



Notice is hereby given that the
WILLARD CITY PLANNING COMMISSION
Will meet in a regular session on
Thursday, January 19, 2023 – 6:30 p.m.
Willard City Hall, 80 West 50 South
Willard, Utah, 84340

AGENDA

The meeting will be hold in accordance with current COVID-19 guidelines.

(Agenda items may or may not be discussed in the order they are listed and may be tabled or continued as appropriate.) Public comment may or may not be taken

1. Prayer
2. Pledge of Allegiance
3. Roll Call
4. General Public Comment (Input for items not on the agenda. Individuals have three minutes for open comments)
5. Report from City Council
6. Discussion/Action Items
 - a. Consideration of a sketch plan and a preliminary plan for the Reyes Ranch Subdivision located at approximately 964 South Main (Parcel No. 02-055-0106)
 - b. Discussion regarding amendments to Chapter 12-105 Conditional Use Ordinance
7. Consideration and approval of the January 5, 2023, regular Planning Commission minutes
8. Commissioner/Staff Comments
9. Adjourn

I, the undersigned duly appointed and acting Deputy City Recorder for Willard City Corporation, hereby certify that a copy of the foregoing notice and agenda was posted at the Willard City Hall, on the State of Utah Public Meeting Notice website <https://www.utah.gov/pm/index.html>, on the Willard City website www.willardcity.com, and sent to the Box Elder News Journal this 13th day of January, 2023.

/s/ Michelle Drago

Deputy City Recorder

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Office at 80 West 50 South, Willard, Utah 84340, phone number (435) 734-9881, at least three working days prior to the meeting.

WILLARD CITY PLANNING COMMISSION SUBDIVISION APPLICATION

Application Date 1-3-2023

Proposed Subdivision Data
Subdivision Name

Applicant
KEITH LAMMERT

REYES RANCH

Mailing Address
950 S. MAIN
WILLARD UT 84340

Application Level (Check One)

☒ Sketch Plan

Project Address
APPROX 964 S. MAIN

Date _____ Approval _____

☒ Preliminary Plat*
*(Not required for In-fill Subdivisions)

Email Address KBL5@DIGIS.NET

☐ Final Plat

Phone Number 801 458 0389

Date _____ Approval _____

Cell Phone _____

Assessor Parcel Number 02-055-0106

Fax Number _____

Number of lots 1

FEES MUST ACCOMPANY APPLICATION SUBMISSION AT EACH LEVEL.

FEE COMPUTATION

	Administrative	Engineering	Attorney	TOTAL
Sketch Plan	\$50 + \$2/Acre	Billed to the Developer		
Preliminary Plat	\$50 + \$15/Lot	Billed to the Developer	\$100 + \$10/Lot	
			\$50 + \$5/Lot	

WILLARD CITY CORPORATION
80 W 50 S
PO Box 593
Willard UT 84340
Receipt No: 1.015934
435-734-9881
Jan 3, 2023
LAMMERT, KEITH PRE SUB APP
Charges for Services
Charges - PC & B of Adj
Total: 50.00
Cash Total Applied: 50.00
Change Tendered: 50.00
Duplicate Copy
01/03/2023 9:32 AM

on may be sold or offered for sale until the
incil.

IVISION APPLICATION.DOCX

Form SD-1 Rev. 01/11/05

APPLICANT'S AFFIDAVIT

STATE OF UTAH)

) SS

COUNTY OF BOX ELDER))

I, (we) Keith Hammer, being duly sworn, depose and say that I, (we) am (are) the owner(s)*, or authorized agent(s) of the owner, of property located at 944 S Main in Willard City, which property is involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

SIGNED [Signature]

Property Owner(s)

AGENT _____

Subscribed and sworn before me this 3rd day of January 20 23



Michelle Drago

Notary Public

Residing in Peru, Utah

My commission expires: 2/2/25

* May be owner of record, contract owner, part to valid earnest money agreement, option holder or have other legal control of property.

AGENT AUTHORIZATION

I, (we) _____, the owner(s) of real property described above, hereby appoint _____, as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property, and do authorize them to appear on my (our) behalf before any Willard City Boards considering this application.

SIGNED _____

Property Owner(s)

Subscribed and sworn before me this _____ day of _____ 20 ____

Notary Public

Residing in _____

My commission expires: _____

Reyes Ranch Subdivision

Box Elder County, Utah
A Part of the Northwest Quarter of Section 35,
Township 8 North, Range 2 West, Salt Lake Base & Meridian

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

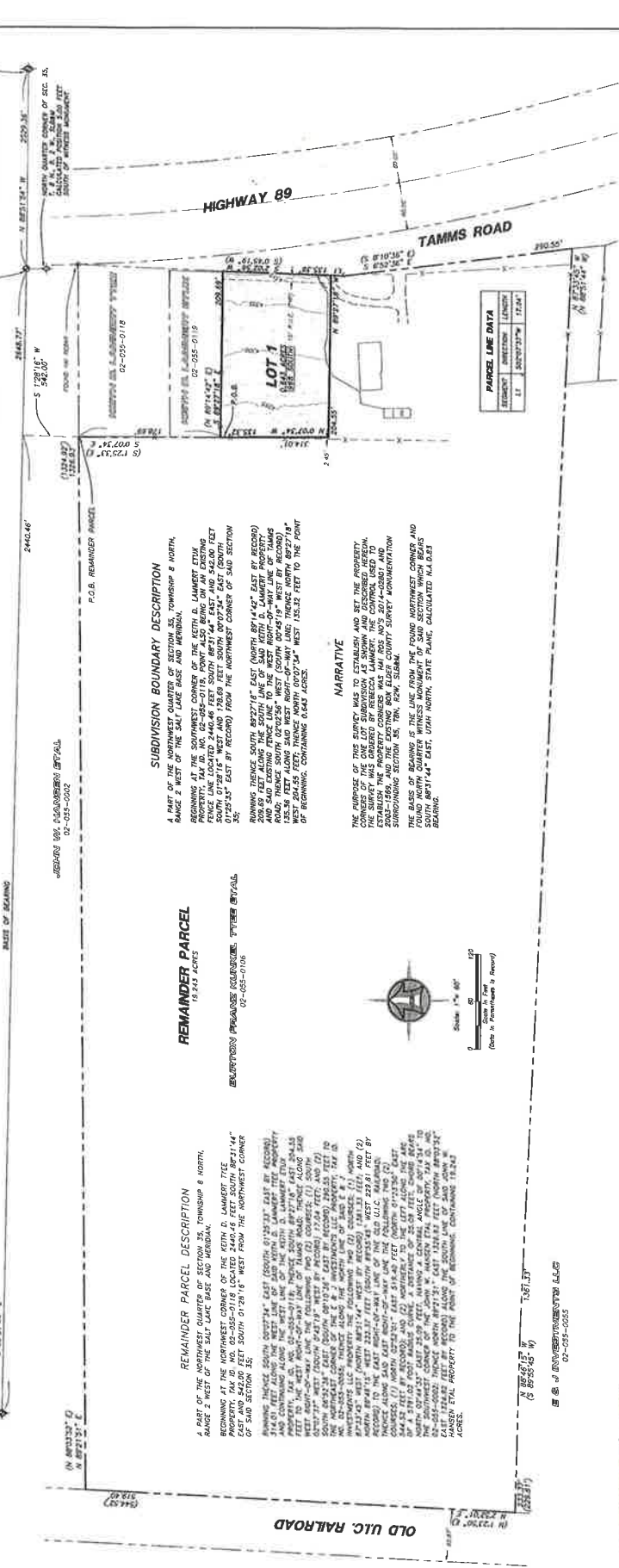
NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
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TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN

NORTHWEST CORNER OF SEC. 35,
TOWNSHIP 8 N., RANGE 2 W., SALT LAKE
BASE & MERIDIAN



SUBDIVISION BOUNDARY DESCRIPTION

A PART OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN. THE SUBDIVISION BOUNDARY IS DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN, THENCE SOUTH 89°21'44\"

REMAINDER PARCEL

18.243 ACRES
BEGINNING AT THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN, THENCE SOUTH 89°21'44\"

NARRATIVE

THE PURPOSE OF THIS SURVEY WAS TO ESTABLISH AND SET THE PROPERTY CORNERS OF THE ONE LOT SUBDIVISION AS SHOWN AND DESCRIBED HEREIN. THE SURVEY WAS CONDUCTED BY HANSEN & ASSOCIATES, INC., A PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH, IN ACCORDANCE WITH TITLE 56, UTAH CODE ANNOTATED, AND THE AUTHORITY OF THE UTAH DEPARTMENT OF HERITAGE, LAND AND NATURAL RESOURCES. THE SURVEY WAS COMPLETED ON APRIL 11, 2022, AND THE RESULTS ARE SET FORTH IN THIS CERTIFICATE.

TRUST ACKNOWLEDGMENT

STATE OF UTAH
COUNTY OF BOX ELDER
ON THIS _____ DAY OF _____, 2022, BURTON FRANK KUNDEL AND BEVERLY JEAN KUNDEL, TRUSTEES FOR THE BURTON FRANK KUNDEL AND BEVERLY JEAN KUNDEL TRUST, HAVE APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, AND HAVE ACKNOWLEDGED THAT THEY ARE THE TRUSTEES OF THE BURTON FRANK KUNDEL AND BEVERLY JEAN KUNDEL TRUST, AND THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS INSTRUMENT ON BEHALF OF THE TRUST.



NOTARY PUBLIC
STATE OF UTAH
COUNTY OF BOX ELDER
DATE: _____

ENGINEER'S CERTIFICATE

I, CERTIFY THAT I HAVE HAD THIS PLAT EXAMINED AND THAT IT IS CORRECT AND IN ACCORDANCE WITH THE INFORMATION ON FILE IN THE WILLARD CITY OFFICE.

APPROVAL AS TO FORM

APPROVED AS TO FORM THIS _____ DAY OF _____, A.D. 2022.

APPROVAL AND ACCEPTANCE

PREPARED TO THE WILLARD CITY COUNCIL THIS _____ DAY OF _____, A.D. 2022, AT WHICH TIME THIS INSTRUMENT WAS APPROVED AND ACCEPTED.

PLANNING COMMISSION APPROVAL

APPROVED THIS _____ DAY OF _____, A.D. 2022, BY THE WILLARD CITY PLANNING COMMISSION.

COUNTY RECORDER'S NO.

State of Utah, County of Box Elder, Recorded and Filed at the Request of _____
Date _____ Time _____
Abstracted _____
Index _____
Filed for _____
County Recorder

SURVEYOR'S CERTIFICATE

I, MATT PRETT, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 56, UTAH CODE ANNOTATED, AND THAT I HAVE CONDUCTED THIS SURVEY IN ACCORDANCE WITH THE UTAH DEPARTMENT OF HERITAGE, LAND AND NATURAL RESOURCES. THE SURVEY WAS COMPLETED ON APRIL 11, 2022, AND THE RESULTS ARE SET FORTH IN THIS CERTIFICATE.



SIGNED THIS _____ DAY OF _____, 2022.
MATT PRETT, P.L.S.
UTAH LAND SURVEYOR LICENSE NO. 10437995





WILLARD CITY
Subdivision Land Use Authority (SLUA) – Special Meeting
January 12, 2023 – 3:00 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

1 The meeting was a special meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at the City Hall and on the State of Utah Public Meeting
3 Notice Website.

4
5 The following members were in attendance:

6
7 Chris Davis, City Manager
8 Colt Mund, City Attorney
9 Bryce Wheelwright, City Planner
10 Zac Burke, City Engineer/Jones & Associates
11 Payden Vine, Public Works Director
12 Michelle Drago Deputy City Recorder
13

14 Excused: Van Mund, Willard Fire Chief.

15
16 Others in attendance: Keith Lammert

17
18 1. CALL TO ORDER

19
20 Bryce Wheelwright called the meeting to order at 3:02 p.m. A roll call attendance was recorded by the
21 secretary.

22
23 2A. **CONSIDERATION OF A SKETCH PLAN AND A PRELIMINARY PLAN FOR THE REYES RANCH**
24 **SUBDIVISION LOCATED AT APPROXIMATELY 964 SOUTH MAIN (PARCEL NO. 02-055-0106)**
25

26 Time Stamp – 0:48 01/12/2023

27
28 Bryce Wheelwright stated that the City had received an application for a sketch plan/preliminary plan for
29 the Reyes Ranch Subdivision located at approximately 964 South Main (Parcel No. 02-055-0106). The
30 parcel involved was currently owned by the Burton Franz Kunkel Family Trust. Reyes's wanted to cut off
31 .638 acres located on Tamms Road for a building lot. The remaining parcel would contain 19.243 acres.
32 The frontage along Tamms Road was zoned R-1/2 so the proposed lot size complied with the Zoning
33 Ordinance and Map. The proposed lot would be 135 feet in width, which more than the minimum lot width
34 requirement of 100 feet. The requested subdivision was pretty straight forward. He asked the SLUA
35 members if they had any concerns or questions.

36
37 Payden Vine, Public Works Director, did not have any concerns.

38
39 Zac Burke, City Engineer, checked the location of existing utilities. Keith Lammert stated that the proposed
40 lot would be located between his home at 950 South Main and the old family home at 980 South Main. He
41 felt the utilities would be close by.

42
43 Zac Burke stated that the sewer line was located behind the lot so the sewer would run to the west. The
44 water was located in Tamms Road. He didn't have any other engineering concerns.

45
46 Chris Davis, City Manager, verified that the lot would be located on Tamms Road, not Highway 89. If the
47 lots was located on Tamms Road there was not a need to involve UDOT. He asked if Mr. Lammert knew
48 what would ultimately happen to the remaining 19.243 acres. The family trust was owned by his wife and



WILLARD CITY

Subdivision Land Use Authority (SLUA) – Special Meeting

January 12, 2023 – 3:00 p.m.

Willard City Hall – 80 West 50 South

Willard, Utah 84340

her two siblings. Mr. Lammert did not know what the long-term plans were. He was currently farming the property.

Colt Mund, City Attorney, asked if the proposed lot would interfere with City's Road Master Plan. Mr. Wheelwright said the proposed lot would not interfere with any planned roads. The Road Master Plan did not show a road in the middle of the larger parcel.

Mr. Mund asked about the size of Parcel No. 02-055-0119 located immediately north of the proposed lot. Mr. Lammert said it was .32 acres. His home located on Parcel No. 02-055-0118 was .55 acres. His father-in-law had given them the additional .32 acres. The two parcels combined were .87 acres in size. Mr. Mund pointed out that Parcel 02-055-0119 was not large enough to put a home on. He did not have any other concerns.

Keith Lammert stated they had made proposed lot wide enough to allow an existing gate on the south side to be used as the property access.

Michelle Drago, Deputy Recorder, asked if there would be any frontage requirements. Chris Davis said there wasn't any sidewalk or curb and gutter in front of the property now. Bryce Wheelwright felt this subdivision would be a good candidate for a deferral agreement.

Chris Davis explained that a deferral agreement deferred the requirement for sidewalk and curb and gutter to some future date when those improvements were being installed on the surrounding properties. At that time, the property owner would be responsible to put those improvements in.

Chris Davis moved to approve the sketch plan and preliminary plan for the Reyes Ranch Subdivision located at approximately 964 South Main (Parcel No. 02-055-0106) subject to a deferral agreement for the installation of future off-site improvements (sidewalk and curb and gutter). Michelle Drago seconded the motion. All voted "aye." The motion passed unanimously.

Bryce Wheelwright stated that preliminary approval of the subdivision would be forwarded to the Planning Commission on January 19, 2023.

2B. DISCUSSION REGARDING LYNN BEARD LOT LINE ADJUSTMENT/SUBDIVISION AND REZONE REQUEST FOR PROPERTY LOCATED AT APPROXIMATELY 200 WEST 750 NORTH (PARCEL NO. 02-046-0004)

Time Stamp – 12:30 01/12/2023

Bryce Wheelwright stated that Lynn Beard had asked that this item be tabled because he was unable to attend the SLUA meeting. The SLUA Board agreed to meet on Wednesday, January 18th at 4:00 p.m. if Mr. Beard was available.

Chris Davis moved to this item until a meeting could be scheduled with Lynn Beard. Payden Vine seconded the motion. All voted "aye". The motion passed unanimously.

2C. APPROVAL OF THE OCTOBER 6, 2022, MINUTES

Chris Davis moved to approve the minutes of October 6, 2022, as written. Payden Vine seconded the motion. All voted "aye," except Colt Mund who abstained. The motion passed.

CONDITIONAL USE DRAFT 01/14/17

12-105-1. Purpose of Conditional Use Provisions

The purpose of the issuance of a conditional use permit is to allow the proper integration into Willard City of land uses which may be suitable only under special conditions and in specific locations in Willard City or a zoning district, or only if such uses are designed or conducted in a particular manner.

12-105-6. Standards and Criteria for Conditional Use Permit

Upon receiving a recommendation from the Conditional Use Permit Committee, the Planning Commission shall consider the following general standards and criteria prior to approving a conditional use permit:

1. The Conditional Use is authorized in the zoning district where the use is proposed;
2. The use applied for at the proposed location is necessary or desirable to provide service or facility that will contribute to the general well-being of the area and Willard City;
3. Compatibility of the proposed use with the interest, function and policies established in the Willard City General Plan;
4. Compatibility of the proposed use within the character of the site, neighboring properties and other existing and proposed development.
5. Streets and other means of access to the Conditional Use are adequate to carry anticipated traffic and shall not materially reduce the level of service on adjacent streets;
6. The Conditional Use shall not unreasonably interfere with the lawful use of surrounding property;
7. Fencing, screening and landscaping, and other adequate buffering, is provided as needed to protect adjacent property from light, noise and visual impacts associated with the proposed use;
8. The availability of or ability to provide adequate services, drainage, parking, fire protection, and safe transportation access.
9. The proposed conditional use will not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or interests to property or improvements in the vicinity;
10. In the event the Planning Commission determines that the standards of this Chapter cannot be met and that adequate mitigation measures cannot be imposed to bring the use into conformity with the applicable standards and criteria, the Planning Commission may deny the request for a conditional use permit.

11. Within and adjoining the proposed site, the Planning Commission may impose reasonable conditions as deemed necessary for the protection of the site location and adjacent properties and the public interest.

12-105-10. No Presumption of Approval

The listing of a conditional use in any district does not constitute an assurance that the conditional use shall be approved by the Planning Commission or City Planner. Each conditional use application shall be evaluated individually to determine compliance with the standards set forth in this chapter, the standards of the district where the proposed use shall be located, and any standards applicable to the conditional use.

12-105-11. Conditional Use Review Committee

Upon submission of a Conditional Use Permit Application, the City Planner will determine the completeness of the application. If the Conditional Use Application is complete, the City Planner will forward the application and all supporting materials to the Conditional Use Review Committee. The Conditional Use Review Committee shall be comprised of the following individuals: The Chief of Police, Fire Chief, Director of Public Works, City Planner, City Engineer, and City Manager. Upon review of the application, proposed site plan, and any other necessary documentation or information, the Conditional Use Permit Review Committee will transmit a recommendation for the proposed Conditional Use Permit to the Planning Commission.

12-105-12. Factors to be considered by the Conditional Use Review Committee

In considering an application for a Conditional Use Permit, the Conditional Use Review Committee should analyze the following factors and may request information, studies or data with respect to such factors for the purpose of determining whether a proposed Conditional Use meets the standards set forth in this Chapter:

1. The suitability of the specific property for the proposed use;
2. The development or lack of development adjacent to the proposed site and the harmony of the proposed use with existing uses in the vicinity;
3. Whether or not the proposed use or facility may be injurious to potential or existing development in the vicinity;
4. The economic impact of the proposed facility or use on the surrounding area;
5. The aesthetic impact of the proposed facility or use on the surrounding area;
6. The present and future requirements for transportation, traffic, water, sewer and other utilities for the proposed site and surrounding area;

7. The safeguards proposed or provided to ensure adequate utilities, transportation access, drainage, parking, loading space, lighting, screening, landscaping, open space, fire protection and pedestrian and vehicular circulation;
8. The safeguards provided or proposed to prevent noxious or offensive omissions such as noise, glare, dust, pollutants and odor from the proposed facility or use;
9. The safeguards provided or proposed to minimize other adverse effects from the proposed facility or use on persons or property in the area; and
10. The impact of the proposed facility or use on the health, safety and welfare of the City, the area and persons owning or leasing property in the area.

12-105-13 Revocation

A Conditional Use Permit may be revoked by the Planning Commission upon failure to comply with the conditions of the permit or for any violation of this Title occurring on the site for which the permit was approved. Prior to taking action concerning revocation of a Conditional Use Permit, a meeting shall be held by the Planning Commission. Notice of the meeting and the grounds for consideration of revocation shall be mailed to the permittee at least ten (10) days prior to the hearing.

CHAPTER 12-111 MULTIPLE USE, AGRICULTURAL OR RURAL, AND RESIDENTIAL DISTRICTS

12-111-4. Uses Not Listed

The Table in this Section provides a listing of permitted and conditionally permitted uses for multiple use, agricultural, and residential zones within the city. The Table in this section is not comprehensive. In the event a sought-after use is not listed, the City Planner is empowered to interpret the list and determine if the unlisted use substantially similar in character, origin, and impact to a listed use. In making this determination, the City Planner may, at their sole discretion, ask the Planning Commission for its review and interpretation.

CHAPTER 12-112 COMMERCIAL AND MANUFACTURING ZONES, C-N, C-G AND M

12-112-2. Use Regulations

In the following Section of this Chapter, uses of land or buildings which are allowed in the various districts are shown as "permitted uses," indicated by a "P" in the appropriate column, or as "conditional uses," indicated by a "C" in the appropriate column. If a use is not listed then it is either not allowed in a given district or it is indicated in the appropriate column by a dash, "-." No building, structure or land shall be used and no building or structure shall be hereafter erected, structurally altered, enlarged or maintained in the Commercial or Manufacturing zones except as provided for in this ordinance. If a regulation applies in the district, it is indicated in the

appropriate column by a numeral to show the linear or square feet, or acres required, or by the letter "A." If the regulation does not apply, it is indicated in the appropriate column by a dash "-"

12-112-3. Uses Not Listed

The Table in this Section provides a listing of permitted and conditionally permitted uses for Commercial and Manufacturing zones within the city. The Table in this section is not comprehensive. In the event a sought-after use is not listed, the City Planner is empowered to interpret the list and determine if the unlisted use is substantially similar in character, origin, and impact to a listed use. In making this determination, the City Planner may, at their sole discretion, ask the Planning Commission for its review and interpretation.

A. ACCESSORY BUILDINGS/DWELLINGS/ MANUFACTURING/STORAGE	M	C-N	C-G
Accessory uses and buildings customarily incidental to the permitted uses.	P	C	P
Single-Family Dwelling	C	P	P
Multi-Family Twin Home	C	P	P
Multi-Family Attached	C	P	P
Multi-Family Stacked	C	P	P
Accessory Dwelling Units	C	P	P
Manufactured and Modular Homes	C	C	C
Manufacturing/Industrial Heavy	P	-	C
Manufacturing Light	P	C	C
Refineries	C	-	-
Renewable Energy Systems	C	C	C
Storage Facility/Units	P	-	C
Temporary Buildings	C	C	C
Warehousing/Distribution	P	C	C
Warehousing/Distribution Motor Fuels/Propane/Plant/Storage Facilities	C	-	C
B. PUBLIC FACILITIES/UTILITIES	M	C-N	C-G
Communication Towers and Antennas	C	C	C

Churches/Places of Worship	P	P	P
Educational Facilities	P	P	P
Public Utility Installations	P	P	P
C. RECREATION/ENTERTAINMENT	M	C-N	C-G
Bowling Alley	C	C	P
Dance Studio	C	C	C
Fitness Center	C	C	P
Golf Course	C	C	C
Recreation Center	P	C	P
Recreational Vehicle Park	-	-	C
Sexually Oriented Businesses: See Willard City General Ordinances Title 9-600.	C	-	-
Swimming Pool	C	C	C
Theater/Entertainment	C	C	C
D. RETAIL	M	C-N	C-G
Alcohol or Tobacco Specialty Store	C	-	C
Art and/or Art Supply	P	C	P
Book Store	P	P	P
Christmas Trees Sales	P	C	P
Clothing/Department Store	C	C	P
Convenience Store	P	C	P
Craft/Hobby Store	P	P	P
Fireworks Stand	C	C	C
Florist Shop/Nursery	C	C	P

Fruit Stand	P	P	P
Grocery Store	P	P	P
Hardware Store/Lawn & Garden	P	C	C
Pet Shop	C	C	P
Retail, Big Box Store	P	C	P
Retail, General	P	C	P
Shoe Store/Repair	P	C	P
Sporting Goods	P	P	P
E. RESTAURANT/FOOD ESTABLISHMENTS	M	C-N	C-G
Bakery	P	P	P
Candy/ Ice Cream Store	C	C	P
Private Club/Bar/Tavern	C	-	C
Restaurant/Fast Food	P	P	P
F. SERVICE	M	C-N	C-G
Agriculture, Existing	P	P	P
Agricultural Industry/Food	P	C	P
Automobile Service and Sales Station (Includes Fuel)	C	C	C
Bank/Credit Union/Financial	P	C	P
Barber/Beauty Salon/Tanning/Nails	P	P	P
Bed and Breakfast/ Air BNB	-	P	-
Business/ Professional Office	C	C	C

Car Wash	C	C	C
Check Cashing, Payday Lender, Title Loans	C	C	C
Childcare/Preschool: See Willard City General Ordinances Title 9-000 for Home Businesses.	C	C	C
Dry Cleaning	P	C	P
Fabrication/Welding	P	C	P
Hospital	P	P	P
Hotel/Motel	C	-	P
Kennel: See Willard City General Ordinances Title 13-00-0-00.	C	C	C
Locksmith/Key and Lock	P	C	P
Laundromat	P	P	P
Medical and Dental Clinic	P	C	P
Nursing Home	-	C	C
Pet Grooming	P	P	P
Pharmacy	P	C	P
Residential Facilities for Persons with Disabilities	P	C	P
Slaughterhouse	C	C	C
Tattooing/Body Art	P	C	P
Towing/Impound Yard	P	-	C
Transport/Trucking	P	C	P

12-112-4.

A. Height Regulations	M	C-N	C-G
The maximum height for all buildings and structures in districts regulated by this chapter shall be:	50	35	50

In feet			
---------	--	--	--

12-112-5.

A. Area, Width, Frontage, Yard and Coverage Regulations	M	C-N	C-G
Any Parcel larger than one acre at the time of passage of this ordinance may be divided or developed only under planned unit commercial development approval	A	A	A
Regulations as may be required by conditional use permit or by planned unit development approval. Except that no commercial building shall be located closer than fifteen feet to any residential district boundary line or to any street line which continues as frontage into a residential district.	A	A	A
Except as may be allowed through planned unit development approval, buildings and structures may cover no more (percentage) of the lot area than	50	30	50

12-112-6.

A. Special Provisions	M	C-N	C-G
Any area outside of a building used for any accessory activity other than off-street parking and loading shall be completely enclosed within a solid fence or wall of a height sufficient to completely screen such activity from street or from adjoining parcels	A	A	A
All uses shall be free from Objectionable noise, hazards, or nuisances	A	A	A
All uses shall be conducted from enclosed buildings except automobile service stations, automatic car wash, automobile and recreational vehicle or vehicle sales, lease, rental or repair, off-street parking and loading, plant material nurseries, outdoor restaurants, and commercial recreation, unless otherwise permitted by planned unit development or conditional use permit	A	A	A



WILLARD CITY
Planning Commission Meeting – Regular Meeting
Thursday, January 5, 2023 – 6:30 p.m.
Willard City Hall – 80 West 50 South
Willard, Utah 84340

1 The meeting was a regular meeting designated by resolution. Notice of the meeting was provided 24 hours
2 in advance. A copy of the agenda was posted at City Hall and on the State of Utah Public Meeting Notice
3 Website.

4
5 The following members were in attendance:

6		
7	Sid Bodily, Chairman	Colt Mund, City Attorney
8	Chandler Bingham	Bryce Wheelwright, City Planner
9	Alex Dubovik	Michelle Drago, Deputy City Recorder
10	Blake Harrop	
11	Zack Hulsey	

12
13 Excused: Chris Davis and Diana Baker

14
15 Others in attendance: Mayor Travis Mote; Councilman John Seamons; Chad Braegger; Ken Ormond; Ruth
16 Ormond; Chace Lutz; and Lindsey Wells.

17
18 The meeting was called to order at 6:30 p.m.

- 19
20 1. PRAYER: Blake Harrop
- 21
22 2. PLEGE OF ALLEGIANCE: Zack Hulsey
- 23
24 3. ROLL CALL: Attendance was recorded by the secretary.
- 25
26 4. GENERAL PUBLIC COMMENTS

27
28 There weren't any comments.

- 29
30 5. CITY COUNCIL REPORT

31
32 Time Stamp: 3:38 01/05/2023

33
34 Councilman Seamons reported on the December 8, 2022, City Council Meeting. There were public
35 comments regarding the historical relationship between Brigham City and Willard. The City Council held a
36 public hearing regarding the annexation of the water tank site for Lew Swain. The annexation was approved.
37 The City Council received a report regarding the Baseball Park, which highlighted the City's need for a field
38 coordinator and charges for use of the fields. Plans to turn the detention area into a baseball field had been
39 posted publicly so the City could receive comments.

40
41 Mayor Mote stated that Sean Mathis had agreed to run the baseball program if he received plenty of
42 support.

43
44 Councilman Seamons said the City Council discussed and tabled an employee evaluation form because
45 the form wasn't available. The City Council also discussed the City's Lighting Ordinance. It determined the
46 City needed light meter and audio meters. The City Council approved the ADU Ordinance.



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48 Councilman Seamons updated the Planning Commission on the Granite/Wells agreement. The City had
49 applied to Box Elder County for a conditional use permit for a gravel pit. In response, the County had said
50 it would apply whatever ordinances and zoning Willard might have that affected gravel pits.

51
52 Bryce Wheelwright, City Planner, explained that if unincorporated property was close to an existing City,
53 the County followed that city's master plan, zoning map, and ordinances.

54
55 Mayor Mote stated that Box Elder County was asking cities to consider annexing adjacent properties. If a
56 city refused to annex property, the County would then try to mirror the city's zoning regulations. The County
57 wanted cities to follow their annexation policy declarations and incorporate properties. Willard City's
58 annexation policy declaration extended all the way to the Weber/Box Elder County line. Any zoning changes
59 requested between Willard and the County line would be directed to Willard City for annexation.

60
61 Councilman Seamons stated that in reaction to the County's response, the City Council had directed the
62 staff to research the City's Annexation Policy Declaration to make sure it applied to extraction and to
63 research and begin preparing an ordinance for gravel pits. Willard City currently did not have an ordinance
64 that regulated gravel pits. The City had to have such an ordinance, or the whole scenario would be
65 unraveled.

66
67 Commission Dubovik asked if the Council had directed the City Attorney to look at gravel pit ordinances
68 from surrounding communities. Councilman Seamons said it had. Colt Mund, City Attorney, said the City
69 Council did give him that direction. In addition it also directed that outside counsel be sought to advise ways
70 the City could protect itself. He and Chris Davis had compiled a list of land use attorneys they would begin
71 talking with. Box Elder County had an ordinance that Granite liked that they would also review with outside
72 counsel.

73
74 Commissioner Harrop asked if there was any prospect of someone putting in a gravel pit at this time. Bryce
75 Wheelwright said the City owned property in the existing gravel pit that wasn't available for mining due to
76 zoning. Colt Mund said the City-owned property was located in unincorporated Box Elder County. It was
77 not located in the Willard City limits. Councilman Seamons said the City planned to annex it and zone it for
78 mining.

79
80 Councilman Seamons stated that all properties in the unincorporated county would be faced with the same
81 scenario. Applicants couldn't just go to the County and get whatever they wanted. The County would push
82 it back on the governing ordinance of the adjacent city.

83
84 Councilman Seamons continued his Council report for December 8th. The EPA had mandated that the City
85 have an inventory of lead in all old pipes. The City would receive \$100,000 to begin the study, but Phase
86 2, or removal, would be expensive. The City would have to remove and replace 3% of the inventory per
87 year. The Police Department was pretty close to a full staff, and the Fire Department had received its air
88 packs. Cory Nielsen, from UDOT, had been assigned as the HOP Trail project manager. He was working
89 with the City to set up a Memorandum of Understanding so the project started could get started. He reported
90 that the City office had been broken into during the week.

91
92 6A. CONSIDERATION OF FINAL SITE PLAN FOR FIIZ DRINKS LOCATED AT APPROXIMATELY 30
93 NORTH MAIN (PARCEL NO. 02-047-0115)

94
95 Time Stamp 12:12 01/05/2023
96



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Bryce Wheelwright stated that the Planning Commission had already approved a site plan for a FiiZ store at 30 North Main. The engineering was completed and UTO had approved access onto Highway 89. The staff was seeking feedback from the Planning Commission before a building permit was issued. On December 1st, the City Engineer completed a final engineering review. One issue that had been resolved was the need for additional land. The applicant, Chace Lutz, had worked with the property owner to the north to obtain a crossover easement. Once that easement was recorded the applicant could apply for a building permit unless the Planning Commission had additional concerns.

Commissioner Dubovik asked about the two-way traffic shown on the south side of the proposed building. Would the two-way traffic occur in the parking lot or on Highway 89? Mr. Wheelwright said it would occur in both places?

Chace Lutz, applicant, Roy, stated that UDOT had required that they complete a traffic study. They did not have to provide shoulder access because their business would not generate more than 25 cars per hour. Their access was an ingress/egress. It would have two-way traffic.

Commissioner Dubovik expressed concern about traffic exiting the site and entering traffic that would be traveling 45 mph. Would the site have a turn lane? Would there be parking stalls backing onto Highway 89? Mr. Lutz said all of the parking was located in the rear of the site. There would be plenty of room for vehicles to maneuver.

Chairman Bodily asked what would direct vehicles existing the drive-through on the north side of the building to turn and use the ingress/egress rather than driving straight out to Highway 89? Mr. Lutz said there would be a retention area in front of the building. The only thing they could do was put in the asphalt and striping mandated by UDOT.

Chairman Bodily stated that as vehicles circled the building what would prevent light from flashing into the home to the north. Chace Lutz said that right now the homeowner didn't think light would be a problem, but it might be a concern in the future. He wanted to put in a fence, but the cross access easement prevented the construction of anything permanent. He felt they could put in a 6-foot fence where light would be a problem. He planned to fence the entire perimeter, but he had to come up with something different for the easement; something removable. Chairman Bodily felt it was something that needed to be addressed. The City didn't want upset neighbors.

Chairman Bodily asked if the Planning Commission needed to make a recommendation to the City Council. Mr. Wheelwright said it did not. This item was for information purposes only and to determine if there were any final concerns that needed to be addressed with the building permit.

6B. TRAINING – OPEN AND PUBLIC MEETINGS ACT

The Planning Commission watched a video presentation by David Church, from Utah League of Cities and Towns, regarding the Open and Public Meetings Act.

7. CONSIDERATION AND APPROVAL OF DECEMBER 1, 2022, REGULAR PLANNING COMMISSION MINUTES

Commissioner Hulsey moved to approve the December 1, 2022, minutes as corrected. Commissioner Dubovik seconded the motion. All voted" aye." The motion passed unanimously.



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8. COMMISSIONER/STAFF COMMENTS

Time Stamp: 48:36 01/05/2023

Chairman Bodily

Chairman Bodily asked if a General Plan work session between the City Council and the Planning Commission had been scheduled. Mayor Mote planned to discuss a date with the City Council during the next Council meeting.

Bryce Wheelwright

Bryce Wheelwright reported that the grant the City received for the HOP Trail was a matching grant. The City had to come up with matching dollars. UTA and UDOT planned to use the Corridor Preservation Funds for the City's match.

Mayor Mote asked if the City needed to apply to Box Elder County for those funds. Mr. Wheelwright said it did not. The City was working with the County Attorney on an agreement between UTA, Willard, Perry, and the County.

Colt Mund

Colt Mund planned to have the Conditional Use Permit Ordinance ready for the Planning Commission to consider at its next meeting.

Commissioner Bingham

Did not have any comments

Commissioner Dubovik

Commissioner Dubovik asked about the design and construction of the trail. Bryce Wheelwright stated that the City was using its engineer, Jones & Associates, to design Willard's portion of the trail. Jones & Associates would probably design the entire trail because they were also the engineer for Box Elder County and Perry City. The project manager from UDOT was putting together the Memorandum of Understanding. Then the project could move forward. After the trail was designed, Jones & Associates would put it out to bid.

Commissioner Dubovik stated that the trail in Sun Valley, Idaho was world class with great markings and crosswalks. What standards would Jones & Associates follow? Councilman Seamons stated that UDOT required that the trail design follow AASHTO standards.

Commissioner Hulsey did not feel the City Engineer would mind some suggestions.

Bryce Wheelwright stated that the Old Farms Subdivision, which would be constructed on the Lew Swain annexation, would build their portion of the HOP Trail.



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Commissioner Hulsey

Did not have any comments.

Commissioner Harrop

Did not have any comments.

9. ADJOURN

Commissioner Harrop moved to adjourn at approximately 7:26 p.m. Commissioner Hulsey seconded the motion. All voted in favor. The motion passed unanimously.

Minutes were read individually and approved on: _____

Planning Commission, Chairman
Sid Bodily

Planning Commission Secretary
Michelle Drago

dc:PC 01-05-2023