

MINUTES OF A REGULAR MEETING OF THE HYRUM CITY PLANNING COMMISSION
HELD JUNE 11, 2026 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST
MAIN, HYRUM, UTAH.

CONVENED: 6:30 P.M.

CONDUCTING: Chairman Stephen Nelson

PRESENT: Chairman Stephen Nelson, Vice Chair Averie Wheeler,
Commissioners Scott Casas, Paul Willardson, and Marty McBride.

CALL TO ORDER: There being five present and five representing a
quorum, Chairman Stephen Nelson called the meeting to order.

OTHERS PRESENT: City Planner Tony Ekins and seven citizens.
Secretary Shara Toone recorded the minutes.

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

INVOCATION: Commissioner Willardson

APPROVAL OF MINUTES:

The minutes of a regular meeting held on May 14, 2026 were approved
as written.

ACTION

Commissioner Casas made a motion to approve the
minutes of May 14, 2026 as written. Commissioner Wheeler
seconded the motion and Commissioners Casas, McBride,
Nelson, Willardson, and Wheeler voted aye.

AGENDA APPROVAL:

A copy of the notice and agenda for this meeting was 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 Willardson made a motion to approve the
agenda for June 11, 2026, as written. Commissioner
McBride seconded the motion and Commissioners Casas,
McBride, Nelson, Wheeler, and Willardson voted aye.

6. SCHEDULED DELEGATIONS

- A. Timothy Schmidt, Schmidt Planned Unit Development - CONTINUATION: Seeking recommendation to the City Council for concept plan approval for a 4-lot single family dwelling planned unit development located at 182 North 600 East.
- B. West Point Dairy Products, Receiving and Warehouse Expansion - Seeking recommendation to the city Council for site plan approval for receiving and warehouse expansion located at 570 North 500 West.

7. ADJOURNMENT

SCHEDULED DELEGATIONS:

**TIMOTHY SCHMIDT, SCHMIDT PLANNED UNIT DEVELOPMENT - CONTINUATION:
SEEKING RECOMMENDATION TO THE CITY COUNCIL FOR CONCEPT PLAN
APPROVAL FOR A 4-LOT SINGLE FAMILY DWELLING PLANNED UNIT
DEVELOPMENT LOCATED AT 182 NORTH 600 EAST.**

City Planner Ekins explained that this application was previously reviewed in May and that updates have been made based on discussions with the City Council. The City Council reviewed the application and allowed the applicant to make adjustments before bringing it back to the Planning Commission.

The updated application includes a draft HOA document, an open space dedication, and architectural review updates requested by the Planning Commission. The applicant also submitted updated building elevations showing the intended architectural design for the proposed lots. Construction documents have not been submitted yet, but these plans will help guide future development.

City Planner Ekins explained that the hammerhead turnaround has been extended and relocated, and the Fire Department has reviewed and approved the change. The proposal also includes approximately 1.1 acres of common open space as part of the development. There was discussion about Lot 4 and whether it would be developed. City Council was supportive of the private road extending into the development and discussed the possibility of using the common open space as an amenity. This could help address concerns about not having sidewalks along the private road as part of the PUD application.

City Planner Ekins also discussed the sidewalk along 600 East. There has been discussion about whether a sidewalk should be included. City Council referenced a previous sidewalk network plan

that staff has not been able to locate. The understanding is that a sidewalk would run below the cemetery and continue around the curve, possibly extending north. The proposed development appears to align with that future sidewalk plan.

Commissioner Casas explained that during the last Planning Commission meeting, many residents expressed a desire to keep the country feel of the area. He noted that a country feel can still exist with sidewalks, but he had concerns with the proposed sidewalk requirement. His concern was the location of the sidewalk near the spring. He felt that if the sidewalk was installed, both ends would create potential safety issues because they would lead into the spring area. He stated that he was concerned about disturbing the spring and the potential impacts on water flow.

He also expressed concerns about safety, stating that the sidewalk could create hazards if people walked or ran off into the spring or the ditch. He stated that he has asked about the city's sidewalk plan for this area in the past but has not been able to get updates. He explained that his preference would be not to require the sidewalk for two reasons: safety concerns near the spring and because it does not match the character of the surrounding area. He noted that there are limited sidewalks in the area and some existing sidewalks in other parts of the city are in poor condition. He stated that he liked the updated concept plan and appreciated the adjustments made by the applicant. However, he requested further discussion from the Planning Commission regarding the sidewalk requirement along 600 East.

City Planner Ekins explained that under the current City Code, subdivision and PUD applications require public improvements along the public right-of-way, which includes the sidewalk requirement. He stated that if the application were a different type of development, such as a mini subdivision, where the lots front the street, the sidewalk would not be required. He explained that the sidewalk requirement is being triggered because of the type of application being submitted. He also stated that if the Planning Commission would like further discussion or consideration of the sidewalk requirement, they could include that in their motion and forward the discussion to the City Council. He noted that he could include the Planning Commission's comments and concerns in the memo to the City Council based on the decision made during the meeting.

Timothy Schmidt stated that he was also requesting that the sidewalk not be required for this development. He explained that the sidewalk would have limited connection points, with one side

ending at a concrete wall and the other side leading into a wide-open ditch, which he felt could create safety concerns. He stated that because the development would be private and a PUD with single-family dwellings, he believed the sidewalk requirement would not apply under the code. He explained that the sidewalk requirement is more applicable to multi-family developments, which is why he was requesting an exception. He stated that he believed the other concerns from the previous discussions had been addressed in the updated application. He asked if there were any additional recommendations or questions before moving forward.

Commissioner Willardson asked about the two large trees shown on the original plan and whether one of them would be removed.

Timothy Schmidt explained that one of the trees will be removed because it was damaged and unsafe.

Commissioner Willardson asked about the note on the revised plan stating, "existing tree to remain if possible" and what would determine whether the tree stays or is removed.

Mr. Schmidt explained that he is planning the road layout around the tree to avoid damaging the roots. He stated that the tree appears healthy, has strong roots, and receives plenty of water. He said the tree is large and in good condition, and he has no plans to remove it unless construction requires it.

Commissioner Willardson clarified that "if possible" means the tree will remain as long as the road can be constructed without impacting it.

Mr. Schmidt confirmed that keeping the tree is the plan.

Commissioner Casas asked about the engineering comments regarding the proposed land drain along the north edge of the driveway and whether it referred to the north side of the private road.

Timothy Schmidt explained that the original plan showed the land drain along the north end of the private road.

Commissioner Casas asked about the comment regarding land drains and storm drain infrastructure, specifically the reference to "upstream" and how it related to the detention pond. He stated that the wording was confusing.

Timothy Schmidt explained that the land drains would direct water toward the existing ditch area because there is no storm sewer

system in that location. He stated that water from the spring and other drainage areas would flow through pipes and discharge back into the open spring area.

The commission discussed whether runoff from the proposed private roadway could contaminate nearby water resources.

Timothy Schmidt explained that roadway drainage would be directed through vegetated areas that would provide natural filtration before reaching the pond, and he noted that additional stormwater protection measures could be added if required.

Commissioners reviewed the drainage plan, clarifying that runoff from the road would flow into roadside ditches, then through a pipe system into a pond, with overflow directed to a drainage ditch. The discussion also focused on the purpose of the existing land drain. Commissioners confirmed that land drains are typically intended to convey groundwater.

Schmidt explained that the drainage system carries a combination of groundwater and stormwater from surrounding areas, including runoff originating near the cemetery and adjacent properties. He further clarified that the land drain consists of a pipe located approximately 15 feet underground that directs spring water into a rock reservoir before continuing downstream.

The commissioners concluded that the primary function of this portion of the land drain is to collect and convey water from the spring.

Commissioner Willardson asked about reports of water in the northeast corner of the property and whether it might be another spring.

Timothy Schmidt said he was not aware of a spring in that area. He explained that if the ground is dug up and left for a few days, some water may appear, but he has never seen any drainage there.

Commissioner Wheeler asked whether basements were prohibited in the subdivision.

Schmidt confirmed that basements are not allowed and said this restriction is included in the HOA's CC&Rs. He explained that the restriction helps avoid potential moisture issues, since some areas of the property contain groundwater and wet conditions. He added that existing vegetation helps absorb moisture and that water flow in the area is currently only a small trickle.

Commissioner Willardson asked whether Lot 4 would be a buildable lot.

Timothy Schmidt said that it would be buildable. He explained that he plans to place the lot in a trust for his children and may build a single home on it in the future.

Commissioner Wheeler noted that Lot 4 had been reduced in size and that more common area had been created.

Schmidt confirmed this and explained that the common area includes the portions of the property with moisture issues, while the lower area of the lot consists of solid ground suitable for building.

Commissioner Willardson asked who would be responsible for maintaining the sewer, water, and irrigation utilities, noting that the homeowner's association would maintain the private roadway.

Chairman Nelson asked whether the utilities would be public or private infrastructure.

Timothy Schmidt said his understanding from previous discussions was that the utility mains would be public.

City Planner Ekins clarified that the main water, sewer, and irrigation lines would be public utilities, while the laterals connecting individual lots to those mains would be private.

Commissioner Willardson emphasized the need to ensure that proper easements and maintenance agreements are recorded.

City Planner Ekins noted that utility and easement details would be addressed when the application moves to the preliminary plat stage.

Timothy Schmidt pointed out that there is currently no easement recorded for an existing sewer line on the property. He said that a sewer easement will need to be added and that the plans will be updated as the project moves forward and receives feedback.

Commissioner Willardson asked Timothy Schmidt why he chose to pursue a Planned Unit Development (PUD) instead of a mini subdivision.

Schmidt explained that his goal was to create a development with

single-family homes rather than higher-density housing. He noted that the zoning could allow more units, but he preferred a lower-density design that would better fit the neighborhood. He also said that a PUD would not require sidewalks, unlike a subdivision, which he felt would be more appropriate for the project and neighboring properties. Schmidt added that choosing a PUD would reduce development costs and limit the amount of revenue he could otherwise generate from the property.

Commissioner Willardson said the PUD approach seemed reasonable because it allowed flexibility and included common areas that would not otherwise be part of a standard subdivision.

Commissioner Casas asked about the HOA voting structure.

Timothy Schmidt explained that he intended to be included as a member of the HOA and wanted to remain involved in maintaining the development.

Commissioner Willardson asked how Schmidt's vote would be tied to the property and whether it would remain with the property in the future.

Schmidt explained that his existing home would be part of the development.

The commissioners clarified that each property within the development would have a vote, and Schmidt confirmed that each lot would have a voice in the HOA.

Commissioner Casas asked if the city requires a fence around the perimeter.

Timothy Schmidt explained that a fence would only be required if there was a water feature deeper than the city threshold.

Commissioner Casas noted that the large common area would require ongoing irrigation and mowing and suggested that animals such as sheep could potentially help maintain the property.

City Planner Ekins said he believed animals are generally allowed only on residential parcels with a dwelling and would need to verify the city's ordinance.

The commissioners also discussed moisture conditions in the common area.

Schmidt explained that some portions are seasonally wet, especially during the winter, but much of the area is currently dry. He noted that wetter conditions are limited to certain sections near the fence and that most of the property dries out during the year.

Commissioner Willardson asked for an update on the water rights.

Mr. Schmidt explained that he contacted the title company and confirmed that the water rights can be transferred. The necessary paperwork has already been prepared, and the transfer process can move forward for a fee of about \$500. He noted that the transfer is possible because he owns the property and the previous owner is deceased.

Commissioner Willardson stated that this appeared to resolve the water rights issue.

Chairman Nelson then asked if there were any additional questions for Mr. Schmidt.

Commissioner Wheeler commented that the applicant had responded quickly and had addressed many of the concerns discussed during the previous meeting.

Commissioner Willardson asked whether staff had any major remaining concerns that needed to be discussed.

City Planner Ekins said there were no major outstanding concerns at this time. He explained that if the project moves forward, the preliminary application process will require significant additional information and review. He noted that the applicant will need to identify and locate any springs within 1,000 feet of the property boundary. He also explained that the City Engineer may require geotechnical reports due to the steep slopes on the site. Additional information may be needed for the lots and for the area where utility lines and the private road are proposed. Staff noted that there is still a considerable amount of work and review required as the project moves through the next stage of the application process.

Chairman Nelson asked if staff supported the proposed change.

City Planner Ekins confirmed that staff support the proposal as revised.

Commissioner Casas asked whether the motion should still include

a requirement for the applicant to respond to the staff comments.

City Planner Ekins explained that the applicant should still provide responses, but that process should be straightforward since most of the needed information had already been submitted and revised. He also noted that the item would likely return to the City Council soon.

Commissioner Wheeler suggested that the Planning Commission include a recommendation that the City Council further discuss the proposed sidewalk.

Chairman Nelson agreed that sidewalks are generally beneficial but felt that additional review of safety concerns and the impacts of installing the sidewalk would be worthwhile.

ACTION

Commissioner Casas made a motion to recommend concept approval to the City Council for a 4-lot single family dwelling planned unit development located at 182 North 600 East with the following conditions. 1. The applicant must provide responses to each line for staff comments and first and second review. 2. City Council discusses whether the sidewalk should be installed on 600 East with review of the safety concerns. Commissioner Wheeler seconded the motion and Commissioners Casas, McBride, Nelson, Wheeler, and Willardson voted aye.

WEST POINT DAIRY PRODUCTS, RECEIVING AND WAREHOUSE EXPANSION - SEEKING RECOMMENDATION TO THE CITY COUNCIL FOR SITE PLAN APPROVAL FOR RECEIVING AND WAREHOUSE EXPANSION LOCATED AT 570 NORTH 500 WEST.

City Planner Ekins explained that the application is for Phase One of a two-phase expansion of the West Point Dairy facility. The proposed additions in this phase are located on the north side of the property, while future expansion is planned for the south side. He noted that West Point Dairy has grown through several stages over the years and that this project represents a significant expansion.

City Planner Ekins said there are still some utility-related issues being reviewed, including power and wastewater capacity. The city is working with utility providers and state agencies to ensure services can accommodate the expansion. He also explained that the project triggers requirements from a previous annexation

agreement, including public improvements along the north-facing road. The city is already working on plans to complete those road improvements. Along 500 West, the city is asking the applicant to identify the exact property and right-of-way boundaries so staff can evaluate any future road dedications and access needs. Because the exact boundary has not yet been determined, staff cannot fully evaluate setback requirements at this time. Once that information is provided, the city will be able to determine whether the proposed buildings meet setback standards and whether any adjustments or Planning Commission approvals may be needed.

Commissioner Casas asked about the proposed 78-foot right-of-way along 500 West and whether the entire width would be paved.

City Planner Ekins explained that the road surface would be paved but did not have the exact pavement width available at the time.

Commissioner Casas noted that 500 West currently appears narrow and asked whether the property's frontage is along 500 West. He expressed concern that the exact location of the road corridor is unclear and that it is difficult to determine where a 78-foot right-of-way would be located.

City Planner Ekins explained that this is why the applicant must provide the property and right-of-way boundary information. He added that once that information is available, the city will be able to better evaluate the site and its proposed improvements.

Chairman Nelson expressed concern about the utility issues identified in the staff report, particularly related to sewer service.

City Planner Ekins acknowledged that there are utility concerns and explained that staff have met with West Point Dairy several times to discuss the project and review development requirements. He said the primary concerns involve sewer capacity and power service.

Chairman Nelson noted that the staff report states the current water reclamation facility cannot support the proposed expansion and questioned whether the project could move forward without evidence that adequate capacity exists.

City Planner Ekins explained that city staff are actively working to evaluate the issue and determine what improvements or solutions may be needed. He added that the applicant is also exploring design strategies that may reduce wastewater impacts, although he was

unable to provide specific details.

Commissioner Casas stated that he had several questions about infrastructure and was unsure whether they could be fully answered at this time.

City Planner Ekins explained that the applicant has been discussing strategies to help reduce or address some of the infrastructure concerns. He noted that these issues have been identified and discussed since the city's earlier reviews of the project.

Commissioner Casas expressed concern that the city's sewer impact study was still underway and that it was difficult to plan without knowing the city's ability to support the proposed expansion. He said he wanted to hear both the city's perspective and the applicant's explanation.

City Planner Ekins responded that the applicant may have additional information from discussions with city staff regarding the sewer issues. He also noted that the applicant would have a consultant available by phone to answer technical questions during the presentation.

Chairman Nelson asked Rhea to provide additional background on the project and address some of the concerns raised by the Planning Commission.

J.D. Rhea explained that West Point Dairy has grown steadily over the years and has reached a point where additional space is needed, particularly in the raw milk receiving area on the northwest side of the facility. To address this, the proposal includes adding two new receiving bays on the north side of the property and relocating truck access to reduce traffic activity along 500 West. He explained that much of the new equipment will replace older equipment rather than add entirely new loads. The new equipment is larger but more energy-efficient, which should help limit increases in power demand.

Rhea also discussed the facility's efforts to reduce water use and wastewater discharge. He explained that the dairy has learned ways to conserve, recycle, and reuse water within the plant. The expansion includes additional water storage tanks that will allow the facility to capture, treat, and reuse more water instead of sending it to the sewer system. He said the facility currently uses about 225,000 to 250,000 gallons of water per day. Despite the expansion, the goal is to reduce usage to 200,000 gallons per day or less through improved water recovery systems and new

technology. He explained that upgraded equipment and monitoring systems will help identify water that can be cleaned and reused, reducing wastewater flows and improving overall efficiency.

Commissioner Casas asked about the timeline for the project.

Rhea explained that the first phase would begin this summer with construction of a new warehouse on the northeast side of the property. The warehouse would provide storage so the existing warehouse south of the plant could be removed. After that, the project would expand to the northwest side of the facility by increasing the receiving bays from two to four, adding a pasteurizing room, a small silo alcove, and two new silos near the employee parking lot. He also said the company would prepare a lay-down area south of the milk plant, between the plant and the railroad tracks, to store construction materials for future phases.

Commissioner Casas asked about the purpose of the berm on the east side of the property.

Rhea explained that the berm provides partial screening and serves as an important drainage function. It protects the underground canal by allowing overflow if the grate becomes blocked, helping prevent damage to the canal. He added that the canal was previously used for irrigation, but it has not been used for that purpose for several years. The berm remains in place for overflow protection.

Chairman Nelson asked if Rhea had any additional information to share.

Rhea explained that when the electrical substation was installed, it was intended not only to improve service to the existing facilities but also to support future growth that had been discussed with the city. He said the planned expansion would require some additional power, but it would not be a large increase.

Commissioner Casas asked Rhea if he had any concerns about whether the city's utilities could support the proposed expansion.

Rhea said he had not been concerned until reading the staff report because he believed utility planning had already been coordinated with the city. He explained that the expansion would not significantly increase sewer demand since new technology would allow more water to be reused. He also said the new equipment would be larger and more efficient while replacing older equipment, so

the increase in power demand would be less than the increase in production capacity. He added that he was not aware of the city's available electrical capacity but noted that the nearby natural gas generators were not currently operating.

Commissioner Casas asked whether the natural gas generators could be heard from the facility.

Rhea responded that they could not hear them inside their facility, although he understood some nearby neighbors could hear the condenser fans.

Commissioner Willardson asked how many new jobs the expansion would create.

J.D. Rhea said the expansion is expected to create about 30 to 60 new jobs over time. He explained that the final number will depend on the equipment layout and how work areas are organized. He also noted that the company has already started hiring and cross-training employees to prepare for the future expansion.

Chairman Nelson said there are concerns about utility capacity and other staff comments in the report, and he feels the issues should be addressed before moving the project forward. He suggested giving the applicant time to respond and confirm that utility capacity is sufficient.

City Planner Ekins explained that the project is still moving through the review process. Staff have met with the applicants and multiple times and will meet again to review comments and evaluations. He said the consultants (Excel) and city staff are still working through their concerns. Because of the holiday schedule and a canceled council meeting, the item will not move to council yet. He said the project would likely be returned to the Planning Commission after further review and responses to staff comments before moving forward.

Commissioner Casas asked if the item would be on the July agenda.

City Planner Ekins said the schedule is still being worked out and depends on how quickly the applicant responds to staff and consultant comments. He explained that even if the Planning Commission made a recommendation, the City Council would likely send the item back due to the number of unresolved comments. He said staff will have time to address issues before it potentially moves forward in July. He added that more coordination is needed on utility capacity, code concerns, and site details, and that the

process is still part of normal review before final approval.

Chairman Nelson said he is generally supportive of the expansion but wants to ensure the city has enough utility capacity and that the project meets city standards.

Vice Chair Wheeler said she also supports the project, especially the updates being proposed.

Commissioner Willardson said West Point Dairy is a good company and he wants to make sure they are supported, while still ensuring proper review.

City Planner Ekins said he did not yet have full information on utility capacity, but staff are continuing to work with departments and consultants to gather details.

J.D. Rhea asked whether the staff questions are specific to the current application or the overall multi-phase project.

City Planner Ekins clarified that the comments are specific to this phase of the project, particularly related to access at 500 West and site layout. He said future phases would be reviewed separately but may come in soon. He also noted that all department comments apply to this current phase, including utility capacity concerns, and staff will work with consultants to clarify those issues.

Rhea said he was surprised there were so many utility-related concerns since this phase involves minimal utility changes, mainly dry warehouses, a laydown area, and additional receiving capacity. The Commission and staff confirmed that this application focuses on the north portion of the site and the current phase of development only.

Chairman Nelson raised a question about building setbacks and where the property line should be located, noting this could affect minimum setback requirements and may need clarification by the Planning Commission.

City Planner Ekins explained that the exact property line and road alignment are not fully defined yet, so staff need to see the final layout on the plans before confirming whether setbacks are impacted. He said the goal is to avoid creating nonconforming conditions when the road is built. He noted that the access code is intended to help clarify and safely define the boundary between public road and private property as development moves forward.

Commissioner Willardson asked about the traffic study and whether the applicant had any concerns with it.

JD said he supported the traffic study and explained that the goal is to shift truck traffic to the southeast corner of the new warehouse to reduce congestion in front of the plant. He said this would help improve truck flow and keep traffic from getting backed up at the current entrance.

Chairman Nelson then asked if there were any further questions or discussion from the Planning Commission.

ACTION Commissioner McBride made a motion to table the discussion for site plan approval for receiving and warehouse expansion located at 570 North 500 West. Commissioner Willardson seconded and commissioners Casas, McBride, Nelson, Wheeler, and Willardson voted aye.

ADJOURNMENT:

ACTION There being no further business before the Planning Commission, the meeting adjourned at 8:03 p.m.

Stephen Nelson
Chairman

ATTEST:

Shara Toone
Secretary

Approved: _____
As Written