

**HOOPER CITY
PLANNING COMMISSION AGENDA
AUGUST 14, 2025, 7:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315**

Notice is hereby given that the Hooper City Planning Commission will hold a work meeting and their regularly scheduled meeting on Thursday, August 14, 2025, starting at 7:00pm at the Hooper Municipal Building located at 5580 W 4600 S Hooper, UT 84315.

Work Meeting – 6:00pm

1. Discussion on Agenda Items

Regular Meeting – 7:00pm

1. Meeting Called to Order
2. Opening Ceremony
 - a. Pledge of Allegiance
 - b. Reverence
3. Consent Items
 - a. Motion – Approval of Minutes dated July 10, 2025
4. Action Items
 - a. Conditional Use Permit Request for Sam Howard for an oversized structure totaling 1,800 sq ft located at 5910 S 6300 W
 - i. Enter a public hearing to receive public input on request.
 - ii. Close the public hearing and proceed with the regular meeting.
 - iii. Planning Commission Discussion and/or Motion on request
 - b. Final approval for Swasey Subdivision located at Parcel # 08-042-0075 for Brayden Swasey
5. Citizen Comment (*Resident(s) attending this meeting will be allotted 3 minutes to express a concern about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue presented.*)
6. Adjournment

Morghan Yeoman

Morghan Yeoman, City Recorder

**Please see notes regarding public comments and public hearings*

In compliance with the American with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 801-732-1064 or admin@hoopercity.com at least 48 hours prior to the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Hooper City limits on this 14th day of August 1, 2025 at Hooper City Hall, on the City Hall Notice Board, on the Utah State Public Notice Website, and at <https://www.hoopercity.com/meetings>.

***NOTES REGARDING PUBLIC COMMENT AND PUBLIC HEARINGS**

- A. Time is made available for anyone in the audience to address the City Council during public comment and through public hearings.
 - a. When a member of the audience addresses the council, they will come to the podium and state their name.
 - b. Each person will be allotted three (3) minutes for their remarks/questions.
 - c. The City Recorder will inform the speaker when their allotted time is up.

***CONFLICT OF INTEREST**

As per Utah State Code §67-16-9; Public officers and employees cannot have personal investments in a business entity that would create a substantial conflict between their private interests and public duties. This also applies to board members.



HOOPER CITY
PLANNING COMMISSION MEETING MINUTES
THURSDAY, JULY 10, 2025, 7:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315

The Hooper City Planning Commission held a work meeting at 6:00pm and their regular meeting at 7pm on July 10, 2025, at the Hooper City Civic Center located at 5580 W. 4600 S, Hooper, UT 84315.

PLANNING COMMISSION MEMBERS' PRESENT:

Jase McCormick
Bryce Widdison
Amanda Prince
Sheldon Greener
Blake Cevering
Gene Larsen
Travis Bates

COMMISSION MEMBERS EXCUSED:

CITY STAFF & CITY COUNCIL PRESENT:

Morghan Yeoman – City Recorder
Malcolm Jenkins – City Planner

6:00PM WORK MEETING

1. Discussion on Agenda Items

The Planning Commission held a work session where agenda items were discussed, including the draft amendment for oversized structures and accessory dwelling units, and the policies and procedures document.

7:00PM REGULAR MEETING

1. Meeting Called to Order

At 7:00pm Commissioner McCormick called the meeting to order.

2. Opening Ceremony

a. Pledge of Allegiance

Commissioner Greener led in the Pledge of Allegiance.

b. Reverence

Commissioner Prince offered reverence.

3. Consent Items

a. Motion – Approval of Minutes dated June 12, 2025

No changes.

COMMISSIONER WIDDISON MOTIONED TO APPROVE THE MINUTES DATED JUNE 12, 2025, WITH NO CHANGES. COMMISSIONER GREENER SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COMMISSIONER:</u>	<u>VOTE:</u>
MCCORMICK	AYE
WIDDISON	AYE
PRINCE	AYE
BATES	AYE
CEVERING	AYE
GREENER	AYE
LARSEN	AYE

MOTION APPROVED.

4. Action Items

a. Discussion/Motion- Possible draft of amending ordinance for Oversized Structures; 10-2B-4 Allowed Uses.

The City Planner Malcolm Jenkins presented the proposed amendments to the ordinance for oversized structures and ADUs.

The Planning Commissioners discussion included increasing the size of oversized structures to 5,000 sq ft for R1 zones, 3,000 sq ft for R75 zones, and 2,500 sq ft for R2 zones. ADUs (both detached and internal) would be limited to 50% of the maximum allowed accessory structure size per zone (2,500 sq ft for R1, 1,500 sq ft for R75, and 1,250 sq ft for R2), with a maximum of one detached ADU and one internal ADU per property. Two dedicated parking spaces per ADU were proposed, to be verified through a conditional use permit. Concerns were raised about the significant size increase and neighbor

notification, with a suggestion to notify neighbors within 600 feet for structures over 2,500 sq ft.

COMMISSIONER PRINCE MOTIONED TO RECOMMEND A REVISION OF ORDINANCE 10-2B-4 TO INCREASE ALLOWABLE SQUARE FOOTAGE ON AN OVERSIZED STRUCTURE IN R1 ZONE TO 5,000 SQUARE FEET, IN R75 ZONE 3,000 SQUARE FEET, R2 2,500 SQUARE FEET. ADU’S INCREASE TO A MAXIMUM OF 50% OF THE ACCESSORY SQUARE FOOTAGE. DETACHED ADU’S R1 MAX 2,500, R75 MAX OF 1,500 SQUARE FEET, AND R2 MAX OF 1,250 SQUARE FEET. WITH CONTINGENCE OF ONLY ONE ADU PER PROPERTY. ALSO, A RECCOMENDATION FOR PROPERTY PARKING FOR ADU’S. COMMISSIONER GREENER SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COMMISSIONER:</u>	<u>VOTE:</u>
MCCORMICK	AYE
WIDDISON	AYE
PRINCE	AYE
BATES	AYE
CEVERING	AYE
GREENER	AYE
LARSEN	AYE

MOTION APPROVED.

b. Discussion/Motion- Policies and Procedures.

The Planning Commission discussed the proposed policies and procedures document, compiled from other cities brought by commissioner Prince.

The Planning Commissioners discussed the policies and procedures with some of these key topics; requirements for planning commission chair, requirements for the chair for documentation shared between TRC and the Planning Commissioners, Changing the maximum number of commission members absent from two to three, conflicting agenda, discussion on meetings ending at 9pm, and allowing public comments on agenda items during citizen comment.

COMMISSIONER GREENER MOTIONED TO ADOPT THE POLICIES AND PROCEDURES WITH THE

ADDITIONS AND DEDUCTIONS THAT WERE DISCUSSED AND PRESENTED BY COMMISSIONER PRINCE. COMMISSIONER PRINCE SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COMMISSIONER:</u>	<u>VOTE:</u>
MCCORMICK	AYE
WIDDISON	AYE
PRINCE	AYE
BATES	AYE
CEVERING	AYE
GREENER	AYE
LARSEN	AYE

MOTION APPROVED.

5. Citizen Comment

(Resident(s) attending this meeting will be allotted 3 minutes to express a concern about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue presented.)

Shauna Ray- Hooper Resident

Shauna questioned commissioners on a local homeowner that has their kids live in an RV in the street in front of their home for a few weeks then moves and comes back. Shauna asked if that is ok to do in Hooper.

6. Adjournment

AT APPROXIMATELY 8:17 PM, COMMISSIONER GREENER MOTIONED TO ADJOURN THE MEETING. COMMISSIONER WIDDISON SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COMMISSIONER:</u>	<u>VOTE:</u>
MCCORMICK	AYE
WIDDISON	AYE
PRINCE	AYE
BATES	AYE
CEVERING	AYE
GREENER	AYE
LARSEN	AYE

MOTION PASSED.

Date Approved: _____

Jamee Johnston, Deputy City Recorder

DRAFT

Hooper City
5580 W. 4600 S.
Hooper, UT 84315
Office 801-732-1064

Fee: \$200.00
Date Submitted 7/9/25

Conditional Use Permit: Oversized Structure

Print Applicant Name: Sam Howard
Address: 5910 S 6300 W
Phone #: [REDACTED]
Day Time Phone #: [REDACTED] Email: [REDACTED]

Provide site plan drawings including all of the following: (Site plan must be to scale).

- Map of property showing adjacent streets
- Building dimensions and distance from other structure
- Distance from property lines. (The drip edge must be at least 5 feet from property lines. If you are on a corner lot or have easements attached to your property it may be more than the 5 feet.)
- List any easements on property
- Roof pitch, roof height, roofing material and drip line distance to other structure and property lines
- Concept drawing of what structure will look like
- Building materials
- Driveway materials
- Landscaping design

Total Sq. footage of Structure: 1800

Height of Structure: 12' walls & 16'-2" peak

- What will the structure be used for? Hobby wood shop and storage
- Will any plumbing be installed in the structure? Yes No
- Will any electricity be installed in the structure? Yes No
- Will structure be used for a business? Yes No
- If yes, have you applied for a business license with Hooper City? Yes No

Explain: _____
❖ The State requires all property owners within 600 feet from your parent property (front, sides and back) to be notified. There will be an additional fee of \$1.00 for every notice that is sent out.

Please address these issues on the back of this application.

Traffic problems	Safety issues	Noise	Parking	These check marked items have been addressed in the main permit. Please let me know if there are any other questions or I need to attach something else. Thanks!
Fencing	Pollution	Odors	Design <input checked="" type="checkbox"/>	
Business operation	Use of structure	Easements <input checked="" type="checkbox"/>		

I hereby certify that the above information is accurate to the best of my knowledge. I certify that I will comply with all state and local requirements before and after building this structure. I understand that if conditional use does not start within (12) months and also if the conditional use is discontinued for (12) consecutive months, the Conditional Use Permit will expire. If my conditional use changes I will notify Hooper City for a Conditional Use Permit review. I or a representative will be present at the Planning Commission Meeting.

Signature: Sam Howard Date: 07/09/2025

Approval Date: _____ Disapproval Date: _____
Planning Commission Chairman

Comments/Conditions: _____

Completed application, fee and all other documents must be submitted three weeks before a Planning Commission Meeting which is the 2nd Thursday of the month unless otherwise specified.

6300 W

105' from front property line

21' off house

50' to shed

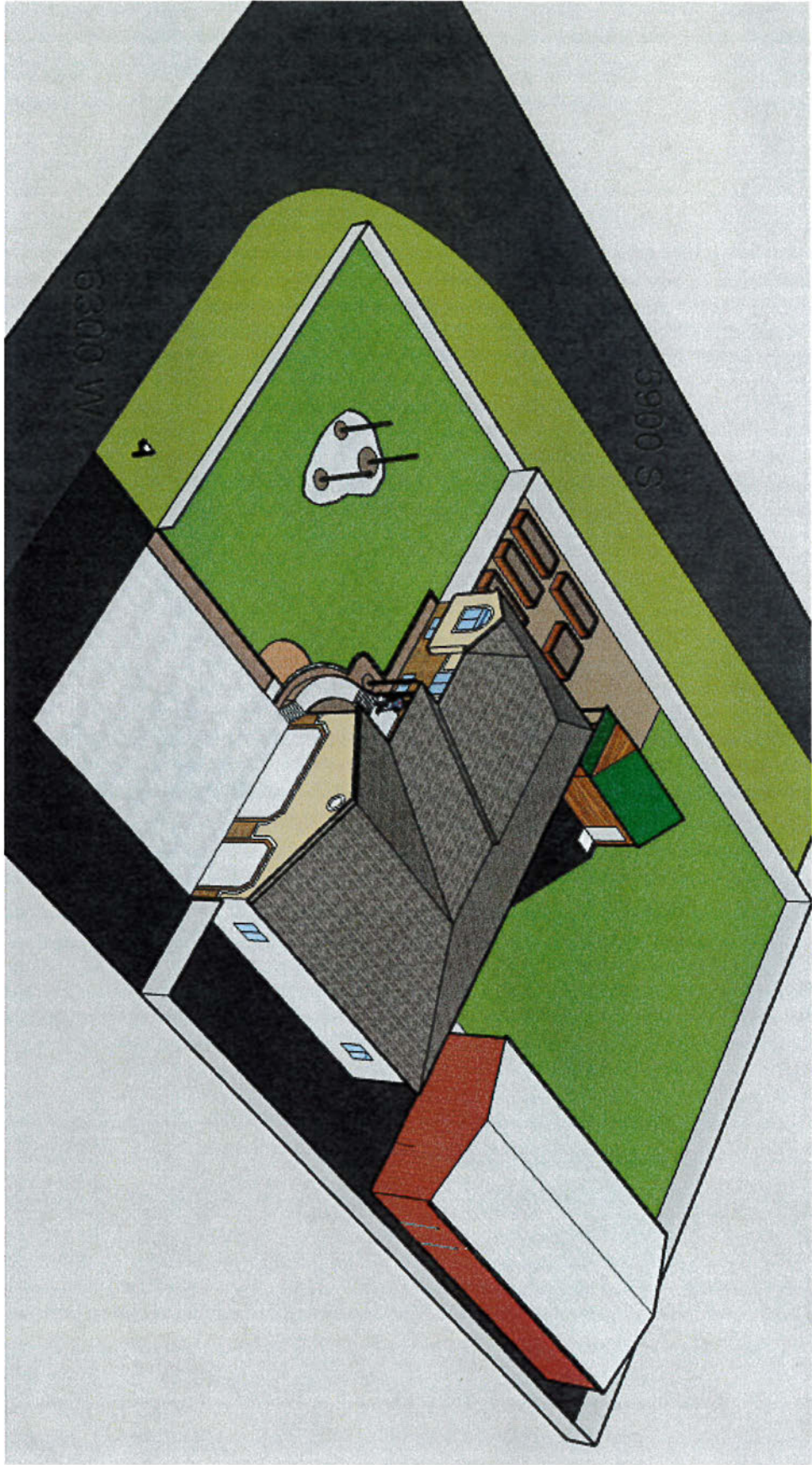
5900 S

5'

82'

5'







Hooper City Inc.

5580 West 4600 South

Hooper, UT 84315

Phone: (801) 732-1064 Fax: (801) 732-0598

Email: hoopercity@hotmail.com Website: hoopercity.com

Memo

To: Planning Commission
From: Technical Review Committee
CC: Mayor Bingham, Jared Hancock, Morghan Yeoman
Date: August 7, 2025
Re: Swasey Subdivision

Hooper City's Technical Review Committee (TRC) has completed their review and recommends approval of the Swasey Subdivision. The purpose of this subdivision is to create one single-family residential building lot, on 1.81 acres in the City's R1 zone. The subdivision is located at approximately 5733 W 3800 S Hooper, Utah, 84401.

Through the review process the applicant submitted a final draft that meets Hooper City Ordinances. The TRC has received all Final Availability Letters from the necessary utility providers. Frontage improvements will not be deferred and will be installed as part of the subdivision improvements. At this point the TRC is recommending approval of the Flynn Subdivision by the Planning Commission.

