

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, November 18th, 2021, 7:00 p.m.

Huntsville Town Hall, 7309 East 200 South, Huntsville, UT

Name	Title	Status
James A. Truett	Mayor	Present
Richard Sorensen	Council Member	Present
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Zoom
Kevin Anderson	Council Member	Present
Beckki Endicott	Clerk	Excused
William Morris	Legal Counsel	Zoom

Citizens: Russ Heszler, Todd Meyers, Dakota Hyde, Phillip Clawson, Merilee Clawson, Jeff Hyde, Jennifer Sorensen, Dan Davis, Rex Harris, River Hyde, Hunter Swift

1-Mayor Truett called the meeting to order. There is a full quorum present.

2-Pledge of Allegiance led by TCM Richard Sorensen.

3-Opening Ceremony given by TCM Max Ferre'.

4-Public Comments: There were none.

5-Sheriff's Report: Lt. Ryan reported that vehicle burglary is on the rise in the valley and in Ogden. He admonishes residents that if they go out to warm up their cars, that they should be in them. Over the weekend they had two more vehicle thefts from Eden and six additional burglaries. All the stolen cars have been recovered in Ogden. This is not just a valley problem. It is in Weber and Davis County.

Mayor Truett asked Beckki to send this information out to residents through the water bill and through email blast.

6-Discussion and/or action on approval of the minutes for TC Meeting, November 4, 2021. (See Attachment #1) TCM Max Ferre' motioned to approve the minutes of the TC Meeting, November 4, 2021. TCM Kevin Anderson seconded the motion. All votes Aye. Motion passes.

7-Discussion and/or action on approval of the minutes for the Municipal Canvass, November 16, 2021. (See Attachment #2) TCM Max Ferre; motioned to approve the minutes for the Municipal Canvass, November 16, 2021. All votes Aye. Motion passes.

8-Discussion and/or action on Ordinance 2021-11-18: Municipal Transient Room Tax. (See Attachment #3) Attorney Bill Morris introduced the ordinance which imposes a 1% tax on room rentals under 30 days. This would apply to the bed and breakfasts, hotels, and other legal nightly rentals. The ordinance states the tax would be in effect December 31, 2021 and the lag time is about 3 months. If passed, the ordinance will be filed with Bill Clayton at the State Tax Commission. **TCM Richard Sorensen motioned to approve Ordinance 2021-11-18:**

Municipal Transient Room Tax. TCM Kevin Anderson seconded the motion. TCM Max Ferre' stated he believed the Town was in need of this ordinance. All votes Aye. Roll Call Votes. Votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

9-Discussion and/or action on Preliminary Plat Approval, subdivision for CW Lands. (See Attachment #4) Beckki explained that CW Lands had come before the Planning Commission in October and the Planning Commission motioned to deny the Preliminary Plat approval. Per our Huntsville Town Ordinance, CW Lands requested the Preliminary Plat Approval go to the Town Council. Mayor Truett felt it to be a good idea to hold a Work Session with the Planning Commission and the Town Council to see if all the questions and concerns could be answered prior to coming to the Town Council for Preliminary Plat approval. Todd Meyer, project manager for Sage, came away from the meeting having participated in good discussions.

Todd Meyers stated he came away from the work session with a couple of things to follow up on prior to the TC meeting tonight. The first was flag lots in relation to fire hydrants. There was a question of whether there would be legal distance for the fire hydrants on a couple of the lots in the subdivision. The annexation agreement allows for 4 flag lots. He called Fire Marshall, David Reed, and the legal distance on a flag lot is 600 feet. Todd is moving the fire hydrants accordingly.

The other issue that was a concern that was unresolved from the Work Session was the implementation of a round about at the intersection of Highway 39 and 100 South. Todd contacted UDOT and they have been looking at the preliminary drawings and the annexation agreement with UDOT. He is certain that they will be able to make the adjustments needed for the round-about without it impacting the adjacent lots.

Mayor Truett read the letter of recommendation from Jared Anderson, Town Engineer. The recommendation for approval from our Town Engineer is subject to: 1) Final acceptance of septic system design for each lot by Weber Morgan Health Department and 2) Final submitted drawings showing items stated in the preliminary review dated 9/22/21.

TCM Kevin Anderson asked Jared Anderson why he would recommend approval of preliminary plat even though all the requirements have not been satisfied.

Jared Andersons responded that at the time of the Planning Commission Meeting from October, he reviewed the preliminary plat from Sage Development but did not have all the information in time for the review. Within 24 hours of that meeting, Jared had received all the information needed from CW Lands with the exception of the feasibility letter from the Weber Morgan Health Department. He explained Huntsville Town code simply requires a letter from WMHD

stating that it is possible to provide a septic system on the lots. The WMHD definition of feasibility comes from the State and is a much higher standard requiring the absolute type of system for each lot. It is Jared's opinion that Sage has met 75% of the State requirements which exceeds the Huntsville Town requirement. Jared stated that he has received the recommendation from the Weber Morgan Health Department verbally when Mayor Truett and Jared Anderson met with the Health Department. Jared stated he could ask for a document if needed.

Mayor Truett motioned to approve the Preliminary Plat for Sage Development subject to final acceptance of septic system design for each lot by Weber Morgan Health Department and final submitted drawings showing items stated in the preliminary review dated 9/22/21. TCM Max Ferre' seconded the motion.

TCM Richard Sorensen asked about some of the details on the plans. Jared Anderson replied that Sage will be able to add these details as they get more recommendations from Weber Morgan Health. TCM Sorensen asked Attorney Morris if he felt the motion covered all the areas of concerns. Attorney Morris recommended adding an amendment to the motion.

Mayor Truett amended the previous motion to include approval of the preliminary plat subject to staff agency, affected entity comments and compliance with code requirements. TCM Ferre' seconded that amendment.

Project manager Todd Meyers stated the Health Department is monitoring groundwater on the lots. CW Lands will not be back for final approval before June 2022.

TCM Kevin Anderson stated even though there is a lot to do before the final approval, he feels that meeting the preliminary requirements to be an important step in the process.

Mayor Truett called for a roll call vote. One vote Nay. Three votes Aye. Motion passes. Votes are reflected below.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson		X		

10-Discussion and/or action on Preliminary Plat Approval for North Arrow Condominiums, Jeff Hyde. (See Attachment #5) Beckki stated they had received the Subdivision Application from Jeff and Dakota Hyde for the North Arrow Condominiums. The Planning Commission met the previous night, November 17, 2021, and recommended for approval the Preliminary Plat subject to the final acceptance of existing septic systems from the Weber Morgan Health Department and final submitted drawings. Mayor Truett also explained that he had just received a letter from Summer Day and Brian Cowen regarding the letter of feasibility. The letter stated that this was not a final review; however, the wastewater flow rate for the seven-unit condominium was below what is anticipated with the current septic system.

Dakota Hyde described the history of the Compass Rose and the Development Agreement with the Town. They are now planning for the second phase of the Development. The building is on the original site plan from 2017. They have preliminary building plans but not engineered building plans yet. Dakota reviewed the preliminary building plans. There is a 7th unit in the building that is an ADA compliant room. Dakota stated that once they break the 20-room threshold, they need an additional room that is ADA compliant. They will have two ADA rooms between both buildings. The rooms in the new building are part of the North Arrow Condominiums. The rooms will be individually plated and allow others to purchase the rooms. They will be able to obtain title and ownership.

Dakota Hyde explained that the conditional use that they have received is for transient rooms. The owners that purchase these rooms will not be able to live in the rooms. Per the Huntsville Town code the owners will need to occupy the room less than 30 days per calendar year according to Attorney Morris. The rentals will also abide by the same ordinance of less than 30 days. The rooms will have a small kitchenette. There are not washers or dryers. These units are comfortable for a week of two. The Compass Rose will provide the furnishings.

This business model is gaining popularity in mountain towns. The hotel manages the units. Most customers will not know that the rooms are privately owned. The purpose of the model is to help finance the business. Currently, the Hyde's have more interested in owning the new rooms than they have rooms to sell. This model will help to diversify their financial risk.

Mayor Truett motioned to approve the preliminary plat for North Arrow Condominium Subdivision subject to final acceptance of septic system design and updated flows by Weber Morgan Health Department, final submitted drawings showing items stated in the preliminary review dated 11-10-21, staff agency and affected entity comments and compliance with code requirements. TCM Max Ferre' seconded the motion. Roll Call Vote. All votes Aye. Motion Passes. Votes are reflected below.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

11-Discussion on Re-Zone Petition from Phil & Merilee Clawson. Seeking to Re-Zone from R-1 to C-1. (See Attachment #6) Mayor Truett invited the Clawson's to explain their project. Merilee explained they lived at 7432 East and 100 South. They have a bed and breakfast that rents up to two rooms. When they originally moved here, their original idea was to remodel the barn in the back yard and have weddings and receptions there. The bed and breakfast would turn into a bride's room. They would rent it out from time to time. The receptions they would keep to about 50 people. Many people have asked about having weddings at their home.

Mayor Truett asked if food is served at the bed and breakfast. Merilee stated that it is advertised as a bed and breakfast and their room is stocked with all that they need for breakfast. There is a

kitchenette. She stated that in this COVID environment, then little interaction addresses a lot of customer needs.

Mayor Truett asked about where the event parking would be. Phil Clawson stated they would park and shuttle event parking from the park. Mayor Truett is concerned they are creating an island of commercial. Merilee responded that the Mercantile has commercial on one side and residential on the other side. She pointed out that their situation is similar. Merilee stated their property is surrounded by commercial property. She stated there is camaraderie between the hotel and coffee shop. Her patrons use their facilities as well. Mayor Truett asked about the neighbors and if they approved of the project. Mayor Truett asked if this was a public hearing. Many of the neighbors are here tonight.

Beckki clarified that this is a public meeting and not a public hearing. She stated that according to the minutes the Planning Commission's motion was to recommend consideration a ReZone from R-1 to C-1 with input moving forward that the Conditional Use Permit restrict hours of operation and noise issues and clarity on parking. The vote was 4 Aye's and 1 Nay. Per the code, neighbors within 500 feet of the Clawson home were invited to comment at this public meeting. Also, a public hearing was scheduled for December 2nd, 2021. Beckki clarified that tonight is the night to discuss the project and invite the neighbors to comment. The public hearing is for any additional public comment.

TCM Wendy McKay entered the meeting at 7:56 p.m.

Russ Heszler: Russ Heszler represents the Weber County Library and commented that the library is concerned that their library parking on 7400 East would be used for event parking at the Clawson's. The Weber County Library wants to make sure that there is available parking for their patrons. He would like to see a better plan from the Clawson's. He understands the Clawson's want to shuttle passengers; however, the participants might decide to park at the library anyway. Russ Heszler is also concerned that if someone was to slip and fall and get injured on their property, who would be liable. Phil Clawson proposed doing valet parking.

Dan Davis: Dan's home is angled in such a way that it overlooks their event location directly. He feels that his own barn would interfere with the neighbors. His barn has animals and smells like a barn. He doesn't want the Clawson's or customers to complain about the smell of a barn. Dan is also concerned about parking on his property and customers jumping the fence over to his property. Again, who is going to be liable if there is any injury. He is concerned about the events having fireworks.

Jennifer Sorensen: Jennifer is concerning about having a commercial zone in a residential farm area. She would like the property to be kept residential and quaint. She stated she submitted a letter that addresses even more of her concerns. **(See Attachment #7)**

TCM Sorensen stated he believed it might be difficult to remodel the barn so it is habitable. Phil Clawson stated the barn was built in 1908. The Clawson's stated they don't want to change the barn that much. It would just be a backdrop to the area for events.

TCM Max Ferre’: He is concerned about setting a precedent in Huntsville Town by rezoning a residential space to commercial, spot zoning.

TCM Wendy McKay: TCM McKay is concerned about the making the north side of 100 south a commercial environment. She is also concerned about parking and setting a precedent with other bed and breakfasts.

Phil Clawson stated there are other bed and breakfasts that already doing events. The Valley House is doing events. He states they are being honest and up front by applying for rezoning. He is supportive of the concerns, but he does not see things the same way. He states a Re-Zone is the only path to making the events/reception center a reality. If there was a way to make this a conditional use, they would love to see that change.

Phil Clawson questioned TCM Wendy McKay about the legality of her family’s Snow Shack. He stated he had a hard time finding that allowed in the Huntsville Code. TCM McKay stated it is a home-based business that has been continuously licensed for many years. They used to run the business at the park. The TC asked them to move the Snow Shack to their property, which they did. She explained it was at the Town Council’s request that it was put at that location.

12-Discussion and/or action on approval of parcel consolidation for parcel #240230029, #240230018, #240110008, #240110049, John Falls. (Attachment #8) Beckki explained that Artie Powell represented John Falls, Artie’s son-in-law, at the Planning Commission Meeting. The Planning Commission recommended for approval, a parcel consolidation of all four Falls lots. The Falls plan on building a home with an accessory building on the property.

Mayor Truett motioned to approve the parcel consolidation for parcel #240230029, #240230018, #240110008, #240110049 for John Falls. TCM Richard Sorensen seconded the motion. Roll Call vote. All votes Aye. Motion passes. Votes are reflected below.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Max Ferre’	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

13-Gate at Cemetery Point: The gate at Cemetery Point was locked last year. Residents have requested that this gate be back open for parking and walking. There is a tradition of this gate being open in the off season. Mayor Truett spoke with Sean Harwood, Forest Service District Ranger. Mayor Truett read a letter written by Sean Harwood stating that the gate would not be open. **(See Attachment #9)** TCM Max Ferre’ suggested that the residents write Blake Moore.

14-Update on the intersection project: The crews are starting on the temporary patches for pavement next week. In the spring, it will be asphalted. TCM Wendy McKay asked if the parking was clear of the planter boxes. TCM Sorensen responded that the parking is not affected.

Mayor Truett was approached by a resident that asked if one of the planter boxes could become a firepit. He wanted to bring it up and see what others thought about that.

15-Citizen Comments: **Dakota Hyde** is a 12-year member of Weber County Search and Rescue. Cemetery Point is the best access to the lake for ice dives and practice for ice rescues. It is difficult to get down there when the access is restricted.

Sandy Hunter – The Forest Service is a Federal Agency and there has to be a Federal Inquiry filed in order for the Forest Service to respond. She is working on a letter to Blake Moore.

TCM Kevin Anderson – He wanted to ask about the status of bed and breakfasts in Town. Beckki responded it is a conditional use for a residential zone. PCM Sandy Hunter stated that the bed and breakfasts are in residential zones. The Valley House, and other bed and breakfasts are not allowed to do events or receptions commercially. She stated this sounds like an enforcement issue. PCM Hunter stated the allowable use table prohibits weddings, receptions and commercial events in an R-1 zone. TCM Wendy McKay stated the committee talked about private weddings in residential zones. They wanted residents to be able to have private weddings at their homes.

Mayor Truett stated he performed a wedding at the Valley House a month ago. He wasn't compensated for the wedding. It was just for the guest that stayed there. PCM Hunter stated that staying at the Valley House is a commercial venture. This is not allowed in our code. Beckki stated that the owner is advertising for catering as well. Beckki stated the business license would require approval from the Weber Morgan Health Department.

Mayor Truett asked Beckki to write a letter to those businesses that would be affected by the transient room tax. She would like a council member to help add ADU's to the business license ordinance.

TCM McKay suggested Huntsville Town write a letter to the Valley House reminding them that they are a bed and breakfast and not a reception center. This is only fair to the other bed and breakfasts. **Rex Harris** commented it wouldn't hurt to remind them about the parking requirements as well.

16-Update on Traffic Study: TCM Sorensen wanted to review the conclusions from the traffic study done at the 7400 East and 200 South intersection. The study, done through Utah State University Technical Assistance, was conducted in September which is a low traffic time. The numbers didn't justify a four way stop. **(See Attachment #10)** TCM Richard Sorensen stated he believed the intersection still warrants a 4 way stop because of the blind turns involved. Rex Harris stated Huntsville could put a 4-way stop sign at any place they wanted to. There didn't need to be numbers to justify the stop sign.

17-Update on Ice Skates: Beckki stated a youth from the Ogden area who participates in the hockey league at the Ice Sheet has volunteered to raise \$5,000 and take skate donations. The effort is going well, and she is posting updates on Facebook. One of the events the youth would like to plan is an outdoor hockey game. Admission to the pick-up game would be a pair of skates.

18-Approval of the Bills, October 2021. **TCM Max Ferre'** motioned to approve the bills for **October 2021**. TCM Richard Sorensen seconded the motion. All votes Aye. Motion passes.

19-Adjournment of Meeting: **TCM Richard Sorensen** motioned to adjourn the meeting. TCM Max Ferre' seconded the motion. All votes Aye. Motion passes.

Meeting is adjourned at 9:02 p.m.


Beckki Endicott, Town Clerk

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING
Thursday, November 4th, 2021, 7:00 p.m.
Huntsville Town Hall, 7309 East 200 South, Huntsville, UT

Name	Title	Status
James A. Truett	Mayor	Present
Richard Sorensen	Council Member	Present
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Excused
Kevin Anderson	Council Member	Present
Beckki Endicott	Clerk	Excused
William Morris	Legal Counsel	Excused

Citizens: Shannon Smith – Clerk, Sheree Evans, Isabelle Wolchek, Rachel Torres, Christopher Wolchek and Liz Poulter

1-Mayor Truett called the meeting to order. There is a full quorum present.

2-Pledge of Allegiance given by Isabelle Wolchek, Eagle Scout from Troop 1896 in Utah and Troop 2018 in Maryland.

3-Opening Ceremony given by TCM Max Ferre'.

4-Public Comments: Liz Poulter wanted to know if there was an update on the status of gate closures at Cemetery Point. The gates were locked at Cemetery Point last year and closed to fisherman and cars. She would like to see the gates open. Mayor Truett will talk to Sean Harwood about the status of the gates. He stated the Forest Service would leave the gates open this year, that this was an insurance issue that was not anticipated when the concessionaire changed at Cemetery Point.

5-Sheriff's Report: Lt. Ryan reported that there have been a rash of vehicle burglaries and stolen vehicles in the area. The car that was stolen was recovered in the middle of Ogden. However, he would like residents to be advised to make sure that their vehicles are locked and secured, that valuables not get left in the vehicles. Garages also need to be secure. Mayor Truett would like this to be put in the water bill. These are unusual thefts and break in's. It usually happens at the pull out's around the lake; however, it is happening in our neighborhoods.

There was a head on collision at the dam a couple of weeks ago. There was a fatality and a 9-year-old was taken in critical condition to the hospital. The accident is being investigated. The size of accident closed the canyon and caused many traffic delays in the area. Lt. Ryan stated the 9-year-old will make a full recovery.

6-Presentation Eagle Scout Award. Isabelle Wolcheck moved during COVID from Maryland to Utah and was able to participate in both her Maryland Troop 2018 and her Utah Troop 2018 while working toward the rank of Eagle Scout. She lives in Huntsville and attends DaVinci academy. She joined Scouting when Scouts lifted the ban on girls in Troops. She is part of the

first inaugural year of female Eagle Scouts. She is the second female Eagle Scout in Weber County. Mayor Truett presented Isabelle with a plaque of congratulations from Huntsville Town.

7-Discussion and/or action on approval of the minutes for TC Meeting, September 30, 2021. (See Attachment #1) TCM Max Ferre' motioned to approve the minutes for TC Meeting, September 30, 2021. TCM Kevin Anderson seconded the motion. All votes Aye. Motion Passes.

8-Discussion and/or action on approval of the minutes for the Work Session, September 30, 2021. (See Attachment #2) TCM Kevin Anderson motioned to approve the minutes for TC Meeting, September 30, 2021. TCM Max Ferre' seconded the motion. All votes Aye. Motion Passes.

9-Discussion and/or action on approval of the minutes for the Emergency Session, October 7, 2021. (See Attachment #3) TCM Max Ferre' motioned to approve the minutes for TC Meeting October 7, 2021. TCM Richard Sorensen seconded the motion. All votes Aye. Motion Passes.

10-Discussion and/or action on approval of water connection for Steve Johnson, 7360 East 100 South, parcel #240140048. (See Attachment #4) Mayor Truett explained that this is an in town connection for the Steve Johnson lot. It is vacant at this time. **TCM Max Ferre' motioned to approve the in town water connection for the Steve Johnson Property at 7360 East 100 South, parcel #240140048.** TCM Kevin Anderson seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below. Motion Passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

11-Appointment of Sheree Evans to Treasurer for Huntsville Town. (See Attachment #5) Sheree Evans has been hired to fill the position of Kay Larrison, who will be leaving at the end of the year. Sheree has been training with Kay for the last month. **Mayor Truett motioned to appoint Sheree Evans as Treasurer of Huntsville Town.** TCM Richard Sorensen seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

12-Discussion and/or action on approval of new computer purchase for town clerk. (See Attachment #6) Mayor Truett explained that Beckki was in need of a new computer and the funds are in the budget. **TCM Ferre' motioned to approve the purchase of a new computer for the town clerk.** TCM Kevin Anderson seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

13-Discussion and/or action on Ordinance 2021-9-23: Appeals Authority Updates. (See Attachment #7) Shannon explained that the appeals authority wanted to clear up a section of code that addressed the majority votes. It is section 15.5.3.E. Shannon read the proposed change. The public hearing has already taken place. **Mayor Truett motioned to approve Ordinance 2021-9-23: Appeals Authority Update.** TCM Richard Sorensen seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

14-Discussion and/or action on price increase for recycling services. (See Attachment #8) Mayor Truett explained that the Town Council received notice of the increase in price for recycling services. The letter from EconoWaste explains that recycling costs have increased from \$26.10 per ton to \$50.79 per ton. Mayor Truett added that the price for commercial cans are increasing almost double the price from \$8.52 to \$15.00 per can. The commercial cans are substantially heavier. He stated that EconoWaste has been a good company to work with. They have helped a lot with the Huntsville Marathon and other events. TCM Sorensen didn't like the huge increase cost for the commercial costs but understands that the Town must look at passing on the costs to residents and businesses. **TCM Max Ferre' motioned to accept the price increases from EconoWaste and make the prices effective on December 1, 2021.** TCM Richard Sorensen seconded the motion. All Votes Aye. Roll Call Vote. Votes are reflected below. Motion Passes.

After discussion regarding the timing of the water bill **TCM Ferre' motioned to amend the previous motion to make the effective date of the new rates January 1, 2021.** TCM Sorensen seconded the motion. All votes Aye. Motion Passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

15-Presentation of letter from CW Lands regarding the Sage Subdivision. (See Attachment #9)

Mayor Truett stated the Planning Commission denied the Preliminary Plat stating the information submitted wasn't complete. CW Lands wrote a letter per the Huntsville Town Code requesting the Preliminary Plat be heard at the November 18th Town Council Meeting. The letter from the PC addresses some concerns they have regarding the Preliminary Plat. Mayor Truett stated that the PC did this in error. He stated that the intent of the Planning Commission was to table the Plat and have CW Lands come back to the Planning Commission. The PC made the motion to deny and because of the denial the Preliminary Plat can now come to the Town Council. The TC will look at the Plat on November 18th as well as have a work session with the PC on November 16th to hear their concerns.

Mayor Truett commented that in addition to the CW Lands preliminary plat, he would like to have a discussion with the PC on the Randy Day project south of Huntsville Town. Randy Day would like a letter from Huntsville Town stating that Huntsville does not want to Annex. Weber County is requiring this letter before they start to work with him.

TCM Kevin Anderson asked if there was a public hearing at the Planning Commission. The Huntsville Town Code does not require public hearing at Preliminary Plat.

16- Huntsville Town Christmas Party. Mayor Truett announced the Christmas Party would be on December 10th.

17-Intersection Project. Mayor Truett gave a short update on the intersection project at 7400 East and 200 South. TCM Max Ferre' will talk to our vendors regarding the asphalt. He believes that it is too cold, but he will discuss the project with the vendor. Mayor Truett received the traffic report from the engineers. The report didn't support a 4 way stop. The TC expressed support for a 4 way stop.

18-Ice Rink Update. Mayor Truett explained that 80% of the ice skates from the ice shack were thrown away while a youth group cleaned out the ice shack. It is possible that Huntsville may not be able to open the ice rink for the winter. The ice sheet has volunteer to identify someone to help to an ice skate drive. They will be in touch with Beckki.

19-Citizen Comment: **Isabelle Wolchek** thanked the TC for the plaque and the opportunity to be there.

Lt. Ryan wanted to update the TC on the prescription drug collection at Valley Markey last month. He stated that Valley Market collected about 70 pounds of prescription location. Lt. Ryan stated there are secure deposit boxes for prescription medication drops. He wanted to know if

Huntsville would like to have a drop box. The drop box will be on the inside of the building. He asked the TC to think about it.

Mayor Truett wanted to express thanks to all the candidates who ran for office in this election. It takes a lot of time, and the Town Council appreciates all the efforts.

20-Approval of the Bills, September 2021. TCM Max Ferre' motioned to approve the bills for September, 2021. TCM Kevin Anderson seconded the motion. All vote Aye. Roll Call Vote. Votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Max Ferre'	X			
CM Richard Sorensen	X			
CM Kevin Anderson	X			

15-Adjournment of Meeting: TCM Max Ferre' motioned to close the meeting. TCM Kevin Anderson seconded the motion. All votes Aye. Motion passes.

Meeting is adjourned at 8:24 p.m.

Beckki Endicott, Town Clerk

MINUTES OF THE HUNTSVILLE TOWN CANVASS
Thursday, November 16th, 2021, 7:00 p.m.
Huntsville Town Hall, 7309 East 200 South, Huntsville, UT

Name	Title	Status
James A. Truett	Mayor	Present
Richard Sorensen	Council Member	Excused
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Zoom
Kevin Anderson	Council Member	Present
Beckki Endicott	Clerk	Present
William Morris	Legal Counsel	Excused

Citizens: Artie Powell, Sandy Hunter, Liz Poulter, Allen Endicott, Steve Songer

1-Mayor Truett called the meeting to order. There is a full quorum present.


2-Discussion and /or action to approve Huntsville Town Resolution 2021-11-16; a Resolution approving the Canvass of the 2021 Municipal General Election. (See Attachment #1)

Mayor Truett read Resolution 2021-11-16: A Resolution approving the Canvass of the 2021 Municipal General Election. TCM Kevin Anderson motioned to adopt Resolution 2021-11-16. TCM Ferre' seconded the motion. All votes Aye. Roll Call Vote. The votes are reflected below. Motion passes.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Max Ferre'	X			
CM Richard Sorensen				X
CM Kevin Anderson	X			

3-Adjournment of Meeting: TCM Max Ferre' motioned to close the meeting. TCM Kevin Anderson seconded the motion. All votes Aye. Motion passes.

Meeting is adjourned at 7:53 p.m.


Beckki Endicott, Town Clerk



HUNTSVILLE TOWN
RESOLUTION 2021-11-16

**A RESOLUTION OF HUNTSVILLE TOWN, UTAH, APPROVING THE
CANVASS OF THE 2021 HUNTSVILLE TOWN MUNICIPAL GENERAL
ELECTION.**

P.O. Box 267
Huntsville, UT 84317

Phone 801.745.3420
Fax 801.745.1792
Web HuntsvilleTown.com

Mayor
James A. Truett

Town Council
Blake Bingham
Max Ferre'
Wendy McKay
Richard Sorensen

Town Clerk/Recorder
Beckki Endicott

Treasurer
Larrison

Attorney
Bill Morris

WHEREAS, on November 2, 2021, the regular Municipal General Election was held; and

WHEREAS, on November 16, 2021, the City Council convened as the Board of Canvassers, to canvass the returns of the said Municipal General Election; and

WHEREAS, the Town Council, during the canvass of the ballots, inspected the ballot results including any absentee ballots received by Election Day; and

WHEREAS, the Town Council has determined that the election and voting were conducted in compliance with law,

NOW, THEREFORE, BE IT RESOLVED by the Huntsville Town Council as follows;

Section 1. The Town Council, as the official Board of Canvassers, hereby accepts and approves the reports entitle "Audit Summary Report" and "Statement of Votes Cast" for the 2021 Huntsville Town General Election held on November 2, 2021.

Section 2. The following candidates are declared to have received the number of votes indicated:

Mayor(4-year term)

Richard L. Sorensen – 191 votes

Doug Allen – 108 votes

Town Council Seat (4-year term)

Artie Powell – 195 votes

Sandy Hunter – 190 votes

Santos Arroyo – 122 votes

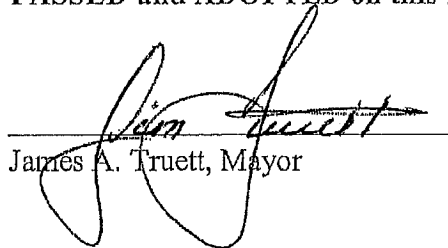
Section 3. The following Candidates, having qualified by number of votes, are declared elected as Mayor and Council members to serve a four-year term beginning in January 2022:

Mayor – Richard L. Sorensen
Town Council Seat – Artie Powell, Sandy Hunter


Section 4. The Town Clerk Recorder shall furnish a certified copy of this Resolution and copies of the Election Summary Report and Statement of Votes Cast to the Lieutenant Governor’s Office on or before the third Friday following the Municipal General Election.

Effective Date. This Resolution shall be effective immediately upon passage and adoption.

PASSED and ADOPTED on this 16th day of November, 2021.


James A. Truett, Mayor

ATTEST:


Beckki Endicott, Clerk Recorder



VOTES:	AYES	NAYS	EXCUSED	RECUSED
Mayor Truett	X			
CM Max Ferre'	X			
CM Kevin Anderson	X			
CM Wendy McKay	X			
CM Richard Sorensen			X	



Audit Summary Report

County: Weber

Election: 2021 Municipal General

Election Official's Signature: [Signature]

Date: 11/10/2021

ES&S Ballot Audit Summary

1. Number of ballots processed by ES&S machines (DS200 & DS450): 34,300 * this is the number of ballots processed at the time the audit list was sent to the Lt. Governor
2. Number of ballots audited: 343
3. List the contests on the ballot that were audited: All races on the ballots were audited

4. Were there any differences between the Cast Vote Record (CVR) and the votes cast on the ballot?
☐ YES* ☒ NO (*If YES, please attach an explanation of any inconsistencies)

Signature Affidavit Audit Summary (complete only if applicable)

5. Number of signature affidavits audited: 417
6. Did the signature audit reveal any inconsistencies between a signature's initial verification and the audit?
☒ YES* ☐ NO (*If YES, please attach an explanation any inconsistencies) See bottom of page

Recount Audit Summary (complete only if applicable)

7. Name of contest recounted: _____
8. Number of ballots audited: _____
9. Were there any differences between the Cast Vote Record (CVR) and the votes cast on the ballot?
☐ YES* ☐ NO (*If YES, please attach an explanation of any inconsistencies)

*One affidavit signature in the audit was passed in a first review by a seasonal worker that did not match the voter's signature. The voter should have been sent a cure letter. This can be addressed with better and continued training of seasonal workers

Huntsville Town, Utah
Municipal Primary Election
November 2, 2021

Summary of Votes Cast – 417 Active Registered Voters

In Person	4	1.3%
By-Mail/Drop Box	297	98.7%
Total	301	72.2%

By Mail Ballot Summary

Ballots Mailed	417
Ballots Returned and Counted	297
Ballots not Counted	3

Reasons for not counting	Qty
Returned Past Deadline	1
Returned unsigned	0
No ID verification	0
Signatures did not match the voter record	2
Totals	3

Each voter whose ballot was not counted was notified of the reason their ballot was not counted and given instructions on how to correct the deficiency. Additionally, voters were presented the opportunity to opt in to receive free text, email, and/or voice call notifications of when ballots were mailed, received, challenged and/or counted.

Provisional Ballot Summary

Provisional Ballots Cast	0
Ballots Not Counted	0

Summary Results Report
2021 GENERAL ELECTION
November 2, 2021

OFFICIAL RESULTS

HUNTSVILLE TOWN

STATISTICS

TOTAL

Registered Voters - Total	417
Ballots Cast - Total	301
Voter Turnout - Total	72.18%

Summary Results Report
2021 GENERAL ELECTION
November 2, 2021

OFFICIAL RESULTS

HUNTSVILLE TOWN

HUNTSVILLE TOWN MAYOR Huntsville Town Mayor
Vote For 1

	TOTAL	VOTE %
RICHARD L. SORENSEN	191	63.88%
DOUG ALLEN	108	36.12%
Total Votes Cast	299	100.00%

HUNTSVILLE TOWN COUNCIL Huntsville Town Council
Vote For 2

	TOTAL	VOTE %
ARTIE POWELL	195	38.46%
SANDY HUNTER	190	37.48%
SANTOS ARROYO	122	24.06%
Total Votes Cast	507	100.00%

**PUBLIC NOTICE OF WORK SESSION and CANVASS/CERTIFICATION OF
THE 2021 MUNICIPAL ELECTION
TUESDAY, NOVEMBER 16th, 2021**

Public Notice is hereby given that the Huntsville Town Council and Planning Commission of Weber County, Utah, will hold a Work Session at the Huntsville Town Hall on Thursday, November 16th, 2021 at 6:00 p.m. The meeting will be held at the Huntsville Town Hall, 7309 East 200 South.

Public notice is hereby given that the Huntsville Town Council acting as the Board of Canvassers will hold a Municipal Election Canvass, with the Huntsville Town Council, at the Town Hall located at 7309 East 200 South, in Huntsville. The Canvass will be held Tuesday, November 16th at 7:00 p.m.

The items to be discussed at the work session are as follows:

1. Call to order
2. Discussion on Potential Annexation of land south of Huntsville Town, Randy Day Project.
3. Discussion on Preliminary Plat of Sage/CW Lands.
4. Adjournment of the work session and the opening of the 2021 Election Canvass.
5. Discussion and/or action to approve Huntsville Town Resolution 2021-11-16; a Resolution approving the Canvass of the 2021 Municipal General election.
6. Motion to adjourn the Canvass.

Dated this 15th of November, 2021

Beckki Endicott
Beckki Endicott, Clerk

Posted: Town Hall
Post Office
huntsvilletown.com
pmn.utah.gov

In compliance with the Americans with Disabilities Act, persons needing assistance with attendance to these meetings should call Beckki Endicott@ 745-3420, giving at least a 48 hour advance notice.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provision of U.C.A. §10-3-713, 1953 as amended, I, the municipal recorder of Huntsville Town, hereby certify that foregoing ordinance was duly passed and published, or posted at
1) Huntsville Town Hall 2) Huntsville Town Post Office 3) www.huntsvilletown.com 4) pmn.utah.gov

Beckki Endicott
Town Clerk

DATE: 11/15/2021

HUNTSVILLE TOWN
ORDINANCE NO. 2021-11-18

MUNICIPAL TRANSIENT ROOM TAX

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, ADOPTING TITLE 6 ENTITLED “ADMINISTRATIVE CODE”; ADOPTING CHAPTER 6.06 ENTITLED MUNICIPAL TRANSIENT ROOM TAX; SEVERABILITY; AND 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 3 of Title 59, Chapter 12 of the *Utah Code Annotated*, 1953, as authorizes the Town to impose a Transient Room Tax;

WHEREAS, the Town desires to stabilize its tax based and impose the Transient Room Tax as provided in state law;

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

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

Section 2: Adoption. Title 6 entitled “Administrative Code” of the *Huntsville Municipal Code* is hereby adopted, and Chapter 6.06 entitled “Transient Room Tax” of the *Huntsville Municipal Code* is hereby adopted to read as follows:

**Chapter 6.06
Transient Room Tax**

Sections:

- 6.06.010 Title.**
- 6.06.020 Purpose.**
- 6.06.030 Effective Date.**
- 6.06.040 Definitions.**
- 6.06.050 Transient Room Tax.**
- 6.06.060 Gross Receipts.**
- 6.06.070 Exemptions to Transient Room Tax.**
- 6.06.080 Payments.**
- 6.06.090 Penalties and Interest.**

6.06.010 Title.

This Chapter shall be known as the Transient Room Tax Ordinance of Huntsville Town.

6.06.020 Purpose.

The Utah State Legislature has authorized municipalities to enact a Transient Room Tax that may be collected from persons and entities providing public accommodations in the Town. It is the purpose of this Chapter to provide for the uniform assessment and collection of that tax pursuant to Part 3 of Title 59, Chapter 12 of the *Utah Code Annotated* (as amended).

6.06.030 Effective Date.

This Chapter shall become effective as of December 31, 2021.

6.06.040 Definitions.

For the purpose of this Chapter, the following terms, phrases and words shall have the following meanings:

1. "Public Accommodations" means a place providing temporary sleeping accommodations that are regularly rented to the public and includes:
 - a. A motel;
 - b. A hotel;
 - c. An inn;
 - d. A recreational vehicle park;
 - e. A campground;
 - f. A bed and breakfast establishment;
 - g. A condominium; and
 - h. A resort home.
2. "Rent" means:
 - a. Rents; and
 - b. Timeshare fees and dues.
3. "Transient" means the occupation of a public accommodation, by a person, of less than thirty (30) consecutive days.

6.06.050 Transient Room Tax.

There is hereby levied upon the business of every person, company, corporation, or other like and similar persons, groups, or organizations, doing business in the Town as motels, hotels, recreational vehicle parks, inns or like, and similar public accommodations, an annual license tax equal to one percent (1%) of the gross revenue derived from the rent for each and every occupancy of a suite, room, or rooms, for a period of less than thirty (30) days.

6.06.060 Gross Receipts.

For purposes of this Section, gross receipts shall be computed upon the base room rental rate. There shall be excluded from the gross revenue, by which this tax is measured:

1. The amount of any sales or use tax imposed by the State of Utah or by any other governmental agency upon a retailer or consumer;

2. The amount of any Transient Room Tax levied under authority of Chapter 31, Title 17 of the *Utah Code Annotated* (as amended), or its successor;
3. Receipts from the sale or service charge for any food, beverage, or room service charges in conjunction with the occupancy of the suite, room, or rooms, not included in the base room rate; and
4. Charges made for supplying telephone service, gas, or electrical energy service, not included in the base room rate.

6.06.070 Exemptions to Transient Room Tax.

No Transient Room Tax shall be imposed under this Chapter upon any person:

1. Engaged in business for solely religious, charitable, or other types of strictly nonprofit purpose who is tax exempt in such activities under the laws of the United States and the State of Utah; or
2. Engaged in a business specifically exempted from municipal taxation and fees by the laws of the United States of the State of Utah.

6.06.070 Payments.

On or before the effective date of this Chapter, Huntsville Town shall contract with the State Tax Commission to perform all functions incident to the administration and collection of the Municipal Transient Room Tax, in accordance with the provisions of this Chapter and *Utah Code Annotated* §59-12-354 (as amended) or its successor. The Mayor is hereby authorized to enter into any agreements with the Utah State Tax Commission that may be necessary for the continued administration and operation of the Transient Room Tax enacted by this Chapter.

6.06.080 Penalties and Interest.

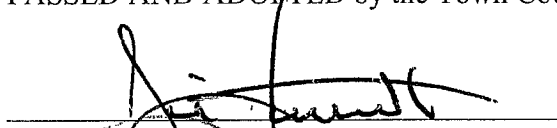
Penalties and interest equal to those authorized by *Utah Code Annotated* §59-1-401 and 59-1-402 (as amended), or their successors, shall be imposed on any person who:

1. Is required to pay the tax under this part; and
2. Does not remit the tax to the collecting agent within the time prescribed by law.


(Remainder of this page let blank intentionally)

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 shall continue in full force and effect.

PASSED AND ADOPTED by the Town Council on this 18 day of November, 2021.



JIM TRUETT, Mayor
ATTEST:



Becki Endicott
Town Clerk



RECORDED this 18 day of November, 2021.
PUBLISHED OR POSTED this 18 day of November, 2021.

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 the foregoing Ordinance was duly passed and published or posted at: 1) Town Hall, 2) Huntsville Post Office, and 3) www.Huntsvilletown.com on the above referenced dates.



Becki Endicott
Town Clerk

DATE: 11/18/2021

Huntsville Town

Subdivision Application

Applicant Name: CW LAND

Applicant Mailing Address: 1222 LEGACY CROSSING, CENTERVILLE, UTAH 84014

Email: todd@cw.land

Phone: 801-520-4072

Brief Description of Proposed Subdivision: 21 LOT SUBDIVISION FOR SINGLE FAMILY HOMES ON 3+ ACR LOTS.

Applicant Signature: [Signature]

Date: 9/16/21

Parcel Owner's Permission for Subdivision Application

The undersigned authorize this application for subdivision:

Parcel Number(s): 240190001, 210260040, 240190023, 240190011, 210260041, 240190012, 240190015

Parcel(s) Owner Name: CW THE SAGE LLC

Parcel(s) Owner Mailing Address: 1222 LEGACY CROSSING, CENTERVILLE, UT 84014

Email: COLIN@CW.LAND

Phone: _____

Parcel Owner Signature: [Signature]

Date: 9/16/21

Title (Authorized Agent): MANAGER

The undersigned authorize this application for subdivision:

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: 9/16/2021

Fees Paid: _____

Beckki Endicott, Town Clerk

Huntsville Town Planning Commission – Subdivision Preliminary Plan

☐ Recommended for Approval

☐ Recommended for Conditional Approval

☒ Recommended for Rejection

☐ Deferred

Chair Signature: _____

Date: 9-23-21

Notes/Conditions: _____

Incomplete application, missing information

Huntsville Town Council – Subdivision Preliminary Plan

☐ Approved

☒ Conditional Approval

☐ Rejected

☐ Deferred

Mayor Signature: _____

Date: _____

Notes/Conditions: _____

Subject to Staff agency comments, affected entity comments, compliance w/ code requirements, final acceptance of septic system design for each lot by WMHD, final drawings showing items stated in the preliminary review dated 9/22/21

ATTEST:

Beckki Endicott
Beckki Endicott, Town Recorder

Date: 11/18/2021

Huntsville Town Planning Commission – Final Plat

☐ Recommended for Approval

☐ Recommended for Conditional Approval

☐ Recommended for Rejection

☐ Deferred

Chair Signature: _____

Date: _____

Notes/Conditions: _____

Huntsville Town Council – Final Plat

☐ Approved

☐ Conditional Approval

☐ Rejected

☐ Deferred

Mayor Signature: _____

Date: _____

Notes/Conditions: _____

ATTEST:

Beckki Endicott, Town Recorder

Date: _____

Huntsville Town Engineer – Final Plat & Final Improvement Plan

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Conditional Approval |
| <input type="checkbox"/> Rejected | <input type="checkbox"/> Deferred |

Town Engineer Signature: _____ Date: _____

Notes/Conditions: _____

Submission Requirements & Process:

- ☐ Completed & Signed Application Form
- ☐ Payment of Application Fee to Huntsville Town
- ☐ **Subdivision Preliminary Plan** requirements (see Titles 15.25.1 for all requirements):
 - Submit eight (8) copies of the Subdivision Preliminary Plan that includes the following:
 - Drawn to a scale no smaller than 100 feet to an inch.
 - The proposed named of the subdivision.
 - Sufficient information to accurately locate the proposed subdivision, including section corner ties.
 - The name(s) and address(es) of the subdivider, the licensed engineer (if required), and licensed land surveyor.
 - Land ownership of adjacent parcels to the proposed subdivision.
 - The boundary lines of the existing parcel(s) with bearings and distances.
 - The location of existing streets, water courses, irrigation ditches and structures, exceptional topography, easements and buildings within or immediately adjacent to the parcels being subdivided.
 - Existing and proposed septic systems, storm drains, water supply mains, water wells, land drains, and culverts within the parcel and immediately adjacent thereto.
 - North-pointing arrow, scale, and date of drawing creation.
 - A written Statement of Feasibility from the Weber County Health Department or Utah Division of Water Quality which states recommendations regarding sanitary sewage disposal.
 - The Subdivision Application and Subdivision Preliminary Plan must be reviewed by the Huntsville Planning Commission and approved by the Huntsville Town Council.
 - Approval the Subdivision Preliminary Plan by the Huntsville Town Council is valid for eighteen (18) months from the date of approval.
- ☐ **Final Plat** requirements (see Titles 15.25.1.8 for all requirements):
 - Submit four (4) copies of the Final Plat that includes all requirements outlined in Title 15.25.1.8.
 - A Letter of Certification by the subdivider's registered Land Surveyor, indicating that all lots meet the requirements of the Huntsville Town Land Use regulations.
 - The Final Plat must be recorded within eighteen (18) months from the date of approval of the Subdivision Preliminary Plan by the Town Council otherwise the subdivision application is considered void. A Subdivision Application that is considered void will require a new application with the accompanying appropriate fees.
- ☐ **Final Improvement Plan** requirements (see Titles 15.25.1.9 for all requirements):
 - Submit a complete set of Final Improvement Plans to the Huntsville Town Engineer stamped by a Utah Licensed Professional Engineer that includes all requirements outlined in Title 15.25.1.9.
 - Provide copies of utility contracts with applicable companies such as electric, gas, and telephone services.

ADDITIONAL PARCEL OWNERS

Parcel Owner's Permission for Subdivision Application

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

Beckki Endicott

From: Todd Meyers <todd@cw.land>
Sent: Thursday, November 18, 2021 11:28 AM
To: Jared Andersen
Cc: James Truett; Beckki Endicott
Subject: Roundabout - Fire Requirements

Jared,

Just want to let you know that yesterday I spoke with Nate Jones at U-Dot including discussing annexation agreement requirement for 3 acre lots. Reeve & Associates has the preliminary roundabout design to see the impact of the U-Dot acquisition.

Today I spoke with David Reed at the Weber Fire District. The Fire Code requires that fire hydrant be within 600 ft of a single family when on a flag lot or the home have 13D sprinkler system. The improvement plans show that lots 19 & 20 are easily be served as designed. To serve lots 11 & 12 we will need to move the fire hydrant to the west side of the street.



Todd Meyers
Land Project Manager
C. 801.520.4072
www.cwlandco.com

From: Nathan Jones <nathanjones@utah.gov>
Sent: Wednesday, November 17, 2021 10:05 AM
To: Todd Meyers <todd@cw.land>
Subject: SR-39 & 100 South Roundabout - Huntsville City/UDOT

Todd,

I appreciate you reaching out to me this morning to discuss the roundabout that UDOT will be constructing at the SR-39 & 100 South intersection in Huntsville.

I wanted to make sure that you had all of my contact information in case you needed to reach me. Please don't hesitate to reach out again if you for any reason.

As we discussed, we'll be setting up meetings with the stakeholders early next year to discuss the project in more detail.

Thanks again,
- Nate

NATE JONES, P.E. | REGION 1 PROJECT MANAGER
UDOT | UTAH DEPARTMENT OF TRANSPORTATION
D: 801.620.1628 | C: 801.668.2826 (Preferred)
Email nathanjones@utah.gov



Ogden Office

1481 East 5600 South, Suite E101, Ogden, Utah 84403 | 801.523.0100

14

Date: September 22, 2021
To: Mayor Jim Truett, Beckki Endicott, Huntsville Town Planning
Commission, Todd Meyer, Bill Morris
From: Jared Andersen
Subject: Preliminary Plan Review #1

Preliminary Plan Subdivision Review – 9/22/21

In accordance with Subdivision Ordinance 15.25.4 – 15.25.1.5.

Please provide the following:

15.25.1.5 A. 5. – Show Contour lines on preliminary plan.

15.25.1.5 A. 8. – Show existing and proposed septic systems, storm drains, water supply mains, water wells, land drains, and culverts within the tract and immediately adjacent thereto.

15.25.1.5 B. – Plans or written Engineering Statements prepared by a Utah-licensed engineer regarding the width and type of proposed pavement, location, size, and type of proposed septic wastewater treatment system, proposed water mains and fire hydrants, proposed storm water drainage facilities, and other proposed improvements such as sidewalks, planting, parks, and any grading of individual lots.

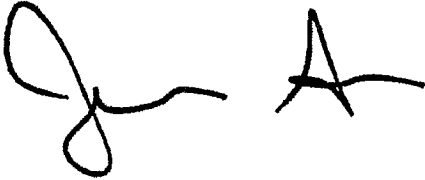
15.25.1.5 C. - A written Statement of Feasibility from the Weber County Health Department or the Utah State Division of Water Quality which states recommendations regarding sanitary sewage disposal shall be provided to the Huntsville Town Planning Commission prior to the recommendation of Preliminary Approval.

Comments:

1. There is no ordinance addressing flag lots, the development agreement allows up to four.
2. Recommend building areas be shown to avoid delineated wetlands.
3. Verify water rights and water sources for secondary water.
4. Recommend Geotechnical Study be completed for road section detail
5. Address whether road is public or private and future plan for roadway
6. Provide hydraulic report associated with stream change and bridge design

7. Bridge to be stamped and designed by structural engineer
8. Provide approval of final design from Weber Fire District

Comments and ordinance requirements are based on existing documents received. Future comments to be added once full set of preliminary plans are received.

A handwritten signature in black ink, appearing to read 'Jared Andersen', with a stylized 'A' and a horizontal line extending to the right.

Jared Andersen, P.E.
Huntsville Town Engineer
Sunrise Engineering
jandersen@sunrise-eng.com



Ogden Office

1481 East 5600 South, Suite E101, Ogden, Utah 84403 | 801.523.0100

Date: November 18, 2021
To: Mayor Jim Truett, Shannon Smith, Beckki Endicott, Huntsville Town Council, Huntsville Town Planning Commission
From: Jared Andersen
Subject: The Sage Preliminary Plan Review #1 Amendment

Preliminary Plan Review Amendment – 11/18/21

Mayor Truett and I met with Weber Morgan Health Department (WMHD) on 11/15/21. We discussed the Sage Development project and the WMHD approval process.

Huntsville Town ordinance states a feasibility letter from WMHD is required for preliminary approval. The ordinance states 'recommendations regarding sanitary sewage disposal'. The state definition of feasibility letter is much different than the Town ordinance. Sage Development has been in contact with the Health Department and is working towards the location and design septic systems for each lot on the property.

Sage Development has complied with all other requirements as requested in my review dated September 22, 2021.

I recommend Preliminary Approval of the Sage Development project subject to:

1. Final acceptance of septic system design for each lot by WMHD
2. Final submitted drawings showing items stated in the preliminary review dated 09/22/21.

A handwritten signature in black ink, appearing to read "Jared Andersen".

Jared Andersen, P.E.
Huntsville Town Engineer
Sunrise Engineering
jandersen@sunrise-eng.com

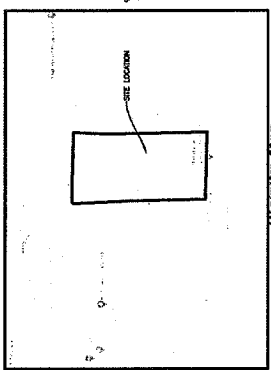
Project Narrative/Notes/Revisions

- 1. 07/27/21 - Initial Design
- 2. 08/02/21 - Updated Entry Grading & Retention Notes
- 3. 08/02/21 - Updated Entry Grading & Retention Notes
- 4. 08/25/21 - Updated Cross Section

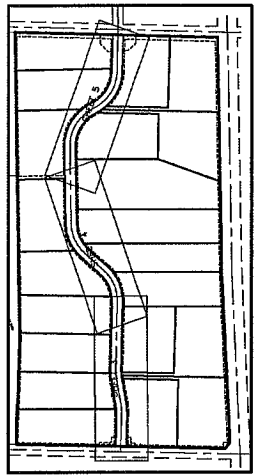
Sage

Improvement Plans

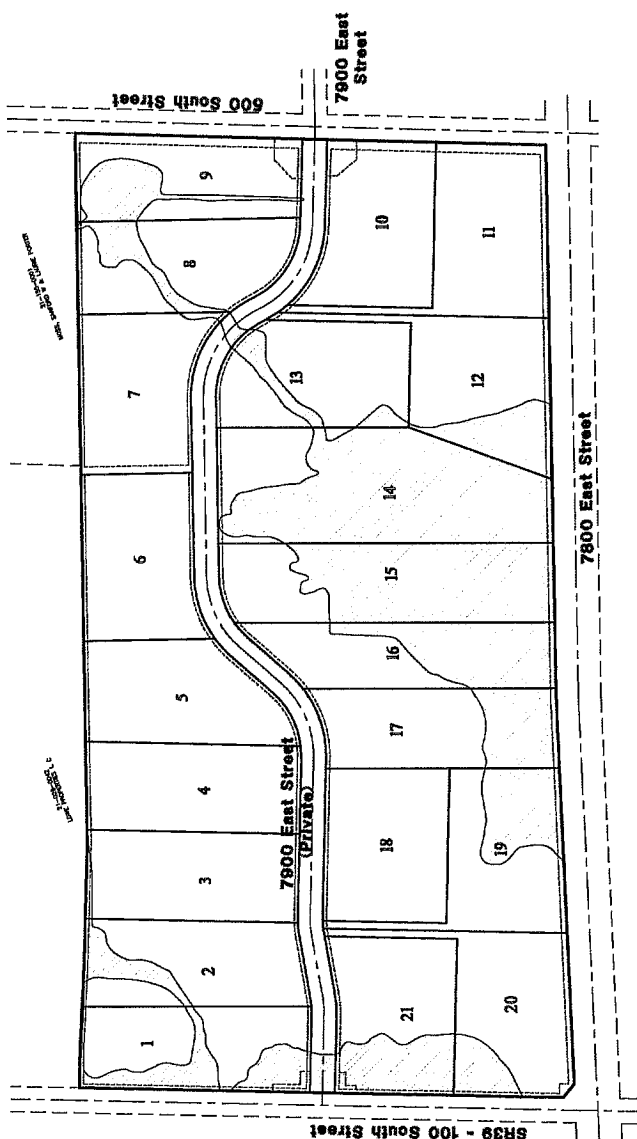
HUNTSVILLE TOWN, WEBER COUNTY, UTAH
JULY 2021



Vignette Map
NOT TO SCALE



Sheet Index Key Map
NOT TO SCALE



Cover/Index Sheet

Sage

HUNTSVILLE TOWN, WEBER COUNTY, UTAH



Project Info
Client: SAGE
Engineer: DAVID A. JORGENSEN, P.E.
Draftsman: C. KINGSLEY
Scale: 1" = 100'
Date: JULY 2021
Name: SAGE

Number: 7902-01
1
11 Total Sheets

Engineer's Notice To Contractors
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR STRUCTURES ARE NOT SHOWN ON THESE PLANS. CONTRACTORS ARE RESPONSIBLE FOR LOCATING AND MARKING ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ADJUSTING THE PLANS TO REFLECT ANY CHANGES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ADJUSTING THE PLANS TO REFLECT ANY CHANGES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES AND STRUCTURES.

Surveyor
Trevor Hatch
Reeve & Associates, Inc.
1222 N. South Street
Riverton, Utah, 84403
PH: (801) 921-3100

Developer Contact
Jeremy Wright
1222 N. South Street
Riverton, Utah, 84403
PH: (801) 921-3100

Project Contact
Jeremy Wright
1222 N. South Street
Riverton, Utah, 84403
PH: (801) 921-3100



Scale: 1" = 100'

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF REEVE & ASSOCIATES, INC. THEY SHALL NOT BE REPRODUCED, RE-USED, OR USED ON ANY PROJECT OTHER THAN THE PROJECT SPECIFICALLY DESIGNED FOR WITHOUT THE WRITTEN PERMISSION OF REEVE & ASSOCIATES, INC. ANY VIOLATION OF THESE TERMS SHALL BE CONSIDERED A BREACH OF CONTRACT AND SHALL BE SUBJECT TO LEGAL ACTION.

[illegible][illegible][illegible]

Survey Control Notes

Erosion Control General Notes:

THE CONTRACTOR TO USE BEST MANAGEMENT PRACTICES FOR PREVENTING EROSION AND SEDIMENTATION DURING CONSTRUCTION. EROSION CONTROL MEASURES SHALL BE INSTALLED TO PREVENT EROSION, SEDIMENTATION AND ALL WORK AREAS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION. EROSION CONTROL MEASURES SHALL BE INSTALLED TO PREVENT EROSION, SEDIMENTATION AND ALL WORK AREAS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION. EROSION CONTROL MEASURES SHALL BE INSTALLED TO PREVENT EROSION, SEDIMENTATION AND ALL WORK AREAS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION.

THE COMPTON IS REQUIRED BY STATE AND FEDERAL REGULATIONS TO PREPARE A STORM WATER POLLUTION PREVENTION PLAN AND FILE A "NOTICE OF INTENT" WITH THE APPLICABLE AGENCIES.

Maintenance.

Flood Information Data:

AREAS DETERMINED TO BE OUTSIDE THE 100-YEAR FLOODPLAIN.

Figure 1: Typical cross-section of a parkway. The diagram shows a cross-section of a road with various layers and materials. From left to right, the layers are: a 4' MIN. WIDTH PARK STRIP, a 2' ASPHALT SURFACE COURSE, a 7' ASPHALT SURFACE COURSE, a 6' CRUSHED AGGREGATE BASE, and a 12' SUBGRADE. Below the 6' CRUSHED AGGREGATE BASE is a layer labeled EXCLUSIVE AGGREGATE BASE. The bottom layer is labeled SUBGRADE. The diagram is labeled 'TYPICAL' and 'IN FEET'.

UDQT Street Detail
SCALE: NONE

ANY DAMAGED PAINT SURFACES DURING A UTILITY WORK SHALL BE REPAIRED TO ORIGINAL CONDITION BY THE CONTRACTOR AT HIS OWN EXPENSE AND WITHOUT DELAY.

ALL TRENCHES TO BE REINFORCED AS A 6-INCH W/ ASPHALT THE GREATEST OF 7' OR MORE DEPTHS IN LINES NO GREATER THAN 10' ON EACH SIDE OF TRENCH TO BE FILLED & REINFORCED AS A SINGLE PATCH.

UTILITY WORK REQUIRES SEPARATE PERMITTING. CONTRACTOR TO APPLY DIRECTLY w/ LOCAL AT LEAST 30 DAYS IN ADVANCE.

ANY DAMAGED PAINT SURFACES DURING CONSTRUCTION MUST BE REPAIRED.

[illegible][illegible]

Storage (66' R.O.W.)
SOIL: NONE

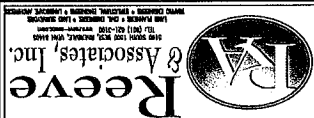
A cross-sectional diagram of a swale with a check dam. The swale is a V-shaped ditch. The bottom of the ditch is lined with a layer of coarse aggregate or turf, indicated by a hatched pattern and the text "COARSE AGGREGATE OR TURF". The sides of the ditch are also lined with this material. A check dam, represented by a series of small rectangular blocks, is placed across the width of the ditch. The distance from the left edge of the ditch to the check dam is labeled "17'-0\"".

OT Notes:

[illegible]

DATE	DESCRIPTION	CROSS SECTION
09-08-21 CK	INT & GROUNDING	
09-20-21 CK	Landscape Updater	
09-20-21 CK	Cross Section	

11	Total Sheets
----	--------------



DATE	DESCRIPTION	REVISIONS
09-08-21	OK RRD & Grading	
09-08-21	OK L. Anderson	
09-08-21	OK Grading	

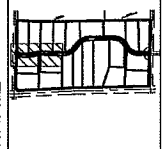
7900 EAST STREET
0+00.00 - 9+50.00



Project Info
Client: HUNTVILLE TOWN, WEBER COUNTY, UTAH
Engineer: JEFFREY A. DUNFORD, P.E.
Firm: REEVE & ASSOCIATES, INC.
Project No.: 2568-01
Sheet No.: 3

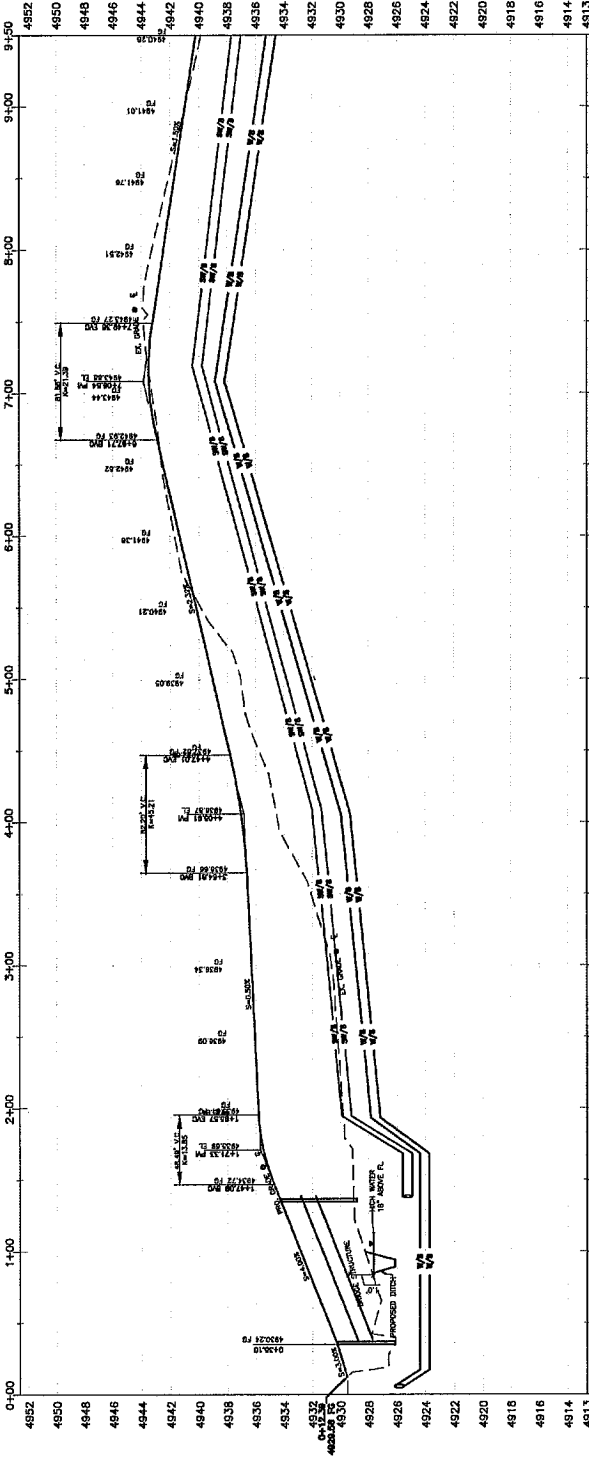
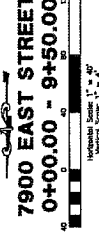
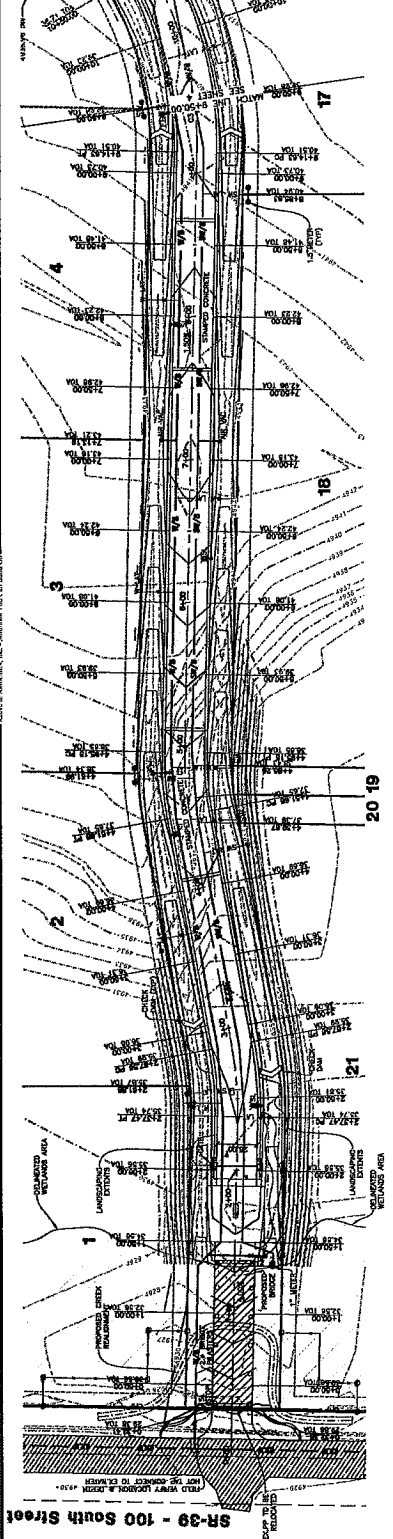
11 Total Sheets

Key Map
NOT TO SCALE



Construction Notes:
1) ALL CONSTRUCTION IS TO CONFORM TO THE SPECIFICATIONS OF THE UTAH DEPARTMENT OF TRANSPORTATION, LATEST EDITION.
2) ALL MATERIALS ARE TO BE OF THE BEST QUALITY AVAILABLE.
3) ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE UTAH DEPARTMENT OF TRANSPORTATION, LATEST EDITION.
4) ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE UTAH DEPARTMENT OF TRANSPORTATION, LATEST EDITION.
5) ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE UTAH DEPARTMENT OF TRANSPORTATION, LATEST EDITION.

Centerline Curve Data				
#	Delta	Radius	Length	Chord
1	172°54'21"	260.00'	50.00'	50.00'
2	172°54'21"	260.00'	50.00'	50.00'
3	172°54'21"	260.00'	50.00'	50.00'



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[illegible]

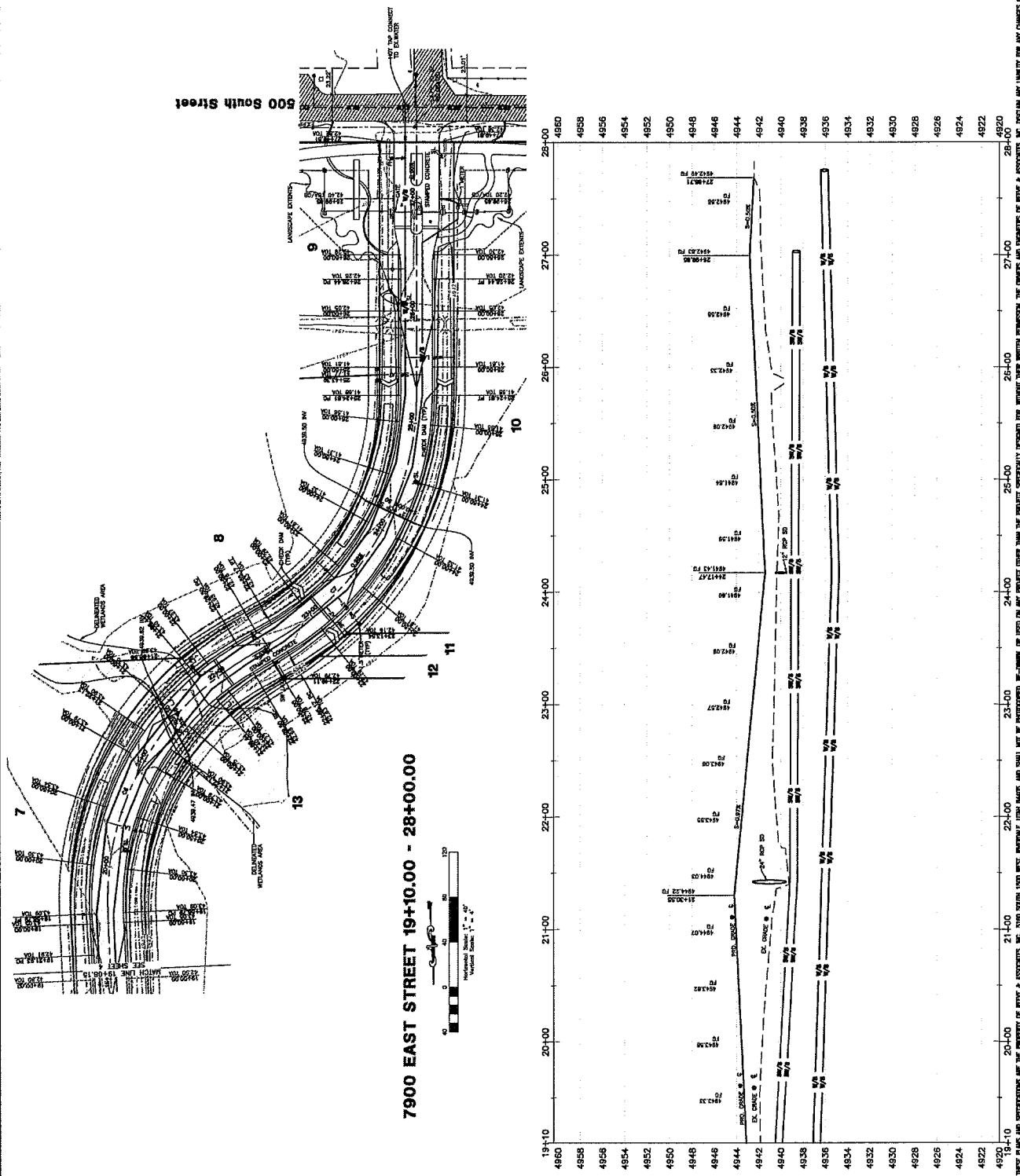
Key Map
NOT TO SCALE

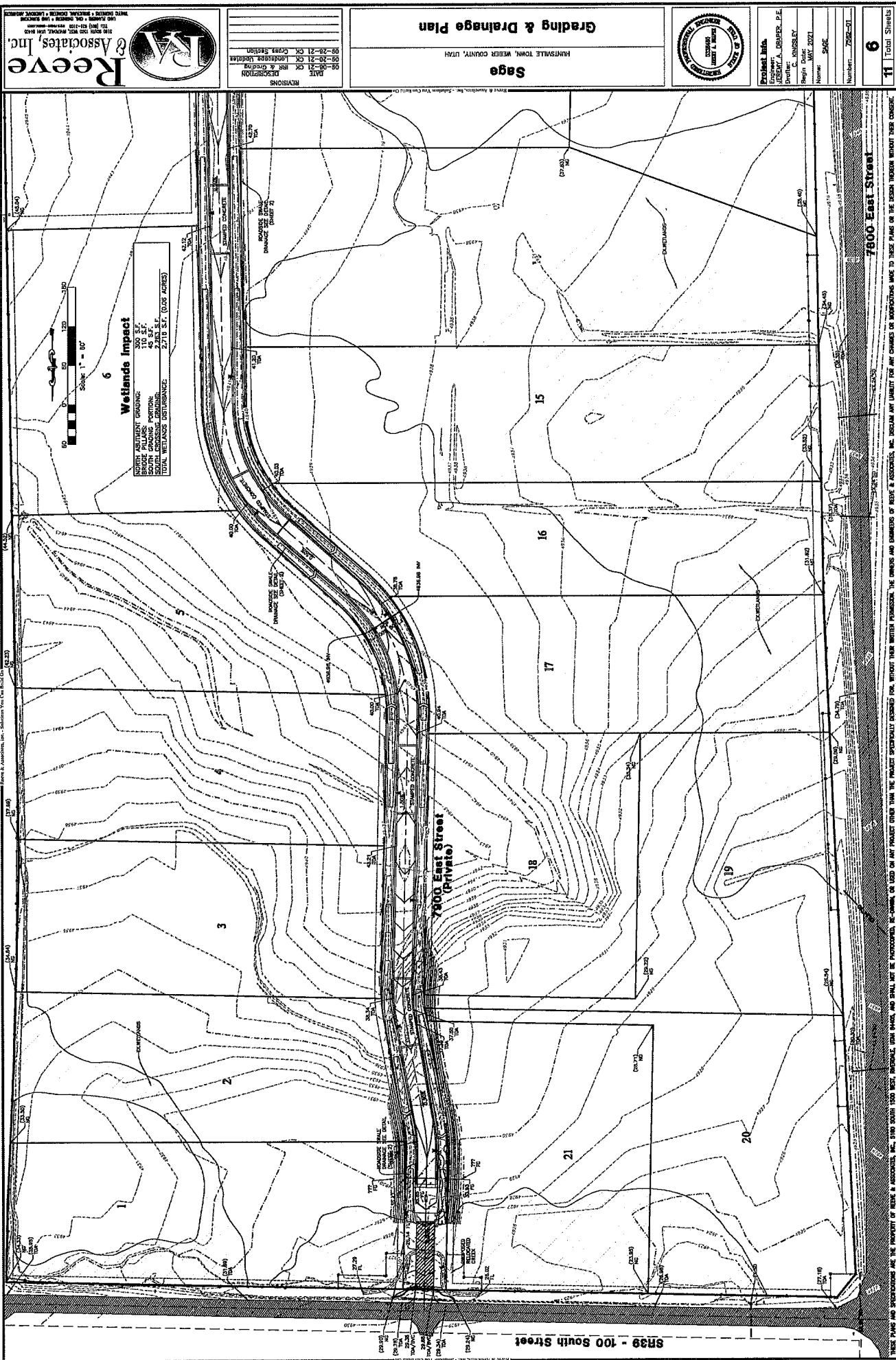


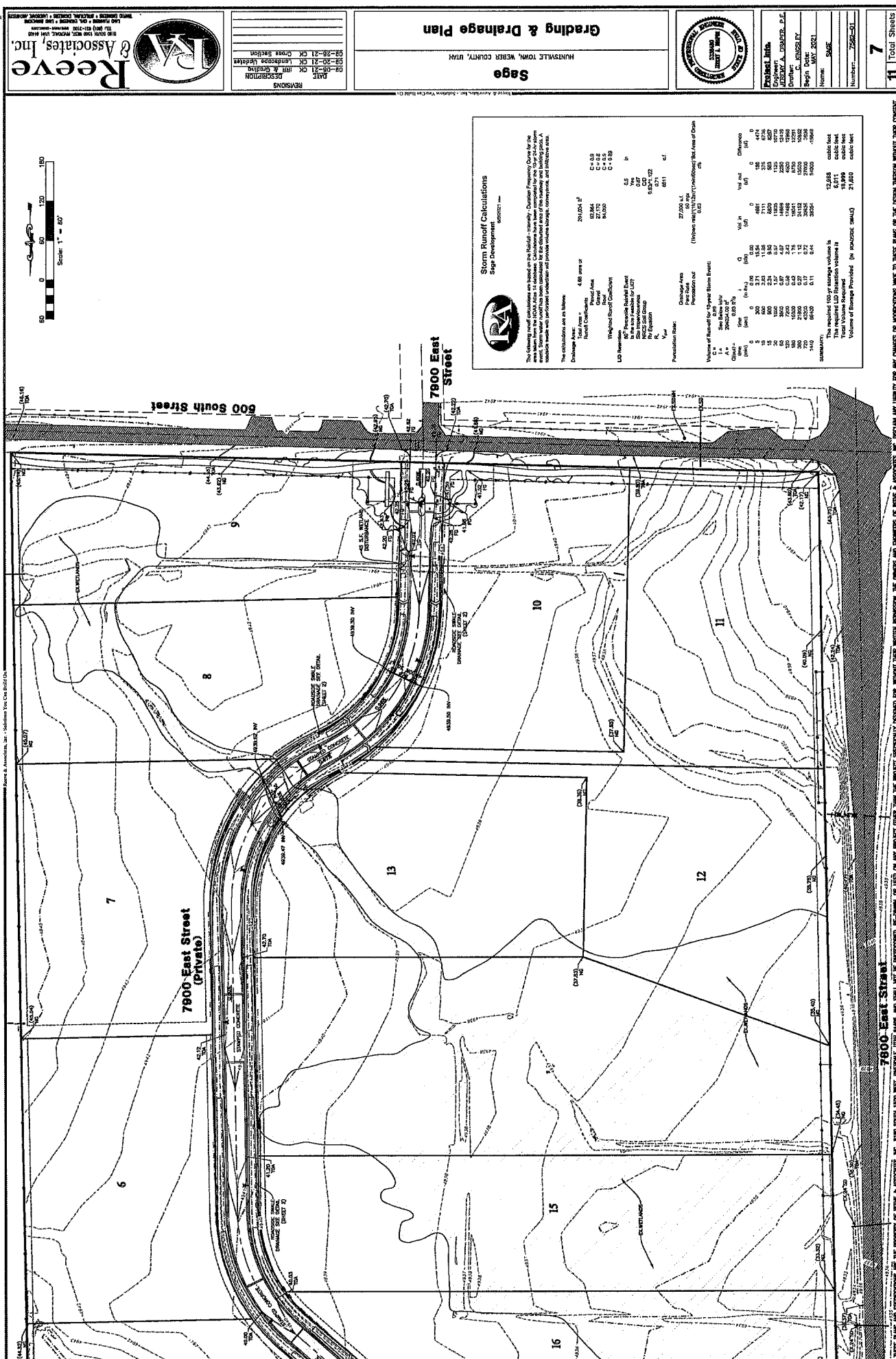
Construction Notes:

- 1) ALL CONSTRUCTION IS TO CONFORM TO THE STANDARD DRAWINGS AND SPECIFICATIONS OF WEBER COUNTY.
- CULINARY WATER**
 W/8" - 8" PVC DR14 C-800 WATER LINE
 W LAT - 1" POLY SERVICE LATERAL
- SECONDARY WATER**
 SW/8" - 8" SCH-40 PVC DR14 PER
 ASTM C-2241 (PURPLE PIPE)
 SW LAT - 2" PVC SECONDARY PIPE

Centerline Curve Data							
	Δ	Delta	Radius	Length	Tangent	Chord	CH Length
C5	52°02'36"	250.00'	270.72'	150.34'	S39°00'46"W	257.58'	
C7	59°30'19"	250.00'	259.64'	142.90'	S31°16'55"W	248.13'	









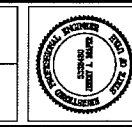
Reeve & Associates, Inc.
 1000 SOUTH 1000 WEST, SUITE 100, SALT LAKE CITY, UT 84143
 TEL: (801) 466-1000 FAX: (801) 466-1001
 WWW: WWW.REVEE-ASSOCIATES.COM

DATE	DESCRIPTION
09-28-21	CR. CIVIL & ELECTRICAL
09-20-21	CR. LANDSCAPE ARCHITECTURE
09-08-21	CR. CIVIL & ELECTRICAL

REVISIONS	
DATE	DESCRIPTION
09-08-21	CR. IR. & Grading
09-20-21	CR. Landscape Updates
09-28-21	CR. Cross Section

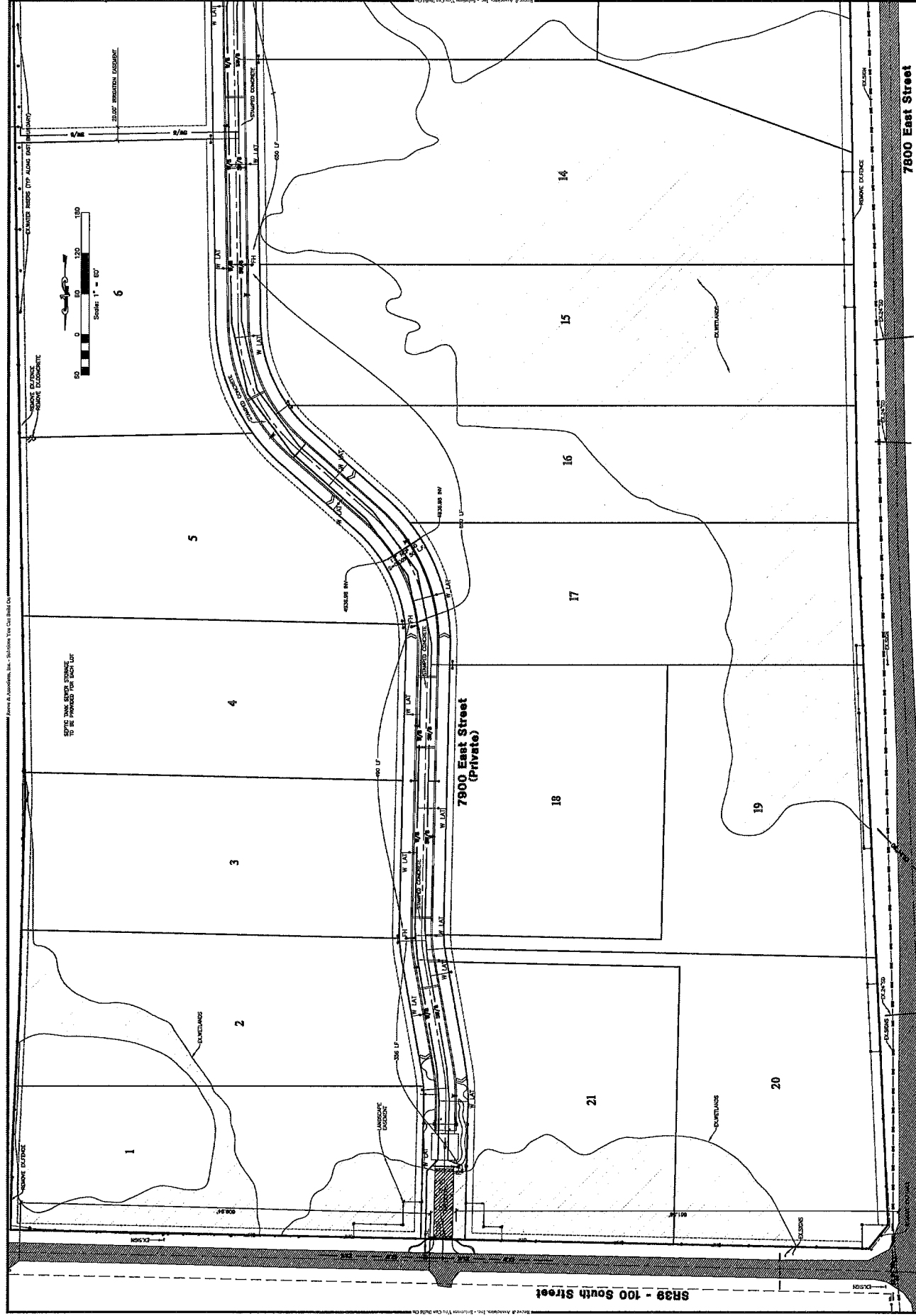
Sage
 HUNTSVILLE TOWN, WEBER COUNTY, UTAH

Utility Plan

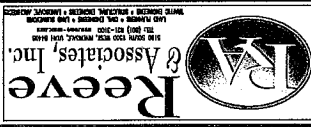


Project Info
 Client: SAGE
 Designer: ROBERT A. JOHNSON, P.E.
 Drafter: C. JOHNSON
 Date: MAY 2021
 Name: SAGE

Number: 7800-201	8
11 Total Sheets	



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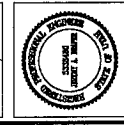
Reeve & Associates, Inc.
 1100 SOUTH 1300 WEST, KENNESAW, UTAH 84143
 PHONE: (435) 882-1000 FAX: (435) 882-1001
 WWW: WWW.REEVE-ASSOCIATES.COM

DATE	DESCRIPTION
09-20-21	CK LANDSCAPE, Hardscape
09-20-21	CK CIVIL, SURVEY
09-20-21	CK CIVIL, SURVEY

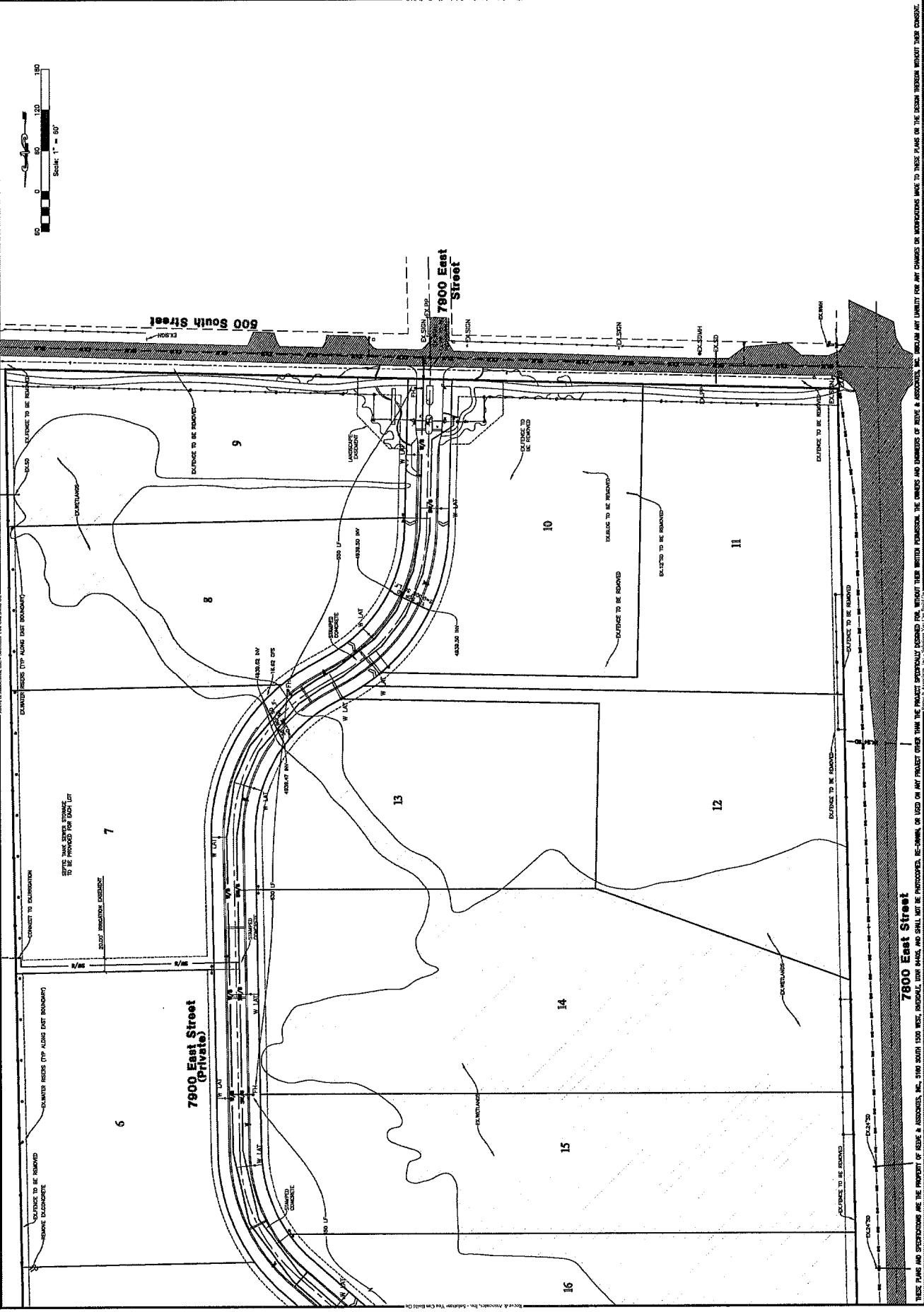
Utility Plan

Sage

HUNTSVILLE TOWN, WEBER COUNTY, UTAH



Project Info:
Owner: HUNTSVILLE TOWN, UTAH
Design: DAVID A. SMITH, P.E.
Drawn: G. JENSEN
Begin Date: MAY 2021
Name: SAGE
Number: 7092-01



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Reeve & Associates, Inc.
 500 WEST 1500 WEST, RENO, NV 89400
 (702) 785-1515 FAX (702) 785-1516
 E-MAIL: reeve@reave.com
 1000 PLYMOUTH ST. RENO, NV 89502
 (775) 785-1515 FAX (775) 785-1516
 AIRTEL ENGINEERING • STRUCTURAL ENGINEERING • LICENSED ARCHITECT

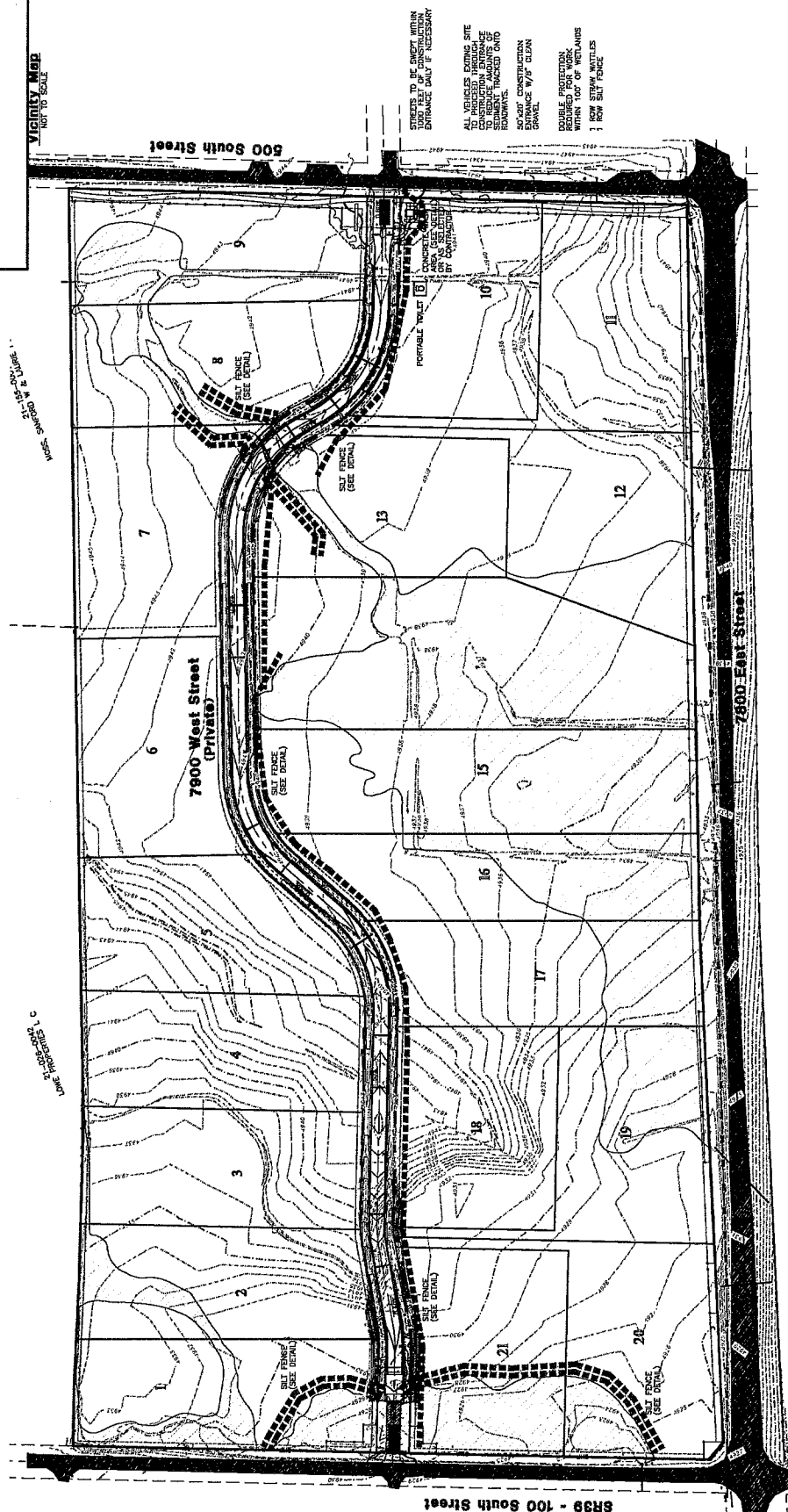
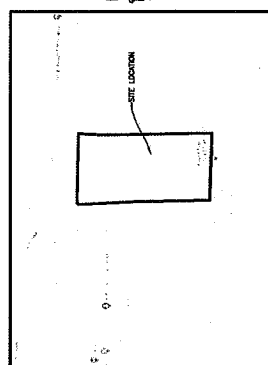
DATE	DESCRIPTION
09-08-21	CK HRT & Grading
09-20-21	CK Landscape Updater
09-28-21	CK Gross Section

Sage
HUNTSVILLE TOWN, WEBER COUNTY, UTAH
**Storm Water Pollution
Prevention Plan Exhibit**



Project Info.
Engineer: JEREMY A. DRAPER, P.E.
Draftsman: G. KINGSLEY
Begin Date: MAY 2021
Name: SADE

10	41	Total Sheets
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**Construction Activity Schedule**

PROJECT LOCATION.....HUNTSVILLE CITY, WEBER COUNTY, UT 84404
PROJECT BEGINNING DATE.....MAY 2021
BMP'S DEPLOYMENT DATE.....MAY 2021
STORM WATER MANAGEMENT CONTACT / INSPECTOR.....COLIN WRIGHT (801) 721-6079
SPECIFIC CONSTRUCTION SCHEDULE INCLUDING BMP CONSTRUCTION SCHEDULE TO BE INCLUDED WITH SWPPP
BY UNCEY DEVELOPER

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF FREDIE & ASSOCIATES, INC., 5140 SOUTH 1500 WEST, RICHDALE, UTAH 84403, AND SHALL NOT BE PHOTOCOPIED, REPRODUCED, OR USED ON ANY PROJECT OTHER THAN THE PROJECT SPECIFICALLY DESIGNATED FOR, WITHOUT THEIR WRITTEN PERMISSION. THE OWNERS AND ENGINEERS OF RESIDENTIAL DEVELOPMENTS SHALL NOT BE RESPONSIBLE FOR ANY CHANGES OR MODIFICATIONS MADE TO THESE PLANS OR TO THE DESIGN THEREOF WITHOUT THEIR CONSENT. NO REGULAR ANY LIABILITY FOR ANY CHANGES OR MODIFICATIONS MADE TO THESE PLANS OR TO THE DESIGN THEREOF WITHOUT THEIR CONSENT.

- a. Conduct a minimum of one inspection of the erosion and sediment controls every two weeks. Moistden documentation on site.
- b. Part ILD.4 of general permit UTR000000 identifies the minimum inspection requirements.
- c. Part ILD.4C identifies the minimum inspection report requirements.
- d. Part ILD.4C requires that the permittee complete and/or document storm water inspections as a violation of part ILD.4 of Utah General Permit UTR 300000.

15.25 SUBDIVISIONS**15.25.1 GENERAL PROVISIONS**

- 15.25.1.1 Purpose
- 15.25.1.2 Variations and Exceptions
- 15.25.1.3 Scope of Title
- 15.25.1.4 Preliminary Plan, General Requirements
- 15.25.1.5 Subdivision Preliminary Plan Requirements and Statements
- 15.25.1.6 Subdivision Preliminary Plan Recommendation and Approval
- 15.25.1.7 Limitations
- 15.25.1.8 Final Plat and Improvements
- 15.25.1.9 Final Improvement Plans
- 15.25.1.10 Approval of Final Plat
- 15.25.1.11 Final Plat - Minor Subdivisions
- 15.25.1.12 Vacating or Changing a Subdivision Plat
- 15.25.1.13 Parcel Consolidation
- 15.25.1.14 Boundary Line Adjustment

15.25.1.1 Purpose

The underlying purpose and intent of this Title is to promote the health, safety, convenience and general welfare of the inhabitants of the Huntsville Town in the matter of the subdivision of land and related matters affected by such a subdivision. Any proposed subdivision and its ultimate use shall be in the best interest of the public welfare and the neighborhood development of Huntsville Town, and the subdivider shall present evidence to this effect when requested to do so by the Huntsville Town Planning Commission.

15.25.1.2 Variations and Exceptions

In cases where unusual topographical or other exceptional conditions exist, variations and exceptions from this Title may be made by the Huntsville Town Council and/or the Appeal Authority. The Huntsville Town Council and the Appeal Authority will consider the recommendations of the Huntsville Town Planning Commission.

15.25.1.3 Scope of Title

No person shall subdivide any tract of land which is located wholly or in part in Huntsville Town, except in compliance with this Title. No person shall sell or exchange or offer to sell or exchange any parcel of land which is a part of a subdivision of a larger tract of land, nor offer for recording in the office of the Weber County Recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to and in accordance with the provisions of this Title; provided, that this Title shall not apply to any lot or lots forming a part of a subdivision created and recorded prior to July 27, 1994.

No lot within a subdivision approved by the Huntsville Town Council and recorded in the Weber County Recorder's Office in accordance with the provisions of this Ordinance, shall be further divided, rearranged, added to or reduced in area nor shall the boundaries of any lot be altered in any manner so as to create more lots than initially recorded or any non-conforming lot without first obtaining the approval of the Huntsville Town Council.

15.25.1.4 Preliminary Plan, General Requirements

- A. Preliminary Information. Each person who proposes to subdivide land within the incorporated limits of Huntsville Town shall confer with the Huntsville Town Planning Commission before submitting any plats, charts, or plans in order to become familiar with the requirements of this Title. The subdivider shall also discuss the proposed plan of development of the tract with the Huntsville Town Planning Commission.
- B. Preliminary Plan Filing. A preliminary plan shall be prepared in conformation with the standards, rules, and regulations contained herein and eight (8) black and white prints thereof shall be submitted to the Huntsville Town Clerk who will disburse copies to each of the following for their information and recommendations of such officials and departments as needed: the Huntsville Town Council, other Utah State agencies and any company furnishing telephone, electric, water or gas service.

- C. Preliminary Plan Application Fee. At the time of filing the preliminary plan, the subdivider shall deposit with the Huntsville Town Planning Commission office a non-refundable fee made payable to Huntsville Town. The Huntsville Town Council, shall by resolution from time to time, prescribe the amount of such fee, which shall be for the purpose of reimbursing Huntsville Town for the expense incidental in connection with the checking and approving of such subdivision plans.

15.25.1.5 Subdivision Preliminary Plan Requirements and Statements

- A. Subdivision Preliminary Plan Requirements. The Subdivision Preliminary Plan shall be drawn to a scale not smaller than one hundred (100) feet to the inch and shall show:
1. The proposed name of the subdivision.
 2. The location as forming a part of a larger tract or parcel, where the plat submitted covered only a part of the subdivider's tract or only a part of a larger vacant area. In such case, a sketch of the prospective future street system of the unplatted parts, shall be submitted; and the street system of the part submitted shall be considered in the light of adjustments and connections with the future street system of the larger area.
 3. Sufficient information to locate accurately the property shown on the plan, including Section Corner Ties.
 4. The individual or company names and addresses of the subdivider, the licensed engineer and licensed land surveyor for the subdivision, and the owners of the land immediately adjoining the land to be subdivided.
 5. Contour map at intervals of no less than 2' minor and 5' major, or as recommended by the Huntsville Town Planning Commission.
 6. The boundary lines of the tract to be subdivided showing bearings and distances.
 7. The location, widths and other dimensions of all existing or platted streets and other important features such as water courses, irrigation ditches and structures, exceptional topography, easements and buildings within or immediately adjacent to the tract to be subdivided.
 8. Existing and proposed septic systems, storm drains, water supply mains, water wells, land drains, and culverts within the tract and immediately adjacent thereto.
 9. The location, widths and other dimensions of proposed public streets, private streets, or private access rights-of-way, alleys, utility easements, parks, other open spaces and lots with proper labeling of spaces to be dedicated to the public or designated as private streets or private access rights-of-way.
 10. North-pointing arrow, scale, and date of drawing creation.
- B. Plans or written Engineering Statements prepared by a Utah-licensed engineer regarding the width and type of proposed pavement, location, size, and type of proposed septic wastewater treatment system, proposed water mains and fire hydrants, proposed storm water drainage facilities, and other proposed improvements such as sidewalks, planting, parks, and any grading of individual lots.
- C. A written Statement of Feasibility from the Weber County Health Department or the Utah State Division of Water Quality which states recommendations regarding sanitary sewage disposal shall be provided to the Huntsville Town Planning Commission prior to the recommendation of Preliminary Approval.

15.25.1.6 Subdivision Preliminary Plan Recommendation and Approval

- A. Recommendations of the Huntsville Town Planning Commission. Following a review of the preliminary plan, the Huntsville Town Planning Commission shall act on the Subdivision Preliminary Plan as submitted. If it is deemed by the Huntsville Town Planning Commission that modifications are required, the subdivider may resubmit the preliminary plan to the Huntsville Town Planning Commission.

Regardless of the recommendations of the Huntsville Town Planning Commission, the subdivider may request approval of the Subdivision from the Huntsville Town Council at the next regularly scheduled Huntsville Town Council meeting.

The Huntsville Town Planning Commission shall express its Written Recommendations with whatever suggestions and conditions to the subdivider and to the Huntsville Town Council within fifteen (15) days. If the preliminary plan is not recommended for approval by the Huntsville Town Planning Commission, the



Huntsville Town Planning Commission shall indicate this in writing within fifteen (15) days to the subdivider and to the Huntsville Town Council.

- B. Approval/Disapproval of the Preliminary Plan by the Huntsville Town Council. The Huntsville Town Council, at its next regularly scheduled meeting after receiving the Written Recommendations of the Huntsville Town Planning Commission, shall consider and act on the matter of the Subdivision Preliminary Plan.

If it is deemed by the Huntsville Town Council that the Preliminary Plan is incomplete or is in violation of the Land Use Title or any other Ordinance of Huntsville Town, or that modifications to the Preliminary Plan are required, the Huntsville Town Council may deny approval of the Preliminary Plan.

And if it is acceptable to the subdivider, The Huntsville Town Council may also table approval/disapproval of the Preliminary Plan until the next regularly scheduled Town Council meeting, or a future Town Council meeting.

The Preliminary Plan shall then be resubmitted to the Huntsville Town Council for approval of the modifications. If approved, the Huntsville Town Council shall express its Written Approval, with accompanying conditions, to the subdivider within 15 days. If the preliminary plan is disapproved, the Huntsville Town Council shall express its Written Disapproval in writing, and reasons therefore, within fifteen (15) days to the subdivider. Written Approval of the preliminary plan shall be authorization for the subdivider to proceed with the preparation of the Final Plat and Improvement Plan (specifications for the minimum improvements) required in this Title.

15.25.1.7 Limitations

- A. Time Limitation. Approval of the Subdivision Preliminary Plan by the Huntsville Town Council shall be valid for eighteen (18) months from the date of approval. Extensions of time may be granted by the Huntsville Town Council for a period of not longer than twelve (12) months upon submittal of a request for extension of time, and showing of good cause prior to the expiration of the initial approval.

No other time extensions shall be granted. The subdivider will have to start the subdivision process over. Self-imposed, and economic hardships are not basis for granting an extension. If the final plat has not been submitted within the twelve (12) months, the preliminary plan must again be submitted with appropriate fees to the Huntsville Town Planning Commission for review and re-approval; however, preliminary approval of a large tract shall not be voided provided that the final plat of the first section is submitted for final approval within the twelve (12) month period, and recorded within twelve (12) months from the date of final approval by the Huntsville Town Council. Subsequent phases will have to be recorded within twelve (12) months from the date of recording of the previous phase.

The subdivider will have twelve (12) months from the date of final plat submittal to obtain final plat approval, and record a phase of the subdivision. Each Phase of the subdivision after the first phase will have twelve (12) months from the date of recording of the prior phase to receive final approval of the next phase, and to record that phase of the subdivision. Extensions of time may be granted by the Huntsville Town Planning Commission for a period of not longer than twelve (12) months upon submittal of a request for extension of time, and showing of good cause prior to the expiration of the initial approval, or an approved extension of time. A second time extension may be requested, and if granted, the extension can be no longer than six (6) months. No other time extensions shall be granted. The subdivider will have to start the subdivision process over. Self-imposed, and economic hardships are not a basis for granting an extension.

- B. Grading Limitation. No large scale excavation, grading or re-grading, as determined by the Huntsville Town Planning Commission or the Huntsville Town Council shall take place on any land for which a preliminary subdivision plan has been submitted until such plan has been given preliminary approval by the Huntsville Town Planning Commission and then only in accordance with the Huntsville Town Excavation Title.

Preliminary Plan approval is required for any subdivision that requires new road improvements or engineering plans.

15.25.1.8 Final Plat and Improvements

- A. Final Plat Required. After Subdivision Preliminary Plan approval, the subdivider shall submit a Final Plat with four (4) copies thereof to the Huntsville Town Planning Commission. Such plat shall be accompanied by a Letter of Certification by the subdivider's registered Land Surveyor, indicating that all lots meet the requirements of the Huntsville Town Land Use regulations.

The final plat and accompanying information shall be submitted to the Huntsville Town Planning Commission at least thirty- five (35) days prior to a regularly scheduled Huntsville Town Planning Commission meeting in order to be considered at said meeting. Notice of said meeting will be mailed or 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.

B. Final Plat Requirements.

1. The Final Plat shall consist of a sheet of approved tracing linen or mylar to the outside or trim dimensions of twenty four (24) by thirty six (36) inches and the border line of the plat shall be drawn in heavy lines leaving a space of a minimum of one-half (0.5) inch or a maximum of one and one half (1.5) inch margin on all four sides of the sheet. The final plat shall be signed and stamped by a Professional Land Surveyor, Licensed in the State of Utah. The plat shall be so drawn that the top of the sheet faces either north or east, whichever accommodates the drawing best. All lines, dimensions and markings shall be made on the tracing linen or mylar with approved waterproof, black "India Drawing Ink". The plat shall be made to scale large enough to clearly show all details in any case not smaller than one hundred (100) feet to the inch and the workmanship on the finished drawing shall be neat, clean cut and readable. The plat shall be signed by all parties mentioned in sub-paragraph 15.25.1.8.B.9 of this sub-title, duly authorized and required to sign, and shall contain the additional following information:
2. A subdivision name approved by the Weber County Recorder, and the general location of the subdivision in bold letters at the top of the sheet. The Township, Range, and Quarter Section shall be shown on the top of the plat.
3. Where a subdivision complies with the Cluster Subdivision provisions of this Title, the final plat shall indicate underneath the subdivision name the words, "Cluster Subdivision."
4. A north point and scale of the drawing and the date. (Meaning the date, year, and month the survey markers were placed).
5. Accurately drawn boundaries, showing the distance and bearings of all lines traced or established by the survey, and dimensions of all boundary lines of the subdivision. These lines should be slightly heavier than street and lot lines. If such a line is a curve, the radius, arc length, and central angle must be shown. If the curve is a non-tangent curve, the chord bearing and distance must be shown as well.

The words "Basis of Bearings" must be shown on the plat between two existing, described government monuments. The government monuments may be section corners, city or county street monuments, or horizontal network stations maintained by a government agency. The State Plane Grid Bearings (where available) shall be used in the survey and noted on the plat and the Basis of Bearing sufficient for retracement shall also be noted on the final plat. A measurable mathematical relationship between the property and the monument from which it is described shall exist. If that monument is not in place, its mathematical location must be shown as well as a mathematical relationship to a monument in place. All measured bearings or distances or bearings and distances calculated from measurements shall be separately indicated from those of record if not in agreement. The mathematical relationship between all monuments found or set.

6. The names, widths, lengths, bearings and curve data on center lines of proposed streets, alleys and easements; also the boundaries, bearings, and dimensions of all portions within the subdivision as intended to be dedicated to the use of the public; the lines, dimensions, bearings, areas and numbers of all lots, blocks and parts reserved for any reason within the subdivision. All lots are to be numbered consecutively under a definite system approved by the Huntsville Town Surveyor. All proposed streets shall be named or numbered consecutively under a definite system acceptable to the Huntsville Town Surveyor and conform as far as practicable to the adopted street naming and numbering system of Huntsville Town.

7. A house number indicating the street address for each lot in the subdivision shall be assigned by the Huntsville Town Surveyor marked on each lot so as to face the street frontage. Corner lots shall have a house number assigned for frontage. Homes that are built on approved flag lots or rights of ways shall have the address assigned and posted at the access point from a Huntsville Town Road.⁴²
8. Parcels of land to be dedicated as public park or to be permanently reserved for private common open space shall be included in the lot numbering system and shall also be titled "Public Park" or "Private Common Open Space", whichever is applicable.
9. The standard forms approved by the Huntsville Town Planning Commission for all subdivision plats lettered for the following:
 - a. Description of land to be included in subdivision;
 - b. Registered land surveyor's "Certificate of Survey";
 - c. Owner's dedication certificate;
 - d. Notary Public's acknowledgment;
 - e. Huntsville Town Council's certificate of approval;
 - f. Huntsville Town Engineer's certificate of approval;
 - g. Huntsville Town Attorney's certificate of approval;
 - h. Huntsville Town Clerk's certificate of attest.
 - i. Approved Surveyor's Certificate of Approval.
 - j. Weber-Morgan Health Department Certificate of Approval
10. A three (3) inch by three (3) inch space in the lower right-hand corner of the drawing for recording information.
11. The subdivision boundary corners and lot corners not affected by road construction shall be set on the site prior to recording of the final plat. Lot corners affected by road construction shall be set prior to issuance of a residential building permit. Front lot line corners may be permanently referenced in curbs after completion of streets. The subdivision boundary corners, lot corners and center line street monuments shall be noted on the final plat in conformance to the record of survey requirements.
12. Map Narrative:
 - a. The map shall contain a written narrative that explains and identifies:
 - i. The purpose of the survey.
 - ii. The basis on which lines were established. The surveyor should explain what decisions he made in formulating the boundary such as the basis of bearing for the description or the use of any proration methods.
 - iii. The found monuments or deed elements that controlled the established or reestablished lines. If the description calls for any monuments in a broad sense of the term (right-of-way lines, subdivision boundaries, fences, etc.) the surveyor should indicate what he found relating to these calls.
 - b. If the narrative is a separate document, it shall also contain:
 - i. Location by quarter section or lot number, section number, township and range.
 - ii. Date of survey.
 - iii. Surveyor's stamp or seal and signature.
 - iv. Surveyor's business name and address.
 - c. The map and narrative shall be referenced to each other if they are separate documents.
13. Boundary Monument:
 - a. The minimum standard for a boundary monument shall be a number five rebar 24" in length. Where ground conditions do not permit such monumentation, substitute monuments must be

⁴² Amended 1-4-18: Title 15.25.1.8.B.7: Deleted "or private road."

durably and visibly marked or tagged with the registered business name or the letters "P.L.S." followed by the license number of the licensed surveyor performing the survey.

- b. If the monument is set by a public officer, it shall be marked with the official title of the office.
14. Remaining Parcel. When a division of property leaves a remaining area of 5.00 acres or greater, then the remaining property will be described by metes and bounds description, on subdivision plat with the note: REMAINING AGRICULTURAL PARCEL, NOT APPROVED FOR DEVELOPMENT. This description can be on survey or prepared from records. If the description is prepared from records then this shall be so stated.
15. For subdivisions that are located in areas of Huntsville Town which are zoned for Agriculture (A-3), the following statement shall be required on each page of the final plat:

"Agriculture is the preferred use in the agricultural zones. Agricultural operations as specified in the Huntsville Town Land Use regulations for a particular zone are permitted at any time including the operation of farm machinery and no allowed agricultural use shall be subject to restriction on the basis that it interferes with activities of future residents of this subdivision."
16. For subdivisions that include lots, which will be partially or completely in the base flood plain (15.13) of any river, stream, watercourse, lake, or other body of standing water; a flood plain boundary and elevations of the flood plain shall be shown on the final plat. The lowest elevation of any inhabitable floor in any structure for each lot shall also be shown on the final plat.
17. On Final Subdivision Plats with 3 lots, and where no preliminary subdivision plans are required to be submitted, the location of buildings or structures within or immediately adjacent to (within 30 feet) the tract of land to be subdivided shall be shown.

15.25.1.9 Final Improvement Plans

The subdivider shall furnish to the Huntsville Town Engineer at the same time of submittal of the Final Plat a complete set of Final Improvement Plans, signed and stamped by a Utah Licensed Professional Engineer for all streets, existing and proposed, and all utilities to be constructed within the subdivision together with the final plat. All such utility and road construction shall be in accordance with the adopted Huntsville Town Public Works Standards.

In addition, the following shall be required:

- A. Copies of Utility Contracts with applicable companies such as electric, gas, and telephone for services to the subdivision.
- B. As-built Plans shall be required prior to Huntsville Town Council acceptance for maintenance of roads. Upon the developer's completion of the construction of roads and utility lines, the developer's Engineer shall prepare and submit As-built Plans for all improvements for the approval of the Huntsville Town Engineer and the acceptance of roads for maintenance by Huntsville Town at which time the financial guarantee can be released.

15.25.1.10 Approval of Final Plat

- A. After approving and signing the Final Plat, the Huntsville Town Council shall submit the plat for approval to the Huntsville Town Engineer, who shall check the engineering requirements of the Final Plat and the Final Improvement Plans for the correct amount of Financial Guarantee, to assure the construction and completion of the required improvements.

After approval and signature by the Huntsville Town Engineer, the Final Plat and Financial Guarantee shall be submitted to the Huntsville Town Attorney and the Huntsville Town Council respectively, for their approval. The Final Plat, bearing all official approvals, as above required, shall be deposited in the offices of the Weber County Recorder for recording at the expense of the subdivider.

Any Final Plat that receives a recommendation for final approval by the Huntsville Town Planning Commission shall be offered to the Huntsville Town Council for final approval and recording within twelve (12) months after that date of recommendation of final approval, unless the time is extended by the Huntsville Town Planning

Commission. After twelve (12) months from that date, the plat shall not be recorded or be received for recording and shall have no validity whatsoever.

- B. No street improvements or utilities shall be installed until after approval of the Final Improvement Plans by the Huntsville Town Engineer. No lots included in the Final Plat shall be purchased, sold, exchanged nor offered for sale and no construction of buildings upon such lots shall begin until the final plat is so approved and recorded.

15.25.1.11 Final Plat - Minor Subdivisions

An expedited process is adopted for minor subdivisions (subdivisions of three (3) lots or less):

- A. Engineering Statements, as described in Title 15.25.1.5.B will not be required.
- B. Where the subdivision does not require any street dedication, the name and address of the subdivider's licensed engineer will not be required.
- C. Map elevation contours intervals will not be required on the Subdivision Preliminary Plan.
- D. In cases of minor subdivisions where there are no improvement requirements beyond the installation of water line laterals from an existing main in the street, water meters, and approval from the Weber County Health Department for a septic system, Final Improvement Plans will not be required. The subdivider shall provide such improvements within the subdivision, and any other improvements as shall be required by the Huntsville Town Council. Final Improvement Plans will not be required, at the discretion of the Huntsville Town Planning Commission, where all of the following conditions exist:
1. The subdivision consists of not more than three (3) lots.
 2. The subdivision does not require the dedication of any land for roads, right-of-ways, or other public purposes.
 3. The subdivision is not traversed by the mapped lines of a proposed roadway or other dedications or easements required for public purposes.
 4. Each of the lots in the subdivision meets the frontage, width, and area requirements of the Zone in which it lies.
- E. A Final Subdivision Plat, as specified in this Title, will still be required for any subdivision within the Huntsville Town Limits.

These subdivisions shall be offered for recording within eighteen (18) months, from the date of the submittal of the Subdivision Preliminary Plan and the payment of all required fees to the Huntsville Town Planning Commission for processing. If the Final Subdivision Plat is not offered for recording within this time frame, the subdivision proposal is void. A subdivision that is considered void will require a new submittal of the proposed subdivision, with the accompanying appropriate fees, to begin the subdivision process for the same parcel of land.

Additional Documents. Unusual Conditions of development or other restrictions to the use of a lot or lots resulting from topography, geologic or environmental conditions or potential hazards, location or zoning regulations, etc., shall be identified in the actual location of the condition or restriction on the subdivision drawing if applicable, and/or shall be recorded as a protective covenant attached to the lot or lots so affected rather than being described as notes on the plat.

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.

15.25.1.13 Parcel Consolidation⁴³

Upon favorable recommendation of the Huntsville Town Planning Commission and approval of the Huntsville Town Council, contiguous parcels (or Lots) may be combined to form one parcel (or lot) unless a subdivision amendment is required under Title 15.25.1.12. Such parcels (or lots) will be considered consolidated and shall meet all requirements concerning parcel consolidation. Once two (2) or more contiguous parcels (or lots) have been consolidated, they may not be divided without meeting all applicable zoning requirements.

- A. ⁴⁴Petition: Petitions for a parcel consolidation may be approved and executed upon the recordation of an appropriate deed if:
 - 1. The parcel consolidation does not involve a recorded subdivision plat.
 - 2. The proposed parcel consolidation does not result in the creation of a parcel (or lot) 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 nonconformity.
 - 3. The proposed parcel consolidation does not result in changing a conforming structure into a nonconforming structure as a result of setbacks, proximity to other structures, use, landscaping, or any other site land use requirement.
 - 4. If the subject parcels are zone differently, the Huntsville Town council may require the applicant to proceed with a rezone petition under title 15.16 prior to approval of a parcel consolidation petition.
- B. Application: Application materials for the parcel consolidation shall include the following:
 - 1. Completed Parcel Consolidation application signed by all affected property owners;
 - 2. Legal description of the whole piece of property to be consolidated;
 - 3. Copies of deeds reflecting the new property boundaries; and
 - 4. One (1) eleven by seventeen (11x17) drawing to scale of the proposed consolidated parcel (or lot). All drawings shall show all structures on the property, fence lines, easements, driveways, and streets, and include a measurement scale and north arrow.
- C. Recordation: parcel consolidation shall be accomplished by recording an appropriate deed with the County Recorder's Office. The new legal description shall not create a remnant parcel or violate existing zoning ordinances.
- D. General: If necessary, the Planning Commission may require the following additional information:
 - 1. A plat (drawn to scale) prepared in ink by a licensed land surveyor or engineer of a to a scale not smaller than one hundred (100) feet to the inch and shall be of such size as is acceptable for filing in the Office of the County Recorder. The plat shall:
 - a. Be accompanied by one reduced eleven inch by seventeen inch (11" x 17") copy of the full size drawing(s).
 - b. Be presented to the Town Clerk at least thirty (30) days prior to a regular meeting of the Planning Commission to review the plat and prepare for its consideration at a regular meeting held for such purpose.

15.25.1.14 Boundary Line Adjustment⁴⁵

Upon favorable recommendation of the Huntsville Town Planning Commission and approval of the Huntsville Town Council, any adjoining property owners may submit an application, proposed map, and proposed legal descriptions for a boundary line adjustment unless a subdivision amendment is required under Title 15.25.1.12.

⁴³ Added Title 15.25.1.13 Parcel Consolidation 10-4-2018.

⁴⁴ Changed requirement 4 from "The proposed parcels are in the same zone." To "If the subject parcels are zone differently, the Huntsville Town council may require the applicant to proceed with a rezone petition under Title 15.16 prior to approval of a parcel consolidation petition."

⁴⁵ Added Title 15.25.1.14 Boundary Line Adjustment 10-4-2018.

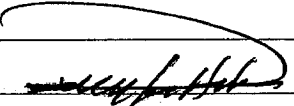
- A. ⁴⁶Petition: petitions for a boundary line adjustment may be approved and executed upon the recordation of an appropriate deed if:
1. The change in boundary lines does not result in the creation of a new lot or parcel.
 2. The change in boundary does not involve a recorded subdivision plat.
 3. The proposed change to a parcel 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 parcel, the change may not perpetuate the nonconformity.
 4. The proposed change to a parcel (or lot) does not result in changing a conforming structure into a nonconforming structure as a result of setbacks, proximity to other structures, use, landscaping, or any other land use requirement.
 5. The petition to change the boundaries must include signatures from representatives of each parcel affected by the boundary line adjustment.
 6. If the subject parcels are zoned differently, the Huntsville Town Council may require the applicant to proceed with a rezone petition under Title 15.16 prior to approval of a boundary line adjustment petition.
- B. Application: Application materials for the boundary line adjustment shall include the following:
1. Completed application signed by all affected property owners;
 2. Legal descriptions of each parcel involved in the boundary line adjustment;
 3. Copies of deeds reflecting the new property boundaries; and
 4. One (1) eleven by seventeen (11x17) drawing to scale of the existing plat and one (1) eleven by seventeen (11x17) drawing to scale of the proposed plat. All plats shall show all structures on the property, fence lines, easements, driveways, and streets, and include a measurement scale.
- C. Recordation: Boundary line adjustment shall be accomplished by recording appropriate deeds with the County Recorder's Office. The new legal descriptions shall not create a remnant parcel or violate existing zoning ordinances.
- D. General: If necessary, the Huntsville Town Planning Commission may require the following additional information:
1. A plat (drawn to scale) prepared in ink by a licensed land surveyor or engineer to a scale not smaller than one hundred (100) feet to the inch and shall be of such size as is acceptable for filing in the Office of the County Recorder. The plat shall:
 - a. Be accompanied by one reduced eleven inch by seventeen inch (11"x17") copy of the full size drawing(s).
 - b. Be presented to the Town Clerk at least thirty (30) days prior to a regular meeting of the Planning Commission to review the plat and prepare for its consideration at a regular meeting held for such purpose.

⁴⁶ Changed Requirement #6 from "The parcels are in the same zone." To "If the subject parcels are zoned differently, the Huntsville Town Council may require the applicant to proceed with a rezone petition under Title 15.16 prior to approval of a boundary line adjustment petition."

Huntsville Town

Subdivision Application

Applicant Name: JEFF P. HYDE
 Applicant Mailing Address: 5778 E. ELKHORN DR. EDEN, UT. 84310
 Email: jeff@bonnieandhyde.com Phone: 801-540-9553
 Brief Description of Proposed Subdivision: Subdivision of part of Lot 3 Huntsville Town
Park Subdivision which includes Compass Rose Lodge (Building A) and phase
II (Building B) which will include multiple subdivided parcel units.

Applicant Signature:  Date: 10-27-21

Parcel Owner's Permission for Subdivision Application

The undersigned authorize this application for subdivision:

24-120-0003, 24-014-0018, 24-014-0019

Parcel Number(s): All of Lot 3 Huntsville Town Park Subdivision Parcel No: part 24-014-0019

Parcel(s) Owner Name: Ski Town Venture LLC

Parcel(s) Owner Mailing Address: 5778 E Elkhorn Dr. Eden UT 84310

Email: jeff@bonnieandhyde.com Phone: 801-~~540~~-540-9553

Parcel Owner Signature:  Date: 10-27-21

Title (Authorized Agent):  President owner Jeff P. Hyde

The undersigned authorize this application for subdivision:

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: 10/27/2021

Fees Paid: 925.00


 Becki Endicott, Town Clerk

Shannon Smith

Huntsville Town Planning Commission – Subdivision Preliminary Plan

☒ Recommended for Approval

☐ Recommended for Conditional Approval

☐ Recommended for Rejection

☐ Deferred

Chair Signature: _____

Date: 11-17-2021

Notes/Conditions: Subject to conditions listed in Sunrise engineering reports from Janet Anderson Dated 11/10/2021 and 5 conditions. Also 11/16/21 and those 2 conditions.

Huntsville Town Council – Subdivision Preliminary Plan

☐ Approved

☒ Conditional Approval

☐ Rejected

☐ Deferred

Mayor Signature: _____

Date: 12-2-21

Notes/Conditions: Subject to final acceptance of septic system design and updated flows by WMTS, final submitted drawings showing items stated in the preliminary review dated 11-10-21, staff agency and affected entity comments and compliance with code requirements

ATTEST:

Beckki Endicott

Date: 12-2-21

Beckki Endicott, Town Recorder

Huntsville Town Planning Commission – Final Plat

☐ Recommended for Approval

☐ Recommended for Conditional Approval

☐ Recommended for Rejection

☐ Deferred

Chair Signature: _____

Date: _____

Notes/Conditions: _____

Huntsville Town Council – Final Plat

☐ Approved

☐ Conditional Approval

☐ Rejected

☐ Deferred

Mayor Signature: _____

Date: _____

Notes/Conditions: _____

ATTEST:

Date: _____

Beckki Endicott, Town Recorder

Huntsville Town Engineer – Final Plat & Final Improvement Plan

☐ Approved

☐ Conditional Approval

☐ Rejected

☐ Deferred

Town Engineer Signature: _____ Date: _____

Notes/Conditions: _____

Submission Requirements & Process:

- ☐ Completed & Signed Application Form
- ☐ Payment of Application Fee to Huntsville Town
- ☐ **Subdivision Preliminary Plan** requirements (see Titles 15.25.1 for all requirements):
 - Submit eight (8) copies of the Subdivision Preliminary Plan that includes the following:
 - Drawn to a scale no smaller than 100 feet to an inch.
 - The proposed named of the subdivision.
 - Sufficient information to accurately locate the proposed subdivision, including section corner ties.
 - The name(s) and address(es) of the subdivider, the licensed engineer (if required), and licensed land surveyor.
 - Land ownership of adjacent parcels to the proposed subdivision.
 - The boundary lines of the existing parcel(s) with bearings and distances.
 - The location of existing streets, water courses, irrigation ditches and structures, exceptional topography, easements and buildings within or immediately adjacent to the parcels being subdivided.
 - Existing and proposed septic systems, storm drains, water supply mains, water wells, land drains, and culverts within the parcel and immediately adjacent thereto.
 - North-pointing arrow, scale, and date of drawing creation.
 - A written Statement of Feasibility from the Weber County Health Department or Utah Division of Water Quality which states recommendations regarding sanitary sewage disposal.
 - The Subdivision Application and Subdivision Preliminary Plan must be reviewed by the Huntsville Planning Commission and approved by the Huntsville Town Council.
 - Approval the Subdivision Preliminary Plan by the Huntsville Town Council is valid for eighteen (18) months from the date of approval.
- ☐ **Final Plat** requirements (see Titles 15.25.1.8 for all requirements):
 - Submit four (4) copies of the Final Plat that includes all requirements outlined in Title 15.25.1.8.
 - A Letter of Certification by the subdivider's registered Land Surveyor, indicating that all lots meet the requirements of the Huntsville Town Land Use regulations.
 - The Final Plat must be recorded within eighteen (18) months from the date of approval of the Subdivision Preliminary Plan by the Town Council otherwise the subdivision application is considered void. A Subdivision Application that is considered void will require a new application with the accompanying appropriate fees.
- ☐ **Final Improvement Plan** requirements (see Titles 15.25.1.9 for all requirements):
 - Submit a complete set of Final Improvement Plans to the Huntsville Town Engineer stamped by a Utah Licensed Professional Engineer that includes all requirements outlined in Title 15.25.1.9.
 - Provide copies of utility contracts with applicable companies such as electric, gas, and telephone services.

ADDITIONAL PARCEL OWNERS

Parcel Owner's Permission for Subdivision Application

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this application for subdivision:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

A PART OF LOT 3, HUNTSVILLE TOWN PARK SUBDIVISION,
BEING A PART OF THENORTHWEST QUARTER OF SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, HUNTSVILLE CITY, WEBER COUNTY, UTAH

[illegible]

AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND STAKED ON THE GROUND AS SHOWN ON THIS PLAN.

ALL OR PART OF HUNTERDALE TOWNSHIP, EMBODIMENT, BEING A PART OF THE
NORTHEASTERN QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 2 EAST, JACOB LAKE AND
MERCEDIAN, ILL. SURVEY, HANOVERVILLE CITY, IOWA, DESCRIBED AS FOLLOWS:

BRASS CAP MONUMENTS WERE FOUND AT THE INTERSECTIONS OF 200 SOUTH STREET AND 1400 EAST STREET AND 200 SOUTH STREET AND 1200 EAST STREET. A LINE BEARING NORTH 88°49'18" EAST BETWEEN THE INTERSECTIONS OF 200 SOUTH STREET AND 1400 EAST STREET AND 200 SOUTH STREET AND 1200 EAST STREET WAS USED AS THE BASIS OF MEASUREMENT FOR THIS SURVEY. PROPERTY CORNERS ARE SET AS INDICATED HEREON.

KNOW ALL MEN BY THESE PRESENTS, THAT THE UNDERSIGNED OWNER OF THE TRACT OF LAND DESCRIBED HEREIN AS NORTH ARKON CONDOMINIUM, A UTAH CONDOMINIUM PROJECT LOCATED ON SAID TRACT OF LAND, DOES HEREBY MAKE THIS CERTIFICATE, THAT SAID OWNER HAS CAUSED A SURVEY TO BE MADE, AND THIS CONDOMINIUM PLAT, OR RECORD OF SURVEY, HAS BEEN PREPARED, AND THAT SAID OWNER DOES HEREBY CONSENT TO THE RECORDED OF THIS RECORD OF SURVEY AND SUBSIDIARY DEEDS DESCRIBED PROPERTY TO THE TERMS OF THE UTAH CONDOMINIUM OWNERSHIP ACT.

[illegible]

ON THIS DAY OF DECEMBER, IN THE YEAR 2021, BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED STEVEN GRAHAM, WHOSE IDENTITY IS PERSONALLY KNOWN TO ME, AND HE REQUESTED THAT I AFFIRM HIMSELF AS THE SIGNER OF THE FOREGOING INSTRUMENT, AND THAT HE HAS SIGNED THE FOREGOING INSTRUMENT IN BEHALF OF SAID ENTITY, UPON AUTHORIZATION TO DO SO, AND ACKNOWLEDGED TO ME SAID ENTITY EXECUTED THE SAME.

- 36 -

STATE OF UTAH
COUNTY OF _____

HUNTSVILLE CITY ATTORNEY'S OFFICE

APPROVED BY THE CITY ATTORNEY'S OFFICE
THIS DAY OF 20 BY
THE HUNTSVILLE CITY ATTORNEY

APPROVED BY THE CITY ATTORNEY'S OFFICE
THIS ____ DAY OF ____ 20__ BY
THE HUNTSMILL CITY ATTORNEY.

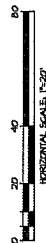
I HEREBY CERTIFY THAT THIS PLAT COMES WITH THE MINIMUM CONDITIONS OF THE MAP ACT AND CITY ORDINANCES THAT THIS OFFICE IS REQUIRED TO ENFORCE.

THIS PLAY AND THE DEDICATIONS OFFERED
ARE APPROVED AND ACCEPTED BY THE MAYOR
OF HUNTSVILLE CITY, UTAH THIS ____ DAY

D

100

1777 E. ANTELOPE DR. STE. B
LAYTON, UT 84041
PHONE: (801) 499-5054
FAX: (801) 499-5065



*A PART OF LOT 3, HUNTSVILLE TOWN PARK SUBDIVISION,
BEING A PART OF THENORTHWEST QUARTER OF SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, HUNTSVILLE CITY, WEBER COUNTY, UTAH*



UNIT AREA TABULATION		
MAIN FLOOR	UNIT A1	10,322 SQ.FT.
SECOND FLOOR	UNIT A1	10,844 SQ.FT.
TOTAL		21,171 SQ.FT.

**177 E. ANTELOPE DR. STE. B
LAYTON, UT 84041
PHONE: (801) 499-5054
FAX: (801) 499-5065**

SHEET 2 OF 5

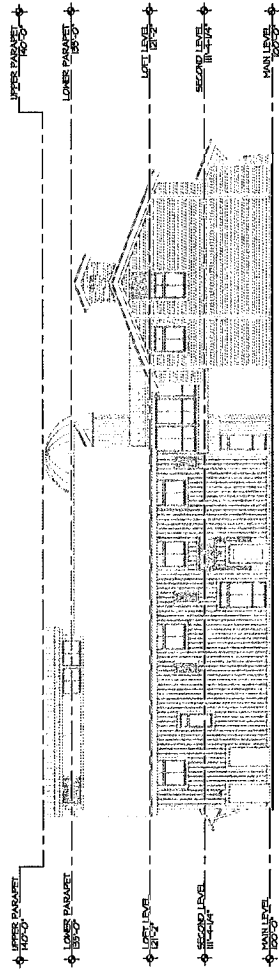
WEBER COUNTY RECORDER
COUNTY CLERK'S OFFICE

ENTRY NO. _____ FEE _____
PAID _____ FILED FOR RECORD AND
RECORDED _____ 2021 AT _____
IN BOOK _____ OF _____
OFFICIAL RECORDS PAGE _____
RECORDED FOR _____
CITY.

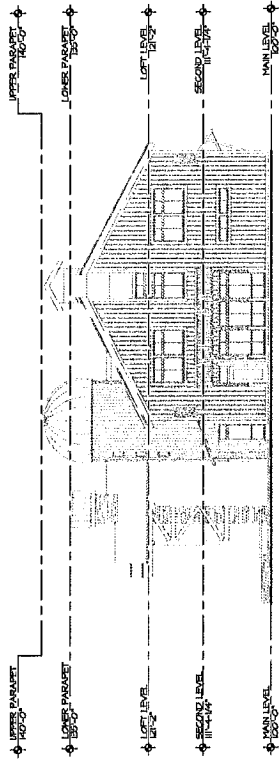
WEBER COUNTY RECORDER

NORTH ARROW CONDOMINIUMS

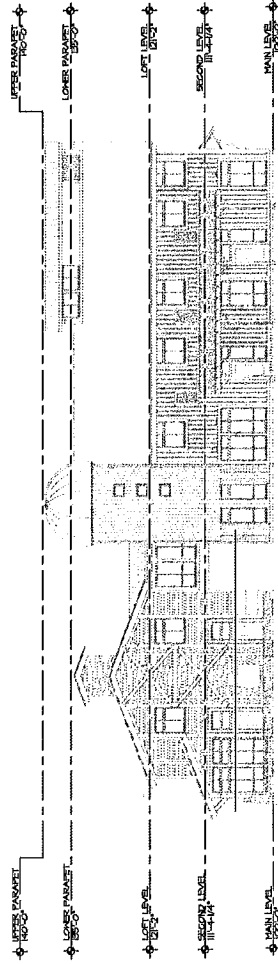
A PART OF LOT 3, HUNTSVILLE TOWN PARK SUBDIVISION,
BEING A PART OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, HUNTSVILLE CITY, WEBER COUNTY, UTAH



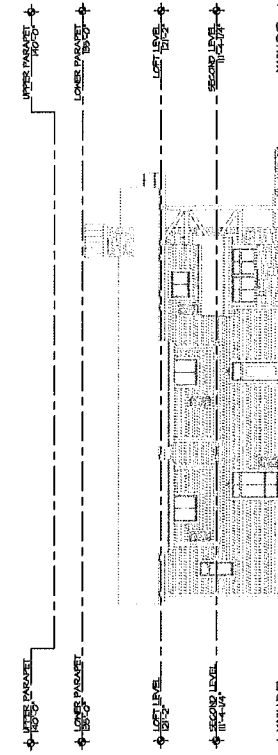
BUILDING "A" EAST ELEVATION
SCALE 1" = 10'



BUILDING "A" WEST ELEVATION
SCALE 1" = 10'



BUILDING "A" SOUTH ELEVATION
SCALE 1" = 10'



BUILDING "A" NORTH ELEVATION
SCALE 1" = 10'



177 E ANTELOPE DR. STE. B
LAYTON, UT 84041
PHONE: (801) 499-5054
FAX: (801) 499-5065

SHEET 3 OF 5

WEBER COUNTY RECORDER

ENTRY NO. _____ FILE _____

PAID _____ FILED FOR RECORD AND _____

RECORDED _____ DATE _____ 2023 AT _____

OFFICIAL RECORDS PAGE _____ OF _____

RECORDED FOR _____

CITY _____

WEBER COUNTY RECORDER

BY _____

DATE _____

A PART OF LOT 3, HUNTSVILLE TOWN PARK SUBDIVISION,
BEING A PART OF THENORTHWEST QUARTER OF SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, HUNTSVILLE CITY, WEBER COUNTY, UTAH

UNIT AREA TABULATION	
BASMENT FLOOR	UNIT R4 1950 SQ.FT.
MAIN FLOOR	UNIT R7 2175 SQ.FT.
	UNIT R8 2300 SQ.FT.
	UNIT R2 2007 SQ.FT.
SECOND FLOOR	UNIT R9 2021 SQ.FT.
	UNIT R3 2000 SQ.FT.
	UNIT R2 3714 SQ.FT.
THIRD FLOOR	UNIT R5 4399 SQ.FT.
	UNIT R4 3900 SQ.FT.
	UNIT R2 4209 SQ.FT.
LOFT FLOOR	UNIT R6 3300 SQ.FT.
	UNIT R1 1894 SQ.FT.
	UNIT R2 1894 SQ.FT.
TOTAL	UNIT R9 2021 SQ.FT.
	UNIT R4 3750 SQ.FT.
	UNIT R3 2300 SQ.FT.
	UNIT R6 3300 SQ.FT.
TOTAL 17472 SQ.FT.	



177 E. ANTELOPE DR. STE. B
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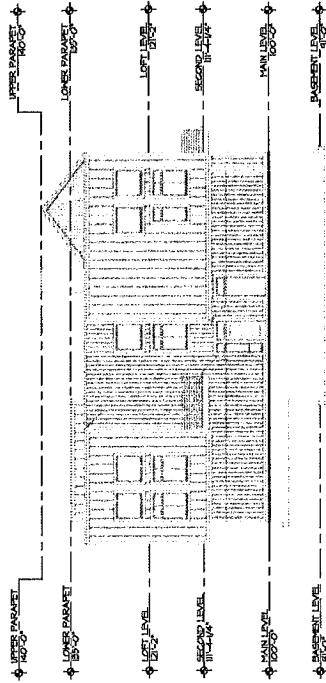
SHEET 4 OF 5
WEBER COUNTY RECORDER

ENTRY NO. _____ FEE _____
PAID _____ FILED FOR RECORD AND
RECORDED _____ 2021 AT _____
IN BOOK _____ OF _____
OFFICIAL RECORDS PAGE _____
RECORDED FOR _____
CITY: _____

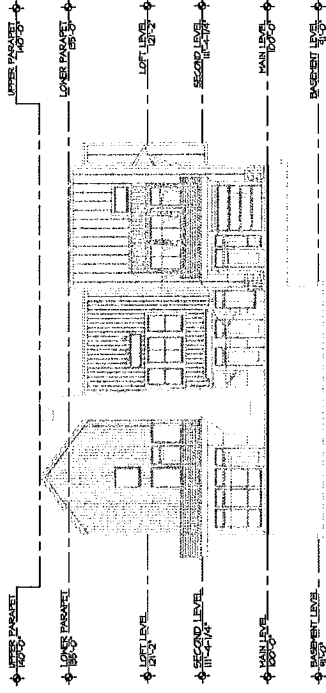
_____ WEBER COUNTY RECORDER
SYT _____ IDENTITY _____

NORTH ARROW CONDOMINIUMS

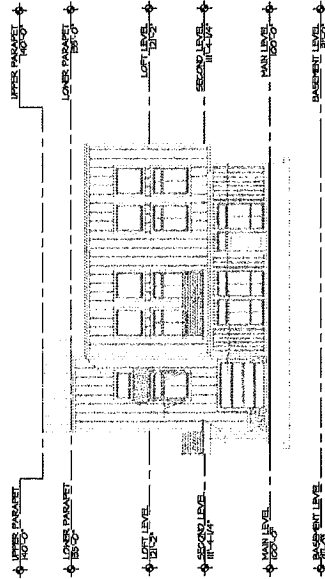
A PART OF LOT 3, HUNTSVILLE TOWN PARK SUBDIVISION,
BEING A PART OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 6 NORTH, RANGE 2 EAST,
SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, HUNTSVILLE CITY, WEBER COUNTY, UTAH



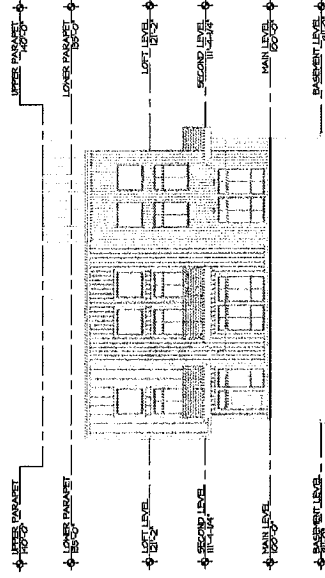
BUILDING "B" EAST ELEVATION
SCALE 1" = 10'



BUILDING "B" WEST ELEVATION
SCALE 1" = 10'



BUILDING "B" SOUTH ELEVATION
SCALE 1" = 10'



BUILDING "B" NORTH ELEVATION
SCALE 1" = 10'



177 E. ANTELOPE DR. STE. B
LAYTON, UT 84041
PHONE: (801) 499-5054
FAX: (801) 499-5065

SHEET 5 OF 5
WEBER COUNTY RECORDER
ENTRY NO. _____ FILED FOR RECORD AND
RECORDS BOOK _____ PAGE AT
OFFICIAL RECORDS PAGE _____
RECORDED FOR _____
CITY _____
WEBER COUNTY RECORDER
BY _____ DATE _____

Jim Truett

From: Day, Summer <sday@co.weber.ut.us>
Sent: Thursday, November 18, 2021 4:41 PM
To: jandersen@sunrise-eng.com; Jim Truett
Subject: RE: north arrow condos

EXTERNAL SENDER

Jared & Jim,

This is not a final review. Before our office can complete a formal/final review and give a letter stating such our office will need to review the complete structural plan for the North Arrow Condominiums. However at this time our office has review the information provided to us. This data include the culinary water usage data for the existing Compass Rose inn. The water usage information is translating into wastewater usage data. We have also review the preliminary building plans.

Upon completion of the review our office would agree that the water usage data provided for the Compass Rose Inn, shows a lower usage rate than that calculated it using the UAC R317-4 Table 3 Estimate Flow Rate of Wastewater. The UAC R317-4 allow for both methods to be considered during the design process. Based on the data provided it is reasonable that the 7 unit condominium would have a anticipated flow rate of 875 gallons a day.

The anticipated cumulative daily flow rate for the Compass Rose Inn and the North Arrow Condominium would be below the 3,290 gallon daily flow rate that the current onsite wastewater treatment system was designed for

Thank You
Summer Day, LEHS III, Program Manager
801-399-7174

From: Day, Summer
Sent: Thursday, November 18, 2021 3:04 PM
To: Jared Andersen <jandersen@sunrise-eng.com>
Subject: north arrow condos

Jared,

I'm trying to finish a review on this project so that you can have it for tonight's meeting. The structural plans I have don't have great detail. Do you know if the individual rooms have kitchenets or laundry facilities. You may not know this information. However if you do please email me.

Thanks
Summer



Ogden Office

1481 East 5600 South, Suite E101, Ogden, Utah 84403 | 801.523.0100

Date: November 10, 2021
To: Mayor Jim Truett, Beckki Endicott, Huntsville Town Planning Commission
From: Jared Andersen
Subject: Preliminary Plan Review #1

Preliminary Plan Subdivision Review – 9/22/21

In accordance with Subdivision Ordinance 15.25

Please provide the following:

15.25.1.5 A. 1. – states: The proposed name of the subdivision.

The names discussed and on the drawings are Compass Rose, Huntsville Square and North Arrow Condominiums. Unless otherwise suggested, I recommend using North Arrow Condominiums as labeled on the Plat dated 10/25/21

15.25.1.5 A. 5. – states: Contour map at intervals of no less than 2' minor and 5' major, or as recommended by the Huntsville Town Planning Commission.

A contour map was submitted. The date on the drawing is 5/31/2017.

15.25.1.5 A. 7. – states: The location, widths and other dimensions of all existing or platted streets and other important features such as water courses, irrigation ditches and structures, exceptional topography, easements and buildings within or immediately adjacent to the tract to be subdivided.

A plan was submitted, the date on the drawing is 5/31/2017.

15.25.1.5 A. 8. – states: Existing and proposed septic systems, storm drains, water supply mains, water wells, land drains, and culverts within the tract and immediately adjacent thereto.

A plan was submitted, the date on the drawing is 5/31/2017.

15.25.1.5 A. 9. – states: The location, widths and other dimensions of proposed public streets, private street, or private access rights-of-way, alleys, utility easements, parks, other open spaces and lots

with proposer labeling of spaces to be dedicated to the public or designated as private streets or private access rights-of-way.

A plan was submitted, the date on the drawing is 5/31/2017.

15.25.1.5 B. – states: Plans or written Engineering statements prepared by a Utah-licensed engineer regarding width and type of proposed pavement, location, size and type of proposed septic wastewater treatment system, proposed water mains and fire hydrants, storm water drainage facilities, and other proposed improvements such as sidewalks, planting, parks, and any grading of individual lots.

A plan was submitted, the date on the drawing is 5/31/2017.

15.25.1.5 C. – states: A written Statement of Feasibility from the Weber Morgan Health Department or the Utah State Division of Water Quality which states recommendations regarding sanitary sewage disposal shall be provided to the Huntsville Town Planning Commission prior to the recommendation of Preliminary Approval.

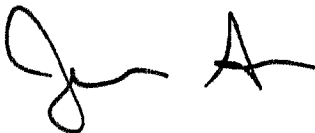
No statement has been received.

Comments:

1. The submitted site plan to review was a site plan from 5/31/2017. The proposed information from that site plan, I'm assuming, is now existing information. These plans would have to be update for final review.
2. Fire review for the proposed building will be required.
3. Decisions on installation of curb and sidewalk on the West side of the property running along 7400 East will need to be determined.
4. Storm Water calculations will be required for final design.
5. Number of parking spaces for proposed building will need to be agreed upon.

If preliminary plan is approved, I would recommend the conditions of completing the ordinance items above.

Comments and ordinance requirements are based on existing documents received. Future review to be added once full set of preliminary plans are received.



Jared Andersen, P.E.
Huntsville Town Engineer
Sunrise Engineering
jandersen@sunrise-eng.com



Ogden Office

1481 East 5600 South, Suite E101, Ogden, Utah 84403 | 801.523.0100

Date: November 16, 2021
To: Mayor Jim Truett, Shannon Smith, Beckki Endicott, Huntsville Town Planning Commission
From: Jared Andersen
Subject: Preliminary Plan Review #1 Amendment

Preliminary Plan Review Amendment – 11/16/21

Mayor Truett and I met with Weber Morgan Health Department (WMHD) on 11/15/21. We discussed the North Arrow Condominium (NAC) project and the WMHD approval process.

Huntsville Town ordinance states a feasibility letter from WMHD is required for preliminary approval. The ordinance states 'recommendations regarding sanitary sewage disposal'. An approval letter of the project was obtained through WMHD in 2017. Building B area on the plat has changed its use from 2017 and NAC is currently working with WMHD for approval of those changes.

I have also talked with Silverpeak Engineering to verify approval of submitting plans from 2017. Silverpeak verified they are confident in the drawings submitted from 2017.

I recommend Preliminary Approval of the North Arrow Condominium project subject to:

1. Final acceptance of existing septic system design and updated flows by WMHD
2. Final submitted drawings showing items stated in the preliminary review dated 11/10/21.

A handwritten signature in black ink, appearing to read "Jared Andersen".

Jared Andersen, P.E.
Huntsville Town Engineer
Sunrise Engineering
jandersen@sunrise-eng.com

Weber-Morgan Health Department Compass Rose questions

Day, Summer <sday@co.weber.ut.us>

Tue 11/9/2021 10:16 AM

To: Clerk <clerk@huntsvilletown.com>

Cc: Env Health Science <envhealth@co.weber.ut.us>

Beckki Endicott,

My name is Summer Day, I am program manager of the wastewater division here at the Weber-Morgan Health Department. Our office has been contacted by Jeff Hyde requesting a final approval letter for the septic system servicing the current Compass Rose hotel/inn. We have also been contacted by a representative working for Jeff requesting a Letter of Feasibility for the lot. We have both of these documents on file at our office. A feasibility letter states that the lot is buildable so it precedes the septic permit and building permit. The final approval of the septic system, states that a code compliant system has been installed.

Here are my concerns currently it is apparent that they want to add a new building to the existing lot. Our office did approval the original plan with two additional buildings on the lot. However the wastewater flow rate for these two additional proposed buildings is extremely low at 180 gallon a day for both the building. At this time I worry that the property owner is representing the final approval of the current septic system as documentation that our office is approving the construction of the new building. We are not approving new construction at this time. We have not seen a building plan, structural or site plan, the developer has not provided us with sufficient documentation to determine in any way what the use of the building will be.

Can you please forward this email to the individuals in Huntsville Town Corporation that may be reviewing the project. Please feel free to contact me for additional information. I think email will be the best form of communication were the town business hours are limited. Jeff Hyde has submitted a GRAMA request for the all documents included in his file. We will be fulfilling that request so he will have all documentation including the letter of feasibility and final approval letter associated with the current Compass Rose Hotel/inn.

Thank You

Summer Day, LEHS III, Program Manager
801-399-7174

Huntsville Town Rezoning Petition – Part I (Fee-\$500.00)

Applicant(s) Name: Merilee Hiram-Clauson Date: 10-12-21

Applicant Mailing Address: 7432 E 1005 Huntsville UT 84312

Property Location: 7432 E 1005 Huntsville UT 84312

Legal Description of Property: (Attach to Petition) Lot 8, Block 3, Plat
B, Huntsville Survey, Weber County, Utah,
according to the official Plat thereof.

Property Owner(s): Merilee Hiram-Clauson & Phillip Clauson

Current Zone: R-1 Requested Zone: C-1

A Concept Development Plan (Huntsville Town Ordinances Title 15.16.4) will be required prior to approval of any rezoning. Give a brief description of the Concept for Development of this Property:

We rent a small bed and breakfast on our
property - We have had many guests and others
request to have small weddings here. We
have hoped to have small weddings here
and so we are requesting to be rezoned
to C1 in order to meet the city ordinances (see
attached sheet.)

Is Subdivision Required? no If yes, brief description (must be compliant with Huntsville Town

Ordinances title 15.25): n/a

Property Owner(s) Permission for Rezoning Request:

I (we) authorize Merilee Hillam-Dawson + Phillip Dawson to request a change in the Zoning classification of my (our) property from R-1 to C-1

Merilee Hillam Dawson
Property Owner

Phillip Dawson
Property Owner

[Signature]
Applicant Signature

***Petitioner will assume ALL publication, engineering and installation fees associated with project.

Fees paid: \$ 500.00

Huntsville Town Clerk: _____ Receipt Date: _____

Huntsville Town Rezoning Petition – Part II

Upon Receipt of the Concept Development Plan (Huntsville Town Ordinances Title 15.16.4), the Official Rezoning Request Review process will commence.

Concept Development Plan Receipt Date: _____

Huntsville Town Clerk: _____

***Petitioner will assume ALL publication, engineering and installation fees associated with project.

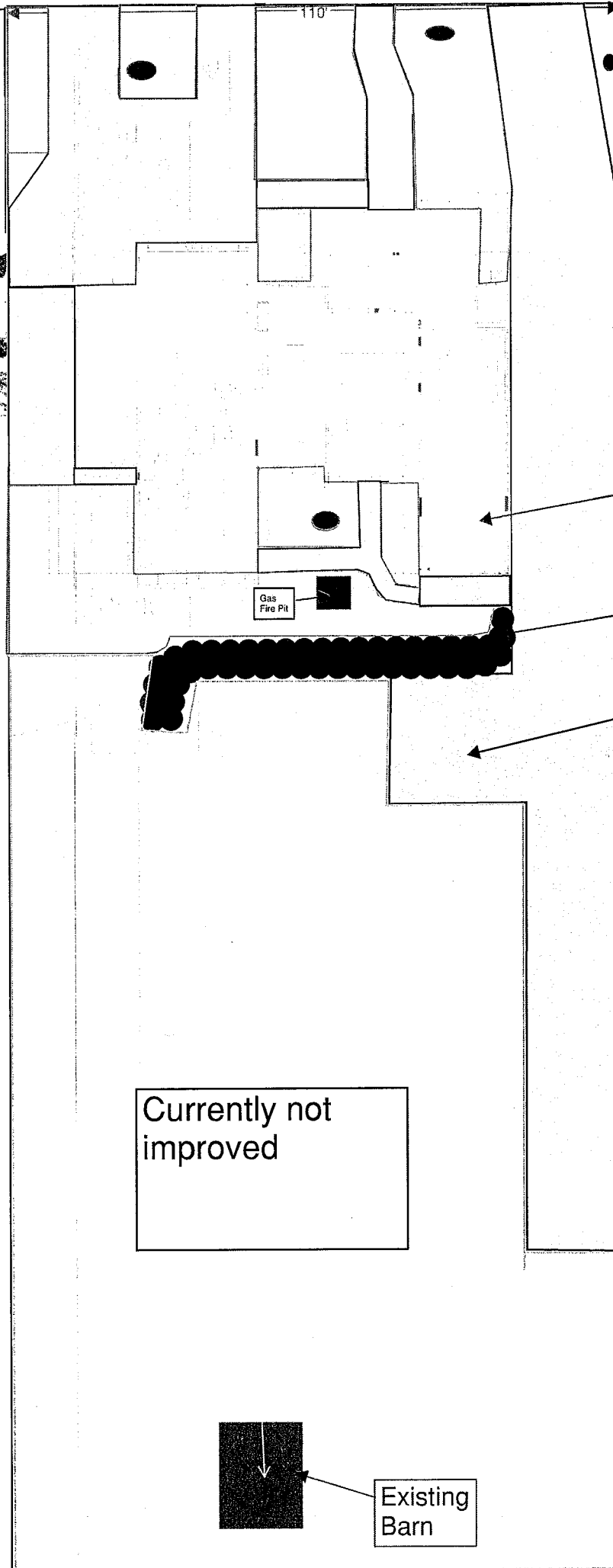
There's a possibility of no wedding just a wedding dinner. OR just a reception.. OR just a small family gathering / dinner.

For parking we plan to use in town designated parking and shuttle to the venue if there is overflow from what fits at our home.

We feel that by having these small gatherings at our home adhering to the town quiet hours and on the North side of our home there would be little to no affect on neighboring houses.

We will hydroseed in the spring and our yard will be fully landscaped with plenty of room for the above mentioned activities.

Phillip and Merilee
Clawson
7432 E 100 S
Huntsville Utah 84317
Current Site Plan



Trees & landscaping

Hard Surface

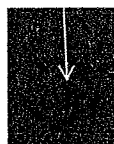


Existing Bed and Breakfast

Rock Wall

Parking

Currently not improved



Existing Barn

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

MEETING DATE: October 28th, 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	Excused
Liz Poulter	Planning Commissioner	Present
Sandy Hunter	Planning Commissioner	Present
Steve Songer	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Present
Allen Endicott	Planning Commissioner	Present
Shannon Smith	Town Clerk	Present
Bill Morris	Town Attorney	Excused

Citizens: Artie Powell, Merilee Hillam-Clawson, Phillip Clawson, Ronald Gault (Via Zoom)

1-Roll call: Acting Chair Sandy Hunter welcomed all who are attending the meeting.

2-Approval of Minutes for Planning Commission Meeting September 23rd, 2021.
(See Attachment #1)

PCM Liz Poulter motioned to approve the amended minutes from September 23rd, 2021.
PCM Jeff Larsen seconded the motion. All votes Aye. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Sandy Hunter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Allen Endicott
NAYS:	

3- Discussion on Parcel Consolidation, Parcel #240230018, Parcel #240110008 & Parcel #240110049 into one Parcel, Falls Property (See Attachment #2)

Artie was present to explain and review the plans on Behalf of the Falls. Artie reviewed the Falls plan to remodel the Jackson Cabin, 7315 E 300 S. The situation of the front facing side of the property came into question in relation to what setbacks you need to be considered. The address of the property currently is not congruent with the side the front door is located. Sandy referred to Title 15.6.4 (E).

Lot consolidation was addressed. There were some issues with the address on file for the lots in discussion. Artie went on to explain the lots the Falls are looking to consolidate. The Falls are looking to consolidate 4 lots, 240230018, 240230028, 240110008 and 240110049. The Falls are also considering moving the existing Cabin on one of the lots.

A discussion was had about the alley way near the property in question.

Discussion moved to the new construction planned on the above consolidated lots. Access will be off 7400 E. The pond shown on the plan is no longer part of the project. Artie pointed out the deck off the "gym/spa" goes over the 10-foot setback. This is something they are looking at modifying to bring it into compliance.

4-Discussion and/or action on Rezone application for Merilee Hillam-Clawson (See Attachment #__)

The Clawson's are interested in rezoning from residential to commercial to accommodate small weddings and receptions. They currently run a small Bed and Breakfast out of their home, and the customers have been asking about the ability to do weddings at the location. Merilee stated that she anticipates the weddings would be more of a side project. She estimated a few weddings a month would most likely be their max. But there is currently no formal plan.

The parking issue was questioned by PCM Allen Endicott. Currently the Clawson's have a small amount of parking available on site. They estimate they could accommodate about 9 cars. Then they proposed that extra cars, possible around 10-15 cars, could park at the Huntsville Park and be shuttled over the Clawson's property.

PCM Allen Endicott brought up the issue of noise/music due to proposed events. There was a concern voiced about surrounding neighbors and the effect this would have on people living near by. PCM Sandy Hunter reviews the procedure for rezoning. Merilee questioned the sound restrictions for the Mercantile, PCM Jeff Larsen stated that 10:00pm is the town's quiet time per the Town Ordinance.

PCM Jeff Larsen questions the General Plan and whether this request fits into the General Plan. PCM Allen Endicott references 15.16.2 & 3 Part C. PCM Sandy Hunter references the General Plan whether this is "needed". The Valley House was referenced as weather weddings/receptions are allowed. PCM Liz Poulter questioned the spot zoning issue. PMC Sandy Hunter explained the procedure in reference to the Title.

The Parking issue was further discussed.

The PC discussed possible action. 15.4.6 was referenced by PCM Sandy Hunter. Limits can be placed on conditional use permit, which the Clawson's will need to obtain in addition to the rezone

PMC Jeff Larsen motioned to recommend consideration for a rezone from R1 to C1 to the Town Council, 7432 E. 100 S., Parcel #240140013, with input moving forward that the

conditional use permit restrict number of events as well as hours of operation, noise issues and clarity on parking. PCM Liz Poulter seconded the motion. Roll Call Vote. Motion Passes. Votes are reflected below.

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Sandy Hunter Commissioner Steve Songer Commissioner Jeff Larsen
NAYS:	Commissioner Allen Endicott

PCM Allen Endicott motions to end regular meeting and open public meeting. PCM Steve Songer seconds the motion. All Vote Aye. Motion Passes

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Sandy Hunter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Allen Endicott
NAYS:	

5- Public Hearing on 15.5.3 to change to part E. footnote 8 (appeals majority)
(See Attachment #3)

PCM Chair Sandy Hunter asks for public comment. Sandy Hunter reads the recommended wording for 15.5.3 Part E. Shannon reviews the reason for the revision. Also the possibility of adding the wordage of “the Majority vote of at least 3 voting members”. Artie also commented on the wording issue.

PCM Allen Endicott motions to close public hearing and resume. PCM Steve Songer seconded the motion. All Votes Aye. Motion Passes

VOTES:	
AYES:	Commissioner Liz Poulter Commissioner Sandy Hunter Commissioner Steve Songer Commissioner Jeff Larsen Commissioner Allen Endicott
NAYS:	

Beckki Endicott

From: Allen Endicott <Allen.Endicott@scouting.org>
Sent: Wednesday, November 17, 2021 10:52 PM
To: Town Council; Kevin Anderson; Jim Truett; Wendy McKay
Subject: Clawson Zoning Change

Mr. Mayor and Town Council members,

I wanted to send you a note concerning the proposed change in zoning for the Clawson residence from residential to commercial. Unfortunately I cannot attend the Thursday Town Council Meeting as I have a council executive board meeting at the same time.

In a effort to keep this brief, my concerns are the following:

1. The creation of a Spot Zone. Title 15.16.2.A specifically prohibits a spot zone. Spot zoning is the application of zoning to a specific parcel or parcels of land within a larger zoned area when the rezoning is usually at odds with a city's general plan and current zoning restrictions. Changing the designation of the Clawson's property would create this issue.
2. Loud music. Weddings are times of celebration. Music, dancing, visits from friends, family, and neighbors are certainly appropriate.. Many of us have hosted an event, like a wedding, at our own homes. This is certainly appropriate and understandable. However, weekly, bi-weekly, twice weekly, events would task even the best of neighbors. Loud music would impact everyone in the surrounding area. We already have commercial areas where this occurs. Adding this by allowing a spot zone commercial property is only inviting issues.

I voted no when this was presented to the Planning Commission and I would recommend the Town Council not approve this proposal.

Sincerely,

Allen Endicott | Scout Executive

BOY SCOUTS OF AMERICA
Crossroads of the West Council

1200 East 5400 South
Ogden, Utah 84403
O (801) 479-5460

allen.endicott@scouting.org

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November 17, 2021

Davis, Sorensen, Lund, and Garr Families
C/O 7478 E. First St.
Huntsville, UT 84317

Huntsville Town
P.O. Box 267
Huntsville, UT 84317

To Huntsville Town Council:
Re: Clawson re-zone to Commercial

Our family owns the property to the east and north of Phil and Merilee Clawson's property. The Clawson's have lived in their lovely new home less than a year, and have been wonderful neighbors. However, we strongly object to the Clawson property being re-zoned to C-1 Commercial.

Zoning is established to enable long-term planning. To build a home in a residential zone is done explicitly to avoid the commercial environment. Granting a change in zoning, from residential to commercial, violates the trust the residents have in Huntsville Town to preserve the residential atmosphere.

Privacy is a multifactorial concept. Visual exposure is the most common concern. However, unwelcomed sound (or noise) is also a breach of privacy. The area north and east of the petitioners' home is comprised of our homes and fields. These areas have been specifically designed and preserved as such, so that quiet and peace may prevail for those of us who live and visit there, not as an excuse for commercial ventures to intrude.

The statement that shuttle services will be required or available indicates parking problems. This foreshadows traffic congestion, danger in crossing First Street, and inevitable parking in front of the homes along First Street. We object to having the front of our homes encumbered with parked cars.

The commercial property already in use across First Street in the center of town, should remain contained and not spill over into *established* residential areas. Controlling these types of requests is an important step in keeping our town rural and quaint, which the leaders continually promise.

Thank you for your consideration,

Jennifer and Cliff Sorensen, Jack and Cindy Davis, Dan Davis, Andy and Priscila Lund, Alex and Charidee Lund, Lindsay and Dan Garr

Beckki Endicott

From: Daniel Davis <danhorseman224@gmail.com>
Sent: Thursday, November 18, 2021 4:12 PM
To: Clerk
Subject: Marilee Hillam Clawson Rezoning proposal.

I am building a home just east of the Clawson's new home. I oppose their proposal.

My house is positioned with the main focus on my back deck, looking at my barn and over the six acres that I own. This proposal would ultimately destroy any sense of privacy or tranquility. My concerns are; volume of music, how late at night, the number of people attending, and other aspects that would be disturbing to a neighbor next door.

I still use my barn as a traditional barn. I have horses in there very frequently, if not full time for my purposes. Celebrations, fireworks, loud noises, are not conducive to the animals. I also worry that good old-fashioned barnyard smells maybe wafting in their direction. I want to avoid any conflict.

This is a residential area where family has been here since it's founding and our desire is to maintain a quiet country atmosphere.

I will be following the process and add any information that maybe necessary during this approval process.

Thank you for your time,

Dan Davis.

Thanks for accepting my impute relative to the Clawson's wanting to rezone their property from "Residential" to "Commercial".

My name is Steve Johnson I have owned land to the west of the Clawson's property for 26 years, where we raised our four children. Our children were the 4th generation continuously living on the same street (7400 E) in Huntsville. Obviously we have seen many changes in Huntsville town, some good, some bad. We have recently sold one acre with our 115 year old house on it, we kept 3 acres in town, for future residential dreams.

Some additional information to reflect the reasoning behind my response to this zone change petition. A few years ago I served on the Huntsville town council and one of my duties was to over see the Planning Commission. Additionally, for the last three years I have been working in the Planning and Zoning office in Lincoln County Wyoming where I have been the Director of Planning and Zoning.

Comments on the situation as it exists

1. The Clawsons have built a beautiful home on their grandparents property, this is very positive for themselves as well as the community. They must be very proud of their location, as well their as efforts, and efficient success.
2. The Clawson's construction process was helped greatly by their constant staging of equipment and supplies across First Street on town property through out the process. This was done neatly and did not hurt anything and nobody was bothered.
3. If this property would have been previously zoned Commercial the Clawsons would not have been able to build their house on that spot.
4. Huntsville Town requires a total of 25' of open space, side yards on any, house with neither side yard being less that 10'. Does the Clawson's house meet this requirement?
5. The house has recently been promoted as a "Bed and Breakfast" when discussed there is a wink, because, it is said that "breakfast is not actually served?" Thus the actual use is more of an "Air B & B", which is not currently allowed in Huntsville Town.

6. The proposed purpose of this rezone is to allow events such as receptions and public gatherings. Many people in town have hosted such events in their yards from time to time and no body in town really cares. If these events become constant and Commercial it becomes a very different story and parking is a major requirement that must be addressed.

7. From a Planning stand point "Island Zoning" is a very bad practice. It may be argued that this is a Peninsula and not an Island? First street, the most traveled street in town creates a very formidable obstruction for such an idea.

8. A very common reason to elevate the zoning of a property is to simply increase the value of the property to help resale potential.

9. Once a property has been rezoned it is rare that it ever goes back. This offers a very tough pretense to avoid future mistakes of rezoning.

10. Huntsville Town Council has traditionally been very easy to work with and very accommodating, these traits should not be taken advantage of.

11. I have seen the application for this rezone. Even though it may feel like a great idea to the applicants, the apparent effort put into it seems less than the efforts of those responding to their application.

12. I fear that this situation may, in the future give definition to, "Give someone an inch and they will take a mile".

13. I am sure the experienced Town Council will make a wise decision.

Huntsville Town
Parcel Consolidation Application

On behave of John Falls, we are requesting consolidation of four (4)
parcels at or about the corner of 7400 E and 400 S:

1. 240230018
2. 240230029
3. 240110008
4. 240110049

The owners are listed as Legend of the Falls, Corp. or Silent Falls Inc.
(John Falls). The Mailing address for the parcels is listed as:

2000 W Ashton Blvd., STE 120, Lehi, Utah, 840436147

John's contact information:

johnponifalls@gmail.com

(801) 644-2887

My contact information is:

Artie Powell

Apowell42@gmail.com

(385) 231-3051

Huntsville Town

Parcel Consolidation Application

Applicant Name: Artie Powell (for John & Heather Falls)Applicant Mailing Address: PO Box 164 Huntsville UT 84317Email: apowell142@gmail.com Phone: 385-231-3051

Brief Description of Proposed Parcel Consolidation: _____

Consolidate four (4) parcels at the intersection
of 7400 E and 400 S.

Parcel Owner's Permission for Parcel Consolidation Application

The undersigned authorize this application for parcel consolidation:

Parcel Number(s): 240230018Parcel(s) Owner Name: Legend of the Falls (John Falls) 84043614 7Parcel(s) Owner Mailing Address: 2000 W Ashton Blvd Ste 120 Lehi UT 84043Email: john.poni.falls@gmail.com Phone: 801 644 2887Parcel Owner Signature: John Falls (Artie Powell) Date: 11/6/2021Title (Authorized Agent): Relative (Artie Powell)

The undersigned authorize this application for parcel consolidation:

Parcel Number(s): 240230029Parcel(s) Owner Name: Legend of the Falls (John Falls)Parcel(s) Owner Mailing Address: 2000 W Ashton Blvd Ste 120 Lehi UT 84043614 7Email: john.poni.falls@gmail.com Phone: 801 644 2887Parcel Owner Signature: John Falls (Artie Powell) Date: 11/6/2021Title (Authorized Agent): Relative (Artie Powell)

(For Additional Parcel Owners Use Attached Sheet)

For Town Use:

Application Date: 11/10/2021Fees Paid: 180.00 pd check

Beckki Radicott, Town Clerk

180.00 11/10/21

Huntsville Town

Parcel Consolidation Application

Applicant Name: _____

Applicant Mailing Address: _____

Email: _____ Phone: _____

Brief Description of Proposed Parcel Consolidation: _____

Parcel Owner's Permission for Parcel Consolidation Application*The undersigned authorize this application for parcel consolidation:*Parcel Number(s): 240110008Parcel(s) Owner Name: Silent Falls inc (John Falls)Parcel(s) Owner Mailing Address: 2000 W Ashton Blvd Ste 120 Lehi UT 84043614Email: john.poni.falls@gmail.com Phone: 801 644 2887Parcel Owner Signature: John Falls (Artie Powell) Date: 11/6/2021Title (Authorized Agent): Relative (Artie Powell)*The undersigned authorize this application for parcel consolidation:*Parcel Number(s): 240110049Parcel(s) Owner Name: Legend of the Falls (John Falls)Parcel(s) Owner Mailing Address: 2000 W Ashton Blvd Ste 120 Lehi UT 84043614Email: john.poni.falls@gmail.com Phone: 801 644 2887Parcel Owner Signature: John Falls (Artie Powell) Date: 11/6/2021Title (Authorized Agent): Relative (Artie Powell)*(For Additional Parcel Owners Use Attached Sheet)***For Town Use:**

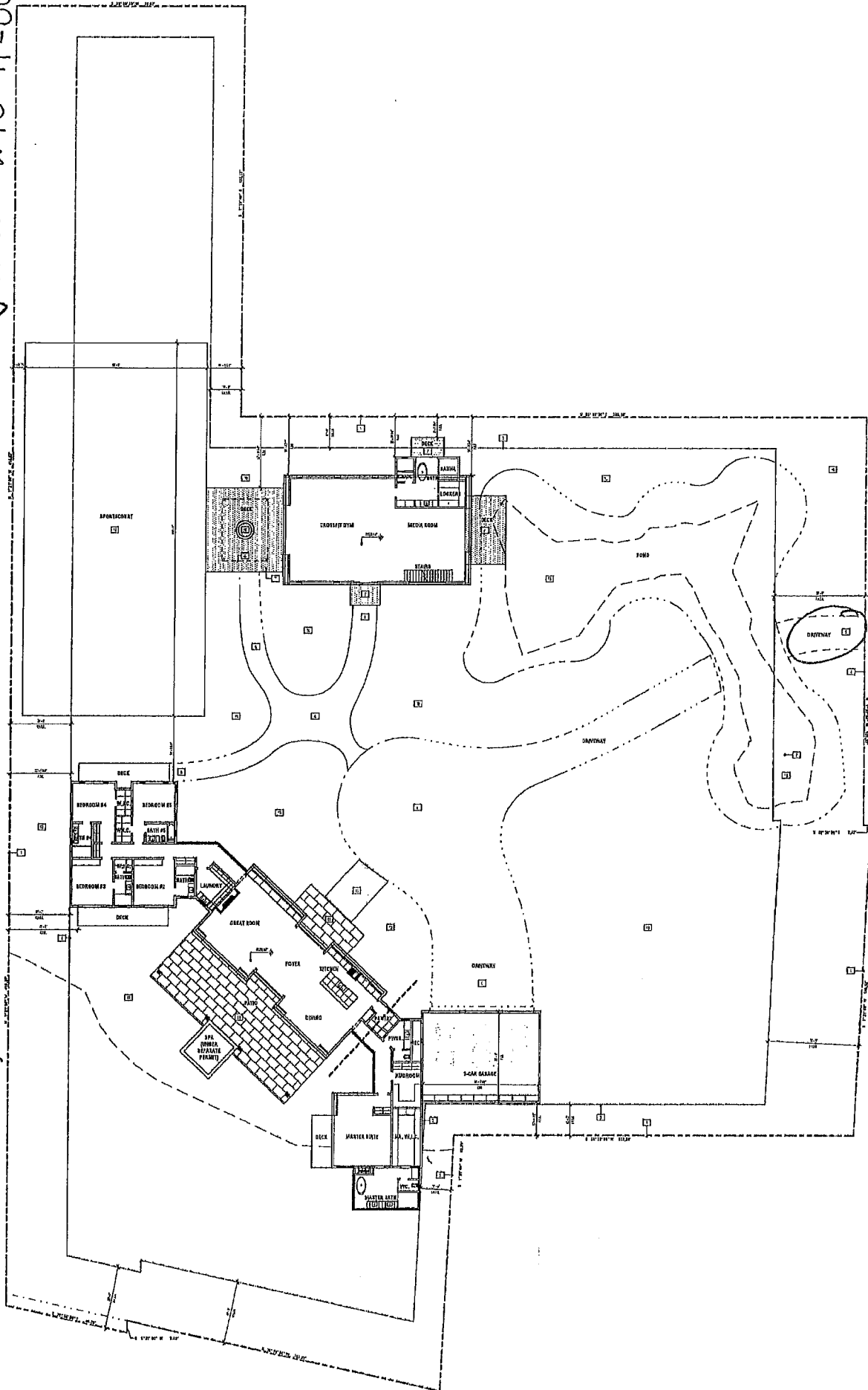
Application Date: _____ Fees Paid: _____

Beckki Endicott, Town Clerk

240-11-0049

13
Parcel # 240-11-0049

↑
10 240-23-0029



7400E

Cemetery Point Gate Closure

Cemetery Point is a summer Recreation site at Pineview Reservoir. It is currently managed by our concessionaire under permit and is closed by them at the end of the season.

The parking lot at Cemetery Point is not accessible after the concessionaire closes the facility, the road is kept open for the town of Huntsville for entrance to the cemetery.

No Parking signs along the road should be recognized and adhered to. Law enforcement will be monitoring access to the cemetery.

The Forest Service in partnering with the town of Huntsville, Weber County, Utah State DNR, and our concessionaire to improve the recreation opportunities around Pineview. As we move forward with these projects there will be many changes to the way the lake and the recreation sites historically have been utilized.

We are working with the concessionaire and the Great American Outdoors Act to have our recreation sites open year-round for access to the lake. Improvements to the Recreation sites will be necessary to facilitate winter use.

There are many access points to the lake during the off season that are open to the public. Pelican Beach, Spring Creek, Pineview Trailhead, Port Ramp are all open and usable.

The Forest Service is monitoring these sites in the winter and unfortunately dealing with trash problems and vandalism that is occurring. Our ability to maintain the facilities is limited because of the lack of year-round staffing.



4111 Old Main Hill
Logan, UT 84322-4111
(435) 797-2931
(800) 822-8878
(435) 797-1582 Fax

LTAP

Utah's Local Technical Assistance Program
www.utahltap.org

October 22, 2021

Jared Anderson, PE
Project Manager
Sunrise Engineering

Re: Traffic and Pedestrian Counts for 200 South and 7400 East, Huntsville, Utah

Dear Jared:

This letter is in response to your request of the Utah Local Technical Assistance Program (LTAP) Center to conduct a traffic/pedestrian counts and warrant evaluation at 200 South and 7400 East, Huntsville, Utah. The intersection is currently operating as a two way stop controlled intersection with free east/west direction and stop controlled in the north/south direction. The intersection is a single lane in each direction with left turn auxiliary lanes. The intersection will be reviewed as to whether it meets an Multi-Way Stop Warrant.



Existing Traffic Data

Existing traffic/pedestrian data was collected on Saturday, September 25, 2021 from 6:00 AM to 7:00 PM. The hourly traffic counts are shown in Table 1, the peak hour occurred between 11:00 a.m. and 12:00 p.m.

Table 1: Existing Traffic Counts

Time Period		Southbound			Westbound			Northbound			Eastbound			Total Vehicles	Bikes	Peds
From:	To:	L	T	R	L	T	R	L	T	R	L	T	R			
6:00 am	7:00 am	0	0	1	0	0	0	0	0	1	0	1	0	3	0	3
7:00 am	8:00 am	0	0	3	1	1	1	1	3	2	0	2	0	14	3	0
8:00 am	9:00 am	6	9	9	2	5	2	2	5	1	9	2	4	56	3	24
9:00 am	10:00 am	6	5	11	1	11	6	4	1	1	1	11	0	58	0	7
10:00 am	11:00 am	6	12	16	3	14	7	6	7	18	7	13	4	113	4	25
11:00 am	12:00 pm	9	16	14	7	24	22	6	9	12	10	21	12	162	24	14
12:00 pm	1:00 pm	9	14	17	8	17	9	9	8	19	7	14	24	155	7	12
1:00 pm	2:00 pm	4	17	18	7	15	14	3	11	10	8	30	11	148	5	10
2:00 pm	3:00 pm	6	16	14	12	18	15	7	13	19	6	23	7	156	7	26
3:00 pm	4:00 pm	7	10	23	14	26	7	4	13	8	12	27	5	156	12	18
4:00 pm	5:00 pm	8	4	18	10	12	2	8	2	15	6	18	8	111	8	15
5:00 pm	6:00 pm	8	10	15	9	11	12	3	8	15	8	15	11	125	4	8
6:00 pm	7:00 pm	4	17	9	4	13	16	9	14	16	1	15	17	135	8	11

Stop Sign Warrant

Section 2B.07 of the MUTCD for Multi-Way Stop Applications is the basis for the warrant analysis. The warrant criteria from the MUTCD is shown in italics:

Warrant Analysis

Condition A - Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

Condition A - Warrant Not Met

As a traffic signal is not justified.

Condition B - Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.

Condition B - Warrant Not Met

Accident data was not provided, and it is not believed to be a significant factor.

Condition C - Minimum volumes:

- 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
- 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
- 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*

D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

Table 2 - Min Vehicular Volume

Major 100%	Major 80%	Minor 100%	Minor 80%
300	240	200	160
1	1	5	5
5	5	12	12
24	24	59	59
30	30	35	35
48	48	94	94
96	96	104	104
79	79	95	95
85	85	78	78
81	81	108	108
91	91	95	95
56	56	78	78
66	66	71	71
66	66	88	88

Condition C and D - Warrant Not Met

It can be seen that the peak times do not meet either the Major 100%, Major 80%, Minor 100% or the Minor 80%. The requirement is that an 8-hour average meets both the major/minor conditions. The volumes are not close to meeting the average 8-hour conditions.

It should be noted that a Saturday in September may have less traffic than a Saturday in July. To estimate how much higher average Saturdays are in July, the UDOT continuous traffic counter #320 was reviewed (located in Ogden Canyon just below Pine View Dam). The best data to use as a relative comparison is from 2019, because this is when Pine View Reservoir was still relatively full. During this year, the average Saturday in July (excluding holiday weekends) was

72% higher than the average Saturday in September. Even considering this difference, it is not likely valuable to repeat the counts in July of 2022, because growing the existing counts by 72% would not meet this part of the warrant.

The Town of Huntsville may choose to install an Multi-Way Stop based on engineering study with the following options suggested by the MUTCD as reasons for an Multi-Way Stop:

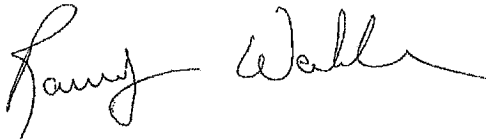
Option:

05 Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;*
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;*
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and*
- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.*

This is a summary of the traffic/pedestrian counts that were performed. Please feel free to call with questions.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Randy Wahlen". The signature is fluid and cursive, with the first name "Randy" and last name "Wahlen" clearly distinguishable.

Randy Wahlen, P.E.
Director, Utah LTAP Center
801-395-4054
Randy.wahlen@usu.edu