

MINUTES OF A REGULAR MEETING OF THE HYRUM CITY PLANNING COMMISSION  
HELD OCTOBER 14, 2021 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST  
MAIN, HYRUM, UTAH.

**CONVENED:** 6:33 P.M.

**CONDUCTING:** Chairman Brian Carver

**PRESENT:** Chairman Brian Carver and Commissioners Kevin Anderson,  
Blake Foster, Terry Mann, and Alternate member Paul Willardson.

**EXCUSED:** Angi Bair

**CALL TO ORDER:** There being five members present and five members  
representing a quorum, Chairman Brian Carver called the meeting to  
order.

**OTHERS PRESENT:** Zoning Administrator Matt Holmes and seven  
citizens. Secretary Shalyn Maxfield recorded the minutes.

**PLEDGE OF ALLEGIANCE:** Commissioner Kevin Anderson led the governing  
body and the citizens in the Pledge of Allegiance.

**INVOCATION:** Commissioner Paul Willardson

**APPROVAL OF MINUTES:**

The minutes of a regular meeting held on August 12, 2021 were  
approved as written.

**ACTION** Commissioner Terry Mann made a motion to approve the  
minutes of August 12, 2021 as written. Commissioner Blake  
Foster seconded the motion and Commissioners Anderson,  
Carver, Foster, Mann, and Willardson voted aye.

**AGENDA APPROVAL:**

A copy of the notice and agenda for this meeting was EMAILED to The  
Herald Journal, posted on the Utah Public Notice Website and Hyrum  
City's website, mailed to each member of the Planning Commission,  
and posted at the City Offices more than forty-eight hours before  
meeting time.

**ACTION** Commissioner Kevin Anderson made a motion to approve the  
Agenda for October 14, 2021 as written. Commissioner  
Terry Mann seconded the motion and Commissioners  
Anderson, Carver, Foster, Mann, and Willardson voted aye.

6. SCHEDULED DELEGATIONS:

- A. Terry and Wendy Smith - To request approval for extended use of a recreational vehicle/trailer on a residential lot located at 501 South 200 East.
  - B. Deann Adams - To request approval of a two-lot mini subdivision located at 350 North 400 West.
  - C. Carl Lundahl - To request approval of a two-lot mini subdivision located at 383 West 300 North.
  - D. Dan Larsen, Eagleray Holdings LLC - To request Site Plan approval to construct an additional building located at 120 North 800 East.
  - E. Martin Skabelund - To request Site Plan approval for a new building located at 1733 Anvil Road in the Blacksmith Fork Industrial Park.
  - F. Heidi Harris - To request Site Plan approval for a soda and beverage shop located in the Ridleys parking lot at 780 East Main Street.
7. ADJOURNMENT

***SCHEDULED DELEGATIONS:***

**TERRY AND WENDY SMITH - TO REQUEST APPROVAL FOR EXTENDED USE OF A RECREATIONAL VEHICLE/TRAILER ON A RESIDENTIAL LOT LOCATED AT 501 SOUTH 200 EAST.**

Zoning Administrator Matt Holmes said Terry and Wendy Smith at 501 South 200 East have a trailer that is being continuously used and lived in. The owners explained that their adult daughter and her family needed to move into their home, so they use the trailer as refuge and often sleep in it. Terry and Wendy are planning to build a new home, but it will not be started until next year. They are looking to continue to use the trailer to sleep in until their home is complete.

Commissioner Brian Carver stated that it seems reasonable to offer them a permit for 180-days and then if they need an extension to come back to the planning commission for approval.

Zoning Administrator Matt Holmes also stated that City Staff would be willing to construct a permit for the 180-days and have it approved by the Planning Commission Chairman.

**ACTION**

**Commissioner Paul Willardson made a motion to recommend approval for extended use of a recreation vehicle/trailer for Terry and Wendy Smith on a residential lot located at 501 South 200 East with the following conditions: 1. City Staff will draft a permit for 180-day extension to be reviewed by the Planning Commission Chairman; and 2. The trailer will be relocated to the rear of the house. Commissioner Terry Mann seconded the motion and**

Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.

**DEANN ADAMS - TO REQUEST APPROVAL OF A TWO-LOT MINI SUBDIVISION LOCATED AT 350 NORTH 400 WEST.**

Commissioner Brian Carver advised that as he was looking at the proposal, he noticed that if Deann Adams changed the frontage from 167 on one lot and 162 on the other lot, to 165 on each then in the future both lots have the option to be split again.

Deann Adams appreciated the option but also advised that they are not looking to split the lots in the future based on where the home will be built.

Commissioner Brian Carver also requested a utility easement on the north end of lot one to cover the mast arms of the existing power poles.

**ACTION** Commissioner Kevin Anderson made a motion to recommend approval of a two-lot mini subdivision located at 350 North 400 West with the condition that a utility easement be provided. Commissioner Blake Foster seconded the motion and Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.

**CARL LUNDAHL - TO REQUEST APPROVAL OF A TWO-LOT MINI SUBDIVISION LOCATED AT 383 WEST 300 NORTH.**

Zoning Administrator Matt Holmes stated that he and the surveyor discussed the project and were able to make sure it met the standards.

The Planning Commission members agreed.

**ACTION** Commissioner Terry Mann made a motion to recommend approval of a two-lot mini subdivision located at 383 West 300 North as presented. Commissioner Kevin Anderson seconded the motion and Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.

**DAN LARSEN, EAGLERAY HOLDINGS LLC - TO REQUEST SITE PLAN APPROVAL TO CONSTRUCT AN ADDITIONAL BUILDING LOCATED AT 120 NORTH 800 EAST.**

Dan Larsen stated that the trash receptacle will be north of the new building in the same spot. Snow removal will be 21 feet to the south. In ten years, it has only filled up once but because of the extra parking spaces that are already provided, there will be options to use some of that space for snow if needed. There are no

tenants for the new building yet, but the plan is to move the laundromat into the new building for more space. Currently there are two sumps for drainage but there can be a third sump added and can grade the asphalt to guide everything towards the existing sumps.

Commissioner Terry Mann asked if there were any plans to add shrubbery to the landscaping.

Commissioner Paul Willardson asked if it will be asphalt all around the building.

Dan Larsen stated that he wasn't looking to make changes to the landscaping as it is easier to mow and maintain without the trees and bushes, but he will add additional landscaping if required. He also stated that there will sidewalk for emergency egress from the new building.

Commissioner Paul Willardson asked if there would be any additional lighting for the new building.

Dan Larsen advised that there are places on the building for marquee signs and lighting above the doorways. The lighting from the other building lights up the entire frontage as is.

**ACTION**

**Commissioner Kevin Anderson made a motion to recommend Site Plan approval to construct an additional building located at 120 North 800 East with the condition that there is some type of shrubbery or green scape in the design along the front of the new building. Commissioner Paul Willardson seconded the motion and Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.**

**MARTIN SKABELUND - TO REQUEST SITE PLAN APPROVAL FOR A NEW BUILDING LOCATED AT 1733 ANVIL ROAD IN THE BLACKSMITH FORK INDUSTRIAL PARK.**

Justin Campbell is the architect of this project. He advised that the Skabelunds are only looking to develop one of the lots at this time but have planned out both lots. There will be a 1200 square foot building with a possible mezzanine addition above for office space. The plan is to occupy half of the building and lease the other half. As for the landscaping they are looking to do low to no maintenance such as washed rock with ornamental grasses and non-fruit bearing trees. There will be truck traffic towards the east of the lot and the customer and employee parking on the west. The building will be split into up to six bays.

Commissioner Brian Carver advised that there is a utility box located near the Southeast corner where there is a proposed 30-foot

entrance. He advised to consider moving the entrance in a couple feet to avoid any accidental damage to the box. He also asked where the trash receptacles would be located.

Justin Campbell stated that he would be able to move the entrance to accommodate the utility box, and that the trash receptacles would be located at the back of the property between the two lots. There wasn't a plan to enclose the receptacles but because of the high winds he would bring it up to the clients.

Commissioner Terry Mann asked what the plan was for lighting.

Justin Campbell stated that they will have no pole lighting but will have exterior lighting on the building over the doors or entrances on either side of the building.

Commissioner Brian Carver asked if the roof was sloped and if so which direction?

Justin Campbell advised that the current design is the roof sloped toward the back with roof drains, but may decide to change to a rain gutter option depending on what the client wants.

**ACTION**

**Commissioner Paul Willardson made a motion to recommend Site Plan approval for a new building located at 1733 Anvil Road in the Blacksmith Fork Industrial as presented. Commissioner Blake Foster seconded the motion and Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.**

**HEIDI HARRIS - TO REQUEST SITE PLAN APPROVAL FOR A SODA AND BEVERAGE SHOP LOCATED IN THE RIDLEYS PARKING LOT AT 780 EAST MAIN STREET.**

Heidi Harris is looking to run a soda and beverage shop in Hyrum. She is currently looking at three different locations within the Ridley's parking lot. She is not under any current contract but wanted to come to the Planning Commission meeting to see what options were available.

A discussion took place with the Planning Commission and Zoning Administrator Matt Holmes and Heidi Harris to determine which of the presented locations would be acceptable. Discussion included proximity to residences and general flow of parking lot traffic.

Heidi Harris stated she is continuing to look for other locations in Hyrum that may work better for her, so she is not set on the Ridley's Parking lot.

**ACTION** Commissioner Blake Foster made a motion to recommend Site Plan approval for a soda and beverage shop located in the Ridleys parking lot at 780 East Main Street for the option marked in blue on the site plan that was provided. Commissioner Terry Mann seconded the motion and Commissioners Anderson, Carver, Foster, Mann, and Willardson voted aye.

***ADJOURNMENT:***

**ACTION** There being no further business before the Planning Commission, the meeting adjourned at 8:00 p.m.

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Brian Carver  
Chairman

ATTEST:

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Shalyn Maxfield  
Secretary

Approved: 11/11/21  
As Written