

NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a special meeting scheduled for Thursday, **June 22, 2023**, 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 June 1, 2023
5. Agenda Items
 - A. Zoning Clearance- Hillside Overlay Lot- Brad & Katie Gibbons- 132 N 500 E, Mond-Aire Lot #35
 - B. Conceptual Design- Wilker Subdivision- 100 W 400 N, Millville UT
 - C. Other
6. City Council Minutes- June 8, 2023
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- Thursday, July 6, 2023, at 8pm.
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 June 20, 2023 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

June 1, 2023

PRESENT: Garrett Greenhalgh, Bonnie Farmer, Lynette Dickey, Darcy Ripplinger, Matt Anderson, Tara Hobbs, Kara Everton, Pam June, Mayor David Hair, Eric & Molly Dursteler, Jackson Derenham, Devin Preston

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for June 1, 2023, at 8:00 pm. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, and Matthew Anderson (Alt.) were present. Commissioner Thompson and Lewis are excused with Commissioner Ripplinger to arrive later. Development Coordinator Kara Everton was present and took the minutes.

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. **Commissioner Dickey moved to approve the agenda for June 1, 2023.** Commissioner Farmer seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson and Lewis are excused and Commissioner Ripplinger to arrive later.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for May 4, 2023. **Commissioner Farmer moved to approve the minutes.** Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson and Lewis are excused and Commissioner Ripplinger to arrive later.

5.A. Zoning Clearance- Donald Lewis- Accessory Building- Garage- 124 E 100 N, Millville

UT The owner was not present. This accessory building will have a concrete floor, and electricity but no plumbing. The drawing measurements look a little off, however, if the accessory building is at least 30' from the front property line then it's good to go.

Commissioner Ripplinger arrived at this time.

Commissioner Anderson made a motion to approve the zoning clearance for an accessory building for Donald Lewis. Commissioner Ripplinger seconded. Commissioners Garrett

Greenhalgh, Lynette Dickey, Bonnie Farmer, and Matthew Anderson (Alt.) and Darcy Ripplinger (Alt) voted in favor. Commissioner Thompson and Lewis are excused.

5.B. Zoning Clearance- New Residence- Eric Dursteler- 140 N 100 W, Verla N Olsen Lot #1 The application shows the address being 114 North 100 West but it is actually 140 North 100 West. This home will have an apartment in the basement. Treasurer Hobbs informed them of the process of payment when that is rented. Height is 23-1/2". The homeowners will have a dryline for the sewer. Homeowners still need to get the septic permit from BRHD. We will sign the zoning clearance, but the septic permit needs to be turned in before it will be issued.

Commissioner Dickey made a motion to approve the zoning clearance for Eric Dursteler for a new residence with contingency of obtaining septic permit. Commissioner Ripplinger seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, and Matthew Anderson (Alt.) and Darcy Ripplinger (Alt) voted in favor. Commissioner Thompson and Lewis are excused.

5.C. Other

- Darcy Ripplinger said she was grateful for the timer for the pickleball lights turning off at 10pm.

- Bonnie Farmer asked if the owner of an ADU needed to occupy either the primary or secondary residence. The commission confirmed that is correct.

- Mayor Hair suggested that the commission review the code regarding the accessory buildings being built on the drip line. There have been concerns expressed recently that when snow slides off the metal roofs, it often hits the fence and could damage it. The commission agrees that there is a need to investigate the code and revise if necessary. Cache County requires 5 feet off the property line but allows Millville to currently have buildings built up to the drip line.

- Jackson Derenham & Devin Preston are present and had some questions about some code. They live at 25 W 300 S. They were referencing our city code Chapter 15.08.010: PERMIT REQUIRED; EXCEPTIONS which states, "the permit required by this chapter. This section shall not apply where either: a) the retail cost of materials used is less than one thousand dollars (\$1,000.00), except for structural changes' ', and would like to have the commission clarify what structural changes means. Commissioner Greenhalgh stated that if you are adding footings in the ground or tearing out a wall that needs a beam that is a structural change. Plumbing, HVAC should always require a permit. The owners want to do a porch under the deck and create a walk out basement. It is a concrete wall with a window where they want to put a door. Commissioner Greenhalgh stated that frost protection is required in our area. The owners could cut out the footing, then install a foam board insulator or dig down deeper and put the footings deeper than that would satisfy the requirement. Based on the frost protection, they will need a zoning clearance from the city to get a permit through the county. They do want to rent some rooms in their

basement as a long-term rental. The commission advised that the rental needs to be a self-contained space, so it needs to be a unit, and cannot rent out as individual rooms. Owner stated that they want to level out their driveway and advised what is necessary to finish it off against a property line. The commission made suggestions for a small wall.

- Matt Anderson stated that he needs to do a back wall, and due to the height, it will be engineered, he may do boulders or concrete. He asked if he needed a zoning clearance. Commissioner Greenhalgh stated that should be included with his original zoning clearance.

6. City Council Report – review minutes from the May 11, 2023, meeting

- The OHV certificate was discussed in depth. Mayor Hair stated that a new law is in effect. Commissioner Ripplinger said that Providence has a similar situation with their canyon road as Millville City does, but they have some signs along that stretch of road that possibly help slow them down. Her concern is that if warnings are not given then there is no accountability. The commission agreed.

- The code updates for Private Lanes were discussed by the commission. It was understood that the need to clearly define asphalt was needed. Suggestion to the code would be “3” of permanent asphalt that meets Millville City Code standards” would be sent to the City Council.

7. Agenda Items/Notes for Next Meeting

- Schedule Public Hearing for a Zone Change for the Park Extension from Agriculture to Open Space to match the rest of the park is scheduled for June 15, 2023, at 8:05 p.m.
- Drip Line code research and update
- Asphalt in code for private lanes
- Chapter 15.08.010 Permit Exceptions- clarification. Some items of clarification are as follows:
 - o Does the county require a zoning clearance for a basement remodel?
 - o Is there a timeframe that an original home permit is good until to address inspections for further construction.
- Zoning Clearance- remodel/addition/basement buildout.
 - o Is it associated with the address? Last couple years they’ve been charging for the basement permits upfront.

8. Calendaring of future Planning Commission Meeting

- June 15, 2023, at 8:00 pm.

9. Adjournment

Chairman Greenhalgh moved to adjourn the meeting at approximately 9:17 p.m.

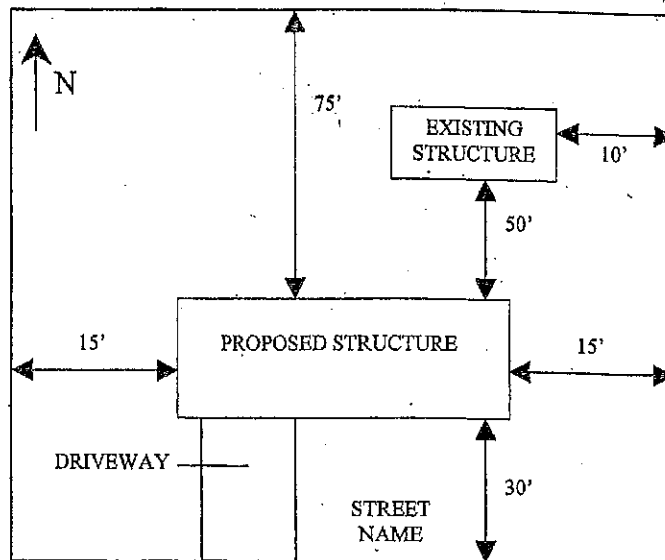


MILLVILLE CITY
ZONING CLEARANCE FOR BUILDING PERMIT
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

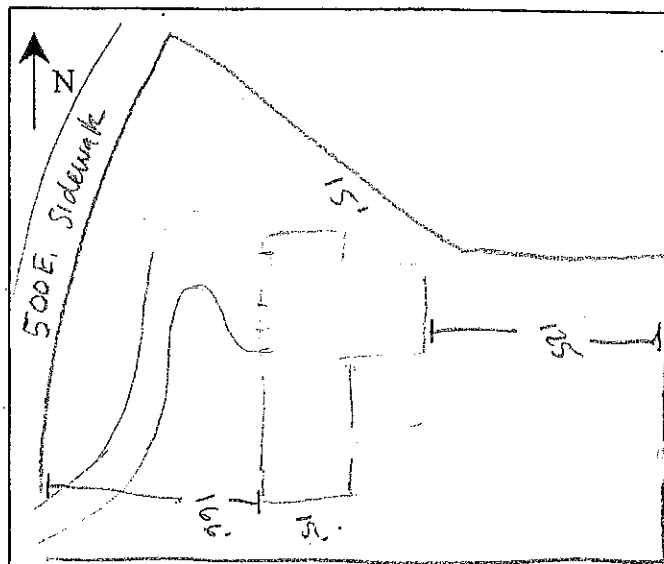
APPLICATION INFORMATION

1. Brad & Katie Gibbons
APPLICANT'S NAME
2. P.O. Box 774
MAILING ADDRESS
- Millville UT 84326
CITY STATE ZIP CODE
3. (435) 512-9631 4. _____
HOME TELEPHONE BUSINESS TELEPHONE
5. _____
OWNER'S NAME (if different from applicant)
6. Home
TYPE OF STRUCTURE
7. Living 9356 8. residential
SQUARE FOOTAGE ZONE
9. Mond-Aire Heights #35
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 194 - 0035
TAX IDENTIFICATION NUMBER
11. 132 N. 500 E.
ADDRESS OF CONSTRUCTION
12. 1.45 acres 13. _____
LOT SIZE LOT ELEVATION
14. SEWER ☐ SEPTIC TANK ☒ N/A ☐
(choose one)
15. CITY WATER ☒ PRIVATE WELL ☐ N/A ☐
(choose one)
16. ELECTRICITY ☒ GAS ☒ OTHER UTILITY ☐
(specify in remarks)
17. height 32' 3"
REMARKS

SAMPLE PLOT PLAN
(numbers do not represent required setbacks)



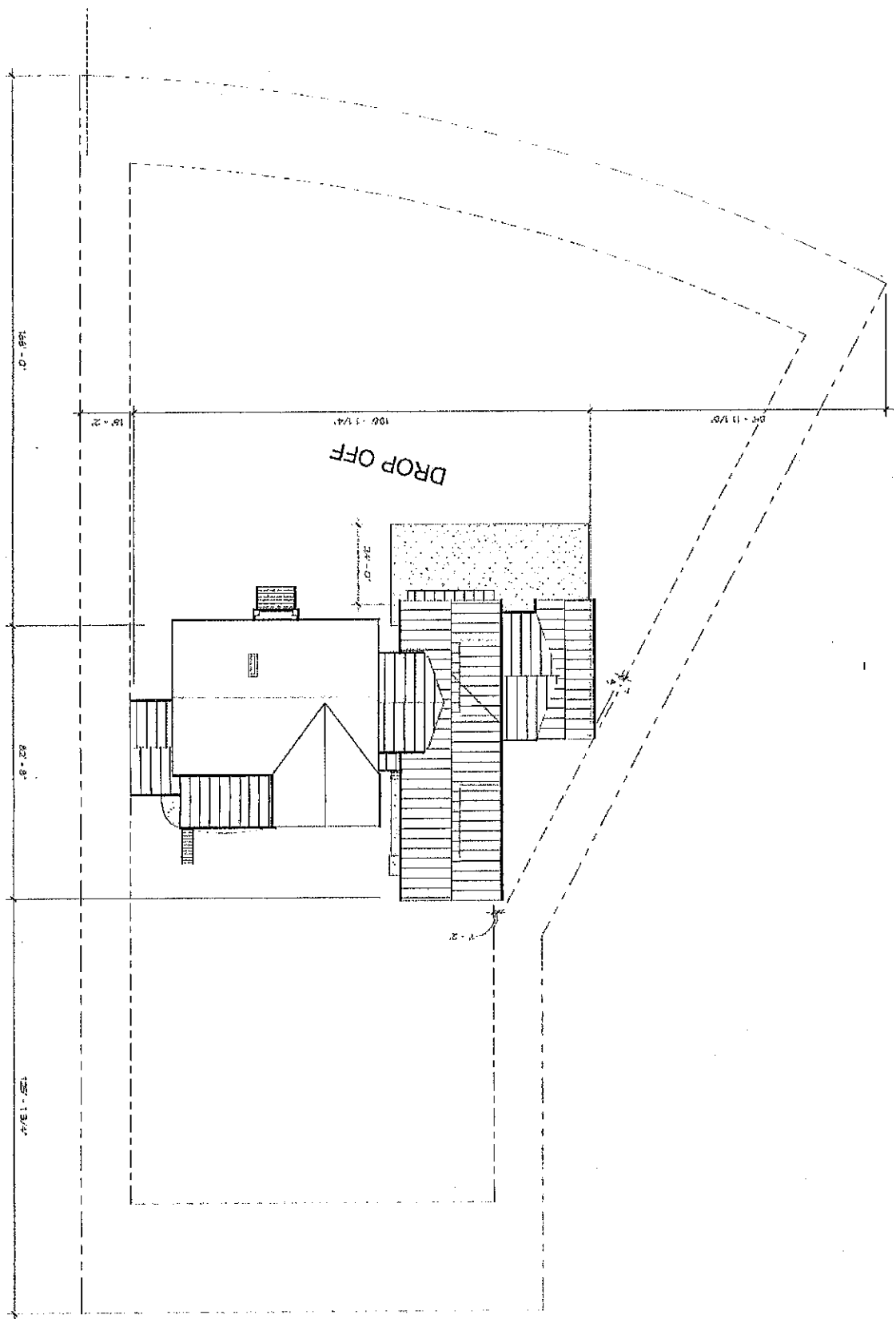
PLOT PLAN



APPROVED - PLANNING AND ZONING _____ DATE _____

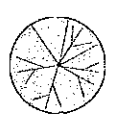
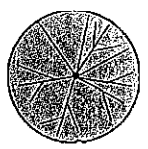
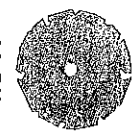
FEES PAID - TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)





Landscape Plan



30-50'
Coniferous

15-25'
Coniferous

20-40'
Deciduous

15-25'
Deciduous

7% Grade
Driveway

3' Boulder
Retention

3' Boulder
Retention

Sloped areas adjacent to the driveway and building foundation will be restored and reinforced by retaining walls (see 17.32.110 (G)(5) and 17.32.110 (D) and 17.32.110 (F) and 17.32.110 (G)(5)).

Any drainage on the north side of the property not naturally absorbed into the soil will go to the street gutter and storm drain.

Fill, compaction, grading, rock walls, backfill materials, footings and flatwork will be completed per the recommendations in the Geotechnical Investigation Report.

Gravel

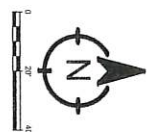
Concrete Pad

3' Boulder
Retention

This polygon is roughly where the greater than 20% slopes are indicated as existing in the final grading plan. On areas of 20% slope or greater mulch does not meet the long term erosion control characteristics of the original vegetation per the requirements of Millville City code 17.32.110 (G)(1) and 17.32.110 (G)(5).

Sprinklers & Irrigation

Mulched areas will include irrigated and non-irrigated trees and plant species. Irrigated varieties will be watered via drip irrigation. Trees and grass areas will be irrigated via pop-up sprinklers. Automated sprinkler system in compliance with local and state water use regulations will be used throughout per Millville City Code 17.32.070(D).



02-127-0013
MICHAEL A. TAMM, GEO.
PO BOX 731
WALLACE, UT 84086



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1. *Journal of the American Medical Association*, 1997; 277: 1033-1037.

1. PARTIAL NUMBER 02-127-0207
2. TOTAL ACRES WITH A 25.42 ACRES REMAINING

- [illegible]

APPROXIMATE 4' CONSTRUCTION TO HELP THE CITY GRAB
SOME OF THE CREDIT

* A 5/8" WATER SERVICE CONNECTION TO THE EXISTING

- [illegible]

5. IT IS PROPOSED THAT "MIND" FROM THE DEVELOPMENT BE CONVEYED TO YARD SLIPS WITHIN ON SITE LANDSCAPING PLAN.

- DESIGN WILL FOLLOW CURRENT CADDE COUNTY STORMWATER DESIGN CRITERIA.

MOUNTAIN ROOTS

402 SOUTH 970 EAST
RIVER HEIGHTS, UTAH 84321
WWW.MOUNTAINROOTSENGINEERING.COM

WILKER SUBDIVISION
CONCEPTUAL PLAN
100 WEST 400 NORTH
MILLVILLE UTAH, 84326
6445/0000

SHEET NO.:

C100

1 DE 2

NOT FOR
CONSTRUCTION

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