

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

**MEETING DATE:** December 1st, 2022  
**PLACE:** Huntsville Town Shops  
167 S 7500 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	Present
Suzanne Ferre	Planning Commissioner	Present
Sandy Hunter	TC Liaison	Present
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

**Citizens: Amanda H.,**

1–Roll call: Chairman Endicott welcomed all who are attending the meeting.

2–Discussion and/or action on boundary line adjustment for Steve Johnson

Chairman Endicott explained the history of this boundary line adjustment. It was conditionally approved by the Town Council but needed to returned to the Planning Commission for re-review. It was brought up in the TC meeting that timelines drawn on the map were incorrect. It has been re-submitted by Mr. Johnson.

TCM Hunter commented that the TC has suggested there be a verification process on information submitted for review. There has been confusion in the past and was confusion with this map. The map that was submitted was questioned for its accuracy by a citizen that attended the last Town Council meeting.

There was discussion on how both councils can know that the information they are reviewing is the same information. It was discussed that the Clerk sign and date information (possibly with a stamp) as they receive it for an agenda item.

There was some discussion on what map was reviewed previously and compared to the map submitted for this agenda. It was discovered at the last Town Council meeting that there was another map that the neighbors had seen. This map was forwarded to Beckki by a neighbor and brought to the attention of the Town Council.

Amanda H. addressed questions from the Planning Commission, as a neighbor involved in the boundary line adjustment. She spoke to the map submitted for this meeting. She has reviewed the

map and description and believes it to be accurate for her side of the property. She stated that the surveyor was in error and the red lines are the adjusted and correct lines.

**PCM Poulter motioned to recommend approval the map submitted November 30, 2022 for the boundary line adjustment for Steve Johnson, with the condition to fix the error on in the street names and have the map be signed and dated by the town clerk(s). PCM Songer Seconded the motion, All votes aye, motion passes, votes reflected below.**

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Liz Poulter Commissioner Sandy Hunter Commissioner Steve Songer Commissioner Suzanne Ferre
NAYS:	

3-Public Comment. There were none.

14-Motion to adjourn.

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

**Meeting is adjourned at 6:30 p.m.**

  
\_\_\_\_\_  
Shannon Smith, Clerk

# Huntsville Town

## Boundary Line Adjustment Application

Applicant Name: Steve Johnson

Applicant Mailing Address: 409 Harmony Creek Drive

Email: perpetualskillsfoundation@gmail.com

Phone: 385 206 9529

Brief Description of Proposed Boundary Line Adjustment: 3.16 acres located at 7320 E 100 S Huntsville is adjusting it's east and west lot lines to allow the neighboring properties to each have 3/4 acres of land.

### Parcel Owner's Permission for Boundary Line Adjustment Application

*The undersigned authorize this application for boundary line adjustment:*

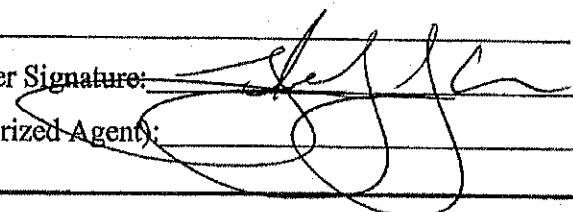
Parcel Number(s): 24-014-0048

Parcel(s) Owner Name: Steve Johnson and Kristin Johnson

Parcel(s) Owner Mailing Address: same as above

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Parcel Owner Signature: 

Date: 10-6-2022

Title (Authorized Agent): \_\_\_\_\_

*The undersigned authorize this application for boundary line adjustment:*

Parcel Number(s): 24-014-0047

Parcel(s) Owner Name: ~~Michael and Amanda Hausenauer~~ MICHAEL + AMANDA HESSENAUER

Parcel(s) Owner Mailing Address: 7382 E 100 S, HUNTSVILLE, MT 84317

Email: abs65@cornell.edu

Phone: 845 213 0380

Parcel Owner Signature: 

Date: 10/24/2022

Title (Authorized Agent): \_\_\_\_\_

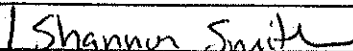
*(For Additional Parcel Owners Use Attached Sheet)*

For Town Use:

Application Date: 11/16/2022

Fees Paid: \$300

Becki Endicott, Town Clerk



ADDITIONAL PARCEL OWNERS

Parcel Owner's Permission for Boundary Line Adjustment Application

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): 24-014-0041 1023 N. 100 S. Huntsville, UT. 84317

Parcel(s) Owner Name: Brent and Mckell Well

Parcel(s) Owner Mailing Address: PO Box 30 Huntsville, UT 84317

Email: Brent.SKL.Well@gmail.com Phone: 801-791-3202

Parcel Owner Signature: [Signature] Date: 10-23-22

Title (Authorized Agent): \_\_\_\_\_

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): \_\_\_\_\_

Parcel(s) Owner Name: \_\_\_\_\_

Parcel(s) Owner Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Parcel Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title (Authorized Agent): \_\_\_\_\_

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): \_\_\_\_\_

Parcel(s) Owner Name: \_\_\_\_\_

Parcel(s) Owner Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Parcel Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title (Authorized Agent): \_\_\_\_\_

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): \_\_\_\_\_

Parcel(s) Owner Name: \_\_\_\_\_

Parcel(s) Owner Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Parcel Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title (Authorized Agent): \_\_\_\_\_

Huntsville Town Planning Commission

Recommended for Approval  Recommended for Conditional Approval

Recommended for Rejection  Deferred

Chair Signature: [Signature] Date: 11.3.2022

Notes/Conditions: None  
12-1-2022 New Map Presented to PC for review & Approval

Huntsville Town Council

Approved  Conditional Approval

Rejected  Deferred

Mayor Signature: [Signature] Date: 11/17/2022

Notes/Conditions: 1) Planning Commission makes a favorable approval of the final boundary line adjustment 2) Steve Johnson moves the boundary line to the proper set back surrounding the art barn 3) these adjustments are made prior to November date

ATTEST: [Signature] Date: 11-17-22  
Beckki Endicott, Town Recorder

Boundary Line Adjustment Application Requirements:

- The change in boundary lines does not result in the creation of a new lot or parcel.
- The change in boundary does not involve a recorded subdivision plat.
- The proposed change to a lot does not result in the creation of a parcel of size or shape that does not conform to all Town zoning regulations, site development standards, and uses as approved in Appendix One, Table 15-1 (Acceptable Uses by Zone). If the proposed change is to a legally existing nonconforming lot, the change may not perpetuate the nonconformity.
- The proposed change to a parcel does not result in changing a complying structure into a non-complying structure as a result of setbacks, proximity to other structures, use, landscaping, or any other land use requirement.
- The petition to change the boundaries must include signatures from representatives of each parcel affected by the boundary line adjustment.
- The subject parcels are the same zone.

Submission Requirements & Process:

- Completed & Signed Application Form
- Payment of Application Fee to Huntsville Town
- Legal descriptions of each parcel involved in the boundary line adjustment
- Copies of deeds reflecting the proposed property boundaries (not yet recorded)
- One 11x17 (or larger) drawing to scale of the existing plat showing all structures, fence lines, easements, driveways, and streets. Plats must include a measurement scale.
- One 11x17 (or larger) drawing to scale of the proposed plat showing all structures, fence lines, easements, driveways, and streets. Plats must include a measurement scale.
- Boundary Line Adjustment Applications (including all required documents) must be reviewed by the Huntsville Planning Commission and approved by the Huntsville Town Council.
- Once approved by the Huntsville Town Council, the boundary line adjustment shall be accomplished by recording the appropriate deeds with the County Recorder's Office.



