

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

**MEETING DATE:** March 23, 2023  
**PLACE:** Huntsville 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	Present
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

**Citizens: Ron Gault,**

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

2- Administration of the oath of office for Suzanne Ferre

3- Public Hearing on Ordinance 2023.2.23; Amendments to title 15.Title 15.17.3 C, 15.6.2 A and 15.10.5. A

PCM Larsen asked PCM Hessenauer to give a brief explanation on her work on this Ordinance. PCM Hessenauer commented her goal here was to simplify the language to make the Town code easy for everyone to understand. PCM Hessenauer also stated that the PC wishes to apply this changes to all relevant zones, where breezeways could be included.

Mr. Gault asked about how this impacts residents that have living areas in outbuildings.

PCM Poulter read an email that the PC received in regard to this public hearing, from resident Joshua Peel.

4- Close Public hearing/ Open regular Planning Commission meeting

**PCM Poulter motioned to close the Public hearing and open regular planning meeting.** PMC Songer seconded this motion. All vote aye Motion passes. Votes are reflected below.

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

5- Discussion and/or action on recommendation for Ordinance 2023.2.23 (See Attachment #1)

TCM Hunter addresses the issues/questions raised by Mr. Peel. The issue regarding one family living in a home, is actually not something the Town can restrict. According to Utah State law Huntsville Town cannot restrict IADU. Therefore the Town cannot say that only one family is able to live in a home. But the Town can restrict two dwelling units (or homes) on one lot. In response to the property next to his being an STR, which are not allowed in Town. The property in question is actually an licensed Bed and Breakfast which is allowable in Town.

TCM Hunter stated that there are many situations in Town where there is a separate structure that may have bedrooms, bathrooms and even a kitchen. But the primary use is not a dwelling. It is allowable to use such structures as accommodations for temporary guests. The need to respect the property rights of residents is something the PC should keep in mind.

The issue of the STR's is defiantly a code issue and the Town needs to be vigilant about this issue. TCM Hunter also addressed Mr. Gault's concerns about a resident renting out an accessory building. Title 15.6.2 (g) already restricts this from happening.

PCM Songer questioned whether the PC wanted to add wordage on whether a breezeway would need to include a foundation and footing. PCM Poulter questions whether there is a definition of a breezeway in the Town Code. TCM Hunter stated there is not. PCM Songer questioned on whether a definition was needed and TCM Hunter felt it was not necessary.

PCM Hessenauer commented that part of the confusion seems to be what constitutes a breezeway. TCM Amanda is concerned that the way the new Ordinance reads is still not prohibiting what the Town is trying to trying to prohibit.

PCM Hessenauer asked TCM Hunter to clarify what was allowable within an accessory building. TCM Hunter referred to section 15.6.2 (g). The primary use of an accessory building cannot be a dwelling. The issue of whether a kitchen is allowed in an accessory building was discussed. Mr. Gault did question this issue as well. TCM Hunter referenced the definition of dwelling from the current code. It was agreed that the code does not necessarily restrict the presence of a kitchen in an accessory dwelling unit. Though the PC was under the assumption that there was a restriction on kitchens.

PCM Larsen questioned if the PC wanted to recommend the approval of this the Ordinance under discussion to the TC with the question if the TC would like to look at tightening some of these issues up further.

PCM Poulter commented that she believes the Ordinance 20.2.23 is well worded and could move onto the Town Council. PCM Larsen agreed and asked for a motion.

**PCM Poulter motioned to recommend the approval of Ordinance 2023.2.23 to the Town Council, adding the discussed changes to Title 15.17.3 C, 15.6.2 A and 15.10.5.** PCM Songer seconded. All votes Aye. Motions passes. Votes are reflected below.

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

6-Approval of Minutes for Planning Commission Meeting February 23, 2023  
(See Attachment #3)

**PCM Poulter motioned to approve the amended minutes from February 23 , 2022.** PCM Songer 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 Alt Commissioner Hessenauer
NAYS:	

7-Discussion and/or action on Land Use Permit for Permit Sandy Hunter, 7635 E. 600 S., Parcel # 240180040 (See Attachment #2)

PMC Larsen commented that this was a renewal. Mrs. Hunter has an active Land Use permit and has been unable to start this project but hopes to start this project soon. The plans are the same but she needs a renewal.

**PCM Ferre motioned to approve the Land Use Permit for Sandy Hunter, , 7635 E. 600 S., Parcel # 240180040.** 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 Alt Commissioner Hessenauer
NAYS:	

8-Discussion and/or action on Conditional Use Permit for Imagine Music, 7309 E. 200 S., Parcel #240110022 (See Attachment #4)

Owner of Imagine Music, David Owen was present to speak on his behalf. He is asking for the option to host smaller events, such as weddings. He is planning these events mostly on the weekends when they don't have music lessons.

PCM Ferre mentioned the concern about parking. The building has a back parking lot and some parking in front they plan to utilize. TCM Larsen reviewed the requirements and procedures for a conditional use permit. David Owen commented that the number of guests he anticipates for his events would be about 75-100.

TCM Hunter referred to the code that stated that if Mr. Owen were granted his conditional use permit, he would still need to go through an additional process with the Town to obtain the needed verifications, from entities such as the fire department and Weber health dept, for the new business licenses in order to host events.

PCM Larsen feels like there needs to be a few more details written out and submitted for the Conditional Use Permit to be approved. He proposed the PC table this issue to get some more information from Mr. Owen. It was also mentioned that the PC has a right to request a public meeting if they feel like that is necessary. 15.4.6 is the area of the code that the PC is looking for Mr. Owen to provide some clarification on.

**PMC Songer motioned to table the Conditional Use Permit for Imagine Music, 7309 E. 200 S., Parcel #240110022.** PCM Ferre seconded the motion. All Votes Aye. Motion Passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Allen Endicott Alt Commissioner Hessenauer
NAYS:	

9- Discussion on an additional wastewater Ordinance ( see attachment #5)

TCM Hunter explained that when the Ordinance on non-conforming lots came before the PC, there was a part that addressed septic symptoms. The issue of “user” used was not adequately defined. The TC was unsure about this as well, so they decided to take the waste water sections out of the Ordinance and pass it. As well as send that part back to the PC to work on.

It was discussed and decided that the PC would like to include a wastewater section in the code. The PC would like some more information on what this should address, and they are willing to work on writing something up.

10- Sandy’s TC Updates

Update on the new Town hall, the Town has terminated its agreement with the previous design and build firm, Wadman. The town realized they did not have the budget to work with Waldman. The Town has decided to go a more cost-effective route.

The Town has also been awarded a large RAMP Grant to go to the Town hall. The Town has just over 1 million dollars in grants for this project. PCM Songer explained where the committee is with the design process. They will be looking for bids soon. TCM Anderson is also working on a fundraising platform.

The TC approved an interlocal agreement with Weber County. They will be in charge of verifying subdivisions and plat line changes that come before the Town.

The Town is currently working on the Turkey problem. The Town has been working on this issue for several months. Trapping has already taken place and more is scheduled.

12-Public Comment. There were none.

13-Chairman’s Remarks. Jeff Larsen thanked all for the discussion.

14-Motion to adjourn.

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

**Meeting is adjourned at 8:05 p.m.**

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



**HUNTSVILLE TOWN  
ORDINANCE NO. 2023-2-23**

**AMENDMENTS TO TITLE 15.17.3 C, 15.6.2 A AND 15.10.5 A**

**AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, AMENDING THE HUNTSVILLE MUNICIPAL CODE DEFINING THE ATTACHED STRUCTURES AND BREEZEWAYS.**

**WHEREAS**, Huntsville Town (hereafter “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**, Huntsville Town Code 15.6.2.A only allows one single-family dwelling on one lot;

**WHEREAS**, the Town desires to further define how a dwelling shall be added to or enlarged and how two structures shall be joined together;

**WHEREAS**, the Town seeks to define the term “breezeway;”

**WHEREAS**, after publication of the required notice, the Planning Commission held its public hearing on March 23, 2023, to take public comment on this Ordinance, and subsequently gave its recommendation to adopt this Ordinance on March 23<sup>rd</sup>, 2023;

**WHEREAS**, the Town Council received the recommendation from the Planning Commission and 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.** Section 15.17.3.C, 15.6.2.A and 15.10.5.A, of the Huntsville Municipal Code are hereby reenacted to read as follows:

**15.17.3.C:**

A non-complying dwelling unit located in a residential zone shall not be added to or enlarged if the addition or enlargement is a separate dwelling attached to the existing single-family dwelling with a breezeway or extension of the roof. Such additions or enlargements shall be considered to be separate dwellings and are prohibited. Any addition or enlargement where the addition can function as a separate dwelling unit without the breezeway or roof extension is prohibited.

Nothing in this ordinance shall be construed to allow two dwelling units to be built on a single residential lot regardless of whether the structures are attached by a breezeway, roof extension or other attachment.

**15.6.2.A:**

A. Single family dwellings.

- 1. Only one single-family dwelling is allowed on an approved R-1 building lot.
  - a. A single-family dwelling shall not be added to or enlarged if the addition or enlargement is a separate dwelling attached to the existing single-family dwelling with a breezeway or extension of the roof. Such additions or enlargements shall be considered to be separate dwellings and are prohibited. Any addition or enlargement where the addition can function as a separate dwelling unit without the breezeway or roof extension is prohibited. Nothing in this ordinance shall be construed to allow two dwelling units to be built on a single residential lot regardless of whether the structures are attached by a breezeway, roof extension or other attachment.

**15.10.5:**

A. Use Regulations for Single Family Dwellings

- 1. Only one single-family dwelling is allowed on an approved A-3 building lot.
  - a. A single-family dwelling shall not be added to or enlarged if the addition or enlargement is a separate dwelling attached to the existing single-family dwelling with a breezeway or extension of the roof. Such additions or enlargements shall be considered to be separate dwellings and are prohibited. Any addition or enlargement where the addition can function as a separate dwelling unit without the breezeway or roof extension is prohibited. Nothing in this ordinance shall be construed to allow two dwelling units to be built on a single residential lot regardless of whether the structures are attached by a breezeway, roof extension or other attachment.

PASSED AND ADOPTED by the City Council on this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

RECORDED this \_\_\_\_ day of \_\_\_\_\_, 2022.

PUBLISHED OR POSTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

15.17.3 C & 15.6.2 A (1) and 15.10.5 A (1)

Joshua Peel <joshua.peel@gmail.com>

Wed 3/22/2023 8:01 AM

To: Clerk <clerk@huntsvilletown.com>

To Whom it May Concern,

My name is Joshua Peel. I live at 7406 E 100 S. I am Frank Clawson's son-in-law, who owns the house my family is renting. The opinions are mine and not to be construed as Frank's or my Jenny's my wife.

I am unable to attend the public hearing on Thursday, March 23, but I wanted to share my opinions about the proposed policy changes. From my understanding, it is the goal of the planning commission to prevent more than one family living on the building lot. I agree with this policy intention and am in favor of only one family living on each residential or agriculture building lot in Huntsville Town. I am also for restricted STR. I actually am living right next door to a STR and see new cars and new people come and go almost every day. However, I feel the policy changes are targeting only stylistic designs, functional uses of additional structures on building lots and do little to stop multiple families dwelling on single lots.

The policy is addressing what a resident "could" do and not what they are doing. A resident could create a separate dwelling unit in the basement and rent that out to a second family. Will there be a policy change in the future to prevent basements so that situation "couldn't" happen? A person technically "could" put locks on all the doors with keys and rent out their house like a hotel, but I am sure there isn't a policy about the number of bedrooms a home could have to prevent that from happening. There may be detached buildings with all the functionality of a dwelling unit, but is used primarily as a pool home, complete with mini kitchen and full bath. There are many examples we can think of as to why a person may want to add an additional building to their lot without the intention of using it as a separate dwelling unit for another family.

It seems to me that the issue is not in the aesthetic or functionality of how a person would like to build their home or add to it the existing single-family dwelling unit. It seems to me that the issue is code enforcement. I understand from attending previous meetings that the town is looking to hire or hired a code enforcement officer. Just as the county is doing with STR, an outside company can be hired to scour the sites for STR in Huntsville Town, or cross check different registered residents with the addresses listed for longer term rentals. I did a quick search on AirBnB and VRBO and found homes being rented on the short term in Town. The officer should be charged with making sure lots are not housing more than one family per lot. However it looks, it seems the issue is with code enforcement.

Thank you for your time and consideration of my input. I apologize for not being able to deliver my remarks in person, but I appreciate your efforts and service on the planning commission. It is difficult work, but you do a great work in helping keep Huntsville Town a true gem. I feel extremely blessed to live here and love getting to know all the other residents in Town.

Joshua Peel



PC meeting 3/23/23  
A# #2

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

**MEETING DATE:** February 23, 2023  
**PLACE:** Huntsville Library  
131 S 7400 E, Huntsville Utah  
**TIME:** 6:30 p.m.

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

**Citizens: Lee Primm**

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

2-Approval of Minutes for Planning Commission Meeting 1.26.2023. (See Attachment #1)

Several corrections have been made via email and were discussed.

**PCM Hessenauer motioned to approve the amended minutes from 1.26. 2023.** PCM Poulter seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Liz Poulter Commissioner Amanda Hessenauer
NAYS:	

3-Discussion and/or action on Land Use Permit for Lee Primm home extension, 681 S. 7700 E. Parcel # 240180033. (See Attachment #2)

Mr. Primm was present to speak to his project. He presented a visual aid to better explain his project. He is asking for permission to modify his roof line. He is adding a very small amount of square footage to the back portion of his home. But this project mostly encompasses a better connection to the older existing home and the addition that was done years past.

Chairman Endicott stated he did not see any issues with setbacks. Height was discussed but Mr. Primm stated that the current height of the roof was 26 feet and the new roof with be about the same height.

There was conversation about the building permit process, which is the next step for this project.

**PCM Poulter motioned to approve the Land Use Permit for Lee Primm .** PCM Hessenauer seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Allen Endicott Commissioner Liz Poulter Commissioner Amanda Hessenauer
NAYS:	

4-Discussion on Breezeway issue/wording (See Attachment #3)

Chairman Endicott have some history to this issue. In the past there have been concerns about residents building a separate dwelling unit on their property. Wordage was added to the Land Use Title about a physical connection, as so 2 buildings can be represented as 1 single family home.

Sandy presented some ideas <sup>(via email)</sup> on how this should be presented in Title 15 and where is needs to specify the “breezeway” wording. The wording TCM Hunter presented was based on 15.17.3 currently in the town code. Also with the suggestions that the same wording be added to 15.6.2, 15.10.5.A, applied to the A3 and R-1 Zone.

Chairman Endicott is interested in being Proactive and not reactive, considering development that is in the near future. PCM Hessenauer volunteered to work on slightly re-wording a few of the sentences in this suggested wordage. This is to be emailed to the PC and a public hearing can be scheduled for the next monthly meeting.

5- Sandy’s TC Update. Skipped, as TCM Hunter was not present

6-Public Comment. There were none.

7-Chairman’s Remarks. Chairman Endicott thanked all for the discussion. He Commented that he appreciated Mr. Primm’s presentation and model to explain his project.

8-Motion to adjourn.

**PCM Poulter made a motion to adjourn the meeting.** PCM Hessenauer seconded the motion. All votes Aye. Motion Passes. **Meeting is adjourned at 7:30 p.m.**

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Shannon Smith, Clerk



PC meeting 3.23.23  
Att #3

# LAND USE PERMIT

2021-0007

Huntsville Town Building Inspection  
7309 E. 200 S.  
P.O. Box 267, Huntsville, UT 84317  
(801) 745-3420

Tax ID # 240180040

Address of Structure 7635 E 600 S

Name & Address of Owner/Owners Sandy Hunter & Jerry Hunter

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 10/22/2020

renewal 3/24/2022  
renewal 3/23/2023

Set Backs Approved: Yes  No

Any special stipulations and conditions of the Site Plan Review: N/A

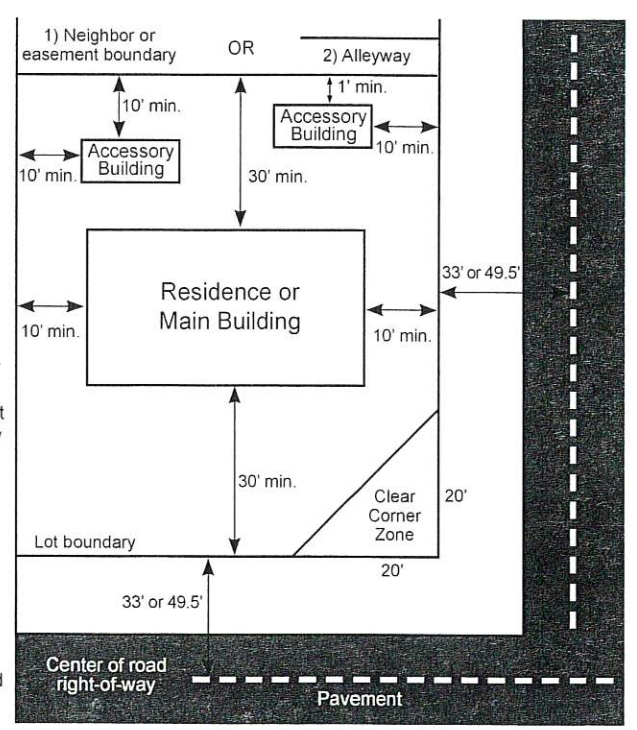
Donald M. Mc  
Huntsville Planning Commission Chairman

Sandy Hunter  
Property Owner Signature

"By signing this form, the applicant agrees that they understand that the Huntsville Town R-1 zone, which their lot is zoned, only allows for one single family dwelling on the lot. The applicant also agrees that they understand that if any changes to their site plan are made after the Land Use Permit is issued, that those changes must be approved by the Planning Commission."

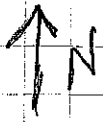
- Minimum lot size = 0.75 acre (32,670 sq. ft.)
- Minimum width = 130 feet (120 feet if bounded by an alleyway)

### Huntsville Town Residential Zone Setbacks





600 S



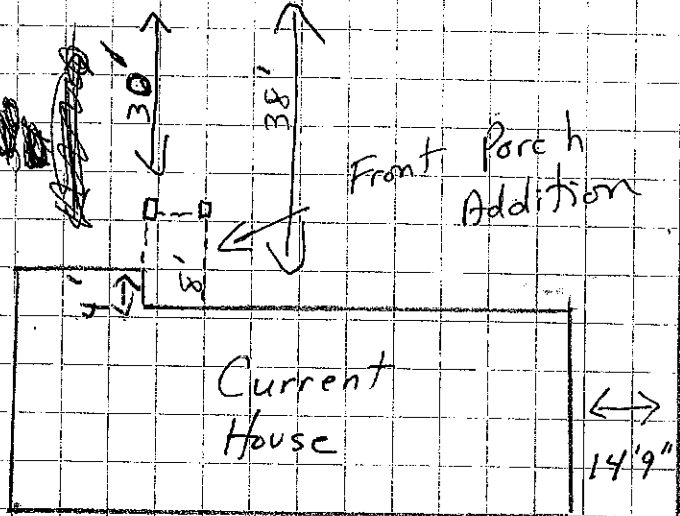
Property line

Hunter parcel

24-018-0040

7035 E  
600 S

56'



Front Porch Addition

Current House

14'9"

264'

151'

Homeowners:  
Jerry & Sandy Hunter  
801 791-0927

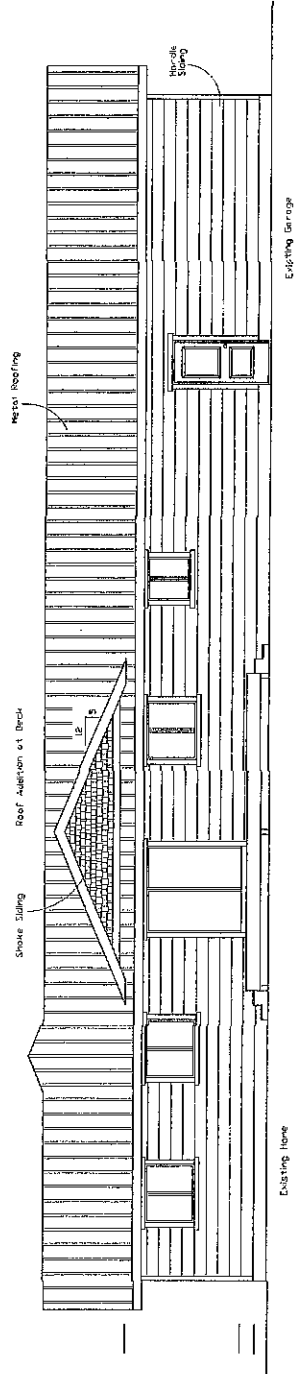
General Contractor:

HUNTER RESIDENCE  
ROOF ADDITION PLAN  
7635 East 600 South  
Huntsville, Utah

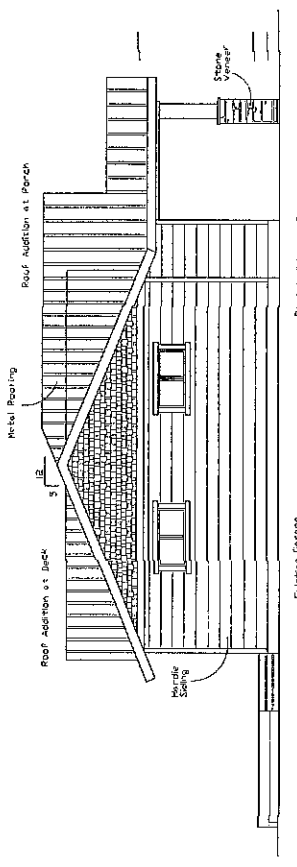
SHEET NO  
A202  
DESCRIPTION  
EXTERIOR ELEVATIONS

Scale: 1/4" = 1 Foot

Creative  
Line  
L.L.C.  
Creative Line  
Solutions  
© 2011 Creative Line  
801.568.7041



Back Elevation



Left Elevation

ALL WORK SHALL BE IN ACCORDANCE WITH THE  
 LATEST EDITIONS OF THE INTERNATIONAL  
 BUILDING CODES AND THE NATIONAL  
 FIRE PROTECTION ASSOCIATION (NFPA) 70B  
 AND 70E. THE CONTRACTOR SHALL BE RESPONSIBLE  
 FOR OBTAINING ALL NECESSARY PERMITS AND  
 APPROVALS FROM THE LOCAL BUILDING DEPARTMENT.  
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR  
 OBTAINING ALL NECESSARY PERMITS AND  
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 APPROVALS FROM THE LOCAL BUILDING DEPARTMENT.

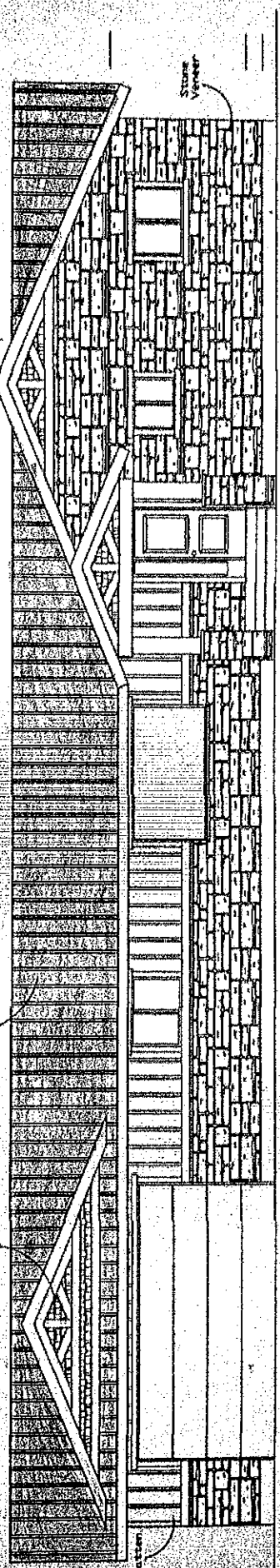
Match existing roof pitch.  
 Verify on site.

Roof Addition at Porch  
 w/ Timber Detail

Metal Roofing

Shake Siding

Roof Addition at Garage  
 w/ Timber Detail



EXISTING GARAGE

EXISTING HOME

EXISTING GARAGE

Front Elevation

PC meeting 3.23.23  
A#. # 4

HUNTSVILLE TOWN Filing Fee: \$450.00  
CONDITIONAL USE PERMIT (CUP) APPLICATION

PROJECT INFORMATION:
Project Name: Old Town Hall Huntsville
Project Use: Weddings & Events Space
Project Address: 7309 E 200 S Huntsville
Parcel ID Number(S) <b>24-011-0022</b> , <b>24-011-0037</b> ?
Applicant Information
Applicant Name: David Owen DBA Imagine Music Huntsville
Applicant's Mailing Address: 753 E 3800 N North Ogden 84414
Email: imaginemusichuntsville@gmail.com
Property Owners Name: Imagine Holdings Huntsville LLC (David Owen)
Owner's Mailing Address: 753 E 3800 N North Ogden 84414
Owner's Phone: 801-644-7027
Architect/Engineer's Name: NA
Architect/Engineer's Phone: Email: NA
Date of Planning Commission Meeting: March/April 2023
Date of Town Council Meeting: March/April 2023

These questions need to be answered when considering the proposed use:

1. What are your days and hours of operation(s)? Weekends
  
2. Describe the use you are proposing. If there is more than one business planned, please list each one and its intended use. If unsure at time of permitting, list the range of uses you anticipate. If a non-listed use is proposed subsequent to the granting of a permit, its acceptance is not guaranteed.

Old Town Hall is currently being used as a small boutique music lessons school Mondays-Fridays. In order to produce more income and utilize the remaining three days of the week, we would like to hold small weddings and events at our beautiful space underneath the pines.

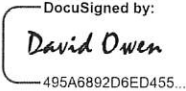
3. How is this use(s) compatible with the surrounding properties? Hosting small events pairs perfectly with our neighbor across the street, Valley House Inn, and provides a third and unique option, alongside Compass Rose/Huntsville Town Square and The Mercantile.

HUNTSVILLE TOWN Filing Fee: \$450.00  
CONDITIONAL USE PERMIT (CUP) APPLICATION



4. Does the proposed use(s) produce any outside noise, smell or waste products? If so, how will they be treated? It is our intention to keep any noise to an absolute minimum, out of our great respect for our neighbors. Any and all of the above will be carefully and thoughtfully monitored.
5. Are changes being made to the building to accommodate the use(s)? If so, please describe. No changes to the building are currently being considered.
6. **IMPORTANT\*\*** Are changes being made to the site to accommodate the use(s)? If so, please submit a Site Plan in addition to this application.

Applicant understands that only uses in the Allowable Use Table 15-1 of Title 15 will be allowed, and the use identified in the business license permit application. I have read the application and hereby certify that the information is correct and that I understand that the Conditional Use approval is valid for one year from the approval date. If the use does not begin within one year, the approval is void.

Applicant's Signature: Date: 495A6892D6ED455...

Plans accepted by: Date:

Fee Paid: Date:

Parking space Em



PC meeting 3.23.23  
Att. #5

## NOTICE OF ACTION

**TO: Huntsville Town Planning Commission**  
**FROM: Huntsville Town Council**  
**DATE: March 2, 2023**  
**RE: Ordinance 2022-11-16: Non-Conforming Lots**

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The Huntsville Town Council discussed and approved Ordinance 2022-11-16: Non-Conforming Lots and Wastewater.

The date discussed and approved as a date for defining a legally conforming lot in the Town of Huntsville was changed to 1987. In addition, the wastewater language in the later part of the ordinance was deleted. The Huntsville Town Council finds that the term "user" needs some additional definition or the ordinance could be reworked. If the Planning Commission would add this to the agenda of future meetings, it would be appreciated. Thank you for all your work on this ordinance.

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Beckki Endicott, Clerk