



PLANNING COMMISSION

Thursday, November 13, 2025 at 6:30 PM
Council Chambers, 60 West Main, Hyrum, Utah

AGENDA

Public notice is hereby given of a Hyrum Planning Commission to be held in the Council Chambers, 60 West Main, Hyrum, Utah at 6:30 PM, November 13, 2025. The proposed agenda is as follows:

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **APPROVAL OF MINUTES**
 - A. October 9, 2025
 - B. October 15, 2025
5. **AGENDA APPROVAL**
6. **PUBLIC HEARING**
 - A. To receive public comment regarding an ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.62 Short-term Rental; amend 17.04.070 Definitions to define and include "Short-term Rental"; and amend Use Regulations in sections 17.28.010, 17.44.020, and 17.45.020 to include Short-term Rental as a conditional use in the residential Zones R-1 and R-2, Commercial Zones C-1 and C-2.
 - B. To receive public comment regarding an ordinance amending Title 17 Zoning of the Hyrum city Municipal Code to create Chapter 17.63 Home-based Microschool and Micro-education Entity; amend 17.04.070 Definitions to define and include "Home-based Microschool" and "Micro-education Entity"; and amend Use Regulations in sections 17.22.030, 17.28.010, 17.30.010, 17.32.010, 17.36.010, 17.38.010, 17.44.020, 17.45.020, 17.48.020, and 17.49.020 to include Home-based Microschool and Micro-education Entity as a permitted use in all zoning districts.
7. **SCHEDULED DELEGATIONS**
 - A. Hyrum City - Seeking approval of an ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.62 Short-term Rental; amend 17.04.070 Definitions to define and include "Short-term Rental"; and amend Use Regulations in sections 17.28.010, 17.44.020, and 17.45.020 to include Short-

term Rental as a conditional use in the Residential Zones R-1 and R-2, commercial Zones C-1 and C-2.

B. Hyrum City - Seeking approval for an ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.63 Home-based Microschool and Micro-education Entity; amend 17.04.070 Definitions to define and include "Home-based Microschool" and "Micro-education Entity"; and amend Use Regulations in sections 17.22.030, 17.28.010, 17.30.010, 17.32.010, 17.36.010, 17.38.010, 17.44.020, 17.45.020, 17.48.020, and 17.49.020 to include Home-based Microschool and Micro-education Entity as a permitted use in all zoning districts.

C. Bryan Jorgensen, Kilgore Companies - To seek site plan approval for a previously constructed weir system and wastewater discharge located at 410 North 800 East.

8. ADJOURNMENT

Shara Toone
Secretary

Commission Members may participate in the meeting via telephonic communication. If a Commission Member does participate via telephonic communication, the Commission Member will be on speakerphone. The speakerphone will be amplified so that the other Commission Members and all other persons present in the Commission Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Hyrum City Planning Commission at 435-245-6033 at least three working days before the meeting.

CERTIFICATE OF POSTING - The undersigned, duly appointed and acting City Secretary of Hyrum City, Utah, does hereby certify that a copy of the foregoing Notice was posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the governing body, and posted at the City Offices, 60 West Main, Hyrum, Utah, this 31st day of October, 2025. Shara Toone, Secretary.



60 West Main Street
Hyrum, Utah 84319
Ph. (435) 245-6033
www.hyrumcity.gov

Staff Evaluation

First Review

Application: Hyrum City, Ordinance Amendment - An ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.62 Short-Term Rental; amend 17.04.070 Definitions to define and include "Short-Term Rental"; and amend Use Regulations in sections 17.28.010, 17.44.020, and 17.45.020 to include Short-Term Rental as a conditional use in the Residential Zones R-1 and R-2, Commercial Zones C-1 and C-2.

Application Number: 25-037
Preparation Date: October 31, 2025
Applicant Name: Hyrum City

Planning Commission: November 13, 2025
Commission Role: Recommending Body to City Council
Application Type: Amendment

Application Overview: The proposed application is initiated by Hyrum City to create a Short-Term Rental ordinance that aims to regulate residential rental structures and units for fewer than thirty (30) consecutive days in duration.

Staff Comments:

1. Supports the need to license and regulate short-term rental options as proposed in efforts to provide housing options for tourism while preventing short-term rentals from impacting housing affordability and long-term rental housing options.
2. The city received input from concerned citizens that request STRs not be located in developments specifically planned as a mixed-use commercial residential sites that are adjacent to a single-family residential use request any STR be located a black away from any private or public school.

Planning Commission Responsibility:

1. A public hearing must be held by the Planning Commission.

Staff Recommendation:

1. The Planning Commission should have a thorough discussion of the application, staff evaluation, and specifying conditions and requirements.

Stipulations:

1. All proposed amendments shall first be recommended by the Planning Commission for its recommendation to the City Council for its consideration.
2. Staff will submit the proposed amendments to the City Attorney for review and comment prior to submission to the City Council.

Findings of Fact:

1. The public hearing was noticed in accordance with Utah Code 10-9a-205.

Attachments:

1. "Exhibit A" – Draft Amendments
2. "Exhibit B" – Short-Term Rental Business License Application

Draft Amendments**17.0.070 Definitions**

Short-Term Rental (STR) - "Short-Term Rental" means "Short-term rental" means a residential unit or any portion of a residential unit that the owner of record or the lessee of the residential unit offers for occupancy for fewer than 30 consecutive days.

17.28.010 Use Regulations

C. Conditional uses:

3. Short-Term Rental.

17.44.020 Use Regulations

C. Conditional uses:

4. Short-Term Rental.

17.45.020 Use Regulations

C. Conditional uses:

4. Short-Term Rental.

17.62 Short-Term Rental

A. Definitions. For the purpose of this section, the following definitions shall apply:

1. Residential Unit – "Residential Unit" means a residential structure or any portion of a residential structure that is occupied as a residence.

B. Purpose and Intent.

1. The purpose and intent of this chapter is to provide short-term rental (STR) options for fewer than thirty (30) consecutive days in certain zoning districts in a residential unit or any portion of a residential unit.

C. Conditional Use Permit and Short-Term Rental Business License Required.

1. No residential unit shall be occupied or rented as an STR without first obtaining a Hyrum City conditional use permit and short-term rental business license.

D. Operational Strategy Plan Required.

1. The owner of a STR shall submit with the conditional use permit an operational strategy plan that outlines the operation and property management of the STR.

E. Plot Plan and Floor Plan Required.

1. A plot plan that includes property lines, location of all building structures including setbacks from property lines, entrances, and designated off-street parking.

2. A floor plan drawn to scale with labels on rooms indicating the proposed uses and include the square feet clear floor space area of each room.

3. Site plan approval may be required as regulated by this Title.

4. Zoning clearance may be required as regulated by this Title.

F. Locations.

1. No more than one (1) STR shall be permitted per one-thousand (1000) people of the Hyrum City total population as estimated by the current U.S. Census Bureau Population.

2. The STR shall only be permitted in a single-family and multi-family residential structure; or within a permitted development specifically planned as a mixed-use commercial residential site with a qualifying residential unit.

3. No more than one (1) STR shall be permitted in a multi-family residential structure. (i.e., if the multi-family residential structure is a fourplex only one (1) unit may be permitted as a STR).

4. No STR shall be permitted within a development specifically planned as a mixed-use commercial residential site when adjacent to a single-family residential use.

5. No STR shall be permitted within six-hundred-sixty (660) feet of a property line that is owned or operated by a private or public school.

6. No STR shall be permitted within a detached accessory building.

G. Occupancy.

1. The STR maximum occupancy shall be no more than one (1) occupant per two hundred (200) square feet of open-floor space area of the residential structure or portion of residential structure that is occupied as a STR. (i.e., if the open-floor space area is 2,400 square feet, the maximum occupancy shall be no more than twelve (12) occupants).

H. Standards.

1. The STR is subject to Hyrum City zoning ordinance, business license ordinance, and conditional use permits ordinance.
2. The STR is subject to Hyrum City nuisance ordinances regarding garbage collection and disposal, weed control, noise disturbance, and offenses against public peace, morals, and welfare.
3. The STR exterior lighting shall prevent glare onto adjacent properties and shall be dark-sky sensitive.
4. The STR sleeping rooms will allow emergency egress.
5. The STR sleeping rooms will be equipped with smoke detectors.
6. The STR is limited to the number of allowed pets at any one residence.
7. The STR signage is limited to one (1) non-internally illuminated sign, no larger than three (3) square feet, and shall only be mounted to the wall of the building.

I. Parking Requirements.

1. A total of one (1) additional off-street parking space will be provided per two (2) rooms.
2. Parking stalls are to be nine (9) feet by twenty (20) feet and of a hard surface such as asphalt, cement or brick. Gravel, road base, etc., are not considered hard surfaces.
3. All required STR parking must provide adequate provision of ingress and egress by standard-sized automobiles.
4. All required STR off-street parking and the parking of trailers, boats, ATVs, or similar vehicles associated with the guest use shall be contained on the lot or parcel of the licensed STR.
5. No on-street parking or parking within the public right of way is permitted for vehicles associated with the guest use.

J. Fire Safety Inspection Required.

1. The STR business license application shall be referred for approval to the Hyrum City Fire Department for investigation and inspection as to whether or not all ordinances and codes pertaining to fire and safety compel compliance prior to the issuance of a STR business license.



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Short-Term Rental Business License Application

Short-Term Rental Address: _____

Unit Number (if applicable): _____ Tax ID/Parcel Number: _____

Overall Clear Floor Space Area of Short-Term Rental: _____ Square Feet.

Name: _____ Date: _____

Address: _____ City, State, Zip: _____

Telephone: _____ Email: _____

Name of Designated Contact: _____

Mailing Address: _____

Telephone: _____ Email: _____

The Following Items Are Required To Be Submitted With The Application:

- ☐ Plot Plan that includes property lines, location of all building structures including setbacks from property lines, entrances, and designated off-street parking; or a site plan approval and/or zoning clearance approval if applicable.
- ☐ Floor Plan drawn to scale with labels on rooms indicating the proposed uses and include the square feet clear floor space area of each room.
- ☐ A copy of the approved Conditional Use Permit and Operation Strategy Plan.

Short-Term Rental Licenses will be valid for 1 year at which time an annual \$75.00 renewal fee is incurred.

Applicant Certification: I certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Hyrum City may rescind any approval or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Hyrum City Code and that items and/or checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I also agree to allow appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant Signature: _____ Date: _____

Hyrum City Approval:

Business Licensing: _____ Date: _____

Zoning Department: _____ Date: _____

FOR OFFICE USE ONLY	Application Fee	Business License Fee	Due	Total
Short-Term Rental Business License	\$10	\$75	Upon Submission	\$85
Receipt Number: _____	Date: _____		Submission Fee	\$85



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Staff Evaluation

First Review

Application: Hyrum City, Ordinance Amendment – An ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.63 Home-Based Microschool And Micro-Education Entity; amend 17.04.070 Definitions to define and include “Home-Based Microschool” and “Micro-Education Entity”; and amend Use Regulations in sections 17.22.030, 17.28.010, 17.30.010, 17.32.010, 17.36.010, 17.38.010, 17.44.020, 17.45.020, 17.48.020, and 17.49.020 to include Home-Based Microschool And Micro-Education Entity as a permitted use in all zoning districts.

Application Number: 25-040
Preparation Date: October 31, 2025
Applicant Name: Hyrum City

Planning Commission: November 13, 2025
Commission Role: Recommending Body to City Council
Application Type: Amendment

Application Overview: The proposed application is initiated by Hyrum City to create a Home-Based Microschool And Micro-Education Entity ordinance as allowed by Utah Code to address business license, parking, traffic, hours of operation and applicable zoning and land use regulations that do not conflict with Utah Code 10-9a-305.

Staff Comments:

1. Support the need to regulate business license, parking, traffic, hours of operation and applicable zoning and land use regulations that do not conflict with Utah Code 10-9a-305.

Planning Commission Responsibility:

1. A public hearing must be held by the Planning Commission.

Staff Recommendation:

1. The Planning Commission should have a thorough discussion of the application, staff evaluation, and specifying conditions and requirements.

Stipulations:

1. All proposed amendments shall first be recommended by the Planning Commission for its recommendation to the City Council for its consideration.
2. Staff will submit the proposed amendments to the City Attorney for review and comment prior to submission to the City Council.

Findings of Fact:

1. The public hearing was noticed in accordance with Utah Code 10-9a-205.

Attachments:

1. “Exhibit A” – Draft Amendments
2. “Exhibit B” – Utah Code 53G-6-201
3. “Exhibit B” – Utah Code 10-9a-305

Draft Amendments**17.04.070 Definitions**

Home-Based Microschool – “Home-Based Microschool” means an individual or association of individuals that: registers as a business entity in accordance with state and local laws; and for compensation, provides kindergarten through grade 12 education services or fewer students from an individual’s residential dwelling, accessory dwelling unit, or residential property. Home-based microschool does not include a daycare.

Micro-Education Entity – “Micro-Education Entity” means an individual or association of individuals that: registers as a business entity in accordance with state and local laws; and for compensation, provides kindergarten through grade 12 education services to 100 students or fewer. A micro-education entity does not include: a daycare; a home-based microschool; a private school; or a school within the public education system.

17.22.030 Use Regulations

A. Permitted uses:

9. Home-Based Microschool And Micro-Education Entity.

17.28.010 Use Regulations

A. Permitted uses:

11. Home-Based Microschool And Micro-Education Entity.

17.30.010 Use Regulations

A. Permitted uses:

12. Home-Based Microschool And Micro-Education Entity.

17.32.010 Use Regulations

A. Permitted uses:

9. Home-Based Microschool And Micro-Education Entity.

17.36.010 Use Regulations

A. Permitted uses:

9. Home-Based Microschool And Micro-Education Entity.

17.38.010 Use Regulations

A. Permitted uses:

9. Home-Based Microschool And Micro-Education Entity.

17.44.020 Use Regulations

A. Permitted uses:

18. Home-Based Microschool And Micro-Education Entity.

17.45.020 Use Regulations

A. Permitted uses:

18. Home-Based Microschool And Micro-Education Entity.

17.48.020 Use Regulations

A. Permitted uses:

13. Home-Based Microschool And Micro-Education Entity.

17.49.020 Use Regulations

A. Permitted uses:

14. Home-Based Microschool And Micro-Education Entity.

17.50.020 Use Regulations

A. Permitted uses:

5. Home-Based Microschool And Micro-Education Entity.

17.63 Home-Based Microschool And Micro-Education Entity.

A. Purpose and Intent. The purpose and intent of this section is to establish requirements, in addition to the requirements of Utah Code 10-9a-305, for home-based microschools and micro-education entities regarding:

1. Business License.
2. Parking.
3. Traffic.
4. Hours of Operation.

5. Applicable Zoning and Land Use Regulations.

B. Business License.

1. No home-based microschool or micro-education entity shall be occupied without first obtaining a business license. The provisions set forth in the code shall be controlling as to all matters relating to the requirements for and issuance and renewal of a business license.
2. A home-based microschool or micro-education entity shall meet all applicable building, fire and life safety codes, and shall obtain a fire safety inspection.
3. A local health department permit will be required if a home-based microschool or micro-education entity prepares and serves food.

C. Parking.

1. All off-street parking requirements for all zoning districts are listed in the Hyrum City code.
2. The home-based microschool or micro-education entity shall provide a parking plan.
3. In addition to the parking requirements listed in Hyrum City code, the dwelling unit or residential property used for a home-based microschool shall provide sufficient parking space and needed parking facilities for employees and customers completely and entirely on the homeowners land containing the primary dwelling or adjacent property parcel owned by the homeowner.

D. Traffic.

1. A home-based microschool or micro-education entity shall provide a traffic plan depicting the desired routes for all modes of transportation.

E. Hours of Operation.

1. The hours of operation for a home-based microschool or micro-education entity shall be between the hours of seven (7:00) a.m. and ten (10:00) p.m.

F. Applicable Zoning and Land Use Regulations.

1. The home-based microschool is not subject to additional occupancy requirements beyond occupancy requirements that apply to a primary dwelling.
2. The home-based microschool or micro-education entity is subject to city ordinances and regulations that do not conflict with Utah Code 10-9a-305.
3. The micro-education entity is subject to standards within each zone pertaining to setback, height, bulk and massing regulations, off-site parking, driveway access locations, and traffic circulations.
4. The home-based microschool or micro-education entity is subject to regulations on the location that are necessary to avoid risks to health or safety.

Effective 7/1/2025**53G-6-201 Definitions.**

As used in this part:

- (1)
 - (a) "Absence" or "absent" means the failure of a school-age child assigned to a class or class period to attend a class or class period.
 - (b) "Absence" or "absent" does not mean multiple tardies used to calculate an absence for the sake of a truancy.
- (2) "Educational neglect" means the same as that term is defined in Section 80-1-102.
- (3)
 - (a) "Home-based microschool" means an individual or association of individuals that:
 - (i) registers as a business entity in accordance with state and local laws; and
 - (ii) for compensation, provides kindergarten through grade 12 education services to 16 or fewer students from an individual's residential dwelling, accessory dwelling unit, or residential property.
 - (b) "Home-based microschool" does not include a daycare.
- (4) "Instructor" means an individual who teaches a student as part of a home-based microschool or micro-education entity.
- (5)
 - (a) "Micro-education entity" means a person or association of persons that:
 - (i) registers as a business entity in accordance with state and local laws; and
 - (ii) for compensation, provides kindergarten through grade 12 education services to 100 students or fewer.
 - (b) "Micro-education entity" does not include:
 - (i) a daycare;
 - (ii) a home-based microschool;
 - (iii) a private school; or
 - (iv) a school within the public education system.
- (6) "Minor" means an individual who is under 18 years old.
- (7) "Parent" includes:
 - (a) a custodial parent of the minor;
 - (b) a legally appointed guardian of a minor; or
 - (c) any other person purporting to exercise any authority over the minor which could be exercised by a person described in Subsection (7)(a) or (b).
- (8) "School day" means the portion of a day that school is in session in which a school-age child is required to be in school for purposes of receiving instruction.
- (9) "School year" means the period of time designated by a local school board or charter school governing board as the school year for the school where the school-age child:
 - (a) is enrolled; or
 - (b) should be enrolled, if the school-age child is not enrolled in school.
- (10) "School-age child" means a minor who:
 - (a) is at least six years old but younger than 18 years old; and
 - (b) is not emancipated.
- (11)
 - (a) "Truant" means a condition in which a school-age child, without a valid excuse, and subject to Subsection (11)(b), is absent for at least:
 - (i) half of the school day; or

- (ii) if the school-age child is enrolled in a learner verified program, as that term is defined by the state board, the relevant amount of time under the LEA's policy regarding the LEA's continuing enrollment measure as it relates to truancy.
- (b) A school-age child may not be considered truant under this part more than one time during one day.
- (12) "Truant minor" means a school-age child who:
 - (a) is subject to the requirements of Section 53G-6-202 or 53G-6-203; and
 - (b) is truant.
- (13)
 - (a) "Valid excuse" means:
 - (i) an illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional;
 - (ii) mental or behavioral health of the school-age child;
 - (iii) a family death;
 - (iv) an approved school activity;
 - (v) an absence permitted by a school-age child's:
 - (A) individualized education program; or
 - (B) Section 504 accommodation plan;
 - (vi) competition in a rodeo sanctioned by an international, non-profit organization dedicated to the development of sportsmanship, horsemanship, and character in youth through the sport of rodeo;
 - (vii) an absence permitted in accordance with Subsection 53G-6-803(5); or
 - (viii) any other excuse established as valid by a local school board, charter school governing board, or school district.
 - (b) "Valid excuse" does not mean a parent acknowledgment of an absence for a reason other than a reason described in Subsections (13)(a)(i) through (vii), unless specifically permitted by the local school board, charter school governing board, or school district under Subsection (13)(a)(viii).

Amended by Chapter 34, 2025 General Session

Effective 3/26/2025

Renumbered 11/6/2025

10-9a-305 Other entities required to conform to municipality's land use ordinances --

Exceptions -- School districts, charter schools, home-based microschools, and micro-education entities -- Submission of development plan and schedule.

- (1)
 - (a) Each county, municipality, school district, charter school, special district, special service district, and political subdivision of the state shall conform to any applicable land use ordinance of any municipality when installing, constructing, operating, or otherwise using any area, land, or building situated within that municipality.
 - (b) In addition to any other remedies provided by law, when a municipality's land use ordinance is violated or about to be violated by another political subdivision, that municipality may institute an injunction, mandamus, abatement, or other appropriate action or proceeding to prevent, enjoin, abate, or remove the improper installation, improvement, or use.
- (2)
 - (a) Except as provided in Subsection (3), a school district or charter school is subject to a municipality's land use ordinances.
 - (b)
 - (i) Notwithstanding Subsection (3), a municipality may:
 - (A) subject a charter school to standards within each zone pertaining to setback, height, bulk and massing regulations, off-site parking, curb cut, traffic circulation, and construction staging; and
 - (B) impose regulations upon the location of a project that are necessary to avoid unreasonable risks to health or safety, as provided in Subsection (3)(f).
 - (ii) The standards to which a municipality may subject a charter school under Subsection (2)(b)
 - (i) shall be objective standards only and may not be subjective.
 - (iii) Except as provided in Subsection (7)(d), the only basis upon which a municipality may deny or withhold approval of a charter school's land use application is the charter school's failure to comply with a standard imposed under Subsection (2)(b)(i).
 - (iv) Nothing in Subsection (2)(b)(iii) may be construed to relieve a charter school of an obligation to comply with a requirement of an applicable building or safety code to which it is otherwise obligated to comply.
- (3) A municipality may not:
 - (a) impose requirements for landscaping, fencing, aesthetic considerations, construction methods or materials, additional building inspections, municipal building codes, building use for educational purposes, or the placement or use of temporary classroom facilities on school property;
 - (b) except as otherwise provided in this section, require a school district or charter school to participate in the cost of any roadway or sidewalk, or a study on the impact of a school on a roadway or sidewalk, that is not reasonably necessary for the safety of school children and not located on or contiguous to school property, unless the roadway or sidewalk is required to connect an otherwise isolated school site to an existing roadway;
 - (c) require a district or charter school to pay fees not authorized by this section;
 - (d) provide for inspection of school construction or assess a fee or other charges for inspection, unless the school district or charter school is unable to provide for inspection by an inspector, other than the project architect or contractor, who is qualified under criteria established by the state superintendent;

- (e) require a school district or charter school to pay any impact fee for an improvement project unless the impact fee is imposed as provided in Title 11, Chapter 36a, Impact Fees Act;
- (f) impose regulations upon the location of an educational facility except as necessary to avoid unreasonable risks to health or safety; or
- (g) for a land use or a structure owned or operated by a school district or charter school that is not an educational facility but is used in support of providing instruction to pupils, impose a regulation that:
 - (i) is not imposed on a similar land use or structure in the zone in which the land use or structure is approved; or
 - (ii) uses the tax exempt status of the school district or charter school as criteria for prohibiting or regulating the land use or location of the structure.
- (4) Subject to Section 53E-3-710, a school district or charter school shall coordinate the siting of a new school with the municipality in which the school is to be located, to:
 - (a) avoid or mitigate existing and potential traffic hazards, including consideration of the impacts between the new school and future highways; and
 - (b) maximize school, student, and site safety.
- (5) Notwithstanding Subsection (3)(d), a municipality may, at its discretion:
 - (a) provide a walk-through of school construction at no cost and at a time convenient to the district or charter school; and
 - (b) provide recommendations based upon the walk-through.
- (6)
 - (a) Notwithstanding Subsection (3)(d), a school district or charter school shall use:
 - (i) a municipal building inspector;
 - (ii)
 - (A) for a school district, a school district building inspector from that school district; or
 - (B) for a charter school, a school district building inspector from the school district in which the charter school is located; or
 - (iii) an independent, certified building inspector who is not an employee of the contractor, licensed to perform the inspection that the inspector is requested to perform, and approved by a municipal building inspector or:
 - (A) for a school district, a school district building inspector from that school district; or
 - (B) for a charter school, a school district building inspector from the school district in which the charter school is located.
 - (b) The approval under Subsection (6)(a)(iii) may not be unreasonably withheld.
 - (c) If a school district or charter school uses a school district or independent building inspector under Subsection (6)(a)(ii) or (iii), the school district or charter school shall submit to the state superintendent of public instruction and municipal building official, on a monthly basis during construction of the school building, a copy of each inspection certificate regarding the school building.
- (7)
 - (a) A charter school, home-based microschool, or micro-education entity shall be considered a permitted use in all zoning districts within a municipality.
 - (b) Each land use application for any approval required for a charter school, home-based microschool, or micro-education entity, including an application for a building permit, shall be processed on a first priority basis.
 - (c) Parking requirements for a charter school or a micro-education entity may not exceed the minimum parking requirements for schools or other institutional public uses throughout the municipality.

- (d) If a municipality has designated zones for a sexually oriented business, or a business which sells alcohol, a charter school or a micro-education entity may be prohibited from a location which would otherwise defeat the purpose for the zone unless the charter school or micro-education entity provides a waiver.
- (e)
- (i) A school district, charter school, or micro-education entity may seek a certificate authorizing permanent occupancy of a school building from:
 - (A) the state superintendent of public instruction, as provided in Subsection 53E-3-706(3), if the school district or charter school used an independent building inspector for inspection of the school building; or
 - (B) a municipal official with authority to issue the certificate, if the school district, charter school, or micro-education entity used a municipal building inspector for inspection of the school building.
 - (ii) A school district may issue its own certificate authorizing permanent occupancy of a school building if it used its own building inspector for inspection of the school building, subject to the notification requirement of Subsection 53E-3-706(3)(a)(ii).
 - (iii) A charter school or micro-education entity may seek a certificate authorizing permanent occupancy of a school building from a school district official with authority to issue the certificate, if the charter school or micro-education entity used a school district building inspector for inspection of the school building.
 - (iv) A certificate authorizing permanent occupancy issued by the state superintendent of public instruction under Subsection 53E-3-706(3) or a school district official with authority to issue the certificate shall be considered to satisfy any municipal requirement for an inspection or a certificate of occupancy.
- (f)
- (i) A micro-education entity may operate in a facility that meets Group E Occupancy requirements as defined by the International Building Code, as incorporated by Subsection 15A-2-103(1)(a).
 - (ii) A micro-education entity operating in a facility described in Subsection (7)(f)(i) may have up to 100 students in the facility.
- (g) A micro-education entity may operate in a facility that is subject to and complies with the same occupancy requirements as a Class A-1, A-3, B, or M Occupancy as defined by the International Building Code, as incorporated by Subsection 15A-2-103(1)(a), if:
- (i) the facility has a code compliant fire alarm system and carbon monoxide detection system;
 - (ii)
 - (A) each classroom in the facility has an exit directly to the outside at the level of exit or discharge; or
 - (B) the structure has a code compliant fire sprinkler system; and
 - (iii) the facility has an automatic fire sprinkler system in fire areas of the facility that are greater than 12,000 square feet.
- (h)
- (i) A home-based microschool is not subject to additional occupancy requirements beyond occupancy requirements that apply to a primary dwelling.
 - (ii) If a floor that is below grade in a home-based microschool is used for home-based microschool purposes, the below grade floor of the home-based microschool shall have at least one emergency escape or rescue window that complies with the requirements for emergency escape and rescue windows as defined by the International Residential Code, as incorporated by Section 15A-1-210.

- (8)
- (a) A specified public agency intending to develop its land shall submit to the land use authority a development plan and schedule:
 - (i) as early as practicable in the development process, but no later than the commencement of construction; and
 - (ii) with sufficient detail to enable the land use authority to assess:
 - (A) the specified public agency's compliance with applicable land use ordinances;
 - (B) the demand for public facilities listed in Subsections 11-36a-102(17)(a), (b), (c), (d), (e), and (g) caused by the development;
 - (C) the amount of any applicable fee described in Section 10-9a-510;
 - (D) any credit against an impact fee; and
 - (E) the potential for waiving an impact fee.
 - (b) The land use authority shall respond to a specified public agency's submission under Subsection (8)(a) with reasonable promptness in order to allow the specified public agency to consider information the municipality provides under Subsection (8)(a)(ii) in the process of preparing the budget for the development.
- (9) Nothing in this section may be construed to:
- (a) modify or supersede Section 10-9a-304; or
 - (b) authorize a municipality to enforce an ordinance in a way, or enact an ordinance, that fails to comply with Title 57, Chapter 21, Utah Fair Housing Act, the federal Fair Housing Amendments Act of 1988, 42 U.S.C. Sec. 3601 et seq., the Americans with Disabilities Act of 1990, 42 U.S.C. Sec. 12102, or any other provision of federal law.
- (10) Nothing in Subsection (7) prevents a political subdivision from:
- (a) requiring a home-based microschool or micro-education entity to comply with municipal zoning and land use regulations that do not conflict with this section, including:
 - (i) parking;
 - (ii) traffic; and
 - (iii) hours of operation;
 - (b) requiring a home-based microschool or micro-education entity to obtain a business license;
 - (c) enacting municipal ordinances and regulations consistent with this section;
 - (d) subjecting a micro-education entity to standards within each zone pertaining to setback, height, bulk and massing regulations, off-site parking, curb cut, traffic circulation, and construction staging; and
 - (e) imposing regulations on the location of a project that are necessary to avoid risks to health or safety.

Amended by Chapter 461, 2025 General Session



60 West Main Street
Hyrum, Utah 84319
Ph. (435) 245-6033
www.hyumcity.gov

Staff Evaluation

First Review

Application: Bryan Jorgensen, Kilgore Companies – To seek site plan approval for a previously constructed weir system and wastewater discharge located at 410 North 800 East.

Application Number: 25-026
Preparation Date: October 31, 2025
Applicant name: Bryan Jorgensen, Environmental Director – West Region
Property Owner: LeGrand Johnson Construction Company
Property Address: 410 North 800 East
Parcel Number: 01-003-0081
Parcel Area: 3.00 Acres

Planning Commission: November 13, 2025 Regular Meeting
Commission role: Recommend Approval to City Council
Application type: Site Plan Approval
Nature of request: Conditional Use – Sand, gravel, asphalt operations

Zoning District: Manufacturing Zone M-2. The purpose of this zone is to provide an area where medium to heavy manufacturing can occur. It allows higher levels of noise, dust, smoke and odor than is permitted in the M-1 Zone. Restrictions may be applied on proposed businesses whose levels of noise, dust, smoke or odor may be considered excessive by the planning commission. Design and landscaping requirements may also be imposed on businesses proposed for this zone.

Application Overview: Kilgore Companies constructed a 2,185 square feet concrete weir system without the understanding the Hyrum City Code required Site Plan Approval. The applicant has advised the weir system was erected as per guidelines from the State of Utah. It was constructed of concrete and was designed to allow sediments to fall out of the water. Once the water has been treated for sediments, the water can either be reused or discharged into the sanitary sewer system.

Staff Comments:

Planning and Zoning:

1. Following Site Plan approval, the applicant is required by HCC 15.08.010 to submit a Hyrum City Building Permit Zoning Clearance Application through a separate application and obtain the required building permit by Cache County Development Services Building Department for the non-permitted construction of the weir system.

Engineering:

1. Sheet 3: The flow arrows for traffic do not line up with actual paths and they do not match the traffic flow patterns on sheet 4.
2. Sheet 4:
 - a. This should show utilities with tie-ins.
 - b. Sewer should be shown with connection to manholes and sampling locations to ensure contamination does not enter the system.
 - c. What water is being used for the process?
 - d. Is this culinary or water from the trucks?
 - e. What backflow prevention is in place?
 - f. What electrical work has been done or modified to run this system?
 - g. Where is the retention for washout areas?
 - h. Plumbing and electrical all must have a building permit.

Sewer Department:

1. Matt Holmes and I visited with Kilgore in February of 2024. The wastewater treatment system was already constructed, without a building permit and a Wastewater Discharge Permit Application (WDPA) had not been submitted or approved. Matt and I explained that they needed to go through the proper process, and they were not allowed to discharge process wastewater to the City. The WDPA permit was submitted to Jennifer Robinson, Utah Division of Water Quality on July 7, 2025. The Utah Division of Water Quality is the authority over Hyrum pretreatment. The attached wastewater permit is not for the council or mayor's approval. Approval of the building DOES NOT grant Kilgore/Legrand the permission to discharge to the City. In fact, the system they built may or may not be what the state will require. I have been assured by Bryan Jorgensen that there have been zero discharges to the City's sewer system.

Planning Commission Responsibility:

1. The Planning Commission shall consider the following:
 - a. That the use will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity.
 - b. That the proposed use will comply with the regulations of Conditional Uses as may be applicable.
 - c. That the proposed use is in harmony with the intent of the zone in which it is located.
 - d. That the infrastructure will support the new facility.
 - e. In setting conditions, the Planning Commission shall show relationship to the broad area of concern to which each condition applies. These areas include Traffic; Noise; Odor; Pollution; Hours of operation; Design criteria; Lighting; Visual blight; and Safety conditions not related to one of these broad areas that may not be imposed.
2. The Planning Commission may approve a Conditional Use if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards; or The Planning Commission may deny a Conditional Use if the reasonably anticipated detrimental effects of a proposed Conditional Use cannot be mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards.

Staff Recommendation:

1. The Planning Commission should have a thorough discussion of the application, staff evaluation, and specifying conditions and requirements.
2. The Planning Commission include in their motion to require the applicant to respond to all engineering comments prior to the issuance of the Site Plan Approval to the City Council.

Stipulations:

1. The City Council may approve, disapprove, approve with additional conditions and requirements, or require the requestor to return to the Planning Commission with revisions; or require the applicant to return revisions to the City Council.

Findings of Fact:

1. Sand, gravel, and asphalt operations are a conditional use in the Manufacturing Zone M-2.
2. Noticing was provided to all contiguous properties and those properties across the street from the subject property's frontage, or frontages as required by HCC 17.84 Conditional Use Permits.

Attachments:

1. Applicant Submitted Illustrations of the constructed weir system with Engineer Comments.
2. Copy of Required Hyrum City Zoning Clearance Application.



Shop

Asphalt Plant

Aggregate Processing Area

Concrete Weir Addition For Approval Existing Concrete Batch Plant

Property is Roughly 190 Acres

Kilgore Companies, LLC dba Kilgore Contracting
Corp. Address: 7057 W 2100 S, Salt Lake City, UT 84128
Location: Hyrum Shop
Address: 410 N 800 E, Hyrum, UT 84319



Prepared by: Bryan Jorgensen
Title: Environmental Director
b.jorgensen@kilgorecompanies.com
50-0132
397-4471



Kilgore Companies, LLC dba Kilgore Contracting
Corp. Address: 7057 W 2100 S, Salt Lake City, UT 84128
Location: Hyrum Shop
Address: 410 N 800 E, Hyrum, UT 84319

KILGORE
C O M P A N I E S

Prepared by: Bryan Jorgensen
Title: Environmental Director
b.jorgensen@kilgorecompanies.com
50-0132
397-4471

THE FLOW ARROWS FOR TRAFFIC DO NOT LINE UP WITH ACTUAL PATHS. (TYP.) THIS DOES NOT MATCH FLOW PATTERN ON SHEET 4.

01-003-0037
LEGRAND JOHNSON
CONSTRUCTION CO

01-003-0081
LEGRAND JOHNSON
CONSTRUCTION CO

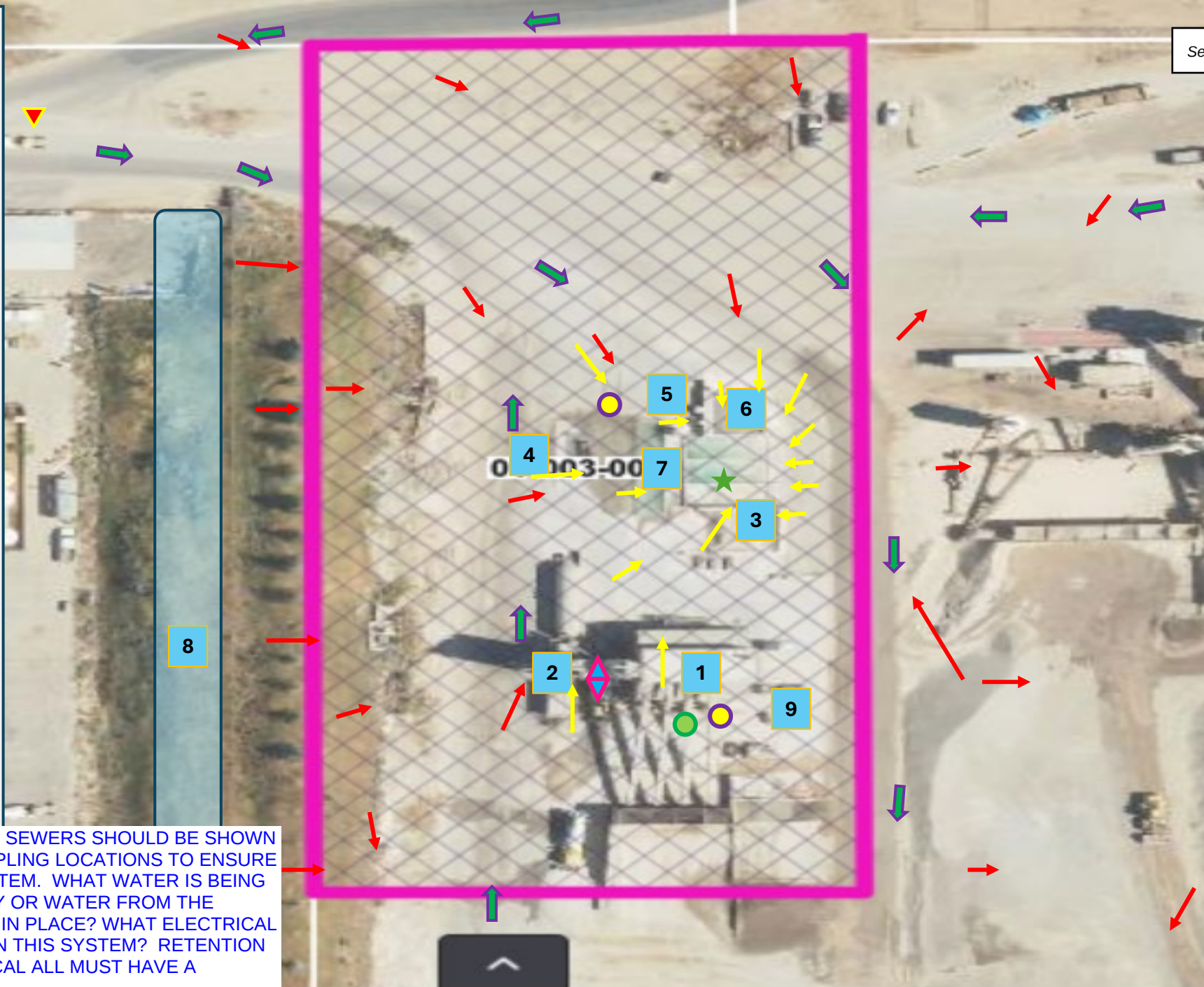
01-003-0030
LEGRAND JOHNSON
CONSTRUCTION CO

- 1 Ready Mix Concrete Batch Plant
- 2 Process Wastewater Lined Containment Area Built Needing Approval★
- 3 FORTTRANS Water Treatment Station
- 4 Sanitary Sewer Discharge Point
- 5 HMA Plant
- ▼ Facility Entrance / Exit

- 1 Ready Mix Concrete Batch Plant
- 2 Cement Silo & Fly Ash Guppy Storage
- 3 Process Wastewater Lined Containment Area Built Needing Approval ★
- 4 Mixer Truck Wash Down Area
- 5 FORTTRANS Water Treatment Station
- 6 Mixer Chute Rinse Off Area
- 7 Sanitary Sewer Discharge Point
- 8 Berm Separating Shop Area
- 9 Employee Parking

-  Access / Haul Road
-  Facility Entrance / Exit
-  Process Water Flow
-  Storm Water Flow Direction
-  Large Earthen Berm / Separator from Operations
-  Dust Collector and CO2 Emission Reducer System
-  Spill pallet & fluid drums & Admixture containment storage area
-  Spill Kit & Containment Materials

THIS SHOULD SHOW UTILITIES WITH TIE-INS. SEWERS SHOULD BE SHOWN WITH CONNECTION TO MANHOLES AND SAMPLING LOCATIONS TO ENSURE CONTAMINATION DOES NOT ENTER THE SYSTEM. WHAT WATER IS BEING USED FOR THE PROCESS? IS THIS CULINARY OR WATER FROM THE TRUCKS? WHAT BACKFLOW PREVENTION IS IN PLACE? WHAT ELECTRICAL WORK HAS BEEN DONE OR MODIFIED TO RUN THIS SYSTEM? RETENTION FOR WASHOUT AREAS, PLUMBING, ELECTRICAL ALL MUST HAVE A BUILDING PERMIT.



Section 7. Item C.

Kilgore Companies, LLC dba Kilgore Contracting
 Corp. Address: 7057 W 2100 S, Salt Lake City, UT 84128
 Location: Hyrum Shop
 Address: 410 N 800 E, Hyrum, UT 84319

KILGORE
 COMPANIES

Prepared by: Bryan Jorgensen
 Title: Environmental Director
 b.jorgensen@kilgorecompanies.com
 250-0132
 250-597-4471



60 West Main Street
Hyrum, Utah 84319
Ph. (435) 245-6033
www.hyrumcity.gov

Zoning Clearance Permit

Name of Applicant: _____ Date: _____

Mailing Address: _____

Telephone: _____ Email: _____

Type of structure to be built: _____

Overall Square Feet: _____ Overall Height: _____

Building Lot Address: _____

Subdivision Name (if applicable): _____

Phase: _____ Lot Number: _____ Tax ID/Parcel Number: _____

Utilities: Sewer, Water, Irrigation, Power, main lines, laterals, meters and cleanouts are required on the Plot Plan.

Sewer: ☐ New ☐ Other: _____

Water: ☐ New ☐ Other: _____

Irrigation: ☐ New ☐ Other: _____

Power: ☐ New _____ AMPS. ☐ Other: _____

Zoning Clearance Application and Permit refunded to: ☐ Applicant ☐ Contractor

Certification: I certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Hyrum City may rescind any approval or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Hyrum City Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant Signature: _____ Date: _____

Applicant shall continue onto Page 2 of this form to complete, sign, date, and submit the following required checklist to Hyrum City for a complete application. Incomplete applications will be returned to the applicant for completeness.

The Cache County Development Services Building Department reviews plans, issues permits and performs building inspections for Hyrum City. **It is the responsibility of the applicant to submit a Hyrum City Zoning Clearance Permit if required to the Building Department** located at 179 North Main St., Suite 305, Logan, UT 84321. The Building department can be reached by telephone at (435) 755-1650 or by email at: cachecountyplanreview@gmail.com

Cache County Building Permit Required: ☐ Required ☐ Not Required

Hyrum City Zoning Clearance Permit Approval: ☐ Approved ☐ Not Approved

Zoning Department: _____ Date: _____

Sewer Department: _____ Date: _____

Water Department: _____ Date: _____

Power Department: _____ Date: _____

The Applicant must review, check, sign, date and submit the information below to initiate the application review process. Any checklist items not marked may require a written explanation as for why the item is not applicable.

Hyrum City Code and Construction Standards: The following information contained herein is not inclusive. For complete details and specifications, please refer to Hyrum City Code (HCC) and Hyrum City Construction Standards available online at: www.hyrumcity.gov and the following references:

- HCC Title 13 Public Services
- HCC Title 17 Zoning
- Hyrum City Construction Standards Manual

Plot Plan Format: The Plot Plan must meet all of the requirements of Hyrum City Code 17.08.090 for the plan drawing and the specific requirements in Title 17 for the planned structures, egress, parking, etc. for the zone in which the permit is sought. Plot Plan requirements applies to all individuals and developers for each and every lot, and the must be signed by the person responsible for proper installation.

THE PLOT PLAN SHALL CONTAIN THE FOLLOWING INFORMATION:

- ☐ The plot plan must be neatly drawing to a scale no less than one-sixteenth of an inch per foot with eligible text not less than 10-point font. Ineligible plot plans will be rejected and returned.
- ☐ The name and address of the property owner.
- ☐ Lot size and location, including street address where possible.
- ☐ Clearance of buildings from those on adjoining lot, and other buildings on the same lot.
- ☐ Outline for existing and proposed building to be constructed, showing location of all utilities (**Sewer, Water and Irrigation, and Power are required on the Plot Plan**), side yards, and rear yards.
 - ☐ **Sewer:** (Section 5 of Hyrum City Construction Standards)
 - ☐ Downspout connections, foundation and basement drains, sumps and storm drain connections shall be prohibited from discharging into the sanitary sewer system.
 - ☐ Sewer lines including laterals shall be designed for at least 10 feet horizontal separation, measured edge to edge from any water line.
 - ☐ All utilities paralleling the sanitary sewer shall be designed to have at least 5 feet horizontal separation, measured edge to edge of the utility. This includes storm sewers, secondary water lines, conduits of all types, telephone cable, underground power and other cables.
 - ☐ Laterals should not be located under driveways.
 - ☐ Cleanouts shall be installed at 50-foot intervals for 4" laterals, 75-foot intervals for 6" laterals, and at all changes in direction. In all cases, a cleanout shall be installed just outside of structure, or as close as practicable. This cleanout shall be housed in a typical irrigation valve box with a minimum size of 17"L x 12"W x 13"D
 - ☐ **Water and Irrigation:** (Section 6 of Hyrum City Construction Standards)
 - ☐ All new water services must be located at center of lot and nine feet (9') off property line. (Location to be marked by Hyrum City).
 - ☐ Irrigation laterals and meter bases must be at least three feet (3') away from culinary services and not be located in the driveway.
 - ☐ **Power:** (Section 7 of Hyrum City Construction Standards)
 - ☐ Builder must fill out a required "Load Data Sheet" and return it to Hyrum City's Power Department. The department will use the sheet to document inspections and size the service wire/conduit. The City will not perform the required trench inspections without a Load Data Sheet. The builder and Hyrum City Power will meet to determine if the service will be underground or overhead.
 - ☐ Do not begin work on the service installation before receiving the service design from Hyrum City's Power Department. Any work done that does not meet the Hyrum City Power Department design is at risk of having to be re-done at the cost of the builder/customer.
 - ☐ The building site requiring service must have its address marked and clearly visible from the street.
- ☐ Location of septic tanks and drain field or sump and location of sewer lines coming from the structure, together with a signature and approval of the State Sanitarian

- ☐ Location of utility meters. Gas and electric to be readily accessible in unfenced area of front or side yard, water meter to be located in parking strip (not in the driveway or sidewalk).

General information:

- ☐ **Accessory Buildings.** Are buildings used for purposes incidental to the main structure, such as private garages, storage buildings, repair facilities, hothouses, portable shelters (carports, awning, etc.), solar units, storage pods/containers (maximum size allowed one hundred and forty (140) square feet unless otherwise approved by the Planning Commission with possible additional landscaping & construction requirements or for temporary use), located on the same lot occupied by the main building. **Accessory buildings have a height limit of twenty-five (25) feet.**
- ☐ **UDOT Ingress/Egress Permit For State Highway.** This permit is given by UDOT. It is the applicant's responsibility to contact UDOT to receive the permit.
- ☐ **Staking The Site & Address Display.** Hyrum City requires all new construction sites to be staked showing the location of the new structure before the Building Permit Clearance Form is submitted to Hyrum City. An address sign with lot number, minimum size 18" x 24", has to be prominently displayed in the front yard of the lot.
- ☐ **Wetlands.** The U.S. Army Corps of Engineers administers permitting procedures for the development of wetlands. It is the responsibility of the property owner/developer to ensure that compliance with wetland provisions of the Federal Water Pollution Control Act (now called the Clean Water Act of CWA) and any other applicable Federal Laws are met. Hyrum City has neither the authority nor the resource to monitor the provisions of Federal Acts. The issuance of a building permit does not absolve the owner/developer of the responsibility of meeting Federal Law requirements. Documentation from the U.S. Army Corps of Engineers may be required by Hyrum City.
- ☐ **High Ground And Surface Water.** Hyrum City does not have the resources or intent to determine surface and subsurface ground characteristics that may be detrimental to a property's use as a home site or commercial building location. Examples of these characteristics are seismic activity, high water tables, surface water run-off, and underground springs. It is the sub divider's and homebuilder's responsibility to obtain sufficient Engineering of the site proposed for development to ensure that the constructed structures are not damaged by water, soil slippage or seismic activity. The building permit applicant and the contractor assume the risk for any subsequent damage to structures by these characteristics. Documentation and soil reports may be required by Hyrum City for areas with high ground and surface water.
- ☐ **Winter Water Connection.** Hyrum City does not allow water connections when frost is in the ground from December 1st to March 1st.
- ☐ **Irrigation.** Hyrum City does not allow hot taps to take place from May 1st to October 30th.
- ☐ **Roads.** Hyrum City does not allow road cuts from October 1st to March 1st.
- ☐ **Electrical Connection.** Owner or contractor to install conduit. Hyrum City will provide and pull the cable up to 100 feet for 200 amp or smaller services as part of the connection fee. The cost of extra cable over 100 feet will be added to the connection fee.
- ☐ **Liability.** Hyrum City assumes no responsibility for these or related problems.

Construction site regulations:

- ☐ **The erection (including excavation), demolition, alteration or repair of any building shall be prohibited between the hours of ten (10:00) p.m. and seven (7:00) a.m.**
- ☐ It is unlawful for any person to store or dispose of any construction materials, gravel, dirt, wasted concrete, debris, garbage, or litter of any type, chemical, fuel, and any other substance that may be unsightly or deleterious to the health, safety, and welfare of the community.
- ☐ No person shall excavate any sidewalk or make any excavation in any street, lane or alley, or remove any permanent or other material from any street or improvement thereon without first obtaining an **Excavation and Right of Way Encroachment Permit** from the City through a separate application.
- ☐ It is unlawful for any person to break, excavate, tunnel, undermine, or in any manner affect the surface or base of any street, or to place, deposit or leave upon any street any earth or any other excavated material obstructing or tending to interfere with the free use of the street, unless such person shall first have obtained an **Excavation and Right of Way Encroachment Permit** from the City through a separate application.

- ☐ Excavation operations shall be conducted in such a manner that a minimum amount of interference or interruption of street traffic will result. Inconvenience to residents and businesses fronting on public streets shall be minimized. Suitable, adequate and sufficient barricades shall be available and used where necessary to prevent accidents involving property or persons. Barricades must be in place until all of excavator's equipment is removed from site and excavation has been backfilled and the proper temporary gravel surface is in place. From sunset to sunrise all barricades must be clearly outlined by acceptable warning lights, lanterns, flares and other devices. Police and fire departments shall be notified at least twenty-four hours in advance of any planned excavation requiring street closures or detour.

Notice to applicants and contractors:

Please read the following information carefully. It pertains to building inspection procedures, and the \$2,000 contractor's deposit:

- ☐ Read and understand the requirements of the building procedures, and the specific requirements in Title 17 for development in this zone and develop the property in conformance with those procedures and the requirements of Title 17.
- ☐ To ensure repair of any and all damage to city property including but not limited to damage to sidewalks, curb and gutters, roadways, utility systems, etc. Hyrum City requires a construction deposit in the amount of \$2,000 for new residential or new commercial construction, a \$1,000 deposit for residential and commercial remodel, and a \$200 deposit for accessory buildings. Said deposit will be refunded in whole or in part following final inspection. All or part of the deposit may be forfeited to repair damage to city infrastructure occurring during construction.
- ☐ Before a building is occupied a final inspection must be made and a Certificate of Occupancy given. Violation of this item will result in the forfeiture of the \$2,000 Contractors Deposit. All subdivision improvements must be completed before occupancy permits will be issued for any dwellings.
- ☐ Garbage dumpster is required at each construction site to avoid forfeiture of deposit. The dumpster shall be stored on private property and not on any city street or within the right of way of an accepted street.
- ☐ The street address and lot number must be prominently posted on construction site.
- ☐ Modification/damage or use of the temporary electrical connection for other than construction uses will result in the forfeiture of \$110 of the deposit.
- ☐ The front yard area of all residential lots must be landscaped within 18 months of issuance of Occupancy approval as per Title 17 requirements. A \$2000 deposit will be held until landscaping requirements are met.
- ☐ **HYRUM CITY FEES DO NOT INCLUDE THE BUILDING PERMIT FEES**, which must be purchased from the Cache County Building Department.
- ☐ All building inspection requests are to be scheduled through the Cache County Building Inspection Office; a 24-hour notice is required.

Name of Contractor (if applicable): _____

Mailing Address: _____

Telephone: _____ Email: _____

Building Lot Address: _____

Contractor Signature: _____ Date: _____

Required Checklist Acknowledgement:

I do hereby say that I am the Applicant of this application, and I have read the Hyrum City Code and Construction Standards Information and completed the Requirement Checklist. The statements, information, exhibits and any and all submitted documents attached or submitted represent the intentions of the applicant are in all respects true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____