

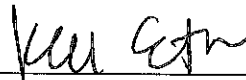
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold their regularly scheduled on Thursday, **January 6, 2022** 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 December 16, 2021
5. Agenda Items
 - A. Pre-Zoning Discussion- Roger & Jamie Roundy, Parcel 02-129-0014, Approx 350 E 450 N
 - B. Zoning Clearance- Wise Residence, 65 W 750 N, Millville UT 84326, Zollinger Estates Lot 3
 - C. Other
6. City Council Report from December 23, 2021
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- January 20, 2022
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/before January 4, 2022 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

December 16, 2021

PRESENT: Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Rachel Thompson, Matt Anderson, Darcy Ripplinger, Kara Everton, Tara Hobbs, Chad Kendrick, Cameron McCullough, Ryan Powell

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for December 16, 2021 at 8:00p.m. Commissioners Garret Greenhalgh, Lynette Dickey, Bonnie Farmer, Matt Anderson (Alt.) and Darcy Ripplinger (Alt.) were present. Commissioner Lewis was excused, and Commissioner Thompson was absent. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Farmer led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting was reviewed. **Commissioner Dickey moved to approve the agenda December 16, 2021.** Commissioner Anderson seconded. Commissioners Greenhalgh, Dickey, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Rachel Thompson absent.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the Planning Commission Meeting for November 18, 2021.

Commissioner Farmer moved to approve the minutes. Commissioner Dickey seconded.

Commissioners Greenhalgh, Dickey, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Rachel Thompson absent.

5.A. Zoning Clearance- High Peaks Construction New Residence, Carson & Jaeden May, Millville Acres Lot 3, 176 E 100 S.

Commissioner Thompson arrived at this point.

Commissioner Greenhalgh advised on the setback sheet for the County. There possibly will be a basement apartment in the future so commission advised on what protocol to follow when that comes. Height of the house is 20' tall.

Commissioner Thompson moved to approve the Zoning Clearance for High Peaks Construction New Residence, Carson & Jaeden May, Millville Acres Lot 3, 176 E 100 S. Commissioner Farmer seconded. Commissioners Greenhalgh, Dickey, Farmer, Thompson, Ripplinger and Anderson voted in favor with Commissioner Lewis excused.

5.B. Final Plat- River Hawk Subdivision

Millville never got the water shares until last week. The school is already occupying Lot 1 and the practice field is on Lot 2.

Commissioner Thompson moved to recommend the approval of River Hawk Subdivision Final Plat. Commissioner Farmer seconded. Commissioners Greenhalgh, Dickey, Farmer, Thompson, Ripplinger and Anderson voted in favor with Commissioner Lewis excused.

5.C. Pre-Zoning Discussion- Roger & Jamie Roundy

Owners were unable to make it to tonight's meeting. Currently, the transportation master plan does not show that 300 E goes through to 450 N. Some things to consider are the number of accesses to collector roads (450 N). The commission needs more information on future development on where they have access to.

5.D. Future Annexation Discussion- Ryan Powell, Parcel 02-124-0015

Ryan Powell came in to propose doing an annexation into Millville (it is a boundary line adjustment) for the above referenced parcel and asked what Millville want. Currently there is no access to the property from either Providence or Millville. Master Transportation Plan was discussed. Baur Avenue would be a main access from Providence. 200 East is set to be a through street. How many accesses need to be per number of houses? According to the Manual of Design & Construction Standards in Millville, subdivisions containing 10 or more lots need to have 2 street connections with existing public streets (4-22. B.) Recorder Twedt advised on the steps they need to take to get the property into Millville through a boundary line adjustment. At that point we can move forward with adjusting the transportation map and on from there. He also advised that major subdivisions are not permitted in Millville right now until the sewer is installed.

5.E. Cache County Recorder Policy Updates

Discussed the county recorders review checklist. Millville is currently following all guidelines.

Commission is discussing whether we need to require owners to receive approval for a boundary line adjustment. The BRHD recently came out with notice that moving lot lines need to consider where the septic systems, overflow, etc are located on the property to ensure nothing is encroached upon. Recorder Twedt advised to review state codes and see what the county would do with it. We could advise the county to refer them back to our city for review.

5.F. Other

- Do we need to advise owners to not put cans out when it snows to prevent garbage cans from spilling over? Advise to just put it out the morning of, if possible
- Scott Monson bought Sheldon's house. We need to call the county inspector to review so he gets the proper inspections.

City Council Report- December 9, 2021

- Bonnie Farmer had questions regarding water shares. Water shares price is per year, not 4 years at the marked price. Recorder Twedt will adjust the verbiage to make it clearer.

Agenda Items for Next Meeting

Future Planning Commission Meeting

The next regularly scheduled meeting will be held **Thursday, January 6, 2021** at 8:00 pm

Adjournment

Chairman Dickey moved to adjourn the meeting at 9:34 p.m.

North

300E

E 450 N

400N

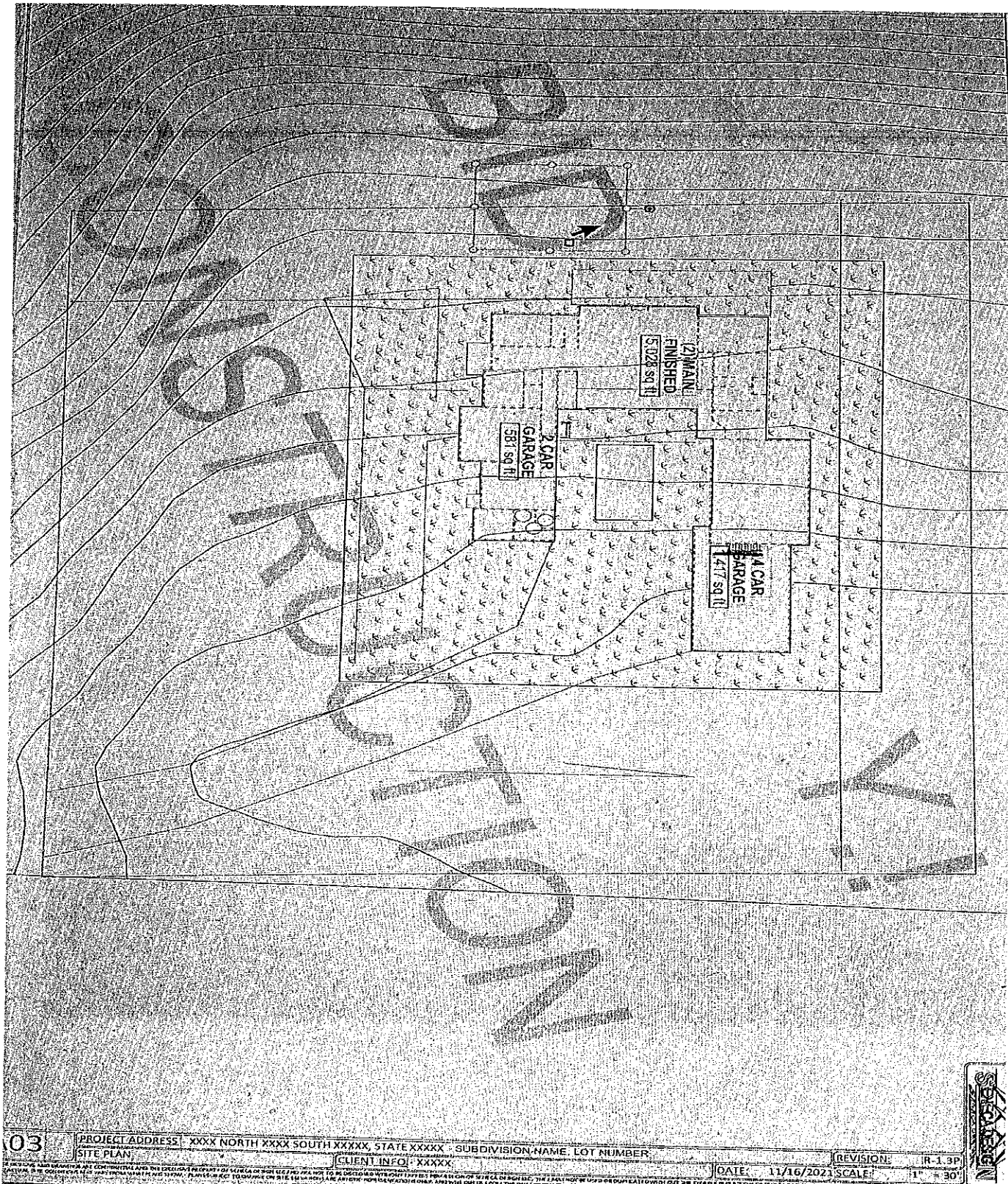
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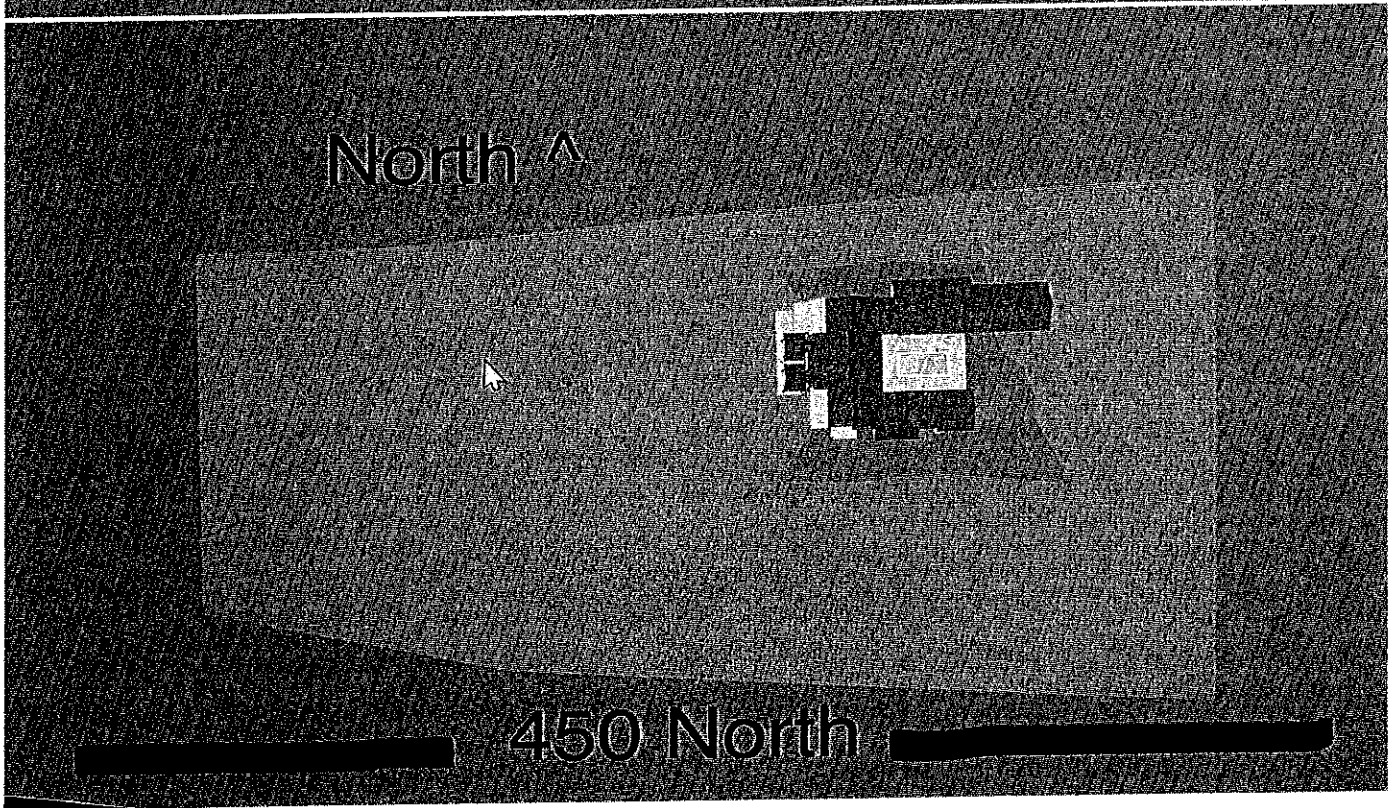
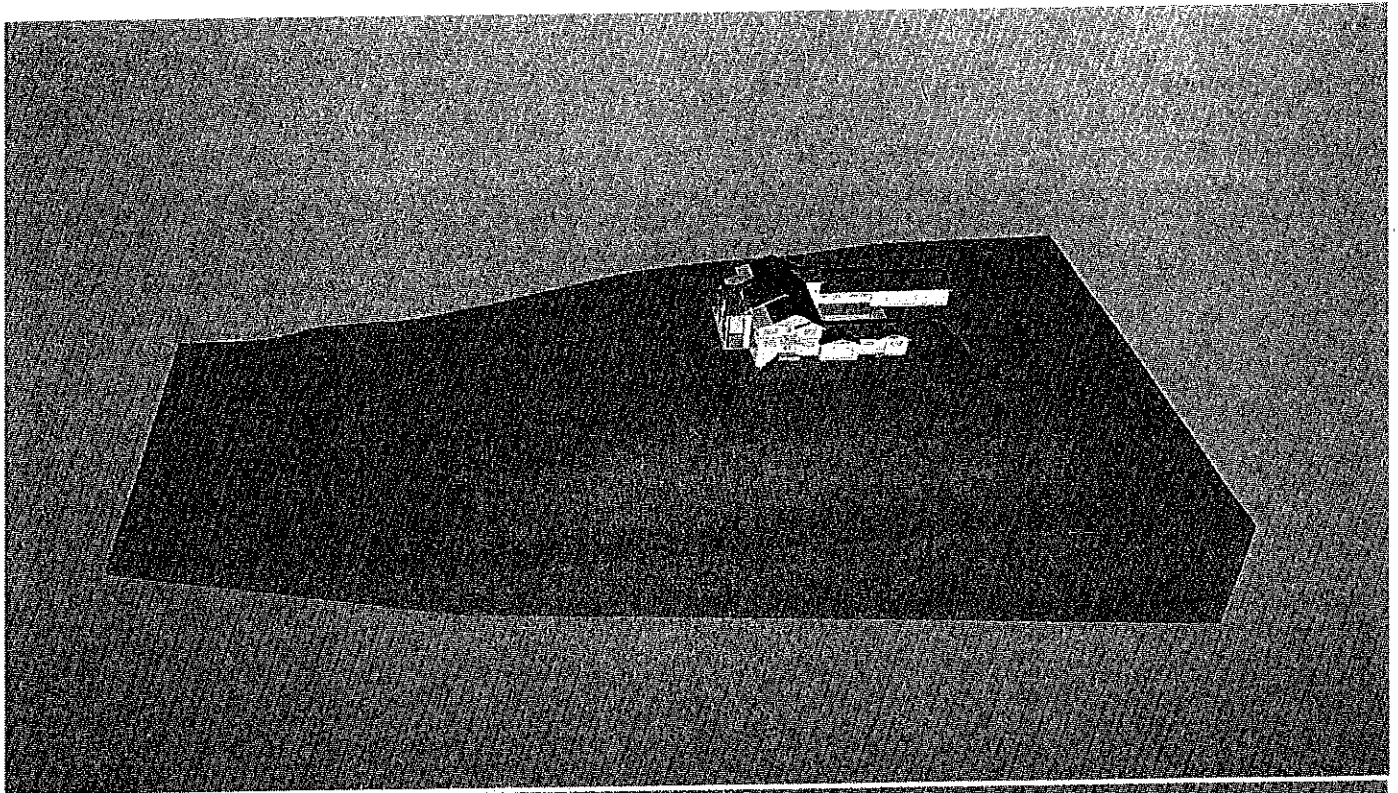
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The Church of
Jesus Christ of Latter...



Parcel 02-129-0014







MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

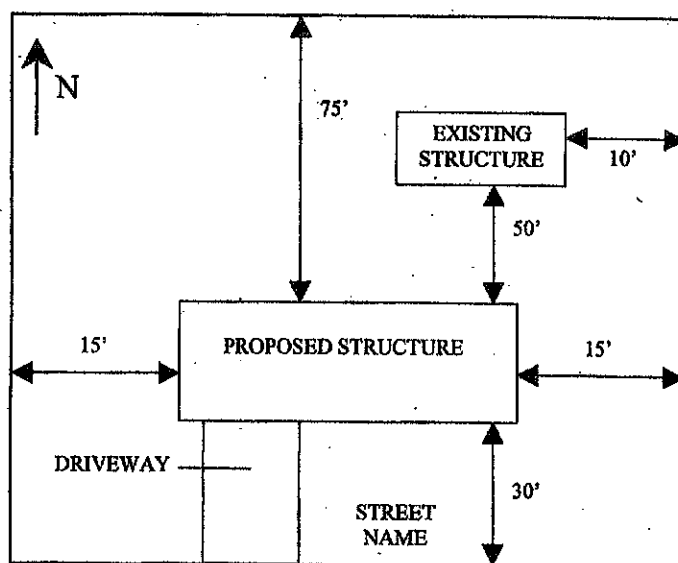
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

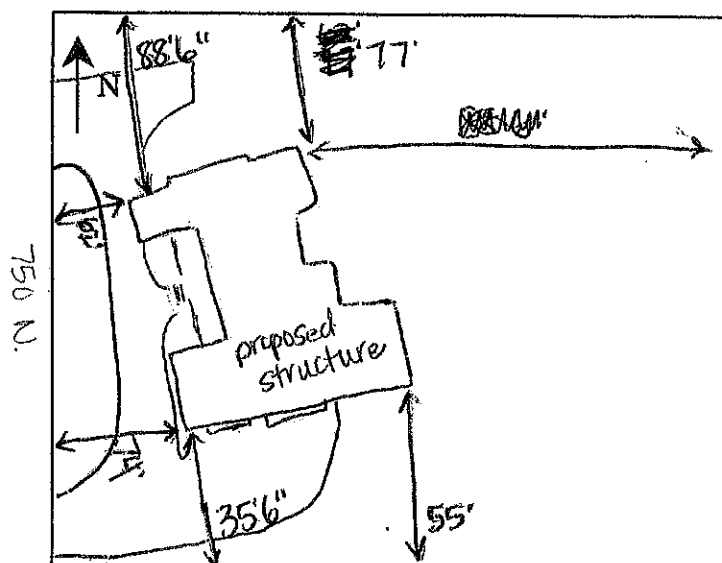
1. Justin & Cathryn Wise
APPLICANT'S NAME
2. PO Box 118
MAILING ADDRESS
- Millville UT 84326
CITY STATE ZIP CODE
3. 435-232-3043 4. 435-994-4051
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. Single Family Home
TYPE OF STRUCTURE
7. 4197 8. R-1
SQUARE FOOTAGE ZONE
9. Zollinger Estates lot 3
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 02 - 304 - 0003
TAX IDENTIFICATION NUMBER
11. 65 W 750 N
ADDRESS OF CONSTRUCTION
12. 1.51 AC 13. 4587 ft.
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. (14) Would prefer not to
REMARKS
do septic if sewer is available
ht 23'5"

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)

Parcel Map



12/30/2021, 10:22:15 AM

☐ Override 1

☐ 2021 Taxes Due / Not Paid

County Road Surface Type

ASPHALT

GRAVEL

☐ DIRT

Municipal Boundaries

County Boundary

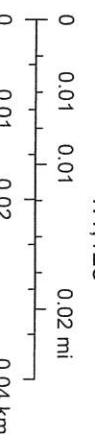
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Cache Parcels UTCACH038042.sid

Red: Band_1

Green: Band_2

1:1,128



Maxar, Microsoft

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
December 23, 2021

PRESENT: David Hair, Daniel Grange, Clay Wilker, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Mike Gibbons

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for December 23, 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 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 December 23, 2021 was reviewed.

Councilmember Zollinger moved to approve the agenda for December 23, 2021.

Councilmember June seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan 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 December 9, 2021.

Councilmember Wilker moved to approve the minutes for December 9, 2021.

Councilmember Grange seconded. Mayor Hair and Councilmember June pointed out some grammatical errors that were fixed. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan 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 M Gibbons

Mike Gibbons has submitted a request for a business license for M Gibbons at 140 North 300 East. Mike said that this was an excavation business. The office will be in his house in

Millville where the paperwork and bookkeeping will be done. The equipment is not stored in Millville. **Councilmember Grange motioned to approve the business license for M Gibbons.** Councilmember Zollinger seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (A copy of the license application is included with the minutes as Attachment "B".)

Consideration of a Resolution Accepting the River Hawk Subdivision

Mayor Hair reviewed with the Council the resolution to accept the River Hawk Subdivision that had been discussed at previous meetings. He pointed out that the City had now received the water shares that were part of the agreement and that the City had been waiting for. Planning and Zoning had reviewed the subdivision at their last meeting and recommended approval by the City Council.

Councilmember Wilker motioned to approve Resolution 2021-29. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (The approved resolution is included with the minutes as Attachment "C".)

Consideration of a Resolution Adopting the 2021 Impact Fee Report

Recorder Twedt said that this is a resolution that is reviewed and adopted annually in connection with the audit that shows the impact fees collected in the different funds and plans to spend them. He said that the Park Impact Fee numbers on the report represent what was discussed at the last meeting with the planned pavement of the middle section of the parking lot at the South Park. He said that there is some Road Impact Fee Money that needed to be spent this fiscal year and the adopted budget reflected this.

Councilmember Zollinger pointed out that this report does not indicate the total amount of impact fees collected, but instead the amount that have been collected and not yet spent. Recorder Twedt said that this was a good point and that he would look at making an edit to the titles of those rows to make it a little clearer going forward.

Councilmember Zollinger moved to approve Resolution 2021-30. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (The approved resolution is included with the minutes as Attachment "D".)

Setting of the 2022 Annual Meeting Schedule

Mayor Hair said that annually, the Council sets the meeting schedule for the City Council and Planning Commission and publishes them so that the residents can stay informed. He asked the City Council if they thought any changes in the schedule should be made. The consensus of the Council was to keep the meetings at the same times and days as they were held in 2021. Recorder Twedt said that he would take care of the required publications. The City Council will hold meetings on the 2nd and 4th Thursdays of each month at 7 p.m.

and the Planning Commission will hold meetings on the 1st and 3rd Thursdays of each month at 8 p.m. as needed.

Parking on City Right-of-Way

Councilmember Zollinger said that as has been discussed before, parking in the public right-of-way has become a big issue throughout the City. He said that he wanted to work on this, but he felt the City Code needed some updates. The winter parking ordinance is now in place but is not being followed by many of the residents. The Council discussed that more education would likely be necessary as some Millville residents may have confusion on where the public right-of-way begins and ends. Mayor Hair said that there are also issues with corner lots and the distance from intersections from which people are allowed to park. Councilmember Zollinger suggested that a courtesy warning tag be prepared that could be handed out for parking violations. Recorder Twedt said that he would make up a tag and that he would have a log so that the City can record when and to which home the violation tags are given.

Councilmember Zollinger said that he had recently visited a home with Mayor Hair to discuss parking issues. The visit had gone well.

Councilmember Zollinger said that he would like to begin reviewing possible code changes at the beginning of the year to work on a more complete plan to deal with the parking problems.

Consideration for Cancelling City Council Meeting Scheduled for January 13, 2022

Mayor Hair said that in a previous meeting, the Council had discussed the possibility of moving the January 13th meeting closer to the beginning of the month, because Recorder Twedt was going to be unavailable on the 13th. Earlier in the month did not work for some of the Councilmembers, so the Council had decided to hold the meeting tonight and then figure out whether there was anything that could not wait for the second meeting in January. Recorder Twedt said that with the resolutions that were adopted tonight, there was nothing that he was aware of that could not wait until January 27th.

Councilmember Grange motioned to cancel the meeting scheduled for January 13, 2022. Councilmember Wilker seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. The next City Council meeting will be held on January 27, 2022.

Councilmember Reports and Items for Future Agendas

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

Mayor Hair suggested the Council move to a short, closed session at the end of this meeting to discuss ongoing litigation.

Mayor Hair said that there had been reports again of people entering the abandoned home on Main Street. He had reached out to the owner to make them aware that this had become an issue again. Councilmember Zollinger said that he felt the owner should be dealing with this problem and that it is not the responsibility of the City. Mayor Hair said that the neighbor had been advised to call the police if they saw people sneaking into the home.

Councilmember Grange asked about an article from the Cache Valley Daily earlier in the month about Millville receiving federal funds for the upcoming sewer project. Recorder Twedt said the story had come from a USDA press release on December 16th about the money they had previously obligated for the City sewer project. Although the wording and dates made it sound like this was recent, it was referring to the money that had already been committed to the City and is not new additional funding. It had been confusing enough that after Mayor Hair pointed out the article, Recorder Twedt reached out to the City contacts at RDA to see if more money had been obligated and they had forgot to notify the City. Unfortunately, that wasn't the case.

Adjournment

Councilmember Grange motioned to enter a closed session to discuss ongoing litigation after which both the public meeting and executive session will adjourn. Councilmember June seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. The meetings adjourned at 7:56 p.m.