

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

MEETING DATE: February 25, 2021

PLACE: Electronic Zoom Meeting with anchor location at Town Hall
7309 East 200 South, Huntsville Utah

TIME: 7:00 p.m.

NAME	TITLE	STATUS
Doug Allen	Planning Commission Chair	Present
Sandy Hunter	Planning Commissioner	Present
Liz Poulter	Planning Commissioner	Present/Zoom
Jeff Larsen	Planning Commissioner	Excused
Larel Parkinson	Planning Commissioner	Present/Zoom
Steve Songer	Planning Commissioner	Excused
Blake Bingham	Town Council Liaison	Present
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

Citizens on Zoom: River Hyde, Warren Lloyd, Jeff Hyde, Rex Harris, Ron Gault, Stanford Bell, Phil Clawson, Won Shim, Dakota Hyde, Diane Kaymbe, Daniel Miranker, Valin Miranker

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

2–Approval of Minutes for Planning Commission Meeting January 28, 2021. (See Attachment #1) **PCM Sandy Hunter motioned to approve the minutes from January 28, 2021 with amendments and edits.** PCM Liz Poulter seconded the motion. All votes Aye. Motion passes.

3–Land Use Coordinator Update: Rex Harris. Rex wanted to follow up on the Hasenyager letter regarding the buildable lot. This was assigned to TCM Blake Bingham. TCM Blake Bingham will follow up with the Hasenyagers.

4–Land Use Permits by Consent:

- 1) Request for Land Use Permit, parcel #240190015, 350 S 7700 East, Jordan Curtis remodel of existing home. (See Attachment #2) Rex stated the only outside work has been the removal of the old porch and installation of a new overhead porch cover. The roof line matches the old one as far as set-backs. The new roof does not go beyond the old set back. **PCM Sandy Hunter motioned to approve the item on the consent agenda.** PCM Parkinson seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below. Motion Passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter
NAYS:	

5-Discussion and/or action on Land Use Permit for Phil Winston, Pineview Point, Lot #1, 125 N. 6500 East, parcel #201770001. Rex stated this is the front lot that is going in at the subdivision. Rex stated they meet all setback requirements. Mr. Stanford Bell is here in place of Phil Winston. PCM Sandy Hunter has a question on the site plan, she is wondering about the short dotted-line. **(See Attachment #3)** Rex stated the plan that is being presented has been amended. He asked them to bring the window wells behind the set back. The barn on the plan is not being built at this time. Chairman Allen asked about air-conditioning units on cement pads outside the homes. Rex stated the cement pads for these units are okay in the PUE but can be removed if there is a problem. **PCM Sandy Hunter motioned to approve the Land Use Permit for Pineview Point, Lot #1, 125 N. 6500 East, parcel #201770001.** PCM Liz Poulter seconded the motion. Roll Call Vote. All votes Aye. Votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter
NAYS:	

Rex wanted to remind Mr. Bell, that nightly rentals are not allowed in Town per our ordinances. Mr. Bell will pass that on to Phil Winston.

6-Discussion and/or action on Land Use Permit for Dan & Valin Miranker, 295 N. 6800 East, parcel #200100028. **(See Attachment #4)** Rex recounted the Miranker's came before the variance committee. They went through the process of getting approval for this lot to be a buildable lot. They do meet the side and front set back. There is an easement on the property that is 21.5 feet. In doing a title search, it has been impossible to determine how the easement has been placed. It was always assumed it was a farm access. Rex believes the easement is no longer needed. It can be vacated. To vacate an easement requires approval from the owner. Title searches have not found an owner. The property behind the Miranker property is now a subdivision. It is not an issue the Town can address. After speaking to Attorney Morris, the Town should not hold up the Miranker's process as long as they keep 10 feet. Attorney Morris advised the Mirankers to hire an attorney to work with Weber County on vacating the easement.

PCM Larel Parkinson stated that the easement goes along the back of several residences. He is wondering if the easement had to be dealt with as a whole or individually by property owner. Rex stated it would be the individual property owner.

Rex confirmed the secondary water line runs on the Anderson side of the easement. TCM Bingham wanted to confirm the 66' ROW for the street of 6800 East. Rex stated that their property ownership went to the center line of the road. The Mirankers dedicated the 33' half width to the Town and their 30-foot set-back is based off the half width. Rex stated the Planning Commission is not looking at the correct plan. Rex reported the property line is 30 feet to the west. The garage is also shifted to be 10 feet off the property line.

PCM Liz Poulter asked about the height of the home. Won Shim stated the roof line will be 31 feet. Rex stated this is a different layout. The garage space goes underneath the home and the residents will step up to the main level of the house.

PCM Sandy Hunter motioned to approve the Land Use Permit for Dan & Valin Miranker, 295 N. 6800 East, parcel #200100028. Motion seconded by Liz Poulter. All votes Aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter
NAYS:	

7-Discussion and/or action on Conditional Use Permit for Merilee Clawson Bed & Breakfast. (See Attachment #5) Phil showed the Planning Commission the layout for the Bed & Breakfast. On the west side of the home there is a drive to the back of the home where the parking will be for the Bed & Breakfast. The Clawson's have applied for two rooms in the home for the bed & breakfast, but they are only going to use one at this time. Phil explained that the room is already built, and they need the Conditional Permit and a Business License. Planning Commissioners asked about parking and space in between neighbors. The Clawson's asked about signage regulations. The ordinance reflects 6 X 6. **PCM Sandy Hunter motioned to recommend for approval the Conditional Use Permit for Clawson's Bed & Breakfast.** PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter
NAYS:	

8-Discussion on Hyde's presentation and application for Special Overlay Zone/Rezone and concept development plan for expansion of Compass Rose Lodge. Dakota Hyde stated they have formally withdrawn their request for an Overlay Zone.

9-Discussion on changes to Title 4 regarding Land use Permits being added to a consent agenda. (See Attachment #6) TCM Blake Bingham presented the edits made to Title 4 regarding creating a consent agenda and allowing our Land Use Coordinator the ability to approve Land Use Permits. The wording is broad and allows the Planning Commission to adopt a resolution for conditional approvals. The Planning Commission can create the conditions for which those approvals are made. Chairman Allen wanted a monthly report. TCM Blake Bingham stated technically the Land Use Permit has already been approved. A report of what has been approved and vote to accept a monthly report could be part of the agenda.

After discussion on the changes to Title 4, a public hearing should be scheduled to make the change.

10-Discussion and/or action on 15.6.2 wording added regarding breezeway restrictions on conforming lots in an R-1 zone. Discussion on providing definition of "breezeway." PCM Sandy Hunter stated the PC has attempted to define "breezeway." The PC added a definition to 15.6.2 for non-complying houses. PCM Hunter would like this applied to all structures in an R-1 zone.

TCM Blake Bingham wanted to know what the opposition is to "breezeways" on homes. Chairman Allen stated there have been many residents try to attach non-compliant structures by use of a breezeway. TCM Bingham states a resident can build a compliant structure with all of the amenities and does not need a breezeway. Rex stated that TCM Bingham is correct, the PC needs to really define what the problem is. Is the issue that we do not want two separate dwelling units on a lot? Is the issue that we are trying to prevent nightly rentals? Rex suggested if the PC can define that, then it might be easier to see how they can prevent the problem.

PCM Larel Parkinson suggested an additional dwelling located in the basement or the garage is not any different from each other. He suggested the breezeway does not stop any of that. Rex stated it seemed a nightly rental was easier to have if the structure was not connected to the house. The only ordinance that guides the land use decisions at this time is the one dwelling per lot ordinance. However our accessory dwellings do not have restrictions on amenities. TCM Larel Parkinson stated the code is already there. If the code was enforced, we wouldn't be trying to come up with the legislation to prevent it.

PCM Larel Parkinson also brought up the example of Bed and Breakfasts. He stated if a person wanted to have a nightly rental in their home, all they needed to do was call it a bed and breakfast. TCM Blake Bingham stated there are conditions that need to be met. Rex stated the Bed and Breakfast that was just approved was not accessed inside the home. It was essentially attached to the home. They did not have to interact with the homeowners. The other room was only accessed through the home. Rex stated it is a very fine line to draw between a nightly rental and a bed and breakfast.

PCM Sandy Hunter asked Rex if there was something they could do to strengthen the code. Rex stated that if we could tell residents that they needed to have the home be one structure, the families would make the homes one structure. He stated there are many examples of families wanting additional space because multi generations are now living on the same properties and in the same homes. There is a desire for privacy as well. PCM Sandy Hunter feels that this is an enforcement issue, and that the PC should leave the Town code as is. Rex stated he is okay with keeping the definition of one dwelling and one contiguous foundation. Rex stated it should have walls and be a certain width wide. TCM Blake Bingham gave the example of someone thinking that was too hard, and then building an accessory structure with all the same amenities that his breezeway connected structure does. PCM Larel Parkinson did point out that the breezeway did prevent the long-range connections for multiple ownerships. PCM Sandy Hunter stated the “breezeway” definition is not in the R-1 zone. Rex is asking the “breezeway definition be applied to the regular R-1 zone.

PCM Larel Parkinson wants to put in a wood shop that he does not want to connect it to the house. It would be great to have a small bathroom, water, electricity, etc.

TCM Blake Bingham suggested that a breezeway would not help with the wood shop. However, if there is an addition to a home, it would help to make the wording in the code define something more substantial for a connection between the structures with more than a roof covering a walkway.

TCM Sandy Hunter stated that in 15.6.2 the PC needed to add to the wording “only one single-family dwelling is allowed on an approved R-1 building lot and *the dwelling must have a continuous foundation*.” TCM Blake Bingham stated maybe the definition should be changed. Rex agreed.

PCM Sandy Hunter will add “continuous foundation” to the definition to a single-family dwelling. Rex suggested also adding walls and roof to that definition as well.

Beckki will check with the Town Attorney and see if this needs a public hearing. TCM Blake Bingham will draft an ordinance to put before the Town Council that says a single-family dwelling is a *structure with a contiguous foundation, fully enclosed with a roof*.

11-Discussion and/or action on Ordinance 2021-2-25: Amendments and Additions to 15.6.2 regarding fractional ownership and recreation facilities on an R-1 lot. (See Attachment #7)
TCM Blake Bingham took the assignment to come up with something to address fractional ownership. He learned in doing the research that the Town can not govern ownership. However, Huntsville can govern Land Use. He also amended the ordinance to address recreational amenities. Originally the change would have been made to 15.4 but Blake changed the wording to 15.6.2 with regards to single family dwellings. He added to letter A: “*No single-family dwelling shall be occupied by more than four families, or combination of unrelated groups, within a 12-month period.*” TCM Larel Parkinson stated that the ordinance change was good, but it goes back to enforcement.

TCM Blake Bingham also added letter “I” to address recreational facilities. The added language states:

Recreation facilities are only permitted on parcels with an existing single-family dwelling. The footprint of the recreation facility shall be included in the calculation of the total permitted coverage associated with the dwelling and other accessory structures as defined in Title 15.6.10.B.

PCM Sandy Hunter stated that it reads fine. PCM Parkinson stated he believed this applied to so few residents.

PCM Sandy Hunter motioned to recommend approval of Ordinance 2021-2-25: Amendments and Additions to 15.6 regarding fractional ownership and recreation facilities on an R-1 lot. PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter
NAYS:	

12-Public Comment. There were none.

13-Chairman’s Remarks. There were none.

14-Motion to adjourn.

PCM Sandy Hunter made a motion to adjourn the meeting. PCM Larel Parkinson seconded the motion. All votes Aye. Motion Passes.

Meeting is adjourned at 9:16 p.m.


Beckki Endicott, Recorder

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

MEETING DATE: January 28, 2021
PLACE: Electronic Zoom Meeting with anchor location at Town Hall
7309 East 200 South, Huntsville Utah
TIME: 7:00 p.m.

NAME	TITLE	STATUS
Doug Allen	Planning Commission Chair	Present
Sandy Hunter	Planning Commissioner	Present
Liz Poulter	Planning Commissioner	Present/Zoom
Jeff Larsen	Planning Commissioner	Present/Zoom
Larel Parkinson	Planning Commissioner	Present/Zoom
Steve Songer	Planning Commissioner	Present/Zoom
Blake Bingham	Town Council Liaison	Present
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

Citizens on Zoom: Ron Gault, Jordan Curtis, Amiee & Red Erickson, Ken & Chris Bair, Bill White, Mayor Truett

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

2-Approval of Minutes for Planning Commission Work Session January 14, 2021. (See Attachment #1) **PCM Sandy Hunter motioned to approve the minutes from January 14, 2021.** PCM Liz Poulter seconded the motion. All votes aye. Motion passes.

3-Approval of Minutes for Planning Commission Meeting December 10, 2020. (See Attachment #2) Chairman Allen requested that a footnote be added to the bottom of page 3 stating that the additional meeting Jordan Curtis requested was cancelled. Beckki will add the footnote. Beckki made one other grammatical change. **PCM Sandy Hunter motioned to approve the minutes from December 10, 2020.** PCM Larel Parkinson seconded the motion. All votes aye. Motion passes.

4-Discussion and/or action on 2021 Yearly Meeting Schedule. (See Attachment #3) Beckki pointed out that she had made changes to the November and December meetings because they fall during a holiday. The meeting for November was scheduled ^{re} on Veteran's Day, November 11th. The PC wanted to have the meeting moved to Wednesday, November 17th. PCM Sandy Hunter wanted to know if the PC should try to meet twice a month. There were concerns about the length of the last several agendas. Beckki explained that it was easier to call an extra meeting than to cancel one already posted for the year. **PCM Sandy Hunter motioned adopt the Planning Commission 2021 yearly meeting schedule with the amendment of changing the November 11th meeting date to November 17th.** PCM Liz Poulter seconded the motion. All votes aye. Motion passes.

5-Land Use Coordinator Update. Rex Harris stated there has been a lot of preparation that has gone into this meeting so he hoped the meeting would go smoothly. PCM Hunter asked Rex if it would be possible to provide the streets ~~next to the parcels~~ ^{on the site plan} in their packets so that they can orient themselves to the parcel. She also asked if it would be possible to have a brief synopsis of what the landowner was intending. Rex stated he would try to provide that.

6-Land Use Permits by Consent:

- 1) Request for Land Use Permit, #200590004, 6822 E 200 N, Sean Smith for solar installation on land. (See Attachment #4) The panels have already been installed. Chairman Allen wondered if there needed to be a vote considering the building permit has already been approved, inspections have been made and the work has been completed. TC Blake Bingham stated the ordinances needed to be revised to consider the consent items. PCM Sandy Hunter motioned to approve the land use Permit for parcel #200590004 at 5822 E 200 N. All votes aye. Motion Passes. Roll Call Vote. Votes are reflected below.

BOLD

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

7-Discussion and/or action on Land Use Permit for Ken & Chris Bair Addition, parcel #240170014, 175 N 6800 East. (See Attachment #5) Rex stated there has been debate about using breezeways to make additions to homes. Rex stated the guidance he has been giving residents is the addition must be tied to the house with roof, footings, and foundations. Chairman Allen wanted to know if the Bair's were aware of the additional septic that will be needed.

PCM Sandy Hunter asked the Bair's why the plan wasn't directly connected to the home. Chris Bair stated the connection was directly made to the house with footings and foundation. PCM Sandy Hunter asked Rex if the set back was within the 30-foot set back. Rex will check on that and get back to Sandy. This would not affect the Land Use Permit. The addition is within the set-back. Rex also wanted Beckki to add to the stipulations on the Land Use Permit, the restriction of "no rental." PCM Sandy Hunter asked Beckki to add the discussion defining a breezeway to the next Planning Commission Agenda.

PCM Liz Poulter wanted to comment that when the "breezeway" restriction was revised, she thought that they were revising it for all homes in Huntsville and not just non-complying homes. TCM Bingham stated the ordinance they revised was for a specific purpose. Rex concurred. The PC would like to study the definition of "breezeway." Rex doesn't believe that this is an issue for the Bair's Land Use Permit, but they need to discuss the issue in the future.

PCM Sandy Hunter motioned to approve the Land Use Permit for the Bair Addition, parcel #240170014, 175 N 6800 E. PCM Jeff Larsen seconded the motion. All votes aye. Roll Call Vote. Votes are reflected below. Motion passes. Beckki will add a “no rental” to the Land Use Stipulations.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

7-Discussion and/or action on Land use Permit for Red & Amiee Erickson, parcel #240220006, 6650 E 100 South. (See Attachment #6) Rex explained that this addition is a similar situation as the Bair’s. The Erickson’s home sits back on the property and the addition would be added to the front of their home. PCM Sandy Hunter stated that she remembered the Erickson’s coming to the Planning Commission for a Land Use Permit in 2020 for an addition to the east side of their home. She asked the Erickson’s if this Land Use Permit would replace the 2020 permit. Red Erickson responded that yes, it was a replacement. **PCM Sandy Hunter motioned to approve the Land Use Permit for Red & Aimee Erickson, parcel #240220006 at 6650 E 100 South.** PCM Steve Songer seconded the motion. All votes aye. Roll Call Vote. Votes are reflected below. Motion passes. TCM Blake Bingham suggested Beckki add on the Land Use Permit the stipulation that this Land Use Permit replace the previous Land Use Permit. PC Chairman Allen also asked her to add “no rental” to the stipulations.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

8-Discussion and/or action on Land Use Permit for Lewis & Pam Johnson, parcel #240110016, 361 S 7400 East. (See Attachment #7) Rex explained this was one of the oldest homes in Huntsville. A lot of TLC has been put into the home, but the family would like to tear the home down and build a new home on the existing foundation. PCM Larel Parkinson asked if the lot was a conforming lot. Rex stated that it was not a conforming lot, but it was a buildable lot. The lot has been in existence prior to 1992.

PCM Sandy Hunter motioned to approve the Land Use Permit for Lewis & Pam Johnson, parcel #240110016, 361 S 7400 East with approved set-backs. PCM Liz Poulter seconded the motion. All votes aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

9-Discussion and/or action on Boundary Line Adjustment for Bill White, Parcel #241480001, and parcel #241480002, 255 South 7200 East. (See Attachment #8) Rex stated that two years ago when the lot was separated there was a question about where the septic and drain fields were for the old home. The intent of the "box" carved out was to be an easement and not a boundary line. This motion will be a correction of that line. The line will be straight and in line with the other line. Rex stated that as the White's start new construction on the lot #1 they will locate the septic and drain field for the old home. It is the White's intent to have the septic and drain field for both houses on their own lots so that there aren't any future conflicts. **PCM Sandy Hunter motioned to recommend for approval to the Town Council the Boundary Line Adjustment for Bill & Alane White, Parcel #241480001 and parcel #241480002 at 285 South 7200 East.** PCM Jeff Larsen seconded the motion. All votes aye. Roll Call Vote. All votes are reflected below. Motion passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

10-Discussion and/or action on Land Use Permit for Bill & Alane White new home construction, parcel #241480001, 255 South 7200 East. (See Attachment #9) Rex continued that this was part two of the White's action here tonight. Chairman Allen asked Rex to clarify the drain field issue for the old home. Rex stated that the Boundary Line Adjustment is a correction to a subdivision that was done two years ago. If, when undergoing the new construction of the home on the new lot, the drain field of the old home is on the new lot, then an easement will be created on the new lot for the old home. The boundary line will remain a straight east to west line. If they have to place an easement on the new lot, the new lot will be encumbered by the easement.

PCM Hunter wanted to let Bill White know that the lot he owns to the north on 200 South (where he is building the barn) has a new parcel number that has been assigned by Weber County. The lot is listed on their plat map for their boundary line adjustment. Bill White thanked Sandy for calling that to his attention.

PCM Steve Songer wanted to know what will happen if Bill and Alane actually sell the lots to different owners. Rex stated that the easement will encumber and lessen the value of the property. Bill White stated that Carl Shupe is designing the septic system for the new house and a drain field for the old home because they are anticipating there being some problems with the drain field. Hopefully this will alleviate all of the problems with not knowing where it is. He believes there is a 50% chance they will have to relocate the drainfield.

BOLD PCM Sandy Hunter motioned to approve the Land Use Permit for Bill & Alane White, parcel #241480001, 255 South 7200 East. PCM Liz Poulter seconded the motion. All votes aye. Roll Call vote. Votes are reflected below. Motion Passes. Stipulation will be added to the Land Use Permit that this is based on the mitigation of the septic system and easements.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

11-Discussion and/or action on Jim Hasenyager building lot status, parcel #240190024. Rex explained he received a call from Jim Hasenyager. This lot is a non-complying lot but has buildable status. The database shows that it is a buildable lot. Years ago, the Town put in a water line for this individual lot. Mr. Haseyager's concern with this lot is that information in the database would get lost. He would like a letter from the Planning Commission stating this lot is a buildable lot. PC Sandy Hunter stated this lot was created prior to 1990. TC Blake Bingham stated he would be willing to draft a letter on behalf of the Town Council. The Planning Commission is in agreement that it is a buildable lot.

12-Discussion and/or action on Boundary Line Adjustment for Jordan Curtis. (See Attachment #10) Rex explained that this is another two-step process. There are two parcels that are owned by Mr. Curtis. Currently one parcel is located in the Town boundaries. The other parcel is located in the County. This boundary line adjustment would move the line between the Town parcel and the County parcel to a boundary line running roughly east and west. There will be parts of the larger parcel to the north that will be in and out of the Town boundaries. It is Mr. Curtis' desire to annex the smaller part of the that property in the County into Huntsville Town. He has already filed the petition and the Planning Commission will hear that petition next on the agenda.

Chairman Allen commented there is enough frontage for both future parcels. **PCM Sandy Hunter motioned to approve the recommendation for the Boundary Line Adjustment for Jordan Curtis at 350 South 7700 East, parcels #240190015 and #240190007.** PCM Jeff Larsen seconded the motion. All votes aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES:	
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AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

13-Discussion on Land Use Permit for Jordan Curtis. Beckki stated she inadvertently left off the agenda the Land Use Permit for Jordan Curtis. The Land Use Permit would allow him to move forward on a building permit for remodel of the existing home. She was wondering if the Planning Commission could meet to discuss this in the next couple of days. TC Blake Bingham asked if the work was all interior. Beckki said the work was interior and not changing the footprint of the house. TC Blake Bingham suggested the Land Use Permit be put on the next agenda and just done by consent.

Jordan commented that there were a couple of items that were exterior. He will be replacing the siding on the home. They are doing a roof over the door and changing the roofline. Jordan also commented they are adding a master bathroom and will need to run lines to the septic. PCM Sandy Hunter asked if he was adding a front roof to the front door. Jordan stated that he is taking off the roof on the front and just adding a roof over the door. PCM Sandy Hunter asked Jordan if there was any additional extension of the roof beyond the old roof. Jordan replied that the new roof would not go out from the home farther than the old roof.

PC Chairman Doug Allen stated that as long as the building permit process was going to be followed, he would allow this to be a consent item at the next Planning Commission Meeting. Beckki will include the drawings in the packet.

14-Discussion and/or action on Annexation Petition Application. Rex stated the vote on this item would be a vote to start the annexation process. He stated there are several factors that the Planning Commission should look at in order to consider the annexation. The requirements for annexation are listed on the application provided in the PC packet. One of the requirements is to have the parcel fall within the areas designated for future annexation in Huntsville Town. This parcel is in the unincorporated Weber County. Rex went on to describe the process for annexation.

Chairman Allen wanted to know what zone the parcel would be annexed into. Rex stated the parcel is AV-3 and would be brought in as AV-3. Chairman Allen states this is a natural waterway and should be considered a wetland. He stated that from the December minutes, the PC gave Mr. Curtis the assignment to go and work with the Army Corps of Engineers. Rex stated the last time Mr. Curtis was here, he was working on subdivision plan. Chairman Allen quoted from the minutes over his expressed concerns about the wet nature of the property and parcel currently discussed. TC Bingham replied to Chairman Allen that the Town has annexed wetlands previously.

Chairman Allen is concerned that Huntsville Town can not annex a ditch where the water doesn't belong to the Town. He believes there should be a water easement on the property. TC Blake Bingham stated that this ditch is a remnant ditch from old irrigation systems.

Chairman Allen expressed his concern that Mr. Curtis came to the Planning Commission previously and presented subdivision plans. Rex stated that Jordan Curtis has not presented plans to subdivide and it would be improper for the Planning Commission to make a decision regarding annexation based on subdivision plans that aren't before them at this time. Rex states Mr. Curtis will still need to work through all the wet lands issues to see if the lot is developable. It is possible in the end, that he may decide that the land is not fit for subdivision. But at this point in the process, the PC is being asked to make a recommendation based on annexation requirements to start the long process of annexation.

Chairman Allen is concerned about a road that would be built on that property. He wants to propose to table the annexation petition and meet with the Town Council regarding this issue. He asked Mayor Truett to weigh in regarding the process. Mayor Truett stated he thought that Mr. Curtis is not asking to build on wetlands. He is not asking for a permit. Mr. Curtis will have to go through delineation in order to develop this property. He states that Mr. Curtis is just asking Huntsville Town officials for their thoughts on annexation of this piece of property.

Mr. Curtis stated that the lot that is being created today with the boundary line adjustment is a conforming lot. He recognizes there are difficulties with the development process, and it may not go through. For now, he is asking that the portion of the lot located in Weber County be considered for annexation into Huntsville Town. He would like to see the annexation be considered on its own merits. It is his desire to have the entire parcel be located in Huntsville Town.

Chairman Allen stated he is very concerned about the Town annexing a wetland. PCM Jeff Larsen stated it is his opinion that per the code, the requirements to start the process of annexation have been met. PCM Larsen believes they can address the concerns as they come up in the process.

PCM Liz Poulter wanted to know if anyone knows how the line between Weber County and Huntsville came to be created and if the Town was going to go through annexation with the adjacent property owners. Rex stated prior to Highway 39 coming into existence the line between the Town and the County was relatively straight. When the highway was built, it was placed inside the County lines. The land locked parcels that were left on the Town side were allowed to be purchased by the property owners. TC Bingham pointed out that the piece behind Jim Hasenyager is actually owned by Sharon Wangsgard.

PCM Sandy Hunter motioned to recommend acceptance of the annexation petition from Jordan Curtis for parcel #240190007 as it applies on the current plat map. PCM Liz Poulter seconded the motion. Roll Call Vote. Votes are reflected below. Five ayes and 1 nay. Motion passes.

VOTES:	
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AYES:	Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	Chairman Doug Allen

15-Motion to close the regular meeting and open public hearing on Conditional Use Table. (See Attachment #11) Chairman Allen stated the PC are proposing some changes to the allowable use table. He stated Mayor Truett formed a committee to review the use table. Mayor Truett, TCM McKay, PCM Hunter and PCM Poulter served on that committee. The Planning Commission also met in a work session two weeks ago to review the findings of that committee.

PCM Sandy Hunter stated the Use Table is located at the beginning of the Land Use Title. She stated that the committee felt it was a good idea to add a new commercial zone that would be adjacent to Highway 39. This zone would allow commercial businesses that would be appropriate for the location on the highway and not inside Huntsville Town.

PCM Sandy Hunter motioned to close the regular meeting and open the public hearing on the changes to the Conditional Use Table. PCM Larel Parkinson seconded the motion. All votes aye. Motion passes. The PC is now accepting public comment.

16-Public comment on the Conditional Use Table. There were no public comments.

PCM Hunter motioned to close the public hearing on the Conditional Use Table and open the regular PC meeting. PCM Liz Poulter seconded the motion. All votes aye. Motion passes.

17-Discussion and/or action on Ordinance 2021-1-28: Conditional Use Edits. TC Blake Bingham asked Beckki how she noticed the public hearing. There are three components the PC has been working on with regards to the Ordinance. Ordinance 2021-1-28 is the Conditional Use Edits located in 15.4. The second part of the public hearing is on the Conditional Use Table associated with Ordinance 2021-1-28. The third piece of the edits the PC has been working on is 15.6.2 on fractional ownership. Beckki stated she noticed the public hearing on the Conditional Use Table and all associated ordinances. However, since the last set of edits in 15.6.2 were added at a different time, she suggested the action items tonight should be on Ordinance 2021-1-28 and the Conditional Use Table.

Chairman Allen stated we should move forward on Ordinance 2021-1-28: Conditional Use Edits 15.4 and the associated Conditional Use Table/Acceptable Use Table/Table 15.1.

PCM Sandy Hunter motioned to recommend approval Ordinance 2021-1-28: Conditional Use Edits 15.4 and the associated Conditional Use Table/Acceptable Use Table by Zone/Allowable Use Table/Table 15.4. PCM Jeff Larsen seconded the motion. All votes aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES:	
--------	--

AYES:	Chairman Doug Allen Commissioner Steve Songer Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Sandy Hunter Commissioner Jeff Larsen
NAYS:	

18-Public Comment. There were none.

19-Chairman's Remarks. Chairman Allen stated it has been another year since he has been the Planning Commission Chair. He has sent the PC an email request for input regarding his service at the PC Chair. He stated he has received some private email comments that would like him to stay on as chair. He asked PCM Larsen and Parkinson for their input. PCM Larsen stated he appreciated his passion. PCM Parkinson stated he should stay in his position. Chairman Allen asked Mayor Truett for his input. Mayor Truett stated it is hard for all the PC and the TC members, but he feels that sometimes we need to take the emotion out of the issue. Mayor Truett stated there was value in hiring Rex to look at the land use issues from an administrative perspective.

20-Motion to adjourn.

PCM Sandy Hunter made a motion to adjourn the meeting. PCM Jeff Larsen seconded the motion. All votes aye.

Meeting is adjourned at 9:21 p.m.

Beckki Endicott, Recorder



LAND USE PERMIT

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

Tax ID # 240190015

Address of Structure 350 S 7700 E, Huntsville

Name & Address of Owner/Owners Jordan Curtis

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 1/28/21

Set Backs Approved: Yes ☒ No ☐

Per Rex and Jordan Curtis - remodel not expanding past existing home.

Any special stipulations and conditions of the Site Plan Review: none

Note: Construction/Remodel review by PC on 1/28/21 but not on the agenda for action. PC requested

a review by Rex Harris. He may move forward to Building Permit per Rex's approval.

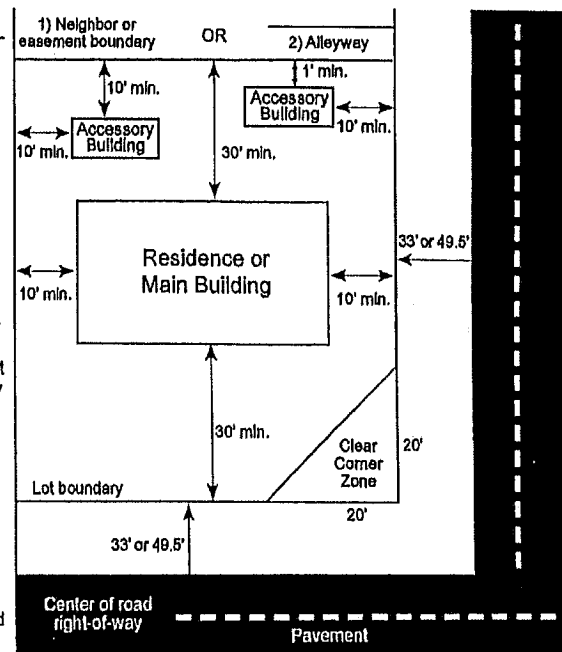
[Signature]
Huntsville Planning Commission Chairman

Vote will occur on 2/6/21.

[Signature]
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 BUILDING PERMIT APPLICATION

THIS APPLICATION DOES NOT BECOME A PERMIT UNTIL SIGNED, ALL FEES ARE PAID, AND PERMIT NUMBER IS ISSUED

Date of Application 1-26-2021	Date Work Begins ASAP	Date Permit Issued	Permit Number
Proposed Use(s) of Structure <input type="checkbox"/> Residence <input type="checkbox"/> Basement <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Garage <input checked="" type="checkbox"/> Remodel <input type="checkbox"/> Electrical <input type="checkbox"/> Addition <input type="checkbox"/> Commercial <input type="checkbox"/> Recreational <input type="checkbox"/> Accessory Bldg <input type="checkbox"/> Other (Specify)		BUILDING FEE SCHEDULE	
Building Address 350 S 7700 E Huntsville UT 84317		Rough Basement	Building Fee
Parcel/Tax ID # 240190015		Finished Basement	
Lot #		Garage sq. ft.	Electrical Fee
Subdivision Name (if applicable)		Occupancy Group	
Total Parcel Area (acres or sq. ft.) 0.75 after adjustment	Total Building Footprint (sq. ft.) 3315	Bldg Type	Plumbing Fee
Property Owner Name Jordan Curtis		# of Bldgs	Mechanical Fee
Mailing Address 350 S 7700 E Huntsville UT 84317		Type of Construction <input type="checkbox"/> Frame <input type="checkbox"/> Brick Var. <input type="checkbox"/> Concrete <input type="checkbox"/> Brick <input type="checkbox"/> Block <input type="checkbox"/> Steel	Culinary Connection Fee
Email jordanrcurtis@gmail.com	Phone 801-710-0206	Max Occ. Load	State Fee (1%)
Architect/Engineer Troy Crowfoot, s.e.	Phone 801-360-1200	Fire Sprinkler (Y/N)	TOTAL
General Contractor Andrew Wallace	Phone 208-317-3843	Bond Required (Y/N)	Bond Amount
Business Address, City, Zip 8277 S 2650 E S. Weber UT 84405		Weber Fire District Fee Receipt Number	Date Paid
Email andrew@contractwallace.com	License Number 10446279-5501	Building Official Notes:	
Electrical Contractor Ryan Hite	Phone		
Business Address, City, Zip 277 N 2340 W Lehi UT 84043			
Email ryan@hiteelectricco.com	License Number 11629663-5501		
Plumbing Contractor Mike Hyll	Phone		
Business Address, City, Zip 1565 W Hillfield rd #102 Layton, UT 84041			
Email mike@hyllplumbing	License Number 8762698-5501		
Mechanical Contractor			
Business Address, City, Zip			
Email	License Number		
LAND USE REVIEW CHECKLIST			
Zone	Lot Area	Lot Frontage	Building Height
Front Setback	Left Side Setback	Right Side Setback	Rear Setback
Land Use Notes: 			
Signature of Contractor or Authorized Agent		Date	
Signature of Owner (if owner)		Date	
Payment of Fees \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check Date _____			

BearGhost Inc.

Structural Engineering

10513 Iverson Lane Highland, Utah 84003
Phone (801) 360-1200

January 25, 2021

Andrew Wallace
8277 South 2650 East
South Weber, Utah

Cell (208) 317-3843

File #: 2100.03

Re: Jordan Curtis Remodel

Dear Sir:

On Saturday January 23, 2021 I visited the Curtis residence to observe the proposed remodel recommendations.

I will respond to the proposed remodel recommendations given to me on page 2.

My response is as follows:

Existing Structure -

1. Add (2)2x10 headers to both 2x4 walls for the 3'-0" opening.
- 2-10. These are acceptable.

Revision 4 -

- 1-3. These are acceptable.

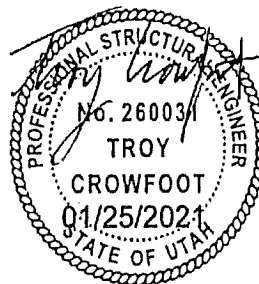
Roof Line -

1. This is acceptable.
2. New entry 6' x 12' with trusses and (2)2x10 headers on each side with two 12" sono-tubes 30" deep into ground with (4)#4 bars vertical with #3 ties at 12" o.c.
3. This is acceptable.

If any more information is required, please let me know.

Respectfully,

Troy Crowfoot, S.E.



Jordan Curtis Remodel Framing Details

Remodel to take place on existing structure at 350 S 7700 E, Huntsville, UT 84317. Main body of building was originally built as a 2-story garage with space for events, or living upstairs. Exterior walls of this original structure are approximately 12" thick including OSB and drywall. These walls are wood framing built thick to support extra weight on the second story. All walls inside what was the old garage structure were added to convert the building to a home, and are not load bearing. The additions to the north and south of the main building are single story, and constructed with standard wood framing. The remodel is expected to proceed according to the included plans, and pictures.

Changes by number marked on drawings labeled "Existing Structure":

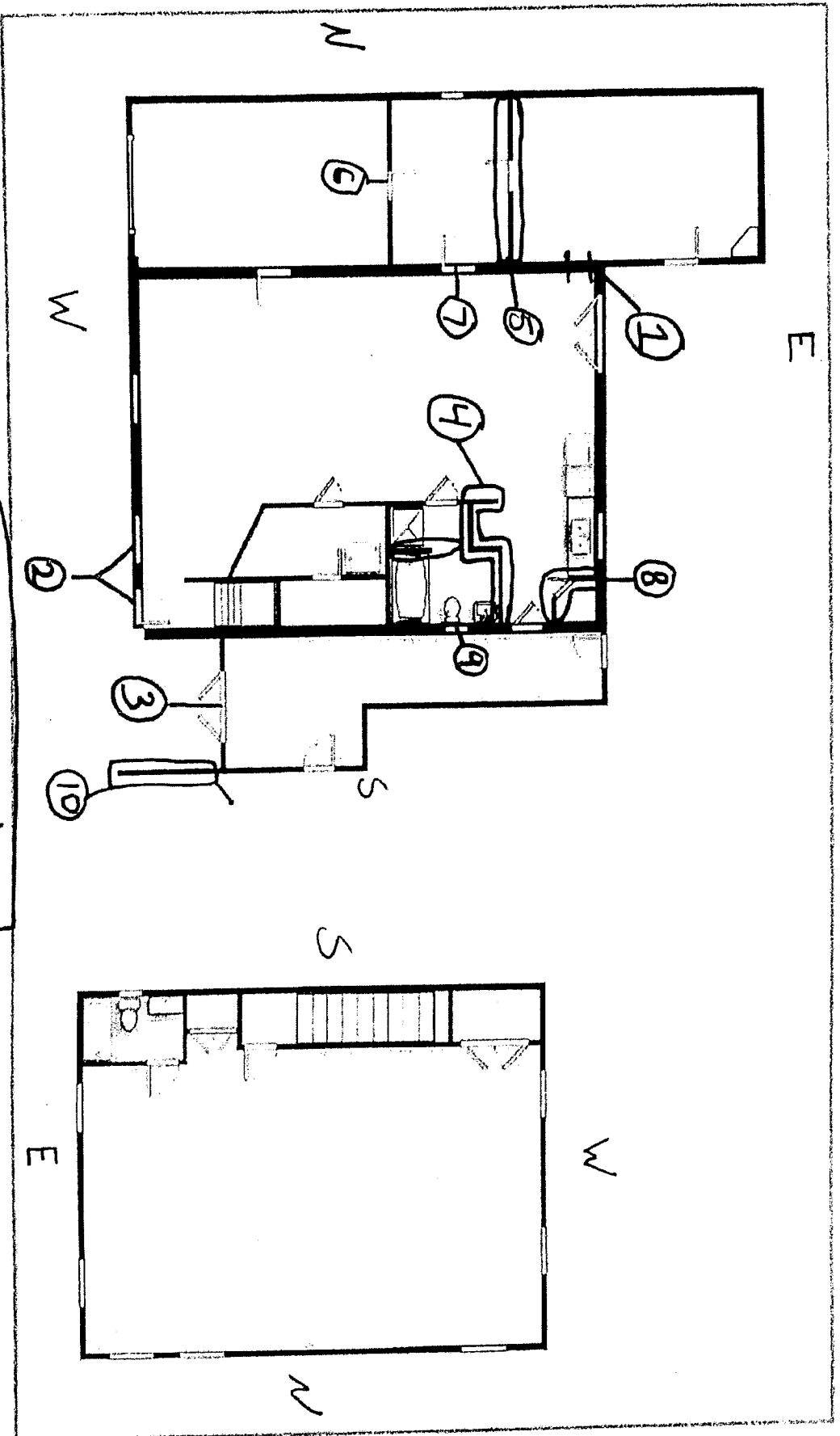
- 1 – Add doorway from dining area to master bedroom
- 2 – Fill in front entry door, and alter existing window opening to be a door.
- 3 – Remove double doors and put a 6' x 2' window at head of opening.
- 4 – Remove highlighted walls.
- 5 – Remove highlighted wall.
- 6 – Fill in doorway.
- 7 – Fill in doorway.
- 8 – Remove highlighted walls
- 9 – Fill in window.
- 10 – Remove wall and overhead roof. (see roof line section)

Changes by number marked on drawings labeled "Revision 4":

- 1 – Add highlighted walls
- 2 – Add highlighted walls
- 3 – Add Highlighted walls

Changes by number marked on photos and drawings labeled "Roof Line"

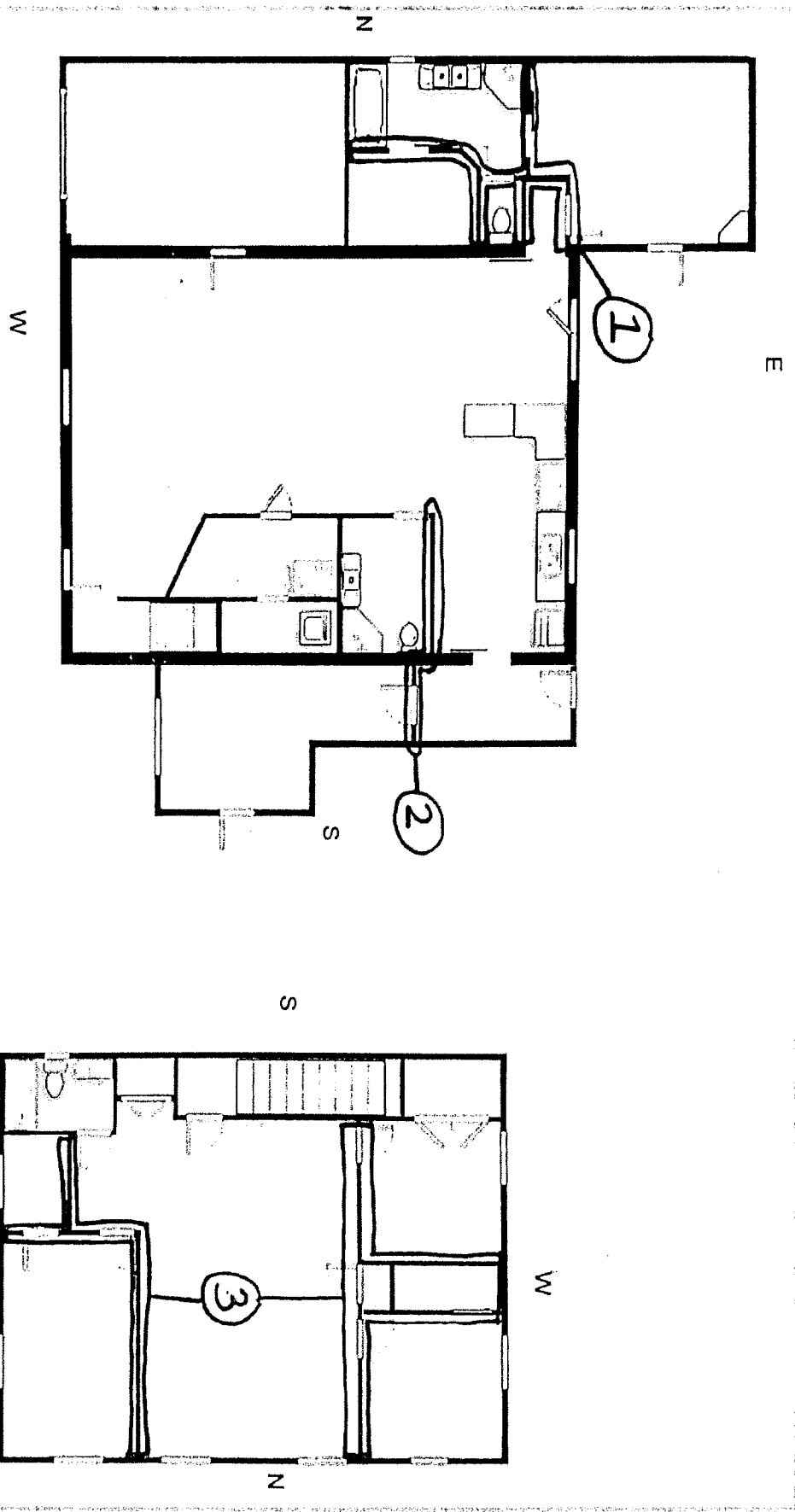
- 1 – Remove existing eyebrow roof back to wall marked "W"
- 2 – Build awning over main entry. Includes 2 new posts and footings.
- 3 – Build roof overhang to match rest of house.



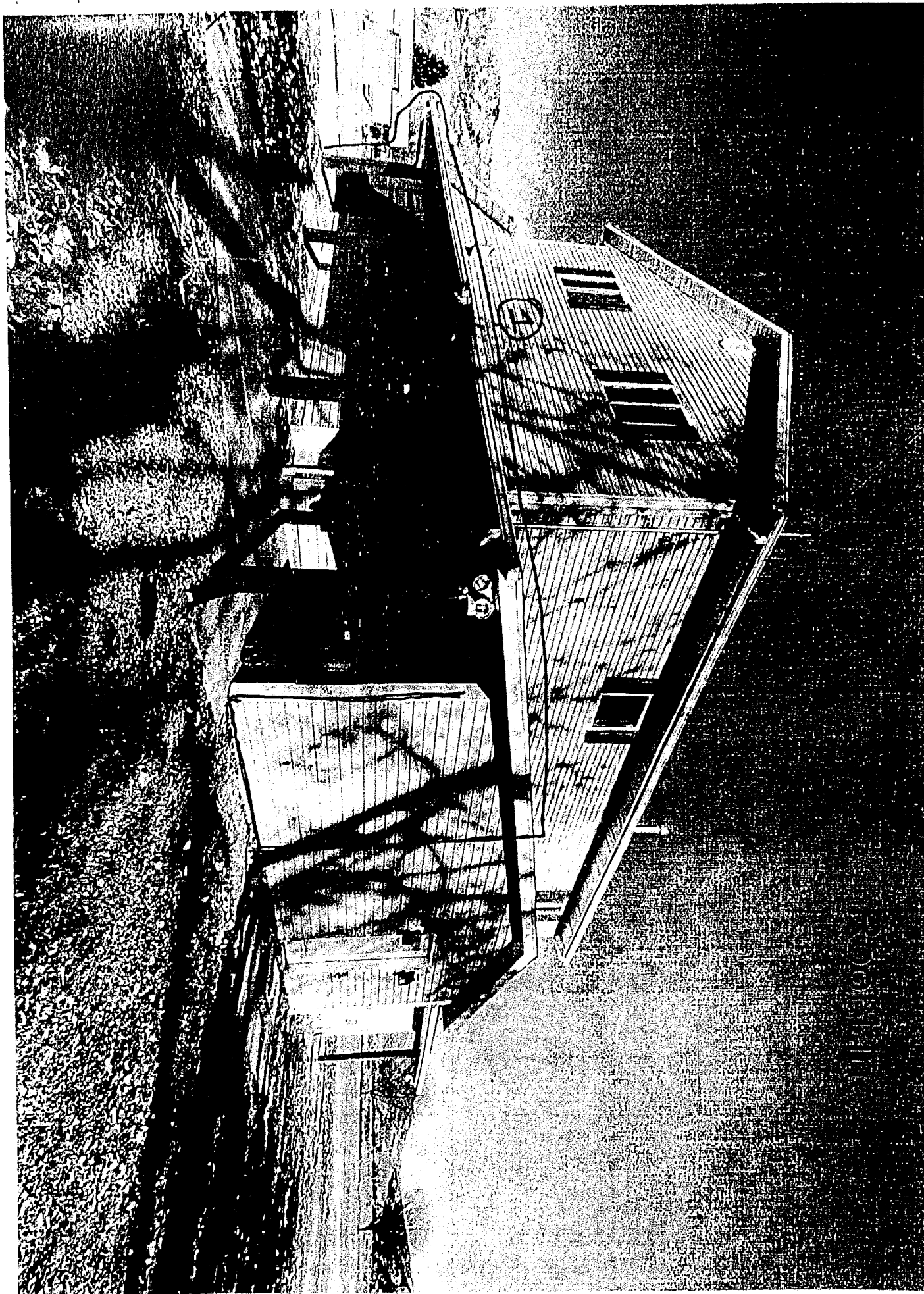
Existing Structure

2020 IcoVID
Design Center

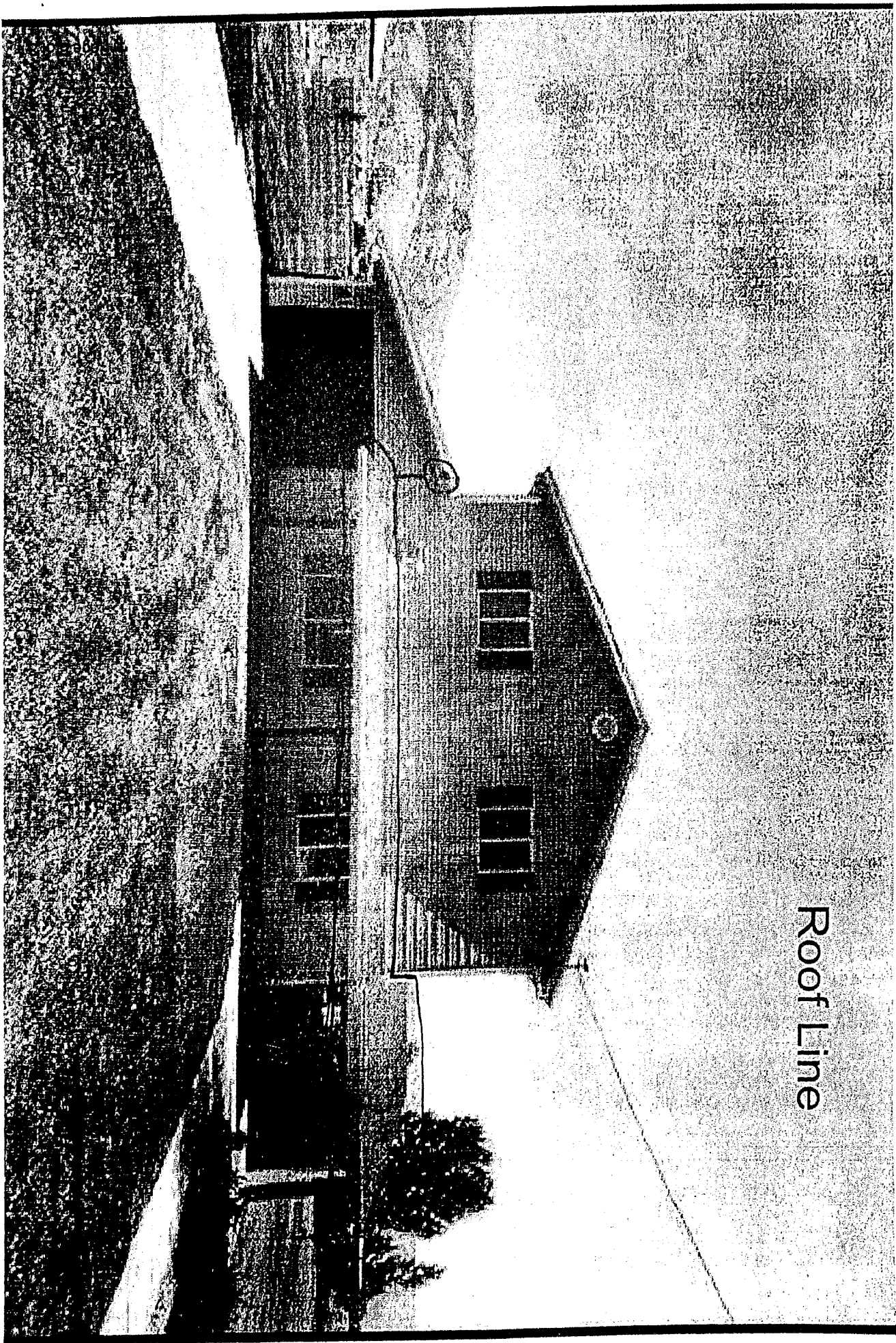
Jordan Curtis
Revision 4
Created for Jordan Curtis by Andrew Wallace



2020 100 VIO
Daisy Furr

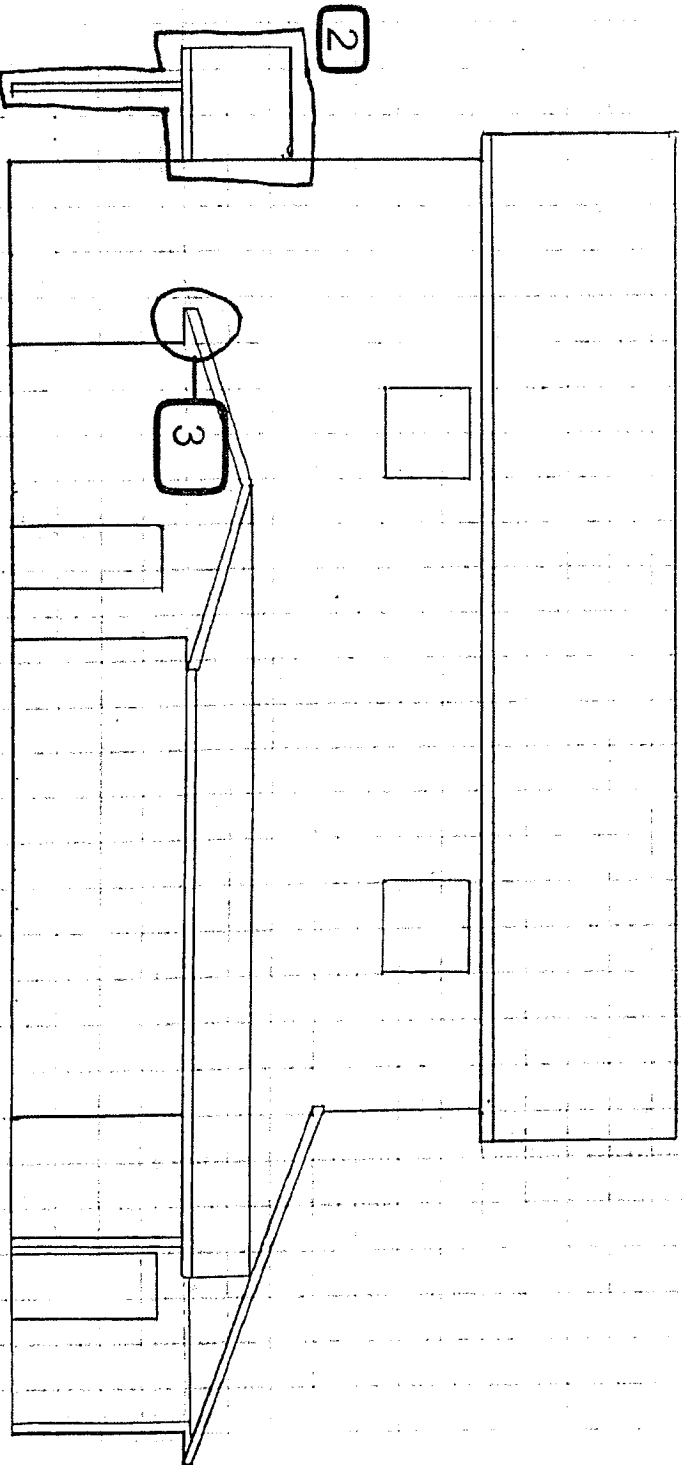


Roof Line

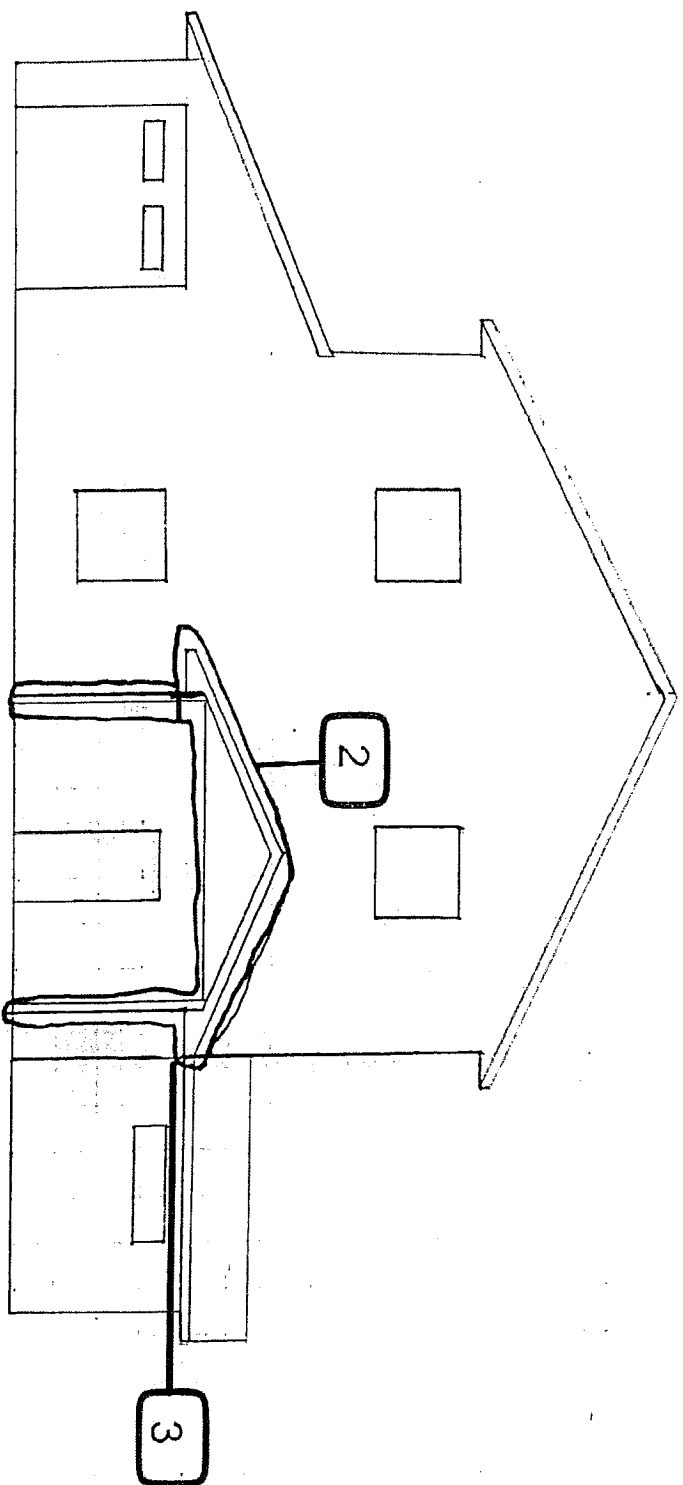


25

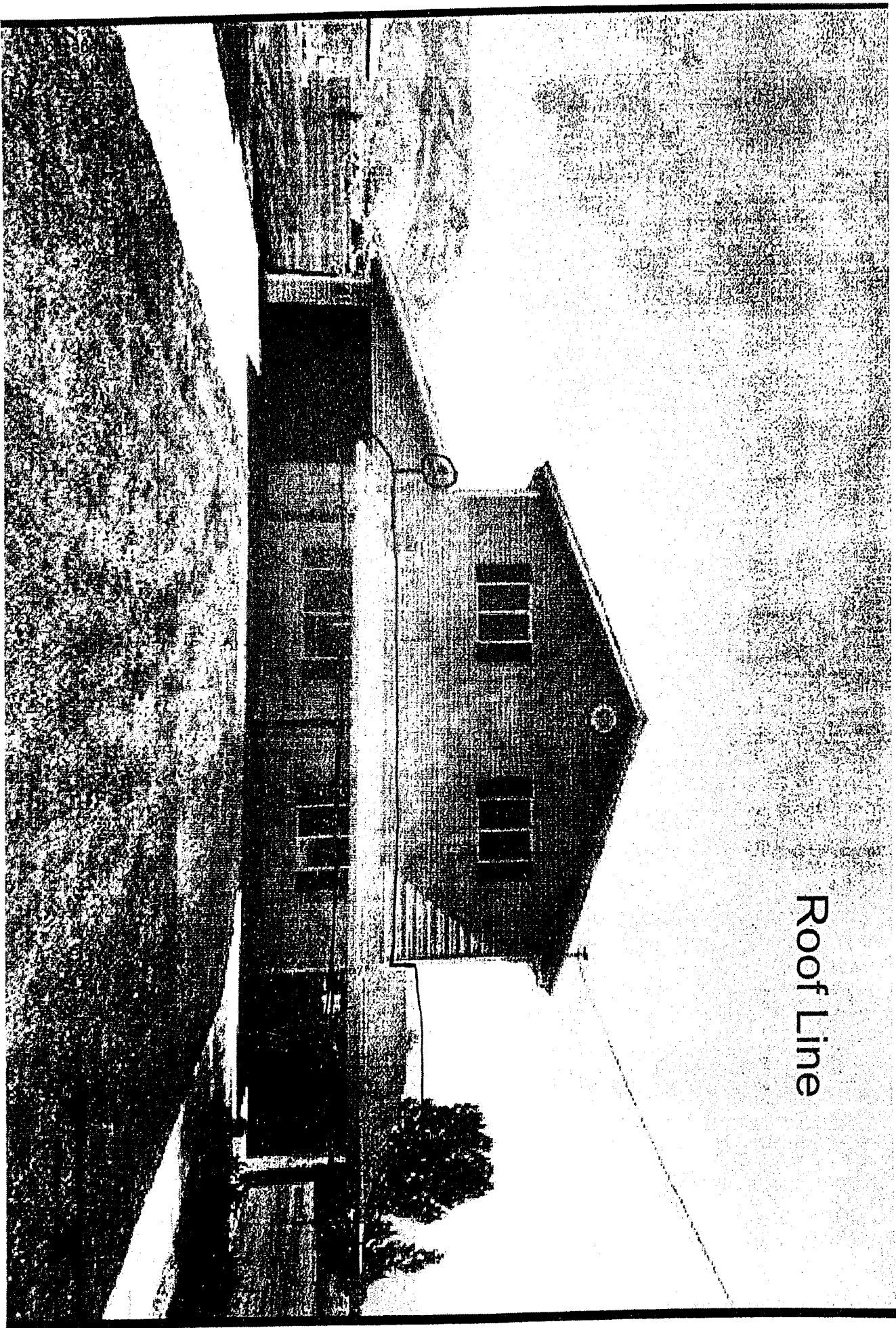
Roof Line



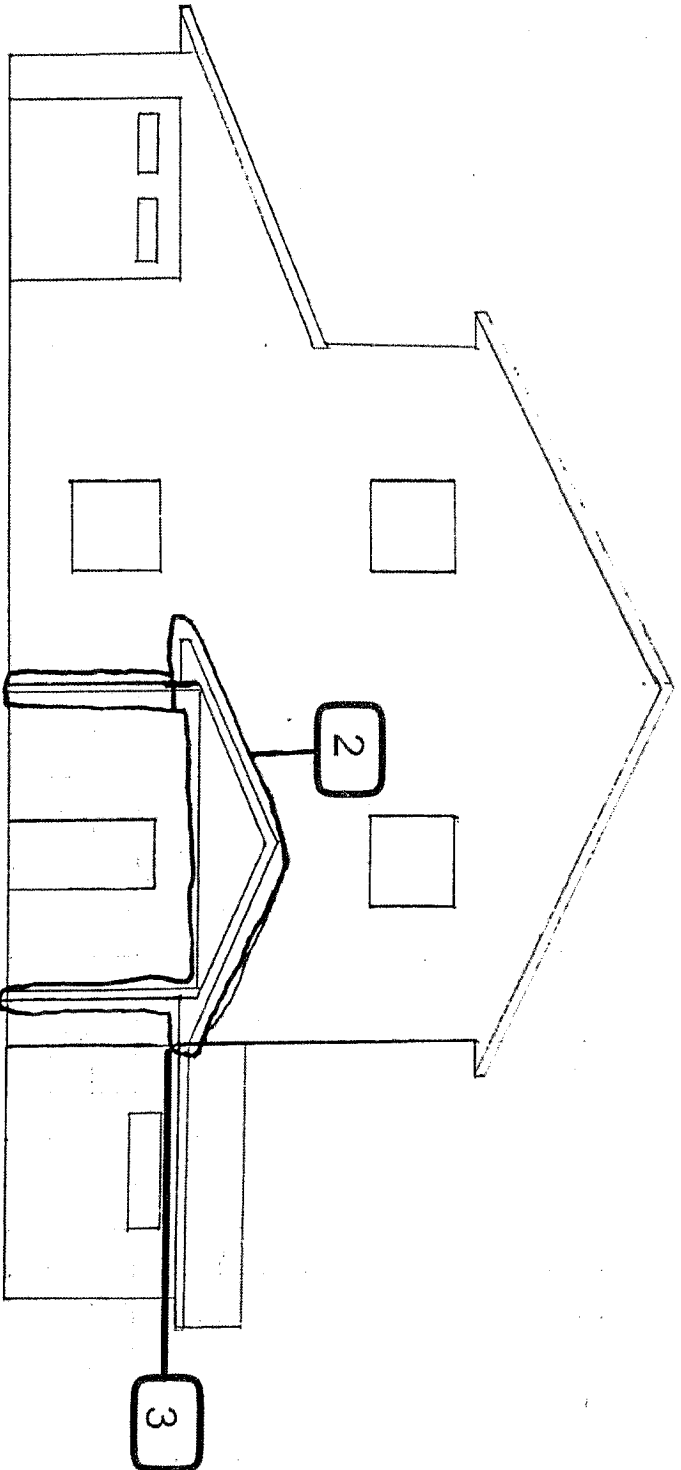
Roof Line



Roof Line



Roof Line





#20210010

LAND USE PERMIT

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

Tax ID # 201770001

Address of Structure 125 N. 6500 East

Name & Address of Owner/Owners Phil Winston - Pineview Pt lot #1

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 2/25/2021

Set Backs Approved: Yes ☒ No ☐

Any special stipulations and conditions of the Site Plan Review: For home only -
barn to be built in future

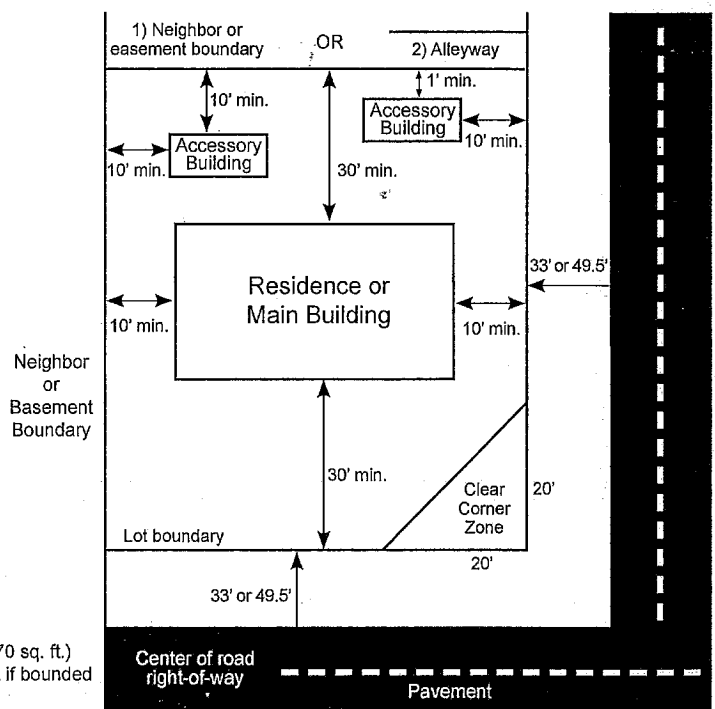
Doug M. All
Huntsville Planning Commission Chairman

Carol K.
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)

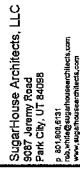
Huntsville Town Residential Zone Setbacks



IN HUNTSVILLE TOWN

SCALE 1" = 50'

FOR COMPLETE ENG DATA SEE
ORIGINAL DEDICATION PLAT IN
BOOK 88, PAGE 48 OF RECORDS.

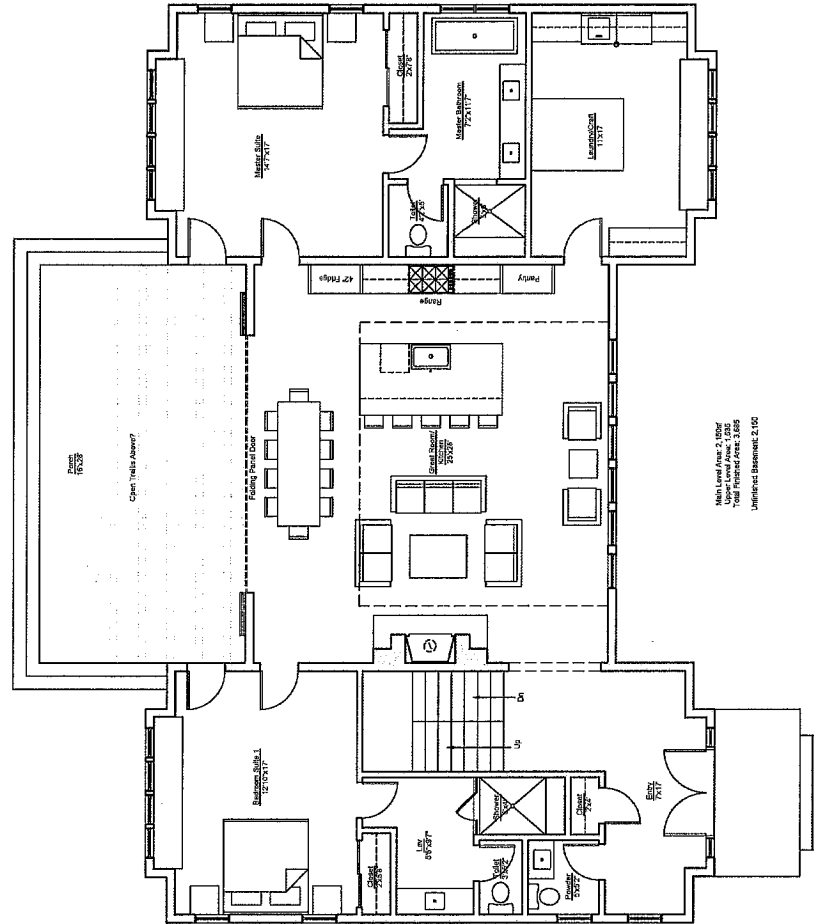


Lot 1
Pineview Point
Subdivision
Huntsville, UT

Revision	Date
----------	------

A101

Design Development



A5 Main Level Floor Plan
1/4" = 1'-0"



SugarHouse Architects, LLC
9007 4th Street
Park City, UT 84058
P: 801.633.5131
info@sugarhousearchitects.com
www.sugarhousearchitects.com

New Residence

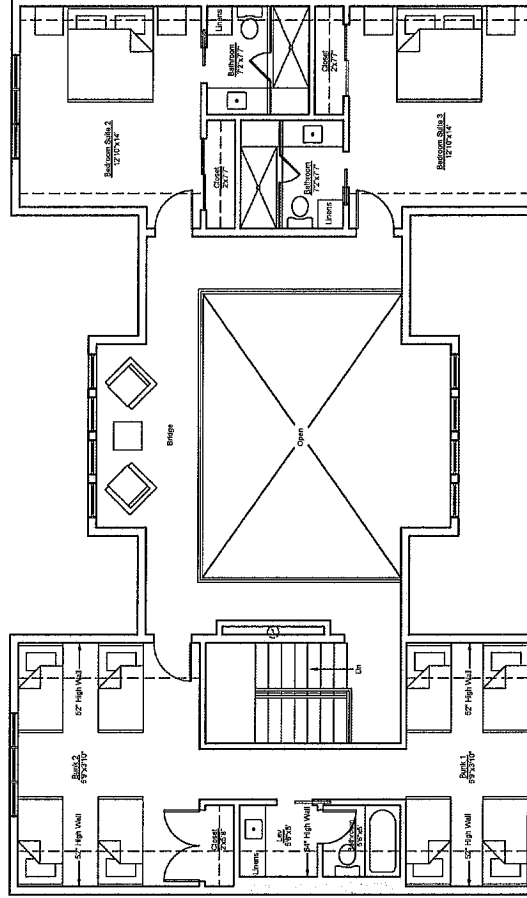
Lot 1
Pineview Point
Subdivision
Huntsville, UT

Revision: _____ Date: _____

Date: December 10, 2020

A102

Design Development



A5 Upper Level Floor Plan



SugarHouse Architects, LLC
800 West 100 South
Park City, UT 84098
P: 801.408.6371
info@sugarhousearch.com
www.sugarhousearch.com

New Residence

Lot 1
Pineview Point
Subdivision
Huntsville, UT

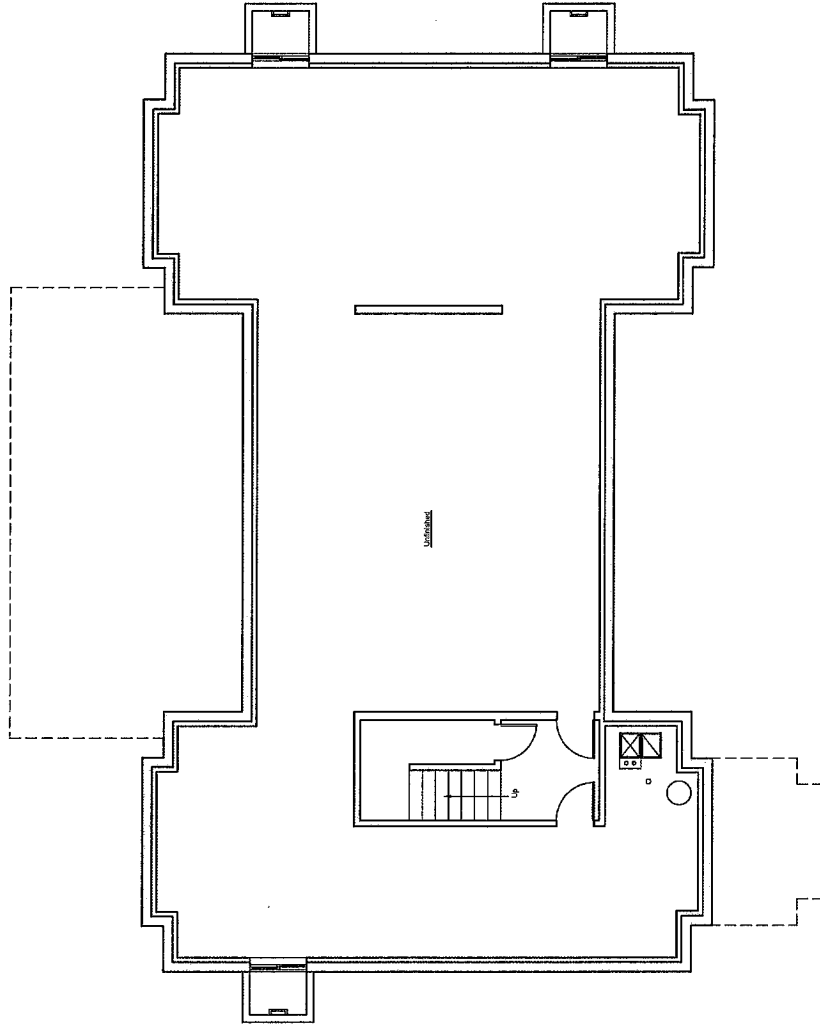
Revision

Date

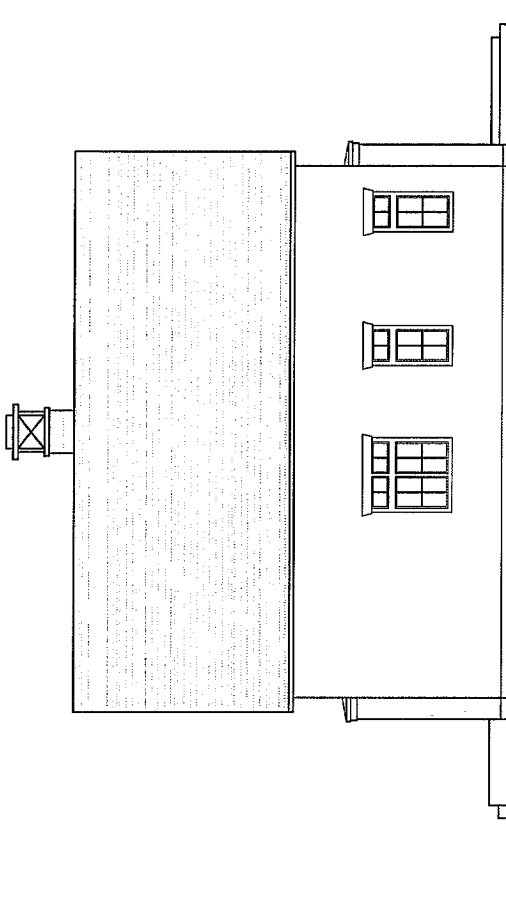
Date: December 10, 2020

A103

Design Development



A5 Basement Level Floor Plan



CS Right Side
1/8"=1'-0"

SugarHouse
ARCHITECTS
SugarHouse Architects, LLC
8037 Jean Road
Park City, UT 84058
P: 801.200.5171
info@sugarhousearchitects.com
www.sugarhousearchitects.com

New Residence

Lot 1
Pineview Point
Subdivision
Huntsville, UT

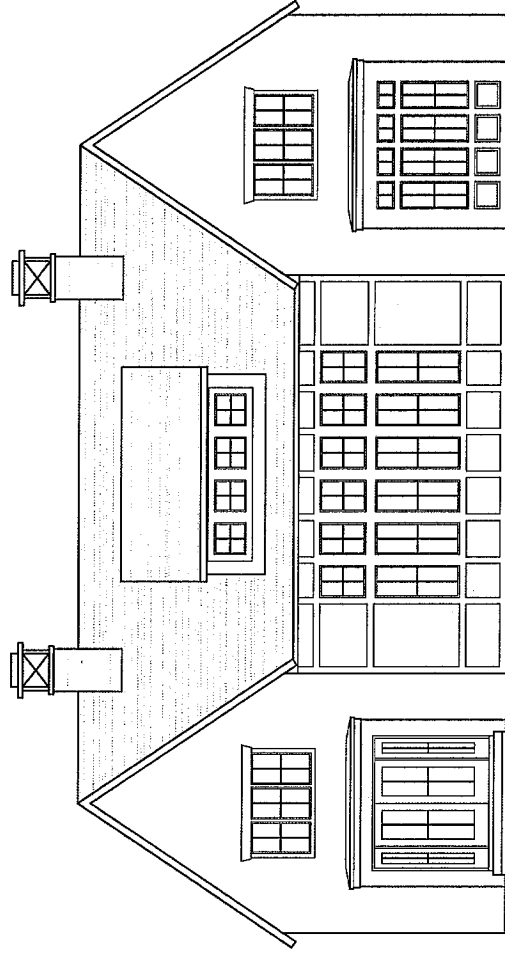
Revision

Date

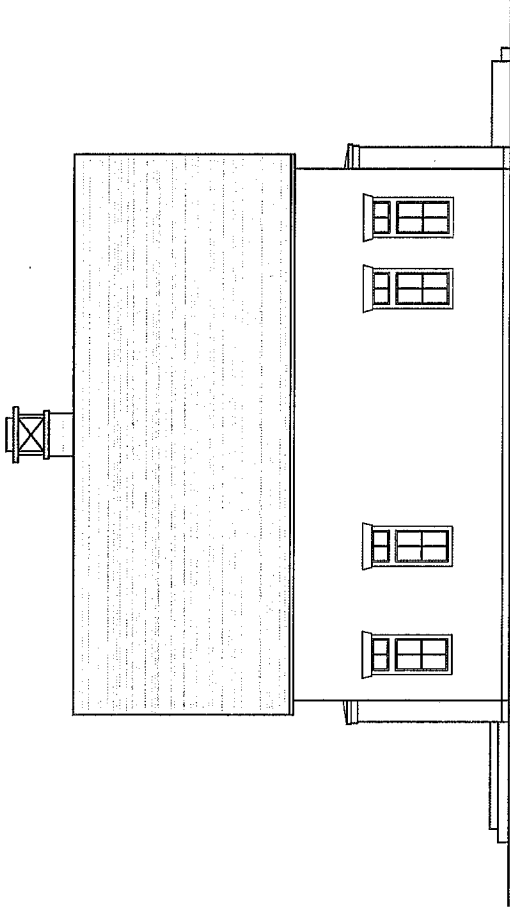
Date: December 10, 2020

A201

Design Development



AS Front Elevation
1/8"=1'-0"



CS Left Side
1/8"=1'-0"

SugarHouse
ARCHITECTS
SugarHouse Architects, LLC
8027 Jeremy Road
Park City, UT 84058
P 801.938.5131
www.sugarhousearchitects.com

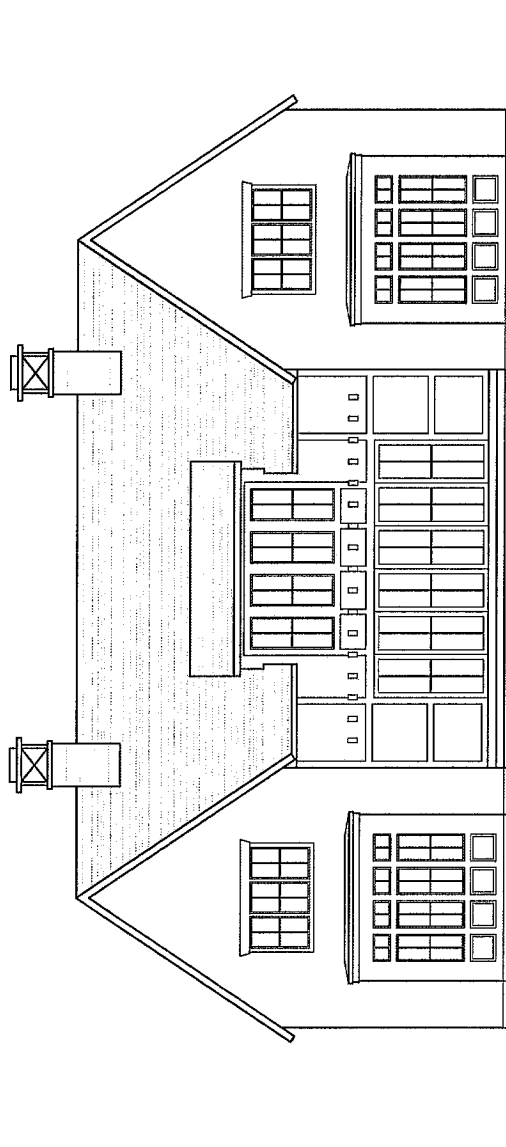
New Residence
Lot 1
Pineview Point
Subdivision
Huntsville, UT

Revision Date

Delta, December 10, 2020

A202

Design Development



AS Rear Elevation
1/8"=1'-0"

SITE MEMORANDUM

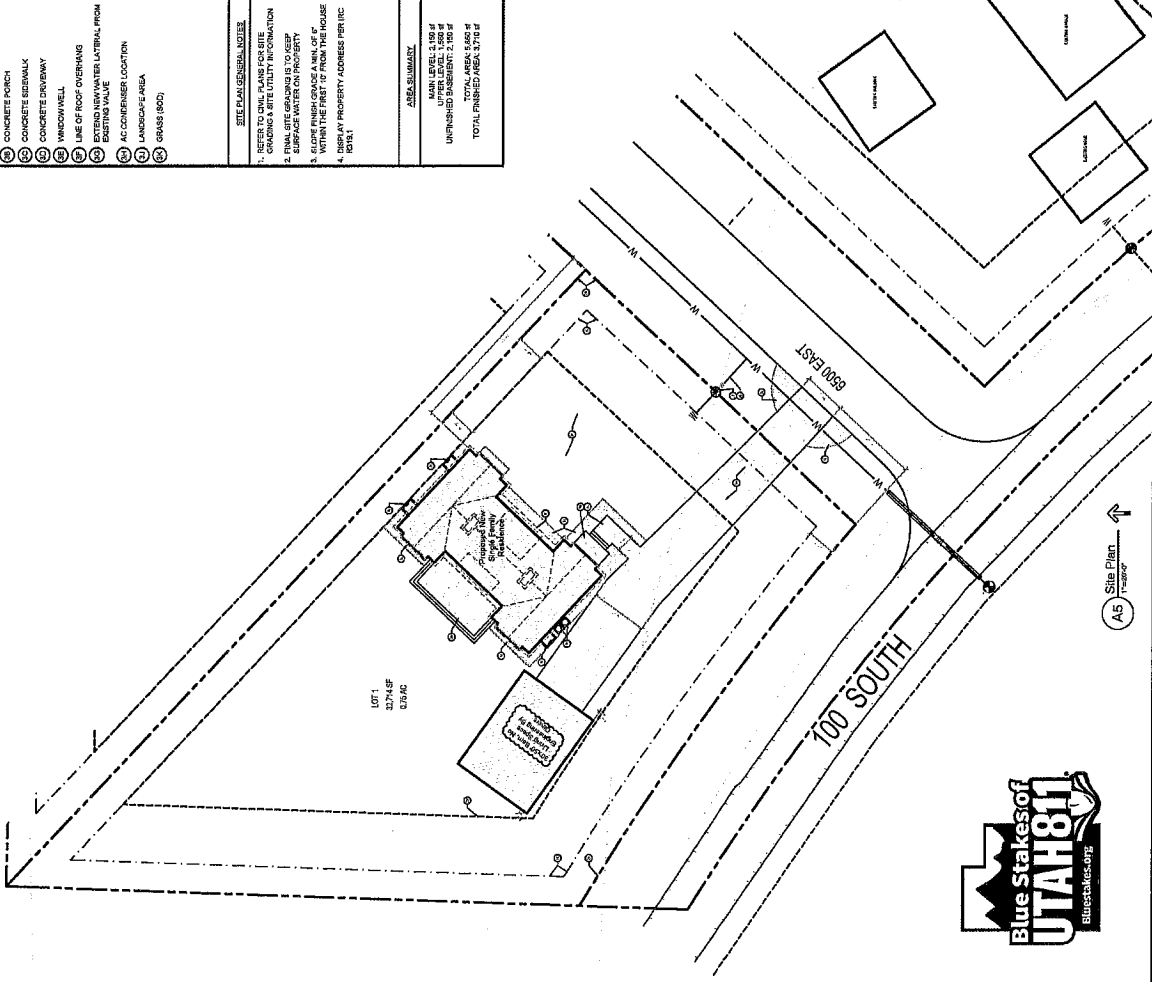
- 1. PROPERTY LINE
- 2. BUILDING SETBACK LINE
- 3. UTILITY EASEMENT SETBACK LINE
- 4. EXISTING WATER VALVE
- 5. EXISTING WATER LATERAL
- 6. EXISTING FIRE HYDRANT
- 7. CONCRETE DRIVEWAY
- 8. CONCRETE PORCH
- 9. CONCRETE SIDEWALK
- 10. CONCRETE DRIVEWAY
- 11. WINDOW WELL
- 12. LINE OF ROOF OVERHANG
- 13. EXISTING WATER LATERAL FROM
- 14. EXISTING WATER VALVE
- 15. AC COMPRESSOR LOCATION
- 16. LANDSCAPE AREA
- 17. GRADE (800)

SITE PLAN GENERAL NOTES

1. REFER TO CIVIL PLANS FOR SITE GRADING & SITE UTILITY INFORMATION
2. FINAL SITE GRADING IS TO BE SET BY THE UTILITY DEPARTMENT
3. EXISTING PAVED DRIVEWAY AREA OF 6' WITHIN THE FIRST 10' FROM THE HOUSE
4. DISPLAY PROPERTY ADDRESS PER IRC DIST. 1

AREA SUMMARY

MAIN LEVEL 3,100 sf
 UNFINISHED BASEMENT 2,700 sf
 TOTAL AREA 5,800 sf
 TOTAL PAVED AREA 3,710 sf



AS Site Plan
 1/25/2022

SugarHouse ARCHITECTS
 SugarHouse Architects, LLC
 5537 Jenny Road
 Park City, UT 84305
 Tel: 435.266.1111
 www.sugarhousearchitects.com



New Residence
 Lot 1
 Pineview Point
 Subdivision
 Huntsville, UT

Revision	Date

Date: February 9, 2021

AS100

Permit Set



LAND USE PERMIT

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

Tax ID # 200100028

Address of Structure 295 N 6800 East

Name & Address of Owner/Owners Dan & Valin Mirankers

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 2/25/21

Set Backs Approved: Yes ☒ No ☐

Any special stipulations and conditions of the Site Plan Review: Garage moved back w/in set back to front & side.

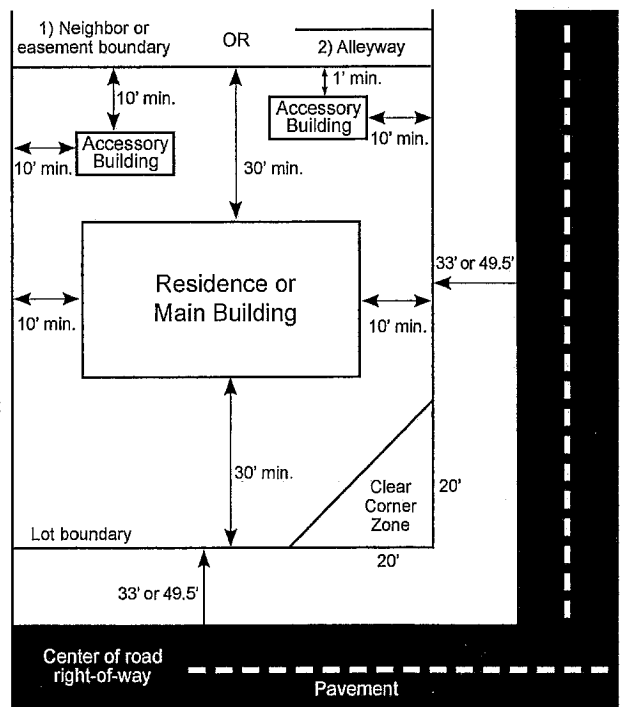

Huntsville Planning Commission Chairman

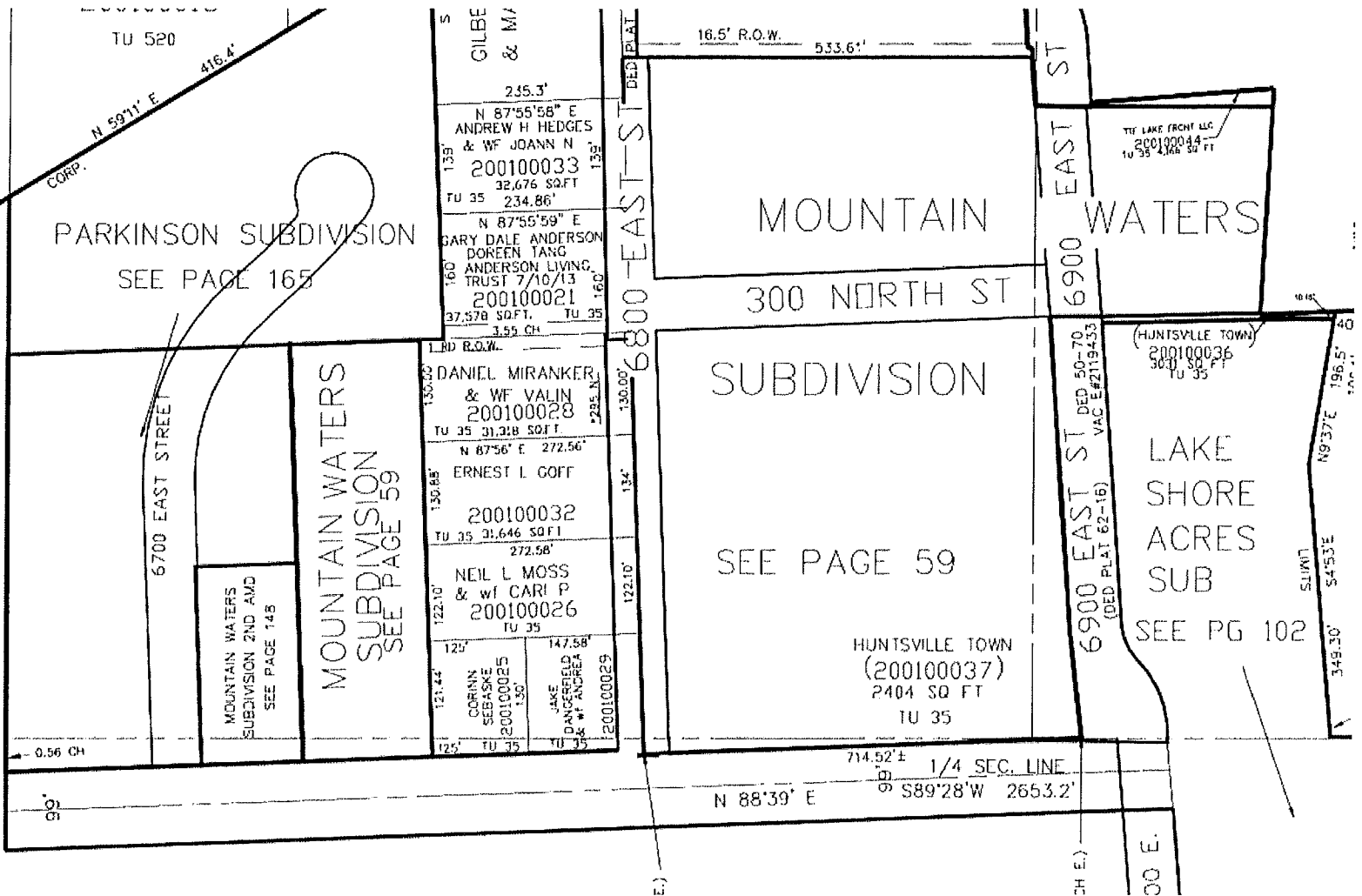
Property Owner Signature

"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)

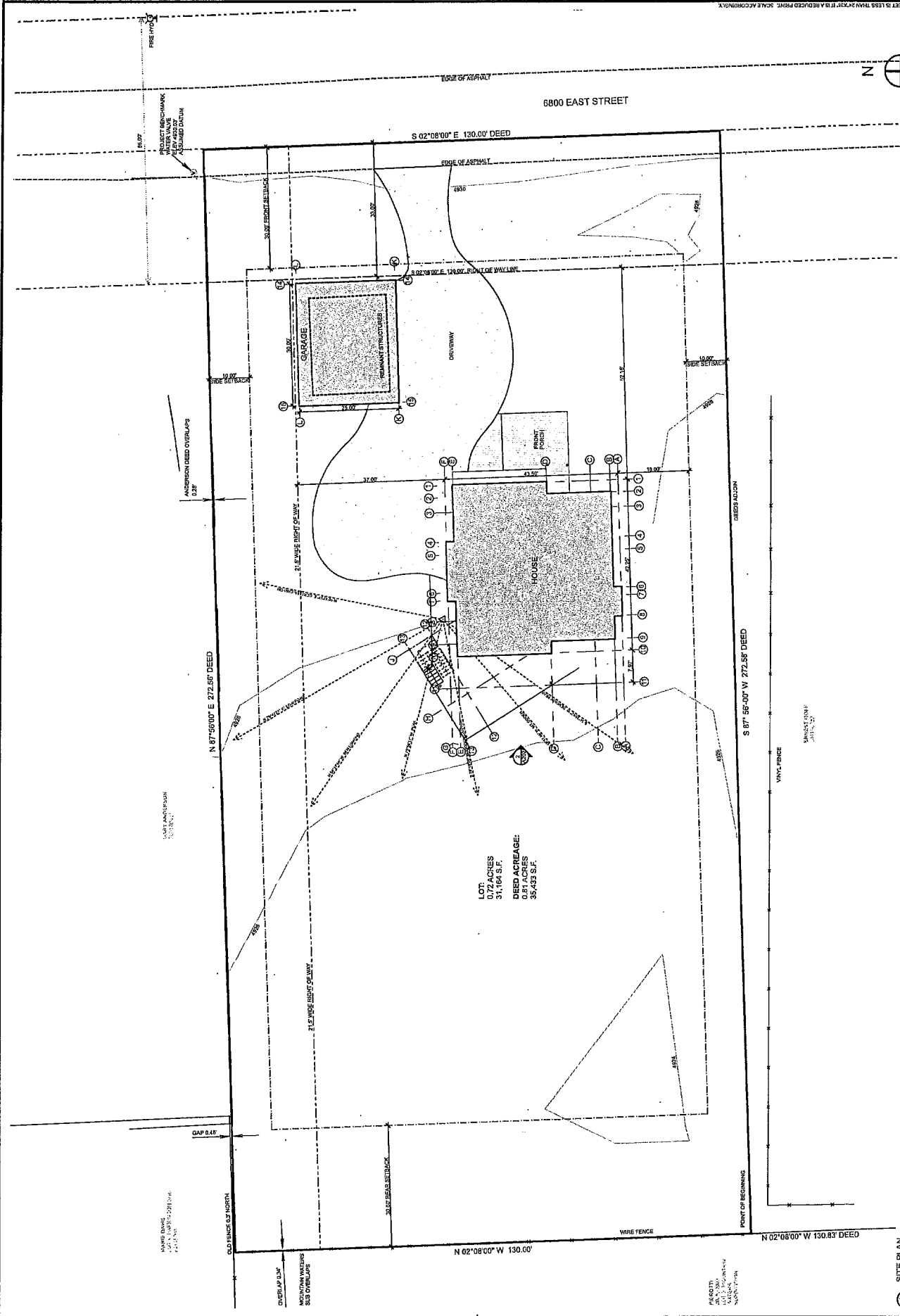
Huntsville Town Residential Zone Setbacks



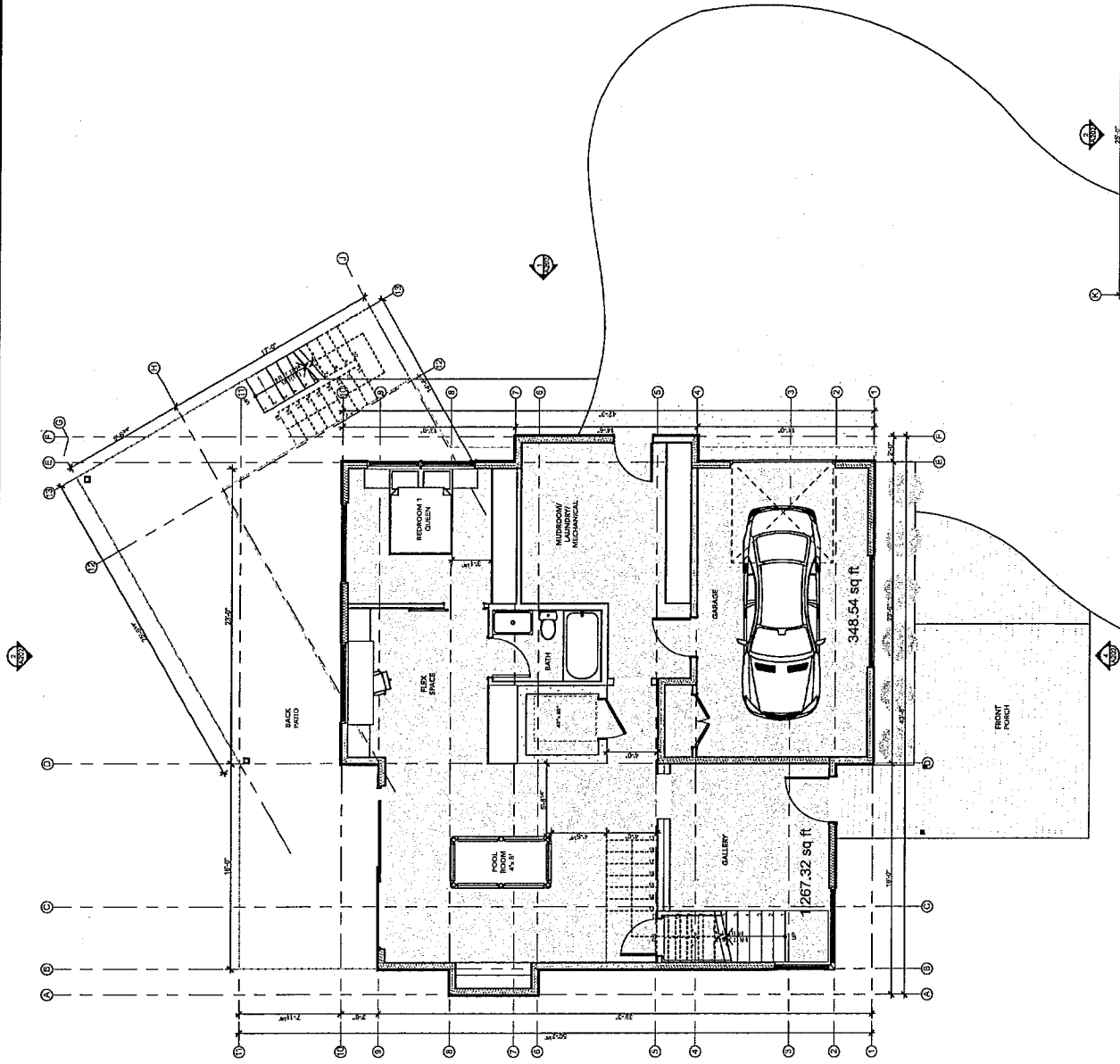


REV	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

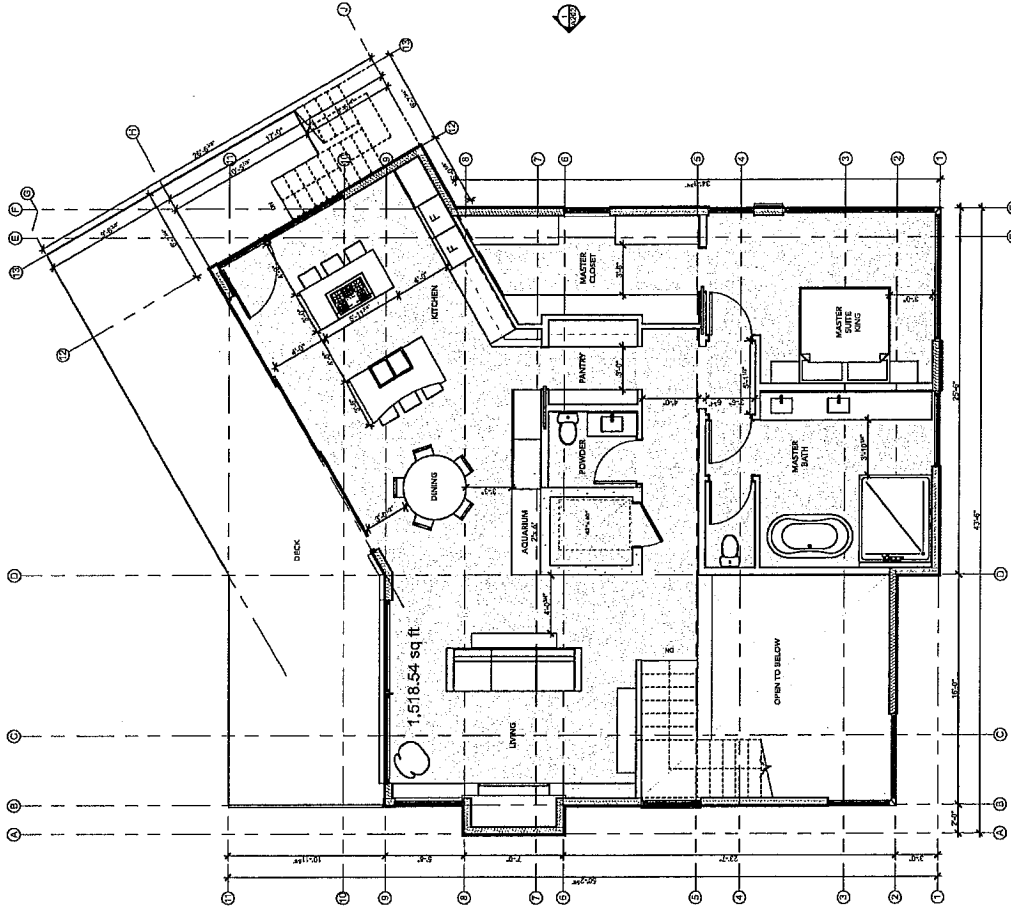
IF THIS SHEET IS LESS THAN 24" X 36" IT IS A REDUCED PRINT. SCALE ACCORDINGLY.



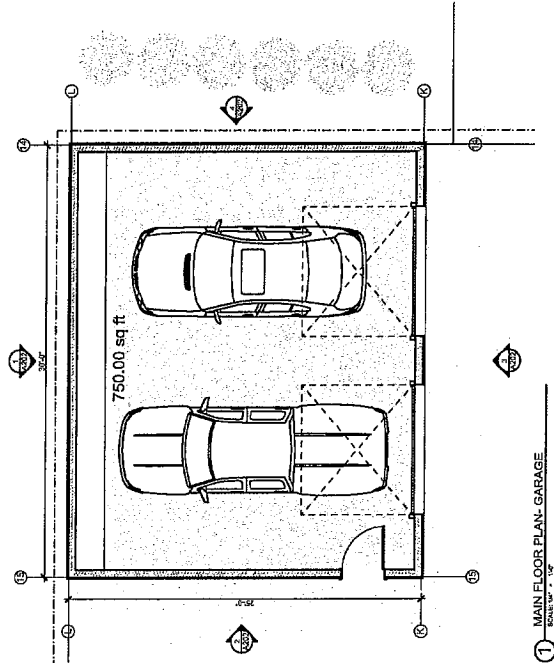
HOUSE
DATE: 1/26/21
TOTAL FLOOR: 1,267.32 SQ FT
TOTAL GARAGE: 348.54 SQ FT
TOTAL PORCH: 179.50 SQ FT
TOTAL DECK: 179.50 SQ FT
TOTAL PATIO: 179.50 SQ FT
TOTAL SITE: 3,488.86 SQ FT



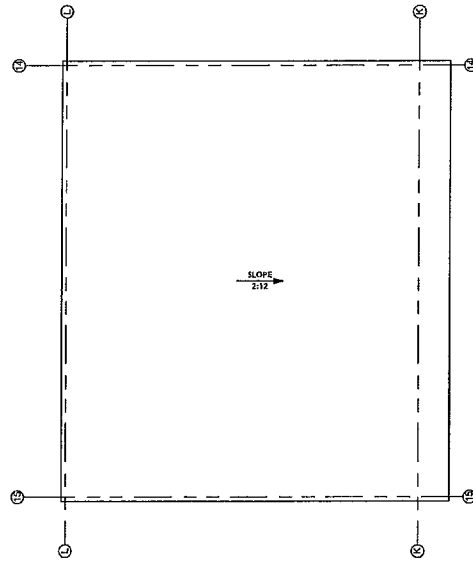
NOTE: FLOOR 1, 1298 SQFT
SECOND FLOOR, 1518 SQFT
TOTAL FLOOR AREA, 2816 SQFT
GARAGE, 348 SQFT
TOTAL FOOTPRINT, 3,166 SQFT
TOTAL EXTERIOR WALL, 1148 SQFT
TOTAL EXTERIOR ROOF, 1148 SQFT
TOTAL SQFT, 3,166 SQFT



NO.	DATE	BY	CHKD.	DESC.
1	2/24/21	ML	ML	ISSUED FOR PERMIT



① MAIN FLOOR PLAN - GARAGE
SCALE: 1/4" = 1'-0"



② ROOF PLAN - GARAGE
SCALE: 1/4" = 1'-0"

HUNTSVILLE TOWN Filing Fee: \$250.00
CONDITIONAL USE PERMIT (CUP) APPLICATION

PROJECT INFORMATION:	
Project Name:	Huckleberries Lake Cottage
Project Use:	Bed + Breakfast
Project Address:	7432 e. 100 S. Huntsville, UT 84317
Parcel ID Number(S)	24-014-0013
Applicant Information	
Applicant Name:	Merilee Hillam-Clauson + Phil Clauson
Applicant's Mailing Address:	[REDACTED]
Email:	[REDACTED]
Property Owners Name:	Merilee Hillam-Clauson + Phil Clauson
Owner's Mailing Address:	same as above
Owner's Phone:	[REDACTED]
Architect/Engineer's Name:	n/a
Architect/Engineer's Phone:	
Architect/Engineer's Email:	
Date of Planning Commission Meeting:	2/25/21
Date of Town Council Meeting:	

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

1. What are your days and hours of operation(s)?
7 days a week
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.
Bed + Breakfast, 2 Rooms
one of them is a possibility. one is permanent.
3. How is this use(s) compatible with the surrounding properties?
It's part of our home that we live in and won't affect surrounding properties.

HUNTSVILLE TOWN Filing Fee: \$250.00
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? *NO*

5. Are changes being made to the building to accommodate the use(s)? If so, please describe.

NO

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.

** see attached site plan*

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: *[Signature]*

Date: *2/25/21*

Plans accepted by: _____

Date: _____

Fee Paid: *pd \$250.00*

Date: *2/25/21*

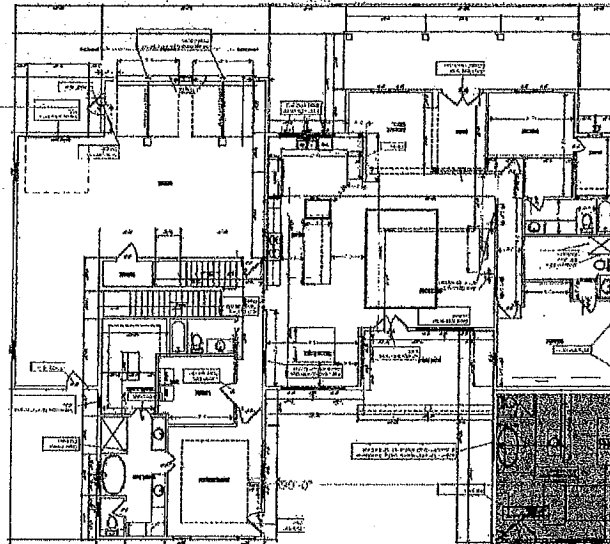
Driveway

Site Plan

Phillip and Merilee Clawson
7432 E 100 S
Huntsville Utah 84317
Bed & Breakfast



Concrete Driveway



Bed and Breakfast

2 parking stalls at the back of the house

15.23.3 Parking Space for Non-Dwelling Buildings and Uses

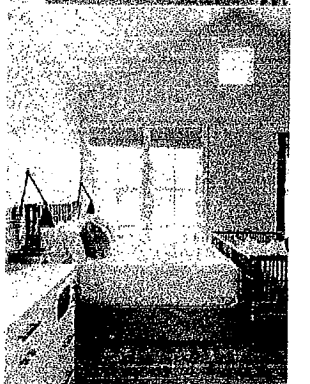
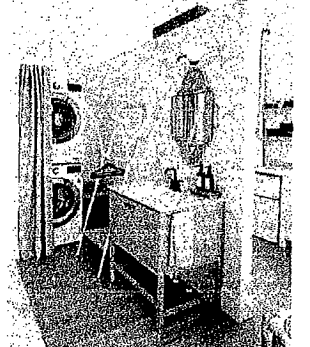
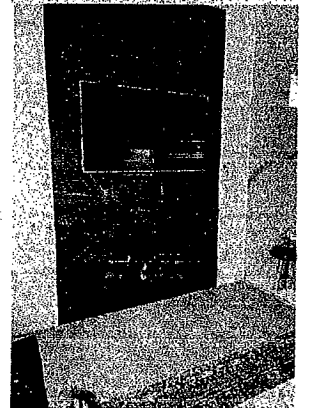
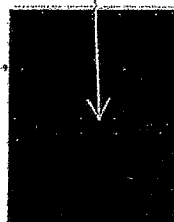
For new buildings and uses or for any enlargement or increase in seating capacity, floor area or guest rooms of any existing building there shall be provided:

Bed and Breakfast Inn	One space per each rental sleeping room in addition to the ownership which requires two spaces
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C. A Residential Zone Bed and Breakfast subject to the following standards:

1. Two parking spaces shall be provided for the family plus one space for each guest room. No parking may be located on the public thoroughfare;
2. Proprietor or owner must occupy the dwelling;
3. Meals may only be served to overnight guests;
4. Not more than three (3) guests sleeping rooms per dwelling;
5. Allowed only in existing dwellings with no exterior additions nor change in residential character;
6. Business license must be obtained;

Existing Barn



**HUNTSVILLE TOWN
ORDINANCE 2021-XX-XX**

**AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, AMENDING TITLE 4 LAND USE
PERMITS.**

RECITALS

- A. WHEREAS**, Huntsville Town (hereafter “Town”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;
- B. WHEREAS**, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables municipalities to regulate land use and development;
- C. WHEREAS**, the Town lacks the ability to issue Land Use Permits without the convening and approval of the Planning Commission, leading to unnecessary and burdensome delay for residents endeavoring to perform simple or uncomplicated projects;
- D. WHEREAS**, the proposed change to the ordinance would allow the delegation of conditional authority to issue Land Use Permits by the Planning Commission to the Town’s Land Use Coordinator;
- E. WHEREAS**, after publication of the required notice, the Planning Commission held its public hearing on <DATE> to take public comment on the proposed ordinance, after which the Planning Commission gave its recommendation to ADOPT THIS Ordinance on <DATE>.
- F. 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;

ORDINANCE

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

4 LAND USE PERMITS

4.1 Purpose

Building/Land Use permits are essential for the management of building construction and land use in Huntsville Town, provide an effective vehicle for complying with State laws and adopted building standards, and are necessary to effectively administrate building and construction procedures and to cover the costs of the administration thereof.

4.2 Land Use and Building Permits Required

4.2.1 Land Use Permits

- A. Except as provided for under 4.2.2.1, Any owner desiring to change (i.e. build a new residence) or add a use of the land shall not proceed until a Land Use Permit has been issued by the Huntsville Town Planning Commission or the Land Use Coordinator if approved under 4.2.1.B. The only exception to this requirement is for the construction of a structure under 200 square feet that does not contain any combination of gas, mechanical, or plumbing features, as explained in 4.2.2.1.
- B. The Planning Commission may, by majority vote, delegate conditional authority to the Town's Land Use Coordinator for issuance of Land Use Permits. The delegated authority to issue Land Use Permits by the Land Use Coordinator may be further restricted, conditioned, or entirely withdrawn by majority vote of the Planning Commission or Town Council.
- C. Any permanent structure being placed on land shall adhere to all land use regulations established for the zone in which that land resides. If the Huntsville Town Planning Commission deems it necessary, due to extenuating circumstances, they will submit the permit application to the Huntsville Town Council for their review and approval.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which remainder shall continue in full force and effect.

Section 4: Effective date. This Ordinance shall be effective immediately upon posting or publication after final passage.

VOTES:	AYES	NAYS	EXCUSED	RECUSED
Mayor Truett				
CM Max Ferre'				
CM Blake Bingham				
CM Wendy McKay				
CM Richard Sorenson				

PASSED AND ADOPTED by the Town Council on this <DATE>.

JIM TRUETT, Mayor

ATTEST:

BECKKI ENDICOTT, Recorder

RECORDED this <Month/Day/Year>

**HUNTSVILLE TOWN
ORDINANCE 2021-XX-XX**

2021-2-25

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, AMENDING TITLE 15.6.2 USE REGULATIONS FURTHER DEFINING AUTHORIZED LAND USE IN RESIDENTIAL (R-1) ZONE.

RECITALS

- A. WHEREAS**, Huntsville Town (hereafter "Town") is a municipal corporation, duly organized and existing under the laws of the State of Utah;
- B. WHEREAS**, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables municipalities to regulate land use and development;
- C. WHEREAS**, Title 15.6.2 currently does not clearly define limitations associated with multiple-family occupations of single-family dwellings and stand-alone recreation facilities in Residential Zone R-1.
- D. WHEREAS**, the proposed change to the ordinance specifies the extent that multiple families or unrelated groups may occupy a single-family dwelling and places limitations on recreation facilities.
- E. WHEREAS**, after publication of the required notice, the Planning Commission held its public hearing on <DATE> to take public comment on the proposed ordinance, after which the Planning Commission gave its recommendation to ADOPT THIS Ordinance on <DATE>.
- F. 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;

ORDINANCE

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

15.6.2 Use Regulations

Refer to Appendix One, Table 15.1 (Acceptable Uses by Zone) for all permitted uses in Residential Zone R-1.

In Residential Zone R-1, the following uses are subject to the respective conditions:

- A. Single-family dwellings.**

1. Only one single-family dwelling is allowed on an approved R-1 building lot.

2. No single-family dwelling, or portion thereof, shall be rented for a term less than 30 days.
3. No single-family dwelling, or portion thereof, shall be rented while occupied by the respective owner.
4. No single-family dwelling shall be occupied by more than four families, or combination of unrelated groups, within a 12-month period.

- B. Agriculture; nurseries and greenhouse, provided sale of goods is limited to materials produced on the premises and there is no retail shop operated in connection therewith.
- C. A Residential Zone Bed and Breakfast subject to the following standards:
1. Two parking spaces shall be provided for the family plus one space for each guest room. No parking may be located on the public thoroughfare;
 2. Proprietor or owner must occupy the property;
 3. Meals may only be served to overnight guests;
 4. Not more than three (3) guests sleeping rooms per dwelling;
 5. Allowed only in existing dwellings with no exterior additions nor change in residential character;
 6. Business license must be obtained;
- D. Signage as regulated under Title 15.21.
- E. Temporary buildings for uses incidental to construction work, which buildings must be removed upon the completion or abandonment of the construction work. If an existing dwelling is used as a temporary dwelling during construction of a new dwelling, upon issuance of the occupation permit for the new dwelling, the old dwelling must be removed within thirty (30) days.
- F. Home occupations as regulated under Title 15.18.
- G. Accessory Structures or Buildings. No accessory structure or building, or portion thereof, shall be rented as a dwelling unit—including in-kind considerations.
- H. No mobile homes or recreational vehicles may be placed on a lot for use as a permanent or temporary (greater than 30 days) dwelling, except as outlined in E. above.
- I. Recreation facilities are only permitted on parcels with an existing single-family dwelling. The footprint of the recreation facility shall be included in the calculation of the total permitted coverage associated with the dwelling and other accessory structures as defined in Title 15.6.10.B.

VOTES:	AYES	NAYS	EXCUSED	RECUSED
Mayor Truett				
CM Max Ferre'				
CM Blake Bingham				
CM Wendy McKay				
CM Richard Sorenson				

PASSED AND ADOPTED by the Town Council on this <DATE>.

JIM TRUETT, Mayor

ATTEST:

BECKKI ENDICOTT, Recorder

RECORDED this <Month/Day/Year>