

# BOX ELDER COUNTY PLANNING COMMISSION MINUTES MARCH 17, 2022

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The Board of Planning Commissioners of Box Elder County, Utah met in the Box Elder County Commission Chambers at 7:00 p.m. The following members were present by a roll call, constituting a quorum:

## *Roll Call*

Mellonee Wilding  
Jared Holmgren  
Kevin McGaha  
Michael Udy  
Steven Zollinger  
Bonnie Robinson  
Laurie Munns

Chairman  
Vice-Chair  
Excused  
Excused  
Member  
Member  
Member

## *the following Staff was present:*

Scott Lyons            Comm Dev Director  
Marcus Wager        County Planner  
Destin Christiansen   County Planner  
Steve Hadfield        County Attorney  
Jeff Scott             Commissioner  
Diane Fuhriman       Executive Secretary

Chairman Mellonee Wilding called the meeting to order at 7:00 p.m.

The Invocation was offered by Commissioner Steven Zollinger  
Pledge was led by Commissioner Mellonee Wilding

## **The following citizens were present & signed the attendance sheet**

See Attachment No. 1 – Attendance Sheet.

## **SELECT A CHAIR AND VICE-CHAIR TO SERVE A TERM OF ONE (1) YEAR**

**MOTION:** A Motion was made by Commissioner Laurie Munns to nominate Mellonee Wilding as chair of the Planning Commission for a term of one (1) year. The motion was seconded by Commissioner Steven Zollinger and passed unanimously.

**MOTION:** A Motion was made by Commissioner Laurie Munns to nominate Jared Holmgren as the vice-chair of the Planning Commission for a term of one (1) year. The motion was seconded by Commissioner Steven Zollinger and passed unanimously.

The Minutes of the February 17, 2022 meeting were made available to the Planning Commissioners prior to this meeting and upon review a **Motion** was made by Commissioner Bonnie Robinson to approve the minutes as written. The motion was seconded by Commissioner Jared Holmgren and passed unanimously.

## **UNFINISHED BUSINESS –NONE**

**PUBLIC HEARINGS**

**ZONING MAP AMENDMENT, Z22-003, Request for a zone change of 56.93 acres from Unzoned to R-1-20 (Residential 20,000 sq. ft.). The request is for all lots within Phase 1 and 2 of the Brookside Ranches Subdivision located at 13500 North East Garland Road. ACTION**

This item was withdrawn.

**NEW BUSINESS**

**WARBURTON AGRICULTURAL SUBDIVISION, AS22-003, Request for approval for an agricultural subdivision located at approximately 78500 West Etna Road in the Etna/Grouse Creek area of Unincorporated Box Elder County. ACTION**

Staff explained the two lots are already separated but have the same parcel number. The way one quarter section was sold off, it ending up leaving those two lots as one parcel. (See image below). Staff has prepared a document to be recorded which will create separate parcel numbers for each lot. The legal descriptions proposed for the two lots have been reviewed and approved by the County Surveyor. Staff stated this request meets all the requirements in Utah State Code 17-27a-605 and has been approved by the Culinary Water and Sanitary Sewer Authorities. Staff recommends approval.



**MOTION:** A Motion was made by Commissioner Bonnie Robinson to approve application number AS22-003, an agricultural subdivision, and adopting the conditions and findings of staff. The motion was seconded by Commissioner Steven Zollinger and unanimously carried.

**NEW BEGINNINGS SUBDIVISION, SS22-003, Request for approval for a subdivision located at approximately 15125 North 4400 West in the Riverside area of Unincorporated Box Elder County. ACTION**

Staff said the applicant is requesting final approval of the New Beginnings Subdivision plat. The proposed subdivision is for five new lots, ranging from .80 acres to 1.51 acres in size. The remaining parcel will be 25 acres in size. The surrounding land use is Rural Residential and Agriculture, the surrounding zoning is Unzoned. Access for all of the lots would be off 4400 West.

Staff explained this application started as a preliminary subdivision plat but has been converted to a final plat application. Staff has not received the final plat to begin the reviewing process; however, all applicable county departments will be reviewing this subdivision. Whether the Planning Commission decides to table or approve this request, the end result will be the same.

Commissioner Bonnie Robinson feels this request is not complete enough for approval. Commissioners Wilding and Munns agreed.

**MOTION:** A Motion was made by Commissioner Laurie Munns to table application SS22-003, a final plat for the New Beginnings Subdivision located in unincorporated Box Elder County, for up to 3 months based on an incomplete application and to allow time for all applicable county departments to review. The motion was seconded by Commissioner Steven Zollinger and unanimously carried.

## **WORKING REPORTS**

### **UCIP Training**

The Utah Counties Insurance Pool is coming in April to train the Planning Commissioners. The agenda for the April meeting is quite full. Adding the training could prolong the meeting to 3 or 4 hours. Staff said the training could be done another day in person, or possibly another day virtually. Staff will contact the UCIP about a virtual meeting.

### **Home Occupations/Home Businesses**

Staff has updated a few items since last month's meeting. The discussion included 1. Different sized lots not having different rules; everyone who owns a home should be treated equally. 2. Uses could be amended, if a home occupations is allowed in a zone, they would need to adhere to certain provisions. 3. Prohibited uses have been updated for home occupations. 4. Storage, storing a neighbor's boat for \$30 a month is not the problem, it is those who purposely build a large building and find a loophole for storage units in a residential area under the guise of a home occupations. 5. Daycares and the number of employees and minimum lots size of two acres. 6. At what point does a business cross over from a home occupations to a commercial business. 7. Parking of tractor trailers, semi-trucks or other heavy equipment.

Staff asked the commissioners to send him any notes they have made concerning the topic in hopes of bringing it back to the April meeting with a public hearing.

### **Subdivisions**

Staff has been running subdivisions a certain way; after looking in-depth at county code, the procedures in the code are not being followed. The procedures staff has been following makes more sense so they would like to change code to reflect the way things are done. They are cleaning up the redundancy in the code and making it more streamline. A substantial change is for small subdivisions; currently it is for 3 lots with no improvements. Staff is proposing to change to 10 lots with improvements.

Staff asked the commissioners to read the chapter and suggest any changes they would like. The commissioners all agree that anything making the procedure easier and in-line with the procedures we now use is a bonus.

**PUBLIC COMMENTS**

All the commissioners and staff thanked Commissioner Laurie Munns for her 13 years of service.

**ADJOURN**

**MOTION:** A Motion was made by Commissioner Steve Zollinger to adjourn commission meeting. The motion was seconded by Commissioner Jared Holmgren and meeting adjourned at 8:07 p.m.

  
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Mellonee Wilding, Chairman  
Box Elder County Planning Commission

