



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

Staff Evaluation First Review

Application: Darrel Duncan, Wilson Mini Subdivision – Seeking recommendation from the Planning Commission to the Zoning Administrator for a Mini-Subdivision Approval consisting of 2 lots located at 496 South 200 East.

Application Number: 26-016
Preparation Date: July 7, 2026
Applicant Name: Darrell Duncan
Property Owner: Sherrill A Wilson Irrevocable Trust
Property Address: 496 South 200 East
Parcel Number: 01-067-0017
Parcel Area: 1.25 Acres

Planning Commission: July 9, 2026
Application Type: Mini Subdivision
Nature of request: Permitted Use – Single-family Residential Subdivision

Current Zone District: Residential Zone R-2. The R-1/ R-2 Zone is a mixed density residential zone. Its minimum lot size is 9,900 square feet for a single-family dwelling. This zone is eligible for appropriately located Planned Unit Developments (PUDs).

Adjacent zoning designations and uses of the subject property		
North	Residential Zone R-2	Single-family Residential
East	Residential Zone R-2	Single-family Residential
South	Residential Zone R-2	Single-family Residential
West	Residential Zone R-2	Single-family Residential

Application Overview:

Hyrum City received a Mini-Subdivision Plat for a 1.25 acre property to be subdivided into two (2) lots to include an adjacent single-family dwelling building lot with the front of the lot 200 East.

STAFF COMMENTS

Planning and Zoning Department:

1. HCC 16.28.010: Mini-Subdivisions apply only to subdivisions which involve dividing a parcel of and into three (3) or less lots, including the parent property, in which the subdivided lots are on a paved, dedicated City street.
2. HCC 16.28.020.G: Curb, gutter, and sidewalk may be required in all subdivisions. The Planning Commission shall compare neighbor properties, existing improvements nearby, and the potential runoff if gutter is installed.
3. HCC 16.28.025: A fee will be charged for full engineering review and recording of the plat.
4. The Utility Company Approval signature section on the plat needs to remove Comcast, Enbridge, and Century Link. Staff is coordinating this update with the Surveyor.

Engineering Department:

1. Comments corrected.

Fire Department:

1. No comment.

Power Department:

1. Recommended to utilize existing power pole on northeast corner of lot for power.
2. Developer/contractor will need to meet with power department to coordinate.

Road / Stormwater Department:

1. There is existing sidewalk fronting 200 East and a sidewalk on the south side of 500 South. There is curb and gutter nearby at the southeast of the intersection that is servicing the LDS meeting house frontage abutting 200 East. Staff does not see any reason to install curb and gutter for 200 East as it is a two lane road with gravel shoulders.

Sewer Department:

1. No comment

Water / Irrigation Department:

1. 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).
2. If irrigation is desired for the new lot the new home owner will notify the city through a zoning clearance. Irrigation laterals and meter bases must be at least three feet (3') away from culinary services and not be located in the driveway.

Planning Commission Responsibility:

1. The Planning Commission should have a thorough discussion of the plat, staff comments, and specifying conditions and requirements for recommendation to the Zoning Administrator.
2. The Planning Commission will make a recommendation for approval, approval with conditions, or denial, and will provide its recommendations to the subdivider and to the City Council, or other officers that the City Council has designated, within thirty days after the date of the meeting at which the mini-subdivision plat is first considered by the Planning Commission, unless for good cause stated in the minutes of the Planning Commission meeting a longer time is necessary.

Staff Recommendations:

1. Staff recommends the Planning Commission make a motion specifying conditions and requirements, and staff comments to the Zoning Administrator.
2. Staff supports this application as proposed with the exception of Planning and Zoning Department Comment #4

Stipulations:

1. The approval of a final subdivision plat shall be effective for a period of one (1) year from the date the final plat is approved.

Finding of Facts:

1. A Single-family Residential Subdivision is a Permitted Use in the Residential R-2 Zone District.

Attachments:

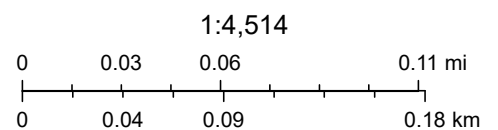
1. Vicinity Map
2. Zoning Map
3. Aerial View
4. Applicant Submitted Documents:
 - a. Wilson Mini Subdivision (1 Page)

Vicinity Map



6/19/2026, 8:51:24 AM

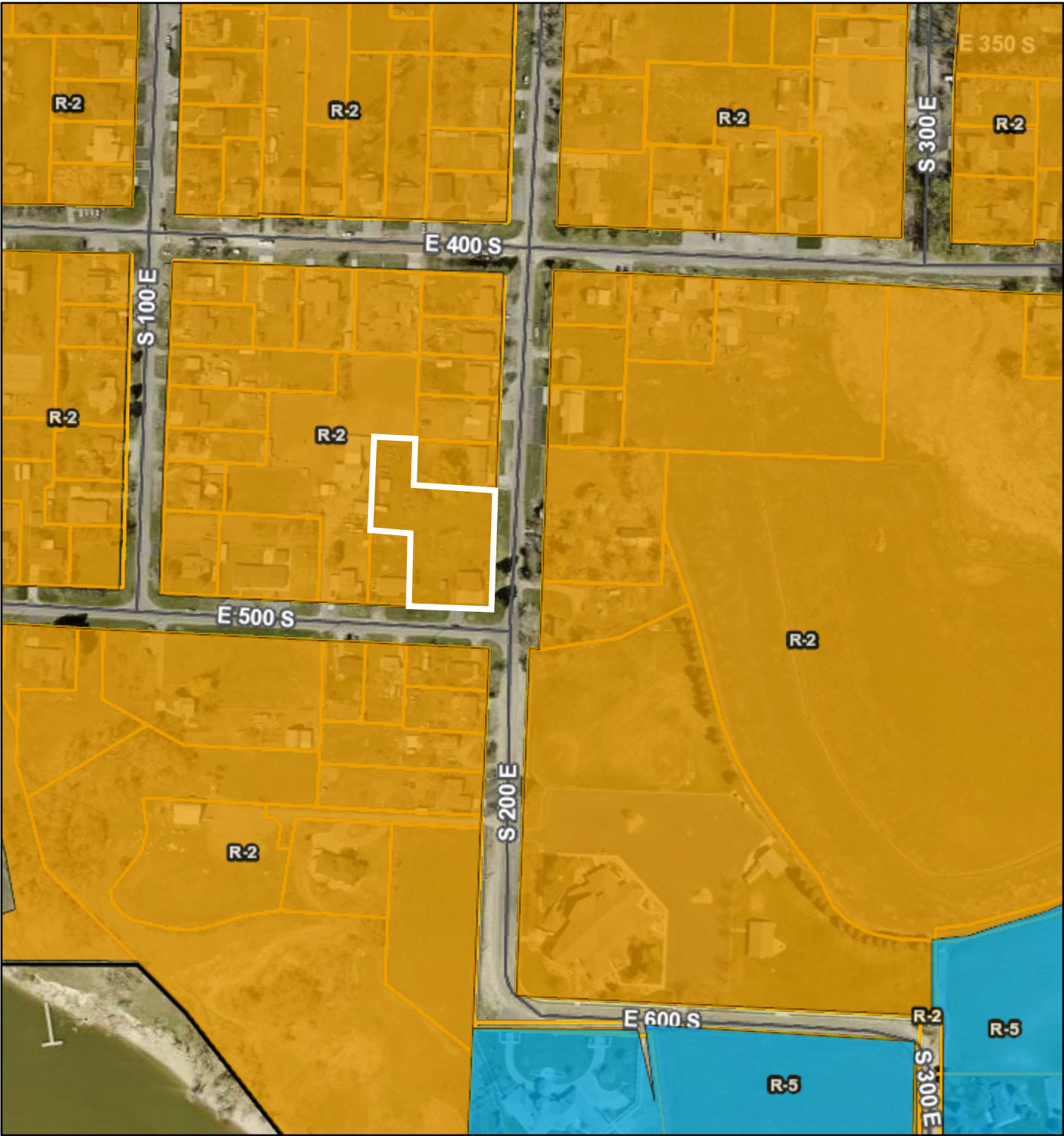
- | | |
|----------------------|----------------------|
| Class B Surface Type | Private |
| Asphalt | Municipal Boundaries |
| Gravel | County Boundary |
| Dirt | Cache Parcels |
| Future | |



Dataset maintenance, research, updates, and quality control performed by the Cache County GIS Division. Additional information has been derived from historical records, county departments, consulting surveyors, retired surveyors, road department personnel, state and federal mapping resources, and members of the public., Vantor

Authorized Use: Cache County Development Services Office
Authorized Use: GIS Division/ Development Services

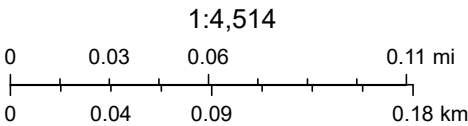
Zoning Map



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Hyrum Zoning

-  ANNEXATION AGREEMENT - AA
-  COMMERCIAL - HWY 165 C-1
-  COMMERCIAL - DOWNTOWN C-2
-  MANUFACTURING - LIGHT M-1
-  MANUFACTURING - MEDIUM TO HEAVY M-2
-  OPEN SPACE AND PARKS OS



Dataset maintenance, research, updates, and quality control performed by the Cache County GIS Division. Additional information has been derived from historical records, county departments, consulting surveyors, retired surveyors, road department personnel, state and federal mapping resources, and members of the public., Vantor, Cache County

Authorized Use: Cache County Development Services Office
Authorized Use: GIS Division/ Development Services

Aerial View



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1:1,128

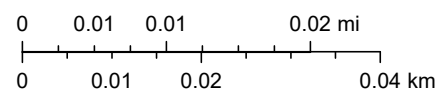
Master Address List

- No Address Quality Assigned
- Good
- Bad

Class B Surface Type

- Asphalt
- Gravel

- Dirt
- Future
- Private
- Municipal Boundaries
- County Boundary
- Cache Parcels

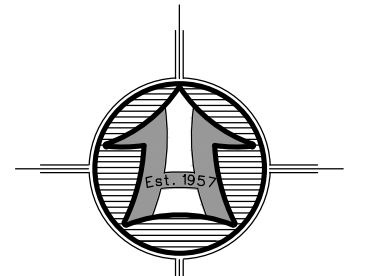


Dataset maintenance, research, updates, and quality control performed by the Cache County GIS Division. Additional information has been derived from historical records, county departments, consulting surveyors, retired surveyors, road department personnel, state and federal mapping resources, and members of the public, Microsoft, Vantor

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Wilson "Mini" Subdivision

Hyrum City, Cache County Utah
A Part of the Southwest Quarter of Section 16,
Township 11 North, Range 3 West, Salt Lake Base & Meridian



Scale: 1"= 60'
0 60 120
Scale in Feet
(Data in Parentheses is Record)

LEGEND:

---	SUBDIVISION BOUNDARY
---	PROPOSED PROPERTY LINE
---	EXISTING PROPERTY LINE
---	EXISTING CENTERLINE
---	PUBLIC UTILITY EASEMENT
---	BUILDING SET BACK LINE
---	EXISTING SEWER LINE
---	EXISTING WATER LINE
---	PROPOSED SEWER LATERAL
---	PROPOSED WATER LATERAL
---	EXISTING FENCE
---	EXISTING STORM DRAIN INLET
---	EXISTING WATER METER
---	EXISTING FIRE HYDRANT
---	EXISTING LIGHT POLE
---	EXISTING SEWER MANHOLE
---	PROPOSED WATER METER
---	PROPOSED FIRE HYDRANT
---	EXISTING SIDEWALK

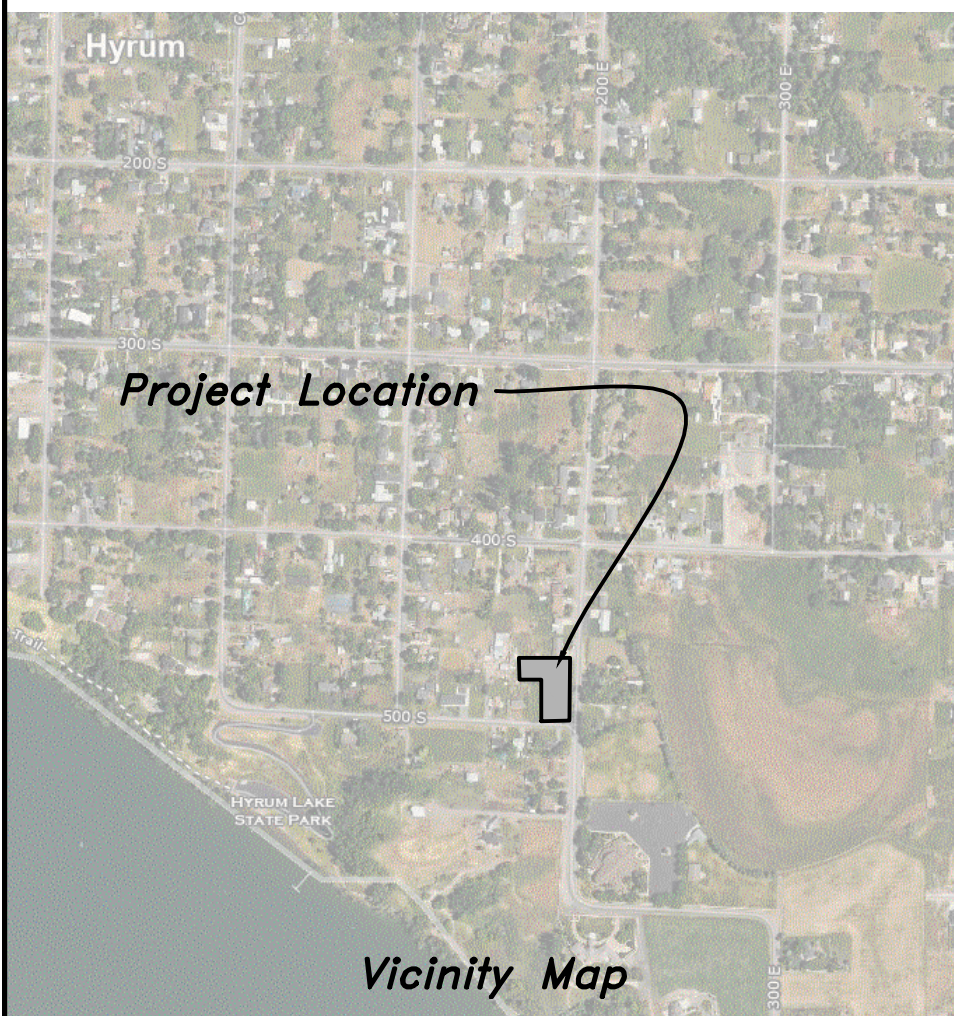
General Notes:

1. Enbridge Gas Utah approves this plat solely for the purpose of confirming that the plat contains public utility easements. Enbridge Gas Utah may require other easements in order to serve this development. This approval does not constitute abrogation or waive of any other existing existing rights, obligations or liabilities provided by law or equity. this approval does not constitute acceptance, approval or acknowledgment of any terms contained in the plat, including those set in the Owners Dedication and the notes and does not constitute a guarantee of particular terms of natural gas service. For further information, please contact Enbridge Gas Utah's right-of-way department at 1-800-366-8532.

2. Two (2) street trees, having a minimum diameter of one and one half inches (1 1/2"), are required per lot. Four (4) on corner lots.

3. Setback lines are set by current code and its the applicants responsibility to comply.

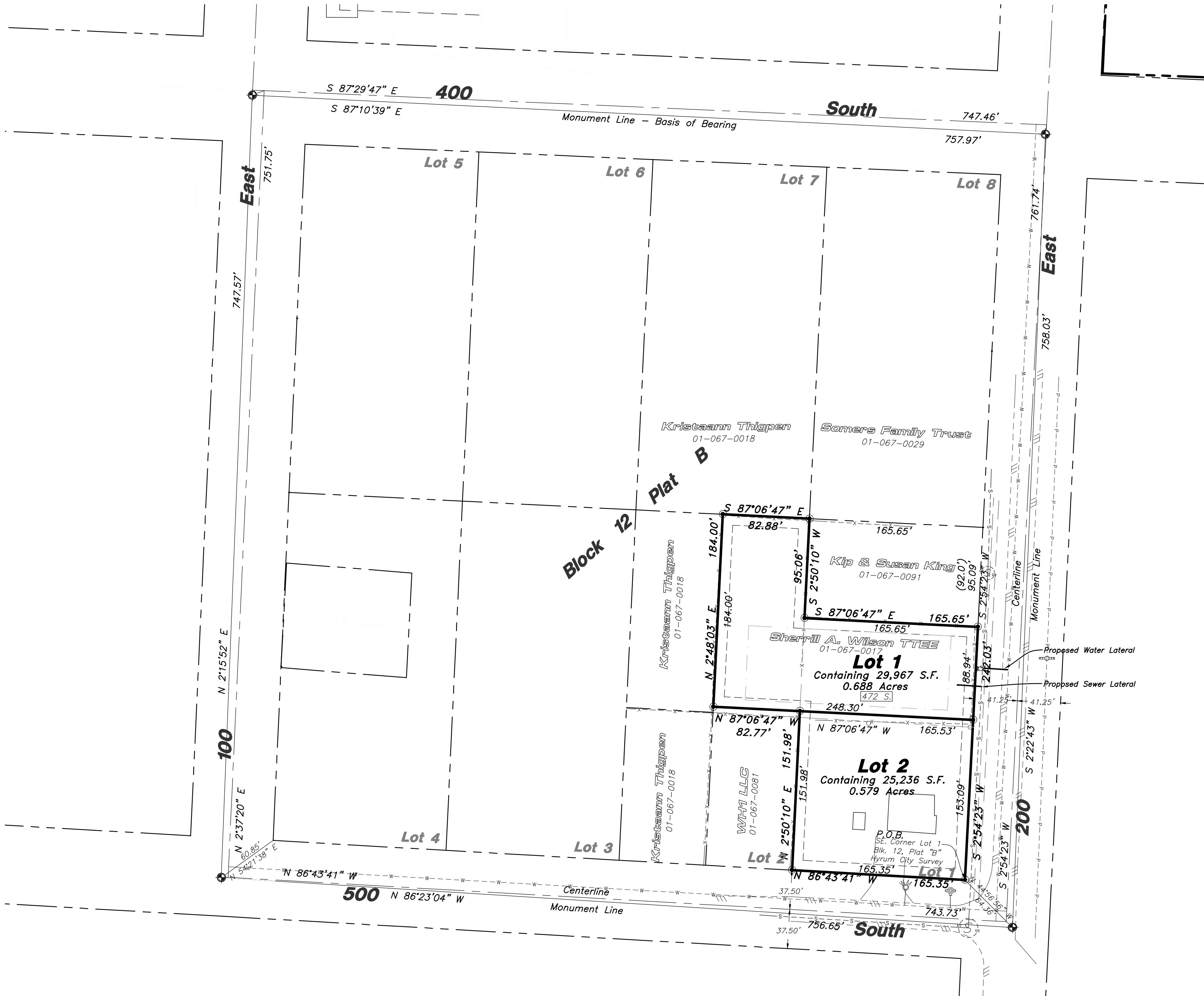
Front:	25.0'
Rear:	30.0'
Side:	8.0' & 10.0'
Side along roadway:	25.0'



Developer:
Darrell Duncan
238 W Center
Monticello, UT 84302
435-230-0090



HANSEN & ASSOCIATES, INC.
Consulting Engineers and Land Surveyors
538 North Main Street, Brigham, Utah 84302
Visit us at www.haies.net
Brigham City Ogden Logan
(435) 723-3491 (801) 399-4905 (435) 752-8272
Since 1957



NARRATIVE

The purpose of this survey was to establish and set the property corners of the two lot subdivision as shown and described hereon. The survey was ordered by Darrell Duncan. The control used to establish the property corners was the existing Hyrum City Street Monumentation surrounding Block 12, Plat "B" of the Hans Anderson Annex to Hyrum City. The Monument line / Centerline Control Survey established by Foresight Surveying, ROS #2025-0030A was used to establish the boundary lines of said Block 12. The basis of bearing is the monument line of 400 South Street from 100 East to 200 East which bears South 87°10'39" East, Utah North, State Plane, Calculated N.A.D.83 Bearing.

LAND USE AUTHORITY

Presented to Hyrum City Land Use Authority this _____ day of _____, A.D., 2026, at which time this subdivision was approved and accepted.

Zoning Administrator _____ Date _____

PLANNING COMMISSION APPROVAL

Approved this _____ day of _____, A.D., 2026, by the Hyrum City Planning and Zoning Commission.

Chairman _____ Date _____

CITY ENGINEER APPROVAL

I certify that I have had this plat examined and the it is correct and in accordance with the information on file in this office this _____ day of _____, A.D., 2026.

Hyrum City Engineer _____ Date _____

CITY ATTORNEY APPROVAL

I certify that I have examined this plat and approve the plat as to form as required by State Law and City Ordinance this _____ day of _____, A.D., 2026.

Hyrum City Attorney _____ Date _____

UTILITY COMPANY APPROVALS

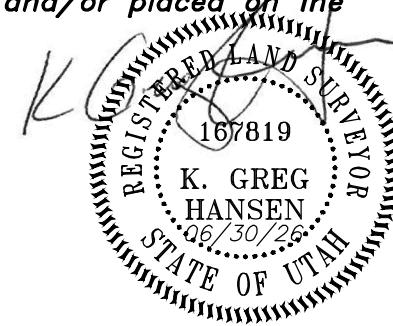
Hyrum City Culinary Water Authority	Date _____
Hyrum City Culinary Sewer Authority	Date _____
Hyrum City Power	Date _____
Comcast	Date _____
Enbridge Gas Utah	Date _____
Century Link	Date _____

SURVEYOR'S CERTIFICATE

I, K. Greg Hansen, do hereby certify that I am a Registered Professional Land Surveyor in the State of Utah in accordance with Title 58, Chapter 22, Professional Engineers and Professional Land Surveyors Act; and by the authority of the owners, I have completed a survey of the property described and shown hereon this plat in accordance with Section 17-73-504 and have verified all measurements and have hereby Subdivided said tract into two (2) lots, known hereafter as Wilson "Mini" Subdivision and that the same has been surveyed and monuments have been located and/or placed on the ground as represented on the plat hereon.

Signed this 30th day of June, 2026.

K. Greg Hansen P.L.S.
Utah Land Surveyor License No. 167819



BOUNDARY DESCRIPTION

A PART LOT 1 AND LOT 2, BLOCK 12, PLAT B OF THE HANS ANDERSON ANNEX TO HYRUM CITY BEING SITUATED IN THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 10 NORTH, RANGE 1 EAST OF THE SALT LAKE BASE AND MERIDIAN.

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 1, SAID POINT BEING AT THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF 200 EAST STREET AND THE NORTH RIGHT-OF-WAY LINE OF 500 SOUTH STREET;

RUNNING THENCE NORTH 86°43'41" WEST 165.35 FEET (165.0 FEET BY RECORD) ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE NORTH 02°50'10" EAST (NORTH 02°51'29" EAST BY RECORD) 151.98 FEET; THENCE NORTH 87°06'47" WEST 82.77 FEET TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 02°48'03" EAST 184.00 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE SOUTH 87°06'47" EAST 82.88 FEET ALONG THE SAID NORTH LINE OF SAID LOT 2 TO THE EAST LINE OF SAID LOT 2; THENCE SOUTH 02°50'10" WEST 95.06 FEET (SOUTH 92.0 FEET BY RECORD) ALONG SAID EAST LINE; THENCE SOUTH 87°06'47" EAST 165.65 FEET (WEST 165.0 FEET BY RECORD) TO THE WEST RIGHT-OF-WAY LINE OF 200 EAST STREET; THENCE SOUTH 02°54'23" WEST 242.03 FEET (SOUTH 02°51'32" WEST 238.0 FEET BY RECORD) ALONG SAID WEST RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. CONTAINING 55,203 SQUARE FEET OR 1.268 ACRES.

OWNER'S DEDICATION

Know all men by these presents that we, the undersigned owners of the above described tract of land having caused the same to be subdivided into lots as shown on this plat and name said tract Wilson "Mini" Subdivision and hereby dedicate, grant and convey to Hyrum City, Cache County, Utah, all those parts or portions of said tract of land designated as easements for public utility and drainage purposes as shown hereon. The same to be used for the installation, maintenance and operation of public utility service lines and drainage as may be authorized by Hyrum City.

This _____ day of _____, 2026.

Sherrill A. Wilson Trustee for the Sherrill A. Wilson Irrevocable Trust

TRUST ACKNOWLEDGMENT

STATE OF UTAH)
COUNTY OF *****)

On this _____ day of _____, 2026, Sherrill A. Wilson Trustee for the Sherrill A. Wilson Irrevocable Trust, personally appeared before me, the undersigned notary public in and for said county of Cache, in the state of Utah, the signers of the attached owners dedication, one in number, who duly acknowledged to me they signed it freely and voluntarily and for the purpose therein mentioned on behalf of said trust.

State of Utah Notary Public _____ Commission Number _____
Notary Printed Name _____ My Commission Expires _____

COUNTY RECORDER'S NO.

State of Utah, County of Cache, Recorded and
Filed at the Request of _____
Date _____ Time _____ Fee _____
Abstracted _____
Index _____
Filed in: _____ File of Plats _____
County Recorder _____