Commissioner Thompson moved to approve the zoning clearance with a contingency that the certificate of occupancy will not be given until the sidewalks and utilities are in place. Commissioner Farmer seconded. Commissioners Greenhalgh, Farmer, Thompson voted in favor with Darcy Ripplinger excused and Larry Lewis and Matt Anderson absent.

Consideration for approval of a Conditional Use Permit- Mike Morgan, Bio Minerals Temporary Office

Mike Morgan was present and explained the need to put a portable, manufactured, office trailer under a Conditional Use permit to install until the prices of materials will calm down a little. The commission discussed the absence of a definitive code or ordinance to know how to enforce this, specifically in a commercial zone. A residential zone specifies that a manufactured home cannot be built on a temporary foundation. Bonnie Farmer asked what the timeline is for a conditional use permit. Rachel Thompson asked Mayor Hair if Planning & Zoning can approve a conditional use permit. It was discussed how it has been suggested in the past, and to ensure we

cover ourselves, then we will proceed with the recommendation to approve a conditional use permit for Bio Minerals to the City Council for review.

Proposed office address 299 S 100 W, Millville UT 84326.

Commissioner Thompson moved to recommend a conditional use permit for Bio Minerals to the City Council. Commissioner Dickey seconded. Commissioners Greenhalgh, Farmer, Thompson voted in favor with Darcy Ripplinger excused and Larry Lewis and Matt Anderson absent.

Discussion for a New Zone to accommodate Multi-Family Dwellings

Commissioner Farmer began the discussion by encouraging the zone to be closer to the highway to prevent so much impact on the infrastructure. The consensus would either be to create a new zone or allow multi-family dwellings in a commercial zone, except then we open up a lot of property in the inner city lots. The Town Center is located north of the high school, as well as some Agricultural zoning. In some towns the multi-family dwelling zone is considered a buffer between residential and agricultural or commercial. North of the Town Center is commercial that is owned by USU. Garrett Greenhalgh pointed out the location that is the near Zollinger's commercial complex that is south of Blackhawk subdivision, which would be a natural place for the multi-family dwelling zone to be developed. Mayor Hair commented that there is a proposal for a \$50 million project to create more multi-family dwellings, a store, and more on the property east of Blackhawk Condos. Providence City is trying to annex that portion out of Millville to develop that project. The question arose about the purpose for the Agriculture zones that are west of the highway, and some properties were pointed out to be a preserved wetlands area. Garrett asked about the opportunity for a property owner to annex out of Millville because we cannot provide sewer immediately, and Mayor Hair confirmed that that is a possibility. Mayor Hair stated that we need to have someone who is licensed specifically to run the sewer workings and we have an employee starting soon that has that knowledge. He also stated that the market and research are moving towards multi-family dwellings being more beneficial for cities, and this will prepare our city for that change, instead of providing property owners with no other options. Garrett Greenhalgh commented on the impact fees especially in regard to the water shortage currently going on in the state. Mayor Hair stated that once Millville's new well is completed, the city needs to determine how many homes it can manage so that we aren't in a dire situation. A lot of the commissioners are going back and forth on this issue so Garrett Greenhalgh suggested that for the next meeting everyone come prepared with a pros/cons list to move forward with this discussion.

City Council Report held on June 24, 2021

Agenda Items for Next Meeting

- Pros/Cons list for Multi-Family Housing
- Justin Card

Future Planning Commission Meeting

The next regularly scheduled meeting will be held **Thursday, July 15, 2021** at 8:00 pm. Bonnie Farmer will be excused.

Adjournment

Chairman Greenhalgh moved to adjourn the meeting at 8:51 p.m.



MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

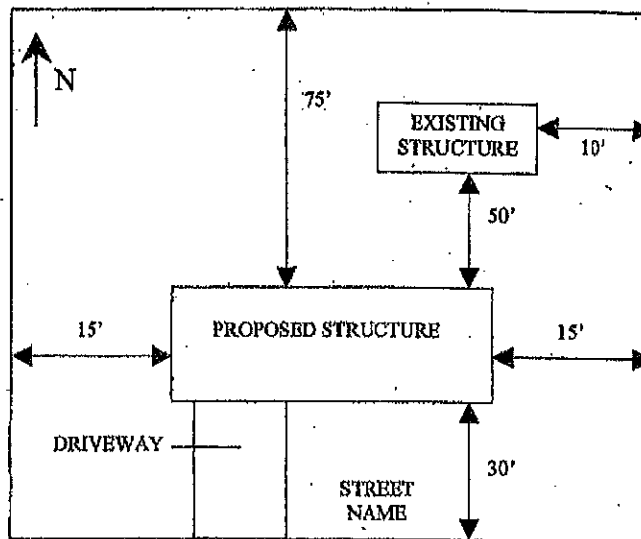
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

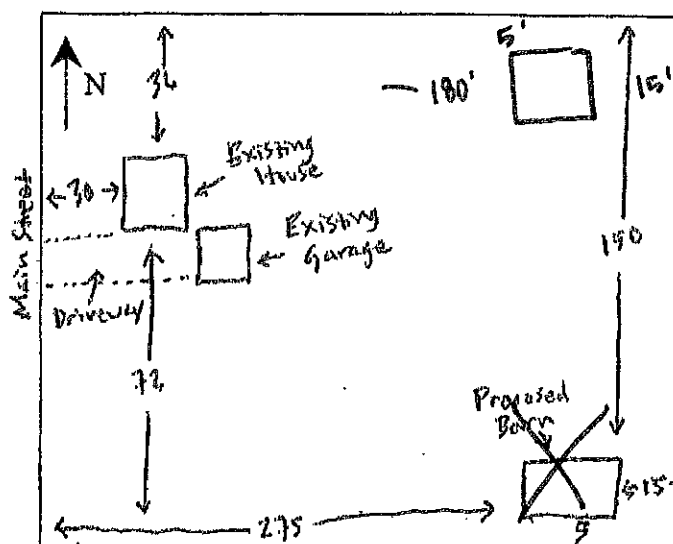
1. Justin Card
APPLICANT'S NAME
2. PO Box 459
MAILING ADDRESS
- Millville Utah 84326
CITY STATE ZIP CODE
3. 435-248-5785 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. Pole Barn
TYPE OF STRUCTURE
7. 1,056 8. R1
SQUARE FOOTAGE ZONE
9. _____
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 030 - 0016
TAX IDENTIFICATION NUMBER
11. 34 N. Main St., Millville
ADDRESS OF CONSTRUCTION
12. 1.25 13. 4,613
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. Pole barn, no concrete floor,
REMARKS
depending on lumber prices, may
be built in phases

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)

Justin Card

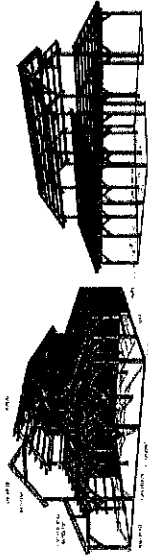
Building Permit Request for Accessory Building at Back of Lot

34 N Main St, Millville

Tax ID 03-030-0016

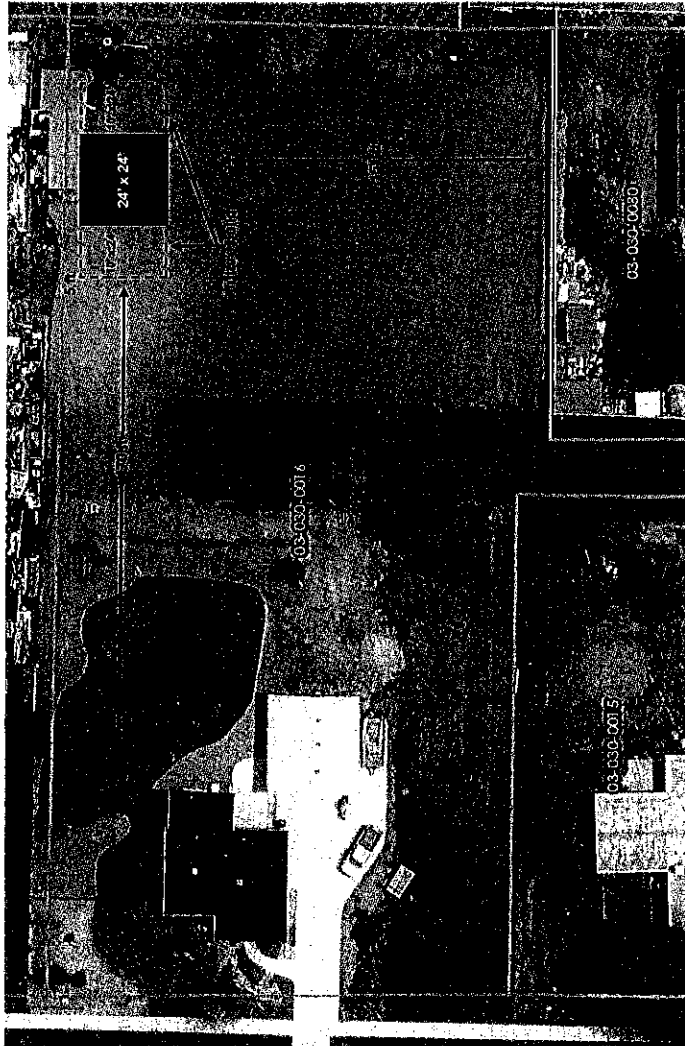
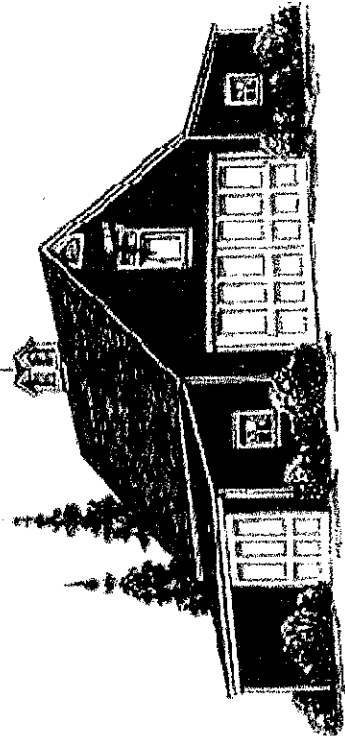
Property Size: 1.25 acres

435-248-5785

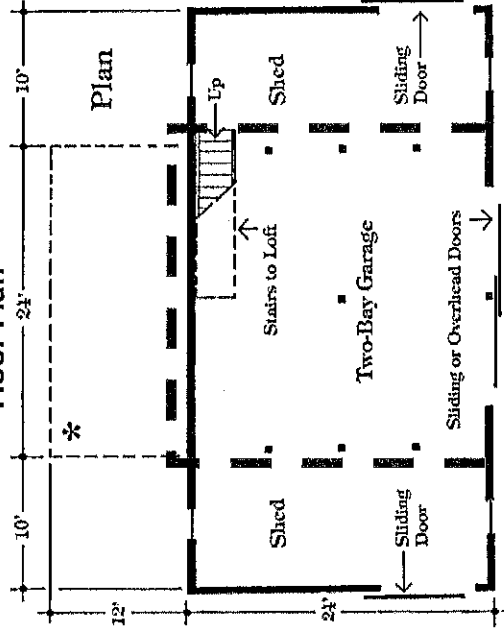


Red Walnut Barn

Pole Barn Plan Set #441



Floor Plan



DETAILS:

Pole Building Construction

Center Section: 576 sq ft

Height at Ridge: 22' 6"

Gravel/Dirt Floor

Wood Siding

No Utilities

To be built at some point in the future:

Side Lean To's: 240 sq ft ea



00975

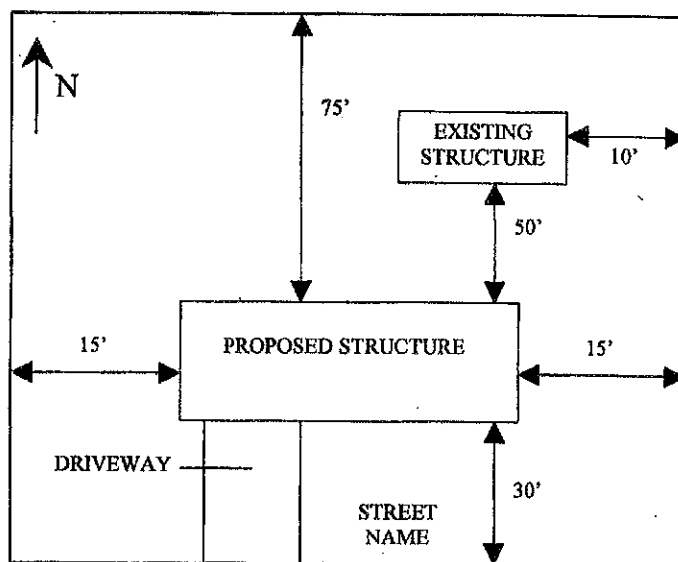
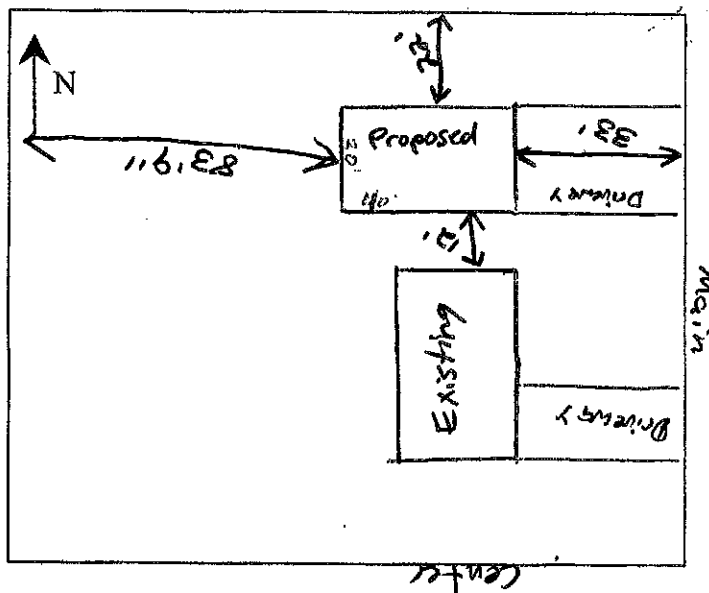
MILLVILLE CITY
ZONING CLEARANCE FOR BUILDING PERMIT
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

1. Chris Coombs
APPLICANT'S NAME
2. P.O. Box 299
MAILING ADDRESS
- Millville UT 84326
CITY STATE ZIP CODE
3. 435-754-4173 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. Steel Building / Shop
TYPE OF STRUCTURE
7. 1200 8. Residential
SQUARE FOOTAGE ZONE
9. _____
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 029 - 0035
TAX IDENTIFICATION NUMBER
11. 11 N Main St Millville UT 84326
ADDRESS OF CONSTRUCTION
12. 165' x 156' 4" .59 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

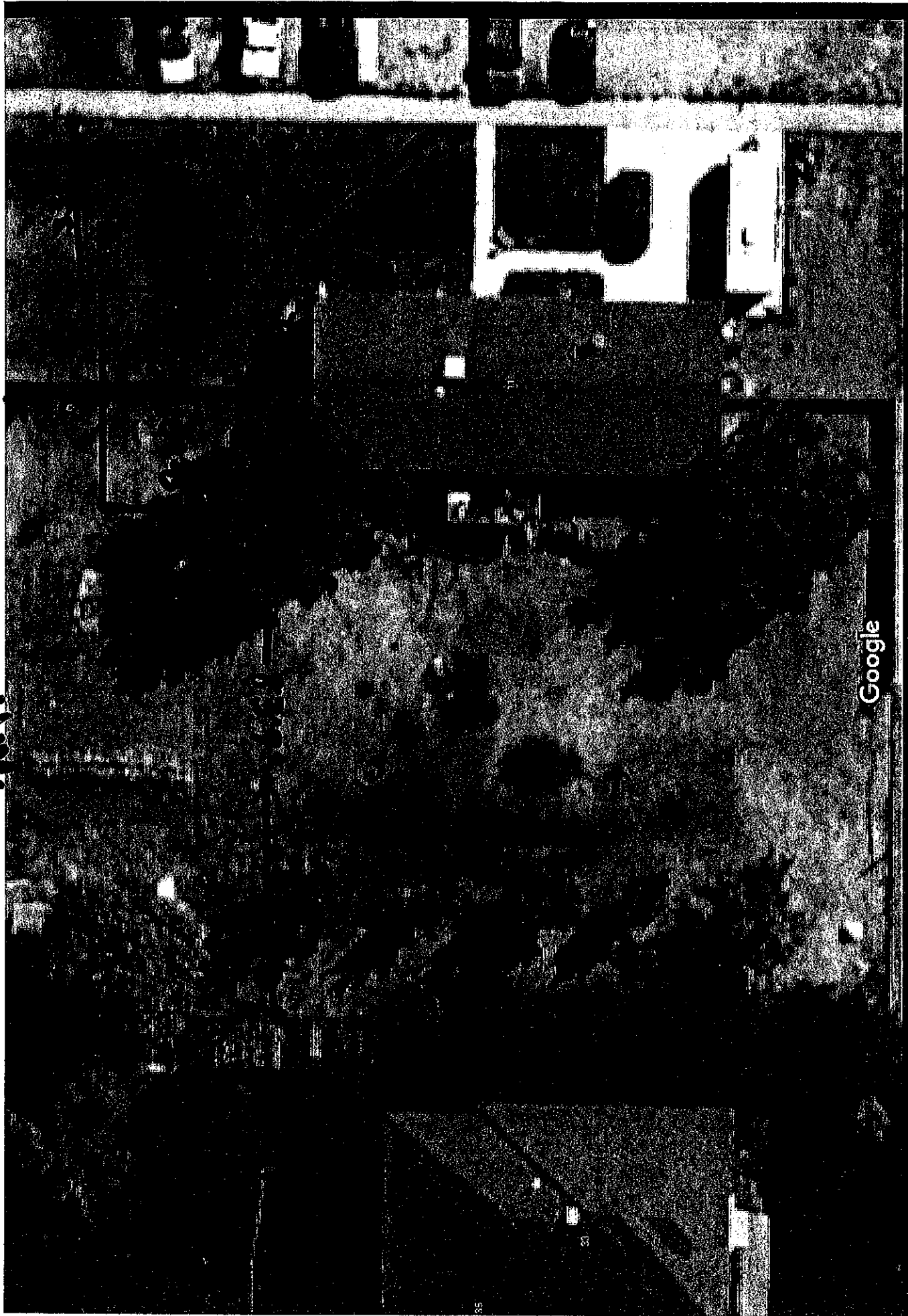
DATE

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)

North

Google Maps

7/9/2021



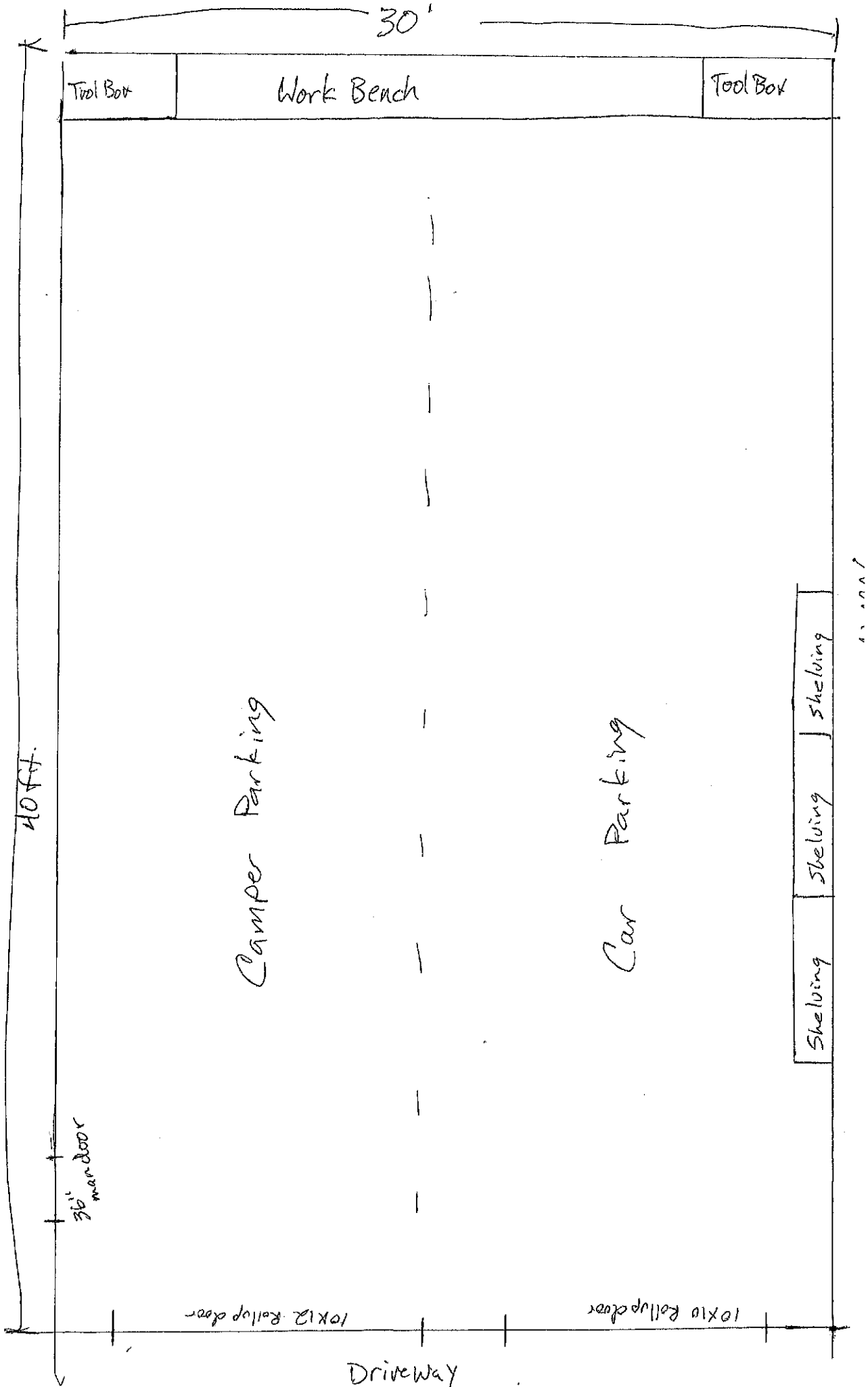
Google

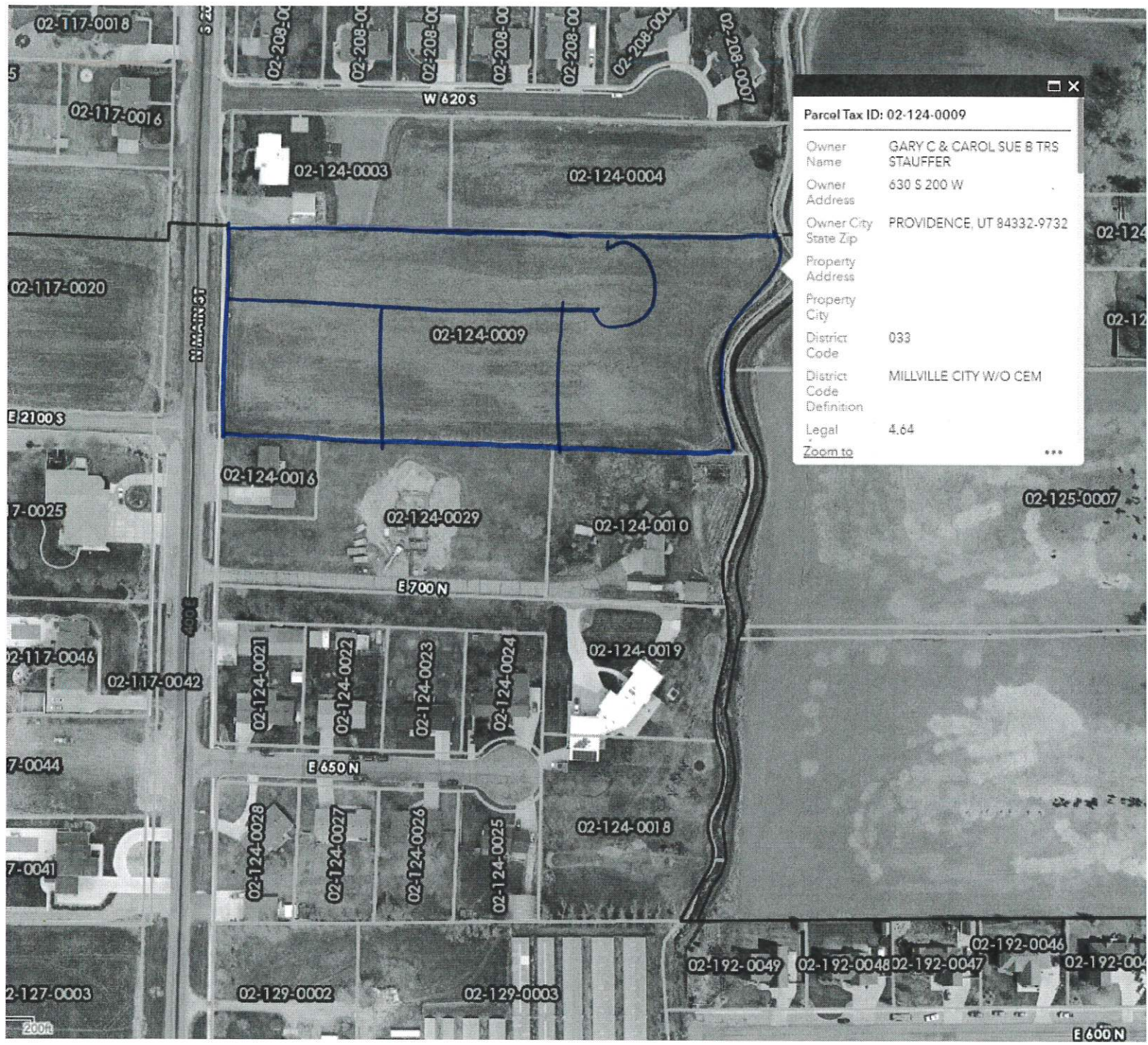
Map data ©2021, Map data ©2021

20 ft

Center St.

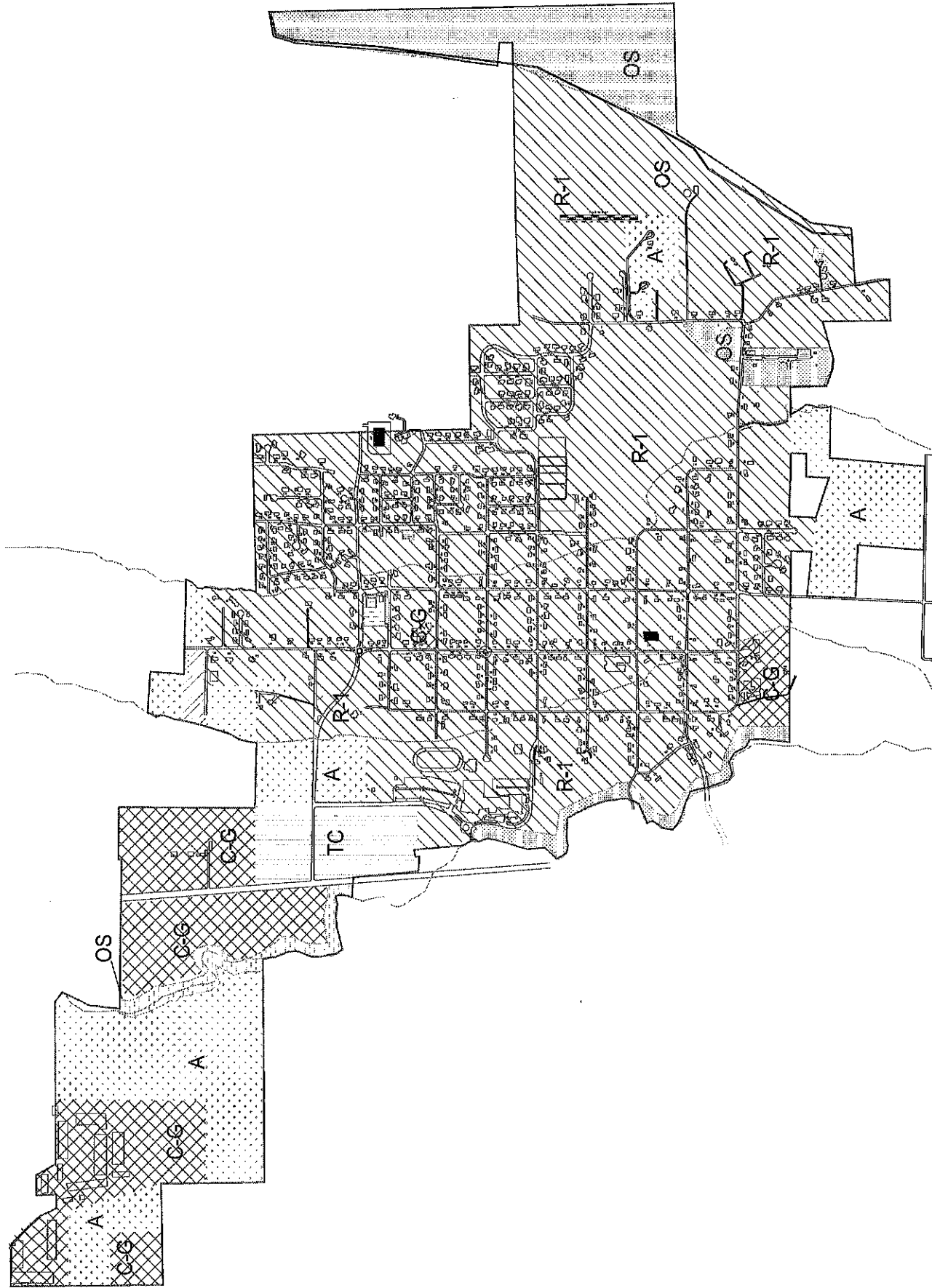
<https://www.google.com/maps/@41.6818957,-111.8241821,49m/data=!3m1!1e3>





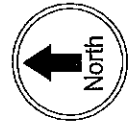
Parcel Tax ID: 02-124-0009

Owner Name	GARY C & CAROL SUE B TRS STAUFFER
Owner Address	630 S 200 W
Owner City State Zip	PROVIDENCE, UT 84332-9732
Property Address	
Property City	
District Code	033
District Code Definition	MILLVILLE CITY W/O CEM
Legal	4.64
Zoom to	***



This is to certify that this map is the official zoning map for the city of Millville, Oregon, as shown in Section 6-4 of the Millville City Ordinance.

David H. Hays Mayor Attest: Corey Tuck City Recorder
 11/12/20
 Date



Zoning City of Millville



Prepared by: David Dickey
 11 Nov 2020

File: Zoning 2020 11-11 r15.dwg
 Ref File: Millmeat 2017 3-30.dwg

Legend:

	Agriculture (A)		Residential (R-1)		Urban Edge (UE)
	Commercial (C-G)		Residential (R-2)		Urban Edge (UE)
	Office (O)		Residential (R-3)		Urban Edge (UE)
	Industrial (I)		Residential (R-4)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-5)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-6)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-7)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-8)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-9)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-10)		Urban Edge (UE)
	Office (O)		Residential (R-11)		Urban Edge (UE)
	Industrial (I)		Residential (R-12)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-13)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-14)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-15)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-16)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-17)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-18)		Urban Edge (UE)
	Office (O)		Residential (R-19)		Urban Edge (UE)
	Industrial (I)		Residential (R-20)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-21)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-22)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-23)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-24)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-25)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-26)		Urban Edge (UE)
	Office (O)		Residential (R-27)		Urban Edge (UE)
	Industrial (I)		Residential (R-28)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-29)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-30)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-31)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-32)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-33)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-34)		Urban Edge (UE)
	Office (O)		Residential (R-35)		Urban Edge (UE)
	Industrial (I)		Residential (R-36)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-37)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-38)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-39)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-40)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-41)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-42)		Urban Edge (UE)
	Office (O)		Residential (R-43)		Urban Edge (UE)
	Industrial (I)		Residential (R-44)		Urban Edge (UE)
	Heavy Industrial (HI)		Residential (R-45)		Urban Edge (UE)
	Light Industrial (LI)		Residential (R-46)		Urban Edge (UE)
	Medium Density Residential (MDR)		Residential (R-47)		Urban Edge (UE)
	Single-Family Detached (SFD)		Residential (R-48)		Urban Edge (UE)
	Single-Family Attached (SFA)		Residential (R-49)		Urban Edge (UE)
	Multi-Family (MF)		Residential (R-50)		Urban Edge (UE)

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

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Kara Everton, Patrick Jenkins, Mike Morgan, Lieren Hansen, Ken Hamilton, Craig Humphreys

Call to Order/Roll Call

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

Opening Remarks/Pledge of Allegiance

Councilmember Zollinger welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a word of prayer.

Approval of Agenda

The agenda for the City Council Meeting of July 8, 2021 was reviewed. **Councilmember Wilker moved to approve the agenda for July 8, 2021.** Councilmember Callahan seconded. Councilmembers Callahan, Wilker, Grange and Zollinger voted yes with Councilmember June 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 June 24, 2021. **Councilmember Callahan moved to approve the minutes for June 24, 2021.** Councilmember Grange seconded. Mayor Hair made a correction. Councilmembers Callahan, Wilker, Grange and Zollinger voted yes with Councilmember June 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.

Report on P & Z Meeting held July 1, 2021

Development Coordinator Kara Everton reviewed with the Council the Planning Commission's draft minutes for the meeting held July 1, 2021. Councilmember Callahan asked why the Planning Commission was looking into high density zones. He said that he felt high density did not fit the character of Millville City. Mayor Hair said that he had

asked the Planning Commission to look into it just so that the City could understand the pros and cons and make informed decisions. Councilmember Zollinger said that he appreciated the proactive approach in considering different density zoning options.

Bio Minerals Conditional Use Permit

Mayor Hair said that Bio Minerals had gone to the Planning Commission for consideration on a temporary office building and the Planning Commission felt that Bio Minerals would need a conditional use permit.

Mike Morgan explained that with the high construction costs, Bio Minerals would like to put a temporary mobile office building on their property until costs come down and they can continue with their planned office building construction. Mike Morgan and Ken Hamilton said that they already have the office building designed and plan to move forward as soon as costs stabilize. They explained that their warehouse is being built, but they need a temporary office building for the next year or two. They said that a temporary office won't work long term, so they will be building their permanent office as soon as they can.

Mike Morgan asked if the City Council felt that a temporary building would be a viable option. Councilmember Zollinger said that from his perspective, it would be okay if Bio Minerals wanted to pursue a conditional use permit for a temporary building.

Recorder Twedt explained the requirements for the conditional use permit public hearing.

Councilmember Grange motioned to schedule a public hearing at the next available meeting after the information had been provided by Bio Minerals and the requirements had been met. Councilmember Callahan seconded. Councilmembers Callahan, Wilker, Grange and Zollinger voted yes with Councilmember June excused. (The staff report is included with the minutes as Attachment "B".)

Report from Millville City CVTD Representative

Lieren Hansen introduced herself to the Councilmembers who had not met her. Lieren represents Millville City on the CVTD Board of Trustees. Lieren said that she worked for the CVTD in the past as a bus driver. She said that the primary objective of the CVTD is to provide accessible transportation to as many people as they can in Cache Valley.

Patrick Jenkins was also present at the meeting representing the CVTD. He said that they are having meetings with representatives from Millville and other cities to get feedback and evaluate the CVTD services. Patrick said that they want to know how to best serve the residents of Millville City. He said that the CVTD is working to educate the community about the tools and transit options available to them.

Recorder Twedt said that he really appreciated Lieren and the time she spent representing Millville with the CVTD. He suggested that it would be good to have Lieren report to the

City Council more frequently so that they know what is going on with the CVTD and so that the Council can provide input for Lieren. Patrick agreed that Lieren has been an amazing representative for Millville City and is very active in her role.

Councilmember Wilker and Councilmember Callahan asked if the CVTD tracked metrics on the number of riders, how busy the busses are and how specifically Millville residents were benefiting from the CVTD. Patrick explained some of the tracking that is currently being done and said that they are working on new ways to track and evaluate rider information.

Patrick invited the Councilmembers to come out to the airport on August 18th to try out their bus driving skills.

City Purchased Fence Request along Humphreys Property

Mayor Hair said that he hoped to have the fence bid back by today for the Council to consider. He has had someone look into the fence and they should have a bid ready sometime next week. Mayor Hair said that the City needs to remove the fence around the softball field, so they could potentially re-use this chain link along the Humphreys property.

Craig Humphreys said that there was a fence along the west side of the North Park and asked who had paid for that fence. Nobody was sure what the history was around that piece of fence.

Update to Noticing Requirements in City Code 17.76.050

Recorder Twedt reviewed the ordinance that would update City Code Section 17.76.050 to remove some of the detail about how public notifications are made as the State requirements are currently in flux and changing. The City will be required to follow State Code and the specifics listed here only leave some room for the City to make mistakes.

Councilmember Callahan motioned to adopt Ordinance 2021-3. Councilmember Zollinger seconded. Councilmembers Callahan, Wilker, Grange and Zollinger voted yes with Councilmember June excused. (The adopted ordinance is included with the minutes as Attachment "C".)

Open and Public Meeting Training

Recorder Twedt reminded the Council that yearly training on public meetings is required. He reviewed the training information as prepared and distributed to the City Council. (The training information is included with the minutes as Attachment "D".)

City Reports

Director of Public Works Chad Kendrick said that the power box at the South Park had been moved. He is currently working on getting things set up to work on the remaining portion of the walkway loop.

Chad said that the City is currently producing about 1.2 million gallons of water per day. He has looked at the water levels of Garr Spring and although it is down a little, the spring is still doing well. Chad reviewed the recent test of the nitrate levels at the Glenridge Well. The nitrate levels are lower than they were last year. Director Kendrick said that the Matthews Spring – water from which the City leases to the Cemetery District – is down lower than usual. This spring usually produces 30 gallons per minute and is currently producing closer to 18 gallons per minute. Chad said that the Cemetery District had approached the City about connecting to the City water system. Some options have been considered including allowing the Cemetery District to use extra Garr Spring water when the City has it turns.

Director Kendrick said that the new public works employee, Andy Eames started this week and is already contributing and doing a great job.

Recorder Twedt said that the well house had gone out for bid. The bidding period ends on July 22nd. Recorder Twedt also said that the Chad and Andy had completed the cement pad in the City right-of-way at the post office for the election ballot drop box.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment “E”).

Councilmember Callahan said that a meeting had been held with both irrigation companies as well as Director Kendrick to discuss plans for how to make it through the rest of the summer. Councilmember Callahan said that his concern from the perspective of the City is that if the canal companies shut down residential outdoor watering so that the water can get to the farmers, there will be additional demand on the City water system.

Councilmember Grange said that he met with Brian Jenkins to discuss the EOC and radio system. The need for an emergency manager was discussed. This need is currently being fulfilled by the assigned councilmember. Councilmember Grange said that he is going to look into this a bit more and see if there are additional parts or supplies that he feels the City should purchase for the EOC.

Councilmember Zollinger said that he had been trying to make contact with the homeowner against which a complaint had been filed. He would continue to try and make contact with them.

Mayor Hair said that he met with other Mayors and Country representatives concerning EMS services. EMS rates will continue to increase 3% per year and we will need to increase our fees in Millville accordingly. Everything is going fairly well so far and they are averaging a seven-minute response time.

Mayor Hair has been contacted by a resident asking for permission to paint pickleball court lines in a cul-de-sac. The consensus of the Council was that they weren't going to stop this, but that they also weren't giving permission.

Adjournment

Councilmember Zollinger motioned to enter a closed session to discuss possible litigation after which both the public meeting and executive session will adjourn. Councilmember Grange seconded. Councilmembers Callahan, Wilker, Grange and Zollinger voted yes with Councilmember June excused. The meetings adjourned at 8:52 p.m.