

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

**MEETING DATE:** April 22, 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	Excused
Liz Poulter	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Present
Larel Parkinson	Planning Commissioner	Present
Steve Songer	Planning Commissioner	Present
Blake Bingham	Town Council Liaison	Present
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

**Citizens: Janet & George Hoover (Zoom), Julie & Artie Powel, Trina White, Clark Wangsgard, Richard Sorensen, Jordan Curtis, Bill White. Ronald Gault**

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

2–Approval of Minutes for Planning Commission Meeting March 25, 2021. (See Attachment #1) **PCM Jeff Larsen motioned to approve the amended minutes from March 25th, 2021.** PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Jeff Larsen
NAYS:	

3-Discussion and/or action on Land Use Permit for Huntsville Mercantile Signage. Owner of the Mercantile, Richard Sorensen, presented proposed Signage for Huntsville Mercantile (See Attachment #2). He showed the large sign on the main front, no lights proposed at this time. Mr. Sorensen presented the idea of a possible future Mural on the east side of the building. **PCM Liz Poulter motioned to approve Land use permit for Huntsville Mercantile Signage,** Motion seconded by Larel Parkinson. All votes Aye. Motion Passes.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Liz Poulter Commissioner Larel Parkinson Commissioner Jeff Larsen
NAYS:	

### Steve Songer Enters Meeting 7:15

4- Discussion and/or action on Land Use Permit for Bill White Barn, east park lot, 280 South 7500 East, Parcel #240100014. (See Attachment # 3) Bill White specified location of the lot. The Lot is located across from the south east side of the park, adjacent to Linda Law's property. The proposed barn to be the same size as pre-existing Barn that was torn down. Questions were raised about whether the location is eligible to be grandfathered in to allow septic for possible future building. PCM Liz Poulter brought up a past discussion where Mr. White commented he did not intend to build on this lot. Chairman Allen approved setbacks on the site plan.

**PCM Larel Parkinson Motions to approve Bill White Barn, East park lot, 280 South 7500 East, Parcel #240100014.** Motion seconded by Liz Poulter. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

5-Discussion and/or action on Land Use Permit for Barn on Pineview Point, Lot #1, parcel #201770001, 125 North. 6500 East. (See Attachment # 4) Correction of Original Address noted, from 125 South to 125 North. Discussion of setbacks per lot plan. A land use permit was previously issued for the home being built on the property. The Planning Commission was told at the time that the garage or barn would not be built at the present time. This was an error; Phil Winston is currently seeking a Land Use Permit for a barn.

**PCM Jeff Larsen motioned to approve the Land Use Permit for Barn on Pineview Point Lot #1, parcel # 20177001, 124 North 6500 East.** PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Motion passes.

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

6-Discussion and/or action on Land Use Permit for pole barn for Larel Parkinson, Parcel #201650001, 6688 East 200 North. (See Attachment #5) Larel reviewed the specifications for the proposed pole barn per plan. Proposed barn is to have electric.

**PCM Liz Poulter motioned to approve the Land Use Permit for parcel #20650001, 6688 East 200 North.** PCM Steve Songer seconded the motion. Roll Call Vote. 4 votes Aye, 1 Recusal, Motion passes. Votes are reflected below.

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

7-Discussion and/or action on Boundary Line Adjustment for Jordan Curtis, Parcel #240190015, 350 South, 7700 East. (See Attachment #6) Jordan Curtis presented his boundary line to be adjusted again. This boundary line will be adjusted to include 1.5 acers on the property with the house, the South lot. Currently this parcel is approximately .75 Acres. Adjusting this boundary line would make the North lot, Parcel 240190007, 1.16 Acers. Jorden states that his 2 parcels together sum 2.66 Acers (Parcels 240190007 and 2401900015). Per the boundary Line, application the Amended Parcel numbers are 240190034 and 240190035.

**PCM Liz Poulter motioned to recommend approval of the Boundary Line Adjustment for Jordan Curtis #240190015, 240190007, 350 South 7700 East.** PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

8-Discussion and/or action on Hoover shed, parcel #21-028-0006, 7255 East 300 South. (See Attachment # 7) Mr. Hoover made a correction on the address printed on the agenda from 7155 East to 7255 East. The Hoovers are requesting a variance to Huntsville Town Ordinance 15.6.8, stating there is a requirement for a 10-foot easement between any accessory building and the property line. The Hoover's are asking for a 6-foot easement as the neighboring lot also has a shed that is a 6-foot distance from the shared fence. Per Mr. Hoover, the neighbors (the Powell's) are in favor of this 6-foot variance, as it is less impeding on their view.

The shed is described by Mr. Hoover as similar in look to the house. Doug Allen stated that the Planning Commission does not have authority to grant this variance. Planning Commission has the ability to approve the 10-foot setback. The Hoover's will need to apply for a variance to the appeals committee within 10 days from today for a 6-foot variance.

A concern was raised about the size of the shed. The Committee discusses total percentage of the lot that can be covered per Ordinance 15.6.10, stating that structures cannot exceed 35% of the lot. The shed is proposed to be a total of 280 sq ft. which would exceed the 35% coverage allowance.

**PCM Jeff Larsen motioned to deny the Hoover Shed, Parcel #210280006, 7255 East 300 South. Based on the Ordinance 15.6.10, allowing no more then 35% of the lot to be covered by structure(s). The proposed shed is too large for the lot.** PCM Steve Songer seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Land Use permit denied. Votes are reflected below.

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

9-Discussion and/or action on Land Use Permit for Clark Wangsgard mobile home, Parcel #21-028-0008, 7500 East 600 South. (See Attachment # 8) Chairman Allen referenced the violation letter sent to Kerry Wangsgard, regarding the mobile home issue. Per the letter, the committee requested the mobile home to be removed, as it was not approved through the proper process. Clark Wangsgard responded with a letter, read aloud by Chairman Allen. Chairman Allen spoke to Clark and reported that Clark is intending to apply for a Land Use Permit for the new mobile home. Clark spoke on his behalf stating that since he was just replacing the existing mobile home, he was unaware he needed a permit. The new and the old mobile homes are the same size. This was confirmed by Chairman Doug Allen.

The PC discussed the interpretation of the Ordinance, 15.17.3, as related to this request for Land Use. The PC continued to debate and discuss the different ways the Ordinance could be interpreted the Wangagard mobile home issues. Beckki Endicott read aloud the appeals decision form the Kerry Wangsgard Mobile home appeal. Although this was a decision letter on a

different mobile home, the majority of the Planning Committee agreed, based on the letter from the appeals previously sent to Kerry Wangsgard, Clark should be approved to replace his mobile home with one of the same or less square footage. PCM Steve Songer raised concerns that the PC cannot interpret appeals decisions. He stated they had to rely on the code. PCM Songer also raised issue with the pitch of the roof being greater the original mobile home.

**PCM Jeff Larsen motioned to approve the Land Use Permit for Clark Wangsgard Mobile Home, Parcel #21-028-0008, 7500 East 600 South.** PCM Liz Poulter seconded the motion. Roll Call Vote. 4 votes Aye. 1 vote Nay. Motion passes. Votes are reflected below.

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

10-Public Hearing on Ordinance 2021-4-22: An Ordinance of Huntsville Town, Utah, repealing and re-enacting Chapter 15.27 updating annexation to comply with changes to State law: severability; and providing an effective date. (See Attachment # 9)

**PCM Liz Poulter Motions to go into Public Hearing**, seconded by PCM Steve Songer. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

TCM Blake Bingham spoke in support of the ordinance, with the concern that the Town of Huntsville needs to create an annexation flow chart and step by step process for Town Council. This will help streamline the process with less confusion.

Chairman Allen encouraged the public to voice opinions on this matter.

**Tina White**, resides in East Huntsville, she expressed the concern that modest growth is accounted for, but she believes Huntsville needs to be better prepared for more growth than expected. Ms. White suggested putting annexation on hold till the Town is better prepared for future grown as far as water, roads, and other municipal services.

**Ronald Gault** (Via Zoom) Stated there is an obligation to adopt the State code as far as annexation. But agreed with Blake that it is necessary to adopt a plan to better understand the process.

**Kay Larsen** (via Zoom) Commented to move cautiously with the State code

**PCM Steve Songer** motioned to close the Public Hearing and move onto the regular meeting. PCM Jeff Larsen seconded. Roll Call Vote. All votes Aye. Motion passes.

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

### **Back to Regular Planning Commission Meeting**

11-Discussion and/or action on Ordinance 2021-4-22: An Ordinance of Huntsville Town, Utah, repealing and re-enacting Chapter 12.27 updating annexation to comply with changes to state law; severability: and providing an effective date.

**PCM Liz Poulter** Motioned to recommend to the Town Council an update to the annexation to comply to changes in the state law, Ordinance 2021-4-22, Chapter 15.27 an ordinance of Huntsville Town. PMC Larel Parkinson Seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

12-Discussion on changes to the Land Use Title , 4.2.1.

Beckki Commented that there was a consent clause added to 4.2.1 for the land use coordinator position. There is action needed from the PC to decide on how to move forward with this item. Currently there is no land use coordinator, but there are hopes to have this position filled in the future.

The PC agreed to have Beckki schedule a public hearing on this ordinance change.

13-Public Comment. Blake Bingham commented on the subject of the Land Use permit for Hoover's shed. Blake believed the calculations made concerning the 35% coverage were incorrect. He suggested the Hoover's are notified of the error and they can submit another Land Use permit. The PC reviews the lot and house square foot measurements.

Beckki suggested the variance board meet with the Hoover's to discuss the setback adjustment for the shed. The Board can also discuss the coverage requirements.

14-Chairman's Remarks. Chairman Allen thanked all for the discussion.

15-Motion to adjourn.

**PCM Steve Songer made a motion to adjourn the meeting.** PCM Jeff Larsen seconded the motion. All votes Aye. Motion Passes.

**Meeting is adjourned at 9:14 p.m.**

  
Beckki Endicott, Recorder

## MINUTES OF THE HUNTSVILLE TOWN PLANNING COMMISSION MEETING

**MEETING DATE:** March 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
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	Present/Zoom

**Citizens:** Steve Johnson, Dale Grant, Richard Sorensen, Josh Garner, Dakota Hyde, Jeff Hyde, Brant McConkie, Aimee McConkie, Mark Bates, Tom Freeman, Jenny Freeman, Rich & Daisy Carlson, Dave Grant

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

2-Approval of Minutes for Planning Commission Work Session February 18<sup>th</sup>, 2021. (See Attachment #1) **PCM Sandy Hunter motioned to approve the amended minutes from February 18<sup>th</sup>, 2021.** PCM Liz Poulter seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

3-Approval of Minutes for Planning Commission Meeting 2-25-2021. (See Attachment #2) **PCM Liz Poulter motioned approve the amended minutes from PC Meeting 2-25-21.** PCM Sandy Hunter seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

4-Land Use Coordinator Update: Rex Harris. Rex is not attending Planning Commission Meeting tonight.

5-Discussion and/or action on Subdivision Application for Steve Johnson, parcel #240140007, #240140037. (See Attachment #3) Steve Johnson stated the parcels are located at 7382 East 100 South. He stated both parcels total 4.16 acres. The parcel #240140037 is 1.005 acres. It is the parcel with the existing house. The remaining acreage would stay on parcel #240130014. Steve clarified that parcel #240140037 will change to #240130014 when Weber County records the adjustment. Steve explained that each parcel will have at least 140 feet of frontage and both have enough acreage.

PCM Larel Parkinson asked Steve Johnson if he wanted to subdivide with a road in the front and give access to additional property in the back. Steve stated he does not have enough for 260 feet plus the additional 66 feet for the road. However, he could put in a road that would create additional frontage and he is satisfied with that option.

PCM Sandy Hunter motioned to recommend for approval the Subdivision Application for Steve Johnson on parcel # 240140037 and #240140007. PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

6-Discussion and/or action on Land Use Permit for Kerry Wangsgard trailer. (See Attachment #4) Kerry Wangsgard is not in attendance. Chairman Allen summarized that Kerry Wangsgard came to the Planning Commission in November 2019 for a Land Use Permit to replace his mobile home. The Land Use Permit was denied by the Planning Commission. The Appeals Board met in December 2019. The Appeals Board decided in favor of replacing the mobile home if the mobile home was the same dimensions or less than the existing mobile home. The Appeals Board met again in October 2020 clarifying their decision for Rex Harris, Land Use Coordinator.

The Appeals Board made a motion to approve the replacement of the existing mobile home if the new mobile had the same interior square footage or less than the existing mobile home. Kerry Wangsgard has now asked to the Planning Commission for a Land Use Permit on a new mobile home.

PCM Sandy Hunter stated the existing mobile home was measured by Rex Harris and other Planning Commission members. She stated the measurements of the existing mobile home are 52.2 feet long and 13 feet 10 inches wide. This would be 722 square feet. The mobile home Kerry Wangsgard has presented is 66 feet long by 13.4 inches. This is 880 square feet. This is 158 square feet or 22% larger than the new mobile home.

PCM Sandy Hunter stated that Kerry submitted the measurements of the existing trailer as 58 feet by 14 feet. This would be 812 square feet. PCM Jeff Larsen asked if Kerry Wangsgard came back to the Appeals Board and asked for an exemption. TCM Blake Bingham pointed to the second Appeals letter from December 2020.

Chairman Allen stated the Appeals Board made their decision and the Planning Commission is bound by the decision they made in December 2020.

**PCM Liz Poulter motioned to deny the Land Use Permit for parcel #240180052 because the proposed trailer does not have the same square footage of the existing mobile home.** PCM Jeff Larsen seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

7-Discussion and/or action on Land Use renewal and site plan revision for Granary and Cabins at The Mercantile, parcel #240140223, 7390 East 200 South. (See Attachment #5) Richard Sorensen explained they came to the Planning Commission last year for a Land Use Permit to do some additional work at The Mercantile. He submitted for a building permit and there were some issues. In the meantime, they hired a new landscape architect and realized the cabins were in the wrong place. The cabins were originally located close to the road. They want to move them north into the property, closer to the septic system. There are no lot line concerns, they are just making a change. The parcel is all one parcel. The bathrooms are still being added to the Granary. Richard is also looking for an extension on the Land Use Permit. The previous Land Use Permit expires 9-24-21. **PCM Sandy Hunter motioned to approve the Land Use Permit for site plan revisions and the Granary at parcel #240140223, 7390 East 200 South.** PCM Larel Parkinson seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

8-Discussion and/or action on renewal of Land Use Permit for Richard & Regan Sorensen residence, parcel #240230004, 469 South 7500 East. (See Attachment #6) Richard stated that nothing has changed about their previous plans. Their Land Use Permit from January 2020 has expired. **PCM Sandy Hunter motioned to renew the Land Use Permit for the Sorensen's, parcel #240230004.** PCM Jeff Larsen seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

9-Discussion and/or action on Aimee McConkie Land Use Permit, Lot 4 Pineview Point, 6560 East 100 South. (See Attachment #7) Aimee and Bryant McConkie stated they are remodeling this home. They are taking the porch areas and enclosing those areas to expand the living area inside the home. **PCM Sandy Hunter motioned to approve the Land Use Permit for the McConkie's at 6560 East and 100 South, Pineview Point, lot 4.** PCM Liz Poulter seconded the motion. TCM Blake Bingham pointed out that the home is non-compliant, but they are not expanding the footprint. This will be noted on the Land Use Permit. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

10-Discussion and/or action on Amendment #3 of Dale Grant Subdivision, parcels #241300001, #241390002 and #241300003. David Grant, son of Dale Grant presented. **(See Attachment #8)** The Grants sold a lot that was in the middle of their subdivision. Josh Garner bought the lot in between the Kyle's and Dale Grant. The Grants would like to keep their family lots together. They would like to reconfigure the lots so that they can exchange ownership with Josh Garner. The Grants would like to see the plat approved tonight along with granting a Land Use Permit for Josh Garner.

PCM Sandy Hunter read the subdivision amendment ordinance:

*15.25.1.12 Vacating or Changing a Subdivision Plat Any petition to vacate or change a subdivision plat will be reviewed by the Huntsville Town Council at a public hearing. Notice of said meeting will be emailed to 1) "affected entities if multi-unit residential, commercial or industrial subdivision, 2) a) to the record owner of each parcel within specified parameters of that property, or b) posted, on the property to give notice to passers-by and published in a local newspaper for four (4) consecutive weeks.*

Beckki will call the newspapers tomorrow and set the date for the public hearing at the Town Council Meeting for Thursday, May 6<sup>th</sup>, 2021.

**PCM Sandy Hunter motioned to recommend for approval the subdivision third amendment of the Dale Grant Subdivision application, parcel #241300001, #241390002, #241300003.** PCM Jeff Larsen seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

11-Discussion and/or action on Conditional Use Permit for Compass Rose Lodge Phase II, parcel #241200003, 240140018 (Part), 240140019 (Part), 198 S 7400 East. (See Attachment #9)

PCM Sandy Hunter wanted to know if plans included private ownership or hotel units. Dakota Hyde responded that the industry term is called a condo hotel unit. The idea is that different parts of the building could be subdivided and sold. There would be a plat survey done during the building phase so that they are prepared to sell the units. The units would become their own plats.

TCM Blake Bingham wanted to know about the parcel numbers that are on the Conditional Use Permit. Dakota stated he took these descriptions from the development agreement on March 23, 2016. This was a one full acre lot. The bank asked that they draw a line down the middle of the

lot (east to west). This was done for collateralization purposes. Dakota stated they have never been through the Town's subdivision process to divide the lots. The parcel numbers #240140018 (Part) and #240140019 (Part) were listed in the legal description of the development agreement. Dakota believes they were remnants of the original lots north of them. The Hyde's lot that they are developing on is referred to as lot #3 or #241200003. TCM Blake Bingham stated these parcel numbers have now changed on the Weber County map.

Phase II will add an additional 6 rooms to the 15 rooms in Phase I. The Hyde's do plan on applying with the State for a Condominium Declaration. The rooms will have kitchenettes. Dakota went on to say that this is a very common business practice. There are small hotels in McCall, Idaho and Park City, Utah that are Condo Hotels. He stated to the public, these will look like hotel rooms. The rooms are individually owned but managed by the hotel. PCM Liz Poulter clarified that this was an additional way to receive investments. Dakota Hyde agreed with that statement.

They are looking to add a hot tub and personal services such as massage. There will be two units on the bottom floor that could be a brick oven pizza shop or a deli. They are also considering a salon. They are planning on selling these spaces.

The façade of the phase II building will face west. Dakota stated during the time they were planning the hotel, there were some that expressed concern about noise and having attendants on the property. As far as he is aware, there have not been any complaints against the hotel. He explained they have attendants there from 7 a.m. until 10 p.m. From 10 p.m. and during the evening Scott Roberts, who lives kitty corner to the park, has a phone for after hours. He is able to be at the hotel within 1-2 minutes. He explained they have strict rules. When they have bigger events, they plan to have them end before 10 p.m.

Currently they are still working with an architect. Dakota asked if Huntsville would be able to submit for a building permit on only the foundation. He believes they could get the engineering done faster if they could divide the building project up into two parts. Both Dakota and Jeff Hyde believe that Sunrise Engineering is very slow right now. Beckki expressed that she has not had problems with Sunrise being slow. Dakota will keep in touch with Beckki.

**Attorney Bill Morris entered the meetings.**

PCM Jeff Larsen asked about going above the 16 units and how to include the now divided parcel, now multiple parcels, in the Development Agreement.

Bill Morris explained that the Hyde's included both hotels with less than 16 rooms and hotels with more than 16 rooms on their 2016 conditional use application. Dakota explained that the "units" in their development agreement does not refer to "rooms." The "unit" refers to an independent functioning commercial "unit." The hotel rooms would not be able to function on their own.

TCM Blake Bingham wanted to address the parcel questions. He stated that the Town does not recognize the division in the parcels. He believes that we can work to resolve it. Dakota stated

that the Development Agreement covers the entire one-acre parcel, regardless of a division. If they are to resolve it, they need to talk to their bankers. TCM Blake Bingham felt that it would be best for the Hyde's to file a subdivision application to resolve the issue. Dakota feels it would be easier to abandon the line.

PCM Parkinson asked if the process for an overlay zone was abandoned. Bill Morris confirmed there was no reason for the overlay zone. The development agreement from 2016 was still in effect.

**PCM Sandy Hunter motioned to recommend for approval the application of the Hyde's Conditional Use Permit for the Compass Rose Lodge, phase II, parcel numbers #241200004 and #241200005 with the clarification that the number of rooms that will be added will be 6 and not "several" which was the wording on the application.** PCM Liz Poulter seconded the motion. Roll Call Vote. All votes Aye. Motion passes. Votes are reflected below.

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

12-Discussion on Ordinance 2021-4-22: An Ordinance of Huntsville Town, Utah Repealing and Re-enacting Chapter 15:27 updating annexation to comply with changes to state law; severability; and providing an effective date. (See Attachment #10) TCM Blake Bingham stated this is an update of our ordinance on Annexation. There have been many changes at the State level. We are updating our code to match the State Code. TCM Blake Bingham stated it is unfortunate that the code for the State has a lot of references to Class 1 cities, which makes it difficult to read. Beckki printed the State Code, and it is long. She is providing a printed version to the Planning Commission. She is looking for a good summary to share with the Planning Commission.

Attorney Morris stated this is a clean-up of Huntsville's Code. Beckki stated she has already submitted a Public Hearing Notice for this ordinance to the Valley News. It will be published on April 1<sup>st</sup>.

PCM Larel Parkinson asked if there needed to be a public hearing for the Phase II project at the Compass Rose Lodge. Beckki responded that the Compass Rose Lodge is applying for Conditional Use and it does not require a public hearing.

13-Discussion on Annexation of Sage Development. (Attachment #11) Chairman Allen stated he has been to several meetings with Sage regarding their development. They are planning to petition the Town for Annexation. There will be some things to consider when thinking about accepting the annexation by the development. One is water connections. PC Chairman Allen

stated it would be required of them to do wetlands delineation. TCM Blake Bingham stated the wetlands delineation is not required for the annexation.

Attorney Morris agreed with TCM Bingham. The Town needs to think about the annexation and the development as two separate processes. Attorney Morris stated they would need the wetlands delineation when it came to the development to get the lot spacing. He stated there needs to be some consideration with regards to annexation. The first is the Annexation Policy Plan. The proposed area for the Sage Development is a space that Huntsville put into the Annexation Policy Plan. The land was intended for annexation in the Annexation Policy Plan that Huntsville adopted some years ago. The Annexation Plan is also in Huntsville's General Plan. Attorney Morris stated he knows that this area has been discussed with regards to being a good place for commercial development. The Sage Development is a residential plan. Attorney Morris stated that in a development agreement the zoning of the development would be determined.

The Sage Development will develop these lots regardless of whether Huntsville decides to annex them or not. Sage is asking that the infrastructure of the development be private. The Town would not have the costs of the roads or plowing. He also stated Huntsville can consider setting up a special district where the Town would provide services for a fee or tax. These considerations are things to consider at the development or subdivision stage of the process. These stages come after the Annexation.

Attorney Morris stated Chairman Allen was right that delineation of the water will make a determination in the size of the development. The development is already working on the delineation. However, this will not be a requirement in order to annex. TCM Blake Bingham stated that it should be considered in the process of annexation but not a determining factor. Attorney Morris stated the Town can annex wetlands. The wetlands will still be governed by the Army Corps of Engineers regardless of the boundary lines.

Chairman Allen is most concerned that the process of annexation go forward in a correct and lawful way. Huntsville does not have a lot of experience with annexation. Attorney Morris stated he would work with the Town to follow the State Code.

TCM Blake Bingham that there were two additional concerns that the Town Council has brought up. One is whether there is enough water to sustain the development. The other concern is the HOA or private part of the development and what happens if the HOA fails.

PCM Larel Parkinson asked if there were benefits beyond those that are financial. The other question he has is if there is enough water. He believes there is water there, but he is unsure whether it is feasible to tie into the system. PCM Larel Parkinson wanted to know if they were approved in Weber County for the 21 lots. Chairman Allen does not believe the County has done approvals. PCM Larel Parkinson expressed concern that Sage is telling everyone that they are developing 3 acre lots, but nothing has been approved. He is concerned that if annexed into Huntsville, there is a possibility of them developing .75 acre lots. He wants to know if Huntsville can put a restrictive covenant on the lots against dividing those lots. He asked Attorney Morris if this is feasible. Attorney Morris stated this is part of the annexation agreement. Also in the development agreement, this will be an additional control.

TCM Blake Bingham addressed the question of other benefits. He stated the Town's full-time population is shrinking, and it would be good to have additional residents in Town to provide volunteers and community. Attorney Morris added that another benefit would be regulatory control over the development. If the land stays in the County, they have jurisdiction.

Beckki wanted to let the PC know that she has a copy of the Annexation Policy Plan and is happy to provide that to anyone that wants to request it.

PCM Liz Poulter wanted to ask Ron Gault his views about the pros and cons of annexation. Ron gave a list of the issues he has been thinking about:

- 1) The look and feel of Town development and the .75 acre lots. The Sage developments 3 acre lots would not have the same look and feel as the .75 acre lots.
- 2) Huntsville will have control over the development if they annex. The Weber County Planning Commission will have the control if we do not annex.
- 3) With regards to water, he believes that Huntsville will collect more in fees if the development is not annexed because we charge additional amounts for out-of-Town fees. Attorney Morris stated the development has already agreed to out-of-Town fees; however, this is not in writing.
- 4) HOA's, what happens if the HOA fails. What kind of obligations will the Town have if the HOA fails? He believes they should have a very detailed agreement.
- 5) Sensitive Lands – this has already been discussed tonight.
- 6) Where is the development going to get secondary water? Ron stated in the past the Town has given culinary connections to those who do not have a secondary water source. TCM Blake Bingham stated the landowners have shares in Huntsville Waterworks and they have independent water rights on the property. He believes this is a distinction between them and Monastery Cove.

Attorney Morris suggested it would be a good thing that Sage is planning for 3 acre lots and more open space than the .75 acre lots. PCM Sandy Hunter stated she did not like the idea of an HOA and gates preventing the flow of residents in and out of the development. If the development wanted to be part of the Town, she believes residents who live in other parts of the Town should be able to bike and walk in the streets of that HOA. Attorney Morris said that was a good point to bring up in the Annexation agreement. PCM Sandy Hunter would like them to be part of the Town.

Chairman Allen's last concern is the traffic on Highway 39 that turns and goes to Causey Reservoir. This is the busiest intersection in the Valley.

**Attorney Morris left the meeting at 9:24 p.m.**

Beckki let the PC know that there would be a public hearing on April 22<sup>nd</sup> regarding the three annexation petitions (Sage, Fire House 65, and Jordan Curtis) and the update of the ordinance. Beckki suggested the PC plan on another item for additional items of business.

Beckki asked the Planning Commission about the Land Use Permit for Josh Garner. TCM Bingham stated during the meeting that the Land Use Permit could be issued while the subdivision plat was being amended. Beckki stated that Josh Garner wants to build on a lot that he currently does not own. She did not believe that the PC could issue a Land Use Permit on a lot he did not own. He would need to wait until after the plat was adjusted and the ownership changed.

The Planning Commission suggested April 13<sup>th</sup> as a possible date to hear other items of business.

12-Public Comment. There were none.

13-Chairman's Remarks. Chairman Allen thanked all for the discussion.

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 9:40 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 # \_\_\_\_\_

Address of Structure 7390 SE 200 S

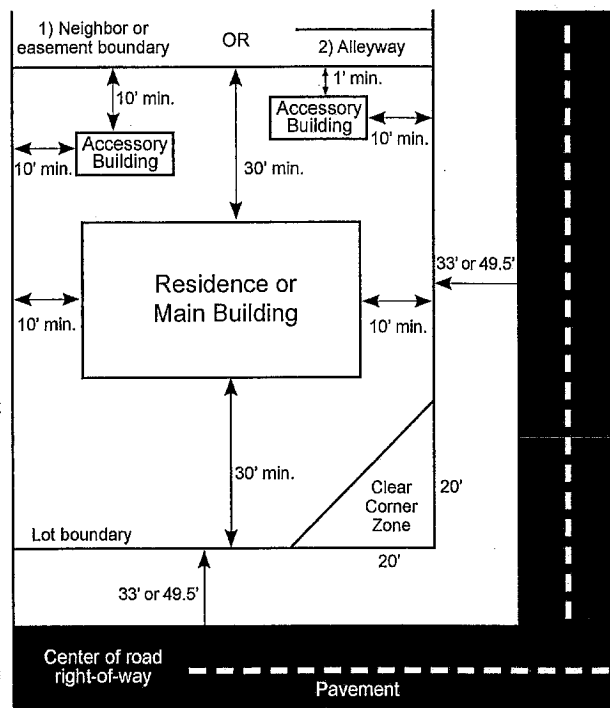
Name & Address of Owner/Owners Richard + Regan Sorensen

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: ~~4-22-21~~ 4-22-21

Set Backs Approved: Yes \_\_\_\_\_ No N/A

Mural painted on side of building. 90 square foot  
Sign for the front of the building  
Any special stipulations and conditions of the Site Plan Review: \_\_\_\_\_

### Huntsville Town Residential Zone Setbacks



[Signature]  
Huntsville Planning Commission Chairman

[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)


9:48 ↗



# Done Huntsville Mercantile -...

SCALE: 1/2" = 1'-0"

**ALLIED  
ELECTRIC SIGN  
& Awnings**

**5  
YEAR  
WARRANTY**

Client Address File Name

SITES APPROVAL  
DEPT. APPROVAL  
Signs

SURVEY  
PERMIT

CUSTOMER  
APPROVAL  
LANDSCAPE  
APPROVAL

[www.allied-sign.com](http://www.allied-sign.com)

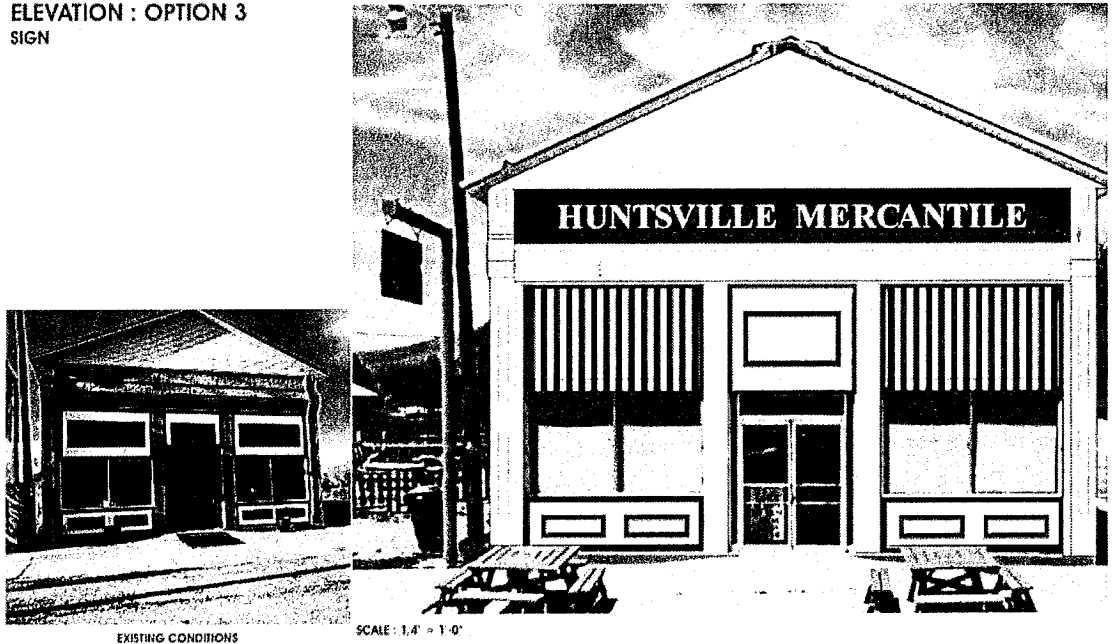
1852 N. PARKWAY COURT, SPRINGVILLE, UT 84663


6845 SPEEDWAY BLVD. #X103, LAS VEGAS, NV 89115


1920 S. 900 W. SLC UT

2924 PENNSYLVANIA AVE. UNIT 70, DODEN, UT 84401

ELEVATION : OPTION 3  
SIGN



**ALLIED  
ELECTRIC SIGN  
& Awnings**

**5  
YEAR  
WARRANTY**

Client Address File Name

SITES APPROVAL  
DEPT. APPROVAL  
Signs

SURVEY  
PERMIT

CUSTOMER  
APPROVAL  
LANDSCAPE  
APPROVAL

[www.allied-sign.com](http://www.allied-sign.com)

1852 N. PARKWAY COURT, SPRINGVILLE, UT 84663

6845 SPEEDWAY BLVD. #X103, LAS VEGAS, NV 89115

1920 S. 900 W. SLC UT

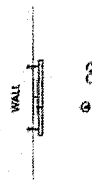
2924 PENNSYLVANIA AVE. UNIT 70, DODEN, UT 84401

GEMINI LETTER DISPLAY : OPTION 3

MANUFACTURE & INSTALL  
(1) SET OF DIMENSIONAL LETTERS

- FINISH WHITE LETTERS ON
- 1/2" ALUMINUM BACKING

PAINT SCHEDULE	
BY ALLIED SIGN & AWNINGS	
■	1/2" DIA. ALUM. + 3/16" DIA. GROUND
■	1/2" DIA. ALUM. + 3/16" DIA. GROUND



TYPICAL SECTION VIEW  
FCO LETTERS

28'-0"

1'-3"

# HUNTSVILLE MERCANTILE

**15.21 SIGNS**

- 15.21.1 Purpose
- 15.21.2 Applicability
- 15.21.3 Master Signage Plan
- 15.21.4 Non-complying Signs
- 15.21.5 Definitions
- 15.21.6 Allowable Signs by Zoning District
- 15.21.7 Optional and Alternative Signs
- 15.21.8 Window Signs
- 15.21.9 Prohibited Signs
- 15.21.10 Other Signs
- 15.21.11 Special Purpose Signs
- 15.21.12 Temporary Sign Usage
- 15.21.13 Sign Materials and Display Standards
- 15.21.14 Dangerous or Defective Signs
- 15.21.15 Construction Standards
- 15.21.16 Violations

**15.21.1 Purpose**

The purpose of this Sign Title is to provide for reasonable display of all signage in Huntsville Town to identify and advertise products, services, and business establishments. This will provide information and convenience to the general public. These regulations and criteria are designed to protect and promote the public health, safety, and general welfare of persons within the community. They are also designed to aid in the orderly development and promotion of business by providing regulations which encourage aesthetic creativity, effectiveness, and flexibility in the display and use of signs while protecting and enhancing community character in Huntsville Town.

**15.21.2 Applicability**

- A. **Permit Required.** No person shall erect, alter or relocate any sign without first obtaining a Land Use Permit unless herein otherwise stated, and meeting the standards set forth in this Title. Signs complying with the requirements of this Title which identify seasonal businesses may be removed for the seasons during which the business is not in operation, and may be reinstalled without a new permit. All applications for Land Use Permits shall be accompanied by plans, designs, specifications and drawings stating specifically all dimensions, lighting, colors and plan of installation including clearances and setbacks. Land Use Permits expire six (6) months after issuance if the sign is not erected or altered pursuant to the permit.

Applications for permits shall require the applicant to disclose the owner of the sign and the owner of the property on which the sign is or will be located and all relevant dates in regard to expiration of any lease or lease options. A permit may be revoked and a sign removed if the applicant for a permit makes a false or misleading statement in the permit application or renewal.

- B. **Maintenance and Repainting Exempt.** The repainting, changing of parts, and general maintenance of signs located on the site shall not be deemed alterations requiring a Permit, except for non-complying signs as set forth in 15.21.4.

**15.21.3 Master Signage Plan**

The number, sizes and types of signs allowed in commercial zones (C1- and CR-1) are based upon the number and sizes of freestanding buildings, storefronts and complexes of buildings. A Master Signage Plan shall be required to ensure compliance with standards and requirements of this Title when multiple signs are allowed and/or multiple tenants, businesses or other entities occupy a single building or storefront.

- A. **Approval of the Master Signage Plan.** The Master Signage Plan is subject to approval, and once approved, all individual Land Use Permits shall comply therewith.

- B. Requirements. Each Master Signage Plan shall clearly indicate the location, size, illumination details, type and all dimensions, including height, of each sign on the property, as well as the distribution or allowed signage among multiple tenants, businesses or entities within a building or complex.
- C. Adjustments to Number of Signs Permitted. Subject to an approved Master Signage Plan, the number of wall signs may be increased in order to allow signage for each tenant, business or entity occupying a single building, storefront or complex. In no event shall the wall sign total area be increased beyond the standards set forth in 15.21.6.

#### 15.21.4 Non-complying Signs

- A. A non-complying sign is any sign which was legally placed or erected or previously existed as a non-complying sign prior to the effective date of this Title, which does not conform to the provisions of this Title, as it may be amended from time to time.
- B. Non-Complying Sign Re-installation. A sign may be re-installed which duplicates the original non-complying sign in dimensions and location. Any changes in size or location shall require compliance to this Title and the Huntsville Town Lighting Title.

#### 15.21.5 Definitions

Certain words, phrases, terms and concepts used in this Section are operationally defined. These definitions may be found in the Huntsville Town Definitions Title.

#### 15.21.6 Allowable Signs by Zoning District

- A. Commercial Resort Zone CR-1
  - 1. Commercial Uses – same as 15.21.6.B
  - 2. Residential Uses – same as 15.21.6.C, plus
    - a. Rental units of less than eight (8) units. One (1) wall sign identifying the name of the owner and/or property, not to exceed six (6) square feet is permitted.
    - b. Rental units of eight (8) units or more. One (1) wall sign not to exceed ten (10) square feet in area is permitted.
    - c. Subdivision Sign. One (1) ground/monument not to exceed six (6) feet in height and ten (10) feet in width. The sign may be placed on a landscaped, mounted berm up to two (2) feet from grade.
- B. Commercial Zone C-1
  - 1. Commercial Uses (C-1 and CR-1)
    - a. Freestanding Signs.

Areas: No freestanding sign shall be larger than (50) square feet in total area.

Location of signs. Business signs shall not be located in any required yard, except that signs attached to a building may project not more than six (6) feet into a required yard, and not less than ten (10) feet above ground or sidewalk. Signs shall not project across any property line nor be located on Huntsville Town property. Property, identification, and service signs shall not be located closer than ten (10) feet to any side or rear property line. Name plates may be located anywhere on the property.

Numbers: There may be one (1) sign for each business. In the case Of a parcel of property having multiple occupancy with a common frontage, there shall be only one such sign for the multiple occupancies, but it may contain multiple listings on the same sign.

Lighting: No internally lighted sign shall be permitted. Lighting shall be permitted only if it is of an indirect type and shielded or filtered. No floodlights shall be installed in any way which will permit direct rays of such light to penetrate into any property used for residential purposes.

Height: No freestanding sign shall be taller than six (6) feet above the Grade of the property including any base.

Projection: No such sign shall project over a public property line.

- b. Wall or Building signs. Each freestanding building or complex of buildings is allowed one (1) wall sign per street frontage which shall not exceed five percent (5%) of the square footage of the front of the building (linear footage of the front of the building, multiplied by the height of the building; multiplied by 5%) not including false fronts. If multiple units, each unit to be allowed 5% of width of the unit multiplied by the height.

Area: No sign shall be larger than (100) square feet in total area.

Number: There may be one (1) such sign for each business per street exposure.

Height: No part of any such sign shall extend above the top level of the wall or building upon or in front of, which it is situated.

Projection: No such sign, including any structural part, shall project over any public land.

- c. Roof Signs: No roof signs shall be permitted.
- d. Ground/Monument Sign. Each freestanding building or complex having primary or secondary entry from a street, shall be allowed one (1) ground sign per frontage, not to exceed six (6) feet in height and ten (10) feet in width. The sign may be placed on a landscaped, mounded berm up to two (2) feet from grade.

#### C. Residential Zone R-1

##### 1. Name plates and signs as follows:

- a. Name Plates: One (1) name plate for each dwelling unit, not exceeding four (4) square feet in area, indicating the name of the occupant and/or a permitted home occupation;
- b. Property Signs: One (1) or more signs not exceeding eight (8) square feet in combined total area for each frontage of the lot, appertaining to lease or sale of the property;
- c. Location of Signs: Identification signs shall not be located in any required front or side yard except that signs attached to a building may project not more than six (6) feet into a required yard or for historic identification only as approved by the Huntsville Town Council. Signs shall not project across any property line nor be located on Huntsville Town property.
- d. Height: Freestanding signs shall not have a height exceeding six (6) feet.
- e. Lighting: No lighted signs shall be permitted.

- 2. For R-1 lots with a residence that has a home business in the residence and a property boundary that adjoins a State or county highway; one sign meeting the requirements in Title 15.21.B shall be allowed on only for that home business and only along the property boundary adjoining the state or county highway.<sup>38</sup>

<sup>38</sup> Amended 11-10-2016: Title 15.21.6.C.2: was added.

**15.21.7 Optional and Alternative Signs**

- A. Canopy signs. Canopy signs may be substituted for wall signs, subject to approval of the Master Signage Plan. Any approved canopy sign shall have a minimum vertical clearance of eight (8) feet from any walking surface.
- B. Projecting signs. Projecting signs that are perpendicular to a building may be substituted for wall signs, subject to approval of the Master Signage Plan. No sign face of a projecting sign may project more than four (4) feet from the wall to which it is mounted. Any projecting sign shall have a minimum vertical clearance of eight (8) feet from any walking surface.
- C. Entrance/Exit Signs. Entrance/Exit signs are limited to two (2) signs for each approved driveway opening for commercial uses and multi-tenant dwellings, and shall be limited to a maximum of three (3) square feet per side, and shall be no higher than five (5) feet above the ground at the top of the sign. Setbacks shall be 10 feet from right-of-way. Content is limited to "Entrance" and "Exit."

**15.21.8 Window Signs**

Signs displayed in windows of buildings or storefronts are permitted. A Sign Permit is not required for their display, provided the following standards are met:

- A. Size limit. Window signage shall occupy no more than twenty-five percent (25%) of the area of the window in which the signs are displayed. In no event shall window signage exceed sixteen (16) square feet in any one (1) window that would reduce air and/or light.
- B. Prohibited features of window signs. No window sign, not any other sign within a building or structure shall flash, rotate or be mechanically or electronically animated in any way so as to be visible from outside of the building or structure for purposes of public safety.

**15.21.9 Prohibited Signs**

The following signs and types of signs are prohibited in all zoning districts in Huntsville Town:

- A. Moving signs. Flashing, blinking, fluttering, undulating, swinging, changing, rotating or otherwise moving signs, pennants, tethered "party or weather-type" balloons, holograms, light beams, lasers or other like decorations.
- B. Moving appurtenances. Moving mechanical or electrical appurtenances attached to a sign or otherwise intended to attract attention to a sign.
- C. Rotating beacon lights.
- D. Inflatable advertising devices or signs (does not refer to passenger-type hot air balloons being used for passenger flight).
- E. Portable signs. This includes signs on trailers which may be towed by vehicles and which may be changeable copy, a-frame, sandwich, or otherwise portable, except as permitted in 15.21.11. Utility trailers painted as a sign shall not be parked on Huntsville Town roads longer than seventy-two (72) continuous hours.
- F. Banners, except as permitted in 15.21.12.
- G. Changeable Copy Signs. Electronic changeable copy signs except public service purposes. Manual changeable copy signs except as permitted in 15.21.11.
- H. Off-site Signs. All off-site, off-premise and directional signs which advertise businesses, establishments, activities, facilities, goods, products, or services not made, produced, sold or present on the premises or site where the sign is installed and maintained are prohibited, except as exempted in 15.21.10.

- I. Luminous Tube Signs. External gas filled luminous tubes, such as neon, argon or fluorescent, signs or valances, unless inside a building or in a window and not to exceed four (4) square feet in area, except as listed in 15.21.13 and may not flash or blink.
- J. Other temporary signs. Any other device in the form of a sign which is of a temporary nature, or mobile, and not permanently affixed to a building or an upright support affixed firmly to the ground, except as permitted in 15.21.12.
- K. Roof signs. Signs mounted on a roof or atop a parapet wall.
- L. Billboards.
- M. Pole signs.
- N. Signs which emit smoke or noise.

#### 15.21.10 Other Signs

In addition to being regulated by other ordinances and State or Federal law, the following signs are allowed and only regulated in the following manner:

- A. Traffic signs.<sup>39</sup> All signs erected in a public right-of-way by a public agency for the purpose of controlling or directing traffic are not regulated in this Title.
- B. Political signs. Political signs pertaining to a specific election, which are displayed not earlier than sixty (60) days prior to the election and which are removed by the candidate or property owner who placed the sign, within fifteen (15) days after the election.
- C. Governmental flags. Official governmental flags of the United States, the State of Utah, Weber County, or Huntsville Town, and which are properly displayed, and provided they are not mounted on a roof or atop other signs. One (1) corporate flag may be displayed beneath a proper display of any or all of the official flags listed in this paragraph. Flagpole height may not exceed the maximum height allowed in the zone for which it is being placed. If over the height allowed in the zone, the flagpole shall have a Conditional Use Permit approved by the Huntsville Town Planning Commission. Governmental uses, such as libraries and schools, shall be exempt from height requirements of this sub-section.
- D. Private warning signs. Private warning signs, provided they do not exceed four (4) square feet.
- E. Temporary construction signs. Temporary construction signs announcing the construction of a building or project naming owners, contractors, subcontractors, the suppliers to contractors and subcontractors, architects, and engineers, not to exceed one (1) sign of twenty (20) square feet in area for each street frontage of the building or project.
- F. Historical signs. Historical name signs for sites and/or structures designated by the Huntsville Town Council as having historical significance to Huntsville Town.
- G. Guidance signs. Guidance and other informational signs authorized by the Utah Department of Transportation or other governmental agency.
- H. Business signs. No more than one (1) "Open/Closed" and one (1) "Vacancy/No Vacancy" sign, one (1) "Hours of Operation" sign, and one (1) "Credit Card Acceptance" sign, not to exceed a total of four (4) square feet in area, displayed for each business.

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<sup>39</sup> Amended 1-4-18: Title 15.21.10.A: Deleted "in a private road right of way."

- I. Non-commercial signs. Signs that contain non-commercial messages that do not advertise a product or service provided they do not exceed six (6) square feet in area.
- J. Statuary and sculptures. Freestanding statuary and sculptures which are considered to be works of art and which are placed on private property clearly for the benefit and interest of the general public.
- K. Murals. Murals, when depicted on the sides or rear of a building or storefront, provided that the mural has no connection or advertising context to any business conducted or any product or service offered therein.
- L. Real estate signs. Signs of real estate companies or private individuals announcing a property for sale, rent or lease, provided that no such sign exceeds sixteen (16) square feet and that only one (1) sign per property per street frontage is displayed. The sign shall be placed on the property advertised, not on Huntsville Town property.
- M. Gate or arch sign. A gate or arch sign situated over the primary entry of a lot or parcel of land, provided that the sign face does not exceed eight (8) square feet and that the sign provides a vertical clearance of at least fourteen and one-half (14.5) feet from the driving surface, not to exceed 18 (18) feet in height and a minimum passable width of twenty (20) feet, not to exceed thirty (30) feet pole to pole. Depth of the Arch shall not exceed two (2) feet. A Land Use Permit, to assure standards are in compliance, and a Building Permit for proper installation of footings and to ensure wind tolerance, are required.
- N. Minor residential signs. Wall signs not to exceed one (1) foot by two (2) feet in size that identify the occupants/owners and/or home occupation of a residential property. Larger residential signs shall comply with 15.21.6.C.
- O. Addressing Numbers. Addressing numbers shall be no more than twelve (12) inches in height.
- P. Athletic Field Scoreboard signs. Not to exceed 120 square feet in any zone. The Huntsville Town Planning Commission shall recommend for approval the location of all scoreboard signs. The Huntsville Town Council shall approve or disapprove.
- Q. Subdivision Entry Signs. An approved, recorded subdivision may locate one (1) entry sign at each entrance. The sign shall be of the Monument type and meet all specifications/requirements for Monument signs (15.21.6.2.c). The name of the subdivision shall be the only text included on said sign. The Huntsville Town Planning Commission shall approve location and design style. A double entry sign may be recommended by the Huntsville Town Planning Commission where there is a divided center island entry street. The Huntsville Town Council shall approve or disapprove.
- R. Signs on Developed Public Property. The Huntsville Town Planning Commission may approve, by Conditional Use Permit, an off-premise sign on developed public property, as a secondary use, when evidence is presented that the purpose of the secondary use will serve the health, welfare and/or safety of the general public.
- S. Directory Signs. In all districts where group occupancies in office buildings or commercial buildings are permitted, directory signs may be erected displaying the names of occupants of a building who are engaged in a particular profession or business. Said sign shall be situated at least two feet inside the property line and shall not exceed six (6) feet in height. Said sign shall not exceed an area of ten (10) square feet and shall not be placed within a clear-vision area of a corner lot as set forth in this section.
- T. Church and Quasi-Public Organizations Identification Signs: In all districts, a church or quasi-public organization may erect no more than (2) wall signs on the premises to identify the name of the organization and announce activities thereof.

#### 15.21.11 Special Purpose Signs

- A. Manual changeable copy signs. One (1) reader board or changeable copy sign per business is permitted to be displayed, at one (1) square foot of sign area per linear foot of building frontage, and may be either ground or wall sign by the following types of businesses:

1. Theaters. Motion picture theaters and playhouses.
  2. Auditoriums and Performing arts facilities.
  3. Convention facilities. Businesses with convention facilities.
  4. Gasoline Stations. Businesses that sell motor fuels at retail cost, dispensed from pumps on premises.
  5. Grocery stores.
- B. Movie poster signs. Motion picture theaters, facilities for performing arts, and retail stores whose primary business is the sale and/or rental of pre-recorded video tape and digital video discs to the general public shall be permitted to display a maximum of two (2) poster signs. Movie posters shall be displayed in a display case which shall be permanently affixed to the wall of the building or storefront. Movie posters shall not be affixed directly to a wall as a temporary sign. Movie poster display cases may be lighted, and shall not exceed twelve (12) square feet in area. The area of any movie poster sign conforming to this section shall not count toward the total signage allowed in 15.21.6.

#### 15.21.12 Temporary Sign Usage

Signage for the temporary uses listed below, and for one-time grand openings, is permitted, with a Land Use Permit, subject to the conditions and limitation stated herein. Unless otherwise specified, signs shall be removed within 3 days of discontinuance of the use or event.

- A. Christmas tree sales. One (1) ground sign, not to exceed six (6) feet in height or one (1) wall sign, or one (1) banner per sales lot is permitted, not to exceed twenty (20) square feet.
- B. Contractors and real estate/subdivision sales offices. In addition to the construction sign allowed in Title 15.21.10, one (1) wall sign affixed to the office and not to exceed twenty (20) square feet in area is permitted.
- C. Public interest event or special event. One (1) ground sign not to exceed six (6) feet in height, or one (1) banner is permitted, neither of which shall exceed twelve (12) square feet in area. The sign or banner shall be displayed on the site of the event. Up to two (2) off-premise directional signs, each not to exceed six (6) square feet in area, are also permitted. Signs may be displayed up to sixty (60) days prior to the event and shall be removed within seven (7) days after the event. Location, numbers of signs, and a time limitation may be adjusted and shall be approved by the Huntsville Town Council.
- D. Farm stands. Farm stands are permitted one (1) temporary ground or wall sign or banner, not to exceed twelve (12) square feet in area.
- E. Grand openings. On a one-time basis, a business establishment shall be permitted one (1) banner not to exceed twelve (12) square feet, to be displayed for a period of not more than fourteen (14) calendar days.
- F. Real Estate sales signs, per Title 15.21.10; however, no Temporary Permit is required, but signs must be placed on private property, not on Huntsville Town property.

#### 15.21.13 Sign Materials and Display Standards

- A. Sign materials. Any and all materials used to construct signs, supports or fasteners shall conform to the following standards:
1. Permitted materials, generally. Signs may be constructed of painted, stained, sandblasted or carved wood, brick, stone, textured concrete or similar material. Glass metal or metallic leaf, which is rust resistant, painted or anodized or otherwise treated to prevent reflective glare.
  2. Permitted support structure materials. Exposed metal support structures for signs, as used for connecting one structure or assemblage to another structure or sign, shall be faced, painted, or covered with materials which match or blend with the face of the sign.
  3. Rustic Ground/Monument signs. Rustic ground/monument signs shall be constructed of carved, rough-hewn, sandblasted wood, or similar material. Letters may be raised or carved and may be painted, stained

or left to weather naturally. Supports shall be of rough-hewn posts or logs, or finished logs. Fasteners may be of wrought iron, chain, or angle iron and shall be of a weatherized bronze, rust or black finish and shall be non-reflective.

B. Display standards. The display of all signs regulated by this Title shall comply with the standards of this section.

1. No obstruction permitted. No sign shall obstruct a clear view to and from traffic along any street right-of-way, entrance or exit.
2. No projection within right-of-way. No signs, except traffic signs and similar regulatory notices shall be allowed to project or be located within a public right-of-way. No freestanding sign shall be erected at any intersection improved for vehicular traffic within a triangular area formed by the property lines and their projections and a line connecting them at points twenty-five (25) feet from the intersections of the projecting property lines; unless same in its entirety is less than three (3) feet above the street grade.
3. External illumination. Illumination source shall be included with the Master Sign Plan.
4. Internal Illumination. Individual pan-channel letters with a plastic face or individual cut-out letters (i.e. letters routed out of the face of an opaque cabinet sign) are permitted. The plastic face or backing of the letters shall be ivory colored. Reversed pan-channel letters with an internal light source reflecting off of the building face may also be used for “halo” or “silhouette” lighting. The light source for internally illuminated signs shall be white.
5. Wall signs mounted on parapets. A wall sign mounted on a parapet wall shall be mounted six (6) inches or more below the top of the parapet wall.
6. No imitation of traffic signs. Signs shall not resemble, imitate or approximate the shape, size, form or color of traffic signs, signals or devices. Signs shall not obstruct or interfere with the effectiveness of traffic signs, signals or devices, not be lighted in a way that can cause glare or impair driver visibility upon roads.
7. No prevention of ingress/egress. Signs shall not be erected, relocated or maintained in such a way that prevents free ingress or egress from any door, window or fire escape, and no sign shall be attached to a standpipe or fire escape.
8. No mounting on natural features. No signs shall be painted or mounted on trees. No land- form or naturally occurring land feature (rocks, cliff faces, etc.) shall be defaced for purposes of displaying a sign.
9. Clearance. The clearance of a projecting canopy or wall sign shall be measured from the lowest edge of the overhang 8 feet to the driving or walking surface below.
10. Sign Setbacks.
  - a. Monument and/or Ground signs. Any rustic monument sign or ground sign shall be set back a minimum of ten (10) feet from any property line. Signs fronting on State highways shall be set back 20 feet from the right-of-way.
  - b. Projections into public right-of-way. Projections into the public right-of-way are not allowed, except for signs set by public agencies for safety purposes, such as the Utah Department of Transportation.
  - c. Clear sight triangle. Signs shall not be placed within the clear sight triangle and shall not obstruct view of traffic.
11. Landscaping. The ground area around the base of all ground/monument signs shall be landscaped in accordance with the requirements the Huntsville Landscaping Title. The Huntsville Town Planning Commission may exempt some monument/ground signs from this standard where it is demonstrated, by the owner/developer, that the landscaping would unduly interfere with pedestrian or vehicular traffic, interfere with traffic visibility or for other reasons be impractical.
12. No street frontage. <sup>40</sup>When a freestanding building, complex or storefront does not face a public street, and is accessed via a pedestrian area or common parking and driveway area, the linear footage of building or storefront facing the pedestrian area or common parking area shall substitute for purposes of determining allowable signage.
13. Sign area. The area of a sign shall be the measurement of the face of the sign that is designed to present a message or attract attention, exclusive of structural support members. Two sided signs shall be permitted provided that the combined area of the two sides do not exceed the maximum allowed area, the two faces

<sup>40</sup> Amended Jan 4, 2018: Title 15.21.13.B.12: Deleted “or approved private road”

are back to back and are at no point farther than one (1) foot from one another. Otherwise, the area of all faces shall be included in determining the area of the sign.

#### **15.21.14 Dangerous or Defective Signs**

- A. Removal or repair by owner. Any sign that is found to be in a dangerous or defective condition shall be removed or repaired by the owner of the premises or the owner of the sign. Upon failure of the owner to remove or repair a dangerous or defective sign, an Officer of Huntsville Town shall proceed with zoning enforcement measures.
- B. Removal by Huntsville Town. Any Huntsville Town Officer may cause the removal of any sign that endangers the public safety or a sign for which no Land Use Permit has been issued, if, after giving notice, the owner has not remedied the violation.
- C. Cost of removal. The cost associated with the removal of a sign by an Officer of Huntsville Town shall be paid by the owner of the property on which the sign is located. If the cost is not paid within thirty (30) days, the unpaid balance shall be considered a lien against the property and said lien shall be filed by the Huntsville Town Attorney.

#### **15.21.15 Construction Standards**

Signs and sign structures shall be designed and constructed to resist wind and seismic forces as specified in the Building Codes, as adopted by Huntsville Town. A Building Permit for the sign structure shall be required, as well as a Land Use Permit. If there is any indication, in the opinion of the Huntsville Town Engineer, that the proposed structure may not resist wind, seismic forces or other loads or stresses, a Utah Licensed Professional Engineer's Certificate on the sign's structural details shall be required.

#### **15.21.16 Violations**

It is unlawful to erect or maintain a sign contrary to the provisions of this section. If a sign is erected or maintained in violation of this section, an Officer of Huntsville Town may do the following:

- A. Order the violation to be corrected within a fixed period of time, not to exceed thirty (30) days, if correction of the violation will bring the subject sign into compliance with the provisions of this Title; but,
- B. If correction of the violation results in further violation of the provisions of this Title, order that the subject sign be removed by, and at the expense of the owner of the sign, within a fixed period of time not to exceed thirty (30) days.

If the owner of the sign contests the order of the Huntsville Town Ordinance Enforcement Officer, the remedy shall be an appeal to the Appeal Authority, which appeal shall be in writing and taken within fifteen (15) days of a final order from the Huntsville Town Council. If the owner of the sign fails or refuses to remove the subject sign at the order of the Huntsville Town Council, Huntsville Town may remove the sign at any time after the owner, thereof exhausts his or her administrative remedies in relation thereto, unless otherwise ordered by a court of law.

The cost associated with the removal of a sign by the Ordinance Enforcement Officer shall be paid by the owner of the property on which the sign is located. If the cost is not paid within thirty (30) days, the unpaid balance shall be considered a lien against the property and said lien shall be filed by the Huntsville Town Attorney.



## LAND USE PERMIT

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

Tax ID # 240100014

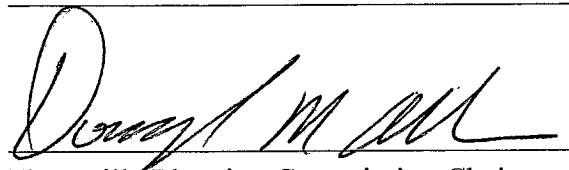
Address of Structure 280 South 7500 East

Name & Address of Owner/Owners Bill White

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 4-22-21

Set Backs Approved: Yes ☒ No ☐

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

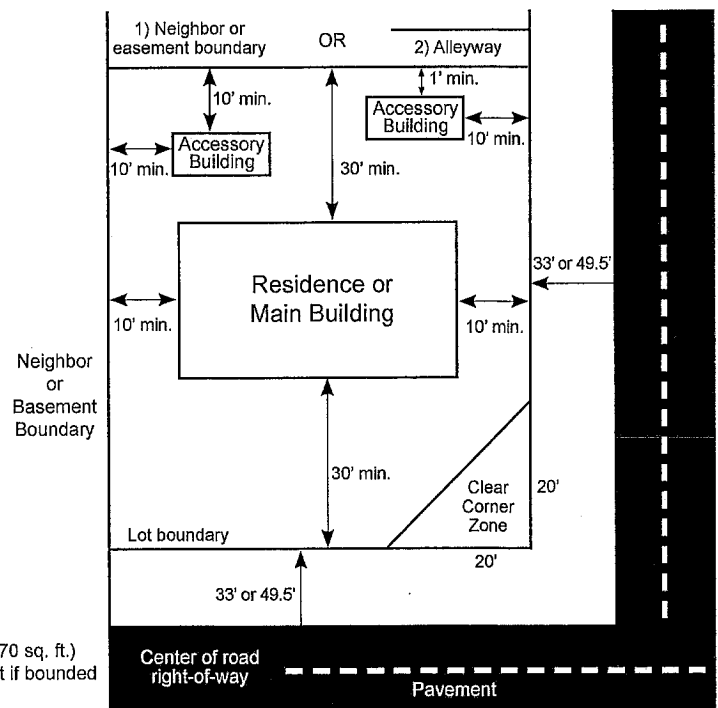
  
Huntsville Planning Commission Chairman

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



Allen #3  
26/26

PART OF N.E 1/4 OF SEC. 18, T.6N., R.2E., S.L.B. & M.

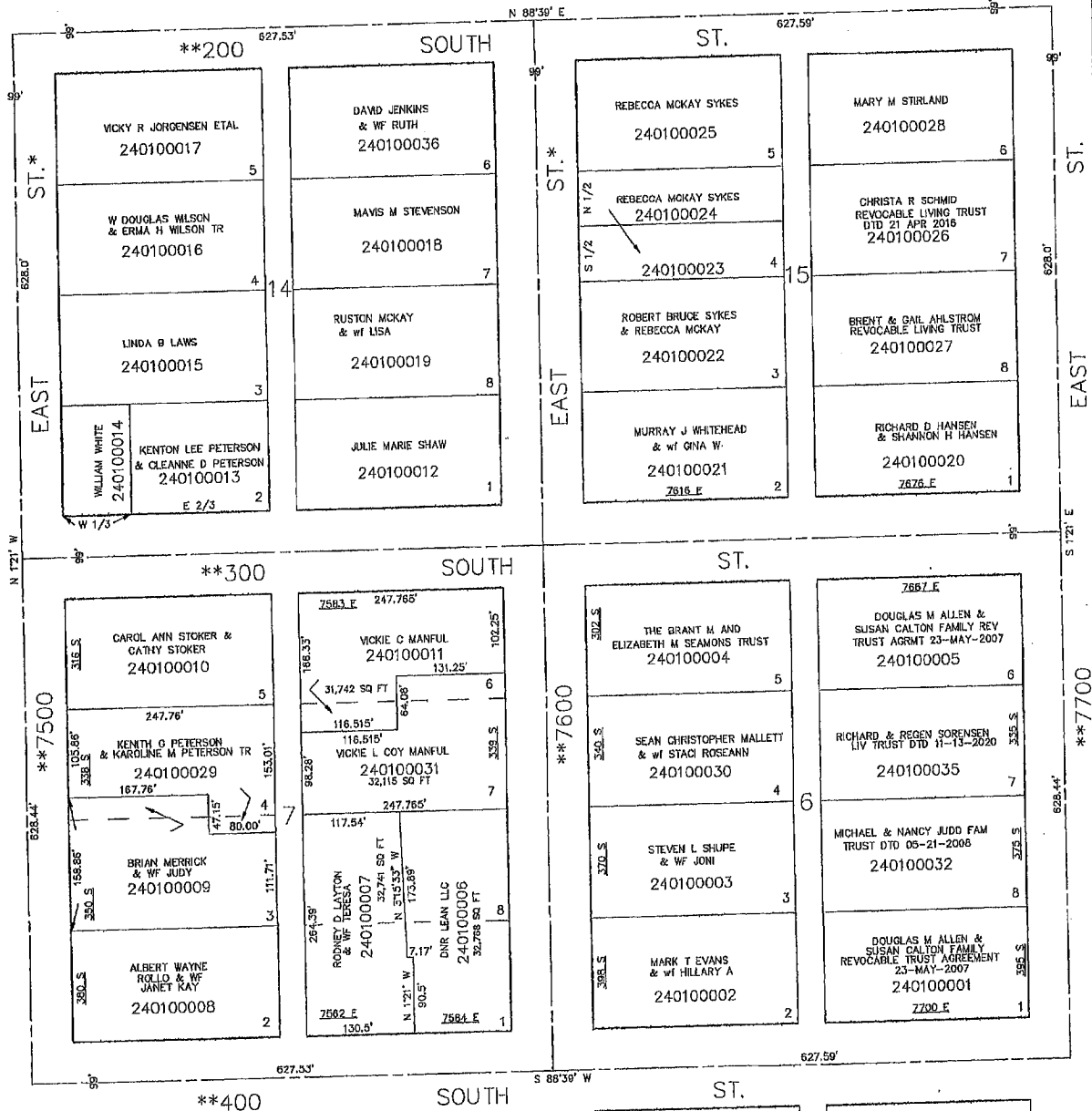
10

HUNTSVILLE SURVEY  
BLOCKS 6, 7, 14 & 15, PLAT A

TAXING UNIT: 35

SCALE 1" = 100'

SEE PAGE 13



\*\*SEE STREET NAME CHANGE  
E#2195484

SEE PAGE 9

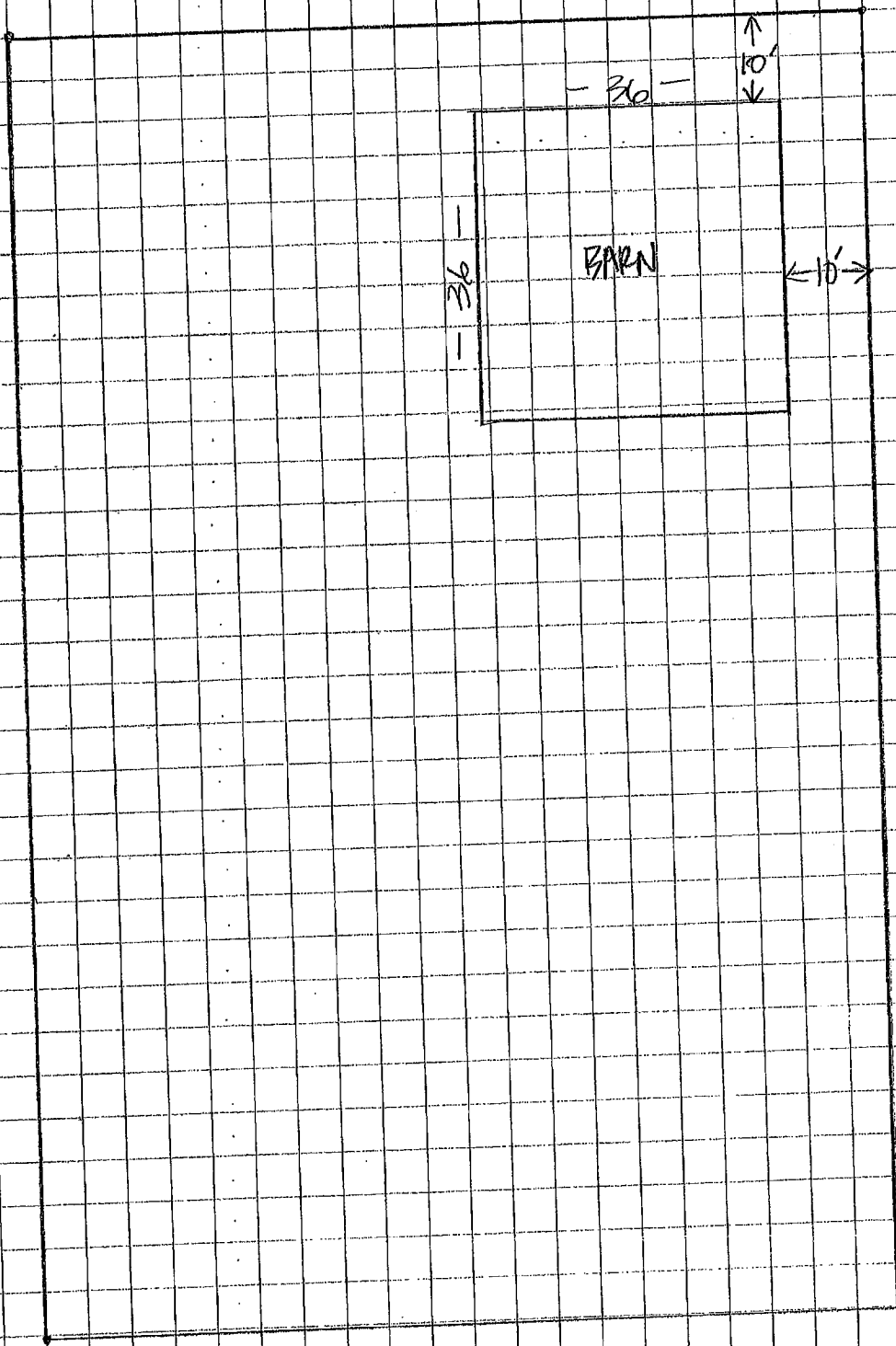
\*NOTE:  
STREET NUMBERS ACCORDING  
TO COUNTY SURVEYOR.

\*FOR TAX PURPOSES ONLY\*

L.D.F. 4-92

↑  
N

PARCEL 246100014  
WILLIAM WHITE



280 South 7500 East



## LAND USE PERMIT

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

Tax ID # 201770001

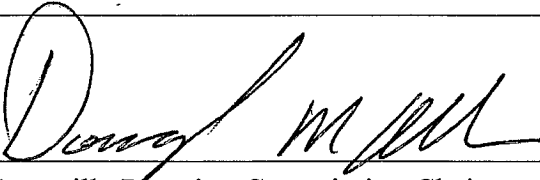
Address of Structure 125 N 6500 E (Pineview #1) Barn/Garage

Name & Address of Owner/Owners Phil Winston

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 4-22-21

Set Backs Approved: Yes ☒ No ☐

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

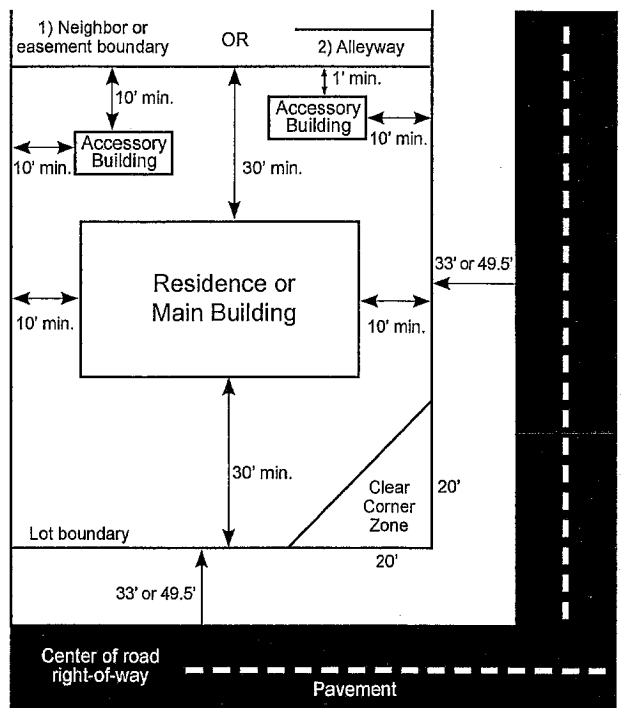
  
Huntsville Planning Commission Chairman

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

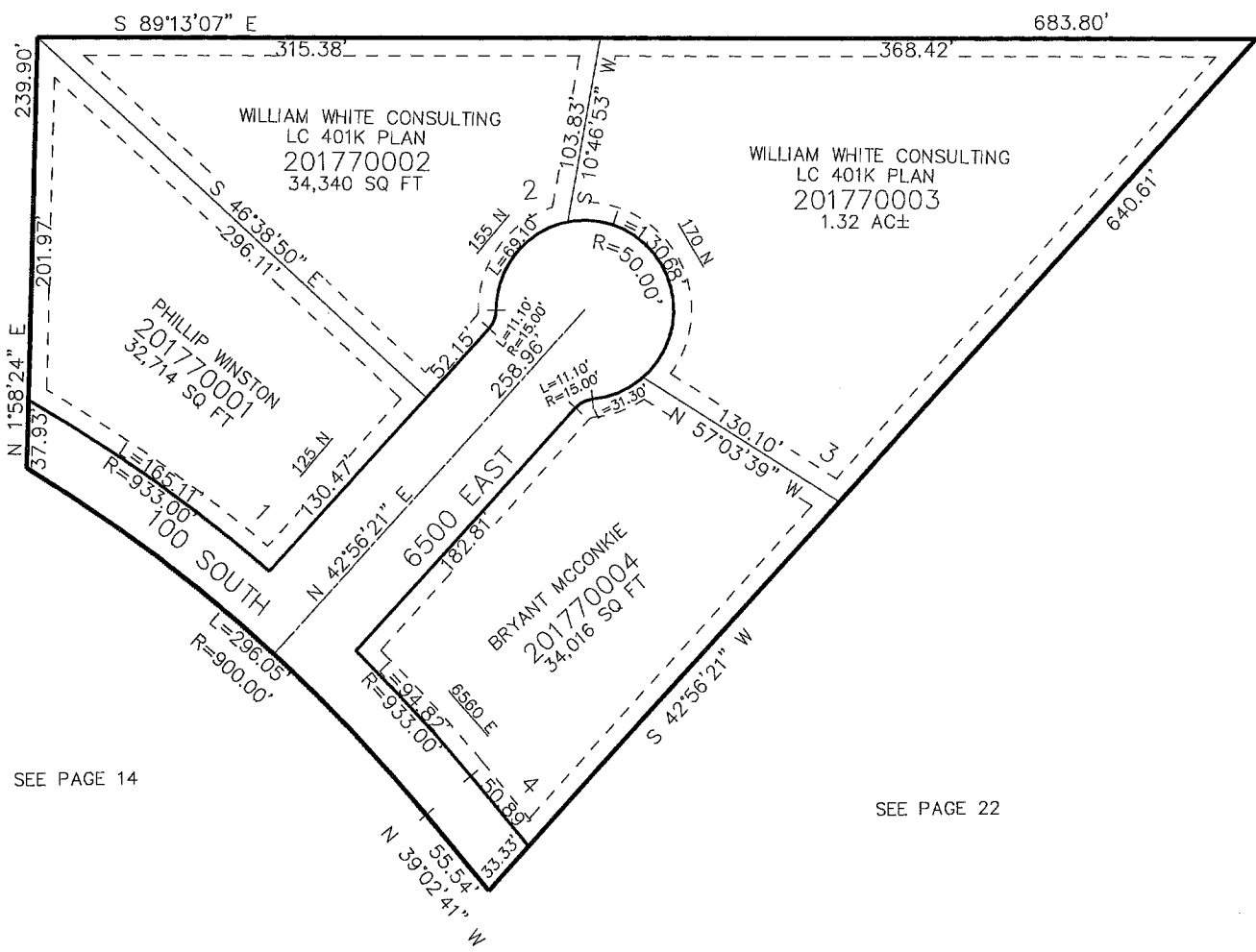


PART OF THE NW. 1/4, OF SECTION 13, T.6N., R.1E., S.L.B. & M.  
PINEVIEW POINT SUBDIVISION PLAT A

IN HUNTSVILLE TOWN  
SCALE 1" = 50'

TAXING UNIT: 35

SEE PAGE 11



SEE PAGE 14

SEE PAGE 22

10' UTILITY & DRAINAGE EASEMENTS EACH  
SIDE OF PROPERTY LINES AS INDICATED  
BY DASHED LINES EXCEPT AS OTHERWISE  
SHOWN.

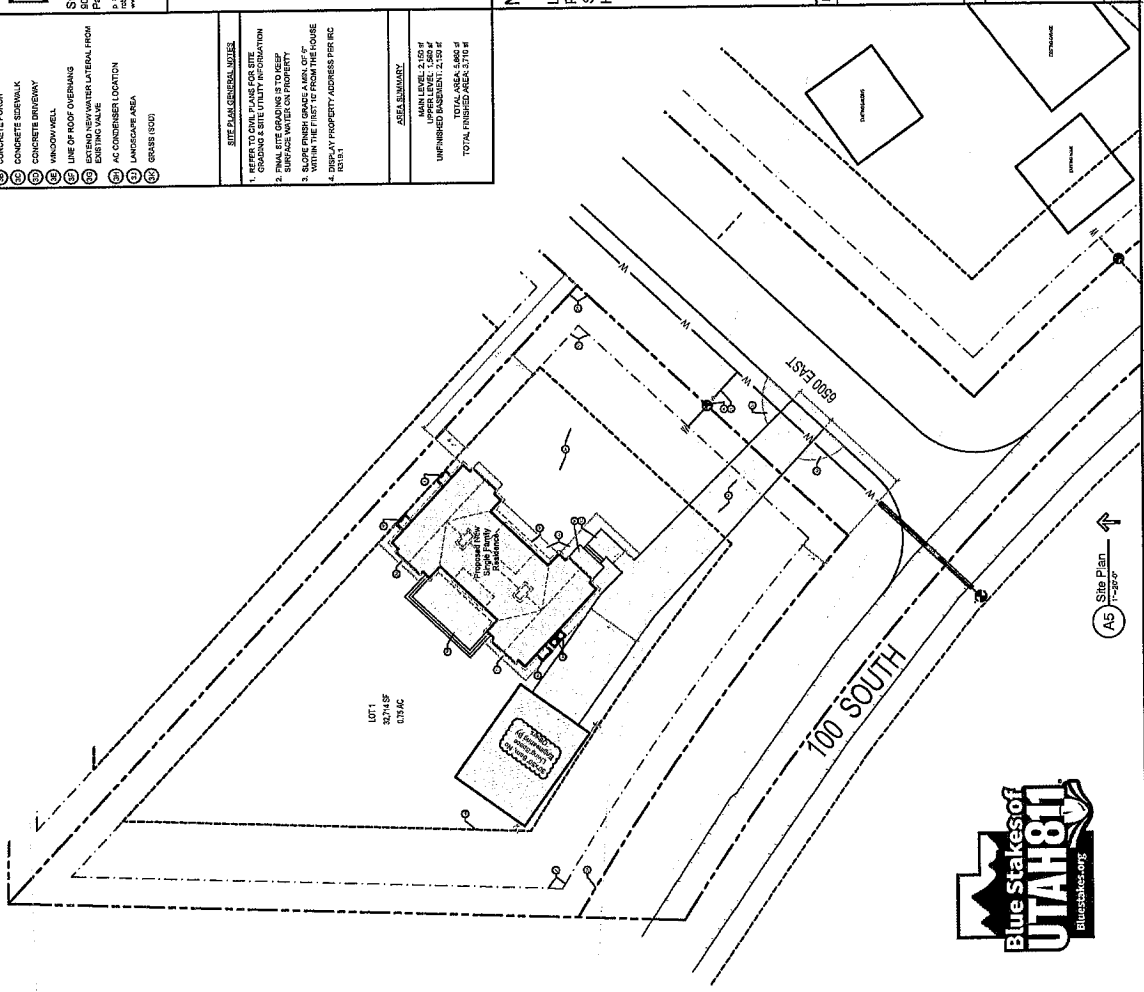
FOR COMPLETE ENG DATA SEE  
ORIGINAL DEDICATION PLAT IN  
BOOK 88, PAGE 48 OF RECORDS.

<p><b>SITE KEYNOTES</b></p> <p>PROPERTY LINE</p> <p>RAILING SETBACK LINE</p> <p>UTILITY EASEMENT SETBACK LINE</p> <p>EXISTING WATER VALVE</p> <p>EXISTING WATER LATERAL</p> <p>EXISTING FIRE HYDRANT</p> <p>CONCRETE DRIVEWAY</p> <p>CONCRETE PORCH</p> <p>CONCRETE SIDEWALK</p> <p>CONCRETE DRIVEWAY</p> <p>WINDOW WELL</p> <p>LINE OF ROOF OVERHANG</p> <p>EXTENDING WATER LATERAL FROM</p> <p>EXISTING WATER VALVE</p> <p>AC CONDENSER LOCATION</p> <p>LANDSCAPE AREA</p> <p>GRADE (100)</p>	<p><b>SITE PLAN GENERAL NOTES</b></p> <p>1. REFER TO CIVIL PLANS FOR SITE GRADING &amp; SITE UTILITY INFORMATION</p> <p>2. EXISTING AND PROPOSED DRIVEWAYS SHALL BE CONCRETE</p> <p>3. SLOPE FINISH GRADE A MIN. OF 1% WITHIN THE FIRST 10' FROM THE HOUSE</p> <p>4. DISPLAY PROPERTY ADDRESS PER IRC 401.01</p>	<p><b>AREA SUMMARY</b></p> <p>MAIN AREA: 2,400 SF</p> <p>UPPER LEVEL: 1,000 SF</p> <p>UNFINISHED BASEMENT: 2,150 SF</p> <p>TOTAL AREA: 5,550 SF</p> <p>TOTAL FINISHED AREA: 4,150 SF</p>
---	--	--

**SugarHouse Architects, LLC**  
 1000 E. 1000 S.  
 Park City, UT 84098  
 P: 801.638.8131  
 info@sugarhousearchitects.com  
 www.sugarhousearchitects.com



<b>New Residence</b> Lot 1 Pineview Point Subdivision Huntsville, UT	
Revision	Date
Date: February 8, 2021	
<b>AS100</b>	
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 # 201650001

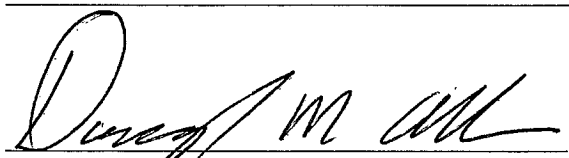
Address of Structure 6688 East 200 N

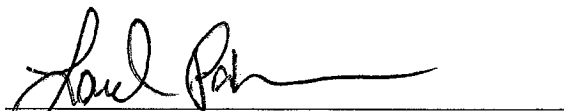
Name & Address of Owner/Owners Larel Parkinson

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 4-22-21

Set Backs Approved: Yes ☒ No ☐

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

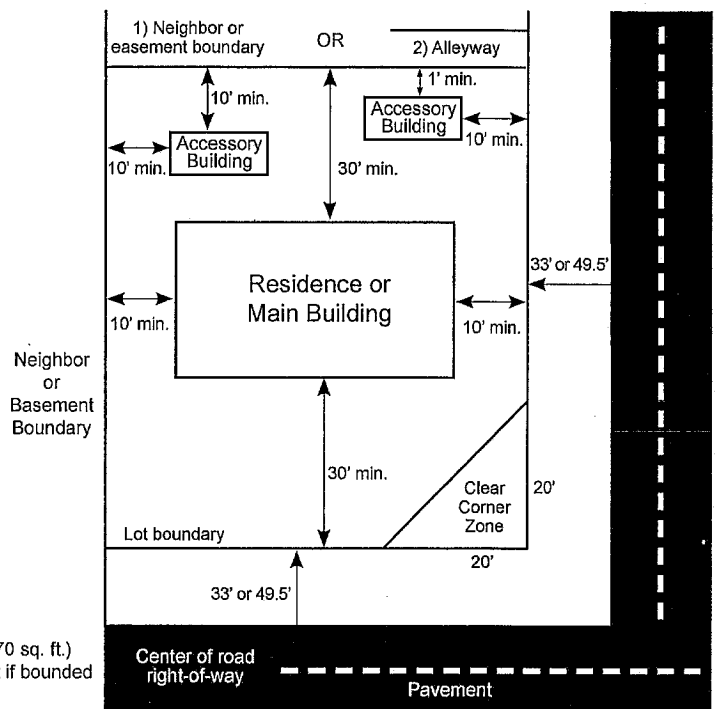
  
Huntsville Planning Commission Chairman

  
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



PART OF THE SE. 1/4 OF SECTION 12, & NE. 1/4 OF SECTION 13, T.6N., R.1W., S.L.B. & M.

165

# PARKINSON SUBDIVISION

IN HUNTSVILLE TOWN

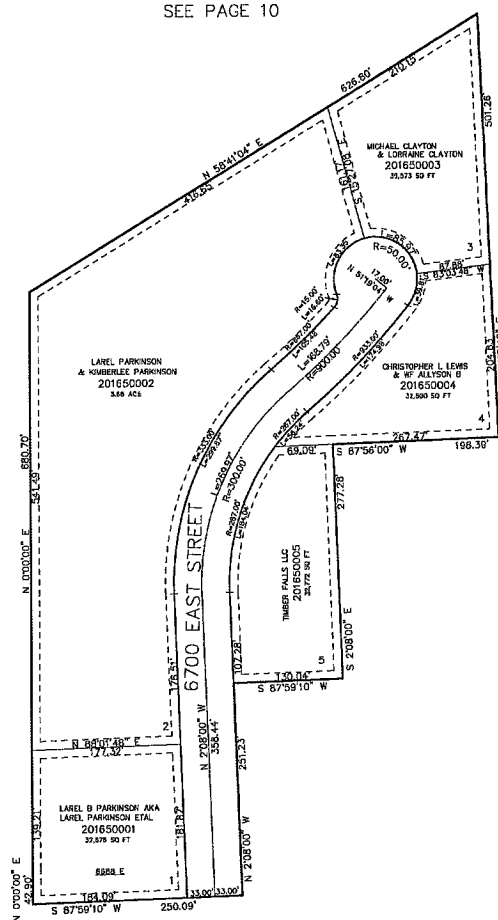
TAXING UNIT: 35

SCALE 1" = 100'

SEE PAGE 10

SEE PAGE 11

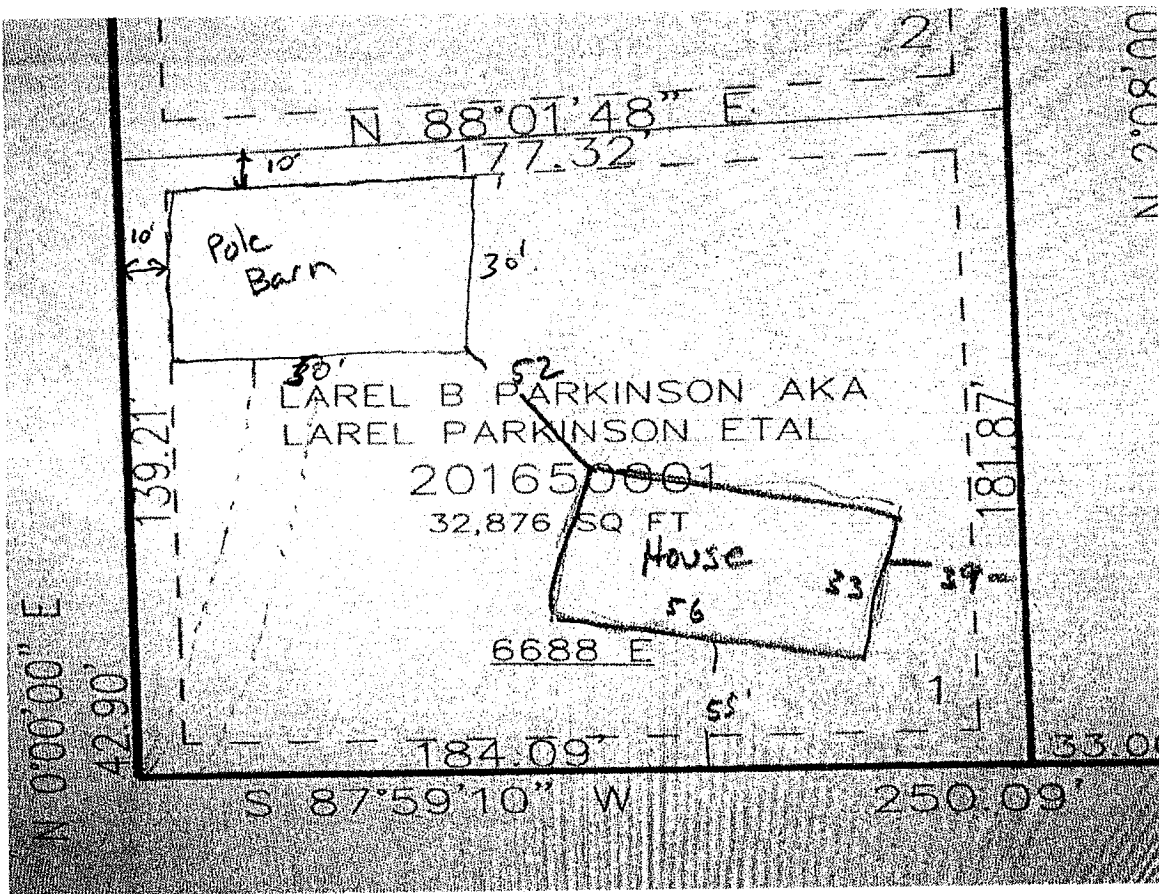
SEE PAGE 59



200 NORTH STREET

10' UTILITY & DRAINAGE EASEMENTS EACH  
SIDE OF PROPERTY LINES AS INDICATED  
BY DASHED LINES EXCEPT AS OTHERWISE  
SHOWN.

FOR COMPLETE ENG DATA SEE  
ORIGINAL DEDICATION PLAT IN  
BOOK 63, PAGE 10 OF RECORDS.



# Huntsville Town

## Boundary Line Adjustment Application

Applicant Name: Jordan Curtis  
Applicant Mailing Address: 360 S 7700 E Huntsville 84317  
Email: [REDACTED] Phone: [REDACTED]  
Brief Description of Proposed Boundary Line Adjustment: Move Boundary line  
to create a 1.5 acre lot including current  
house. North lot to be approximately 1.16 acres

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

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

Parcel Number(s): 240190034 and 240190035  
Parcel(s) Owner Name: Jordan Curtis  
Parcel(s) Owner Mailing Address: 360 S 7700 E  
Email: [REDACTED] Phone: [REDACTED]  
Parcel Owner Signature: [Signature] Date: 4-20-2021  
Title (Authorized Agent): \_\_\_\_\_

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

Parcel Number(s): \_\_\_\_\_  
Parcel(s) Owner Name: \_\_\_\_\_  
Parcel(s) Owner Mailing Address: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Parcel Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title (Authorized Agent): \_\_\_\_\_

(For Additional Parcel Owners Use Attached Sheet)

### For Town Use:

Application Date: 4-22-21 Fees Paid: \$100 ck #1371  
Beckki Endicott 4/22/21  
Beckki Endicott, Town Clerk

### Huntsville Town Planning Commission

- ☒ Recommended for Approval ☐ Recommended for Conditional Approval  
☐ Recommended for Rejection ☐ Deferred

Chair Signature: *Doug Mall* Date: 4-22-21

Notes/Conditions: \_\_\_\_\_

\_\_\_\_\_

### Huntsville Town Council

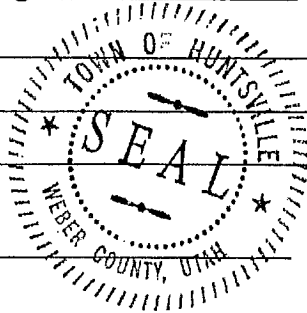
- ☒ Approved ☐ Conditional Approval  
☐ Rejected ☐ Deferred

Mayor Signature: *Jim Smith* Date: 5-6-21

Notes/Conditions: \_\_\_\_\_

\_\_\_\_\_

ATTEST:  
*Beckki Endicott*  
Beckki Endicott, Town Recorder



Date: 5-6-21

#### Boundary Line Adjustment Application Requirements:

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

#### Submission Requirements & Process:

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

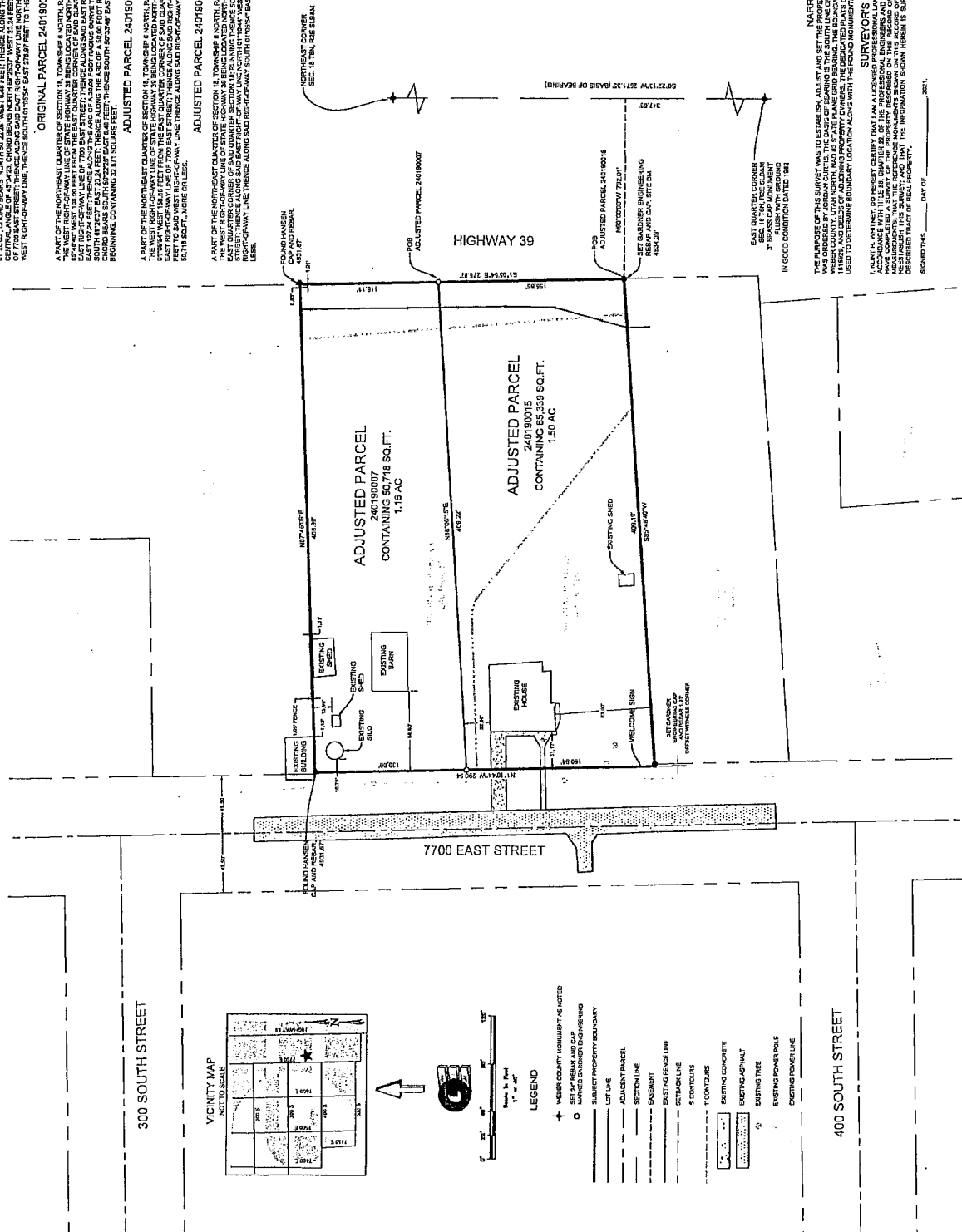
SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

BOUNDARY ADJUSTMENT SURVEY FOR JORDAN CURTIS	HUNTSVILLE, UTAH	LOCATED IN THE NORTHEAST QUARTER OF SECTION 18,	TOWNSHIP 6 NORTH, RANGE 2 EAST, S.T.B. AND M.
--	------------------	---	---

DATE	DESCRIPTION	REVISIONS
04/07/2011		
DESIGN		
DRAWN		
CHECKED		
NAME		

[illegible][illegible]

PART OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 2 EAST, OF THE SALT LAKE BASE AND MERIDIAN, BEGINNING AT A POINT ON THE WEST RIGHT-OF-WAY LINE OF STATE HIGHWAY 26 BEING CORNER 17727' 27" EAST 34.01 FEET AND NORTH 59.00 FEET WEST 140.21 FEET AND NORTH 15.00 FEET WEST 18.68 FEET TO THE EAST QUARTER CORNER OF SAID QUARTER CORNER 17727' 27" EAST 34.01 FEET AND NORTH 59.00 FEET WEST 140.21 FEET TO THE POINT OF BEGINNING, CONTAINING 7.70 ACRES OF 7.70 ACRES, THENCE ALONG SAID RIGHT-OF-WAY NORTH 01°11'41" WEST 130.00 FEET, THENCE NORTH 71°47'07" EAST 147.49 FEET, 68.95 FEET TO SAID WEST QUARTER CORNER, THENCE ALONG SAID RIGHT-OF-WAY SOUTH 01°25'34" EAST 114.11 FEET TO THE POINT OF BEGINNING, CONTAINING 0.71 ACRES, MORE OR LESS.

[illegible]

PART OF E. 1/2 OF SECTION 18, T.6N., R.2E., S.L.B. & M.

19

# HUNTSVILLE SURVEY

BLOCK 2 PLAT B

TAXING UNIT: 35, 520

SCALE 1" = 200'

SEE PAGE 20

\*\*FIRST ST.

SEE PAGE 13

PLAT A  
SEE PAGE 10

SEE PAGE 10

SEE PAGE 9

\*\*STREET NAME CHANGE E#2195484

SEE PAGE 18

SEE BOOK 21  
PAGE 26-2

\*NOTE:  
STREET NUMBERS  
ACCORDING TO COUNTY SURVEYOR

E 1/4 COR.  
OF SEC. 18

THE MIDDLE FIELD, LC  
{240190013}  
TU 520

(A) STATE ROAD  
COMMISSION OF UTAH  
240190019  
TU 520

(B) SHARON WANGSGARD  
ET AL  
240190027  
727 SQ FT  
TU 35

(C) STATE OF UTAH  
ROAD COMMISSION  
240190021  
TU 520

(D) STATE ROAD  
COMMISSION OF UTAH  
240190003  
TU 58

(E) STATE OF UTAH  
ROAD COMMISSION  
240190020  
TU 520

(H) JORDAN ROMNEY CURTIS  
240190007  
10,505 SQ FT  
TU 58

(I) STATE OF UTAH  
240190008  
TU 58

(J) STATE OF UTAH  
240190010  
TU 58

(K) GILBERT A WANGSGARD  
& WF TRUDI  
240190009  
4005 SQ FT  
TU 58

(L) STATE ROAD  
COMMISSION OF UTAH  
240190006  
1.28 AC±  
TU 58

(M) UTAH DEPARTMENT  
OF TRANSPORTATION  
240190029  
533 SQ FT  
TU 58



April 9, 2021

Planning Commission  
Town of Huntsville

Re: 7155 East 300 South  
Huntsville, UT 84317


We have submitted plans to build a shed and shade cover in our back yard. We have submitted two sets of plans, one set that conforms to the setbacks and another that would require a variance in that regard. We will do our best to convince you that the location of the shed/shade cover in plan 1 is better for our neighbors and the town of Huntsville than the conforming structure in plan 2. Our lot and the lots of our neighbors are much smaller than most properties in the Town of Huntsville. The smaller lots are one of the reasons that we think our proposal for a variance should be granted. Below are some additional considerations:

- Plan 1 would be further away from the house and back yard of Cleo and Gary and would be in a location that is easier to plant a hedge and create more of a visual barrier.
- The Shed in plan 1 is set back the same amount as the Powell's shed from the property line/fence. The Powell's shed helps block their view of our shed in Plan one, not so much the shed in Plan 2 (conforming).
- The shed in Plan 1 helps preserve the view of the lake and the mountains for the Powell's. The smaller lot size makes it more difficult to conform to the setback requirements and not have a negative impact on our neighbors on both sides of the property.
- The lot slopes down away from the house so the shed in plan 1 would not appear to be as tall as the shed in Plan 2 (conforming).
- There are special circumstances attached to this property and granting this variance would not affect the general plan. Granting this variance is essential to the enjoyment of a substantial property right that is possessed by neighbors on both sides of referenced property.

We would like to build a shed/shade cover that fits in our back yard and has less impact on our neighbors. The request for a variance would allow us to build a structure that fits in the neighborhood and blends into the yard and is less visible.

Thank you for your consideration.

Sincerely,

George and Janet Hoover  


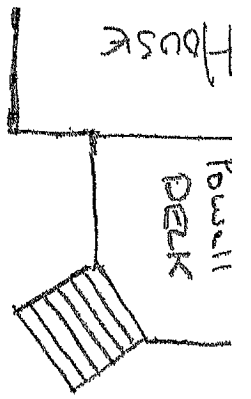
# HUNTSVILLE TOWN BUILDING PERMIT APPLICATION

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

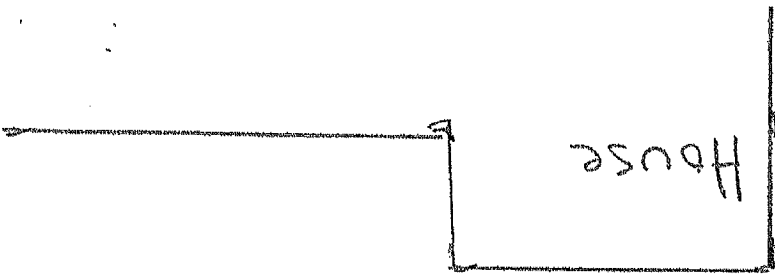
Date of Application <b>4-9-2021</b>		Date Work Begins <b>6-1-2021</b>		Date Permit Issued		Permit Number									
Proposed Use(s) of Structure <input type="checkbox"/> Residence <input type="checkbox"/> Basement <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Garage <input 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 checked="" type="checkbox"/> Other (Specify) <b>SHADE COVER/SHED</b>				<b>BUILDING FEE SCHEDULE</b> Rough Basement   Building Fee Finished Basement   Electrical Fee Garage sq. ft.   Occupancy Group   Plumbing Fee <b>N/A</b> <b>WOOD SHED</b> Walls   Roof   Mechanical Fee # of Bldgs   1   # of Stories   1   # of Bedrooms   0   Plan Review Fee # of Dwellings   N/A   # of Stories   Culinary Impact Fee Type of Construction   Culinary Connection Fee <input checked="" type="checkbox"/> Frame <input type="checkbox"/> Brick Var. <input type="checkbox"/> Concrete   State Fee (1%) <input type="checkbox"/> Brick <input type="checkbox"/> Block <input type="checkbox"/> Steel   TOTAL											
Building Address <b>7255 EAST 300 South</b>				Parcel/Tax ID # <b>240120006</b>											
Lot #		Subdivision Name (if applicable)		# of Stories		# of Bedrooms									
Total Parcel Area (acres or sq. ft.) <b>2.5 ACRES</b>		Total Building Footprint (sq. ft.) <b>140 SQ FT</b>		# of Dwellings		# of Stories									
Property Owner Name <b>Hoover family TRUST</b>		Phone		Max Occ. Load		Fire Sprinkler (Y/N)									
Mailing Address		Email		Bond Required (Y/N)		Bond Amount									
Architect/Engineer <b>N/A</b>		Phone <b>N/A</b>		Weber Fire District Fee Receipt Number		Date Paid									
General Contractor <b>Jed Slama</b>		Phone		Building Official Notes:     Building Official Approval _____ Date _____  This permit becomes null and void without a current Land Use Permit. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a building permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. This permit does not approve any violations or mistakes that could be found during inspections. Approved building plans are required on the job site at time of each inspection. No work on any part of any building or structure requiring inspection shall be covered or concealed in any manner whatsoever, without first obtaining the approval of the Building Official in writing. Advance notice of no less than 24 hours is required for all inspections.  I hereby certify that I have read and examined this application, know the same to be true and correct, and agree to the provisions herein.											
Business Address, City, Zip <b>1245 S 9400E Huntsville, UT 84317</b>		License Number <b>5066374-5501</b>													
Electrical Contractor		Phone													
Business Address, City, Zip		License Number													
Email		Phone													
Plumbing Contractor		Phone		Signature of Contractor or Authorized Agent _____ Date _____ <b>GEORGE R HORN</b> <b>4-9-2021</b> Signature of Owner (if owner) _____ Date _____											
Business Address, City, Zip		License Number													
Email		Phone													
Business Address, City, Zip		License Number													
Email		Phone													
<b>LAND USE REVIEW CHECKLIST</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Zone</td> <td>Lot Area</td> <td>Lot Frontage</td> <td>Building Height</td> </tr> <tr> <td>Front Setback</td> <td>Left Side Setback</td> <td>Right Side Setback</td> <td>Rear Setback</td> </tr> </table>								Zone	Lot Area	Lot Frontage	Building Height	Front Setback	Left Side Setback	Right Side Setback	Rear Setback
Zone	Lot Area	Lot Frontage	Building Height												
Front Setback	Left Side Setback	Right Side Setback	Rear Setback												
Land Use Notes:     															
Payment of Fees \$ _____ Date _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check															
Land Use Coordinator Signature _____ Date _____															

Plan 1  
6' Set Back

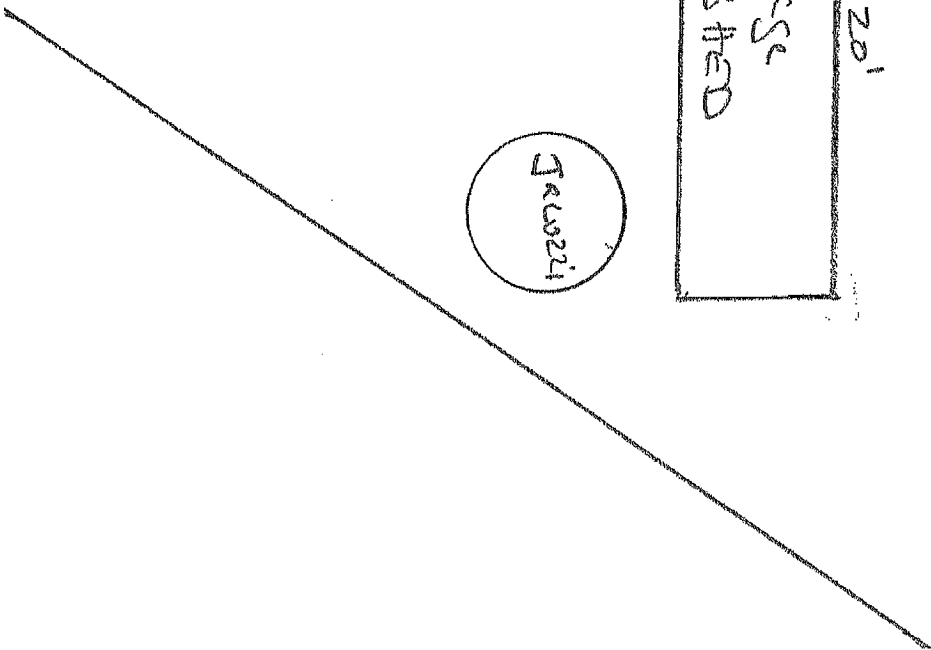
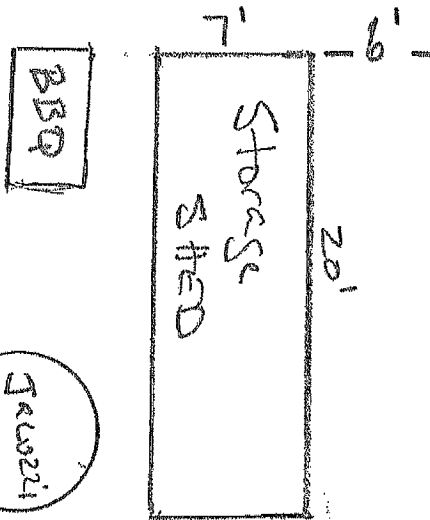
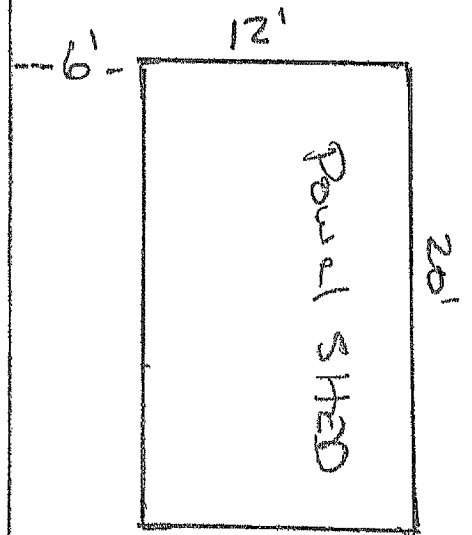




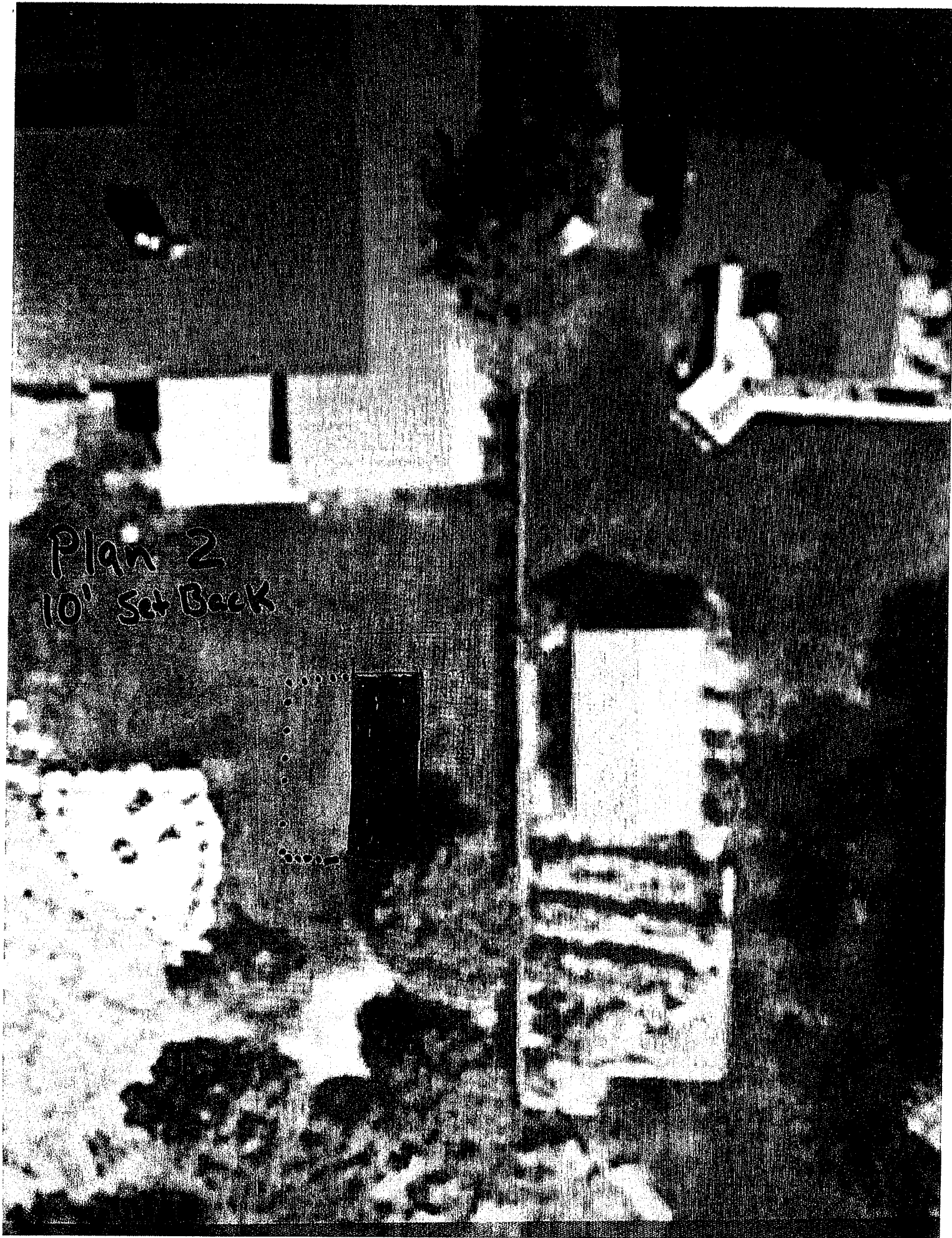
SHARED FENCE

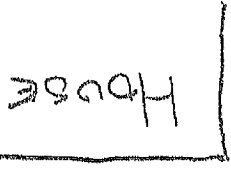
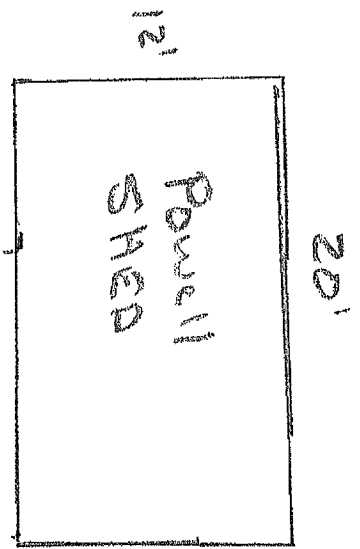
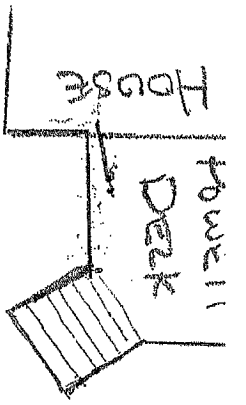


Plan 1  
6' set back

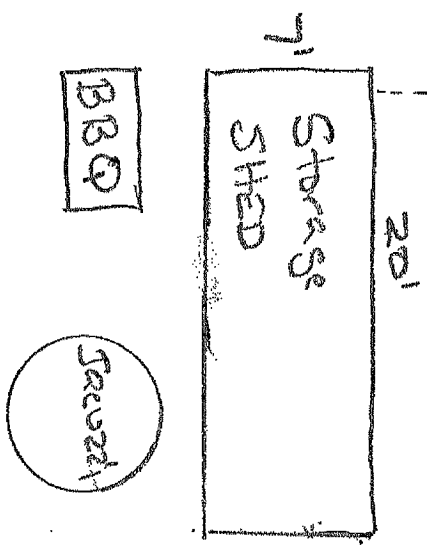


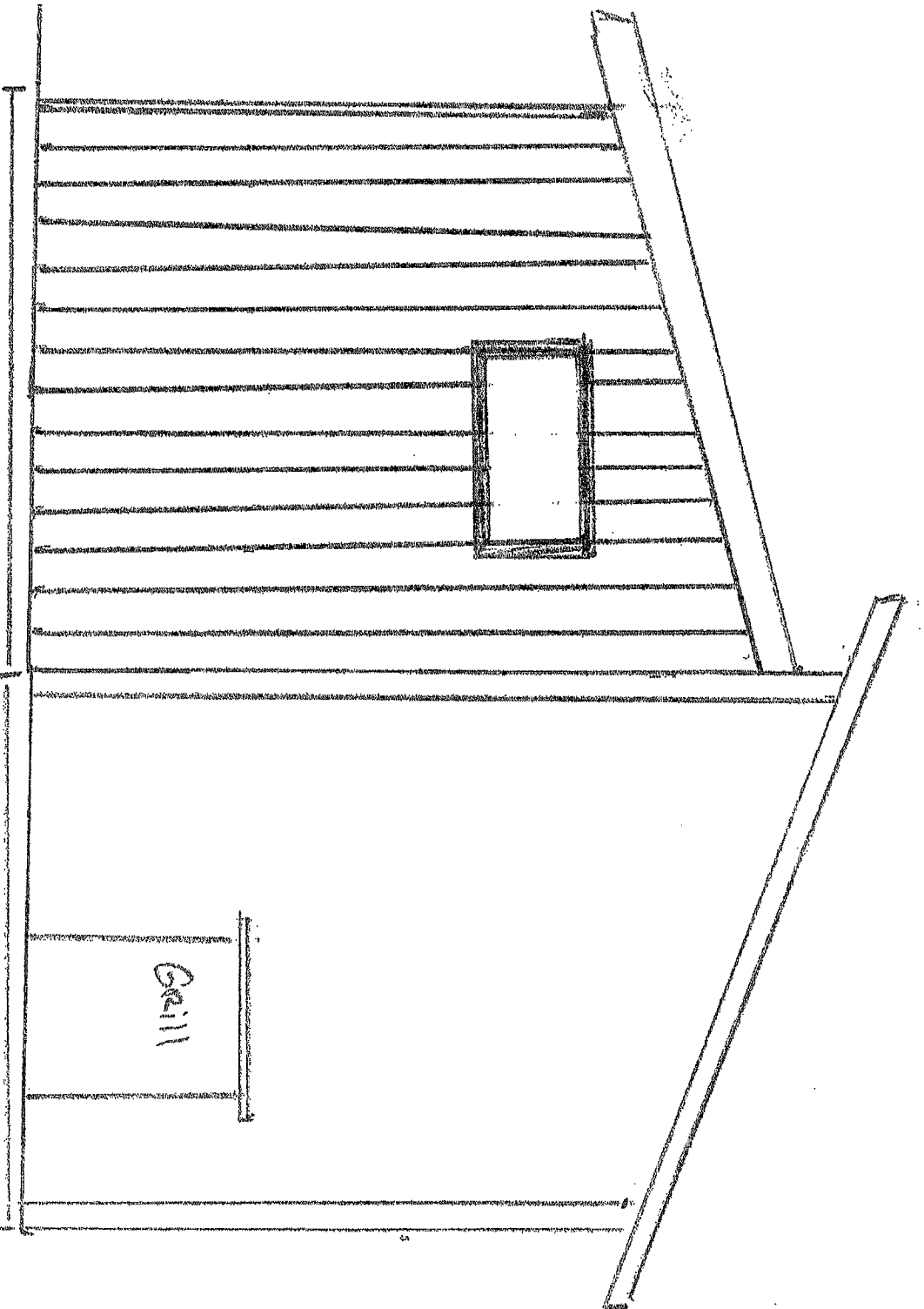
Plan 2  
10' Set Back





Plan 2  
10' Set Back





SHED

OPEN SHADE COVER

Grill

- 1) STORAGE UNIT APPROX 140 SF 7' X 20'
- 2) ALL CONSTRUCTION WILL BE BUILT ON A RAISED POST PLATFORM
- 3) WEST SIDE OF SHED WILL HAVE SHADE COVER / OVERHANGS
- 4) ELECTRICAL & GAS



## LAND USE PERMIT

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

Tax ID # 21-028-0008

Address of Structure 7500 E 600 South

Name & Address of Owner/Owners Clark Wangsgard

The above described Site Plan has been reviewed for setback compliance by the Huntsville Town Planning Commission on: 4-22-21

Set Backs Approved: Yes ☒ No ☐

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

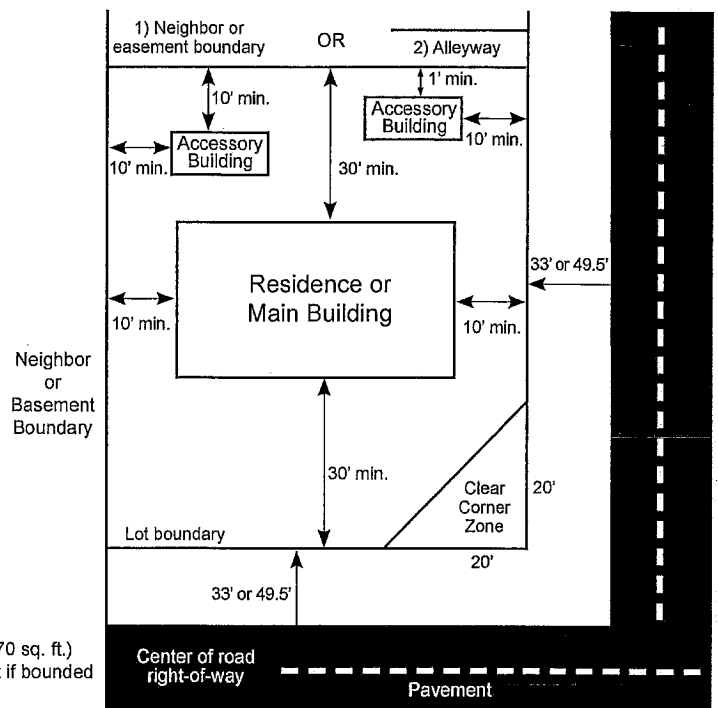
Huntsville Planning Commission Chairman

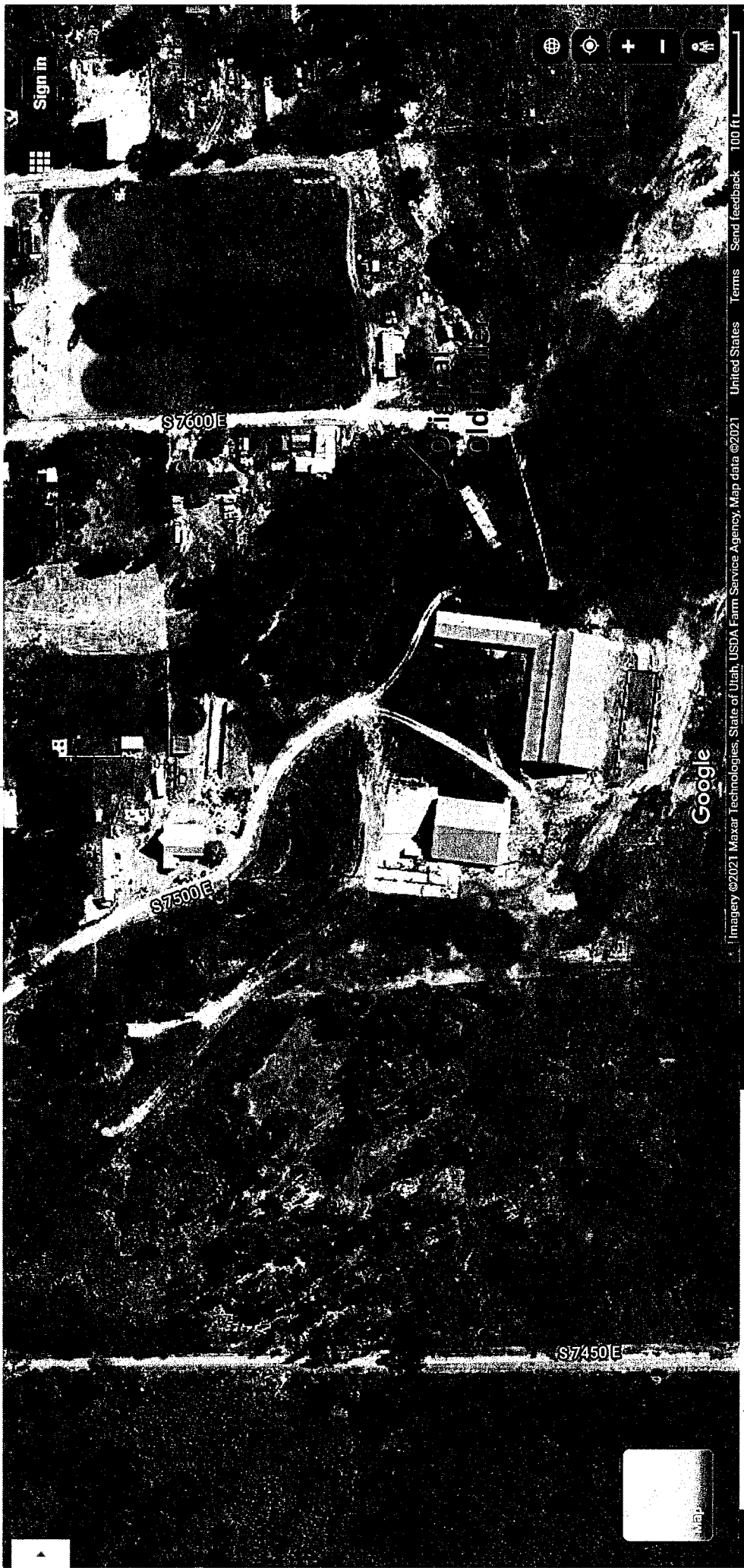
Property Owner Signature

"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





Sign in



100 ft

Send feedback

Terms

United States

Imagery ©2021 Maxar Technologies, State of Utah, USDA Farm Service Agency, Map data ©2021

Google

Map

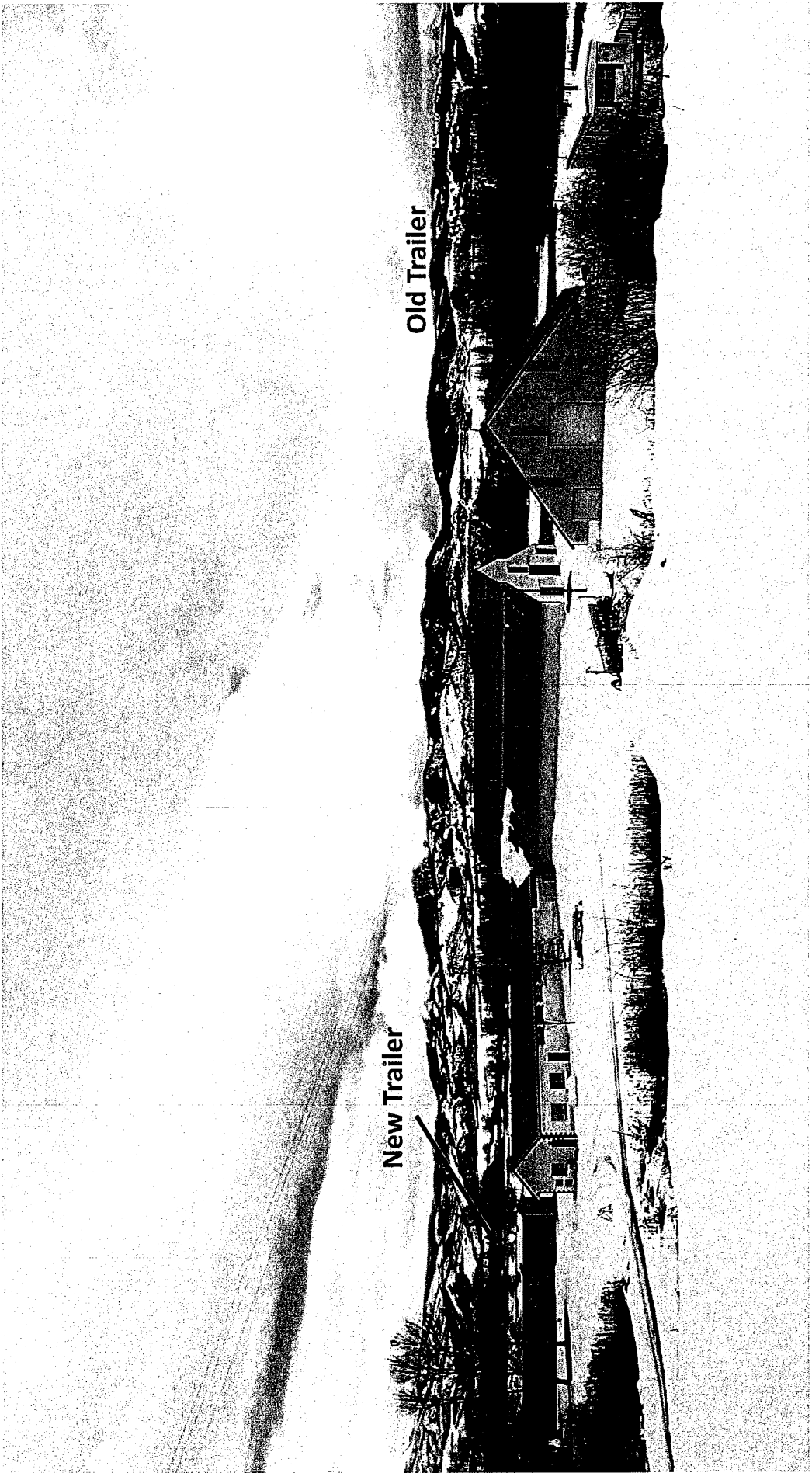
Dotted line is Town boundary



Picture taken with drone February 2021



[illegible]



**HUNTSVILLE TOWN  
ORDINANCE NO. \_\_\_\_\_**

**ANNEXATION UPDATED**

**AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, REPEALING AND  
RE-ENACTING CHAPTER 15.27 UPDATING ANNEXATION TO  
COMPLY WITH CHANGES TO STATE LAW; SEVERABILITY; AND  
PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, Part 4, Chapter 2 of Title 10 of the *Utah Code Annotated* governs annexation and was significantly modified in 2015 and subsequently amended;

**WHEREAS**, the Town adopted Chapter 15.27 as the procedure for annexation prior to the 2015 and subsequent amendments;

**WHEREAS**, the Town desires to streamline the updated annexation regulations to account for future changes to state law;

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

**Section 1: Repealer.** Chapter 15.27 of the *Huntsville Municipal Code* is hereby repealed in its entirety. Any code, chapter, or section in conflict with this Ordinance is hereby repealed in its entirety and referenced thereto vacated.

**Section 2: Re-enactment.** Chapter 15.27 of the *Huntsville Municipal Code* are hereby re-enacted to read as follows:

**Chapter 15.27  
Annexation**

**15.27.010 Annexation Policy Plan.**

If the Town desires to annex any unincorporated area into the boundaries of the Town, the Town must first adopt an Annexation Policy Plan in accordance with Utah Code Annotated §10-2-401.5, as amended.

**15.27.020 Annexation Process.**

The annexation process shall comply with Part 4, Chapter 2, of Title 10 of the Utah Code Annotated, including any amendments to the same.

**15.27.030 Land Use Upon Annexation.**

The land use for any unincorporated area annexed into the City, or subject to a boundary adjustment, is governed by Utah Code Annotated §10-9a-506, 1953, as amended.

**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 take effect immediately upon mayoral approval and posting.

PASSED AND ADOPTED by the City Council on this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
JIM TRUETT, Mayor

ATTEST:

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

RECORDED this \_\_\_\_ day of \_\_\_\_\_, 2020.

PUBLISHED OR POSTED this \_\_\_\_ day of \_\_\_\_\_, 2020.

**CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING**

In accordance with Utah Code Annotated §10-3-713, 1953 as amended, I, the Town Clerk of Huntsville Town, hereby certify that foregoing Ordinance was duly passed and published or posted at: 1) Town Hall, 2) \_\_\_\_\_, and 3) \_\_\_\_\_ on the above referenced dates.

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

DATE: \_\_\_\_\_