

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold their regularly scheduled on Thursday, **September 16, 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 September 2, 2021
5. Agenda Items
 - A. Action Items
 - i. Zoning Clearance, Josh Cowley Shop, 55 W 400 N. Millville
 - ii. Swearing in of Councilmembers Rachel Thompson and Darcy Ripplinger
 - B. Discussion Items
 - i. Review Code for Driveway entrances for Mother-in-Law apartment and/or accessory buildings
 - ii. Sidewalk map discussion
 - C. Other
6. City Council Report- Review minutes from September 9, 2021
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- October 7, 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 September 14, 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

September 2, 2021

PRESENT: Garrett Greenhalgh, Bonnie Farmer, Larry Lewis, Rachel Thompson, Matt Anderson, Darcy Ripplinger, Kara Everton, Tara Hobbs, Mayor Hair, Mike Anderson, Pam June, Cole Knighton, Rex & Annette Pehrson, Chad Pemberton

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for September 2, 2021 at 8:00 p.m. Commissioners Garrett Greenhalgh, Bonnie Farmer, Matt Anderson (Alt.) and Darcy Ripplinger (Alt.) were present. Commissioner Larry Lewis and Rachel Thompson arrived late; Commissioner Lynette Dickey was excused. 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 was reviewed. **The recorder malfunctioned at this time and it was not recorded who motioned and who seconded** however, Commissioners Greenhalgh, Farmer, Ripplinger and Anderson voted in favor with Commissioners Dickey excused, and Commissioner Thompson and Lewis is to arrive later.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the Planning Commission Meeting for August 19, 2021. **Commissioner Anderson moved to approve the minutes as amended for August 19, 2021.** The agenda will be amended due to skipping ahead on the agenda. Commissioner Ripplinger Seconded. Commissioners Greenhalgh, Farmer, Ripplinger and Anderson voted in favor with Commissioners Dickey excused, and Commissioner Thompson and Lewis is to arrive later.

5.A Zoning Clearance- Addition for Rex & Annette Pehrson 125 E 300 N.

Addition to the back of property. Clearance looks great, and setbacks look great.

Commissioner Lewis & Thompson arrived at this point.

Commissioner Farmer moved to approve the Zoning Clearance with Commissioner Anderson seconding. Commissioners Greenhalgh, Farmer, Thompson, Lewis, Ripplinger and Anderson voted in favor with Commissioners Dickey excused.

5.B. Final Plat- Millville Acres SEC of 100 East & 100 South

Everything looks great. Dry lines will be installed by owners. Everything will be removed from Lots 2 & 3. Discussion regarding these properties being in the sidewalk zone. Barry Banham's property wasn't enforced. There

is still conflict with enforcement of the sidewalk map due to the feasibility of the map. The City Council did accept the sidewalk ordinance, but this property would be a floating sidewalk where the properties surrounding it wouldn't have sidewalks in place. Mayor pointed out the benefits of an asphalt sidewalk that Hyrum City has put in place, that would enable bikes, runners, and access to wheelchairs. The council discussed the sidewalk ordinance that was voted in favor of in February 2021 and said that we need to review the sidewalk ordinance and revise.

Commissioner Lewis moved to recommend the Final Plat for Millville Acres with the decision to install sidewalks, based on the current accepted sidewalk map, to be deferred to the City Council with Commissioner Farmer seconding. Commissioners Greenhalgh, Farmer, Thompson, Lewis, Ripplinger and Anderson voted in favor with Commissioners Dickey excused.

5C. Other

- Chad Pemberton- Lot Line Adjustment- He wants to buy a sliver of his neighbor's yard (parcel 03-194-0065) to extend the property (Parcel 03-194-0041) 15 feet from his current property line to the east. All the property frontage and setback requirements are met.
- Tara mentioned that Val Meyer came in today and said he is ready to put in a 15' retaining wall. Garrett said that he is on a Hillside Overlay Lot he will need to meet with the City Engineers to look at the drawing and to follow-up with the work.

City Council Report held on August 26, 2021

Agenda Items for Next Meeting

- Sidewalks

Future Planning Commission Meeting

The next regularly scheduled meeting will be held **Thursday, September 16, 2021** at 8:00 pm.

Adjournment

Chairman Greenhalgh moved to adjourn the meeting at 8:41 p.m.



MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

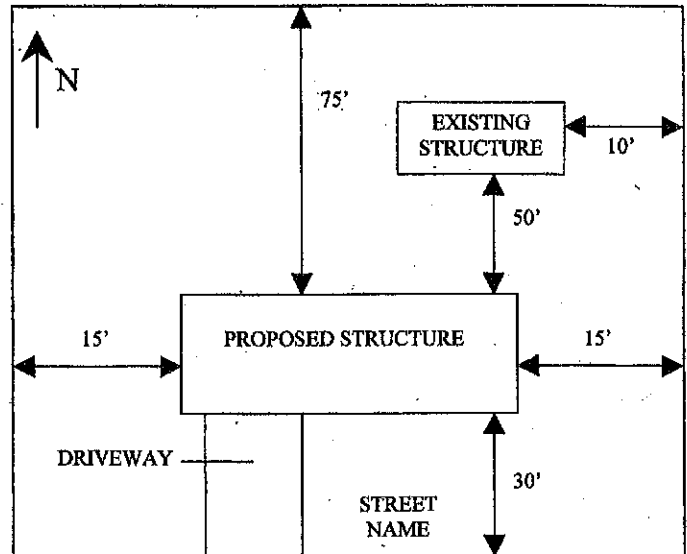
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

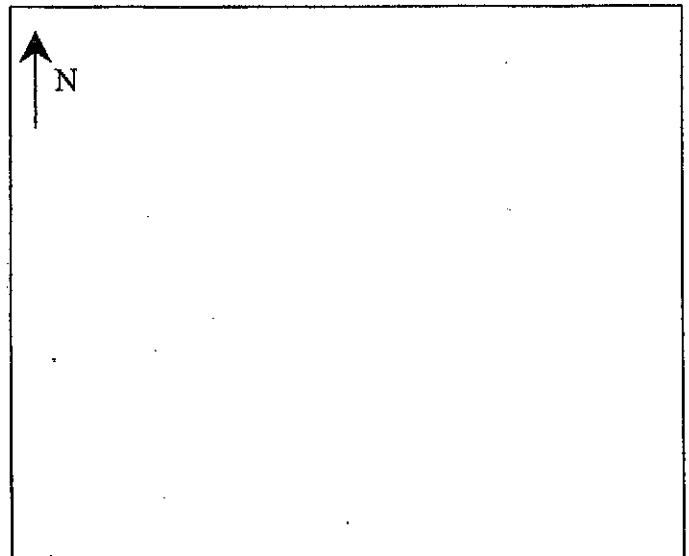
1. Josh Cowley
APPLICANT'S NAME
2. P.O. Box 577
MAILING ADDRESS
- Millville UT 84326
CITY STATE ZIP CODE
3. 435-512-4036 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. shop
TYPE OF STRUCTURE
7. 3200 8. _____
SQUARE FOOTAGE ZONE
9. _____
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 02 - 128 - 0004
TAX IDENTIFICATION NUMBER
11. 55 W 400 N millville UT 84326
ADDRESS OF CONSTRUCTION
12. 1.08 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. New building will be joined to existing
REMARKS
smaller building and will use utilities
already in place in existing structure
gas, electricity, water, septic.

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)

02-127-0016
CLAY G. & WENDY
JO TRS WILKER

02-127-0007
CLAY G. & WENDY
JO TRS WILKER

02-127-0011
MILLVILLE CITY

02-127-0012
MILLVILLE CITY

02-129-0001
MILLVILLE
CITY CORP

02-128-0039
GEOFFREY M. &
DESERAI R. MCGEE

02-128-0004
JOSH & CARLE
COMLEY

02-128-0040
KERMIT WARD
TR PRICE

02-128-0002
ANTHONY
MENSEN

02-128-0037
MILLVILLE CITY

02-128-0014
ROGER MICHAEL & RENA
ANN TRS GEORGE

02-128-0015
JUDD C. TR
WILSON

02-128-0016
ROSS H. & JOYCE
B. WILSON

02-128-0013
BOBBIE JO
LAMONT

02-128-0030
EDWARD E. &
TERRIL WALDEN

28-0048
VID N. &
YU HAIR

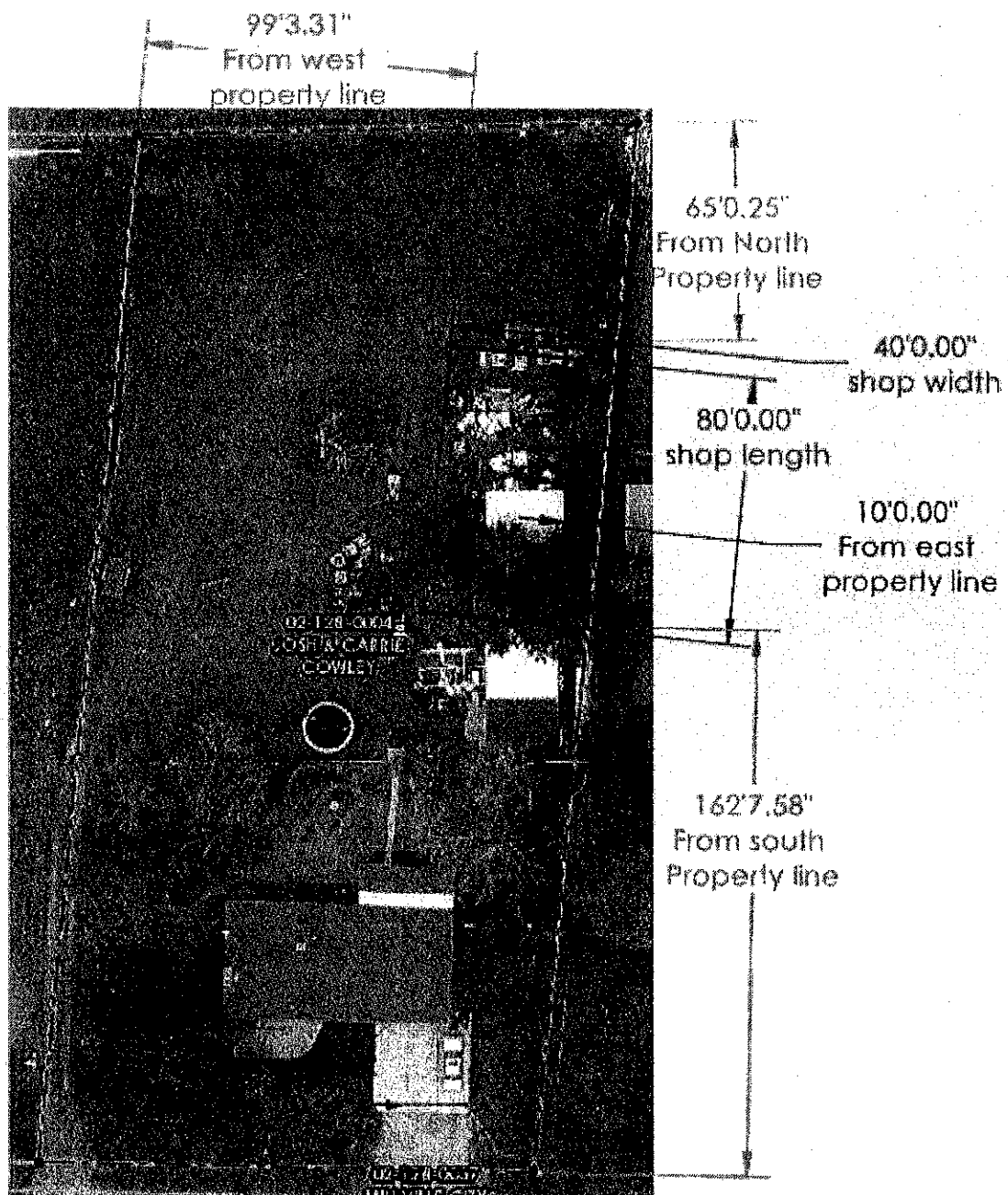
02-127-0007
V. G. & WENDY
OTRS WILKER

N 100 W

W 200 N

W 450 N

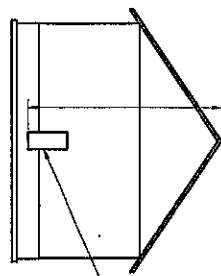
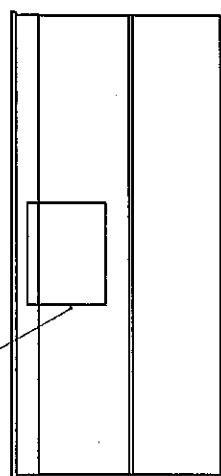
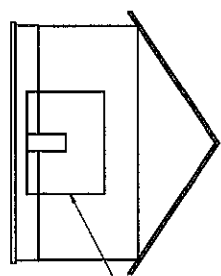
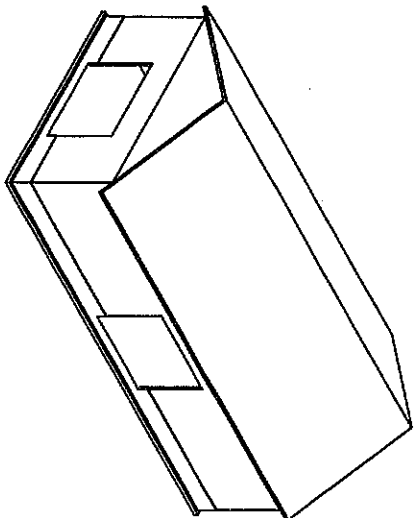
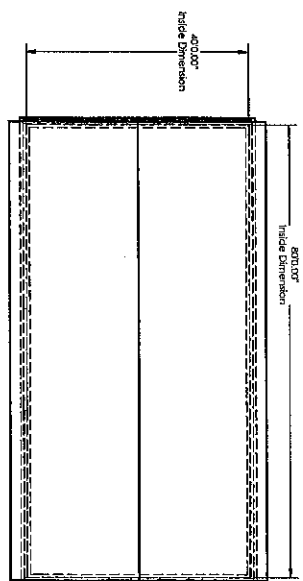
ROUNDAB



REV.	DATE	DESCRIPTION	APPROVED	W.O.
1	5/26/2015	INITIAL RELEASE		



At this time only the structure as shown will be constructed.
 Future plans are to build on the structure the 14' x 27' x 6' using the width length of building.
 The lower floor will be used for office space, a small kitchen, a small bathroom, a small office, and inspection room.
 The upper floor will be used for office space, a small kitchen, a small bathroom, a small office, and inspection room.
 The remaining floor space will be open shop space, and other needed storage.



Roof Peak from grade
 34'7 3/4"
 20' below grade and 4' in height
 20' below grade
 20' below grade

When door is built and building
 exact location yet to be determined

DEFAULT CONFIGURATION SHOWN - 2D
 DRAWING NUMBER: REGION: A STATE: NEW YORK RELEASE DATE:

REV.	DATE	DESCRIPTION	APPROVED	W.O.
1	5/26/2015	INITIAL RELEASE		

MILLVILLE CITY CODE

TITLE 17 - ZONING

CHAPTER 17.20A - SINGLE-FAMILY AND TWO-FAMILY RESIDENTIAL (R-1)

17.20A.010: PURPOSE; DEFINITION

17.20A.020: PERMITTED USES

17.20A.030: CONDITIONAL USES

17.20A.040: REGULATIONS AND REQUIREMENTS

17.20A.050: ACCESSORY BUILDINGS

17.20A.010: PURPOSE; DEFINITION

- A. Purpose: The purpose of the R-1 zone is to provide appropriate locations where residential neighborhoods may be established, maintained, and protected. The regulations also permit the establishment of, with proper controls, the public and semipublic uses which serve the requirements of families such as churches, schools, libraries, parks, and playgrounds. The regulations are intended to prohibit those uses that would be harmful to a single- and two-family neighborhood.
- B. Definition: "Family" means one or more persons related by blood, adoption, or marriage, living and cooking together as a single housekeeping unit, exclusive of household servants. A number of unrelated adult persons, but not exceeding two (2) and their children related by blood, adoption, or marriage, living and cooking together as a single housekeeping unit, shall be deemed to constitute a family. (Ord. 2000-01: Ord. 99-02-18-01 § 2)

17.20A.020: PERMITTED USES

Accessory buildings.

Agriculture.

Apartment in owner occupied, single-family dwelling.

Barbershop.

Beauty shop.

Bed and breakfast.

Childcare and/or education.

Craft store.

Duplex.

Household pets.

Municipal facilities.

Personal services.

Pools.

Public utilities.

Single-family dwelling.

Uses not listed as permitted or conditional are not permitted without approval from the city council. (Ord. 2018-6, 2018: Ord. 2009-4, 2009: Ord. 2004-4, 2004: Ord. 2003-5 §§ 1, 2, 2003: Ord. 2000-9 § 1)

17.20A.030: CONDITIONAL USES

The following may be permitted conditional uses after application and approval as specified in section 17.64.070 of this title:

Education services both public and private. (Ord. 2013-2, 2013: Ord. 2009-4, 2009: Ord. 99-02-18-01 § 2)

17.20A.040: REGULATIONS AND REQUIREMENTS

A. One Main Building: Not more than one main building may be placed upon one lot or parcel of land.

1. Lot corners will be marked with five-eighths inch ($\frac{5}{8}$ ") rebar (#5 rebar) that is eighteen (18) to twenty four inches (24") long, capped with the surveyor's red cap containing the surveyor's name or license number driven down to ground level.

B. Minimum Conditions: Minimum conditions for a single-family dwelling shall include, but not be limited to:

1. Lot area: Minimum fourteen thousand (14,000) square feet for slope class 1 lots (see definitions in this title), pending septic tank approval.

Minimum twenty thousand (20,000) square feet for slope class 2 lots, pending septic tank approval.

Minimum twenty six thousand (26,000) square feet for slope class 3 lots, pending septic tank approval.

Minimum thirty two thousand (32,000) square feet for slope class 4 lots, pending septic tank approval.

2. Lot frontage: Minimum one hundred eight feet (108') of clear ownership of the lot the dwelling is built on.
3. Lot slope requirement: All building lots shall be slope class 1, unless a hillside development permit has been issued. In a hillside development area, when a lot has a mix slope of slope classes 1 through 4, and the lot has seventy five percent (75%) or more of the lower slope area, the minimum lot area for the lower slope shall be allowed.

C. Front Yard Setback: Minimum thirty feet (30') from the lot line.

D. Side Yard Setback:

1. Interior lots: Minimum fifteen feet (15') from the side property line. For accessory buildings, no minimum setback shall be required, except the drip line shall be on the lot.
2. Corner lots:
 - a. Minimum fifteen feet (15') from the property line common to an interior lot.
 - b. Minimum twenty feet (20') from the property line adjacent to the street.
 - c. For accessory buildings no minimum setback shall be required at an interior lot line, except the drip line shall be on the lot. Minimum twenty feet (20') from the property line adjacent to the street.

E. Rear Yard Setback:

1. Interior lots: Minimum thirty feet (30') from the rear property line. For accessory buildings, no setback requirement except the drip line shall be on the lot.
2. Corner lots: Minimum twenty feet (20') from the rear property line. For accessory buildings, no setback requirement except the drip line shall be on the lot.

F. Building Height:

1. Maximum thirty five feet (35').
2. Height shall be measured from the highest point of the building roof to the main entrance threshold.

G. Distance Between Buildings: Corrals, barns, stables, coops, kennels and other buildings used for the accommodation of animals (except for household pets) must be located at least seventy five feet (75') from owner's existing structure and at least fifty feet (50') from a property line.

H. Building Size: The finished living area of any dwelling shall be a minimum of nine hundred sixty (960) square feet for a single-story dwelling. Living area shall be calculated excluding basement, open porches, and garages.

I. Space Compliance: No space needed to meet the width, yard, area, coverage, parking, or other requirements for minimum lot size or setback may be sold or leased apart from such lot or building unless other space so complying is provided.

J. Minimum Conditions: Minimum conditions for a duplex shall include, but not be limited to:

1. Lot Area: Minimum twenty thousand (20,000) square feet for slope class 1 lots (see definitions in this title), pending septic tank approval.

Minimum twenty six thousand (26,000) square feet for slope class 2 lots, pending septic tank approval.

Minimum thirty two thousand (32,000) square feet for slope class 3 lots, pending septic tank approval.

Minimum thirty eight thousand (38,000) square feet for slope class 4 lots, pending septic tank approval.

2. Lot Frontage: One hundred twenty four foot (124') minimum.
3. Minimum Parking: Parking spaces for a minimum of four (4) cars shall be provided.
4. Exterior Elevations: Exterior elevations shall resemble a single-family dwelling.
5. Living Area: Each living unit shall have at least nine hundred sixty (960) square feet of living area exclusive of porches, garages, and carports.
6. More Than One Prohibited: Not more than one duplex may be placed upon one lot or parcel of land.
7. Minimum Distance: Lots with duplexes shall be a minimum distance of three hundred fifty feet (350'), in any direction, from any other lot with a duplex.
8. Repealed.
9. Lot Slope Requirement: All building lots shall be slope class 1, unless a hillside development permit has been issued. In a hillside development area when a lot has a mix slope of slope classes 1 through 4, and the lot has seventy five percent (75%) or more of the lower slope area, the minimum lot area for the lower slope shall be allowed.

K. Minimum Dimension: All dwellings for human occupancy shall have a minimum dimension of twenty feet (20') (measured wide or deep), be attached to a permanent concrete foundation, and meet minimum uniform building code requirements.

- L. Trash Prohibited Outside Containers: No trash, rubbish, weeds, debris, waste products or other combustible material shall be allowed to remain on any lot outside of approved containers in any residential zone. No junk, abandoned automobiles, automobile parts, or restoration projects shall be stored or allowed to remain on any lot in any residential zone unless such objects are out of visible sight of the public.
- M. Odorous Uses Prohibited: A use shall not be permitted which creates objectionable odor in such quantity as to be readily detectable at the boundaries of the site.
- N. Lot Grading Standards: For residential developments, a plan shall be prepared in a manner that will allow the following conditions to be met prior to, or as part of, actual building construction. If necessary, individual lot grading plans will be required prior to issuance of building permits:
1. A minimum fall of six inches (6") in the first ten feet (10') away from any building is required;
 2. A maximum gradient of twenty one percent (21%) within four feet (4') of the foundation;
 3. Usable minimum yard area of three hundred (300) square feet with a maximum slope of five percent (5%);
 4. A minimum foundation exposure of six inches (6") above finished grade;
 5. Slopes of three to one (3:1) and steeper must be sodded and will be accepted only when the developer and engineer can show this to be the most feasible approach;
 6. Driveway grades should be maintained between 0.5 percent and five percent (5%) when possible;
 7. Entry walks shall not exceed 5.0 percent;
 8. Lots should be graded so that a minimum slope of two percent (2%) can be maintained between the sewer flow line in the street and the finished grade of the lowest floor elevation;
 9. Minimum depth of any sewer line shall be five feet (5').
- O. Legal Nonconforming Status: Vacant lots which do not meet the current frontage requirement, but can provide division and deed history showing they met historic requirements, may be granted "legal nonconforming" status and receive building permits.

Such documentation is to be provided to the development coordinator who shall provide documentation to the planning and zoning commission, mayor and/or city council if needed.

- P. ORIENTATION: Any residence constructed on any buildable parcel must be accessed from a "public street", as defined in Ordinance 17.08.020 "STREET, PUBLIC". Said residence shall have the property entrance located to face the public street to which its address was assigned. (Ord. 2018-8, 2018: 2018-6, 2018: Ord. 2012-2, 2012: Ord. 2008-3, 2008: Ord. 2004-6, 2004: Ord. 2004-4, 2004: Ord. 2004-2, 2004: Ord. 2003-2, 2003: Ord. 2002-6 § 1, 2002: Ord. 2002-5 § 1, 2002: Ord. 2002-2 § 3, 2002: Ord. 2000-16 §§ 1, 2: Ord. 2000-9 § 1: Ord. 99-02-18-01 § 2)

17.20A.050: ACCESSORY BUILDINGS

No building permit will be required for a structure up to and including two hundred (200) square feet, unless required by state statute. (Ord. 2018-6, 2018: Ord. 99-02-18-01 § 2)

1. All driveway approaches shall meet the following specifications:

	Residential	Commercial / Industrial
Minimum Width	10 feet	24 feet
Maximum Width	32 feet	35 feet
Minimum Concrete Thickness	6 inches	8 inches
Minimum Base Course Thickness	4 inches	4 inches
Minimum Distance Between Driveways	see Driveway offsets	20 feet

2. Driveway Location – Driveways for all uses except single-family homes shall not be closer than eight feet (8') to an adjacent interior property line and shall be set back a minimum of eighty feet (80') from the intersection of two (2) arterial streets and fifty feet (50') from any other street classification intersection. Special restrictions apply on State Highways.
3. Driveway Offsets - All single family residential driveways shall be offset from other driveways by no less than twice the flare width as per Plan No. 221 of the Manual of Standard Plans. All others shall have a minimum separation of 20'.
4. Common Driveways - Driveways along the property lines may be installed for common use of both adjacent properties only upon approval by the City Engineer and guaranteed by a recorded access agreement. Such driveway width shall be limited to the maximum allowable individual driveway width. Common driveway width may be extended by up to 10' for Commercial and Industrial zones.

2.05 Street Numbers

- A. All Street numbers shall be approved by the commission and shall conform to the established numbering system of the city.
- B. Street names may be allowed with the approval of Planning and Zoning and the City Council where a grid number is not applicable. When street names are used, proposed street names shall be substantially different so as to not be confused in sound or spelling with other street names, except that streets that join in alignment with streets of an abutting or neighboring subdivision shall bear the same name.
- C. No street, except loop streets, shall change direction by more than ninety degrees (90°) without a change in street number.

**MILLVILLE CITY
RESOLUTION 2021-8**

**RESOLUTION ADOPTING SIDEWALK REQUIREMENTS FOR DEVELOPMENT IN
MILLVILLE CITY**

WHEREAS, the Millville City Council and Planning Commission have determined that there are areas within the City for which sidewalks are desired for the safety of pedestrians; and

WHEREAS, the Planning Commission has reviewed all existing City streets to determine where sidewalks would be useful and provide benefit and safety to Millville residents; and

WHEREAS, the Millville City Council has reviewed the location of the desired sidewalks and agrees that sidewalks in these locations would benefit Millville residents;

NOW THEREFORE, be it resolved that the Millville City Council adopts the following sidewalk development plan:

- All new development or building within Millville City is required to install sidewalks as specified by the Design Standards Manual if the location is indicated on the attached sidewalk map.
- All new development that occurs that is not currently on this map will be evaluated by the Planning Commission to determine sidewalk requirements.

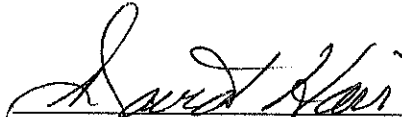
This resolution shall become effective upon adoption. Passed and approved by the Millville City Council, this 11th day of February 2021.

ATTEST:


Corey Twedt, City Recorder



SIGNED:


David Hair, Mayor

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan	X			
Daniel Grange	X			
Clay G. Wilker	X			
Pamela June	X			
Ryan Zollinger	X			

Millville City Map
2 January 2020
Scale: none



MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
September 9, 2021

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Kristen Gonzalez, Brynzlie Gonzalez, Matt Anderson, Mike Anderson, Robert Cudney, Kathy Merritt

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for September 9, 2021 at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Clay Wilker, Ryan Zollinger and Daniel Grange were in attendance with Councilmember Michael Callahan to arrive later. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

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

Approval of Agenda

The agenda for the City Council Meeting of September 9, 2021 was reviewed.

Councilmember Zollinger moved to approve the agenda for September 9, 2021.

Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan to arrive later. (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 August 26, 2021.

Councilmember June moved to approve the minutes for August 26, 2021.

Councilmember Zollinger seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan to arrive later.

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 September 2, 2021

Councilmember June reviewed with the Council the Planning Commission's draft minutes for the meeting held September 2, 2021. She said that some of the items would be discussed in more detail later in the meeting.

Consideration of a Resolution Issuing a Conditional Use Permit for Bio Minerals Technologies

Mayor Hair reviewed with the Council the resolution setting the parameters for a conditional use permit for Bio Minerals Technologies for a temporary portable office building as had been discussed at previous meetings.

Part of the resolution read, *"Construction on the permanent office building is planned to have begun within that time frame."* Councilmember Zollinger asked that the word "planned" be changed to "expected". Recorder Twedt made the change to the resolution.

Councilmember Zollinger moved to approve Resolution 2021-22 with the updated language. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan to arrive later. (The approved Resolution is included with the minutes as Attachment "B".)

Consideration of a Resolution Updating the Park Use and Reservation Policy

Recorder Twedt reviewed the resolution showing the proposed changes to the parks policy as it relates to soccer field fees.

Councilmember Callahan arrived at this time.

Recorder Twedt explained that these changes were recommended by NeCole Walton who manages all of the soccer leagues in Millville City.

Councilmember Grange moved to approve Resolution 2021-23. Councilmember June seconded. Councilmembers June, Grange, Wilker, Zollinger and Callahan voted yes. (The approved Resolution is included with the minutes as Attachment "C".)

Consideration of a Resolution Accepting the Zollinger Estates Phase 2 Subdivision

Mayor Hair reviewed the resolution for accepting the Zollinger Estates Phase 2 Subdivision. Recorder Twedt said that the Planning Commission and the engineers had signed off on the subdivision. He also said that they were in the final stages of approval by the County for the boundary line adjustment and that this subdivision should be approved contingent on the completion of the boundary line adjustment and payment of all subdivision and water fees.

Councilmember Grange moved to approve Resolution 2021-24 with the condition of completion of the boundary line adjustment and payment of all outstanding fees.

Councilmember Callahan seconded. Councilmembers June, Grange, Wilker, Zollinger and Callahan voted yes. (The approved Resolution is included with the minutes as Attachment "D".)

Consideration of a Resolution Accepting the Millville Acres Subdivision

Mayor Hair reviewed the resolution for accepting the Millville Acres Subdivision. He said that there had been a couple of issues or questions that had come up in Planning and Zoning.

Councilmember June said that the main issue that had come up was the requirement for sidewalks on 100 East as this would be a "floating sidewalk" only in front of this property. Mayor Hair and Councilmember Callahan said that they had concerns with wheelchair accessibility for steep portions of the sidewalk on that block. Councilmember Zollinger pointed out that this parcel did not have the same grade issues as other areas on that street and concerns about accessibility in certain areas should not stop the City from requiring sidewalks here. Councilmember Zollinger pointed out that the City was using the sidewalk map that had been adopted earlier this year to determine that sidewalks were needed in front of this parcel.

Matt Anderson (developer of the property and Alternate Planning Commissioner) said that the Planning Commission had determined that there were issues with the sidewalk map plan and that it may need to be reviewed and changed. Mayor Hair said that he would like to look into trails in Millville. He discussed the possibility of collecting fees from developers and then using those funds to build out the trail system. Recorder Twedt said that based on conversations with the City attorney, he didn't think it was legal to collect fees from a development and then use that money in a different part of the City.

Councilmember Grange said that he thought it was an issue to try and change things now on the fly. P&Z had worked on a map dictating City sidewalk requirements. The plan was adopted by the City Council and now there are requests to deviate from the plan. He said that the purpose of creating the map was so that the requirements were clear and they wouldn't have to re-evaluate sidewalks for every new development. Councilmember Callahan said that no plan is always functional. He had no issue making changes to the plan if it made sense to do so.

Councilmember Zollinger said that 100 East was identified as a key road in which sidewalks were needed for children walking to school. The Planning Commission had determined that sidewalks should be on the east side of the road. Councilmember Zollinger said that the only way the City is going to get sidewalks added throughout the City is to start requiring them from developers as had been discussed as part of the sidewalk plan. He said that he felt the City needed to stick to the plan created by the Planning Commission and adopted by the City Council.

Councilmember June said that what was discussed in P&Z was to revisit the map and update the plan. She said that she didn't like floating sidewalks. Recorder Twedt said that as was discussed with approval of the Resolution, the City needed to get developer help when they could and then find ways to fill in the gaps or nothing would ever be done.

Councilmember Wilker said that his concern was that if sidewalks were not required here, the Council would be setting a precedence. Every developer would come in and want a waiver for improvements related to their developments.

Matt Anderson said that he felt the sidewalk should be required if it was a continuation of an existing sidewalk, but not as a new floating sidewalk. Councilmember Grange said that when the resolution was adopted by the City Council, accepting the P&Z sidewalk plan, this was discussed a lot. The decision was made that we needed to put in sidewalks whenever development happened on an area indicated on the map. We knew that this would create pieces of sidewalk that did not connect to anything, but that was the only way to get things started. This is what is in the City Code currently. Councilmember Grange said that he felt the Code needed to be followed.

Public Works Director Chad Kendrick said that the City could have had a lot of sidewalks installed over the past several years if they had required sidewalks during development as indicated by the City Code.

Councilmember Zollinger said that by not requiring sidewalks at the time of development, they were essentially lifting the improvement requirement from the developer and putting that burden on the City. It was discussed that prior to the sidewalk plan that had been adopted, the Code would have required sidewalks on both streets and not just 100 East for this development.

Councilmember Callahan said that based on this discussion, he thinks that the City Council needs to follow the existing plan and require sidewalks along 100 East. Councilmember June said that she felt the plan was bad and that the City should not continue to follow a bad plan. Councilmember Zollinger said that there was nothing that would make sidewalks at this development difficult to install.

Councilmember Grange said that he was prepared to motion that they approve the subdivision and that they require compliance with the sidewalk plan. Councilmember Wilker proposed an amendment of allowing a deviation from the sidewalk requirement if the sidewalk plan were to change prior to construction on the lots. Councilmember Zollinger said that he felt there needed to be sidewalks on 100 East to provide a route for kids walking to school. He said that there would likely be additional development in the South Fields and these sidewalks would be important. Councilmember Zollinger said that the developers of course had the option of delaying acceptance of the subdivision to see if a change in the sidewalk requirements would be made at some point in the future. Matt Anderson said that he didn't want to delay anything and wanted to proceed.

Councilmember Grange motioned to approve Resolution 2021-25 with the requirement of sidewalks along 100 East as indicated in the City sidewalk plan. Councilmember Callahan seconded. Recorder Twedt asked about the required schedule. He said that he didn't want another issue like they had with the Banham property. Councilmember Zollinger proposed that no new building should be permitted until the sidewalks were complete. Matt said that if the sidewalks were required, he wanted to get them done right away. Councilmember June said that she approved the acceptance of the subdivision, but did not approve the sidewalk requirement. She said that she would be voting yes on the motion so that they could proceed with their development. Councilmembers June, Grange, Wilker, Zollinger and Callahan voted yes. (The approved Resolution is included with the minutes as Attachment "E".)

Consideration of Appointing Rachel Thompson for another term as a Planning Commissioner

Councilmember June said that Rachel Thompson's term on the Planning Commission was up. Rachel said that she is willing to serve another term as a commissioner. The Council said they felt Rachel had been doing a good job on the Planning Commission.

Councilmember Grange motioned to appoint Rachel Thompson to serve another 2.5-year term on the Planning Commission. Councilmember June seconded. Councilmembers June, Grange, Wilker, Zollinger and Callahan voted yes.

Parking and Storage on City Right of Way and on Sidewalks

Councilmember Zollinger said that there are a lot of issues with long term parking on the City right of way. The current City Code had been provided for review by the Council. We need to review if changes should be made to the Code and then come up with a plan to address the issue throughout the City.

Councilmember Callahan proposed a Code addition of a 1-ft setback from the sidewalks so that people aren't parking so close to where people are trying to walk.

Mayor Hair pointed out that there were issues with compliance to the intersection parking requirements in Code Section 10.08.050.A. Councilmember Zollinger said that he had made note of this as well.

Councilmember Callahan said that there were streets on which only parallel parking should be permitted. He said that before any major changes were made to the Code, he felt that they just needed to start enforcing what was already there. These issues have been discussed for a very long time.

The time limits in the current Code were briefly discussed. The winter parking time limit is 30 minutes within ten feet to the pavement. In the summer, the current time limit is 72 hours. The Council felt like this was problematic.

Mayor Hair said that the parking issues are a bigger problem in certain parts of the City, but he saw the need to address it throughout the entire City instead of cherry-picking certain areas.

Councilmember Zollinger said that he wanted to make all the residents very clear of the rules and give them time to make changes before tickets are issued. He proposed starting with a sticker or door hangar. Councilmember Callahan said that it might be good to have a public hearing to discuss the parking problems. Mayor Hair said that a notice could be placed in a future newsletter to make everyone aware of what was going on. Councilmember Zollinger said that he wasn't sure a hearing was necessary. There are clear violations to the code and the point of the public outreach was not to have everyone come and complain about their specific parking issues. He proposed they address the right of way parking issues in a public meeting instead where the Council could clarify the Code and make everyone aware of the upcoming enforcement.

Recorder Twedt said that he would reach out to the Sheriff's Department to understand how enforcement might work so that there was some clarity for the City.

Councilmember June said that she would like to close the loophole on the 72-hour parking requirement. Councilmember Callahan proposed the Council review the Code and come back with proposed changes before the meeting in which the public is asked to come. Councilmember Zollinger said that he agreed with this plan. He said that the goal should be to educate and address the more dangerous issues first. Councilmember Zollinger suggested education this fall and then enforcement of the winter parking this year as they had in the past and then in the spring, start enforcing the rest of the Code.

The Council said that the main issues they were trying to address were no long-term or daily parking in the City right of way, the 10-foot off-of-pavement requirement, the new 1-foot from sidewalks addition and the 50-foot from intersections portion of the Code. (The staff report and sections from the City Code are included with the minutes as Attachment "F".)

Schedule and Plan for "Get to Know the Candidates Night"

Recorder Twedt explained that the write-in period for the upcoming municipal election had ended, and it looks like the City will hold an election to select a mayor from the two candidates that are planned for the ballot: Mayor David Hair will be running again as will Robert Cudney. Robert had been there earlier in the meeting, but had left prior to this discussion. In some past years, the City has sponsored a get-to-know the candidates night which has given residents an opportunity to hear from and potentially ask questions of the candidates. If we are going to do that for the election in November, we will need to figure out a format and schedule soon.

In anticipation for a possible sewer hearing, Mayor Hair has spoken with Principal Snow from Ridgeline High School and has reserved the lecture hall for the next City Council meeting on September 23, 2021. We are not ready to have a sewer hearing at this time. We

are also not sure if the attendance for a candidate night will exceed the limits of City Hall. The Youth Council is planning to be sworn in on the 23rd, so one possible option would be to hold the City Council meeting at the high school to allow space for the Youth Council and whatever residents attend. Following the City Council meeting, we could hold the Candidate's Night. That way, if attendance is high, we will be covered. The Council said that they liked this plan for the next meeting.

Recorder Twedt said that they would also need to figure out the format for the candidate's night. They could allow each candidate to speak for some amount of time and then split up to different parts of the room to meet people and answer questions, as they had done in the past, or they could take questions from the audience together or whatever they want to do.

This was the plan determined by the City Council: The Candidate's Night will be on September 23rd following the City Council Meeting (starting at approximately 8 p.m.). Each candidate will be given a few minutes at the beginning to introduce themselves. Following that, they will each be asked a few questions. The questions will be provided beforehand and each candidate will be asked the same questions. After that, there will be some time allotted for closing remarks and then the candidates will separate to different parts of the room to meet the public and answer additional questions.

City Reports

Director Kendrick reported that nitrates at the Glenridge Well had remained steady and not increased. City water production and use has been high this year with a top day of about 1.8 million gallons.

Construction on the well house for the new well has begun. Director Kendrick said that he was impressed with the Vancon project engineer and some of the recommendations he was making.

For parks, the installation of the continuation of the walking path at the South Park is planned to begin very soon.

Director Kendrick said that he had concerns about a new home being built at 100 North and 100 West. It looks like they are going to have an apartment and have an exit from the home to both streets. Director Kendrick suggested something be added to the development checklist to address rentals. Councilmember Zollinger said that he felt homes with mother-in-law apartments should be required to use a single entrance from City streets. Mayor Hair suggested that P&Z review this concern to see if they felt a change to the Code was needed.

Councilmember Reports and Items for Future Agendas

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

Councilmember Wilker said that Frank Smith had talked to him about potentially connecting to the existing sewer lines. Recorder Twedt said that Frank had called him several weeks ago and asked to be on the agenda to discuss this, but then had called back and said that he had changed his mind.

Kathy Merritt apologized for missing the public comment period at the beginning of the meeting. She thanked Councilmember Zollinger for talking to her neighbor about the complaint she had filed. Kathy said that the neighbor had killed two chickens and a duck, but that the bunnies are still there and they are a problem. She said that they had not done what they said they would do. Councilmember Zollinger said that he would visit the neighbors again. Kathy said that she had pictures if he needed/wanted them.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember Grange seconded. Councilmembers June, Grange, Wilker, Zollinger and Callahan voted yes. The meeting adjourned at 8:51 p.m.