



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

Staff Evaluation First Review

Application: Suzi Bates, Conditional Use Permit – Seeking Planning Commission Approval for a Short-Term Rental Conditional Use Permit located at 280 South Center Street.

Application Number: 26-018
Preparation Date: July 7, 2026
Applicant Name: Suzi Bates
Property Owner: David & Susan Bates
Property Address: 280 South Center Street
Parcel Number: 01-056-0001
Parcel Area: 0.75 Acres

Planning Commission: July 9, 2026
Application Type: Short-Term Rental
Nature of request: Conditional Use – Short-Term Rental

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:

The Applicant desires to apply for a Conditional Use permit to include a Short-Term Rental located at 280 South Center Street. The building structure was once a church with associated off-street parking that included a chapel, balcony and belltower, annex, and a gym. The northeast portion is a main residence that includes a lower floor (basement), main floor and upper floor. The lower floor includes a utility room and theater, and the main floor area includes a kitchen, dining, living room and 1/2 bath. The upper floor includes 3 bedrooms and 2 full baths. The northeast main residence as presented provides 3193 square feet of open-floor space area. The Short-Term Rental code will permit 1 occupant per 200 square feet which allows a total occupancy of 15 through a conditional use permit.

A conditional use shall be approved 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. 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, the conditional use may be denied. Approval shall consider the following items:

- A. That the proposed use is necessary or desirable and will contribute to the general well-being of Hyrum City;

- B. 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;
- C. That the proposed use will comply with the regulations of this title as may be applicable;
- D. That the proposed use is in harmony with the intent of the zone in which it is located.
- E. That the infrastructure will support the new facility.
- F. In setting conditions, the Planning Commission shall show relationship to the broad area of concern to which each condition applies. These areas include:
 - 1. Traffic
 - 2. Noise
 - 3. Odor
 - 4. Pollution
 - 5. Hours of operation
 - 6. Design criteria
 - 7. Lighting
 - 8. Visual blight
 - 9. Safety conditions not related to one of these broad areas may not be imposed.

STAFF COMMENTS

Planning and Zoning Department:

- 1. Staff verified through business licensing that no private or public school is located within 660 feet of the STR property line.
- 2. Staff requested the applicant to identify the uses for the attached Annex and Gym through the application review. The uses were not identified as requested.
- 3. The lower floor shows a Bunk Room & Theater Room. The room is identified as a sleeping room. The Fire Department will determine if this sleeping room qualifies the emergency exiting requirements during the inspection for minimum net clear openings.
- 4. A business license will be required through a separate application.

Engineering Department:

- 1. Not requested.

Fire Department:

- 1. IFC 21 1031.3.2: Minimum dimensions. The minimum net clear opening height dimension shall be 24 inches (610 mm). The minimum net clear opening width dimension shall be 20 inches (508 mm). The net clear opening dimensions shall be the result of normal operation of the opening.

Power Department:

- 1. No comment.

Sewer Department:

- 1. No comment.

Road / Stormwater Department:

- 1. No comment.

Water / Irrigation Department:

- 1. No comment.

Planning Commission Responsibility:

- 1. 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.
- 2. 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.
- 3. The Planning Commission should have a thorough discussion of the site plan, staff comments, and specifying conditions and requirements.

Staff Recommendations:

- 1. Staff recommends the Planning Commission make a motion specifying conditions and

requirements, and staff comments to the Zoning Administrator.

Stipulations:

1. The purpose of a short-term rental (STR) is intended to provide overnight stays for fewer than 30 consecutive days in a residential unit of any portion of a residential unit.
2. No STR shall be permitted within six-hundred-sixty (660) feet of a property line that is owner or operated by a private or public school.
3. 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 Short-Term Rental Business License.
4. No residential unit shall be occupied or rented as an STR without first obtaining a Hyrum City conditional use permit and business license.

Finding of Facts:

1. A Short-Term Rental is a Conditional Use in the Residential Zone R-2.
2. A Short-Term Rental 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.

Attachments:

1. Vicinity Map
2. Zoning Map
3. Aerial View
4. Applicant Submitted Documents:
 - a. Plot Plan
 - b. Floor Plans
 - c. Operational Strategy Plan

Vicinity Map



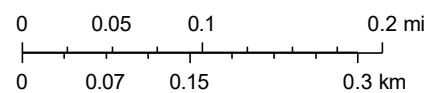
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Class B Surface Type

- 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., Vantor

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

Zoning Map

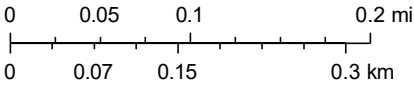


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Hyrum Zoning

- 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



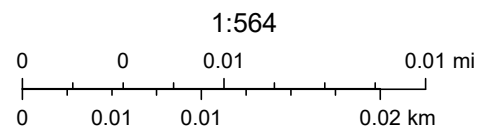
Vantor, Cache County

Aerial View



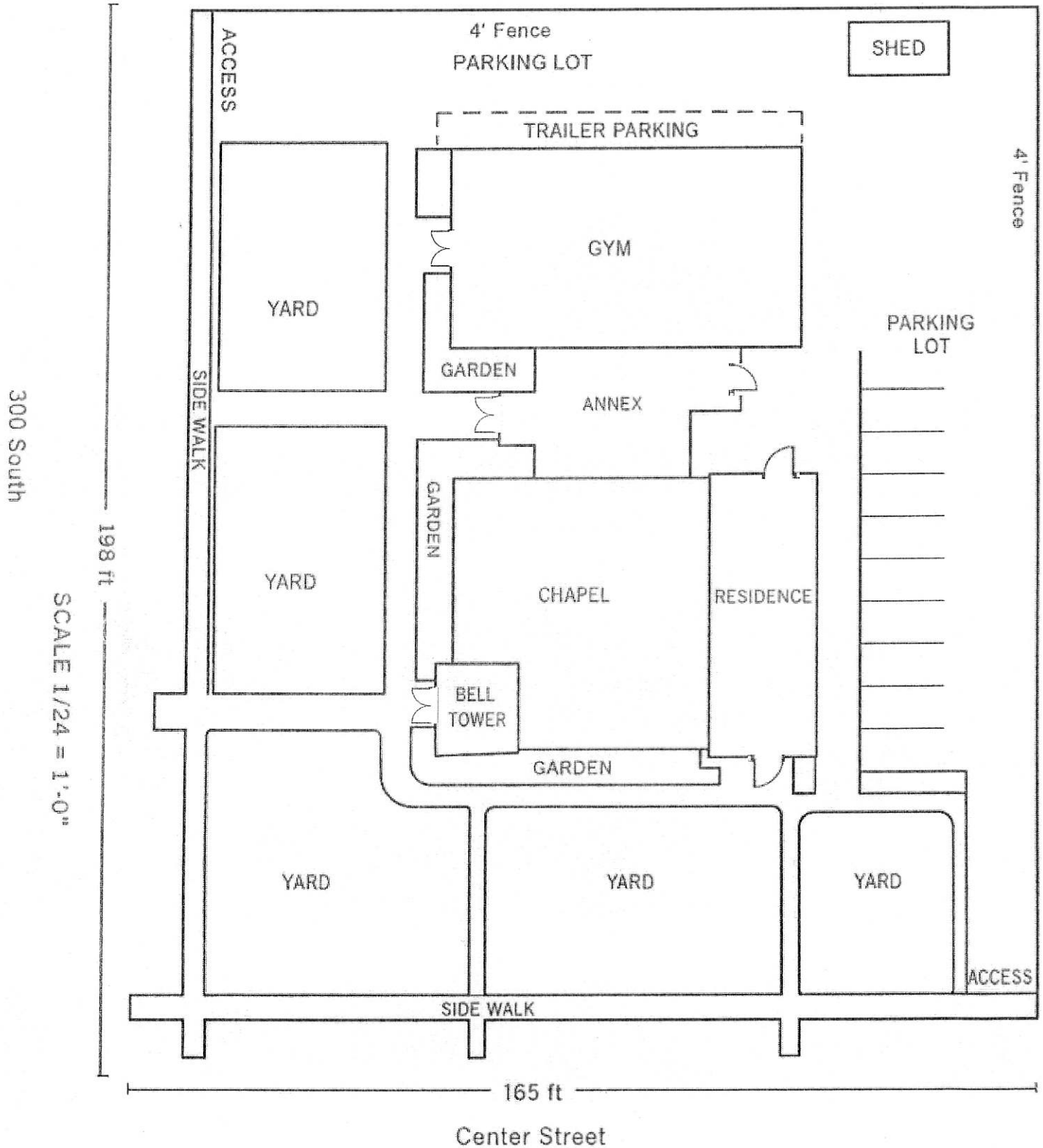
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 Cache Parcels

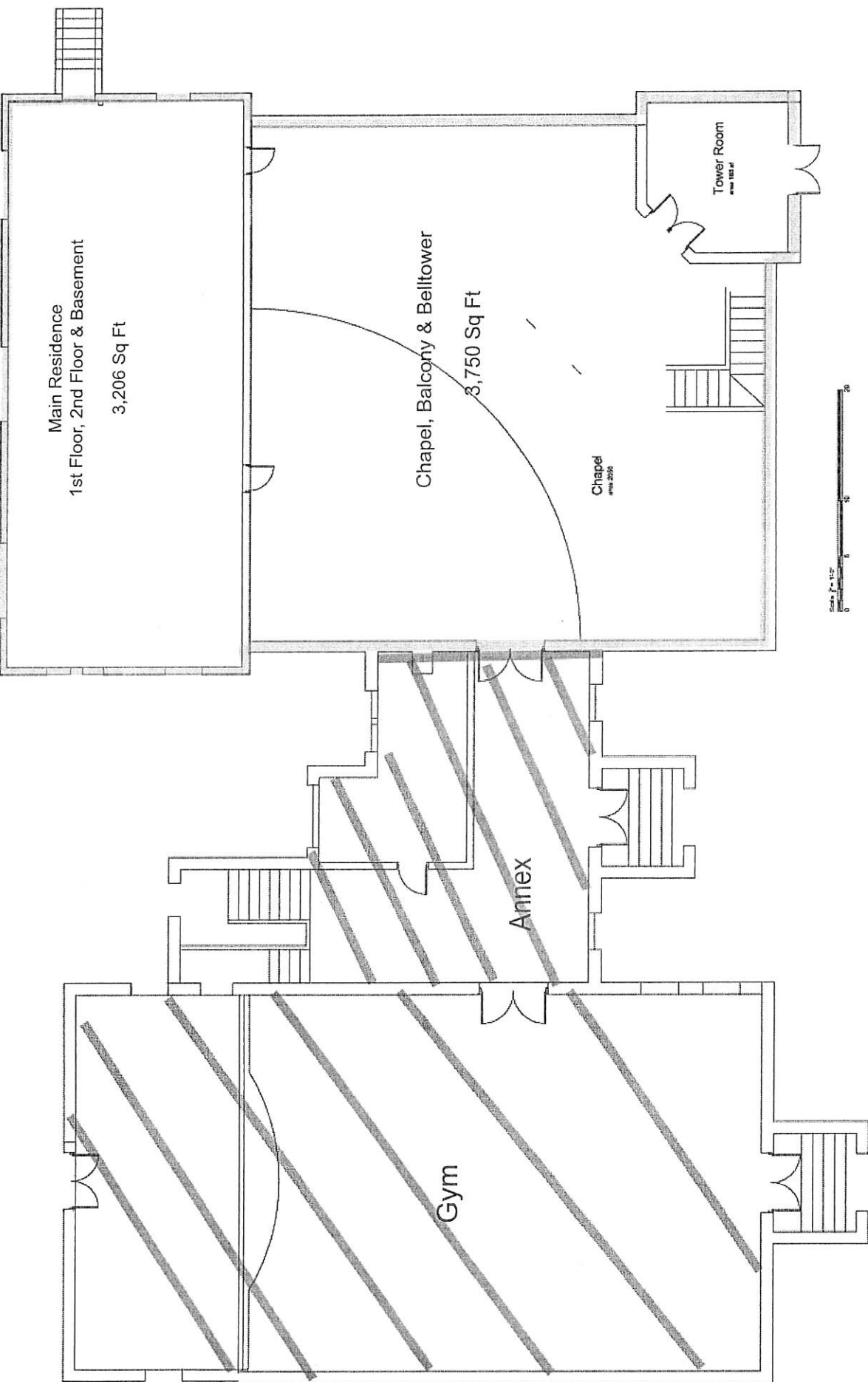


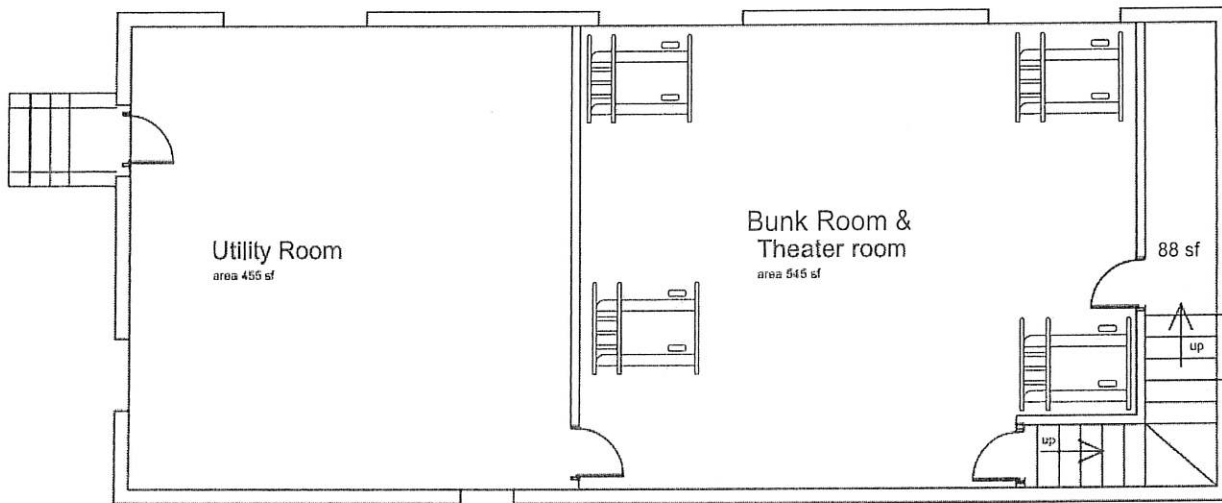
Microsoft, Vantor

Plot Plan - Old White Church - 280 S Center Street

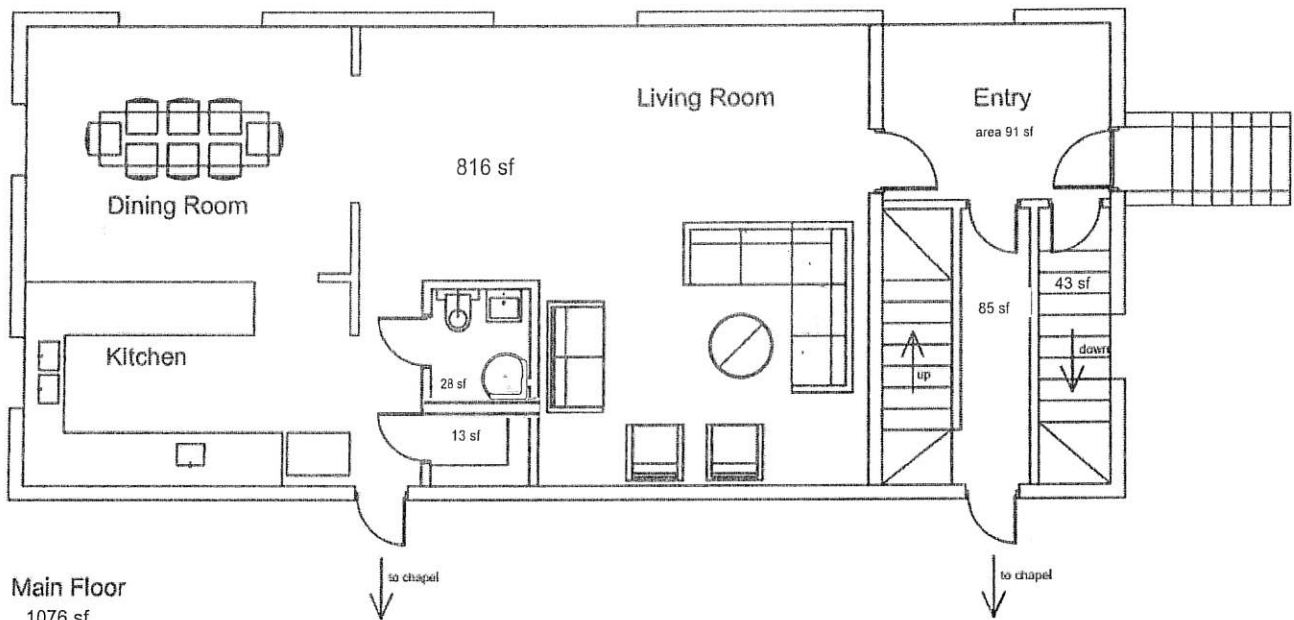


Areas Included in the Short Term Rental - Old White Church

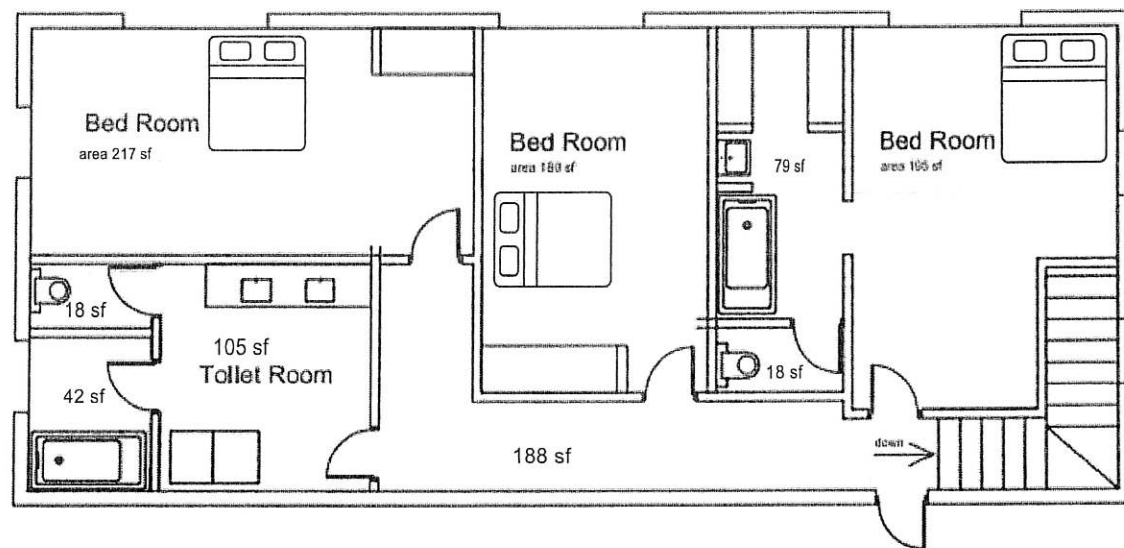




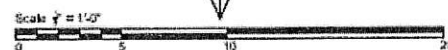
Lower Floor 1088 sf



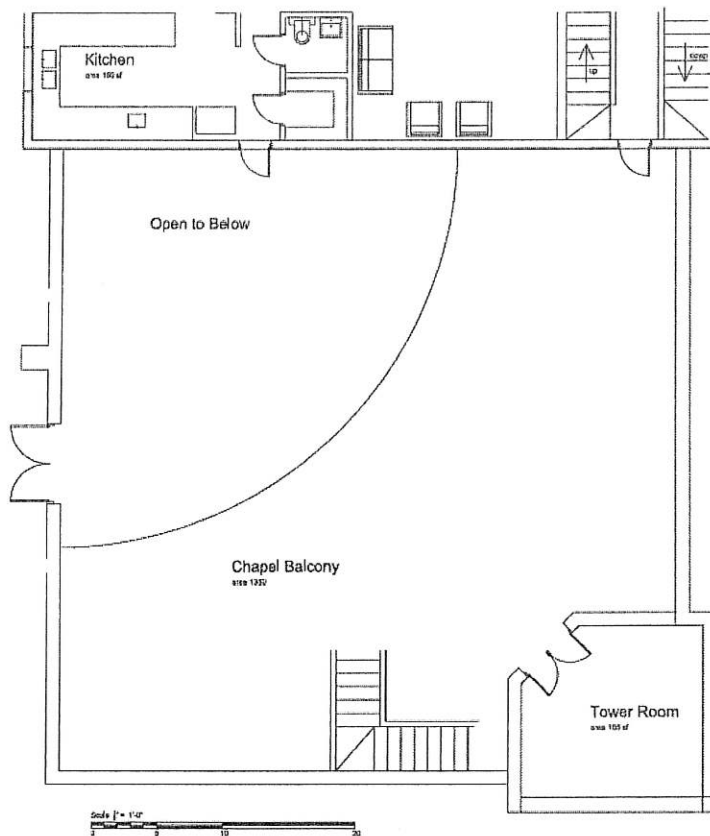
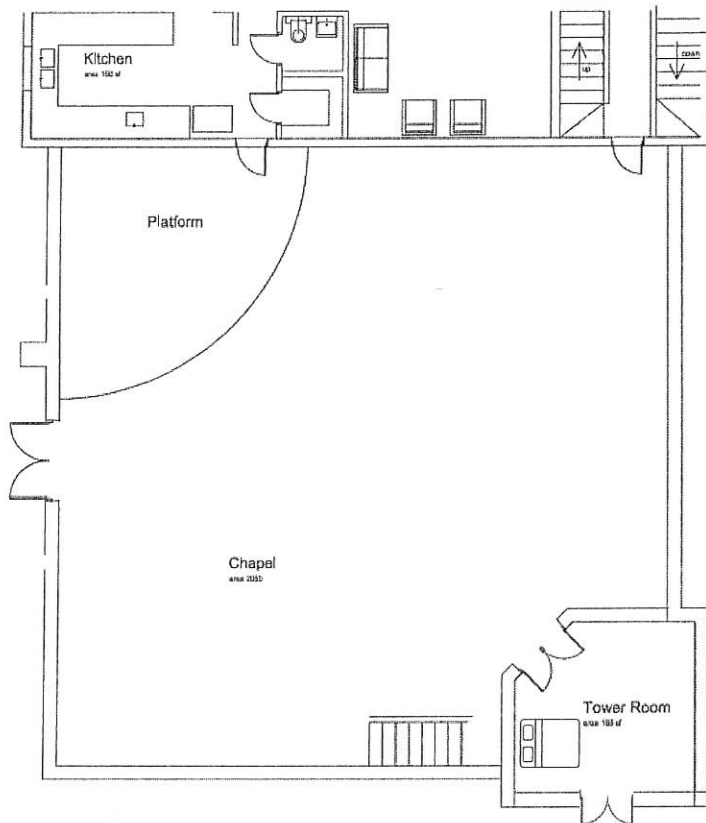
Main Floor
1076 sf



Upper Floor
1042 sf

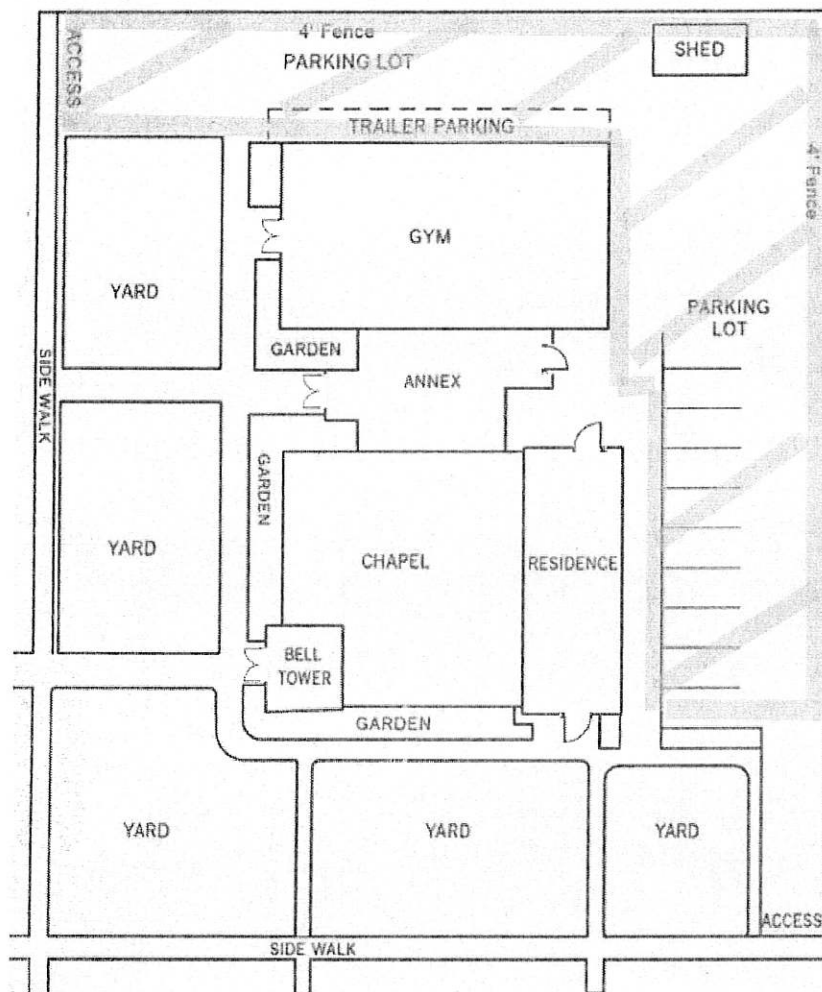


Chapel & Balcony Floor Plan - Old White Church



Operational Strategy Plan - 280 S Center St, Hyrum, UT 84319

PARKING



Please use our church parking lot whenever possible. The city requires that our guests make use of our off street parking space.

If you must park on the street:

- Park at an angle when appropriate
- Pull as far off the roadway as possible
- Do not park between the bus stop and the stop sign on Main Street

Winter parking restrictions are strictly enforced in Hyrum from November 1 through April 1, even when there is no snow.

No street parking is permitted overnight between 11:00 PM and 8:00 AM during that period.

OUTDOOR PROPERTY MANAGEMENT

- Due to drought conditions throughout Utah, Hyrum City has very strict water usage ordinances in effect. Please do not operate the sprinklers without giving notice.
- No parking on landscaped areas.
- Keep the property clean of litter.
- Please observe quiet hours from 10:00 PM until 8:00 AM.

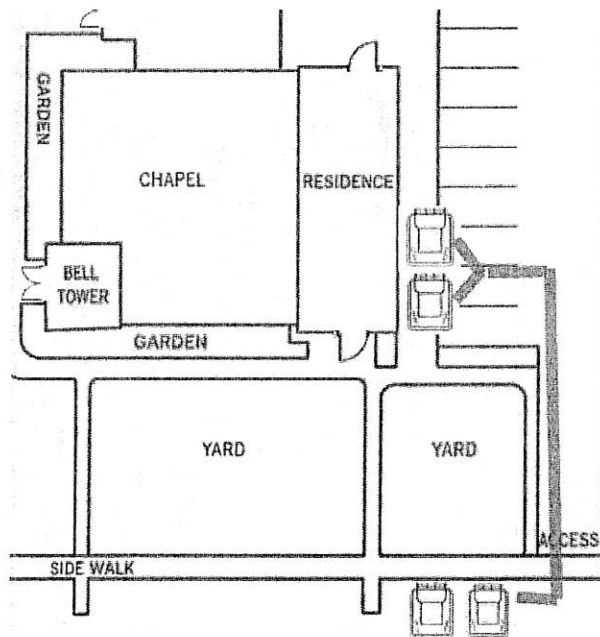
GARBAGE AND REFUSE STORAGE AND COLLECTION

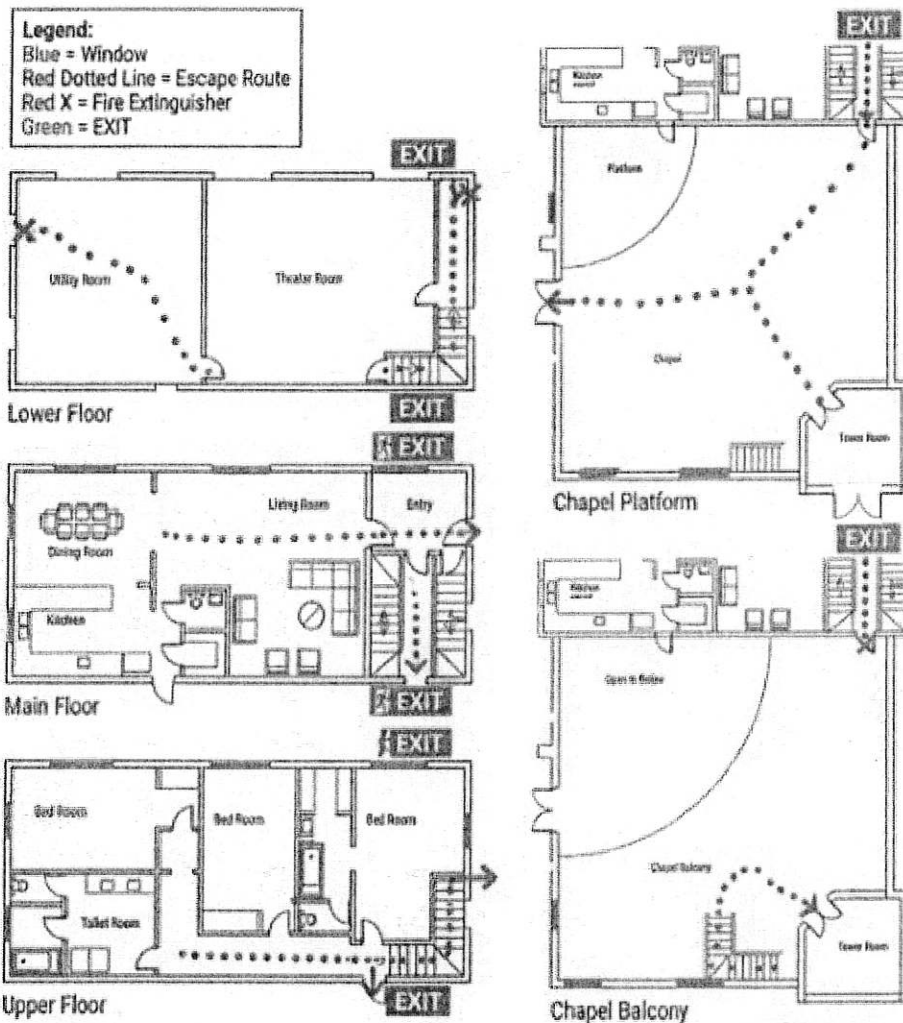
Please use garbage and recycle bins on the north side of the building

Hyrum City's garbage collection takes place on **Tuesday mornings**.

If your stay includes **Monday night**, please place the garbage cans at the curb before you go to bed. Collection typically begins early Tuesday morning (often by **7:30 a.m.**), so setting them out Monday evening helps ensure pickup.

Please put the bins on the street near the mailbox.



EMERGENCY EXIT PLAN**FIRE ESCAPE PLAN - Full Building**

1. Stay low and calm. 2. Close doors behind you.
3. Follow red dotted routes to nearest EXIT.
4. Assemble outside. 5. Call 911.

EMERGENCY PHONE NUMBERS**Police (Non-Emergency)**

Cache County Sheriff's Dispatch
 (435) 753-7555

Hyrum Fire & EMS (Administrative Office)

(435) 245-7634

Hyrum City Office
(435) 245-6033

Hyrum City After-Hours Emergencies

Water Emergency
(435) 994-0582

Power Outage
(435) 881-0563

Sewer Emergency
(435) 770-6810

Nearest Hospital

Logan Regional Hospital
500 East 1400 North
Logan, UT 84341

Main Phone:
(435) 716-1000

EMERGENCY HOST CONTACT INFORMATION

Suzi
(435) 225-4533

Dave
(435) 294-8434

If your situation is life-threatening, please call **911 first**, then notify us when it is safe to do so.

FIRE SAFETY INSPECTION

We have been in touch with the Hyrum Fire Department and will submit their inspection results as soon as that inspection occurs. Our intent is to have it completed by July 3rd.

CLARIFICATION REGARDING BATHROOMS AND SHOWERS

The bathroom off the kitchen (though it wasn't noted in the first floor plan we sent and has since been corrected) does have a shower. We include a disclaimer we send to guests before we approve their request for a stay that addresses that situation:

Things to know before you book a stay with us...

The Old White Church is not a modern home. That's part of what makes it special. It also means there are a few quirks... We go on to list quirky things about the building, the last 2 are:

- *Some sleeping spaces are quite a distance from bathrooms.*
- *The basement does not currently have a bathroom, so guests sleeping downstairs will need to use the bathroom and shower adjoining the kitchen on the main floor.*

If you're looking for a perfectly standardized hotel experience, this probably isn't it.

If you're looking for a one-of-a-kind stay in a historic building with character and stories around every corner, welcome home.