

**MINUTES OF THE HUNTSVILLE TOWN
PLANNING COMMISSION MEETING**

MEETING DATE: September 28th, 2023
PLACE: Ogden Valley Library
 131 S 7400 E, Huntsville Utah
TIME: 6:30 p.m.

NAME	TITLE	STATUS
Allen Endicott	Chairman	Excused
Steve Songer	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Present
Liz Poulter	Planning Commissioner	Present
Suzanne Ferre	Planning Commissioner	Present
Amanda Hessenauer	Alt Planning Commissioner	Present
Sandy Hunter	TC Liaison	Excused
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

Citizens: Max Ferre, Ivy Ellison

1-Roll call: Acting Chairman Larsen welcomed all who are attending the meeting.

2- Open to Public Hearing for Ordinance 2023.6.22 and changes to the Acceptable Use Table (see Attachment #1)

Acting Chairman Larsen gave a recap of the reason this Ordinance is before Public Hearing. This Ordinance creates code for the Town’s new C-2 Zone. This Zone will be along highway 39. PCM Poulter commented to keep in mind the Town’s current highway area as well as land it might potentially annex in the future.

There was no public comment.

3- Close Public hearing and Open to regular Planning Commission meeting

PCM Poulter motioned to close the public hearing and open regular Planning Commission meeting. PCM Songer Seconded the motion. All Votes Aye. Motion passes. Votes are reflected below.

<u>VOTES:</u>	
<u>AYES:</u>	<u>Commissioner Jeff Larsen</u> <u>Commissioner Liz Poulter</u> <u>Commissioner Steve Songer</u> <u>Commissioner Suzanne Ferre</u> <u>Alt Commissioner Hessenauer</u>
<u>NAYS:</u>	

4- Discussion and/or action on Ordinance 2023.6.22
 (See Attachment #1)

The PC discussed the change to limiting bars and also restaurants that sell alcohol in the Town limits. PCM Hessenauer expressed concerns about some of the uses under the C2 Zone that are listed as conditional. She felt that the PC should more thoroughly review these while they now have the chance.

PCM Larsen reviewed table 15-1 and the PC adjusted the items as they saw appropriate. See Notes in attachment 1 for all changes made.

PCM Hessenauer questioned if one multi use building could have several conditional uses. The overall opinion was yes that would be allowable.

PCM Poulter motioned to recommend for approval Ordinance 2023.6.22 and changes as mentioned for table 15-1. PCM Songer seconded the motion. Roll Call Vote. All Votes Aye. Motions passes. Votes are reflected below.

<u>VOTES:</u>	
<u>AYES:</u>	<u>Commissioner Jeff Larsen</u> <u>Commissioner Liz Poulter</u> <u>Commissioner Steve Songer</u> <u>Commissioner Suzanne Ferre</u> <u>Alt Commissioner Hessenauer</u>
<u>NAYS:</u>	

5-Approval of minutes for Planning Commission meeting May 25th, 2023.
 (See Attachment #2)

PCM Hessenauer motioned to approve the minutes from August 24th, 2023. PCM Ferre seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

<u>VOTES:</u>	
<u>AYES:</u>	<u>Commissioner Jeff Larsen</u> <u>Commissioner Liz Poulter</u> <u>Commissioner Steve Songer</u> <u>Commissioner Suzanne Ferre</u> <u>Alt Commissioner Hessenauer</u>
<u>NAYS:</u>	

6- Discussion and/or action on Land Use Permit for Martell New Home, 386 N. 6900 E., Parcel # 201470001 (See attachment #3)

Ryan was present to speak on behalf of this project as the landowner and contractor. 42.00 Shannon spoke on behalf of an issue that was brought to her attention by TCM Hunter. The parcel in question actually does not have appropriate frontage on a 66-foot town road. Ryan Stated that he was a part of subdividing this land back in about 2005 and he was unaware of this issue. He stated that there is a turnaround on the plat that was recorded so that there was room for fire truck access and turn around. He also stated that he installed a fire hydrant close to the property. Ryan had questions on if he needed to install the road all the way to the current dead end.

There was additional discussion on street 6800 E, there has been conversations with the Town that the parcel across the street from the parcel in discussion, will at one point be responsible for completing some of the road in that area. Ryan recalled that he signed an agreement stating that he will deed over 33 feet by his property over to the town for part of the access.

The issue of frontage on an official 66-foot town road was a concern. Ryan stated that there was previous discussion about this issue and the town had planned to require the parcel across the street, parcel number 200100010, to also deed 33 feet to eventually complete a 66-foot road.

PCM Hessenauer agreed with PCM Poulter that she would like to see some more information on any decision the town made on this property before approving a land use permit. PCM Songer felt like it would be acceptable to approve this permit with the condition that any record of agreement that the town sees this as a buildable lot is found and reviewed.

PCM Songer motioned to approve the Land Use for the Martell New Home 386 N. 6900 E., Parcel # 201470001 with the condition that there is a record of the agreement between the town and the property owner that upon previous subdivision the lot was considered buildable also that there will be 33-feet for the road along said property. PCM Poulter seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Suzanne Ferre Commissioner Hessenauer
NAYS:	

7- Discussion and/or action on Land Use Permit for Engstrom New Home, 7540 E. 600 S., Parcel # 240090009 (See Attachment #4)

Mike Engstrom was present to speak on behalf of the project. Mr. Engstrom stated that they revised the site plan and all parts of the structure are now within the setbacks.

PCM Poulter motioned to approve the Land Use Permit for Engstrom New Home, 7540 E. 600 S., Parcel # 240090009. PCM Hessenauer seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Suzanne Ferre Commissioner <u>Hessenauer</u>
NAYS:	

8- Discussion and/or action on Lot consolidation for Town lots, Parcel #'s 240140039, 240140040 & 241320001. (See Attachment #5)

Shannon updated the PC for the reason the town has decided to consolidate these three lots. The town is looking to consolidate so there will be one lot for the new town hall.

PCM Ferre motioned recommend approval of Ordinance 2023.9.28, lot consolidation for Parcel #'s 240140039, 240140040 & 241320001. PCM seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Suzanne Ferre Commissioner <u>Hessenauer</u>
NAYS:	

9-Discussion and/or action on Water leak assistance policy
(See Attachment #6)

Shannon commented that she is working on a policy to deal with leak assistance or financial assistance for overdue water bills. She plans on incorporating this in the Town's Policy and procedure manual after it goes through the approval process.

10- Sandy's TC Updates Sandy is out of town

12-Public Comment. Steve Songer questioned whether the Town requires payment for a land use permit for a structure that is being rebuilt due to extensive damage, i.e. collapsing due to snow. Shannon stated that she does not charge for a land use permit if it is being rebuilt in the same exact footprint. Steve Songer agreed with that.

13-Chairman's Remarks. Acting Chair Larsen thanked all for the discussion.

14-Motion to adjourn.

PCM Hessenauer made a motion to adjourn the meeting. PCM Songer seconded the motion. All votes Aye. Motion Passes.

Meeting is adjourned at 7:55 p.m.


Shannon Smith, Clerk

PC meeting 9.28.23
Attachment #1

HUNTSVILLE TOWN
ORDINANCE 2022.6.22

2023

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH ADDING TITLE 15.8A
HIGHWAY COMMERCIAL ZONE C-2 AND MODIFYING TITLES 15.6 AND 15.24

RECITALS

WHEREAS, Huntsville Town (hereafter referred to as “Town”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §§ 10-8-84 and 10-8-60 authorizes the Town to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the Town;

WHEREAS, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables the Town to regulate land use and development;

WHEREAS, Table 15-1, Huntsville Town Acceptable Uses by Zone, in Title 15 designates a Commercial Highway Zone C-2, the Huntsville Town Planning Commission desires to establish the standards of the Commercial Highway Zone C-2 into Title 15, Land Use;

WHEREAS, Title 15, Chapter 6, the Huntsville Town Planning Commission desires to revise verbiage;

WHEREAS, Title 15, Chapter 24, the Huntsville Town Planning Commission desires to refer to UDOT permitting,

WHEREAS, after publication of the required notice, the Planning Commission held its public hearing on Thursday September 28th 2023, to take public comment on this Ordinance, and subsequently gave its recommendation to adopt this Ordinance on _____;

WHEREAS, the Town Council received the recommendation from the Planning Commission and held its public meeting on _____, and desires to act on this Ordinance;

NOW, THEREFORE, be it ordained by the Huntsville Town Council as follows:

Section 1: Repealer. Any ordinance or portion of the municipal code inconsistent with this ordinance is hereby repealed and any reference thereto is hereby vacated.

Section 2: Amendment. The *Huntsville Municipal Code* is hereby amended to read as follows:

15.8.A COMMERCIAL HIGHWAY ZONE (C-2)

- 15.8A.1 Purpose
- 15.8A.2 Use Regulations
- 15.8A.3 Single-Family Dwellings Use and Regulations
- 15.8A.4 Front Yard Regulations
- 15.8A.5 Side Yard Regulations
- 15.8A.6 Rear Yard Regulations
- 15.8A.7 Height Regulations
- 15.8A.8 Coverage Regulations
- 15.8A.9 Architectural, Landscape, and Screen Standards
- 15.8A.10 Parking
- 15.8A.11 Special Development Plan Overlay Zone

15.8A.1 Purpose

The purpose of the C-2 Zone is to designate areas within Huntsville Town that are close to Highway 39 and not in the center of Huntsville Town and would accommodate other uses in a commercial zone that are not permitted in the center of old Huntsville Town.

15.8A.2 Use Regulations

All uses allowed in the Commercial Highway Zone C-2 are designated either as permitted in Table 15-1, or as conditional and approved pursuant to a Conditional Use Permit by the Town Council. Signage regulations are contained in the Huntsville Town Signs Title, with additional considerations in this Chapter.

15.8A.3 Single-Family Dwellings Use and Regulations

All Use, Area, Frontage, Coverage, Yard, Height Regulations and Special Provisions pertaining to single-family dwellings are listed in the Agricultural Zone A-3 under Single Family Dwellings.

15.8A.4 Front Yard Regulations

The depth of the front yard shall be thirty (30) feet from the property line for all structures.

15.8A.5 Side Yard Regulations

The minimum side yard shall be ten (10) feet. The measurement of the side yard shall be the distance between the wall of a structure (above or below ground) and the side property line. If the wall is built straight up from the foundation, the measurement can be made from the foundation wall. The only portion of the structure allowed to violate the ten (10) foot setback is a roof eave extending out 18 inches or less.

15.8A.6 Rear Yard Regulations

Lots which rear upon the side yard of another lot in a residential zone R-1 or agricultural zone A-3, the minimum rear yard shall be ten (10) feet. For setbacks where the boundary is a natural stream or river corridor, see Huntsville Town Sensitive Lands Title.

15.8A.7 Height Regulations

No pitched roof building or structure shall be erected to a height greater than two and one-half (2 ½) stories, or thirty-five (35) feet unless the height is for a unique architectural feature(s) recommended by the Planning Commission and approved by the Town Council. The unique structure(s) height cannot exceed forty (40) feet, be no greater than 150 sf each and no greater in length than 20 feet each (e.g. bell tower, etc.) There shall not be more than two unique structures per acre. Flat roof buildings shall not exceed two (2) stories or twenty-four (24) feet, whichever is greater.

15.8A.8 Coverage Regulations

No buildings or structures or group of buildings with their accessory buildings shall cover more than 45 percent of the area of the lot.

15.8A.9 Architectural, Landscape and Screening Standards

As permitted in the Huntsville Town Architectural, Landscape, Screening, and Waste Disposal Standards Title 15.20.3 and as required below:

General requirements for all main buildings facing the public street:

1. No HVAC located on a roof to be visible from the street.
2. Pitched roofs to be angled in such a manner to prevent accumulated snow from sliding into pedestrian areas.
3. Roof and impervious parking lot surface runoff is encouraged to be returned to the landscaped areas on the lot and not engage the public stormwater system. Rain barrel water catchments are encouraged for roof runoff.
4. Metal roofs shall be painted or of a non-reflective nature.
5. Shingled roofs shall be composed of at least a 25-year guaranteed quality and simulate the look of wood shingles or as a minimum have greater depth than standard shingles.
6. Fencing shall be three to four rail type fencing when visible from the street.
7. For pitched roofed buildings exterior walls to be composed of board and batten siding but may contain stone or brick features for up to 25% of the front facade.
8. Pitched roof eaves shall overhang a minimum of 1.5 feet measured horizontally.
9. No stucco is allowed.

15.8A.10 Parking

As permitted in the Huntsville Town Vehicle Parking and Loading Title 15.24 except location of parking spaces shall be on the same lot as the main building.

15.8A.11 Specific Development Overlay Zone

As permitted in the Huntsville Town Commercial Zone C-1, Title 15.8.10, and following the requirements of Title 15.29, Specific Development Plan Overlay Zone.

15.6.2.A.3

No single-family dwelling, or portion thereof, shall be rented while occupied by the respective owner, except as provided for in Title 15.18.5.

15.24 ACCESS MANAGEMENT

All businesses requiring motor vehicle access shall meet the requirements specified in *Utah Administrative Code* §§ 930-6 – Access Management.

TABLE 15-1 HUNTSVILLE TOWN ACCEPTABLE USES BY ZONE

<u>Use</u>	<u>R-1</u>	<u>C-1</u>	<u>C-2</u>	<u>A-3</u>	<u>CR1</u>	<u>S</u>	<u>O</u>	<u>RC</u>	<u>Additional Reference</u>
Accessory Building, Private	P	C	C	P	C	C	C	C	
Adult/sex-oriented facilities and businesses	N	N	N	N	N	N	N	N	
Agriculture	P	N	N	P	C	P	P	N	
Amusement Park or Business	N	N	N	N	N	N	N	N	
Animal or Fowl Slaughter	N	N	N	C	N	N	N	N	
Auto impoundment yard and towing services	N	N	N	N	N	N	N	N	
Auto rental	N	N	N	N	N	N	N	N	
Auto repair, service and detailing	N	N	N	N	N	N	N	N	
Auto wrecking yard	N	N	N	N	N	N	N	N	
Banks and financial services	N	C	C	N	C	N	N	N	
Bars, taverns, clubs	N	N	N	N	N	N	N	N	* limit of 10 more than 2
Bed and breakfast	C	C	C	C	C	C	N	N	See 15.6.2.C
Bike Path	P	C	C	P	C	P	P	P	
Botanical or zoological garden	N	N	C	C	C	C	P	N	
Campground	N	N	C	C	C	C	P	P	
Car wash, commercial	N	N	N	N	N	N	N	N	
Cell Tower	N	N	N	N	N	N	N	N	
Cemetery	C	N	N	P	C	P	P	N	
Childcare center with less than 9 children	C	C	C	C	C	C	N	N	
Childcare center with more than 9 children	N	N	C	C	C	N	N	N	
Childcare, in home	C	C	C	C	C	C	N	N	
Churches	C	C	C	C	C	N	N	N	
Commercial kennels	N	N	C	C	N	C	N	N	
Construction equipment rental	N	N	C	N	N	N	N	N	
Construction equipment storage	N	N	C	N	N	N	N	N	
Construction equipment sales, wholesale	N	N	C	N	N	N	N	N	
Construction services office	N	N	C	N	N	N	N	N	
Dwelling unit, accessory	N	N	N	N	N	N	N	N	
Dwelling unit, multi-family (Apts)	N	N	N	N	N	N	N	N	
Dwelling unit, nightly rentals	N	N	N	N	N	N	N	N	
Dwelling unit, single-family attached (Condominiums, Townhomes)	N	N	N	N	N	N	N	N	
Dwelling unit, single family	P	P	P	P	P	P	N	N	
<u>Use</u>	<u>R-1</u>	<u>C-1</u>	<u>C-2</u>	<u>A-3</u>	<u>CR1</u>	<u>S</u>	<u>O</u>	<u>RC</u>	<u>Additional Reference</u>

Revised and Adopted 6-2-22

Zones: R-1-Residential, C-1-Commercial, C-2-Commercial Highway, A-3-Agriculture, CR-1-Commercial Recreation, S-Shoreline, O-Open Space, RC-Recreation Zone

Uses: P-Permitted, C-Conditional, N-Not Permitted

Any use not listed is not allowed

*

Combin

Dwelling unit, two-family or duplex	N	N	N	N	N	N	N	N	
Fishing Ponds (Private or Public)	C	N	C	C	C	C	P	N	
Funeral services	N	C	C	N	C	N	N	N	
Gas and fuel, storage and sales	N	N	N	N	N	N	N	N	
Gasoline service station with convenience store	N	N	C	N	C	N	N	N	
Golf courses	N	N	C	C	C	C	C	N	
Golf Course, (miniature)	N	N	C	N	N	N	N	N	
Golf Driving Range with Golf Course	N	N	C	C	C	C	C	N	
Group home for juveniles	N	N	C	N	N	N	N	N	
Healthcare facilities	N	C	C	N	N	N	N	N	
Historic structures, preservation of, including related accessory uses	C	C	C	C	C	C	N	N	
Home based businesses	C	C	C	C	C	C	N	N	
Horse boarding	C	N	C	C	C	N	C	N	
Horse stables and riding academy	N	N	C	C	C	N	C	N	
Hospitals	N	N	C	N	N	N	N	N	
Hotel, motel or inn with fewer than 16 rooms	N	N	N	N	N	N	N	N	
Hotel, motel or inn with 16 or more rooms	N	N	N	N	N	N	N	N	
Manufacturing, heavy	N	N	N	N	N	N	N	N	
Manufacturing, light	N	N	C	N	N	N	N	N	
Medical equipment supply	N	C	C	N	N	N	N	N	
Mining, resource extraction	N	N	N	N	N	N	N	N	
Movie Theater	N	N	C	N	C	N	N	N	
Museum	C	C	C	C	C	C	C	C	
Nursing home, Assisted Living	N	C	C	N	N	N	N	N	
Offices, general	N	C	C	N	N	N	N	N	
Offices, medical and dental	N	C	C	N	N	N	N	N	
Outdoor display of merchandise	N	C	C	N	C	C	N	N	
Park and ride	N	N	C	N	C	N	N	N	
Parking lot	N	C	C	N	C	C	N	N	
Parks, Public	N	C	C	P	C	P	P	N	
Parks, Private	P	C	C	P	C	P	P	P	
Performing Arts Center	N	C	C	N	C	C	N	N	
Personal improvement services	C	C	C	C	C	C	N	N	
Property management offices/check in facilities	N	N	N	N	N	N	N	N	
Reception Center <i>Events</i>	N	C	C	N	C	N	N	N	
Use	R-1	C-1	C-2	A-3	CR1	S	O	RC	Additional Reference

Revised and Adopted 6-2-22

Zones: R-1-Residential, C-1-Commercial, C-2-Commercial Highway, A-3-Agriculture, CR-1-Commercial Recreation, S-Shoreline, O-Open Space, RC-Recreation Zone

Uses: P-Permitted, C-Conditional, N-Not Permitted

Any use not listed is not allowed

Recreation and athletic facilities	P	C	C	N	C	C	C	N	See 15.6.2.I
Recreation Equipment Rentals	N	C	C	N	C	C	C	N	
Recreation, public	N	C	C	N	C	P	C	N	
Recycling facilities	N	N	N	N	N	N	N	N	
Rehearsal or teaching studio for creative, performing and/or martial arts with no public performances	C	C	C	C	C	C	N	N	
Repair services, Motorized	N	N	C	C	C	C	N	N	
Repair services, Non-motorized	C	C	C	C	C	N	N	N	
Residential treatment facility	N	N	N	N	N	N	N	N	
Retail Sales (See Chart Below)									See Below
Schools	N	C	C	N	N	N	N	N	
Skating Rink, Indoor	N	C	C	N	C	N	N	N	
Stockyards	N	N	N	N	N	N	N	N	
Storage, Indoor, Commercial	C	C	N	N	N	N	N	N	*See Applicable Conditional Uses Defined (Attached to this document)
Storage, RV, boat or vehicle, Private	P	N	C	P	C	C	N	P	
Storage, RV, boat or vehicle, Commercial (Indoor or Outdoor)	N	N	N	N	C	N	N	N	
Temporary Structures	C	C	C	C	C	C	N	N	
Timeshares	N	N	N	N	N	N	N	N	
Trailhead Parking	C	C	C	C	C	C	C	N	
Trails	C	C	C	P	C	P	P	C	
Transportation/Shuttle Services	N	C	C	N	C	C	N	N	
Truck Stop	N	N	N	N	N	N	N	N	
Utility Facilities	N	C	C	N	C	N	N	N	
Vehicle Control Gate	C	C	C	C	C	C	C	C	
Veterinarian	C	C	C	C	C	N	N	N	
Warehousing and Distribution	N	N	N	N	N	N	N	N	
Wholesale Construction Supply	N	N	N	N	N	N	N	N	
Wildlife Sanctuary	N	N	C	C	C	P	P	N	
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Uses: P-Permitted, C-Conditional, N-Not Permitted

Any use not listed is not allowed

<u>Use – Retail Sales</u>	<u>R-1</u>	<u>C-1</u>	<u>C-2</u>	<u>A-3</u>	<u>CR1</u>	<u>S</u>	<u>O</u>	<u>RC</u>	<u>Additional Reference</u>
Agricultural sales and service	N	N	C	C	C	N	N	N	
Antique Shop	N	C	C	C	C	N	N	N	
Art Supply Store	N	C	C	N	C	N	N	N	
Auto Parts Store	N	N	N	N	N	N	N	N	
Automotive Sales	N	N	N	N	N	N	N	N	
Bakery	N	C	C	N	C	N	N	N	
Barber or beauty shop	C	C	C	C	C	N	N	N	
Big box retail	N	N	N	N	N	N	N	N	
Bookstore	N	C	C	N	C	N	N	N	
Bowling Alley	N	N	C	N	N	N	N	N	
Camera Shop	N	C	C	N	C	N	N	N	
Clothing/Boutique Shop	N	C	C	C	N	N	N	N	
Convenience Store	N	C	C	N	C	N	N	N	
Department or discount store	N	N	N	N	N	N	N	N	
Florist Shop	C	C	C	C	C	C	N	N	
Food Truck	C	C	C	C	C	C	N	N	
Furniture/appliance store	N	N	N	N	N	N	N	N	
Garden Shop, Plant Sales, Nursery	N	C	C	C	N	N	N	N	
Grocery Store	N	C	C	N	C	N	N	N	
Hardware Store	N	C	C	N	C	N	N	N	
Kiosk	N	C	C	C	C	N	N	N	
Laundromat, Laundry	N	N	C	N	C	N	N	N	
Locksmith or Key Shop	C	C	C	C	C	N	N	N	
Medical/Dental/Optical Clinic	N	C	C	N	C	N	N	N	
Mobile Home Sales	N	N	N	N	N	N	N	N	
Mortuary	N	N	C	N	N	N	N	N	
Music Store	N	C	C	N	N	N	N	N	
Optical Shop	N	C	C	N	N	N	N	N	
Pawnshop	N	N	N	N	N	N	N	N	
Pet Shop	N	C	C	N	N	N	N	N	
Pet Services and Grooming	C	C	C	C	C	C	N	N	
Pharmacy	N	C	C	N	C	N	N	N	
Print Shop	N	C	C	N	N	N	N	N	
Recreation Vehicle and Boat Sales	N	N	N	N	N	N	N	N	
Restaurant, Fast Food	N	N	N	N	N	N	N	N	
Restaurant, Drive-In or Drive-Through	N	N	N	N	N	N	N	N	
Restaurant, Deli or Take-out	N	C	C	N	C	N	N	N	
Restaurant, Full Service	N	C	C	N	C	N	N	N	
Seasonal Outdoor Vendor	N	C	C	C	C	C	N	N	
Shoe Store	N	C	C	N	N	N	N	N	

Restaurant, w/ Adult Service

C

** 2 all dwell*

Revised and Adopted 6-2-22

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<u>Use – Retail Sales</u>	<u>R-1</u>	<u>C-1</u>	<u>C-2</u>	<u>A-3</u>	<u>CR1</u>	<u>S</u>	<u>O</u>	<u>RC</u>	<u>Additional Reference</u>
Smoke Shops	N	N	N	N	N	N	N	N	
Studio, Artist or Photography	C	C	C	C	C	C	N	N	
Studio, decorator and display	N	C	C	N	C	N	N	N	
Studio, Health or Exercise	N	C	C	N	C	N	N	N	
Tent Vendor	N	C	C	N	C	N	N	N	Selling from a tent
Variety Store	N	C	C	N	N	N	N	N	

Revised and Adopted 6-2-22

Zones: R-1-Residential, C-1-Commercial, C-2-Commercial Highway, A-3-Agriculture, CR-1-Commercial Recreation, S-Shoreline, O-Open Space, RC-Recreation Zone

Uses: P-Permitted, C-Conditional, N-Not Permitted

Any use not listed is not allowed

**MINUTES OF THE HUNTSVILLE TOWN
PLANNING COMMISSION MEETING**

MEETING DATE: August 24th, 2023
PLACE: Ogden Valley Library
131 S 7400 E, Huntsville Utah
TIME: 6:30 p.m.

NAME	TITLE	STATUS
Allen Endicott	Chairman	Present
Steve Songer	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Excused
Liz Poulter	Planning Commissioner	Excused
Suzanne Ferre	Planning Commissioner	Present
Amanda Hessenauer	Alt Planning Commissioner	Present
Sandy Hunter	TC Liaison	Present
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

Citizens: Aaron Ellison, Emerald Pools

1-Roll Call: Chairman Endicott welcomed all who are attending the meeting.

2-Approval of minutes for Planning Commission meeting July 26th, 2023.
(See Attachment #1)

PC Chair Endicott motioned to approve the amended minutes from July 26th, 2023. PCM Ferre seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

<u>VOTES:</u>	
<u>AYES:</u>	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
<u>NAYS:</u>	

3- Discussion and/or action on Land Use Permit for Larsen New Home 335 N 6700 E, Parcel #201850002(See attachment #2)

Shannon commented that the contractor called last minute stating the homeowner was not ready to move forward with this Land Use permit as they were going to delay building. PCM Hessenauer motioned to table the Land Use Permit for Larsen New Home, 335 N 6700 E, Parcel #201850002. PCM Songer seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
NAYS:	

4-Discussion and/or action on Land Use Permit DeGeorge Pool, 320 N 6900 E, Parcel #200590020 (See Attachment #3)

Aspen Pools was present to speak on behalf of the proposed pool. Setbacks were discussed and the PC agreed there were no issues.

PCM Songer motioned to approve the Land Use Permit for the DeGeorge Pool, 320 N 6900 E, Parcel #200590020. PCM Ferre seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
NAYS:	

5-Discussion and/or action on Land Use Permit for Falls remodel, 7315 E. 300 S, Parcel #240110012 (See Attachment #4)

TCM Hunter commented that she spoke with the contractor at the TC meeting the other night. There was discussion regarding the setbacks. The front property line is the main concern. As the setback looks very close to the 30 feet allowed by code. Shannon stated that she had a conversation with the contractor that since the front property line is not marked, that the contractor will be responsible for making sure that the site plan, as submitted to the Planning commission, is the binding contract of where the home will be as well as any additions to the home. To ensure that the home is at least 30 feet from the front property line, that property line will need to be determined and measured with accuracy and checked by the building inspector.

PCM Songer commented that in the street by the house, there is a marker that they can calculate the property line. He also commented that Doug Allen looked at this with Artie Powell, but the findings of this are not on record.

PCM Hessenauer motioned to approve the Land Use Permit for Falls remodel, with the condition as stated on the land use permit, that the setback on the front property line be verified and in compliance with the Huntsville Town Municipal Code, 7315 E. 300 S, Parcel #240110012. PCM Songer seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
NAYS:	

6- Discussion and/or action on Land use Permit for Gardner Pool, 125 N 6500 E, Parcel #201770001 (See Attachment #4)

Emerald Pools was present to speak on behalf of this project. Setbacks were discussed. The fence was discussed as far as not being an accurate representation on the property line.

PMC Songer motioned to approve the Land Use Permit for Gardner Pool, 125 N 6500 E, Parcel #201770001. PCM Hessenauer seconded the motion. All Votes Aye. Motion Passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
NAYS:	

5-Discussion and/or action on C2 Zone and Acceptable Use Table (See Attachment #5)

There was a discussion on limiting the number of establishments serving alcohol in town. TCM Hunter was interested in limiting the number of establishments serving of alcohol to four. Not including places that sell alcohol as “carry out”. It was the opinion that this information should be included in the Acceptable Use Table, 15-1. There was a discussion on the different kinds of establishments that can sell alcohol and how they are classified.

TCM Hunter discussed the parking and vehicle access part of the proposed C2 Zone. She stated that the Town currently has a parking code in 15.4, but it needs to be revised. 15.24 should reference the state code as it is currently out of date. PCM Hessenauer volunteered to look at the town code 15.24 and draft the changes needs.

PC Chair Endicott motioned to move Ordinance 2023.6.22, C2 Zone and Acceptable Use Table 15-1 to public hearing, with the following changes, table 15-1 to modify restaurants with alcohol service and limit to 2, also limit Bars and taverns to 2. In sections 15.8 A- adding a reference to Town Code 15.24 for motor vehicle access, also adjusting town code 15.24 to be in compliance with Utah state code. PCM Ferre seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Steve Songer Commissioner Suzanne Ferre Alt Commissioner Hessenauer
NAYS:	

8- Sandy’s PC Updates

TCM Hunter mentioned adding the term “event” after reception center in table 15-1.

The TC has passed the Land Use Ordinance. They slightly altered the language on whether an alternate was necessary. The TC also approved an extension on the development agreement for the Compass Rose expansion project. This agreement was extended 24 months.

The TC had a discussion on raising the water rates. Expenses have increased and as a result the Town needs to consider a rate increase to cover costs. The connection fees were increased for both in town and out of town culinary water connections.

9-Public Comment. There were none.

10-Chairman’s Remarks. Chairman Endicott thanked all for the discussion. He also asked about the status of a barn in town that is currently undergoing reconstruction/ renovations.

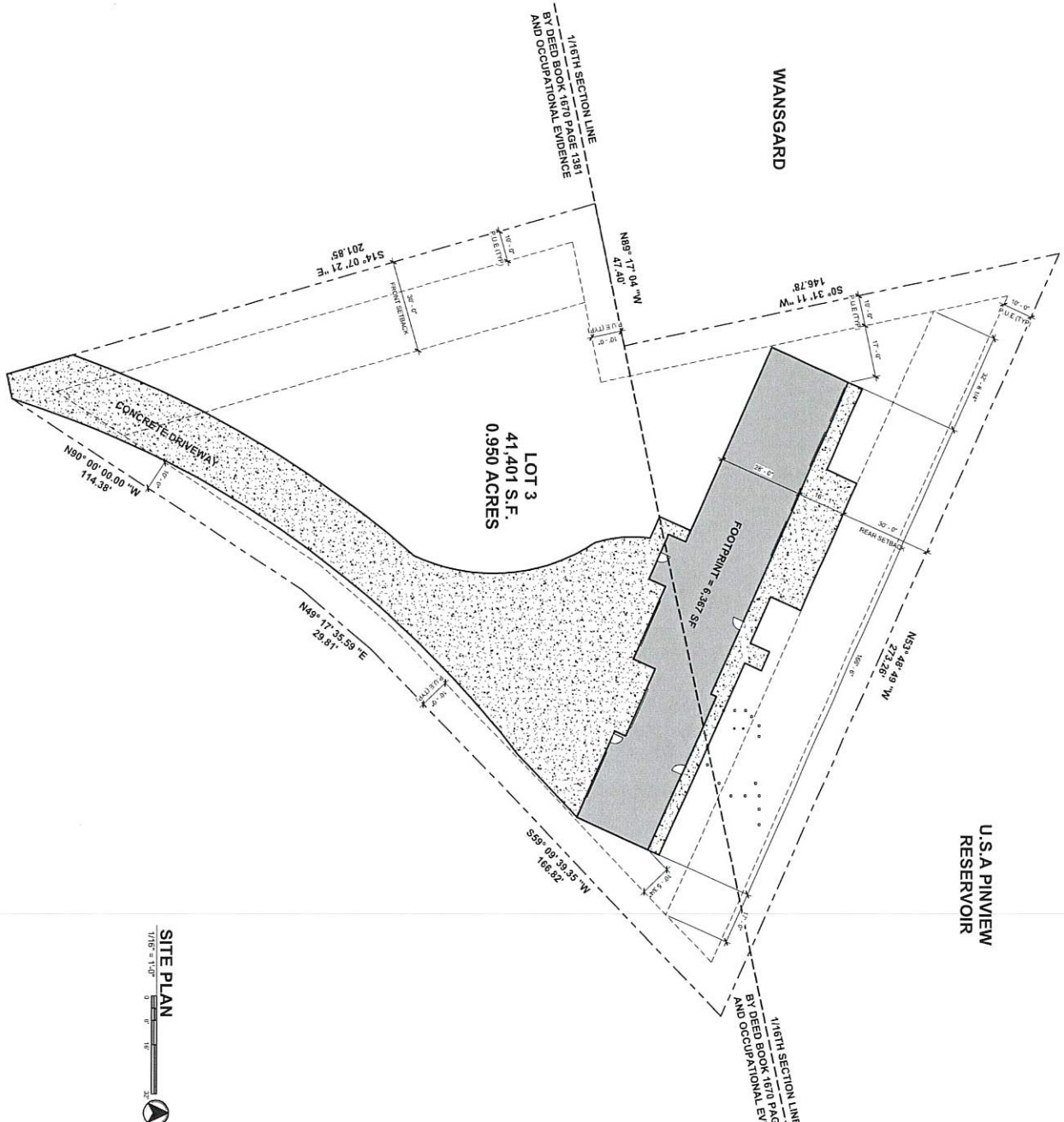
11-Motion to adjourn.

PCM Songer made a motion to adjourn the meeting. PCM Ferre seconded the motion. All votes Aye. Motion Passes.

Meeting is adjourned at 8:02 p.m.

Shannon Smith, Clerk

PC Meeting 9.28.23
A#m #3



U.S.A PINVIEW
RESERVOIR

WANSGARD

SOURCE OF SITE DATA/EXISTING SITE/FACILITY		DATE
TYPE	SOURCE	
OWNER		
DESIGNER		
DATE		
PROJECT		
DATE		
PROJECT		
DATE		

SITE PLAN LEGEND	
	STRUCTURE/IMPERVIOUS FOOTPRINT
	HARDSCAPE
	LANDSCAPE
	INDICATES PROPERTY LINE
	INDICATES SETBACK
	OVERHEAD UTILITY
	STORM DRAIN LINE

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811
www.811ut.com
1-800-888-8111

AS-100
REV. 3
13 SEP 2023

Iridium AE
ARCHITECTURE & ENGINEERING

DESIGNED BY: CJH, WSH
CHECKED BY: KCM
DESIGN TEAM: KCM, CJH

636 W 6302 S #202
Murray, UT 84202
(801) 974-5161
www.iridiumae.com

DAWN MARTELL RESIDENCE
386 NORTH 6900 EAST
HUNTSVILLE, UT

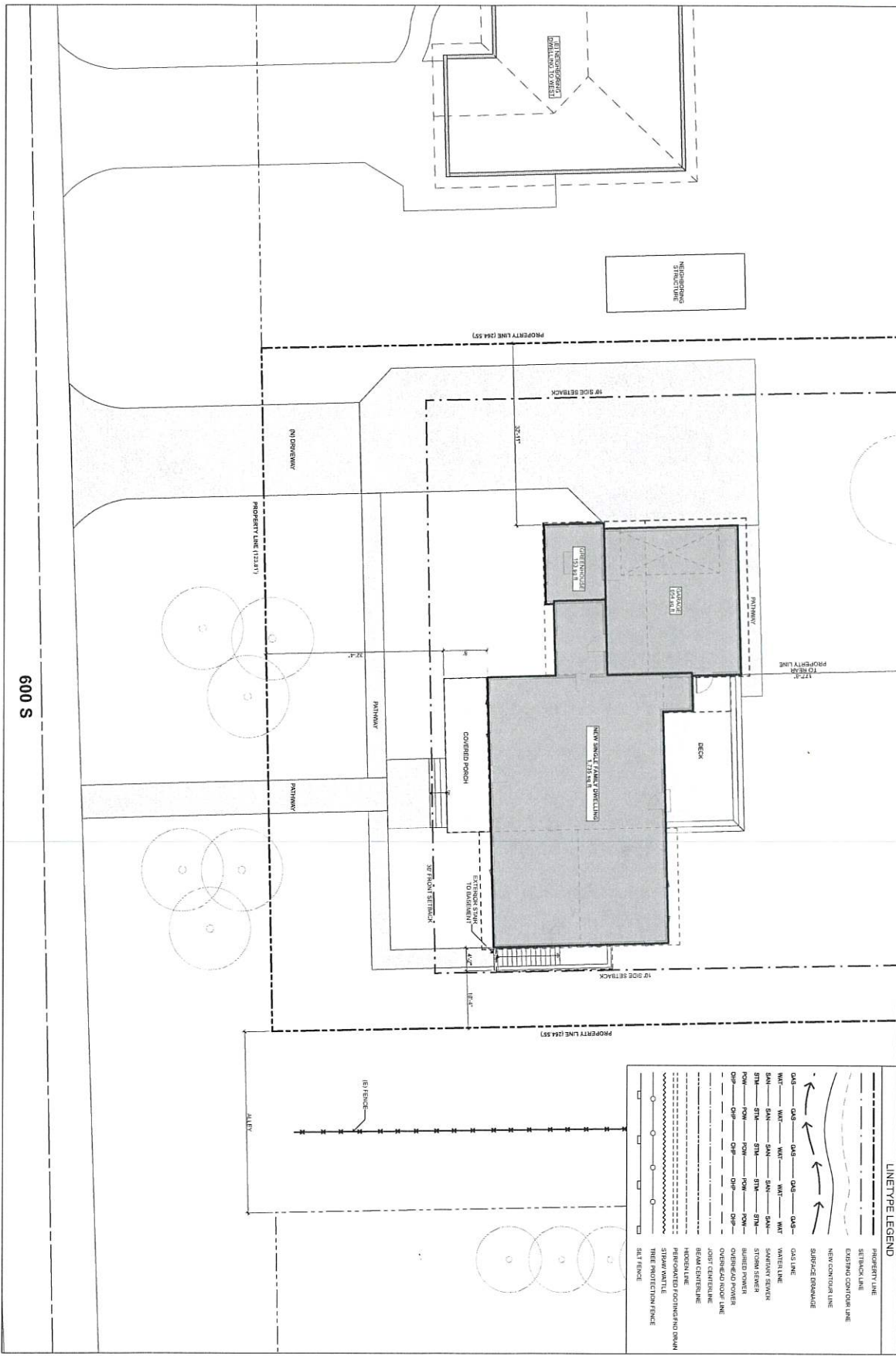
SITE PLAN

NO.	DATE	REVISION NOTES	BY	CHK	APP
1	07-13-2023	FINAL REVIEW SET	CJH	KCM	
2	07-13-2023	CONCEPT	CJH	KCM	
3	07-13-2023	FLOOR PLANS REVISED	CJH	KCM	
4	08-09-2023	ADDRESS REVISED	WSH	KCM	
5	08-09-2023	RELEASED FOR PERMITTING	CJH	KCM	

Iridium AE

13 SEP 2023
REV. 3

PC Meeting 9.28.23
 AAm: #4



1 NEW SITE PLAN
 SCALE: 1/8" = 1'-0"



LINE TYPE LEGEND

Property Line	Setback Line	Gas Line	Water Line	Sanitary Sewer	Storm Sewer	Overhead Power	Overhead Roof Line	Joint Centerline	Beam Centerline	Hidden Line	Permitted Footing and Drain	Special Wall	Tile Installation	Self Fence
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

NOT FOR CONSTRUCTION

COST ESTIMATING PLAN SET

NOT FOR CONSTRUCTION

	<p>BRACH DESIGN ARCHITECTURE 801-865-7648 brachdesign.com</p>	<p>NOTICE: COPYRIGHT © 2023 BRACH DESIGN LLC</p> <p>THESE DOCUMENTS CONTAIN THE INTELLECTUAL PROPERTY OF BRACH DESIGN LLC. ANY REPRODUCTION, DISTRIBUTION, OR DISSEMINATION OF THESE DOCUMENTS WITHOUT THE WRITTEN PERMISSION OF BRACH DESIGN LLC IS STRICTLY PROHIBITED.</p>	<p>ENGSTROM 7540 E 600 S HUNTSVILLE, UT 84317</p>	<p>PROJECT NO. DATE: 09/20/23 DRAWN BY: SCALE: AS NOTED IN DRAWING</p>	<p>REVISIONS</p>
				<p>SITE PLAN A0.4 SHEET 5 OF 16</p>	

Kengstrom@proton.me

24009000

PC Meeting 9.28.23
Attm. #5

HUNTSVILLE TOWN
ORDINANCE NO. 2023-9-28

ORDINANCE TO LOT 4 OF HUNTSVILLE TOWN PARK SUBDIVISION PHASE 2

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, VACATING ALL OF LOT 4, HUNTSVILLE TOWN PARK SUBDIVISION PHASE 2, AS RECORDED IN THE WEBER COUNTY RECORDERS OFFICE IN ENTRY NUMBER 2763374, BOOK 78 OF PLATS PAGE 36; COMBINING PARCELS; AND PROVIDING THE EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, Huntsville Town (hereafter “Town”) is a municipal corporation, duly organized and existing under the laws of the state of Utah;

WHEREAS, Utah Code 10-9a-609(3)(a) provides that the Town Council, as the legislative body, may vacate a portion of a subdivision by passing and recording an ordinance describing the portion of the subdivision being vacated;

WHEREAS, the Town owns Lot 4 of the Huntsville Park Subdivision Phase 2 and desires to vacate the same to combine the property with other adjoining parcels owned by the Town;

WHEREAS, the Town Council voted to authorize the Town to initiate the process of vacating and combining parcels owned by the Town at its Town Council meeting on September 7, 2023;

WHEREAS, the Town Planning Commission held its meeting on _____, 2023, and recommend that this Ordinance be (approved/denied);

WHEREAS, the Town Council at its meeting on _____, 2023, received the recommendation of the Town Planning Commission;

NOW, THEREFORE, be it ordained by the Town Council of the Huntsville Town, Utah, as follows:

Section 1: Vacating Portion of Subdivision and Combining Parcels.

All of Lot 4, Huntsville Town Park Subdivision Phase 2, as recorded in the Weber County Recorder’s Office in Entry Number 2763374, Book 78 of Plats page 36 is hereby vacated and combine with another parcel as legally described in Exhibit “A” attached hereto and incorporated herein by this reference.

Section 2: Effective Date.

This Ordinance shall become effective immediately upon publication or posting, after final passage.

PASSED AND ADOPTED by the Town Council on this ____ day of _____, 2023.

Mayor

ATTEST:

Town Clerk

RECORDED this ____ day of _____, 2023.
PUBLISHED OR POSTED this ____ day of _____, 2023.

CERTIFICATE OF POSTING

In accordance with Utah Code §10-3-713, 1953 as amended, I, the Town Clerk of Huntsville Town, Utah, hereby certify the foregoing Ordinance was duly adopted and posted at:

1) _____, 2) _____, and 3) _____ on the above referenced dates.

Town Clerk

DATE: _____

EXHIBIT A

THE PORTION OF HUNTSVILLE TOWN PARK SUBDIVISION BEING VACATED:
ALL OF LOT 4, HUNTSVILLE TOWN PARK SUBDIVISION PHASE 2, AS RECORDED
IN IN THE WEBER COUNTY RECORDERS OFFICE IN ENTRY NUMBER 2763374,
BOOK 78 OF PLATS PAGE 36.

THE LEGAL DESCRIPTION OF THE NEW UNSUBDIVIDED PARCEL OF LAND:
ALL OF LOT 8 AND PORTIONS OF LOTS 1 AND 7, BLOCK 18, HUNTSVILLE
SURVEY, BEING LOCATED IN SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, MORE PARTICULARLY DESCRIBED AS:
BEGINNING AT A POINT ON THE EAST LINE OF SAID LOT 1, BEING NORTH
01°12'24" WEST 168.34 FEET AND SOUTH 88°47'36" WEST 49.50 FEET FROM THE
CENTERLINE INTERSECTION MONUMENT AT 200 SOUTH AND 7500 EAST STREET
AS SET BY THE WEBER COUNTY SURVEYOR'S OFFICE IN 2001 (BASIS OF
BEARING BEING NORTH 88°49'18" EAST 626.91 FEET BETWEEN THE CENTERLINE
INTERSECTION MONUMENTS AT 200 SOUTH AND 7400 EAST STREET AND 200
SOUTH AND 7500 EAST STREET); RUNNING THENCE SOUTH 88°49'22" WEST
247.56 FEET, TO THE WEST LINE OF LOT 1; THENCE NORTH 01°12'24" WEST 211.14
FEET ALONG THE WEST LINE OF LOT 1, 8, AND 7, TO THE TO THE NORTH LINE
OF THE SOUTH HALF OF LOT 7; THENCE NORTH 88°49'22" EAST 247.56 FEET
ALONG THE NORTH LINE OF THE SOUTH HALF OF LOT 7, TO THE EAST LINE OF
LOT 7; THENCE SOUTH 01°12'24" EAST 211.14 FEET ALONG THE EAST LINE OF
LOT 7, 8, AND 1, TO THE POINT OF BEGINNING.
CONTAINING 52,271 SQ. FT. OR 1.200 ACRES.



PC Meeting 9.28.23
Attn: # 6

HUNTSVILLE TOWN

ORDINANCE NO. 2023-XX-XX

WATER LEAK ADJUSTMENT AND WATER BILL ASSISTANCE POLICY

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, ESTABLISHING A WATER LEAK ADJUSTMENT AND WATER BILL ASSISTANCE POLICY TO GRANT FINANCIAL RELIEF TO TOWN RESIDENTS.

WHEREAS, Huntsville Town ("Town") is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, Utah Code Annotated §§ 10-8-84 and 10-8-60 authorize the Town to exercise certain police powers and nuisance abatement powers, including providing for safety and preservation of health for the inhabitants of the Town;

WHEREAS, the Town recognizes the financial burden water leaks can place on residents and seeks to offer relief;

WHEREAS, the Planning Commission held its public hearing on (DATE), to take public comment on this Ordinance and subsequently gave its recommendation to adopt this Ordinance on (DATE);

WHEREAS, the Town Council held its public meeting on (DATE), and desires to act on this Ordinance;

NOW, THEREFORE, be it ordained by the Town Council of Huntsville, Utah, as follows:

Section 1: Repealer

Any code, chapter, or section in conflict with this Ordinance is hereby repealed in its entirety and referenced thereto vacated.

Section 2: Adoption

The Huntsville Town Code is hereby amended to include:

Water Leak Adjustment Policy

AND

Water Bill Assistance Policy

A. Eligibility

Available to all residential and commercial entities in Huntsville Town who specifically request it.

B. Frequency

An entity may apply for water leak adjustment once per year.

C. Documentation

No documentation is required to prove the occurrence of the leak.

Documentation showing the leak has been repaired is mandatory.

To receive Water Bill Assistance, resident needs to apply in writing to the town clerk/town offices.

D. Financial Cap

Leaks of up to 30,000 gallons may be forgiven up to 40%, excluding the base rate.

Leaks exceeding 30,000 gallons may be forgiven up to 50%, excluding the base rate.

E. Procedure

Applications must be submitted in writing to the water department/town hall offices within two months of billing to qualify for relief.

F. Discretion

The Town Council reserves the right to approve or deny these requests.

G. Retroactivity

This ordinance is not retroactive.