

MINUTES OF A REGULAR MEETING OF THE HYRUM CITY PLANNING COMMISSION  
HELD JULY 13, 2023 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST  
MAIN, HYRUM, UTAH.

**CONVENED:** 6:30 P.M.

**CONDUCTING:** Chairman Paul Willardson

**PRESENT:** Chairman Paul Willardson, Vice Chairman Blake Foster,  
Commissioners Angi Bair, Brian Carver, and Terry Mann.

**EXCUSED:**

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

**OTHERS PRESENT:** Zoning Administrator Matt Holmes, Alternate Member  
Dixie Schwartz, and four citizens. Secretary Hailey Brown recorded  
the minutes.

**PLEDGE OF ALLEGIANCE:** Terry Mann led the governing body and the  
citizens in the Pledge of Allegiance.

**INVOCATION:** Angi Bair

**APPROVAL OF MINUTES:**

The minutes of a regular meeting held on May 11, 2023 were approved  
as written.

**ACTION** Commissioner Brian Carver made a motion to approve the  
minutes of May 11, 2023 as written. Commissioner Terry  
Mann seconded the motion and Commissioners Bair, Carver,  
Foster, Mann, and Willardson voted aye.

The minutes of a special meeting held on May 15, 2023 were approved  
as written.

**ACTION** Commissioner Terry Mann made a motion to approve the  
minutes of a special meeting May 15, 2023 as written.  
Commissioner Angi Bair seconded the motion and  
Commissioners Bair, 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, distributed to each member of the Planning Commission, and posted at the City Offices more than forty-eight hours before meeting time.

**ACTION**

**Commissioner Brian Carver made a motion to approve the agenda for July 13, 2023 as written. Commissioner Terry Mann seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Willardson voted aye.**

**6. SCHEDULED DELEGATIONS**

- A. Jared Adams - To request site plan approval for two buildings with bays for rental to industrial tenants located at 249 South 1810 East (Lot 15, Blacksmith Fork Industrial Park).
- B. Mandie Gochnour - Seeking approval for the conditional use of a property zoned as R-2 at 25 West 200 North for a private school.
- C. Kirk Wilcox - Seeking site plan approval at 1673 Anvil Road (Lot 1, Blacksmith Fork Industrial Park). The proposed plan is for an office/yard location for Wilcox Landscaping together with an outdoor RV/trailer/boat storage yard.

**7. ADJOURNMENT*****SCHEDULED DELEGATIONS:***

**JARED ADAMS - TO REQUEST SITE PLAN APPROVAL FOR TWO BUILDINGS WITH BAYS FOR RENTAL TO INDUSTRIAL TENANTS LOCATED AT 249 SOUTH 1810 EAST (LOT 12, BLACKSMITH FORK INDUSTRIAL PARK).**

Justin Campbell is the architect for this project. Utilities are all available in proximity to the lot. They are seeking concept approval so they can engineer plans to send for approval before going through the long engineering process. Justin said an area of note is on the South side of the building. They propose to put the storm water retention underground there. The area will be filled as necessary to accomplish that. The fire apparatus is between the two buildings for sufficient fire truck access. All buildings will have lights mounted above the doors and be dark sky compliant for site plan lighting. The building lights will be enough to light all the asphalt on the property.

Commissioner Angi Bair asked if these plans meet the side setbacks.

Zoning Administrator Matt Holmes said the industrial zone has no side setbacks unless it is by a hill there would be a thirty-foot setback.

Commissioner Terry Mann asked where the storm water retention is underground.

Zoning Administrator Matt Holmes said the dog park takes the one-hundred-year storm water plan. This property will only need a two-year storm water plan.

Justin Campbell said if they don't have to put the storm water under the asphalt, they may not but that will be determined by a licensed professional.

Commissioner Angi Bair asked how many parking spaces are there.

Zoning Administrator Matt Holmes said there are seventeen parking spaces.

Chairman Paul Willardson asked if there will be an office space.

Justin Campbell said the proposed building will be a shell for leasing. There is the potential the building could be occupied by one tenant. A very small portion would be an office. The demographic the owner is seeking to attract is not an office setting, rather it is intended for industrial use. A contractor or tradesman may have a small office but mostly used for industrial purposes.

Commissioner Terry Mann asked if they are connecting to sewer.

Justin Campbell said yes.

Commissioner Angi Bair asked if there is enough parking with the five bays which leaves two parking spaces per unit.

Justin Campbell said the space is intended to be a warehouse with overhead doors. Some tenants won't need more than 2 stalls and may take more than one garage bay. When the plans come back for occupancy, the parking will be hammered out. If parking is an eliminating factor the tenant won't be able to use the building.

Commissioner Terry Mann asked if there are walls between bays.

Justin Campbell said it will be open concept for the tenant to design the space they need.

Commissioner Angi Bair asked if both buildings are being built at the same time.

Justin Campbell said yes.

Chairman Paul Willardson said there is a note on the plans regarding oil spills.

Justin Campbell said tenants may be collecting oil from a truck but not oil collection like a restaurant. The plans will be brought back if the oil/water separator cannot support the use.

Chairman Paul Willardson said he likes the landscape design.

Commissioner Brian Carver said the landscape is compatible with the city landscape wants.

Commissioner Angi Bair said one building is thirty feet from the corner and the other building is twenty feet from the corner.

Justin Campbell said the dash line is the setbacks.

Commissioner Angi Bair said both buildings are inside the setback lines.

**ACTION**

**Commissioner Terry Mann made a motion to recommend site plan approval for two buildings with bays for rental to industrial tenants located at 249 South 1810 East. Commissioner Angi Bair seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Willardson voted aye.**

**MANDIE GOCHNOUR - SEEKING APPROVAL FOR THE CONDITIONAL USE OF A PROPERTY ZONED AS R-2 AT 25 WEST 200 NORTH FOR A PRIVATE SCHOOL.**

Mandie Gochmour and Shellean Bowley are cofounders of the school. Mandie has worked as a licensed landscape architect in Utah.

Jordan Petersen introduced Mandie and Shellean to the number one education podcast in the world. His presentation last year was sold out at Vivint Arena. Jordan interviewed Jeff Sandler who was voted as the top entrepreneurship professor. Jordan started his own school and won school awards.

Shellean Bowley said the award was for the nation's top micro school.

Mandie Gochmour said this type of school blends a one room school to equip students to change the world. There were over 15,000 applicants who applied to start up a school and only 400 applicants were selected. Mandie and Shellean were selected by the Acton Academy along with seven others in Utah. The approval was for a location in Wellsville, but they were drawn to Hyrum. Bright Path an Acton Academy was the approval name. Mandie showed a video of what Acton Academy is and shows how the school is run. It is set up as an elementary studio consisting of kids ages 6-10 with 18 children. Mandy and Shellean want to start with 12-14 kids max. The requirement is 150 square feet per child, which is what their location has. The school is subject to launch once a location is accepted. There will be one guide for that number of children with two people on site. There is gravel parking for drop off and two parking spaces for those working. There is an entry ramp but it doesn't meet ADA requirements so it may need repoured. The property owner provided them with one more stall for ADA parking. There is a temporary fence, and the north end of the fence will need to be moved to be within the setbacks.

Commissioner Brian Carver asked what the interior condition of the building is, how many square feet, restrooms, and the floor plan.

Mandie Gochmour said you walk in the door into the main living room. It is a bright space and will be the main school room with three clusters of four desks. They have a fire escape plan. Inside to the left is the kitchen, the right leads to a hallway with two bedrooms and two bathrooms. The space is 1,500 square feet total. Acton said they could fit fifteen-thirty kids if using the full space. The school won't launch until after training, which is held in October and they will try to launch in January. It is a year-round school, and the month of July will be taken off. The kids need consistency and will be given a six-week project and then one week off for presenting. By the end of next June, Mandie will probably want to expand to a full eighteen student studio or have two schools. Likely by next fall they will be looking for another space. This space can be used for one year minimum or three years maximum.

Commissioner Brian Carver asked if there is access to the yard space.

Mandie Gochmour said they ended the fence on the second to last

post with a gate. The South side of the kitchen has a laundry/mudroom with access to the outside from the back which is enclosed.

Commissioner Brian Carver said in terms of meeting the conditional use requirements, Mandie has addressed areas of concern for Hyrum City. The school won't bring lots of traffic and the majority will be within regular school hours.

Mandie Gochmour said yes it will be during regular school hours.

Chairman Paul Willardson said there is a note on hard surfaces.

Zoning Administrator Matt Holmes said the asphalt counts as the hard surface and Mandie addressed the step to be fixed.

Commissioner Brian Carver said his only concern is the durability of the fence with what kids do when contained. It is also not on a busy street.

Mandie Gochmour said the fence was a concern of hers as well. She will discuss boundaries with the kids and why the fence is there, so they know to respect the boundary.

Commissioner Blake Foster asked if the home is occupied.

Mandie Gochmour said they started renting the home in June and will use the space to meet and prepare until they launch.

Commissioner Brian Carver asked if the home West of this unit is occupied.

Commissioner Angi Bair said it is a duplex.

Mandie Gochmour said the landlord has spoken with the duplex about the situation.

Shellean Bowley said there is a garage between the two buildings as well. She asked if the ramp could be temporary or if it must be permanent.

Commissioner Angi Bair asked if this conditional use is approved if they must reapply with Hyrum City every two years.

Chairman Paul Willardson said the Planning Commission won't need to see it again unless issues arise.

**ACTION**

Commissioner Brian Carver made a motion to recommend approval for the conditional use of a property zoned as R-2 at 25 West 200 North for a private school with the following conditions: the fence line is moved to match the city road easement line, and the doorway accessibility issued is addressed. Commissioner Angi Bair seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Willardson voted aye.

**KIRK WILCOX - SEEKING SITE PLAN APPROVAL AT 1673 ANVIL ROAD (LOT 1, BLACKSMITH FORK INDUSTRIAL PARK). THE PROPOSED PLAN IS FOR AN OFFICE/YARD LOCATION FOR WILCOX LANDSCAPING TOGETHER WITH AN OUTDOOR RV/TRAILER/BOAT STORAGE YARD.**

Chairman Paul Willardson said Kirk Wilcox is seeking site plan approval at 1673 Anvil Road for an office/yard location with an outdoor RV/trailer/boat storage yard.

Commissioner Brian Carver said the plans mention an office location, but he doesn't see a proposed building. Is the office intended to be in the shipping container?

Zoning Administrator Matt Holmes said Kirk plans to use the smaller container for office space and then the yard for storage.

Commissioner Brian Carver said the RV/boat parking is separated by a chain link fence on the East side.

Commissioner Terry Mann said they need more permanent coverage for the storage rather than tarp coverage.

Zoning Administrator Matt Holmes said he noted they must be custom covers or non-degradable covers.

Commissioner Brian Carver said the landscaping plan is ambitious.

Zoning Administrator Matt Holmes said he told Kirk it may be wise to not landscape as heavy.

Commissioner Brian Carver said the property is presented well.

Chairman Paul Willardson said good landscape reflects his business, but they want him to understand the location this landscape will be in.

Zoning Administrator Matt Holmes said Kirk has been good to work

with on the project. Kirk first put a dirt berm near the road and was good to move it to reflect utility access.

Chairman Paul Willardson said two sides are fenced and he assumes the North portion is already fenced.

Zoning Administrator Matt Holmes said that is correct.

Commissioner Angi Bair asked where the road access is.

Zoning Administrator Matt Holmes said the water line does not run through the property, that is a GIS error.

Commissioner Angi Bair asked if the storage area is gravel.

Zoning Administrator Matt Holmes said the entry is asphalt with gravel in the storage area.

Commissioner Terry Mann asked if the berm has been moved.

Zoning Administrator Matt Holmes said it will be moved when he installs the fence.

Commissioner Terry Mann said to mention that it must be moved.

Chairman Paul Willardson asked about site lighting on the property. Lighting for the office space can be added to the building, but the storage area may be hard to light. How much lighting needs to be there for security purposes?

Zoning Administrator Matt Holmes said lighting could be a recommendation to the City Council.

Commissioner Brian Carver said insurance would probably require lights or a camera on the storage yard.

Commissioner Angi Bair asked if the fence is a privacy fence.

Zoning Administrator Matt Holmes said Kirk proposed a six-foot chain-link fence with barb wire.

Commissioner Brian Carver said the landscape of the property also helps with privacy.

Commissioner Angi Bair asked if there is a requirement to have more of a privacy fence.



Zoning Administrator Matt Holmes said Hyrum City code states all outside storage must be located more rear on the property and by a solid or more screened fence as approved by the Planning Commission. Matt asked if the Planning Commission preferred slats in the fence or if landscaping is adequate.

Commissioner Angi Bair said in the winter there is no foliage from the landscape. She thinks slats would be more consistent and safer.

Chairman Paul Willardson asked if they need a parking lot with stalls for the business.

Zoning Administrator Matt Holmes said it sounds like he will be working out of the space.

Chairman Paul Willardson said Kirk could asphalt a small section by the building if it is a business office.

Commissioner Angi Bair said he may need that space for storage as well.

Commissioner Brian Carver said if this is a retail space then parking would be needed.

Commissioner Terry Mann asked if there are gates on the fence.

Commissioner Brian Carver said there is a gate as mentioned on one side of the property.

Commissioner Terry Mann asked if everything is gravel besides the paved road. Stalls would be hard to mark in the gravel.

Commissioner Angi Bair asked if there is a limit of how many parking spaces can be in the storage area.

Commissioner Brian Carver said he can have as many as he wants to fit in there.

Chairman Paul Willardson said in summary there are several questions on lighting, screening privacy, parking/hardscape for the office/business or if it is just a yard space.

Commissioner Angi Bair asked if Kirk wanted approval tonight or at the next meeting.

Zoning Administrator Matt Holmes said Kirk would like to move along but Matt is not sure of the time frame. The Planning Commission

can make these recommendations to the City Council, and Kirk can address the recommendations with the Council for approval.

Chairman Paul Willardson said he would like to keep Kirk Wilcox moving along.

**ACTION**

Commissioner Angi Bair made a motion to recommend site plan approval for an office/yard location for Wilcox Landscaping together with an outdoor RV/trailer/boat storage yard located at 1673 Anvil Road with following recommendations; all covers need to be durable covers or custom shrink wrap if not degradable, to provide a lighting plan on the RV/storage yard, a screening fence with slats on chain link or other appropriate privacy for RV/storage or full fencing. Commissioner Brian Carver seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Willardson voted aye.

Chairman Paul Willardson wanted to discuss the recommendations from previous meetings to take to the City Council.

Commissioner Brian Carver said they discussed several recommendations on senior living to bring to the Council. Brian would like to discuss multiplexes/duplexes and reconsider a separate zoning to allow small multifamily development in an R-2 zone rather than it being its own zone.

Chairman Paul Willardson said to add an agenda item to the August meeting for a discussion and recommendation to the City Council on zoning changes.

**ADJOURNMENT:****ACTION**

There being no further business before the Planning Commission, the meeting adjourned at 7:37 p.m.

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Paul Willardson  
Chairman

ATTEST:

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Hailey Brown  
Secretary

Approved: \_\_\_\_\_  
As Written