



**4:45 p.m.**

Workshop & Light Refreshments in the County Council Conference Room

**5:30 p.m.**

Call to order

Opening remarks/Pledge – Phillip Olsen

Review and approval of agenda

Review and approval of the minutes of the 4 November 2021 meeting

**5:35 p.m.**

**Consent Items**

1. **Mark Stewart Subdivision 2<sup>nd</sup> Amendment** – A request to amend Lot 4 and the subdivision boundary with an adjacent parcel (not part of the subdivision) of an existing 4-lot subdivision located at 7921 West 600 North, Petersboro, in the Agricultural (A10) Zone.

**Regular Action Items**

2. **Reminder:** State mandated annual required training hours for Planning Commission members.
3. **Public Hearing (5:35 PM) Lewis Rezone** – A request to rezone 30 acres on 2 parcels located at approximately 6200 South 600 West, near Hyrum, from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.
4. **Public Hearing (5:50 PM) Brooks Hansen Smithfield West Rezone** – A request to rezone 14.37 acres located at 6550 North 400 West, near Smithfield, from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone
5. **Public Hearing (6:05 PM) Cub River Estates I Rezone** – A request to rezone 44.46 acres located at approximately 535 East Cannibal Road (i.e., 12400 North), Cove, from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone.
6. **Public Hearing (6:20 PM) Cub River Estates II Rezone** – A request to rezone 26.35 acres located at 780 East 12400 North, Cove, from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone
7. **Valley View Self Storage Conditional Use Permit** – A request to amend the Letter of Intent for a previously approved conditional use permit to operate a self-service storage facility on a 4.80-acre property located at 1103 North 6000 West, near Mendon, in the Commercial (C) Zone. The applicant is requesting a change to the type of building materials proposed to construct the storage facility.



## Planning Commission Agenda 2 December 2021

199 North Main, Logan, Utah | Historic Courthouse Council Chambers

8. **Hollow Ridge RV Campground Conditional Use Permit** – A request to operate a recreational facility (i.e., RV campground) located at ~1400 East 300 South, near Smithfield, in the Agricultural (A10) Zone
9. **Holyoak Airport Conditional Use Permit** – A review of the existing Conditional Use Permit (CUP) to operate a private airport to determine the status of the CUP, compliance with the conditions of approval, and to determine if the CUP meets the County Code requirements for revocation of the approval. The private airport is located at 6523 West 400 South, near Mendon, the Agricultural (A10) Zone
10. **Discussion:** Amending the Use Related Definition, 5810 Private Airport
11. **Elections for Chair and Vice Chair**

Board Member Reports  
Staff reports  
Adjourn

## **Public Participation Guide: Planning Commission**

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This document is intended to guide citizens who would like to participate in a public meeting by providing information about how to effectively express your opinion on a particular matter and the general powers and limitations of the Planning Commission.

### **When Speaking on an Agenda Item**

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Once the Commission opens the public hearing or invites the public to comment on a public meeting agenda item, approach the podium to comment. Comments are limited to 3 minutes per person, unless extended by the Chair of the Planning Commission.

When it is your turn to speak:

1. State your name and address and the organization you represent, if applicable.
2. Indicate whether you are for or against the proposal.
3. Make your statement.
  - a. Include all pertinent facts within your knowledge;
  - b. Avoid gossip, emotion, and repetition;
  - c. Comments should be addressed to the Commission and not to individuals in the audience; the Commission will not allow discussion of complaints directed at specific individuals;
  - d. A clear, concise argument should focus on those matters related to the proposal with the facts directly tied to the decision you wish the Commission to make without repeating yourself or others who have spoken prior to your statement.

### **Legislative (Public Hearing) vs. Administrative (Public Meeting) Functions**

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The Planning Commission has two roles: as a recommending body for items that proceed to the County Council for final action (legislative) and as a land use authority for other items that do not proceed to the County Council (administrative).

When acting in their legislative capacity, the Planning Commission has broad discretion in what their recommendation to the County Council will be and conducts a public hearing to listen to the public's opinion on the request before forwarding the item to the County Council for the final decision. Applications in this category include: Rezones & Ordinance Amendments.

When acting in their administrative capacity, the Planning Commission has little discretion and must determine whether or not the landowner's application complies with the County Code. If the application complies with the Code, the Commission must approve it regardless of their personal opinions. The Commission considers these applications during a public meeting and can decide whether to invite comment from the public, but, since it is an administrative action not a legislative one, they are not required to open it to public comment. Applications in this category include: Conditional Use Permits, Subdivisions, & Subdivision Amendments.

### **Limits of Jurisdiction**

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The Planning Commission reviews land use applications for compliance with the ordinances of the County Land Use Code. Issues related to water quality, air quality, and the like are within the jurisdiction of the State and Federal government. The Commission does not have authority to alter, change, or otherwise act on issues outside of the County Land Use Code.





## Staff Report: Mark Stewart Subdivision 2<sup>nd</sup> Amend.

2 December 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** James Jenkins

**Parcel ID#:** 12-048-0024, -0013

**Staff Determination:** Approval with conditions

**Type of Action:** Administrative

**Land Use Authority:** Planning Commission

### Project Location

*Reviewed by Angie Zetterquist*

#### Project Address:

7921 West 600 North  
Petersboro

#### Current Zoning:

Agricultural (A10)

**Acres:** 15.6

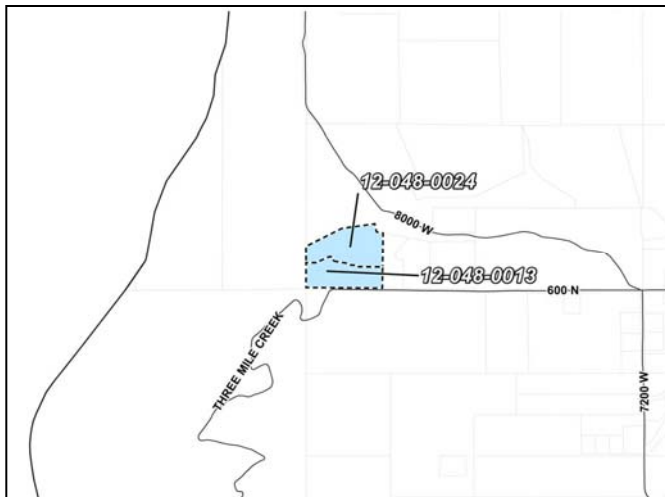
#### Surrounding Uses:

North – Commercial

South –Agricultural

East – Residential

West – Forest Recreation/Agricultural



### Findings of Fact

#### A. Request description

1. The Mark Stewart Subdivision 2<sup>nd</sup> Amendment is a request to amend Lot 4 in an existing 4-lot subdivision as well as amending the subdivision boundary with an adjacent parcel that is not part of the subdivision. There are no changes proposed to Lots 1-3.
  - a. Lot 4 will decrease from 14.2 acres to 8.74 acres and
  - b. The adjacent parcel (#12-048-0013) will increase from 11.4 acres to 16.27 acres. *See condition #1*

## **B. Parcel legality**

2. The subject properties legal as Lot 4 is in the same configuration as the Mark Stewart Subdivision 1<sup>st</sup> Amendment approved in 2011 and the adjacent parcel, #12-048-0013) is legal as it is the same size and configuration as August 6, 2008.

The original 4-lot subdivision was approved with a boundary line adjustment that provided 40.16 acres in the subdivision boundary. A minimum of 10 acres per lot was required in order to divide property at that time in the Agricultural Zone and 10 acres per lot is still required for 4 lots in the Agricultural (A10) Zone. However, the proposed amendment to the subdivision boundary will reduce the amount of acreage in the subdivision boundary to under the minimum required 40 acres. The subdivision plat must be revised so that the amended subdivision boundary, with the required road dedication, will remain at the minimum required 40 acres. *See condition #1*

The adjacent parcel (#12-48-0013) had a Conditional Use Permit approved in 2002 to operate a residential eating disorder program in the Agricultural Zone. An amendment was approved to that CUP in 2004 to add a dining room to the facility. In 2004, the County Code was changed to no longer allow residential treatment facilities in the Agricultural Zone. Consequently, a request to expand the existing facility was denied in April 2005 as the use is no longer allowed in the current zone and a legal, non-conforming use cannot be expanded. Conditional Use Permits are tied to a legal description when the approved permit is recorded. Since the legal description for the residential facility will be amended, the CUP must also be amended to be consistent with the boundary change proposed as part of this subdivision amendment request, prior to recording the subdivision plat. *See condition #2*

## **C. Authority**

3. §17.02.030 [E] Authority for Land Use Actions – The Planning Commission is authorized to act as the Land Use Authority for subdivision amendments. *See conclusion #1.*

## **D. Culinary water, septic system, and storm water**

4. §16.04.080 [A] Water Requirements – As no new lots are being created, confirmation of an approved domestic water rights is not required.
5. §16.04.080 [B] Sewage Requirements – A letter regarding septic feasibility is not required with this subdivision amendment request as no new lots are being created.
6. §16.04.070 Storm Drainage Requirements – A Land Disturbance Permit may be required for any future development. *See condition #3*

## **E. Access**

7. §16.02.010 Standards and Lot Size – All subdivisions must meet the minimum lot and development standards as outlined in each base zone of the Cache County Zoning Ordinance and within this title.
8. Table 17.10.040 Site Development Standards – Minimum lot frontage required in the A10 Zone is 90 feet.
9. §17.07.040 General Definitions – Lot/Parcel Frontage: that portion of a development site that abuts a public or private roadway. For the purposes of determining setback requirements on corner lots, all sides of a lot adjacent to a roadway shall be considered frontage.
10. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
11. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).

12. §16.04.080 [E] Roads and Access – A basic road review is required and must consider:
  - a. The layout of proposed roads;
  - b. An analysis of existing roadway compliance with the Road Manual requirements;
  - c. Existing maintenance;
  - d. And any additional impacts to the proposed development access roads.
13. The Road Manual specifies the following:
  - a. Local Roads – Local roads are roads whose primary function is to provide access to residences, farms, businesses, or other properties that abut the road, rather than to serve through traffic. Although some through traffic may occasionally use a local road, through traffic service is not the primary purpose of local roads. For purposes of design and construction standards, local roads are subdivided into Major Local (ML) and Minor Local (L) roads.
  - b. §2.1 Roadway Functional Classification – Minor Local Road (L): Minor local roads serve almost exclusively to provide access to properties adjacent to the road. Minor local roads generally serve residential or other non-commercial land uses. Many minor local roads are cul-de-sacs or loop roads with no through continuity. The length of minor local roads is typically short. Because the sole function of local roads is to provide local access, such roads are used predominantly by drivers who are familiar with them.
  - c. Table B-6 Typical Cross Section Minimum Standards: Minor local roads must meet the minimum standard of a 66-foot right-of-way, two 10-foot wide paved travel lanes with 4-foot wide gravel shoulders; 14-inches depth of granular borrow, a 6-inches depth of untreated base course, and 3 inches of bituminous surface course (asphalt).
  - d. Table B-8 Typical Cross Section Structural Values: The minimum structural composition for minor local roads requires 14” depth of granular borrow, 6” depth of road base, and 3” depth of asphalt.
14. A basic review of the access to the subdivision identifies the following:
  - a. Access to the Amended Lot 4 of the Mark Stewart Subdivision is from 600 North, a county road.
  - b. 600 North:
    - i. Is an existing county facility that provides access to agricultural fields, residential homes, and Forest Service areas.
    - ii. Is classified as a Minor Local Road.
    - iii. Consists of a 20-foot wide paved surface with a 1-foot paved shoulder.
    - iv. Is maintained year round.
    - v. Is considered substandard as to the right-of-way, gravel shoulders, and the required clear zone.
    - vi. Prior to recording the plat, an additional 8-foot road dedication must be shown on the plat along the frontage of Amended Lot 4 and included in the Owner’s Dedication. *See condition #4*
    - vii. Prior to issuance of a Zoning Clearance approval for development on Amended Lot 4, the road must be improved to meet the requirements of a minor local road along the frontage of amended Lot 4. *See condition #5*

#### **F. Service Provision**

15. §16.04.080 [C] Fire Control – The County Fire District visited the subject property and found the access road meets fire code standards. Any future development on the property must be reevaluated and may require improvements based on the location of the proposed access and development.

16. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides collection service in this area. Residential carts will need to be placed in front of the proposed lot on 600 North for collection. Sufficient shoulder space must be provided along the side of the road for all refuse and recycling containers to be placed 3-to-4 feet apart and be far enough off the road so as not to interfere with passing traffic.

#### **G. Sensitive Areas**

17. §17.08.040 General Definitions, Sensitive Area; §17.18 Sensitive Area
  - a. According to the GIS data, there are areas of steep and moderate slopes as well as areas of landslide potential on Amended Lot 4 and the adjacent parcel. Additional review and approvals may be required for future development on the property. *See condition #6*

#### **H. Public Notice and Comment—§17.02.040 Notice of Meetings**

18. Public notice was posted online to the Utah Public Notice Website on 19 November 2021.
19. Notices were posted in three public places on 19 November 2021.
20. Notices were mailed to all property owners within 300 feet of the subject property on 19 November 2021.
21. At this time, staff has received no written public comment regarding this proposal.

#### **Conditions**

Based on the Cache County Subdivision and Land Use Ordinances, Road Manual, and on the findings of fact as noted herein, staff recommends the following conditions:

1. Prior to recording the plat, the plat, specifically Amended Lot 4, must be revised so that the minimum required acreage for the existing 4-lot subdivision remains in the subdivision boundary (i.e., 10 net developable acres per lot); the amended subdivision boundary must contain a net 40 developable acres to meet the density requirements in the A10 Zone. *(See A-1b)*
2. Prior to recording the plat, an application to amend the existing Conditional Use Permit on parcel #12-048-0013 to reflect the new legal description of the property must be submitted, approved, and recorded. Alternatively, if the facility is no longer operating, the applicant must provide a letter stating it is no longer operational and requesting revocation of the existing CUP. *(See B-2)*
3. A Land Disturbance Permit is required for land disturbance related to future development. *(See D-6)*
4. Prior to recording the plat, the subdivision plat must be revised to include an additional 8-foot road dedication to meet the minimum required 33-foot right-of-way along the frontage of Amended Lot 4. *(See E-14-b-vi)*
5. Prior to approval of a Zoning Clearance, the applicant must improve 600 North along the frontage of amended Lot 4 to the Minor Local Road standards as per the Road Manual. The design of all roads providing access to the development must be reviewed and approved by the Cache County Engineer for compliance with applicable codes. A full set of engineered design and construction plans must be submitted and must address issues of grade, drainage, and base preparation and construction. Fees for any engineering plan and construction review above the base fee collected for road review must be borne by the proponent. *(See E-14-b-vii)*
6. Additional analysis of sensitive areas may be required for future development in addition to any related permits required for development in the identified sensitive areas. *(See G-17)*

## **Conclusions**

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Based on the findings of fact and conditions noted herein, staff recommends approval of the Mark Stewart Subdivision 2<sup>nd</sup> Amendment as:

1. It has been reviewed by the Planning Commission in conformance with, and meets the requirements of, the Cache County Subdivision and Land Use Ordinances.



## Staff Report: Lewis Rezone

2 December 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Emili Culp

**Parcel ID#:** 01-070-0001, -0002

**Staff Recommendation:** Denial

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

## Location

*Reviewed by Angie Zetterquist*

**Project Address:**

~6200 South 600 West  
Hyrum

**Acres:** 30.0

**Surrounding Uses:**

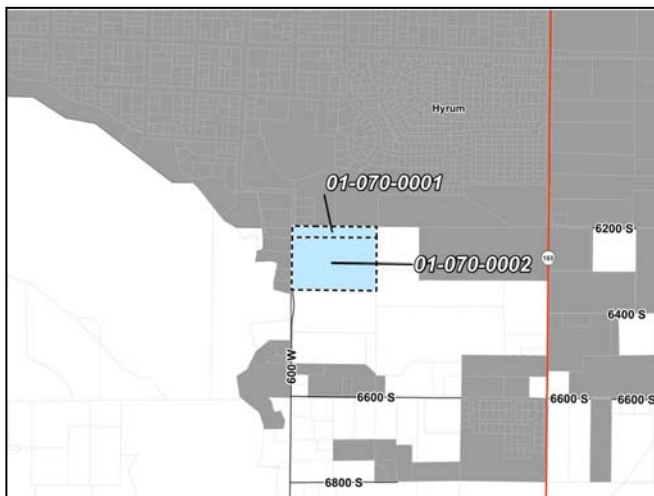
North – Hyrum City  
South – Agricultural  
East – Agricultural  
West – Hyrum City

**Current Zoning:**

Agricultural (A10)

**Proposed Zoning:**

Rural 2 (RU2)



## Findings of Fact

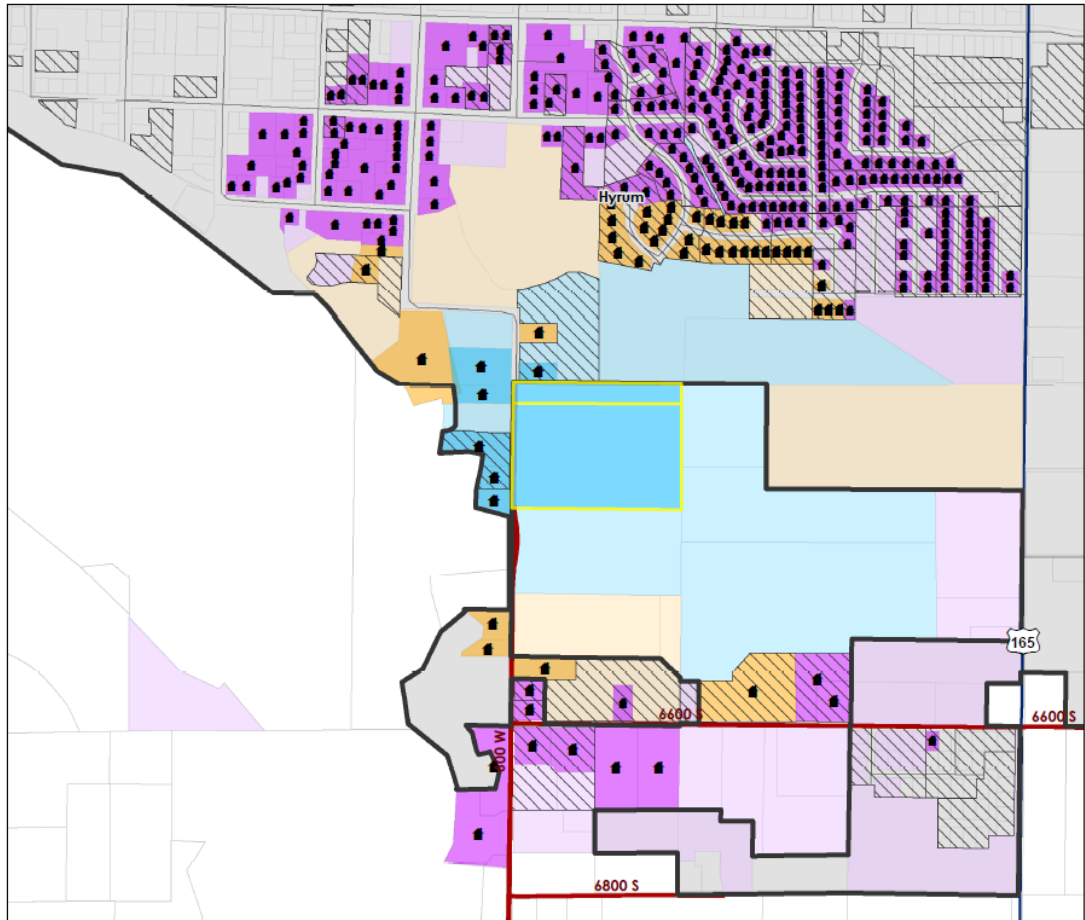
### A. Request description

1. A request to rezone 30.0 acres on two parcels from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.
2. This rezone may allow the parcel to be legally divided into a maximum of 15 separate lots as part of a subdivision process.
3. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached map (Attachment A) and in the following text:



**a. Land Use Context:**

- i.** Parcel status: The subject properties are legal as they are in the same configuration as it was on August 8, 2006.
- ii.** Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home in Hyrum City: 1.7 Acres (6 Parcels)
	Without a Home: 20.2 Acres (6 Parcels)
	Without a Home in Hyrum City: 7.7 Acres (7 Parcels)
1/4 Mile Buffer	With a Home: 7.5 Acres (1 Parcel)
	With a Home in Hyrum City: 0.8 Acres (45 Parcels)
	Without a Home: 17.2 Acres (8 Parcels)
1/2 Mile Buffer	Without a Home in Hyrum City: 5.3 Acres (28 Parcels)
	With a Home: 3.3 Acres (11 Parcels)
	With a Home in Hyrum City: 0.4 Acres (352 Parcels)
	Without a Home: 10 Acres (20 Parcels)
	Without a Home in Hyrum City: 2.6 Acres (94 Parcels)

- iii.** Schedule of Zoning Uses: Under the current County Land Use Ordinance, the RU2 Zone is more restrictive in the uses allowed when compared to the Agricultural (A10) Zone. There are no uses that are allowed as a permitted or conditional use within the RU2 Zone that are not allowed as a permitted or conditional use within the A10 Zone. The following uses are conditional uses in the A10 Zone but are not allowed in the RU2 Zone:
  - Agricultural Manufacturing



- Recreational Facility
  - Cemetery
  - Private Airport
  - Concentrated Animal Feed Operation
  - Livestock Auction Facility
  - Topsoil Extraction
- iv. Adjacent uses: The properties adjacent to the subject rezone are primarily used for agriculture and single family dwellings and the boundaries of Hyrum City are immediately north and west of the proposed rezone.
- v. Annexation Areas: The subject property is located within the Hyrum City future annexation area. Recently, the applicant did go through the annexation process with Hyrum City, but did not finalize it as required infrastructure improvements were cost-prohibitive to the property owners. Hyrum City did not want to comment directly on the rezone request at the time of the application submittal, but the applicant did provide a copy of an email between her and the City where the City states the City Council is not interested in supporting increased density through a county rezone and feels future development in the area is best serviced as part of a City development. (Attachment B)
- vi. Zone Placement: As identified by the Planning Commission and the County Council at the time the RU2 Zone was adopted, the intended/anticipated placement of this zone was in areas of the unincorporated county adjacent to municipalities. The Smithfield City boundary, at its closest point, is immediately adjacent to the subject rezone boundary on the east.
- The nearest RU2 zone is south of Paradise approximately 4.25 miles away from the subject property as the crow flies. This RU2 zone, the Baldwin Rezone, includes a total of 4.15 acres and was approved in 2017 (Ordinance 2017-04). Since the rezone approval, a two-lot subdivision (i.e., Baldwin Subdivision) was approved with conditions in May 2021, but the plat has not been recorded.

**B. Ordinance—§12.02.010, §17.02.060; §17.08.030 [C]**

4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
5. The current County Land Use Ordinance does not specify appropriate locations for the Rural 2 (RU2) Zone but does contain possible guidelines for its implementation. County Land Use Ordinance §17.08.030 [B] [1] identifies the purpose of the RU2 Zone and includes the following:
  - a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.
  - b. To implement the policies of the Cache Countywide Comprehensive Plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipal standards.
  - c. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
6. Consideration of impacts related to uses allowed within the RU2 Zone will be addressed as part of each respective approval process required prior to site development activities.

**C. Access—16.04.040 [A], 16.04.080 [E], Road Manual**

7. The Road Manual specifies the following:
8. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
9. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
10. A basic review of the access to the subject property identifies the following:
11. Primary access to the subject properties is from 600 West, a County road at the location of the subject property.
  - a. 600 West:
    - i. Is an existing county facility that provides access to the many residential lots, a few agricultural lots, and serves as a main through street from Hyrum to Paradise.
    - ii. Is classified as a Minor Collector road.
    - iii. Maintenance is shared with Hyrum City as the property on the west side of 600 West and the property north of the subject properties are located in Hyrum City.
    - iv. The road is substandard as to width of travel lanes, right-of-way, paved and gravel shoulders, and clear zones.

**D. Service Provisions:**

12. §16.04.080 [C] Fire Control – The County Fire District had no comments on the rezone. Future access must be reevaluated and may require improvements based on the location of any proposed structure on lots created through a subdivision process.
13. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides refuse collection for the subject property, but did not have any comments on the rezone request.

**E. Public Notice and Comment—§17.02.040 Notice of Meetings**

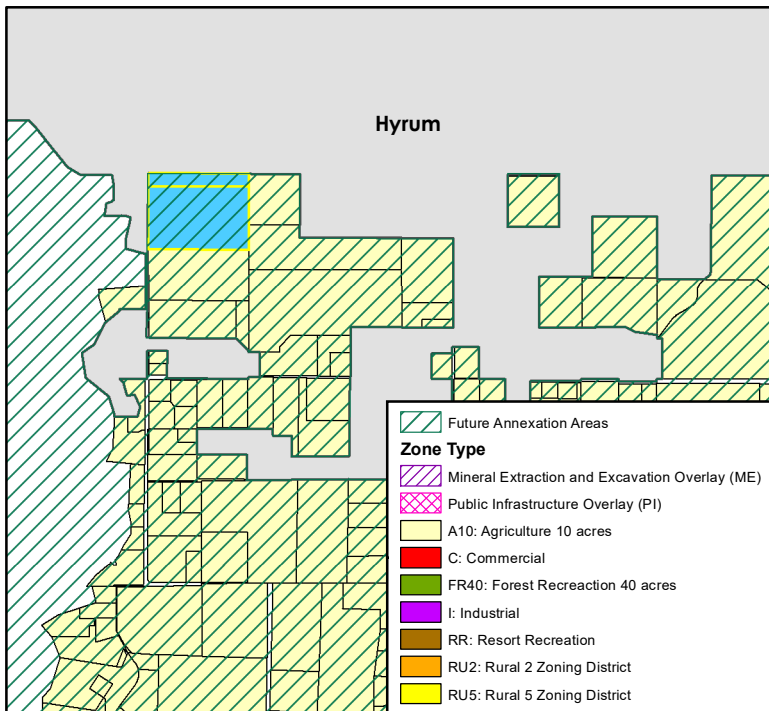
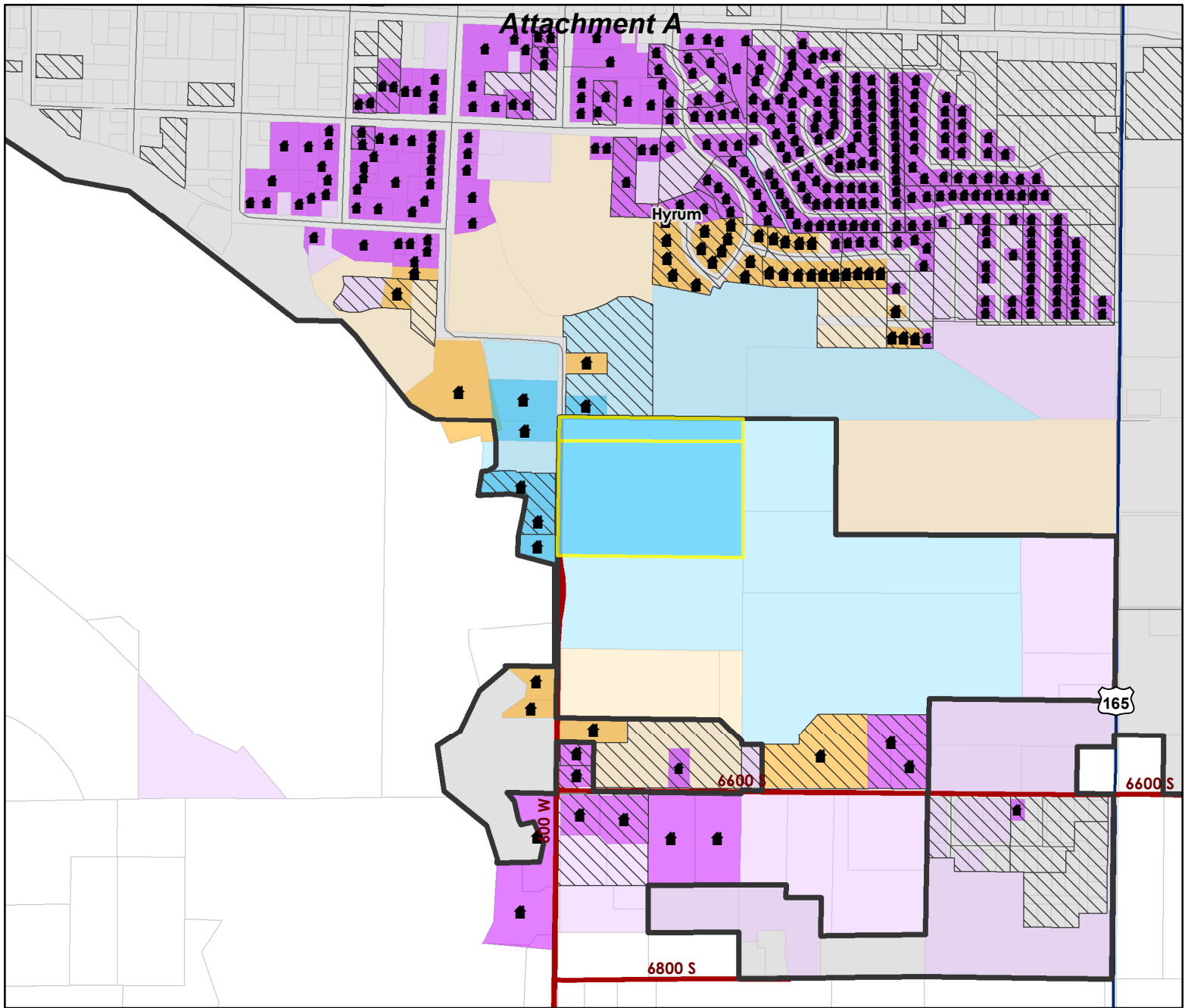
14. Public notice was posted online to the Utah Public Notice Website on 19 November 2021.
15. Notices were posted in three public places on 19 November 2021.
16. Notices were mailed to all property owners within 300 feet and Hyrum City on 19 November 2021.
17. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

**Staff Recommendation and Conclusion**

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Based on the findings of fact noted herein, the Lewis Rezone is hereby recommended for denial to the County Council as follows:

1. Access to the subject property is from a substandard public road that will require substantial improvements to meet the minimum county standard.
2. The proximity of the subject properties to the boundaries of Hyrum City with access to utilities, emergency services, and infrastructure would be better served as part of a Hyrum City development through an annexation process.



## Legend

- |  |                      |  |                    |
|--|----------------------|--|--------------------|
|  | Proposed Rezone      |  | Winter Maintenance |
|  | Municipal Boundaries |  | County Roads       |
|  | Subdivisions         |  | Highways           |
|  | Parcels              |  |                    |

Average Parcel Size	
Adjacent Parcels	With a Home in Hyrum City: 1.7 Acres (6 Parcels)
	Without a Home: 20.2 Acres (6 Parcels)
	Without a Home in Hyrum City: 7.7 Acres (7 Parcels)
1/4 Mile Buffer	With a Home: 7.5 Acres (1 Parcel)
	With a Home in Hyrum City: 0.8 Acres (45 Parcels)
	Without a Home: 17.2 Acres (8 Parcels)
1/2 Mile Buffer	Without a Home in Hyrum City: 5.3 Acres (28 Parcels)
	With a Home: 3.3 Acres (11 Parcels)
	With a Home in Hyrum City: 0.4 Acres (352 Parcels)
	Without a Home: 10 Acres (20 Parcels)
	Without a Home in Hyrum City: 2.6 Acres (94 Parcels)



11/15/2021

**Attachment B**

**Subject:** RE: Letter Request for Rezone Application

**From:** <rsalvesen@hyrumcity.com>

**Date:** 10/28/2021, 4:35 PM

**To:** "Emili Culp" <moapa.emili@gmail.com>

Emily,

Hyrum City maintains 600 East and has all utilities near this property. This area is also served by Hyrum City Emergency Management & Fire Departments. This is part of our annexation area and any development affects road & utility plans for the future needs of this area. The City Council is not interested in supporting increased density thru a county rezone in this location. Hyrum feels like if this area is to be developed further than what is currently allowed then it would best be serviced by being in the city.

Ron

**From:** Emili Culp <moapa.emili@gmail.com>

**Sent:** Thursday, October 28, 2021 1:38 PM

**To:** rsalvesen@hyrumcity.com

**Subject:** Re: Letter Request for Rezone Application

Can you please identify the specific concerns regarding the roads and utilities that the City Council would like to address?

Thanks,  
Emili

On Wed, Oct 27, 2021 at 4:12 PM <rsalvesen@hyrumcity.com> wrote:

Emili,

The City Council has instructed City Staff to not send an open letter to the County as you have requested. With concerns for roads and utilities in this area they are not willing to support any rezone without further agreements and understandings.

Ron

-----Original Message-----

**From:** Emili Culp <moapa.emili@gmail.com>

**Sent:** Tuesday, October 26, 2021 1:04 AM

**To:** rsalvesen@hyrumcity.com

**Cc:** J Brunson <loujeanne13@gmail.com>

**Subject:** Letter Request for Rezone Application

Hello Ron,

I hope you are doing well. I'm just following up with you on a request I sent to Stephanie that she forwarded on to you.

Just to recap: I am reaching out because we are submitting a rezone application to the County for parcels 01-070-0001 and 01-070-0002. Because they are contiguous to Hyrum City, we are required to submit a letter from Hyrum City in regards to annexation of the property and provision of utilities. According to Angie Zetterquist, Planner at Cache County Development Services, the letter from Hyrum City just needs to state 1) Whether there are any current plans to annex and 2) Whether or not Hyrum City will be providing services such as water, power, and sewer. Our answers to those questions are that 1) We do not have any current plans to annex and 2) We are not requesting services such as water, power, and sewer from Hyrum City.

Would it be possible for you to send the letter to me by this Thursday, October 28th? (We're trying to meet a submission deadline.)

Thank you,

Emili Culp  
702-379-9340

## Staff Report: Brooks Hansen Smithfield West Rezone

2 December 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Brooks Hansen

**Parcel ID#:** 08-043-0001

**Staff Recommendation:** Approve

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

### Location

*Reviewed by Angie Zetterquist*

**Project Address:**  
6550 North 400 West  
Smithfield

**Acres:** 14.37

### Surrounding Uses:

North – Agricultural/Residential

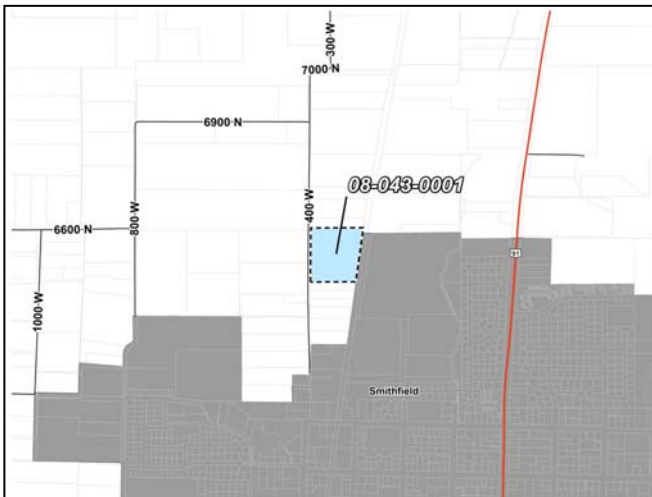
South – Residential

East – Smithfield City

West – Agricultural/Residential

**Current Zoning:**  
Agricultural (A10)

**Proposed Zoning:**  
Rural 2 (RU2)



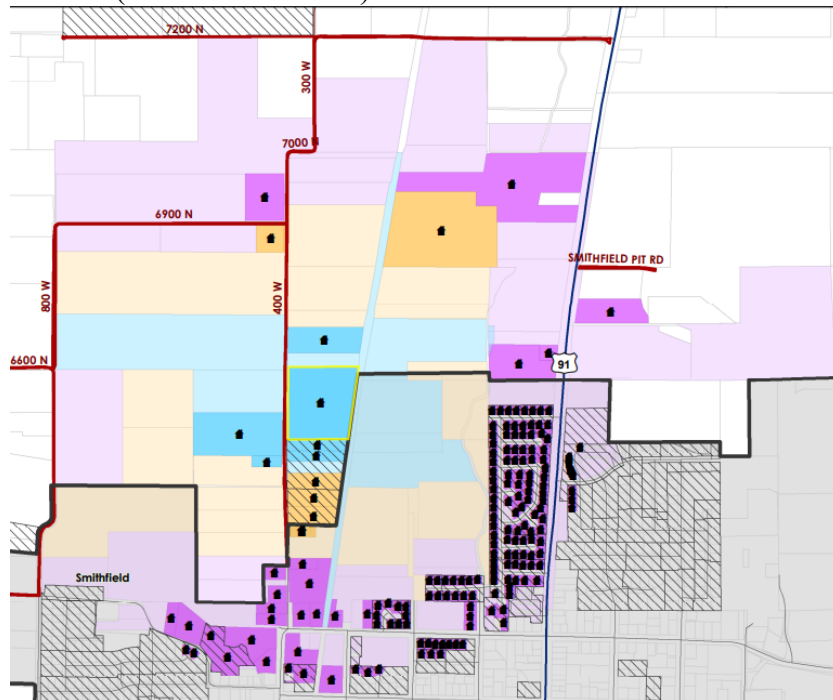
**a. Land Use Context:**

- i.** Parcel status: The subject property is legal as it is in the same configuration as it was on August 8, 2006.

The applicant previously applied for rezone to the Rural 2 Zone in July 2019. At that time, the Planning Commission recommended denial and the County Council moved to deny the rezone request due to access from a substandard county road, the location would set a precedent for increased density, and issues with infrastructure would be better addressed as part of a Smithfield City development through an annexation process. At that time, the Smithfield City boundary was located approximately ¼ mile away from the subject property.

Since the initial rezone request in 2019, the portion of the County road along the frontage of the subject property has been improved to allow for the development of a single-family dwelling. Additionally, Smithfield City approved the Gyllenskog & Hansen Annexation in March 2021 that added nearly 80 acres to the City and brought the municipal boundary immediately east of the subject property, separated by a railroad right-of-way.

- ii.** Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 6.2 Acres (6 Parcels)
	Without a Home: 14.7 Acres (5 Parcels)
	Without a Home in Smithfield City: Acres ( Parcels)
1/4 Mile Buffer	With a Home: 6.6 Acres (11 Parcels)
	With a Home in Smithfield City: 1 Acre (1 Parcel)
	Without a Home: 10.5 Acres (20 Parcels)
1/2 Mile Buffer	Without a Home in Smithfield City: 8.8 Acres (13 Parcels)
	With a Home: 7.1 Acres (16 Parcels)
	With a Home in Smithfield City: 0.4 Acres (173 Parcels)
	Without a Home: 13.3 Acres (38 Parcels)
	Without a Home in Smithfield City: 3.8 Acres (58 Parcels)

- iii. Schedule of Zoning Uses: Under the current County Land Use Ordinance, the RU2 Zone is more restrictive in the uses allowed when compared to the Agricultural (A10) Zone. There are no uses that are allowed as a permitted or conditional use within the RU2 Zone that are not allowed as a permitted or conditional use within the A10 Zone. The following uses are conditional uses in the A10 Zone but are not allowed in the RU2 Zone:
- Agricultural Manufacturing
  - Recreational Facility
  - Cemetery
  - Private Airport
  - Concentrated Animal Feed Operation
  - Livestock Auction Facility
  - Topsoil Extraction
- iv. Adjacent uses: The properties adjacent to the subject rezone are primarily used for agriculture and single family dwellings and the boundary of Smithfield City lies along the eastern boundary of the proposed rezone.
- v. Annexation Areas: The subject property is located within the Smithfield City future annexation area. Smithfield City has not commented directly on the rezone request prior to this finalizing the staff report.
- vi. Zone Placement: As identified by the Planning Commission and the County Council at the time the RU2 Zone was adopted, the intended/anticipated placement of this zone was in areas of the unincorporated county adjacent to municipalities. The Smithfield City boundary, at its closest point, is immediately adjacent to the subject rezone boundary on the east.
- The nearest RU2 zone is immediately south of the subject property. This RU2 zone, the Hansen Rezone, includes a total of 8.76 acres and was approved in 2016. Since the rezone approval, a four-lot subdivision (i.e., Hansen 400 West Subdivision) has been approved and homes have been constructed.
- The next closest RU2 zoned properties, approximately 1.4 miles away via the most direct road route, are on the west side of Smithfield City on the corner of 800 West and SR 218: the Birch Hollow Rezone, Jeff West Rezone/West Acres Subdivision, Birch Hollow South Rezone/Tom Pitcher Lot Split Subdivision, and the Creekside Estates Rezone were approved in 2017, 2018, and 2021 (Ordinance #'s: 2017-06, 2018-03, 2018-07, and 2021-13).

**B. Ordinance—§12.02.010, §17.02.060; §17.08.030 [C]**

4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
5. The current County Land Use Ordinance does not specify appropriate locations for the Rural 2 (RU2) Zone but does contain possible guidelines for its implementation. County Land Use Ordinance §17.08.030 [B] [1] identifies the purpose of the RU2 Zone and includes the following:
- a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.

b. To implement the policies of the Cache Countywide Comprehensive Plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipal standards.

c. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”

6. Consideration of impacts related to uses allowed within the RU2 Zone will be addressed as part of each respective approval process required prior to site development activities.

**C. Access—16.04.040 [A], 16.04.080 [E], Road Manual**

7. The Road Manual specifies the following:

8. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.

9. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).

10. A basic review of the access to the subject property identifies the following:

11. Primary access to the subject properties is from 400 West, a County road at the location of the subject property, but changes to a Smithfield City road approximately ¼ mile south.

a. 400 West:

i. Is an existing county facility that provides access to the general public.

ii. Is classified as a Major Local road.

iii. Provides access to agricultural and residential uses.

iv. The road along the frontage of the subject property was improved last year but is still substandard for shoulders, both paved and gravel.

v. The road to the north and south of the subject property is substandard for width, right-of-way, and clear-zone.

vi. Is maintained year round.

**D. Service Provisions:**

12. §16.04.080 [C] Fire Control – The County Fire District had no comments on the rezone. Future access must be reevaluated and may require improvements based on the location of any proposed structure on lots created through a subdivision process.

13. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides refuse collection for the subject property, but did not have any comments on the rezone request.

**E. Public Notice and Comment—§17.02.040 Notice of Meetings**

14. Public notice was posted online to the Utah Public Notice Website on 19 November 2021.

15. Notices were posted in three public places on 19 November 2021.

16. Notices were mailed to all property owners within 300 feet and Smithfield City on 19 November 2021.

17. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

## **Staff Recommendation and Conclusions**

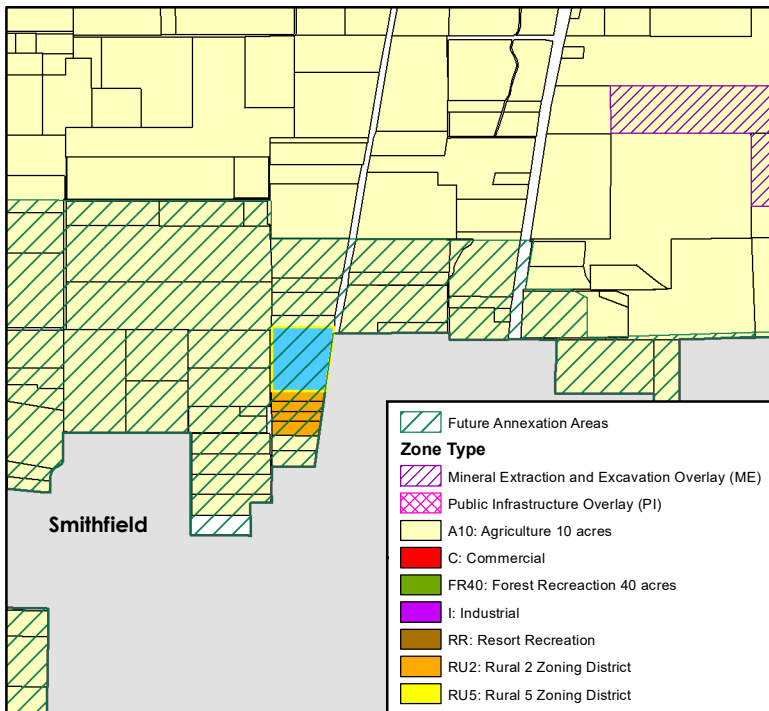
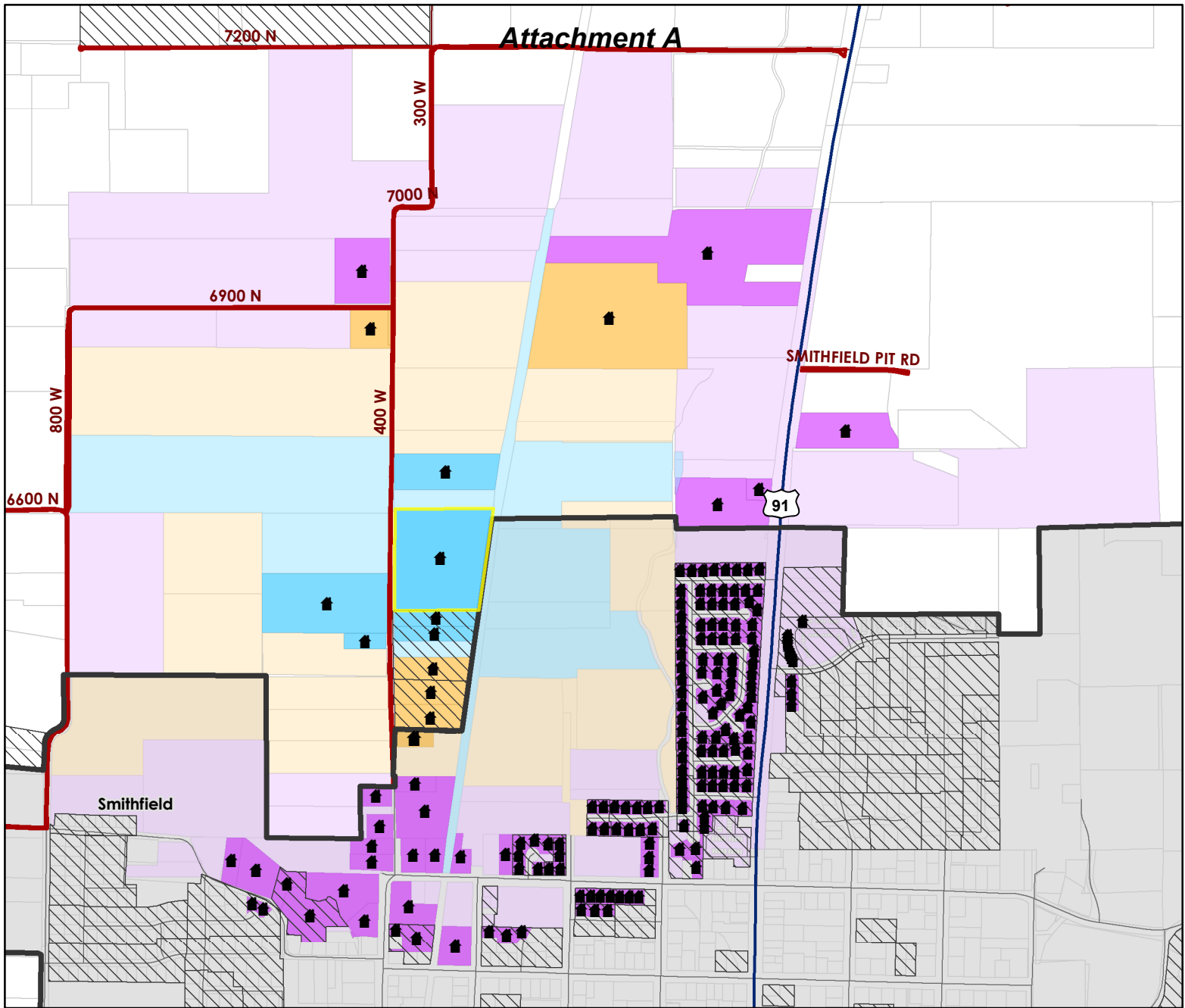
Based on the findings of fact noted herein, the Brooks Hansen Smithfield West Rezone is hereby recommended for approval to the County Council as follows:

1. The location of the subject property is compatible with the purpose of the Rural (RU2) Zone as identified under §17.08.030[A] of the Cache County Code as it:

a. Is in close proximity to the Smithfield City boundary.

b. Allows for residential development in a moderately dense pattern that can allow for rural subdivisions without impeding adjacent agricultural uses.





## Legend

- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

0 0.25 0.5 Mile

Average Parcel Size	
Adjacent Parcels	With a Home: 6.2 Acres (6 Parcels)
	Without a Home: 14.7 Acres (5 Parcels)
	Without a Home in Smithfield City: Acres ( Parcels)
1/4 Mile Buffer	With a Home: 6.6 Acres (11 Parcels)
	With a Home in Smithfield City: 1 Acre (1 Parcel)
	Without a Home: 10.5 Acres (20 Parcels)
1/2 Mile Buffer	Without a Home in Smithfield City: 8.8 Acres (13 Parcels)
	With a Home: 7.1 Acres (16 Parcels)
	With a Home in Smithfield City: 0.4 Acres (173 Parcels)
	Without a Home: 13.3 Acres (38 Parcels)
	Without a Home in Smithfield City: 3.8 Acres (58 Parcels)



11/15/2021



## Staff Report: Cub River Estates I Rezone

2 December 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Vern Fielding

**Parcel ID#:** 09-025-0016

**Staff Recommendation:** Denial

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

### Location

*Reviewed by Angie Zetterquist*

**Project Address:**

~535 East Cannibal Road  
Cove

**Acres:** 44.46

**Current Zoning:**

Agricultural (A10)

**Proposed Zoning:**

Rural 5 (RU5)

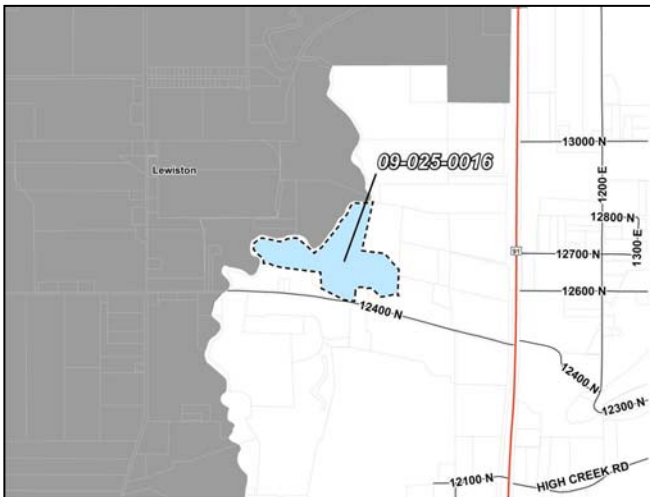
**Surrounding Uses:**

North – Lewiston City/Agricultural

South – Agricultural/Residential

East – Agricultural

West – Lewiston City/Agricultural/Residential



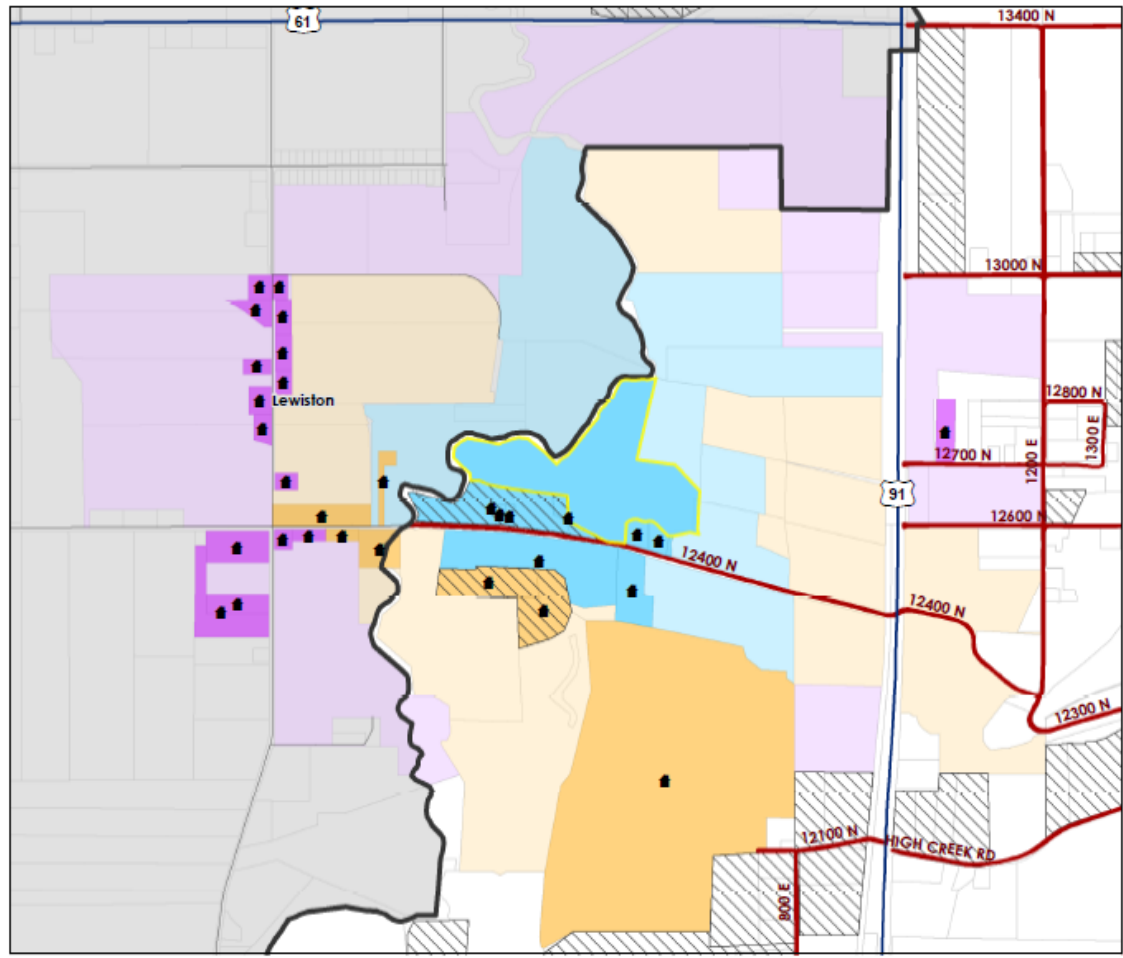
## Findings of Fact

### A. Request description

1. A request to rezone 44.46 acres from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone.
2. This rezone may allow the parcel to be legally divided into a maximum of 8 separate lots as part of a subdivision process.
3. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached map (Attachment A) and in the following text:

a. Land Use Context:

- i. Parcel status: The subject property is legal as it is in the same configuration as it was on August 8, 2006.
- ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 6.2 Acres (6 Parcels)
	Without a Home: 14.7 Acres (5 Parcels)
	Without a Home in Smithfield City: Acres ( Parcels)
1/4 Mile Buffer	With a Home: 6.6 Acres (11 Parcels)
	With a Home in Smithfield City: 1 Acre (1 Parcel)
	Without a Home: 10.5 Acres (20 Parcels)
1/2 Mile Buffer	Without a Home in Smithfield City: 8.8 Acres (13 Parcels)
	With a Home: 7.1 Acres (16 Parcels)
	With a Home in Smithfield City: 0.4 Acres (173 Parcels)
	Without a Home: 13.3 Acres (38 Parcels)
	Without a Home in Smithfield City: 3.8 Acres (58 Parcels)

- iii. **Schedule of Zoning Uses:** Under the current County Land Use Ordinance, the RU5 Zone is more restrictive in the uses allowed when compared to the Agricultural (A10) Zone. There are no uses that are allowed as a permitted or conditional use within the RU5 Zone that are not allowed as a permitted or conditional use within the A10 Zone. The following uses are conditional uses in the A10 Zone but are not allowed in the RU5 Zone:
  - Agricultural Manufacturing
  - Recreational Facility
  - Cemetery
  - Private Airport
  - Concentrated Animal Feed Operation
  - Livestock Auction Facility
  - Topsoil Extraction
- iv. **Adjacent uses:** The properties adjacent to the subject rezone are primarily used for agriculture and single family dwellings with the boundaries of Lewiston City to the north and west of the proposed rezone.
- v. **Annexation Areas:** The subject property is not located within the Lewiston City future annexation area. As part of the application submittal, the applicant did provide a letter from the Mayor of Lewiston stating it was not part of the future annexation area nor would the City provide utilities for any future development. (Attachment B)
- vi. **Zone Placement:** As identified by the Planning Commission and the County Council at the time the RU5 Zone was adopted, the intended/anticipated placement of this zone was in areas of the unincorporated county adjacent to municipalities. The borders of Lewiston City are located immediately adjacent to the subject property along the north and west property lines.

The nearest RU5 zone is east of the subject property approximately 2.5 miles away as the crow flies. This RU5 zone, the Michael Allen Rezone, included a total of 31.5 acres and was approved in 2012 (Ordinance 2012-04). A four-lot subdivision (i.e., Michael Allen Subdivision) was approved in 2013. The number of lots in the Michael Allen Subdivision was limited to a maximum of 4 lots after non-developable sensitive areas were removed from the gross acreage.

**B. Ordinance—§12.02.010, §17.02.060; §17.08.030 [C]**

- 4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
- 5. The current County Land Use Ordinance does not specify appropriate locations for the Rural 5 (RU5) Zone but does contain possible guidelines for its implementation. County Land Use Ordinance §17.08.030 [B] [1] identifies the purpose of the RU5 Zone and includes the following:
  - a. “To allow for residential development in a low density pattern that can allow for rural subdivisions and smaller scale agricultural uses. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.
  - b. To implement the policies of the Cache Countywide Comprehensive Plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipal standards.
  - c. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”

6. Consideration of impacts related to uses allowed within the RU5 Zone will be addressed as part of each respective approval process required prior to site development activities.

**C. Access—16.04.040 [A], 16.04.080 [E], Road Manual**

7. The Road Manual specifies the following:
8. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
9. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
10. A basic review of the access to the subject property identifies the following:
11. Primary access to the subject properties is from 12400 North/Cannibal Road, a County road.
  - a. 12400 North/Cannibal Road:
    - i. Is an existing county facility that provides access to agricultural and residential lots and has access to US Highway 91.
    - ii. Is classified as a Major Local road.
    - iii. The subject property has approximately 187 feet of frontage along the County road. The frontage is at grade with the road, but the terrain contains moderate and steep slopes approximately 220 feet into the property before it plateaus onto the flat agricultural field. Current agricultural access to the property is located on an adjacent parcel to the east of the subject property (parcel #09-030-0009). The applicant is proposing that access to the property for future development would be directly from the County road where the property has frontage. The applicant states that the property owner has consulted with an engineer and states access that meets the current County Road Manual requirements is possible; however, no plans have been drafted to confirm that access at this time.
    - iv. The road consists of a 20-foot-wide paved surface, but is substandard as to right-of-way and paved and gravel shoulders.

**D. Service Provisions:**

12. §16.04.080 [C] Fire Control – The County Fire District had no comments on the rezone. Future access must be reevaluated and may require improvements based on the location of any proposed structure on lots created through a subdivision process.
13. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides refuse collection for the subject property, but did not have any comments on the rezone request.

**E. Public Notice and Comment—§17.02.040 Notice of Meetings**

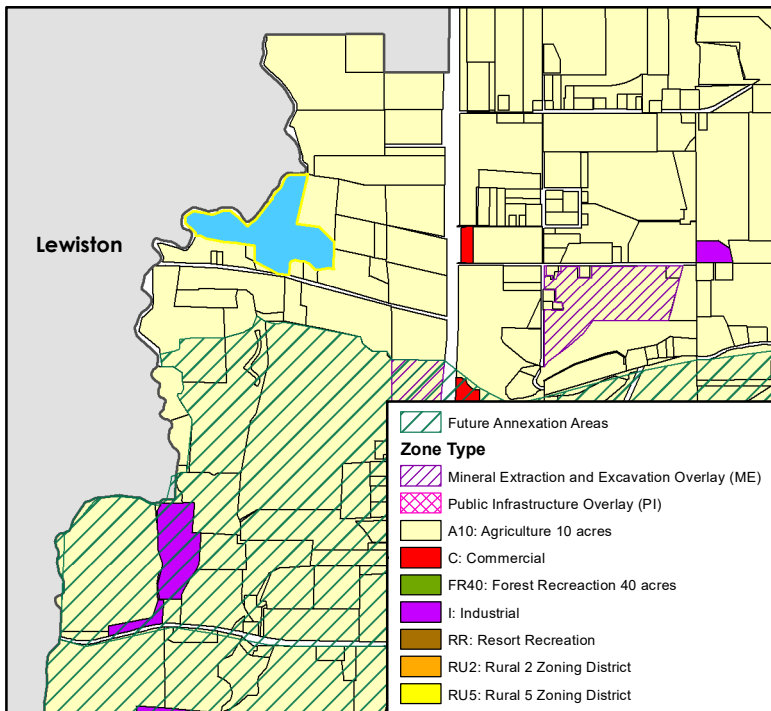
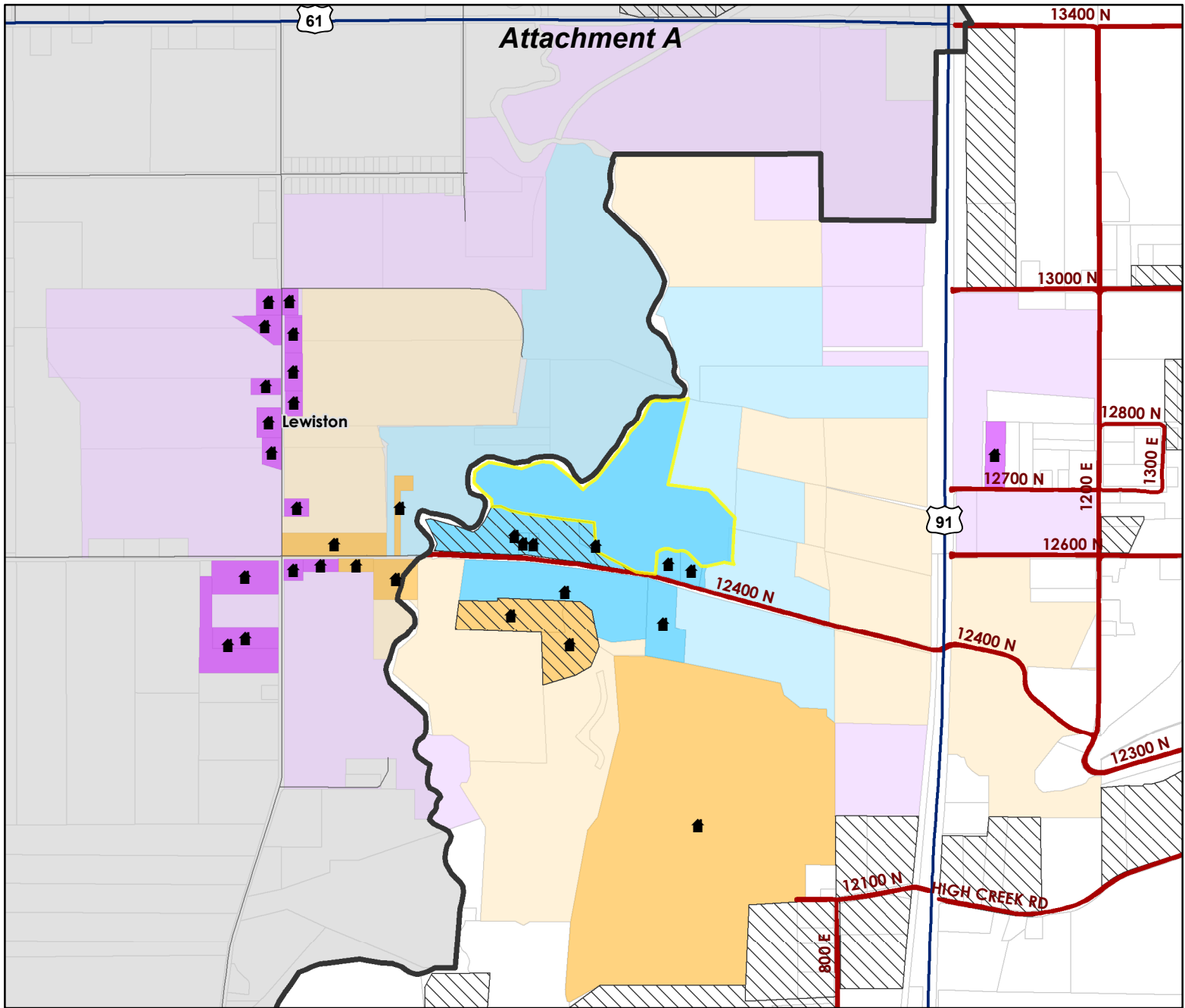
14. Public notice was posted online to the Utah Public Notice Website on 19 November 2021.
15. Notices were posted in three public places on 19 November 2021.
16. Notices were mailed to all property owners within 300 feet and Lewiston City on 19 November 2021.
17. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

**Staff Recommendation and Conclusion**

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Based on the findings of fact noted herein, the Cub River Estates I Rezone is hereby recommended for denial to the County Council as follows:

1. Access to future development on the subject property is through an area of steep and moderate slopes. The County Code does not permit any development in areas of steep slopes (i.e., >30%). Though the applicant has indicated that the proposed access will be able to meet the minimum requirements of the County Road Manual, no written analysis confirming access from the frontage has been provided to the County for review.



## Legend

- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

### Average Parcel Size

Adjacent Parcels	With a Home: 6.2 Acres (6 Parcels)
	Without a Home: 14.7 Acres (5 Parcels)
	Without a Home in Smithfield City: Acres ( Parcels)
1/4 Mile Buffer	With a Home: 6.6 Acres (11 Parcels)
	With a Home in Smithfield City: 1 Acre (1 Parcel)
	Without a Home: 10.5 Acres (20 Parcels)
1/2 Mile Buffer	Without a Home in Smithfield City: 8.8 Acres (13 Parcels)
	With a Home: 7.1 Acres (16 Parcels)
	With a Home in Smithfield City: 0.4 Acres (173 Parcels)
	Without a Home: 13.3 Acres (38 Parcels)
	Without a Home in Smithfield City: 3.8 Acres (58 Parcels)



11/15/2021

## **Attachment B**

October 14, 2021

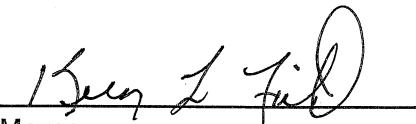
Lewiston City Corporation  
PO Box 36  
Lewiston, UT 84320

**RE: TAX ID#09-025-0016**

To Whom It May Concern:

We have reviewed tax id#09-025-0016 for annexation potential. As of October <sup>19, 2021</sup> ~~14, 2022~~ <sup>KF</sup>, this parcel is not included in our long-term annexation plans, nor does Lewiston City anticipate providing any utilities to this property.

Thanks for your consideration.

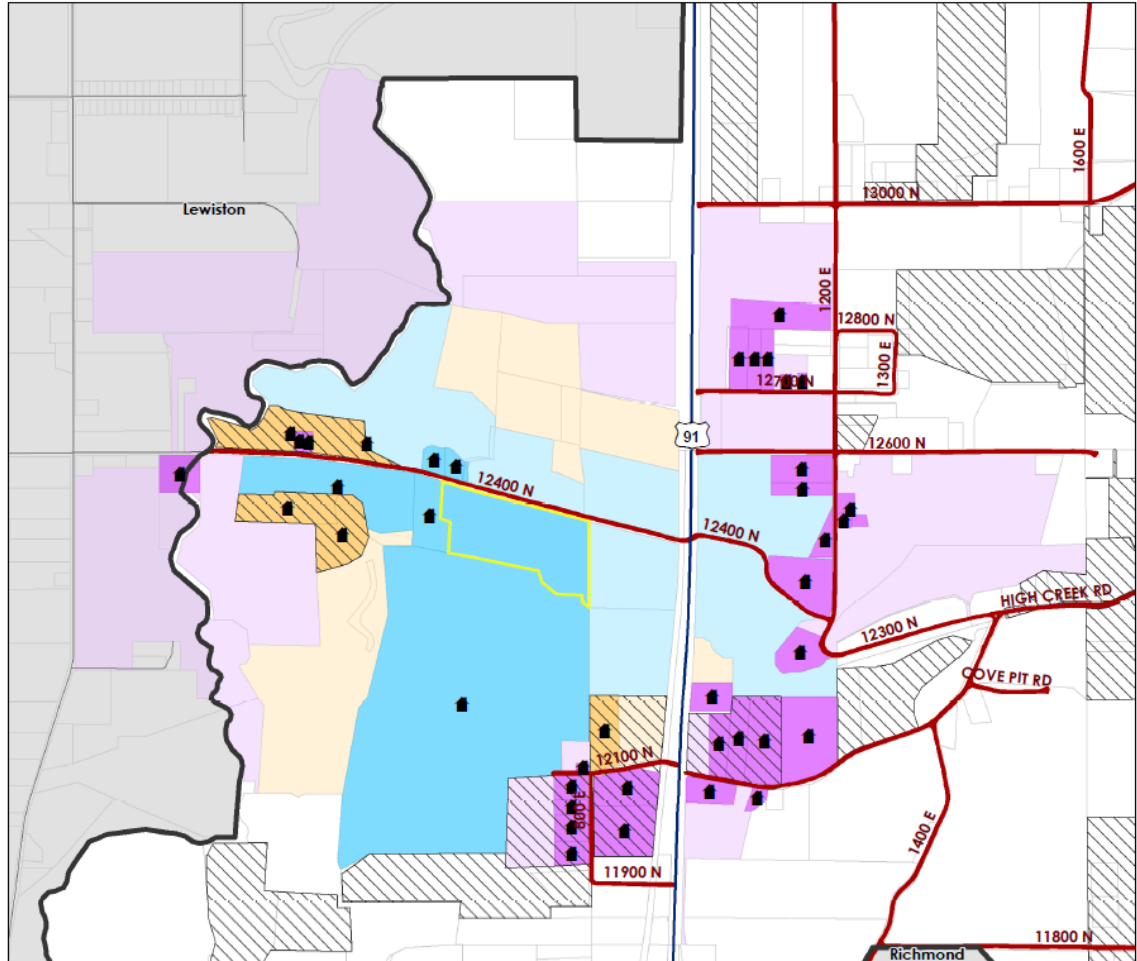
  
\_\_\_\_\_  
Mayor





a. Land Use Context:

- i. Parcel status: The subject property is legal as it is in the same configuration as it was on August 8, 2006. According to the GIS information, portions of the property contains areas in the FEMA floodplain and the County floodplain buffer. Future development may require additional analysis in these areas.
- ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 37.6 Acres (5 Parcels)
	Without a Home: 44 Acres (5 Parcels)
1/4 Mile Buffer	With a Home: 21.8 Acres (10 Parcels)
	Without a Home: 20.1 Acres (16 Parcels)
1/2 Mile Buffer	With a Home: 7.8 Acres (39 Parcels)
	With a Home in Lewiston City: 4 Acres (1 Parcel)
	Without a Home: 18.3 Acres (34 Parcels)
	Without a Home in Lewiston City: 28.6 Acres (7 Parcels)

- iii. **Schedule of Zoning Uses:** Under the current County Land Use Ordinance, the RU5 Zone is more restrictive in the uses allowed when compared to the Agricultural (A10) Zone. There are no uses that are allowed as a permitted or conditional use within the RU5 Zone that are not allowed as a permitted or conditional use within the A10 Zone. The following uses are conditional uses in the A10 Zone but are not allowed in the RU5 Zone:
  - Agricultural Manufacturing
  - Recreational Facility
  - Cemetery
  - Private Airport
  - Concentrated Animal Feed Operation
  - Livestock Auction Facility
  - Topsoil Extraction
- iv. **Adjacent uses:** The properties adjacent to the subject rezone are primarily used for agriculture and some single family dwellings.
- v. **Annexation Areas:** The subject property is not located within a future annexation area, though the property immediately south of the subject property is located within the Richmond City future annexation area.
- vi. **Zone Placement:** As identified by the Planning Commission and the County Council at the time the RU5 Zone was adopted, the intended/anticipated placement of this zone was in areas of the unincorporated county adjacent to municipalities. The nearest RU5 zone is east of the subject property approximately 2.5 miles away as the crow flies. This RU5 zone, the Michael Allen Rezone, included a total of 31.5 acres and was approved in 2012 (Ordinance 2012-04). A four-lot subdivision (i.e., Michael Allen Subdivision) was approved in 2013. The number of lots in the Michael Allen Subdivision was limited to a maximum of 4 lots after non-developable sensitive areas were removed from the gross acreage.

**B. Ordinance—§12.02.010, §17.02.060; §17.08.030 [C]**

- 4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
- 5. The current County Land Use Ordinance does not specify appropriate locations for the Rural 5 (RU5) Zone but does contain possible guidelines for its implementation. County Land Use Ordinance §17.08.030 [B] [1] identifies the purpose of the RU5 Zone and includes the following:
  - a. “To allow for residential development in a low density pattern that can allow for rural subdivisions and smaller scale agricultural uses. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.
  - b. To implement the policies of the Cache Countywide Comprehensive Plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipal standards.
  - c. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
- 6. Consideration of impacts related to uses allowed within the RU5 Zone will be addressed as part of each respective approval process required prior to site development activities.

**C. Access—16.04.040 [A], 16.04.080 [E], Road Manual**

7. The Road Manual specifies the following:
8. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
9. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
10. A basic review of the access to the subject property identifies the following:
11. Primary access to the subject properties is from 12400 North/Cannibal Road, a County road.
  - a. 12400 North:
    - i. Is an existing county facility that provides access to agricultural and residential lots and has access to US Highway 91.
    - ii. Is classified as a Major Local road.
    - iii. The road consists of a 20-foot-wide paved surface, but is substandard as to paved and gravel shoulders at this location.
    - iv. Is maintained year around.

**D. Service Provisions:**

12. §16.04.080 [C] Fire Control – The County Fire District had no comments on the rezone. Future access must be reevaluated and may require improvements based on the location of any proposed structure on lots created through a subdivision process.
13. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides refuse collection for the subject property, but did not have any comments on the rezone request.

**E. Public Notice and Comment—§17.02.040 Notice of Meetings**

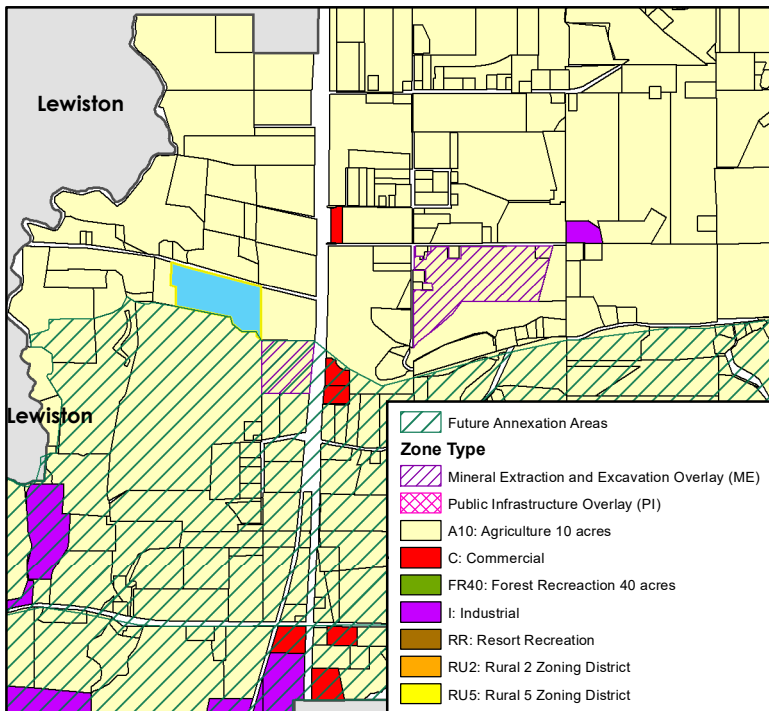
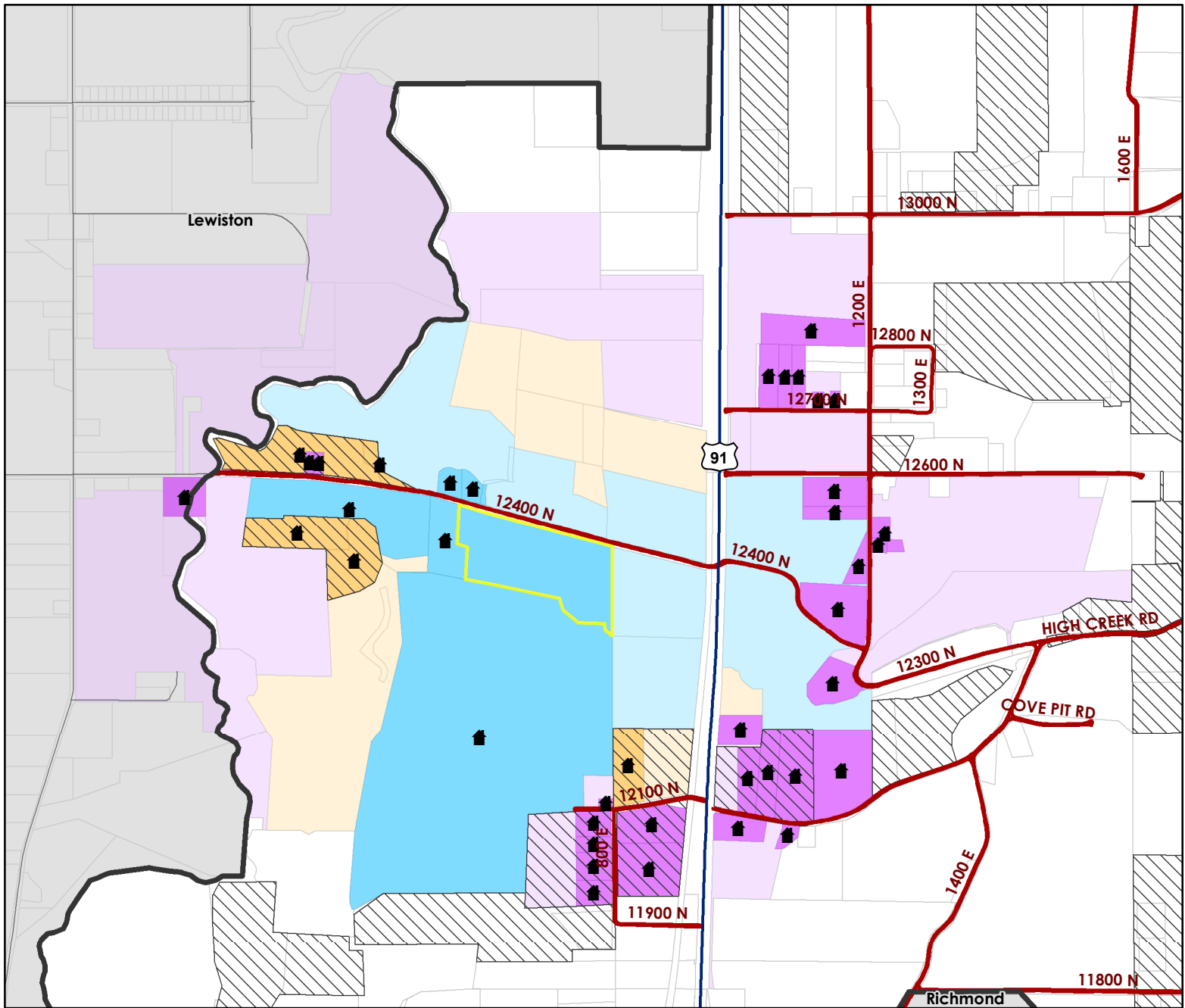
14. Public notice was posted online to the Utah Public Notice Website on 19 November 2021.
15. Notices were posted in three public places on 19 November 2021.
16. Notices were mailed to all property owners within 300 feet and Lewiston City on 19 November 2021.
17. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

**Staff Recommendation and Conclusion**

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Based on the findings of fact noted herein, the Cub River Estates II Rezone is hereby recommended for approval to the County Council as follows:

1. The location of the subject property is compatible with the purpose of the Rural 5 (RU5) Zone as identified under §17.08.030[A] of the Cache County Code as it:
  - a. Allows for residential development in a low density pattern that can allow for rural subdivisions and smaller scale agricultural uses.
  - b. Does not unreasonably impede adjacent agricultural uses, nor unreasonably conflict with the development standards of adjacent communities.
  - c. The property is appropriately served by adequate provision of public services.



## Legend

- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

0 0.25 0.5 Mile

Average Parcel Size	
Adjacent Parcels	With a Home: 37.6 Acres (5 Parcels)
	Without a Home: 44 Acres (5 Parcels)
1/4 Mile Buffer	With a Home: 21.8 Acres (10 Parcels)
	Without a Home: 20.1 Acres (16 Parcels)
1/2 Mile Buffer	With a Home: 7.8 Acres (39 Parcels)
	With a Home in Lewiston City: 4 Acres (1 Parcel)
	Without a Home: 18.3 Acres (34 Parcels)
	Without a Home in Lewiston City: 28.6 Acres (7 Parcels)



11/17/2021





**Memorandum****7 December 2021**

**To:** Planning Commission  
**Subject:** Valley View Self Storage Conditional Use Permit  
**Action:** Consider request for modification to Building Elevations

The Valley View Self Storage Conditional Use Permit was approved with conditions by the Planning Commission on October 7, 2021 to operate a Self Service Storage Facility (Use Type 1600). The staff report with the lists of conditions of approval is attached for your review (Attachment A).

The applicant has submitted a request (Attachment B) for the Planning Commission to consider modifying the building materials as outlined in the letter of intent, and depicted in the original building elevations. The specific request is to change the blend of masonry and metal exterior finishes to all metal finishes, as shown in the attached updated building elevations (Exhibit C) and example buildings below. The purpose for this proposed change is the delayed availability of bids for masonry construction and substantial increase in masonry pricing.











**Staff Report: Valley View Self Storage CUP**

7 October 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Matt Thompson

**Parcel ID#:** 12-033-0027

**Staff Determination:** Approve with conditions

**Type of Action:** Administrative

**Land Use Authority:** Planning Commission

**Project Location**
*Reviewed by Angie Zetterquist and Tim Watkins*
**Project Address:**

1103 North 6000 West  
near Mendon

**Current Zoning:**

Commercial

**Acres:** 4.8

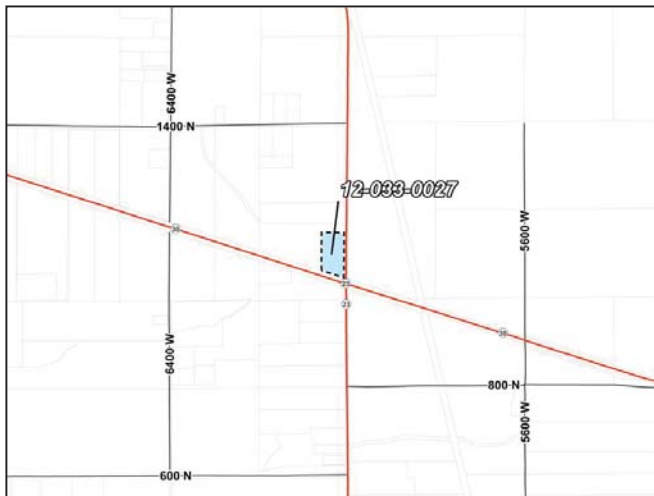
**Surrounding Uses:**

North – Agricultural

South –Agricultural/SR-30

East – Agricultural/SR-23

West – Agricultural


**Findings of Fact**
**A. Request description**

1. The Valley View Self Storage Conditional Use Permit (CUP) is a request to operate a Self-Service Storage Facility (Use Type 3410) with 486 storage units and a caretaker's residence (Use type 1600) with a small office on 4.8 acres located on at 1103 North 6000 West, near Mendon, in the Commercial (C) Zone.
2. The subject property is located on the northwest corner of SR-30 and SR-23 and was rezoned in 1990 per Ordinance 90-01 from Agriculture (A) to Commercial Highway (CH). In 1997, it was included as part of the River View Subdivision. Typically, mixed zoned subdivisions are not supported and concerns were noted in the subdivision file, however the Deputy County

Attorney did not want to pursue any litigation and it was approved as part of the subdivision. Portions of the subdivision are currently restricted, but the subject parcel has not changed size or configuration from the approved plat. A convenience store/gas station was also proposed at the time of the rezone request, but was never pursued or developed. The property has remained undeveloped.

3. The applicant submitted an application for a CUP to construct and operate a self-service storage facility on August 4, 2021. However, after a full development review of the application was completed, it was determined that additional information was required from the applicant before the CUP request proceeded (UCA 17-27a-509.5). The Planning Commission moved to continue the item up to 90 days during their 2 September 2021 meeting to allow time for the applicant to provide staff with the additional information required to complete a full review.
4. The applicant submitted a revised Letter of Intent, response to staff's concerns, and an updated site plan (Attachment A).
5. The project is described in the applicant's revised Letter of Intent and Site Plans (Attachment A):
  - a. The applicant is requesting to operate a self-service storage facility that will occur in two phases. ***See condition #1***
  - b. Phase I will begin as soon as possible and will consist of the construction of six building with 286 storage units, the caretaker's residence, and a small office building.
  - c. Phase II, which the applicant anticipates will occur in the next 3-5 years, will include four buildings with 200 storage units.
  - d. All buildings will be masonry with metal doors and metal roofing.
  - e. The caretaker's unit, which must meet the size limitations of the County Code, will provide housing for 2 on-site employees.
  - f. The facility will be open for customers to access their units 24 hours a day, 7 days a week. Office hours for the facility are limited to 8:00 am to 6:00 pm.
  - g. The applicant is proposing 3 parking stalls: one for the caretaker's residence and two for customers.
  - h. The applicant is proposing signage on one of the storage units facing State Route 30. The sign will have the name of the facility (i.e., "Valley View Storage") and a phone number.
  - i. It is anticipated that the only equipment needed for the facility is a truck and/or tractor for snow removal.
  - j. In the Letter of Intent, the applicant states that the only waste/refuse collection needed is for the caretaker's residence. Dumping on the site by customers is prohibited.
6. The proposed facility meets the requirements of "Urban Development" as defined by the State (UCA §10-2-401-1-k and 10-2-402-5). A project is considered an urban development if the cost projection for a commercial or industrial use is greater than \$750,000.00. The subject property is located within the Mendon City future annexation area and the City must consent to the proposed use in writing, or if it objects, the county must respond in writing to the municipality's objections.

The applicant met with Mendon City Council on September 9, 2021, and provided a letter from the City stating the Council had no objections to the proposed facility. (Attachment B)

**B. Conditional Uses *See conclusion #1***

7. §17.06.050-B, Conditional Uses, directs the Land Use Authority to review conditional use permit (CUP) requests based on the standards and criteria that are defined therein and include:
  - a. Compliance with law;
  - b. Health, safety, and welfare;
  - c. Adequate service provision;
  - d. Impacts and mitigation.

**C. Compliance with law *See conclusion #1***

8. The County Land Use Ordinance stipulates that:
  - a. The proposed conditional use must comply with the regulations and conditions specified in the County Code and other applicable agency standards for such use.
  - b. The proposed conditional use must be consistent with the intent, function, and policies of the Cache County General Plan, Ordinance(s), and land use, and/or compatible with existing uses in the immediate vicinity.
9. §17.02.060, Establishment of Land Use Authority, authorizes the Planning Commission to act as a Land Use Authority for a CUP. *See conclusion #2*
10. §17.07.030, Use Related Definitions. The proposed use is best defined under “Use Type 3410, Self Service Storage Facility”. Per the definition in §17.07, self service storage facility is defined as a building or group of buildings divided into separate compartments used to meet the temporary storage needs of small businesses, apartment dwellers, and other residential uses; and may include refrigerated or climate controlled facilities.
11. Outdoor storage of property, equipment, vehicles, and the like is not permitted for self service storage facilities. *See condition #2*
12. 1600 Caretaker’s Residence: a dwelling unit accessory to a commercial or industrial use for occupancy by the person who oversees the nonresidential operation, and his or her family. A caretaker’s residence must be located on the same immediate property as the primary use, and cannot exceed thirty (30%) percent of the square footage of the structure with the primary nonresidential operation up to a maximum of one thousand (1,000) square feet. *See condition #3*
13. §17.09.030, Schedule of Uses by Zoning District, permits this use as a CUP in the Commercial (C) and Industrial (I) Zones if reviewed and approved in accordance with the conditional use review procedures of §17.06 Uses as noted.
14. Parcel status: The subject property is legal as it is in the same size and configuration as approved on the subdivision plat.
15. As the proposed facility is located in the Commercial (C) Zone, the applicant must comply with Chapter 17.10 Development Standards of the Code including §17.10.030 Development Density and Standards Specific to Base Zoning Districts.
  - a. Per the revised site plan, the applicant is proposing chain link fence as a screening from adjacent properties zoned Agricultural (A10). This fencing provides physical screening to maintain separation between visitors to the storage units. The need for a solid fence is appears to be tied more directly to visual screening of a commercial or industrial use from residential uses on A10, RU5 or RU2 properties.
  - b. Landscaping is required on 10% of the gross area of the proposed project site, to be maintained in a healthy, neat, and orderly condition free of weeds and litter.

- c. The Planning Commission has the authority to modify any provision of the screening and landscaping sections of this section if strict adherence to a requirement should be delayed or is deemed unnecessary. *See condition #4*
16. §17.10.040 Site Development Standards – The required setback from all property lines in the Commercial (C) Zone is 30'. The placement of any structures within the setback area is not permitted. *See condition #5*
17. §17.10.040 Site Development Standards – The maximum lot coverage allowed in the Commercial (C) Zone is 50%. Lot coverage as defined in section 17.07 of the Code under “lot/parcel coverage”, the definition provides that it is the percentage of the area of a lot/parcel which is occupied by all buildings, other impervious structures, or other covered structures.” The applicant provided the following analysis for lot coverage:

*The property is 4.86 acres. Proposed coverage:*

<i><b>Use</b></i>	<i><b>Square Footage</b></i>	<i><b>Lot Coverage %</b></i>
<i><b>Buildings (impervious)</b></i>	<i><b>76,625 SF</b></i>	<i><b>36.1</b></i>
<i><b>Gravel (pervious)</b></i>	<i><b>99,648 SF</b></i>	<i><b>47.1</b></i>
<i><b>Landscape (pervious)</b></i>	<i><b>35,599 SF</b></i>	<i><b>16.8</b></i>

Asphalt is considered impervious and if the areas with gravel were to be changed to an asphalt surface, it would exceed the maximum lot coverage allowed in this zone. *See condition #6*

**D. Health, safety, and welfare *See conclusion #1***

18. The County Land Use Ordinance stipulates that:
- a. Proposed CUP uses must not be detrimental to the public health, safety and welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity. A conditional use shall be considered detrimental if:
    - i. It causes unreasonable risks to the safety of persons or property because of vehicular traffic or parking, or other similar risks, and/or;
    - ii. It unreasonably interferes with the lawful use of surrounding property.
19. The primary activities as identified within the Valley View Storage CUP Letter of Intent are proposed to only occur on the subject parcel and will not cause unreasonable risks to the safety of persons or property and it does not unreasonably interfere with the lawful use of surrounding properties so long as the conditions of approval are met.
- a. Approval of a zoning clearance and building permits may be required to ensure compliance with the applicable codes. *See condition #7*

**E. Adequate service provision *See conclusion #1***

20. The County Land Use Ordinance stipulates that:
- a. The proposed conditional use must not result in a situation that creates a need for essential services that cannot be reasonably met by local service providers, including but not limited to: Roads and year round access for emergency vehicles and residents, fire protection, law enforcement protection, schools and school busing, potable water, septic/sewer, storm water drainage, and garbage removal.
21. Access: Access to the project is from SR 23



22. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
23. A basic review of the access to the subject property identifies the following:
- a. The subject property has direct access to SR 30 (i.e., Valley View Highway) and SR 23.
24. SR 30 & SR 23:
- a. Both roads are State facilities under the jurisdiction of UDOT.
  - b. Proposed access to the site is from SR 23.
  - c. SR 23 is classified as a Major Collector.
  - d. Provides through access to SR 30 for the northwest part of the county.
  - e. Has year round maintenance.
  - f. Applicant has met with UDOT regarding access, but a Conditional Access Permit has not been approved as of this date. The applicant must provide a copy of an approved Conditional Access Permit from UDOT prior to recording the permit. ***See condition #8***
25. Parking:
- a. §17.22 Off Street Parking Standards – §17.22.020.B.2 refers to the most current edition of the Institute of Transportation Engineers (ITE) Parking Generation report (or ITE Manual) as a reference for a Self-Service Storage Facility.
  - b. The concept site plan shows drive and loading areas that can also function as parking, in addition to 3 parking spaces provided next to the caretaker's residence and small office building. This parking standard meets or exceeds the ITE parking ratio recommendation of 0.94 spaces per 10 storage units. ***See condition #9.***  
(Finding 25.b. revised as part of Planning Commission review, 7 October, 2021)
26. Refuse: Logan Environmental provides residential refuse collection and containers in this area. The refuse containers will need to be placed in front of the lot on SR 23 for collection. Sufficient shoulder space must be provided along the road for all refuse and recycle containers to be placed 3-to-4 feet apart and be far enough off the road so as to not interfere with traffic. The applicant did not propose, and Logan Environmental did not respond to, dumpsters for use by the customers. Dumping is not permitted and the applicant must remove any garbage, abandoned property, et cetera within 24 hours of it being placed anywhere on the subject property. ***See condition #10***
27. Fire: §16.04.080 [C] Fire Control – The County Fire District requires the submittal and approval of a full plan review. ***See condition #11***
28. Stormwater: A stormwater report prepared by a licensed Engineer detailing how the proposed development will manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80<sup>th</sup> percentile rainfall even or a predevelopment hydrologic condition, whichever is less. The report must include site improvement plans that include site grading, site drainage, and site details. The report must be submitted to the Public Works Department for their review and approval prior to recording the permit. The applicant must provide written confirmation to the Development Services Department from the Public Works Department that the stormwater report has been approved. ***See condition #12***
- The owner of property that contains a portion of a long-term stormwater system component such as, but not limited to, a pond, clarifier, infiltration area, et cetera, must execute a maintenance agreement that operates as a deed restriction binding on the current property owner and all subsequent property owners. The applicant must provide written confirmation

from the Public Works Department to the Development Services Department that this requirement has been met, prior to operation. *See condition #13*

29. Land Disturbance: Prior to any land disturbing activities, a Utah Pollutant Discharge Elimination System UPDES construction stormwater permit from the State is required. A copy of the permit, Stormwater Pollution Prevention Plan (SWPPP), and the Notice of Intent (NOI) must be submitted and approved by the Public Works Department. *See condition #14*

**F. Impacts and mitigation *See conclusion #1***

30. Utah Code Annotated §17-27a-506, Conditional uses, item 2-a specifies that “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.”
31. The County Land Use Ordinance stipulates that:
- a. Reasonably anticipated detrimental effects of the proposed conditional use must be substantially mitigated by the proposal or by the imposition of reasonable conditions to achieve compliance with applicable standards.
  - b. Examples of potential negative impacts include but are not limited to odor, vibration, light, dust, smoke, noise, impacts on sensitive areas as defined by the Code, and/or disruption of agricultural practices.
32. Known or reasonably anticipated detrimental effects of the use are as follows:
- a. Storm water/Site Development: Site development, construction activities, and continued use of the site during operation can reasonably be anticipated to have a detrimental effect on the surrounding properties due to storm water concerns. The applicant must provide a storm water report prepared by a licensed Engineer detailing how the proposed development will manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80<sup>th</sup> percentile rainfall even or a predevelopment hydrologic condition, whichever is less. *See condition #12*
  - b. Waste disposal: Based on the letter of intent, the applicant is not proposing to provide dumpsters on site for use by customers of the facility. This type of facility has the potential to produce a significant amount of waste on a daily basis from customers with nowhere for them to dispose of it except on the ground. Any garbage, refuse, abandoned items, equipment, et cetera, left by customers must be removed immediately and no later than 24 hours from the time of disposal. The applicant must provide a written plan to the Development Services Department detailing best practices to address this likely impact. *See condition #10*
  - c. Sensitive Areas: There is a natural waterway that runs east/west near the southern portion of the property. Per Section 17.18.050(A)(3), all proposed development adjacent to year round or ephemeral natural waterways or open water requires a minimum 50-foot setback for all structures and 100 feet for all on-site septic systems. Based on the revised site plan, some of the proposed storage buildings (i.e., Building C, D1, and D2) appear to be located within the required 50-foot setback as is the proposed water tank for fire suppression. Two buildings (i.e., D3 & D4) may be located within the required setback area. *See condition #15*

**G. Public Notice and Comment—§17.02.040 Notice of Meetings**

33. Public notice was posted online to the Utah Public Notice Website on 20 August 2021.
34. Notices were posted in three public places on 20 August 2021.



35. Notices were mailed to all property owners within 300 feet of the subject property on 20 August 2021.
36. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

## **Conditions**

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These conditions are based on the Cache County Land Use Ordinance and on the findings of fact as noted herein:

1. The applicant and operator(s) must abide by the information as provided in the application and the information and conditions as identified in this report. Any expansion or modification of the proposed use must obtain the approval of the Land Use Authority. Revised site plans must include, but are not limited to, the site improvement plan, site grading, site drainage, and other site details including required setbacks from the property line after the road dedications have been made. *(See A-5-a)*
2. Outdoor storage of property, equipment, vehicles, and the like, is not permitted as part of a self service storage facility. *(See C-11)*
3. The requirements for a caretaker's residence will be confirmed as part of the Zoning Clearance process. *(See C-12)*
4. Prior to recording the permit, the applicant must submit a landscape plan that is in compliance with the requirements of section 17.10.030 of the Code. *(See C-15)*
5. The required setback from all property lines in the Commercial (C) Zone is 30 feet. The storage of material, placement of structures, or parking within the setback area is not permitted. *(See C-16)*
6. The proposed gravel surfaces on the revised site plan have been determined to a pervious surface and must remain pervious to meet the requirements for maximum lot coverage in the Commercial (C) Zone. *(See C-17)*
7. The applicant must obtain a Zoning Clearance, Building Permit, and Fire District approval for the proposed structures, and must meet applicable residential and non-residential occupancy requirements. Approval of a Zoning Clearance is required for any proposed signage. Building permits may also be required for signage. *(See D-19-a)*
8. Prior to recording the permit, the applicant must provide the Development Services Department a copy of an approved Conditional Permit Access from the Utah Department of Transportation approving access off of SR 23. *(See E-24-f)*
9. Prior to recording the permit, a site plan detailing the location of the required parking must be submitted to and approved by the Department of Development Services Office. Alternatively, a Parking Analysis as defined by the Cache County Land Use Ordinance may be submitted to the Development Services Office for the review and approval of the Director to determine the number of parking spaces needed for the facility. Evidence of professional licensure in the State of Utah must also be provided by the person preparing the analysis. The proponent must pay all engineering costs associated with the review of the Parking Analysis. *(See E-25-b)*
10. Prior to recording the permit, the applicant must submit a best practices plan for handling any unpermitted dumping from customers at the proposed facility as no refuse containers for the customers are being proposed as part of this request. Dumping is not permitted and the applicant must remove any refuse, abandoned property, and the like within 24 hours of it being placed anywhere on the subject property. *(See E-26, F-32-b)*

11. Prior to recording the permit, the applicant must submit a full plan review to the Fire District for their review and approval. A copy of any permits and approvals from the Fire District must be submitted to the Development Services Department by the applicant. *(See E-27)*
12. Prior to recording the permit, the applicant must submit a stormwater report prepared by a licensed engineer detailing how the proposed development will manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80<sup>th</sup> percentile rainfall event or a predevelopment hydrologic condition, whichever is less. The report must be submitted to the Public Works Department for review and approval from the County Engineer. The report must include site improvement plans that include site grading, site drainage, and site details. Written confirmation from the Public Works Department confirming compliance with this requirement must be provided to the Development Services Department. The report must comply with all regulations of the State and Federal governments for construction, reclamation, et cetera, and submit a copy of any required permitting to the Development Services Office. *(See D-28, F-32-a)*
13. Prior to operation, the owner of property that contains a portion of a long-term stormwater system component such as, but not limited to, a pond, clarifier, infiltration area, et cetera, must execute a maintenance agreement that operates as a deed restriction binding on the current property owner and all subsequent property owners. The applicant must provide written confirmation from the Public Works Department to the Development Services Department that this requirement has been met, prior to operation. *(See D-28)*
14. Prior to any land disturbing activities, a Utah Pollutant Discharge Elimination System UPDES construction stormwater permit from the State is required. A copy of the permit, Stormwater Pollution Prevention Plan (SWPPP), and the Notice of Intent (NOI) must be submitted and approved by the Public Works Department. *(See D-29)*
15. Prior to recording the permit, the applicant must submit a revised site plan to confirm there are no structures proposed to be located within the required 50-foot setback nor an on-site septic system within 100 feet. *(See F-32-c)*
16. Prior to recording the permit, if structures are to encroach on the 50-foot setback from the natural waterway, as has been found to be reasonable by the County Planning Commission, a berm or similar landform must be reviewed and approved by the County Engineer to confirm that the berm or similar feature will prevent the pollution of the stream due to the self-service storage facility and associated development of the site.  
*(Condition added by the Planning Commission, 7 October, 2021)*

## Conclusions

Based on the findings of fact and conditions noted herein, staff recommends approval of the Valley View Self Storage Facility Conditional Use Permit as:

1. It has been reviewed by the Planning Commission in conformance with, and meets the requirements of, the Cache County Land Use Ordinance, and; *(See C, D, E, F)*
2. As per §17.02.060, Establishment of Land Use Authority, the Planning Commission is authorized to act as the Land Use Authority for this CUP request. *(See C-9)*
3. The Commission finds it to be reasonable to reduce the 50-foot setback specific to the underground water storage tank and the above ground storage facilities as drawn and identified on the project concept site plan, with the placement of a berm or similar land form between the use and the waterway that will prevent runoff and pollution of the natural waterway.  
*(Conclusion added by the Planning Commission, 7 October, 2021)*

## Staff Report: Hollow Ridge RV Campground CUP

4 December 2021

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Lance Anderson

**Parcel ID#:** 08-124-0002

**Staff Determination:** Approve with conditions

**Type of Action:** Administrative

**Land Use Authority:** Planning Commission

## Project Location

*Reviewed by Tim Watkins*

### Project Address:

Approximately 1400 East 300 South  
Smithfield

**Current Zoning:** A10

**Acres:** 20.23

### Surrounding Zoning & Land Uses:

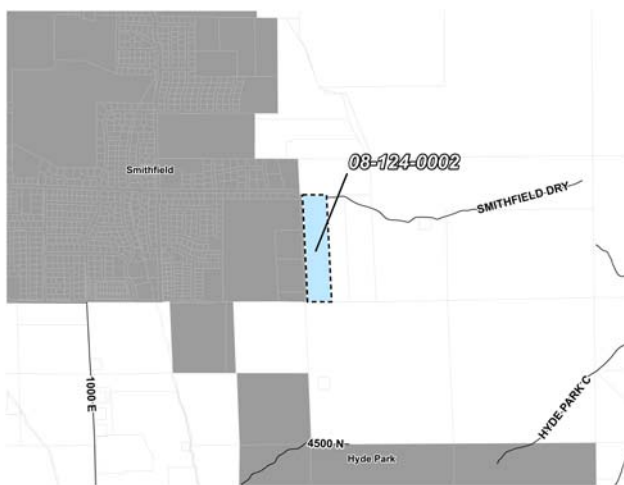
North – A10, Vacant/mountain bench

South – A10, Vacant/mountain bench

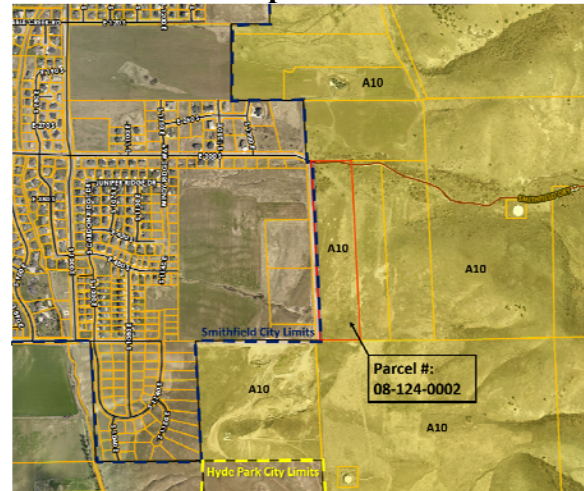
East – A10, Vacant/mountain bench

West – Smithfield City A-10, Vacant

### Vicinity Map



### Parcel Context Map



**Parcel Context Description:** Located to the west of the subject property are properties within Smithfield City limits, including the private SV Hill access road and vacant land parcels shown as Medium Density Residential in the City's Future Land Use Map. To the south, east and west are vacant mountain bench properties in the county-unincorporated area with A10 zoning. The unincorporated parcel lying approximately 300 feet to the east is used as a shooting range where slopes over 30% provide a mountain backdrop to the east.

## Findings of Fact

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### A. Request Summary

1. The Hollow Ridge RV Campground Conditional Use Permit (CUP) is a request to develop a recreation facility (Use Type 4100) on 20.23 acres of property in the A10 zone, located east of Smithfield City at approximately 1400 East 300 South.
2. **Applicable Standards.** The proposed RV campground is a recreational use subject to the following development standards for the Agricultural (A10) zone:
  - a. Recreational uses are limited to no more than 30 overnight stays each year (or season) for transient guests. This applies to cumulative consecutive and/or intermittent stays throughout the year.
  - b. Setbacks. Per the Use Setback Distances Table in §17.10.040, a 30 foot front yard and rear yard use setback applies, and 12 foot side yard setbacks.
  - c. The storage of material or placement of structures or parking within the setback areas is not permitted.
  - d. A stormwater report must also be prepared by a licensed professional for the review and approval of the Public Works Department detailing how the proposed limited development will manage rainfall on-site and prevent the discharge off-site.
3. **Proposed Campground Use.** The proposed RV campground includes the following features (see attached letter of intent):
  - a. A maximum of 65 campsites each with an RV parking pad and one additional vehicle parking space.
    - i. **Phase 1:** 12 pull-through campsites as shown on the site plan,
    - ii. **Phase 2:** 26 back-in campsites as shown on the site plan,
    - iii. **Phase 3:** 27 campsites to accommodate potential future demand.
    - iv. An additional 12 parking spaces are provided to accommodate management visits, visitors or additional vehicles associated with a campsite reservation.
  - b. An electrical hook up, water spigot and an in-ground, improved fire ring provided at each campsite. This is a metal-rimmed fire ring set into the ground 12 to 15 inches, per the recommendation of the Cache County Fire Marshall.
  - c. Group outdoor amenity areas with activities such as horseshoe pits and pickleball courts.
  - d. 4 total dumpsters (approximately one dumpster for every 12 to 16 campsites) to collect garbage. These are proposed to be enclosed and screened with landscaping to minimize visibility and to contain odors.
  - e. No sewer dumping allowed on the site. Guests will utilize existing off-site RV dump stations provided at various locations throughout Cache Valley, or utilize an RV septic tank pumping service, facilitated by the campground management.
  - f. Maximum short-term tenant or guest stays of no more than 30 days, with access the campground during all hours (day and night) and campground management available at any time.
  - g. Offsite management with multiple onsite visits each day, depending on guest occupancy and needs.





- Note: Although the property is not located in the adjacent Smithfield City jurisdiction, as a reference, Smithfield City's Noise Control ordinance prohibits noise between 10:00 p.m. and 6:00 a.m.
- v. Free guest WiFi access not to be used for illegal or fraudulent use, copyright or trademark infringement, threats or harassment, harm to minors, spamming, hacking, system disruption, impersonation or forgery, abuse of new groups, excessive use of bandwidth, viruses, etc.
- k. Only operable and licensed and insured RVs are allowed. RV's older than the year 2000 must submit a photo for approval. Sleeping in cars and converted school buses are not allowed. Truck campers are not to be removed from vehicles.

**B. Conditional Uses** *See conclusion #1*

4. §17.06.050-B, Conditional Uses, directs the Land Use Authority to review conditional use permit (CUP) requests based on the standards and criteria that are defined therein and include:
  - a. Compliance with law;
  - b. Health, safety, and welfare;
  - c. Adequate service provision;
  - d. Impacts and mitigation.

**C. Compliance with law** *See conclusion #1*

5. The County Land Use Ordinance stipulates that:
  - a. The proposed conditional use must comply with the regulations and conditions specified in the County Code and other applicable agency standards for such use.
  - b. The proposed conditional use must be consistent with the intent, function, and policies of the Cache County General Plan, Ordinance(s), and land use, and/or compatible with existing uses in the immediate vicinity.
6. §17.02.060, Establishment of Land Use Authority, authorizes the Planning Commission to act as a Land Use Authority for a CUP. *See conclusion #2*
7. §17.07.030, Use Related Definitions.
  - a. §17.07 defines a **Recreational Facility** as an indoor or outdoor place that is designed and equipped for the conduct of sports and leisure time activities that is operated as a business and/or open to the general public. Recreational uses may include facilities such as a campground, golf course or ski facility.
  - b. The definition of **Campground** in §17.07.040 is any area with more than 3 campsites that are improved for occupancy by transients using recreational vehicles, motor homes, mobile trailers, or tents for dwelling, lodging, or sleeping purposes with a duration of stay for a period of 30 days or less.
  - c. A **Campsite** is defined as an area within a campground designed or used to accommodate one party in a single travel trailer, recreational vehicle, or tent.

8. §17.09.030, Schedule of Uses by Zoning District, permits this use as a CUP in the Agricultural (A10) Zone if reviewed and approved in accordance with the conditional use review procedures of §17.06 Uses as noted.
9. Parcel legality:
  - d. Parcel 08-124-0002 has been in the same size and configuration since 2006. There are no other uses other than agricultural grazing, or approved or active Conditional Use Permits on the parcel.
  - e. Hyde Park City holds a 30 foot easement (ENT 627037 BK 667 PG 823) that runs primarily along the eastern property boundary for operation and maintenance of a city water line. The City also holds an unused, inactive easement (ENT 627036 BK 667 PG 823) running through the middle of the parcel. The City has provided a letter agreeing to the following conditions to be met by the applicant in order to revoke the unused easement (see attached Hyde Park City Letter).
    - i. City access to the property, and cost shared cost with the owner/developer for confirming the location of the City's water line,
    - ii. City reviewing of campground plans to avoid any line impacts from development
    - iii. Provision of a multi-use trail easement through the active easement if the City does not acquire a new water line and easement further east of the property.
  - f. A 38 foot wide Utah Power and Light Company (Rocky Mountain Power) power transmission line easement applies to a portion of the lower southwest quarter of the property. The easement allows for roads, drives and utilities, but would not allow for structures or campsites within the easement area (see attached site plan).
10. The County Code standards identified Section A.2 apply to the A10 (Agricultural) zone.

**D. Health, safety, and welfare *See conclusion #1***

11. The County Land Use Ordinance stipulates that:
  - a. Proposed CUP uses must not be detrimental to the public health, safety and welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity. A conditional use shall be considered detrimental if:
    - i. It causes unreasonable risks to the safety of persons or property because of vehicular traffic or parking, or other similar risks, and/or;
    - ii. It unreasonably interferes with the lawful use of surrounding property.
12. Other risks to the safety of persons or property are not anticipated, as the use does not unreasonably interfere with the lawful use of surrounding properties so long as the conditions of approval are met.

**E. Adequate service provision *See conclusion #1***

13. The County Land Use Ordinance stipulates that:
  - a. The proposed conditional use must not result in a situation that creates a need for essential services that cannot be reasonably met by local service providers, including but not limited to: Roads and year round access for emergency vehicles and residents,

fire protection, law enforcement protection, schools and school busing, potable water, septic/sewer, storm water drainage, and garbage removal.

14. Access and Road Right-of-Way Dedication: The subject property has direct access from Smithfield Dry Canyon Road that is currently classified as an unimproved road with an unimproved surface.
  - a. The road width is currently about 20 feet wide with a gravel all-weather surface.
  - b. The County provides year-round maintenance to this road that extends east from 300 South and 1350 East in Smithfield City. The county road provides access to private parcels and to the Dry Canyon wilderness area trailhead.
  - c. To accommodate new development, the road manual requires dedication of a 66-foot right-of-way and to improve the surface of the road to a Major Local Road standard. This includes a 22 foot paved surface and 4 additional total gravel shoulder width. To make this street improvement, the property owner to the north of Dry Canyon Road will also need to dedicate right-of-way that is 33 feet from the road center line for a total of 66 feet, or additional right-of-way will be required from the subject property to provide for the full required right-of-way area. *See Condition 6*
15. Fire: §16.04.080 [C] Fire Control – The County Fire District has reviewed the proposed campground site plan for compliance with drive width and circulation for emergency access. Potential fire impacts from guest camping activity is addressed in F18. *See Condition #5*
16. Refuse: The dumpsters provided on the site for trash collection will be serviced by a commercial trash collection service, to be picked up and disposed of at the regional land fill. *See Condition #8*
17. Parking (*See Condition #3 and #4*): The proposed site plan provides 1 RV parking space and 1 vehicle parking space at each campsite, in addition to 12 parking spaces for additional vehicles and management site visits. Based on the typical usage of and RV campground facility, staff finds that the proposed parking ratios listed below are consistent with the Institute of Transportation Engineers (ITE) off-street parking reference to a Hotel use of 1.1 spaces per hotel suite. The ITE parking manual is referenced as an applicable parking requirement reference in §17.22.
  - d.  $77 \text{ parking spaces (not including RV spaces)} \div 65 \text{ campsites} = 1.18 \text{ spaces / campsite.}$
  - e. Note: 38 campsites in Phases 1 & 2 would be served by 50 spaces at a ratio of 2.0 spaces / campsite.
18. Waste disposal or drainage: An effluent waste dump will not be provided on site. Instead, guests will dump waste at an off-site dumping facility provided at other service locations, or a pump truck could service campsites by appointment at the property.

## **F. Impacts and mitigation**

15. Utah Code Annotated §17-27a-506, Conditional uses, item 2-a specifies that “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.”

16. The County Land Use Ordinance stipulates that:

- a. Reasonably anticipated detrimental effects of the proposed conditional use must be substantially mitigated by the proposal or by the imposition of reasonable conditions to achieve compliance with applicable standards.
- b. Examples of potential negative impacts include but are not limited to odor, vibration, light, dust, smoke, noise, impacts on sensitive areas as defined by the Code, and/or disruption of agricultural practices.

17. Known or reasonably anticipated detrimental effects of the use are as follows:

- a. **Storm water/Site Development:** Site development, construction activities, and continued use of the site during operation can reasonably be anticipated to have a detrimental effect on the surrounding properties due to storm water concerns. The applicant must provide a storm water report prepared by a licensed Engineer detailing how the proposed development will manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80th percentile rainfall even or a predevelopment hydrologic condition, whichever is less. *See condition #9, #10 and #11.*

18. Fire (**See Condition #5**): §16.04.080 The County Fire District has reviewed the proposed RV Campground use and has identified the following requirements to reduce fire risk and mitigate the potential for fire impacts onto the surrounding mountain bench area.

- c. Any fire pits provided at campsites shall be in-ground improved metal fire rings with a minimum depth of 12 to 15 inches.
- d. A final landscape and irrigation plan with sufficient water supply as approved by Staff for minimizing the potential risk of fire.
- e. New landscaping plantings shall be irrigated and maintained in a healthy condition to prevent dry wood from growing and accumulating.

19. Vehicle trips (**See Condition #6**): The estimated volume of average daily vehicle trips (ADT) generated by a maximum number of 65 campsite spaces is 3.16 daily trips per campsite, or approximately 205 daily trips. This is equivalent to the trips generated by about 21 single family homes.

- a. The rate of 3.16 ADT is based on ITE average traffic counts for a Recreational/Vacation home, given that an RV park traffic estimate is not provided.
- b. The Major Local Road standard is designed to accommodate up to 1,500 ADT, as described in E13. Improvement to this road standard will provide sufficient capacity for the proposed RV campground recreational use.

20. Noise (**See Condition #2**): The potential for noise generated from guest activity at the proposed RV campground can be mitigated through the following measures to prevent undesirable noise levels for campground guests and to the nearby residential areas.

- a. Electric hookups will be provided at each campsite to minimize or eliminate the need for gas-powered generators. The campground rules will not allow use of generators except in the case of a power outage.
  - b. The campground rules and regulations limit disturbance and excessive noise, in particular between the quiet hours between 10:00 p.m. and 6:00 a.m.
  - c. Management and enforcement of rules will be applied by conducting management site visits to the campground property, and installing a web cam to monitor guest activity.
21. Visual: Given the visual prominence of mountain bench property, staff's finding is that the proposed RV's would be substantially visible to surrounding properties and development at a lower elevation. Landscaping should be provided to mitigate or reduce the visual impact of RV's with trees and vegetation as shown in the attached concept plan (*See Condition #4 & #5*).

#### **I. Public Notice and Comment—§17.02.040 Notice of Meetings**

22. The following notices have been posted in compliance with State and County Code requirements:
  - a. Public notice was posted online to the Utah Public Notice Website on November 19, 2021.
  - b. Notices were posted in three public places on November 19, 2021.
  - c. Notices were mailed to all property owners within 300 feet of the subject property on November 19, 2021.
23. A total of 49 public comments have been received by the Development Services Office (see attached letters). The comments are in opposition to the proposed campground proposal, citing a variety of concerns that range from traffic impacts and safety, potential fire hazard, trash, the potential for long-term tenants and crime, decrease of property value and noise from guest activities near Smithfield residential areas.

## **Conditions**

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These conditions are based on the Cache County Land Use Ordinance and on the findings of fact as noted herein:

1. No guest overnight stays shall exceed a total of 30 days within one season or year. Campsite hopping is prohibited, meaning that a guest may not stay up to 30 days in one campsite, and stay additional days in another campsite during the same season.
2. Off-site management and camp host supervision must include the installation of a web-cam that provides visibility of the property for guest use supervision. Management must enforce the campground rules and regulations, and be responsive to guest and nearby resident complaints. (*See F-20*)
3. The applicant and operator(s) must abide by the information as provided in the application and the information and conditions as identified in this report. Any expansion or modification of the proposed use must obtain the approval of the Land Use Authority. Revised site plans must include, but are not limited to, the site improvement plan, site grading, site drainage, parking,

and other site details including required setbacks from the property line after the road dedications have been made. *(See A-3)*

4. Prior to recording the permit, the applicant must submit an updated site plan, landscape plan, and associated drawings demonstrating that applicable County Code standards are applied. The site plan may be amended in the future to show the additional locations of no more 65 total campsites and related features that are compliant with County development standards. *(See F-21)*
5. The applicant must obtain a Zoning Clearance and Fire District approval for the proposed site plan and landscape plan. The applicant shall provide a water use analysis showing that there is sufficient water rights to service each proposed campsite and to irrigate the new landscape plantings. Any fire pits provided at campsites shall be in-ground improved metal fire rings with a minimum depth of 12 to 15 inches. A final landscape and irrigation plan with sufficient water supply as approved by Staff for minimizing the potential risk of fire. New landscaping plantings shall be irrigated and maintained in a healthy condition to prevent dry wood from growing and accumulating. *(See F-18)*
6. Prior to recording the permit, the applicant must provide sufficient right-of-way dedication for a 66 foot right-of-way fronting the property and provide plans for improvement of the road to a Major Local Road consistent with the standards of the Cache County Road Manual. *(See F-19)*
7. Approval of a Zoning Clearance is required for any proposed signage. Building permits may also be required for signage.
8. The applicant must provide a service agreement letter from a commercial trash collection entity as part of the Zoning Clearance review. Trash generated from the campground must be picked up regularly to avoid trash from piling above the trash bin lids. *(See E-16)*
9. Prior to recording the permit, the applicant must submit a stormwater report prepared by a licensed engineer detailing how the proposed development will manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80<sup>th</sup> percentile rainfall event or a predevelopment hydrologic condition, whichever is less. The report must be submitted to the Public Works Department for review and approval from the County Engineer. The report must include site improvement plans that include site grading, site drainage, and site details. Written confirmation from the Public Works Department confirming compliance with this requirement must be provided to the Development Services Department. The report must comply with all regulations of the State and Federal governments for construction, reclamation, et cetera, and submit a copy of any required permitting to the Development Services Office. *(See F-17)*
10. Prior to operation, the owner of property that contains a portion of a long-term stormwater system component such as, but not limited to, a pond, clarifier, infiltration area, et cetera, must execute a maintenance agreement that operates as a deed restriction binding on the current property owner and all subsequent property owners. The applicant must provide written confirmation from the Public Works Department to the Development Services Department that this requirement has been met, prior to operation. *(See F-17)*
11. Prior to any land disturbing activities, a Utah Pollutant Discharge Elimination System UPDES construction stormwater permit from the State is required. A copy of the permit, Stormwater Pollution Prevention Plan (SWPPP), and the Notice of Intent (NOI) must be submitted and approved by the Public Works Department. *(See F-17)*

12. The RV Campground use may not operate prior to final County inspection and approval of all required improvements, as identified in the approved plans.

## **Conclusions**

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Based on the findings of fact and conditions noted herein, the Hollow Ridge RV Campground CUP is hereby approved as follows:

1. It has been reviewed by the Planning Commission in conformance with, and meets the requirements of, the Cache County Land Use Ordinance with the listed staff findings and conditions of approval, and;
2. As per §17.02.060, Establishment of Land Use Authority, the Planning Commission is authorized to act as the Land Use Authority for this CUP request.

## **Hollow Ridge RV Campground Letter of Intent**

**a). Proposed Use.** The proposed use will be a 38-65 campsite, short-term stay, RV campground. The current plan includes 12 “pull thru” and 26 “back in” campsites with inground fire rings. Phase 1 will include the 12 campsites shown on the site plan, closest to Dry Canyon Road. Phase 2 will include the remaining 26 sites, shown on the site plan. Up to an additional 27 campsites may be improved, in Phase 3, to accommodate potential demand. Each campsite will have access to electrical and water hook ups. The grounds will be improved with activity areas, including horseshoe pits & pickleball courts available to the public, reserved through management. Landscaping will include collections of quaking aspen for improved aesthetics, decreased light pollution to Smithfield residents, and fire resistance. As per county code 17.07.040: GENERAL DEFINITIONS, tenants may stay up to 30 days or less in the RV campground, precluding campers from “campsite hopping”, consistent with its short term purpose. Strict adherence to this county code and the overlapping Hollow Ridge RV Campground rule will be monitored and enforced by management. See attached proposed Campground Rules.

**b). Management.** Because county code does not permit an onsite camp host, management of the property will include onsite visits up to multiple times a day, depending on occupancy and needs. Field House Properties, or other real estate management company, will manage the campground. In lieu of a real estate management company, a local Smithfield resident may be hired for more timely response and who would safeguard the collective interests of the neighboring Smithfield residents. Online reservations will be made on the Hollow Ridge RV Campground website.

**c). Hours of Operation.** Hollow Ridge RV Campground will be open for tenant access 24 hours a day, 7 days a week. Campground management availability will be 24 hours a day, 7 days a week. The campground will be open from March through November.

**d). Traffic and parking.** The volume of traffic to and from the campground will be minimal. It is anticipated the average number of daily trips per campsite is 0.52 trips/site, per the Institute of Transportation Engineers (ITE). This is compared to 9.57 trips per day for a single-family home, per the same source. In other words, a Single family home generates over 18 times as many daily trips as a campsite. Another way put, a 40 campsite RV campground would generate, roughly, the same amount of traffic as two single family homes. Access from main street to the campground will likely be by 300 S and 600 S via 1000 E, following historical precedence of large construction trucks coming to and from the Sky View Heights Gravel Pit and to homes under construction off of 300 S on the east bench. Each Campsite will have parking for a motorhome/camp trailer and one other vehicle. Additional parking spaces will be provided for visitors.

**e). Signage.** It is anticipated the only signage will be a roughly 4’x8’ entrance sign at the entrance from 300 South (Smithfield Dry Canyon Road), a information kiosk with camp rules and small signs designating each campsite.

**f). Equipment.** It is anticipated the only equipment on site will be tenant vehicles and garbage/waste trucks on regular pick ups.

**g). Waste and/or garbage.** It is anticipated the site will require three 4-yard front load dumpsters for trash management. Tenants may utilize existing RV sewer dump stations in Cache Valley or utilize Honey Bucket's RV septic tank pumping services, facilitated by the campground owner/manager. Tenants who do not follow campground rules will be evicted from the campground and be charged a \$200 fee from their credit card on file.

**h). Fire.** Hollow Ridge RV Campground will follow and abide by all State and County Fire Marshall guidelines. Campfires will only be allowed in the campsite's improved, in-ground fire pit rings when approved by the fire marshal. Fire resistant quaking aspen trees will be planted around the perimeter. The perimeter will have grass cut regularly and have any downed brush removed. The onsite water well (24 gallons/min. pressure) will be accessible in the unlikely event of a fire affecting/involving the campground. Most RVs also have stored water. The east border of the RV campground parcel is over 325 ft from the Sportsman gun range. The west border of the parcel is flanked by a 35 ft wide gravel road, providing a fire break to Smithfield City. In the unlikely event of a fire, Cache County contracts with Smithfield City for fire response in this region, providing a quicker response time. The nearest fire hydrant is about 640ft. from the northwest corner of the campground.

**i). Security.** Campground rules will be strictly enforced with financial penalties, tenancy revoked, and authorities called when necessary. In the unlikely event of security concerns related to tenants from the campground occurring on Smithfield properties, Smithfield police will be dispatched, providing rapid response for Smithfield residents. The Cache County Sheriff's Office will respond to security concerns occurring in the campground or on neighboring county property.

**j). Noise.** Enforcement of noise moderation and limitations, including the sensitive time of 10pm to 6am, will be consistent with the NOISE CONTROL ORDINANCE OF THE CITY OF SMITHFIELD. Because electrical hook ups will be provided, noise from generators will not be a concern. Generators will not be allowed to operate unless in the case of a power outage.

## **Hollow Ridge RV Campground Rules & Regulations**

Please have fun and help us ensure that your stay is safe and comfortable by complying with the following resort rules and regulations. We ask that you be considerate of our Smithfield City neighbors by obeying traffic laws and being mindful of pedestrians, especially children as you travel to and from our campground and by protecting and preserving the beauty of the surrounding area. We hope you enjoy your stay and return often.

**REGISTRATION:** Please notify management of your arrival. We will then escort you to your site. Site fees are for 2 adults per RV. Children 9 and under are free. The fee for additional guests 10 and over is \$3.00 per night. All rents are nonrefundable. We will require a credit card to be kept on file.

**CHECK IN / CHECK OUT:** Check in time is 2:00 p.m. Check out time is 12:00 p.m. Please contact management before 10:00 a.m. if you wish to extend your stay (A day rate may be charged for late departures). Those desiring a late checkout, please contact the front office the day of your departure to see if a late checkout is available and to pay the associated fee.

**SPEED LIMIT:** For the safety of all guests, the speed limit is 10 M.P.H. or less throughout the campground & is enforced.

**QUIET HOURS:** Quiet hours are 10:00 p.m. to 8:00 a.m. Loud, objectionable noise is not allowed at any time. Please be considerate of others. Inconsiderate guests will be asked to leave. Public intoxication or obscene language will not be tolerated. Any parties responsible for loud outbursts or violence will be asked to leave and will be meeting the Cache County Sheriff's Department. No horn honking or leaving a vehicle to idle for more than 5 min. We are a drug-free resort. Management reserves the right to require any guest to vacate the resort for any behavior that disturbs other guests.

**WI-FI ACCEPTABLE USE POLICY:** Hollow Ridge RV Campground provides free WiFi access to its guests. In compliance with acceptable use policies, our service is not be used for any of the following: illegal or fraudulent use, copyright or trademark infringement, threats or harassment, harm to minors, spamming, hacking, system disruption, impersonation or forgery, abuse of new groups, excessive use of bandwidth, viruses, etc.

**RVs:** Only well-kept RVs are allowed in the Campground. All vehicles must be up to date with licensing, registration, insurance, be in running condition and used regularly. Vehicles in violation of our rules are subject to towing. Hollow Ridge RV Campground will not be held responsible for the cost of towing. RVs older than the year 2000 must submit a photo for approval. All units must have sleeping facilities, window coverings and approved electrical, water & sewer hookups. We do not allow sleeping in cars nor will we accept converted school buses. Truck Campers are not to be removed from vehicles. Management reserves the right to refuse admission of RV's not meeting campground standards.

**VISITORS:** Registered guests entertaining visitors are responsible for their conduct and liable for any damages they may cause while in the Campground. Please inform them of our rules and regulations. All visitors must register with management. Visitors will be given a pass and parking assignment. If visitors wish to use the resort facilities a day pass of \$5 will apply.

**CHILDREN:** We are a family friendly resort and encourage all to take advantage of the wonderful amenities offered. Please remember children are not the responsibility of other residents or management. Parents are fully responsible for the acts and conduct of their children, financial or otherwise.

**PETS:** Behaved pets are welcome, all others are not. Aggressive dog breeds are not allowed. Pets must be supervised at all times! If outside your RV they must be on a leash! You must clean up after your pet every time it goes outside! Failure to do so will result in immediate lease termination and removal of your RV from the RV campground. Do not tie, chain or tether pets to any posts or trees. Complaints of barking, leash violations, animal waste violations will result in a \$50.00 fine and/or eviction. Pick up stations are provided throughout the campground. Pets are to be kept inside at night and not allowed to be a nuisance to others at any time. Please do not leave pets in your RV unattended. Pets are not allowed on the athletic courts. Management reserves the right to require any misbehaved pets to leave the resort. THERE IS A LIMIT OF 2 PETS PER SITE.

**SEWER MANAGEMENT:** Tenants may utilize existing RV sewer dump stations in Cache Valley or utilize Honey Bucket's RV septic tank pumping services, facilitated by the campground owner/manager. Tenants who do not follow campground rules by responsibly handling their waste will be removed from the campground and be charged a \$200 fee from their credit card on file.

**TRASH:** Please place your trash in the provided dumpsters, keeping recyclables in a separate bag. Do not leave trash out overnight. Cigarette butts are trash and should not be discarded on the property grounds, use designated receptacles.

**NOT ALLOWED IN CAMPGROUND:** Bicycles must have headlights if used after dark. Generators are to be used only in the event of a power outage. Auto work is not allowed in the resort. Unauthorized soliciting or selling is not allowed in the campground. Clotheslines are not allowed due to a safety hazard.

**CAMPFIRES and BARBECUES:** Campfires are permitted only in the provided in-ground, improved fire pits on each camp site when allowed by the fire marshall; portable propane burning fire pits/rings are permitted – please use common sense for safety purposes and to not cause any fire damage to the site area. Outside barbecues are permitted, please do not place them on picnic tables as they will melt. Place cold coals in a plastic bag and throw them away in the dumpster.



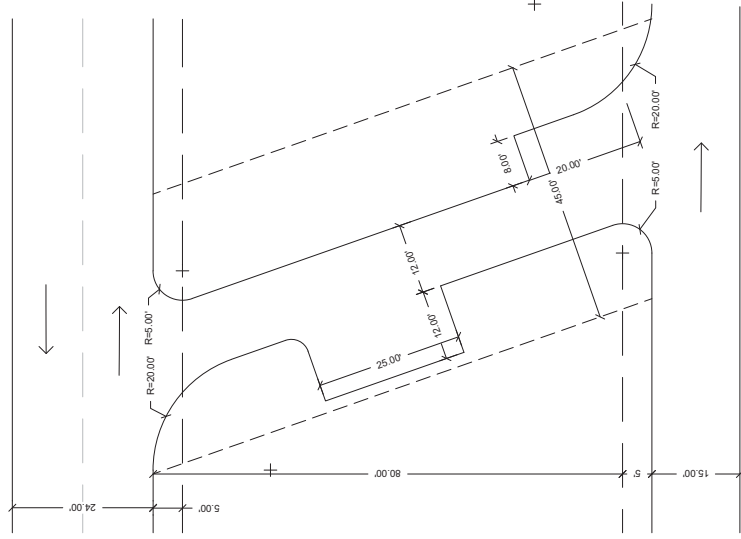
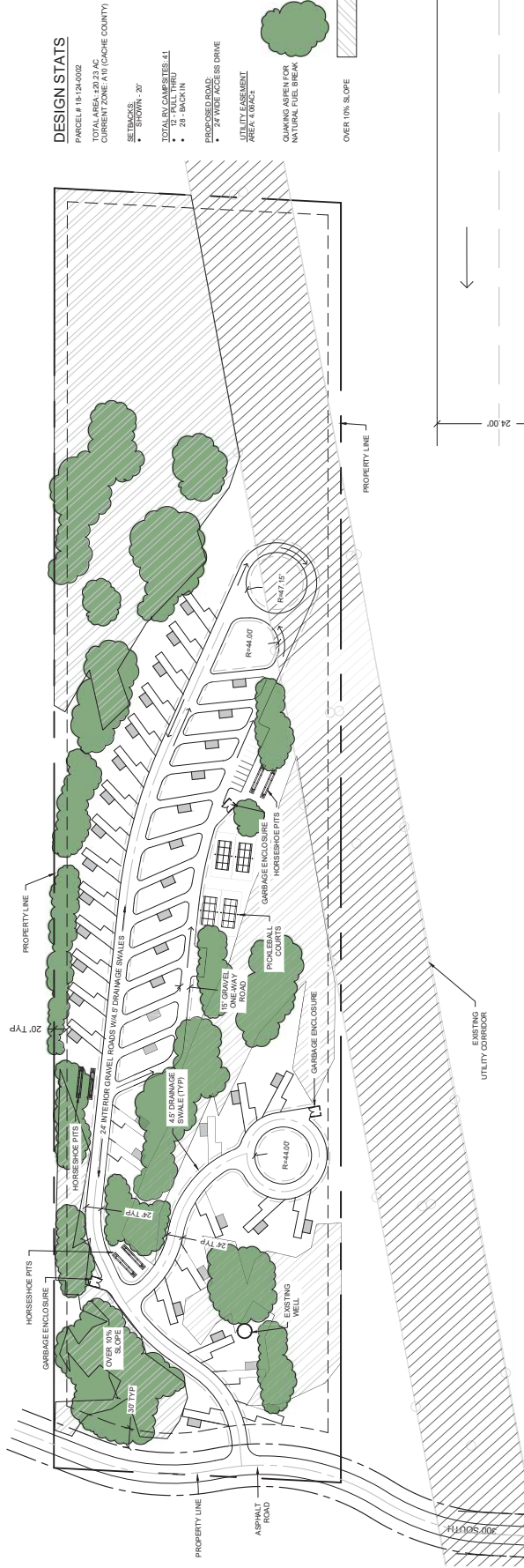
**SITE:** Fire laws prohibit storage of materials under or around RV's. All residents are responsible to keep their site clean and uncluttered. Nothing should be stored outside your RV, this includes brooms, coolers, storage bins, lumber, rugs that may damage the grass, toolboxes etc. (if you have a question about something ask management). No Flammable items are allowed under RV (i.e. gas cans, paint, propane tanks, hay/straw etc...). If you choose to skirt your RV, it must be with OFFICIAL RV skirting. Foam board, plywood, tarps, etc. are not acceptable forms of skirting. Only official patio or camping furniture and BBQ's are allowed outside. You are responsible for keeping all trash/poop off your site. Unsightly sights are subject to a fine of \$50.00 and/or eviction. If nonflammable items are stored under your RV you must skirt the RV, nothing can be visible. For skirting see 1.13. No clothes lines, dog runs, or storage sheds or auxiliary power units are allowed. Altering or digging into a site is not permitted. Sites must be kept neat and clean at all times. Vehicle washing is not allowed in your RV site or in the campground.

**DRUGS/NARCOTIC USE:** Use or distribution of any unlawful drugs and narcotics in the Campground is prohibited. We consider the following signs of illegal drug use: Unusual odors, persons who appear to be under the influence of drugs, any activity suggesting use, sales, or delivery of drugs, drug paraphernalia, etc. We report all suspicious drug related behavior to proper officials. Drug related behaviors will result in immediate removal from the campground.

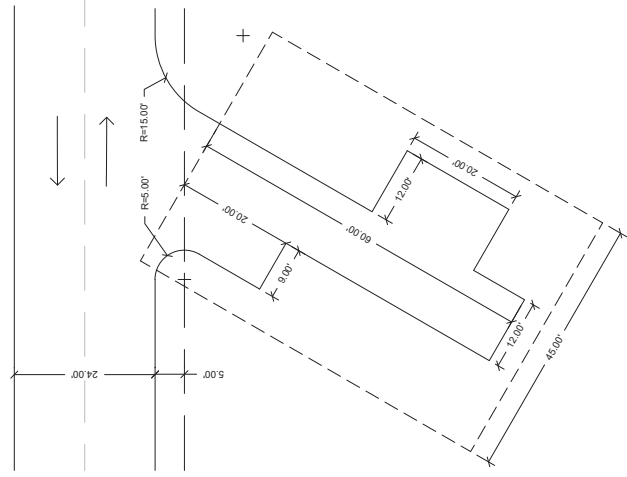
**IMPOUND OF RV AND/OR VEHICLE:** In the event that you are asked to vacate the premises, or are 10 or more days past due on your rent, we reserve the right to tow your RV and/or vehicles. You, the guest, will incur all related towing costs in addition to past rent owing. In the event that your rent goes unpaid and your vehicle is abandoned for 45 days or more, you agree that Hollow Ridge RV Campground and its management/owners have the right to pursue liens, abandonment titles, or other recourse as allowed by law.

**EMERGENCY:** For emergencies dealing with the campground call, text or email management. For life-threatening emergencies call 911. To report suspicious activity, please call the Cache County Sheriff's Department at 435-716-9300.

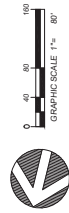
**NOTE:** This campground is privately owned. Violations of any resort rules and regulations or antisocial behavior which may or may not be covered by these rules and regulations may result in eviction from the campground. We reserve the right to enforce our rules and to refuse to register any undesirable guests or RV's. We reserve the right to evict anyone who does not abide by all of the above rules without further warning. **THIS IS YOUR WARNING!** If you have questions about any of the rules, please talk to management. Management/owner is not responsible for loss due to fire, theft, vandalism, or any other means nor are they responsible for accidents. Guests are responsible for any damage they may cause to campground property, including utility pedestals and outlets.



TYPICAL RV PULL THRU SITE LAYOUT



TYPICAL RV BACK IN SITE LAYOUT



CONCEPT B

SCALE: 1" = 80'



113 East Center / P.O. Box 489  
Hyde Park, Utah 84318

Phone: 435-563-6507  
Fax: 435-563-9029

10/28/2021

Cache County Planning Commission & Staff,

Representing the city of Hyde Park, I, Charles Wheeler, acting mayor of Hyde Park City, wish to express to Cache County the willingness of Hyde Park City's to cooperate with the Hollow Ridge RV Campground development, as it pertains to Hyde Park City's water line easements, with the following conditions:

1. Owner/developer (Whittaker Properties, LLC), will allow Hyde Park City employees/agents access to the parcel (Tax ID: 08-124-0002) and contribute to the cost of potholing, confirming location of Hyde Park City's water line and confirm non use of (ENT 627036 BK 667 PG 823).
2. Before development begins and the Conditional Use Permit is recorded, Hyde Park City must review and approve the final development plan including the grading plan to ensure that any encroachment on city water line easement (ENT 627037 BK 667 PG 823) does not create any hindrances to the access and protection of the City's water line.
3. Owner/developer will grant a public easement within Hyde Park City's active water line easement (ENT 627037 BK 667 PG 823) for a multi-use trail, if Hyde Park does not acquire a new waterline and trail easement to the east of this parcel. The trail easement will be along the east side of the parcel.
4. In the event Hyde Park City decides to move its water line to course completely along the far east side of the parcel, the owner/developer agrees to sign a new easement to protect the adjusted water line and associated public access trail easement within Hyde Park City's easement.

In exchange for these considerations, Hyde Park City agrees to revoke the unused, inactive easement (ENT 627036 BK 667 PG 823) running through the middle of this parcel.

Respectfully,

Charles Wheeler  
Hyde Park City Mayor

# SMITHFIELD CITY CORPORATION

96 South Main Street - P.O. Box 96

Smithfield, Utah 84335

Phone (435) 563-6226

## OFFICIALS

JEFFREY H. BARNES

MAYOR

CRAIG GILES

CITY MANAGER

JUSTIN B. LEWIS

CITY RECORDER

JANE PRICE

CITY TREASURER

## COUNCIL MEMBERS

JAMIE ANDERSON

WADE C. CAMPBELL

DEON HUNSAKER

CURTIS WALL

JON WELLS

October 18, 2021

Cache County Planning Commission  
179 North Main  
Logan, UT 84321

RE: Hollow Ridge RV Campground

Dear Cache County Planning Commission Members:

We are writing in regard to the proposed Hollow Ridge RV Campground application you will be considering soon.

As a city council and mayor we have some concerns with the proposal which we ask you to consider as you review this request.

### Sewage

The application states "Tenants will utilize existing RV sewer dump stations in Cache Valley". Is this feasible to have the trailers continually going back and forth in order to dump their sewage? We have concerns sewage would not be handled properly.

### Fire

This area is a very dry area and as recently as two years ago had a large fire in the area. With many campfires the odds are extremely high of starting a fire which will go east and into the forest and require substantial resources at a great cost.

There is very little water in this area to fight a fire.

When it comes to fire response, Will the county handle this where it is not in the Smithfield City limits?

A request was made to annex this parcel into the Smithfield City limits. One of the main reasons the request was denied was because the city council does not support development east of the

high voltage powerlines in the area in order to keep a buffer for fire protection between the city and forest.

### **Access**

The main access point would be off of 300 South in Smithfield as well as from 600 South in Smithfield. Sunrise Elementary is located just off of 300 South and Sky View High School is located on 600 South. Both of these roads are residential areas. There is a significant concern with the trucks and trailers which will continually use these roads to access the parcel.

### **Water**

Our understanding is there is a new well on the property which has very limited flow. Is there enough water to service the needs of up to 80 camp trailers? If not, the trailers will once again have to be moved and driven through town so they can be filled up again.

There is not enough water available in this area to fight a large wildland fire.

### **Police Protection**

Who is responsible for police protection? This parcel is in the county so which entity will need to respond when there are problems.

Where there are not onsite employees will people call dispatch when they have issues if they cannot get hold of anyone?

### **Long Term Use**

The request states tenants could be there for up to 30 days. What happens in 30 days when the tenant simply moves to another parking stall in the campground? This could lead to long term rentals of the units and basically turn them into year-round use if simply moving a trailer to another stall is all that is required.

### **Location**

The area borders a residential neighborhood. Camp trailers would be located right next to existing homes. Is it appropriate to have a residential neighborhood by an RV park or vice versa?

We appreciate your willingness to listen to our concerns.

Sincerely,

Mayor Jeffrey H. Barnes, Council Members: Curtis Wall, Jamie Anderson, Deon Hunsaker, Jon Wells and Wade Campbell



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Cache county commission planning**

1 message

**Muyly Miller** <muylymillerco@gmail.com>  
To: Angie.zetterquist@cachecounty.org

Tue, Sep 28, 2021 at 10:16 AM

----- Forwarded message -----

From: **Muyly Miller** <muylymillerco@gmail.com>  
Date: Monday, September 27, 2021  
Subject: Cache county commission planning  
To: [DevServices@cachecounty.com](mailto:DevServices@cachecounty.com)

There is a review to place hollow ridge rv campground in an agricultural A10 zone in Smithfield. As a resident advocating for more green space and voicing in line with my voting in the Imagine Cache survey this doesn't appeal the city as its growth remains to disrupt a pace that we are still trying to understand. And before we even think about a campground how about a junior high for the residents? Safety continues to be an issue with school zones and crosswalks and the county is Gladly turning away at this issues. How is a campground going to increase safety and responsible growth?

A public hearing should be held with more notice.

--

**Muyly Miller**  
*Foodie.Cakes.Classes*  
[www.muylymillerco.com](http://www.muylymillerco.com)  
[@muylymillerco](mailto:@muylymillerco)

Muyly Miller Company, LLC

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**Muyly Miller**  
*Foodie.Cakes.Classes*  
[www.muylymillerco.com](http://www.muylymillerco.com)  
[@muylymillerco](mailto:@muylymillerco)

Muyly Miller Company, LLC

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9/28/21, 10:31 AM

Cache County Corp. Mail - Cache county commission planning

***Public Comment #1***

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**Hollow Ridge RV campground**

1 message

**Tayli Nelson** <taylinelson@gmail.com>

To: angie.zetterquist@cachecounty.org

Angie,

I'm writing to voice my concern about the proposed RV campground up dry canyon in Smithfield. I live in a neighborhood on 300 South. I'm very upset. First, adding traffic to 300 South would put large RVs right through a school zone! This is a dangerous hazard and I'm uncomfortable with that.

Second, our already dry "dry canyon" will have regular fires if hosting a campground and will most likely see accidental wildfires. This area is directly neighboring my home constantly!

Third, crime will increase over time. Nearby are many large and wealthy homes. That creates an opportunity in our private neighborhood for theft and vandalism. Another concern is we will see an increase in traffic on our street. Not only is it dangerous for our children for large RVs to be cruising up and down that road at 20 mph. That intersection at 300 S and 1000 East is going to get worse if we have people from out of town. This intersection is a 2 way stop, but many people I request that this proposal is not granted and that this RV campground will not be accepted.

Safety is in every concern. This is where I live! Please reconsider somewhere more remote!

Thank you for listening. We have many, many upset neighbors. We are already filling petitions and hope this idea is shut down quickly. This is our home. F

Jacob and Tayli Nelson





Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

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**Smithfield 300 south RV Park.**

---

**Amy Bassett** <bisybee0897@gmail.com>

Tue, Sep 28, 2021 at 10:18 AM

To: "angie.zetterquist@cachecounty.org" &lt;angie.zetterquist@cachecounty.org&gt;

To whom this may concern:

I am a concerned Smithfield resident. Please please please reconsider putting in a RV campground above 300 south. The area has beautiful homes and it's residents are not interested in the trash that a RV campground will bring in. We live in a safe area and we are not interested in homeless transient people roaming the area. We are uninterested in having any more traffic on 300 south, a road which is a school walking zone. Smithfield is beautiful and safe, it's residents want to keep it that way. We are not interested in an increase in crime which will increase if an RV campground is available.

Thank you for your time and consideration!

Sincerely,  
Amy Ivie

--

Amy Bassett

**"Just place one foot in front of the other and focus on where you are going!"**  
~Noelle Pikus Pace



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Fwd: Hollow Ridge RV Campground**

1 message

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 10:22 AM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Megan Suchan** <megansuchan@gmail.com>

Date: Tue, Sep 28, 2021 at 10:12 AM

Subject: Hollow Ridge RV Campground

To: <[Chris.harrild@cachecounty.org](mailto:Chris.harrild@cachecounty.org)>

Good Morning,

My name is Megan Suchan. I live in Smithfield near Dry Canyon Road. I and my neighbors have been informed that there is a proposal to put in a 40-80 space RV campground at 1400 E 300 S. As a mother and a concerned community member, we would ask you to please deny this proposal. I understand the financial benefits for both the county and the applicant. Money talks, but so does this community. You will be met with much resistance and protest. I could list hundreds of concerns but the top concerns I have are...

- Environmental impact of Dry Canyon and surrounding areas
- Near a residential area with HUNDREDS of children. So many safety concerns.
- Transient population near these hundreds of children and families
- Increased crime
- Decrease of property value
- Traffic. SO much traffic. 300S is already busy with residents of these neighborhoods. We have had children hit by cars riding bikes and walking. Not acceptable. Increased traffic with large loads will mean more accidents and possibly death.
- Increased traffic through a school zone on 300 S.

I could go on. I understand the person that has proposed this RV campground is looking to develop. Could there be a better solution? One that they and the community around would be happy with? Please take time to consider what is best for both parties. Thank you for your time.

Sincerely,

Megan Suchan



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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## Hollow Ridge RV Campground

1 message

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**Sarah Morgan** <sarahe.boo@hotmail.com>

Tue, Sep 28, 2021 at 10:40 AM

To: "angie.zetterquist@cachecounty.org" <angie.zetterquist@cachecounty.org>

To Whom It May Concern:

As a resident of Smithfield I strongly oppose the proposed Hollow Ridge RV Campground. It poses safety and traffic concerns and totally ruins the quiet residential town the residents value and live here for.

Please do not let this go forward!

Sincerely,  
Sarah Morgan



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

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**Fwd: Objection to Request for a recreational facility in Agricultural Zone A10**1 message

---

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 10:23 AM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Kate Dance** <[katehdance@gmail.com](mailto:katehdance@gmail.com)>

Date: Tue, Sep 28, 2021 at 10:13 AM

Subject: Objection to Request for a recreational facility in Agricultural Zone A10

To: [chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org) <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Hello,

As a resident of Smithfield, I was recently informed that there has been a request to operate a recreational facility of 40-80 spaces for an RV zone in the Agricultural A10 zone on 199 North Main Logan, UT. I would like to voice my objection to this request. I am concerned with putting high density in an agricultural zone. As per the Imagine Cache survey that went out recently about protecting green space, I strongly oppose this request in order to protect this agricultural area.

Furthermore, this campground will be too close to residential areas where there are families, schools and students. I do not believe it is safe to have a campground close by to students going to and from school amongst strangers. There are multiple news stories over time of tragedies and danger that have occurred when campsites have been placed too closely to neighborhoods. That is not something I believe should be invited into Cache County and should be protected against at all odds.

Thank you for allowing me to voice my concerns and my strong objection to this request.

Sincerely,

Kate Dance



Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>

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## Fwd: Smithfield RV Park

1 message

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**Chris Harrild** <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Tue, Sep 28, 2021 at 10:32 AM

To: Tim Watkins <[tim.watkins@cachecounty.org](mailto:tim.watkins@cachecounty.org)>, Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>

**Chris Harrild, AICP**

**Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Jenna Tippetts** <[jennatippetts@gmail.com](mailto:jennatippetts@gmail.com)>

Date: Tue, Sep 28, 2021 at 10:28 AM

Subject: Smithfield RV Park

To: <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Please keep our neighborhood safe!!! As a resident of Smithfield and a homeowner with four young children living off 3rd south and 1100 East please don't allow the zoning for operating the RV park. We want to keep our neighborhood safe, and allowing 40-80 RV spaces to go right in our backyard seems absurd. The added traffic to 3rd south, having whoever wants to camp right in our backyards, and preserving dry canyon are all reasons we are opposed to this zoning. An RV park does not belong in the middle of a residential neighborhood, especially one saturated with kids. Please do not approve this zoning and keep our neighborhood safe!

Jenna Tippetts



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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## We are against the Hollow Ridge RV Campground

1 message

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**Katie Hanks** <katiehanksami@gmail.com>

Tue, Sep 28, 2021 at 10:45 AM

To: Angie.zetterquist@cachecounty.org

To whom it may concern,

I am writing in regards to place hollow ridge rv campground in an agricultural A10 zone in Smithfield. This is VERY concerning and the residents in our area are absolutely against it. This campground is right in the middle of neighborhood and school zones with so many young children in those neighborhoods, fire danger, and use and abuse of dry canyon which is small, and not even a canyon where motorized vehicles are permitted. So where will all these trailers bringing their ATV's be going? Right through our neighborhoods where our children play. Not to mention trailers being parked and left and perhaps even people living in them for long periods of time. We are against it and our voices need to be heard. Please let me know when a county meeting will be so we can voice these concerns.

Thank you,

Katie Hanks



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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## Opposition for project in agricultural (A10) in smithfield, utah

1 message

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**Melanie Sorensen** <meltsoren@gmail.com>

Tue, Sep 28, 2021 at 10:54 AM

To: Chris.harrild@cachecounty.org, Angie.zetterquist@cachecounty.org, DevServices@cachecounty.com

Hi,

I am writing to oppose the request to operate a recreational facility (i.e. 40-80 space RV campground) in the Agricultural (A10) Zone in Smithfield, Utah. The requested location is ~[1400 East 300 south, Smithfield,ut.](#) This project would be right beside residential neighborhoods that include very nice homes and many children. The safety of kids would be in jeopardy if this project was approved. There are already too many ATVS and dirtbikes that speed up 300 S to get to Dry Canyon. In addition, the potential of fires would increase and put our homes in jeopardy. I DO NOT support this project and it should not be approved.

Thank you,  
Melanie Sorensen



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**Fwd: Proposed RV Campground in Smithfield**

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**Chris Harrild** <chris.harrild@cachecounty.org>

Thu, Oct 7, 2021 at 9:27 AM

To: Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;, Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

----- Forwarded message -----

From: &lt;dimhoffbrown@gmail.com&gt;

Date: Thu, Oct 7, 2021 at 9:25 AM

Subject: RE: Proposed RV Campground in Smithfield

To: &lt;chris.harrild@cachecounty.org&gt;

Dear Mr. Harrild –

I recently reviewed the application document for the RV Campground and would like to add some comments to my previous email, below, for your consideration:

Based on the details in the application, the campground will be open 24 hours, will not have sewer/water hookups, will have fire rings at each campsite, and will not be staffed. With those facts in mind:

1. Campers will eventually not like the practice of breaking camp 1-2x per week to come down the hill to dump black and gray water and to refill their fresh water tanks. They will eventually let their gray water drain into the land. The propensity for black water contamination is imminent. All of this water seeps into the ground, and runs downhill into other agricultural areas, residential areas, and the canal. The environmental implications are obvious. With the Hyde Park water supply running nearby, this also seems like an obvious issue.
2. Campfires will happen. With fire rings, they will be contained but a stray spark in a dangerously dry canyon is a disaster waiting to happen. There are too many homes nearby. The wind up here wouldn't give a chance to fire fighters. Even if fire rings are not included, campers will still have fires – now without any containment barrier – and no one on site to enforce the no fire rule.
3. Without full time, capable and experienced staff, there will be no one on site to enforce the proper disposal of waste water, or the ban on campfires.
4. In case of fire, medical emergency or if the police are called, my understanding is the response time would be very slow because Smithfield City would not be responding.
5. Legal concerns are speeding up and down the hill on both 300 and 600, RV's traveling back and forth 1-2x per week to dump waste, traveling through multiple school zones, and traveling on these roads during rainy or snowy weather = accidents at intersections and school crosswalks
6. At full capacity of 70-80 spots, this is anywhere between 160 – 400 additional people with their families and pets traveling on our roads in Smithfield. We simply do not have the capability to handle that kind of an increase, on top of the new homes being built at the top of 600.
7. What are the policies regarding street parking, leash laws, sound ordinance/nuisance, curfews, and who will enforce these???
8. In the event of a fire, lives would be lost as there is only one escape route for the campers, as well as all the residents living on this hill. One way in and one way out would be deadly.
9. We moved here from Santa Rosa, CA after the 2017 wildfires destroyed most of our town, and huge portions of Sonoma and Napa Counties. 7,500 structures, including over 5,000 homes were lost in a few hours overnight. The winds carried the large sparks from hilltop to hilltop. You know the winds here are as bad or worse. The fire would travel from rooftop to rooftop and consume most of our city. People died in their cars stuck in traffic jams trying to get out of their neighborhoods. Those that took to running on foot also died from the smoke, heat and eventual flames. You do not want this type of disaster on your shoulders.

I hope these legal, environmental and practical issues will help arm you to make the best decision for us all while also following the law.

Sincerely,

-Diana and Jerry Brown

1201 E 300 S

Smithfield, UT 84335

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**From:** Diana Imhoff Brown <[dimhoffbrown@gmail.com](mailto:dimhoffbrown@gmail.com)>

**Sent:** Tuesday, September 28, 2021 11:19 AM

**To:** [chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

**Subject:** Proposed RV Campground in Smithfield

Dear Mr. Harrild -

My family resides at [1201 E 300 S](#) in Smithfield. We have a family dog, a 6 1/2 year old son, 4 year old twin boys, and our 78 and 81 year old mothers both live with us.

We are already troubled by the amount of traffic on our street traveling up to the canyon, a majority of whom speed up and back at 35-50 miles per hour. Every family in our neighborhood has pets and small children and share our concern.

Turning our neighborhood into a destination RV campground would be a huge mistake. We are a quiet neighborhood of families who look out for each other and help the City keep an eye out for undesirable activity. Allowing a constant flow of people and strangers in and out of our neighborhood is not fair, and affects the safety and security of us all. The increase in traffic would completely destroy this area. We all bought our property and carefully built our family homes in this area because of how special it is. Please do not ruin it. Moving forward with this proposal would greatly diminish our property values, to be sure.

Please do not allow this to proceed or change the zoning of our neighborhood. Please decide this as though you lived up here with your family.

Thank you for your thoughtful consideration.

Jerry and Diana Brown

Small Business Owners

1201 E 300 S

Smithfield, UT 84335

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Virus-free. [www.avast.com](http://www.avast.com)

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Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>

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## Fwd: Planning Commission Proposal

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**Chris Harrild** <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Tue, Sep 28, 2021 at 11:37 AM

To: Tim Watkins <[tim.watkins@cachecounty.org](mailto:tim.watkins@cachecounty.org)>, Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>

**Chris Harrild, AICP**

**Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Gayle Elliott** <[gayle.r.elliott@gmail.com](mailto:gayle.r.elliott@gmail.com)>

Date: Tue, Sep 28, 2021 at 11:33 AM

Subject: Planning Commission Proposal

To: <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Good Afternoon, I am writing to express concerns regarding a Planning Commission Proposal to operate a recreational campground (40-80 space RV campground) at 1400 East, 300 South.

I do not support this proposal.

I am most concerned with the increased risk of fire, particularly in consideration of constraints for water and other resources in this area should there be a fire.

I understand that consideration must be given to more than my interest in preservation, property values, increased traffic, safety, and security, but ask for thoughtfulness as you consider the proposal.

Respectfully,

Gayle Elliott

[273 S. 1150 E.](#)

[Smithfield](#)



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

---

**Fwd: RV park development in Smithfield.**

1 message

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 2:11 PM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Lori Culver** <[lculver77@gmail.com](mailto:lculver77@gmail.com)>

Date: Tue, Sep 28, 2021 at 12:04 PM

Subject: RV park development in Smithfield.

To: <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Hello I'm a resident of Smithfield at [1000 E 20 N](#) and have lived 3 different homes with in a small radius between 500 E 300 S and here for over 30 years. I have witnessed a lot of residential growth that has come to this area over that period of time and it continues to grow.

Smithfield City and Cache County has not kept up with the infrastructure for the amount of growth. The roads and sidewalks have not been addressed. There are many properties that do not have sidewalks for kids to walk home from school up 300 South and 600 South.

A commercial development at 1400 E 300 S is not a location that this area can handle. Even if accessed by the South on 1000 East County road in front Meikle's Dairy between Hyde Park and Smithfield that road is a complete awful dangerous narrow road with a 10 inch deep rut on the Westside.

It also is not a enterprise that would be conducive so close to a residential area. The proposal is within one block of million dollar homes. A brand new subdivision that people have invested their life savings into.

This development should not be approved and I hope that this proposal will be rejected by this board.

Lori N Culver  
Smithfield Utah

Sent from my iPhone



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

---

**Hollow Ridge RV Campground Conditional Use Permit**

2 messages

**Michelle Alfaro** <malfaro009@gmail.com>

Tue, Sep 28, 2021 at 12:59 PM

To: DevServices@cachecounty.com, "chris.harrild@cachecounty.org" &lt;chris.harrild@cachecounty.org&gt;, "angie.zetterquist@cachecounty.org" &lt;angie.zetterquist@cachecounty.org&gt;

Hello,

I wanted to make my opinion as a resident of Smithfield, very clear about this proposed RV Campground in. I STRONGLY oppose any sort of approval for this to move forward.

As I understand it, the individual attempting to develop this area has already been denied permission by Smithfield for several reasons. The proposed area for the campground is NOT zoned for this sort of recreational use. The fire hazard with that many camp fires would be astronomical and would put entire neighborhoods at unnecessary risk, not to mention increased traffic through school zones, and possible deviant behavior. Such a large camping area so close to a residential area makes no sense whatsoever, for both campers or residents.

Development is a wonderful thing, but if this past century has taught us anything, it's that development should be undertaken cautiously and with the well-being of those who will be most affected in mind. Please consider the lives of those of us who have already committed our hard earned homes, money, and family to this area and deny this petition, and any development similar to it.

Respectfully,

Michelle Alfaro

---

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 2:11 PM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

[Quoted text hidden]

Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>

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**Fwd: Hollow Ridge RV campground proposal**

1 message

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**Chris Harrild** <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Tue, Sep 28, 2021 at 2:43 PM

To: Tim Watkins <[tim.watkins@cachecounty.org](mailto:tim.watkins@cachecounty.org)>, Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Sean Smith** <[sean@smithwa.com](mailto:sean@smithwa.com)>

Date: Tue, Sep 28, 2021 at 2:35 PM

Subject: Hollow Ridge RV campground proposal

To: <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Hi Chris,

My name is Sean Smith. I was raised here in Cache Valley and met my wife at USU. We moved away to Washington State 25 years ago, and have just moved back. We got back in the valley about a year ago. What a relief it was to be able to buy a house in the calm beautiful valley on the bench in Smithfield!

Then I saw the proposal for this RV development only 6 blocks from my new house. We were so excited to be in a stable neighborhood free of the crowding, rentals, traffic and crime we just left behind in Washington. Please do not allow this development to happen! An RV place like this could be located in many beautiful places in the valley! Do not punish us faithful tax payers who just want a nice quiet neighborhood to raise our kids in!

Sincerely,

Sean Smith

[1012 E 505 S](#)[Smithfield, UT 84335](#)[360-356-6395](#)

Sent from my T-Mobile 5G Device



Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

---

**Projected recreational facility in Smithfield**

1 message

**Jenn** <jenn.staker@gmail.com>

Tue, Sep 28, 2021 at 10:16 AM

To: Angie.zetterquist@cachecounty.org

To whom it may concern,

It has been brought my, and MANY other's attention that one Lance Anderson is seeking an application/permit to build a very large camping facility in Dry Creek. I am writing in strong opposition to this request as it will:

1. increase traffic tremendously
2. put nearby homes (very expensive homes) at risk of danger
3. create loud recreational activities that happen in a camping scenarios
4. increase the noise from people, ATV's, guns, music... etc.
5. literally be in the middle of a neighborhood.

Also, The canyon is a favorite to many, but especially by those that live near by. If this is allowed, it will completely take away the quiet, peaceful, safe atmosphere that so many people that live right there enjoy.

It is also a concern that the value of homes and the "draw" to such a nice neighborhood will decrease. There are reasons that people choose to live up on the bench, one of the biggest being, the peace and quiet that is enjoyed. I strongly believe that there are those trying to mesh two worlds together by continuing to build more homes, but also by increasing recreational use of land. Sometimes these work well together, but sometimes they don't. Please recognize the difference and DO NOT allow this to happen.

As a resident of Smithfield that lives on the bench, this will effect me and so so so many others. I believe the voice of people that are directly effected should be taken into consideration. Don't shut us out and refuse to listen to the opinion of those so greatly impacted by one person's decision to make money.

I truly hope there are countless emails and phone calls made opposing this. And with that, I sincerely hope that you listen and take all opinions into consideration. See it from a resident's perspective, not a business deal or money making business. We are a residential community up here. We wish to remain that way.

Thank you for your time,

Sincerely,

Jenn Staker

A happy Smithfield resident of 9 years and counting

Sent from my iPhone



---

**Fwd: FW: RV Pad in Smithfield**

1 message

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 5:57 PM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP**  
**Director**  
Development Services  
179 North Main, Ste. 305  
Logan, UT 84321  
Office 435-755-1641  
[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Nate Johnson** <[nate.rjohnson78@gmail.com](mailto:nate.rjohnson78@gmail.com)>  
Date: Tue, Sep 28, 2021 at 5:20 PM  
Subject: FW: RV Pad in Smithfield  
To: [chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org) <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Sent from [Mail](#) for Windows

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**From:** [Nate Johnson](#)  
**Sent:** Tuesday, September 28, 2021 5:17 PM  
**To:** [chrisharrild@cachecounty.org](mailto:chrisharrild@cachecounty.org)  
**Subject:** RV Pad in Smithfield

To whom it may concern,

Please DO NOT consider placing an RV pad by 300 S 1400 E in Smithfield. This area is a nice neighborhood and bringing an RV pad is only going to invite trouble, crime and trash and make this area more busy than we want it to be. I just moved from the willow park area to escape being near the river walk apartments where police and crimes were frequent. Hearing that you want to place an RV pad just a few blocks away from my property is the last thing I want. I will definitely sign any petition that comes out to go against this having this go in. Please consider another location that is away from newly developing and nice housing communities. We want this area to be safe and quite PLEASE!!

Regards,

Nate Johnson &amp; Cammie Johnson

Sent from [Mail](#) for Windows



Virus-free. [www.avg.com](http://www.avg.com)

---

**Fwd: Smithfield RV park**

1 message

**Chris Harrild** <chris.harrild@cachecounty.org>

Tue, Sep 28, 2021 at 8:03 PM

To: Tim Watkins &lt;tim.watkins@cachecounty.org&gt;, Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;

**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

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[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)

----- Forwarded message -----

From: **Mindi Halverson** <[mindihalverson@gmail.com](mailto:mindihalverson@gmail.com)>

Date: Tue, Sep 28, 2021 at 7:14 PM

Subject: Smithfield RV park

To: <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Dear Chris,

We are currently building our home at [1190 East 250 South Smithfield](#). I am writing to you to implore that you consider not approving the permit to build an RV park in that area. Fire hazard, heavy traffic, school zone, and 24 hour noise are but a few of my concerns for my family and neighbors.

We purchased that lot with a quiet and peaceful surrounding in great hopes that our family could enjoy the view and not need to worry about heavy traffic and late night noise. We planned to enjoy a closely bonded neighborhood where kids can walk to friends homes and dogs can go on walks with their owners safely and without concern of transients passing through. Yes, there is a 30 day limit for a stay at the park. However that doesn't preclude someone from renting a space for 30 days then moving into another slip for the next 30 days.

Please do not allow this colossal devalue of our homes and danger to our families!

Thank you for your time,  
Mindi Degn &  
Mitch Halverson

Sent from my iPhone

Sent from my iPhone



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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## Hollow Ridge RV campground.

1 message

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**paul lattin** <plattin@gmail.com>

Tue, Sep 28, 2021 at 7:49 PM

To: "angie.zetterquist@cachecounty.org" <angie.zetterquist@cachecounty.org>, "chris.harrild@cachecounty.org" <chris.harrild@cachecounty.org>, "devservices@cachecounty.org" <devservices@cachecounty.org>

I just saw the posting for the planning commission agenda on October 7, including the Hollow Ridge RV campground. It's my understanding that the county has to approve this if the proposed use meets the County code requirements as a conditional use in the current zone.

I also understand that the conditions of the approval are yet to be recommended to the commission. Likely you'll be getting a lot of these emails; I think you've probably seen the social media petitions forming, which are probably immaterial. Here are some concerns: water use and control, sewer management, traffic up 300 South, policing by the county up the canyon through Smithfield city and fire hazards in dry canyon and adjacent neighborhoods.

This area in Smithfield has recently experienced significant development; our family would certainly consider selling our home and moving were this conditional use permit granted.

Regards,

Paul Lattin

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**recreational facility next to residential**

1 message

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**Brian Higginbotham** <brianh.email@yahoo.com>  
To: "DevServices@cachecounty.org" <DevServices@cachecounty.org>

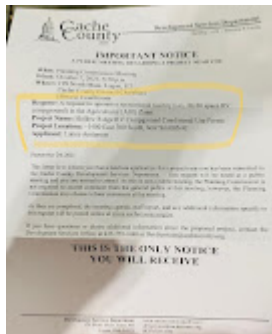
Tue, Sep 28, 2021 at 5:05 PM

Dear Cache County Development Office,

I am writing to respectfully request you deny the request to operate a recreational facility at ~1400 East 300 South. I live on 300 South and am concerned about the large RVs that would be up-and-down our street. In case you don't know, 300 South in Smithfield is a two-lane road used frequently by walkers/runners and school kids who bike to Sunrise Elementary. The road gets slick in the winter and cars frequently slide through the stop signs. I worry for the pedestrian and kids. I also worry about a recreational park so close to residential neighborhoods.

Respectfully,

Brian Higginbotham



**HollowRidge.jpg**  
143K



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## Campground proposal

1 message

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**Brianna Krause** <brillkrause@gmail.com>  
To: angie.zetterquist@cachecounty.org

Wed, Sep 29, 2021 at 3:50 PM

Dear Ms. Zetterquist,

My name is Brianna Krause. I live in Smithfield City in the Smithfield Ridges subdivision. I am writing with concerns about a proposal to open a RV campground on 300 South and about 1400 East. I am concerned about the large amount of traffic in this area and the safety of the children in the neighborhoods. Elementary children use 300 South as a safe walking route to Sunrise Elementary School.

One of my biggest worries about this campground is the fire hazard. Just last year there was a fire on the mountains right above our neighborhood. It was a scary situation. I am concerned that a campground this close to so many residential neighborhoods will increase the risk of a fire. If I understand it correctly, this RV campground will not have staff on site at all times. How will the fire pits be monitored? Also, the RV's could possibly stay up to 30 days at this campground. Whose to stop them from just moving to another RV spot at that campground every 30 days and staying longer? There's potential in these policies for people to stay for many months.

I am concerned about the sewage situation. There is no sewer service on the property and not all campers are responsible in this area.

There is also a concern with safety. If the police are called, the response time would be slow. It's County property and the Sherriff's office would need to be called.

Thank you for your time and for reading my concerns. I would like to have more info about this purposal in the future. I would also like to attend any public meetings concerning this purposal so the citizens in this area could voice our concerns.

Thank you for your service in Cache County and for all that you do in our community.

Best regards,

Brianna Krause  
[brillkrause@gmail.com](mailto:brillkrause@gmail.com)  
435-881-9385

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**RV campground near 1400 E 300 S Smithfield**

1 message

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**stephanie fricke** <stephfricke@yahoo.com>

Wed, Sep 29, 2021 at 4:05 PM

To: "angie.zetterquist@cachecounty.org" &lt;angie.zetterquist@cachecounty.org&gt;

I am concerned about the conditional use permit for Hollow Ridge RV Campground near 300 S 1400 E in Smithfield, I live [244 S 1250 E, Smithfield](#) and this would be in my immediate neighborhood.

I would like to express that safety is my primary concern, that consists of multiple factors including 1) traffic, 2) fire, 3) crime, I do not feel additional large vehicle traffic on 300 South in Smithfield is safe. This is the road my children used and many children currently use to walk to Sunrise Elementary School or to multiple bus stops headed to North Cache Middle School. The alternate route would be to use 600 South up to 1000 E but that is not much better due to significant traffic congestion near the SV High School. The Hyde Park Canyon fire last summer was too close for comfort. I watched the flames from my patio as a large plane flew low directly above my home to fight the fire. I watched first hand this summer as campers ignored campfire restrictions even with a camp host on site and this proposed RV campground will not have staff on site. The south east area of Smithfield is growing quickly with new residential construction ongoing continually. Those staying temporarily at a RV park will likely not be as invested in the community. For these reasons I am concerned about an increase in crimes of opportunity.

Also, please consider that the potential number of people in a 40-80 site RV campground would significantly exceed what the current agricultural zoning allows.

I have invested my time, money, and efforts into this neighborhood for the last 16 years, please consider this as if it was in your backyard and do NOT grant this conditional use permit for Hollow Ridge RV Campground.

Thank you for considering my concerns,  
Stephanie Fricke  
[244 S 1250 E](#)  
Smithfield

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**New RV development in Smithfield**

1 message

**Jonathan Young** <jonathan.young@usu.edu>

Wed, Sep 29, 2021 at 4:57 PM

To: "Angie.zetterquist@cachecounty.org" &lt;Angie.zetterquist@cachecounty.org&gt;, "Chris.harrild@cachecounty.org" &lt;Chris.harrild@cachecounty.org&gt;

Dear Angie &amp; Chris,

I just found out about a proposal for an RV campground on 300 South and about 1400 East behind our neighborhood.

I'm all for enjoying the outdoors but I have a few concerns. First from what I've heard is that this is an unsupervised RV campground. This will change many things on why I love where I live. No one will be there to enforce noise ordinances. The amount of light pollution from all the RVs at night will ruin our beautiful mountain views and being that close to the mountain there's potential for more human caused wildfires. There are a few basic things to also consider. Water — they dug a well earlier this year but it's not sufficient for 80 RV's. There will be an increase of Traffic. All of the traffic will have to come up 600 and 300 South and the roads aren't currently set up for the increase. I've heard that there isn't any sewer service on the property which is a problem. The Safety of those that stay If the police are called. The response time would be slow because it's county property and the Smithfield police wouldn't have jurisdiction so the Sheriff's office would need to respond. 300 south is a safe walking route for children to sunrise and the increased traffic would be terrible for this. Campers can stay up to 30 days. Which means if they wanted since it isn't supervised is that they could just move to a new spot and become temporary residents. Hopefully this email gave you an understanding of just a few of my concerns. Like I said earlier I'm all for the enjoyment of the outdoors but it needs to be in its proper place. I think this type of campground would be more suited for Smithfield Canyon or some other location in the valley maybe near the Wellsville's. If you'd like to reach out to me for more questions my phone number is 801-369-1499.

Thank you,

Jonathan Young  
414 South 1100 East  
Smithfield, UT 84335

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**Smithfield RV Park**

2 messages

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**Rose Brown** <rosejb22@gmail.com>  
Bcc: angie.zetterquist@cachecounty.org

Wed, Sep 29, 2021 at 7:53 PM

I'm writing to give my opinion on an RV park up near my house in Smithfield. I strongly oppose this idea for several reasons:

1. The traffic on 300 S and 600 S in Smithfield is already terrible. This poses a danger to kids walking to and from school daily as well as for children outside playing on the weekends. With all the new houses in the area there is an excess of traffic already.
2. Transient populations in the middle of a residential is not good for noise levels, waste, or safety of residents. What's to stop someone from moving spots and essentially living there full time. I don't want this where kids will be living.
3. There is also already a strain on the infrastructure of sewer, water and roads in the area. They like to call it a drought, but the truth is hundreds of houses have been built over the last couple of years. 80 water hookups will continue to place a burden on that infrastructure.

Please listen to what the citizens loving around the site are saying. This is not beneficial for the community. It will only benefit the developers investing in the project. People's quality of life should be more important than a few making a buck off some property they are unable to build on.

Thank you for your time.

Rose Brown  
Resident of Smithfield East Bench

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**Chris Harrild** <chris.harrild@cachecounty.org>

Wed, Sep 29, 2021 at 9:14 PM

To: Angie Zetterquist &lt;angie.zetterquist@cachecounty.org&gt;, Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

[Quoted text hidden]

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**Chris Harrild, AICP**  
**Director**  
Development Services  
179 North Main, Ste. 305  
Logan, UT 84321  
Office 435-755-1641  
[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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**40+/- camping sites @ 3rd South & 14th East, Smithfield**

1 message

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**Laura Stones** <lstones@btech.edu>  
To: Angie.zetterquist@cachecounty.org

Wed, Sep 29, 2021 at 9:18 PM

Please be advised we are totally opposed to any type of proposed camping development at 3rd South and 1400 East in Smithfield. This is a residential area and we cannot imagine ANYONE thinking this is a good location for such a development. We are current residents of Smithfield and live on 300 South. This will have a huge impact on our street which is already very busy with street and foot traffic. We implore you to reject this development request!

Sincerely,  
Laura and Terry Stones



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## Smithfield Rezone Request

1 message

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**Tessa Sunderland** <tessa.sunderland@gmail.com>  
To: angie.zetterquist@cachecounty.org

Wed, Sep 29, 2021 at 9:23 PM

Ms. Zetterquist-

We recently became aware of a request to operate a recreational facility near our home in Smithfield in an agricultural zone. The proposal is for a 40-80 space RV campground. We live at 1283 East 300 South, and the proposed area is approximately 1400 East 300 South - so in very close proximity to our home. We are deeply disturbed about this proposal, primarily for the safety of our neighborhood. This is a residential area, which doesn't need any increase in traffic along 300 South. There are plenty of vehicles that cruise up this road frequently, often exceeding the 25 mph speed limit. We have young children as do many of our neighbors, which puts their safety at risk.

We are also concerned about the potential of wildfires. The application lists that each site would have inground fire rings. This is irresponsible given the immense dryness in the surrounding area. Strong winds frequently blow out of the canyon, and this poses a serious risk to the safety of our homes as they are so close to this area of risk.

We are concerned with the plan in the letter of intent stating that there would be no onsite employees and the accessibility to the campsites would be year-round, 24/7. Again, this is a residential area with many beautiful homes and families. It is in direct opposition to an established, permanent housing area to have transient RVs coming in and out of our neighborhood at all hours of the day. We are worried about the potential for increased crime to our homes and carelessness to the surrounding agricultural area.

We love living here and enjoy the quiet calm and beautiful sunsets. Please carefully consider this proposal and the negative impacts that changing the zoning would have on the families who have chosen to live here in peace. Thank you for your consideration.

Sincerely,  
Tom and Tessa Sunderland



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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**No!**

1 message

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**Bonnie King** <bkingphoto@icloud.com>

Thu, Sep 30, 2021 at 10:17 AM

To: chris.harrild@cachecounty.org, angie.zetterquist@cachecounty.org

This is just what nobody wants. We're tired of all the development. We're losing our open space of the beautiful foothills. Just to take a walk around the neighborhood is impossible with the amount of traffic. Our taxes keep going up with all the extra people. The infrastructure around Cache valley is a joke, and putting our area full of extra traffic will be a nightmare. The low water levels and the chance of fires are too close to homes. I'm tired of not having a small town feel. Dry canyon is a treasure and is a great place to hike. More people would not take care of it. More trash and less safe for us. That's why we came to Smithfield. Please look at somewhere different (or nowhere at all!) We will not support this at all!!! Not Ever!

Sent from my iPad

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**Opposition to proposed Hollow Ridge Campground.**

1 message

**JEFF BURTON** <jeff\_burton70@yahoo.com>

Wed, Sep 29, 2021 at 3:25 PM

To: "devservices@cachecounty.org" &lt;devservices@cachecounty.org&gt;

Dear Council Members:

We, as the closest and most immediately impacted by the proposed "Hollow Ridge RV Campground" directly uphill and east of us, with its intended 40-80 space density, appeal the granting of the Conditional Use Permit. We do this because it will cause unreasonable detriment to us as well as our neighbors and our neighborhood.

As you can see from the amount of phone calls, emails, and letters pouring into your office, most of our neighbors support our opposition to the proposed campground. Many other neighbors will or have sent in letters opposing this project because the Conditions imposed do not protect us from the negative impact of this project.

We oppose Lance Anderson running a commercial business of this magnitude on our residential street, with the unsafe traffic conditions, fire hazards from fire rings, criminal activity, depreciation of home values, pollution, and noise that if allowed would impose on us.

Please consider the negative impact mentioned above, as well as those not mentioned, and deny this application. If this application makes it through the initial rounds of acceptance, I imagine there will be a widespread and deep backlash coming from the members of this community.

We appreciate your consideration of these issues at hand.

Thank you,

Jeff Burton  
1268 E. 300 S.  
Smithfield, Ut 84335  
801-301-7710

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**Dry Canyon RV Park**

2 messages

**Colleen Low** <colleenklow@gmail.com>

Thu, Sep 30, 2021 at 10:35 AM

To: chris.harrild@cachecounty.org, Angie.zetterquist@cachecounty.org, DevServices@cachecounty.org, Colleen Low &lt;colleenklow@gmail.com&gt;

Cache County Development Services Planning Commission,

I was heartbroken, flabbergasted, and quite frankly shocked to learn of an RV Park that was getting permission to be located at the top of 300 South in Smithfield, UT. This is simply the wrong location for this type of facility.

The roads are not built for RV's to travel through the neighborhoods, they will pass through school zones where children are coming or going or playing. It will destroy the feel of peaceful neighborhoods of people who have worked their entire lives to build beautiful homes and enjoy the quiet street they paid for when they bought these investments.

There are concerns of smoke from campfires not to mention the danger of forest fires, garbage and waste left behind, transients with no other options, not to mention the safety of our community. At the end of the day, who would police this type of RV camp?

I urge you with any type of human decency that you possess, that you deny this request. It simply does not fit with the location. It is a danger to the community that surrounds it, a burden on already busy roads, and only benefits people who are traveling through and to Cache Valley, not those of us who live here and pay taxes. Please use your good judgment on the behalf of the citizens of Smithfield who oppose this development.

Thanks for your time,

Colleen Low,  
Smithfield, Utah

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**Angie Zetterquist** <angie.zetterquist@cachecounty.org>

Thu, Sep 30, 2021 at 11:45 AM

To: Colleen Low &lt;colleenklow@gmail.com&gt;

Thank you for submitting your comment.

Please note that the applicant has requested the item be removed from the October 7, 2021 Planning Commission agenda. When a future date is scheduled, we will send out notices again.

If you have any other questions, please let us know.

Development Services Department

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**PC 100721 REV.pdf**  
457K

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**Proposed Smithfield RV Park**

1 message

**Brady Johnson** <bradyj75@gmail.com>

Thu, Sep 30, 2021 at 12:33 PM

To: "angie.zetterquist@cachecounty.org" <angie.zetterquist@cachecounty.org>, "chris.harrild@cachecounty.org" <chris.harrild@cachecounty.org>

Mr. Harrild and Ms. Zetterquist,

I am contacting you in opposition to the proposed RV park to be located in the mouth of Dry Canyon at approximately 300 South and 1400 East in Smithfield.

I am opposed to this type of development for a number of reasons. They include:

- **Traffic:** to access such a development, all traffic would have to travel up 600 South or 300 South, both of these roads are identified as safe routes for walking to Sky View High School and Sunrise Elementary School. With the amount of residential development already underway, adding "camping" traffic to these roads would be dangerous to these students walking to and from school.
- **Water:** yes, the developer does have a well on the property, but it will not be sufficient to provide enough water for the proposed 80 camping spots. In our current drought, allocating our precious water resources to such a development seems irresponsible.
- **Sewer:** there is no sewer service on this property. This is a huge concern.
- **Fire Danger:** It is called Dry Canyon for a reason. There is no water, and with each site having a fire pit, the risk of fire is significant. We have already had a fire in this area recently and with the close proximity to homes, the results of a wildfire would be catastrophic.
- **No On Site Supervision:** it has been communicated that although there will be staff available, there will not be full-time staff at the RV park to handle necessary issues.

In addition to these bullet points, the very nature of this RV park is inviting a safety hazard for the surrounding neighborhoods. My understanding is that there will be a 30 day limit per site. So an individual could perpetually hop campsites and live in the RV park indefinitely. This system makes such an RV park an inviting location for a transient population. All you need to do is travel up Green Canyon and Millville Canyon to see how campsites can be abused by transient individuals. In addition, Dry Canyon has never been, and will not be, a recreation destination. There is no water for fishing or recreating, there is only a small trail at the end of the dirt road. So this will not be a destination for individuals looking for a true camping experience. It will however, be a prime location for someone looking to squat for an extended period of time.

The fact that this is even being discussed is very concerning. To place a camping development of this kind in such close proximity to neighborhoods shows a disregard for homeowners and the safe neighborhoods we all hope to raise our children in. It is my sincere hope that the developer's request for necessary permits be denied indefinitely, and any future proposal should extensively involve the public.

Sincerely,

Brady Johnson  
Homeowner  
290 S. 830 E.  
Smithfield, UT  
84335

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**RV Park in Smithfield**

1 message

**Julie Wheeler** <juliewheeler74@hotmail.com>

Thu, Sep 30, 2021 at 1:12 PM

To: "Angie.zetterquist@cachecounty.org" &lt;Angie.zetterquist@cachecounty.org&gt;, "Chris.harrild@cachecounty.org" &lt;Chris.harrild@cachecounty.org&gt;

Hello,

I am writing in reference to the proposed RV Park in Smithfield.

I am adamantly opposed to this proposal for the following reasons:

1. This property is on county lines, but will be serviced by the Smithfield road system. I live on 300 south. The traffic is already terrible, but an additional 80 RVs AND related vehicles using this street defeats the purpose of this DESIGNATED safe walking space for elementary students who use this street.
2. The well that has been dug does not produce enough water to provide for this proposed park.
3. There are no sewer services on this property. How can you deal with this issue since there is inadequate water and no sewer lines?
4. Smithfield residents on the East side are not allowed to even do fireworks due to the fire hazards of Dry Canyon. Putting 80 fire pits in the property directly next to it is ridiculous!
5. There will be no staff on-site. How will curfews and other management issues be resolved? This would allow for heavy traffic all hours of the day, all year long.
6. Because this is not Smithfield, policing and fire control would be managed by the county. Travel time for them to arrive would be extended and dangerous.
7. Campers can stay 30 days IN ONE LOCATION. They can then just move to another slot in the park and make it a transient campground. This is a major concern to me.

I hope you will take these concerns into consideration and carefully analyze the damage this would do to Smithfield City.

Thank you,



Julie Probst Wheeler



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**RV Park in Smithfield**

1 message

**Cameron&TammyKing** <camtamking@gmail.com>

Thu, Sep 30, 2021 at 1:39 PM

To: chris.harrild@cachecounty.org, angie.zetterquist@cachecounty.org

To whom it may concern,

I recently read on KSL that an individual is proposing a zoning change near Dry Canyon from agricultural to commercial for the sole purpose of an RV Park. I think this is a terrible idea. First, when people purchase homes, they do look at the zoning of the land near them. This is a bait and switch situation. Having an RV park at the top of the neighborhood, will cause tons of traffic past a high school and elementary school and into a very peaceful neighborhood. (I do not live in this neighborhood, but I understand how upsetting this would be.) Also the risk of fires is extremely high in this area. Even on non-drought years, it is always dry. It's a Dry Canyon. Last summer a fire started in this area from an individual shooting. Can you imagine the risk of fires with several campfires? One fire would cost the county thousands and thousands of dollars, along with destroying the gorgeous mountains, wildlife, and very likely homes. In addition to the risk of fires, this is a gorgeous canyon and it DESERVES preservation. I'm an avid trail runner, and this canyon is a very beautiful place. We need to take care of it and preserve it for the sake of being human, being able to enjoy the outdoors, and being responsible for these mountains. I adamantly oppose a zoning change. And I hope you will take my side into consideration.

Sincerely,  
Tammy King

Virus-free. [www.avast.com](https://www.avast.com)

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## Planning meeting Hollow Ridge RV campground

2 messages

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**Jay Kelley** <jaykelley7@gmail.com>  
To: Angie.zetterquist@cachecounty.org

Thu, Sep 30, 2021 at 2:05 PM

Planning Commission Members,

I am a concerned citizen of Smithfield, Utah.

I live just off 3rd south and 980 east in Smithfield and am **very concerned** about the proposed development that the Planning committee will be discussing on Oct 7, 2021.

This property is not the right fit for the proposed RV land use.

There are many reasons why this should be rejected:

- Water — They dug a well but it's not sufficient for 80 RVs.
- Traffic — All traffic will have to come up 600 and 300 South.
- Sewer — There is no sewer service on the property. Big concerns on this one.
- Fire hazard — Each site will have a fire pit. It's called Dry Canyon for a reason and was denied to be annexed to Smithfield City, due to fire risk.
- Safety — If the police are called, response time would be slow because it's county property. Smithfield police wouldn't have jurisdiction, so the Sheriff's office would need to respond.
- School zones - The only way up is 600 south, where the high school is located...On 300 south....Sunrise elementary is located just off of 300 south. 300 south is a safe walking route for children to Sunrise. The traffic would be terrible for this.

Additionally, Smithfield City already denied a permit for this type of annexed development at this location.

There are many homes with small children in this area and we would like to keep this area safe for all the families that are residents.

Since Dry Canyon is not a recreation canyon (has no water, no picnicking, no vehicle access, only a small trail) This is not the right location for this type of a facility.

Jalyn Kelley  
[282 S 980 E](#)  
Smithfield, Utah

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**Angie Zetterquist** <angie.zetterquist@cachecounty.org>  
To: Jay Kelley <jaykelley7@gmail.com>

Thu, Sep 30, 2021 at 3:26 PM

Thank you for submitting your comment.

Please note that the applicant has requested the item be removed from the October 7, 2021 Planning Commission agenda. When a future date is scheduled, we will send out notices again.

If you have any other questions, please let us know.

Development Services Department

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 **PC 100721 REV.pdf**  
457K

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## Opposition to Hollow Ridge RV Campground

1 message

**Britt** <brittwoytko@gmail.com>

Thu, Sep 30, 2021 at 3:37 PM

To: angie.zetterquist@cachecounty.org, chris.harrild@cachecounty.org, devservices@cachecounty.org

I would like to write to express my opposition to the proposed RV campground on the east bench in Smithfield. This area is not the right area to place the RV campground outlined in the developers plans. There are a multitude of concerns that the developer has not addressed to my satisfaction, and as a neighbor to this property, it will directly affect my property and family.

My main concerns are:

1. This area is zoned as Agricultural land that Smithfield was unwilling to incorporate into city limits. An RV park/campground business does NOT meet the zoning regulations for an Agricultural area.
2. The traffic increase due to this will be huge. 300 south in Smithfield is a 2-lane residential street, it is not designed for the increase in traffic that a large RV park will produce. This street is also one of the main routes for kids walking to Sunrise Elementary, which is a no-bus/walk-only school.
3. The developer has also stated that there will not be any bathroom or sewer facilities on site, which means that RV's will have to travel to other dump sites in the valley very frequently to empty their waste tanks. This will add additional traffic (of large RVs) to the road, which will further increase traffic concerns.
4. The developer has listed this as a campground and part of his justification is that we need more recreational lodging options in the valley. While this may be true, there is not any access to recreational activities in dry canyon in Smithfield. Any recreating will require travel to and from other sites, which will, again, increase traffic on the road.
5. There is an increased fire risk, since the developer is proposing a fire pit at each of the 80 RV sites. This site is at the mouth of Smithfield's Dry Canyon. We have had fires in this canyon in the past, and watching them fight previous fires is a truly terrifying experience for those of us who live close enough to need to be evacuated if a fire breaks out. Any fire east of the power lines in Smithfield is a huge risk and liability waiting to happen.
6. Related to the increased fire risk is also the inability to effectively fight any fire - part of the reason the city denied the incorporation request was because the well dug on site produced insufficient water to support the homes that the developer was proposing. If there isn't enough water for that - how will there be enough water or water pressure to fight a fire that were to break out?
7. Since this area is not part of the incorporated Smithfield City, it is not under the jurisdiction of the Smithfield City Police Department, and calls would need to be responded to by Cache County Sheriff's Deputies. The CCSO does not routinely/extensively patrol Smithfield City since we have our own PD. This will increase response time for any calls placed from the proposed development.
8. The current plan states that there will be no on-site camp host/director. This means that there will be no one on-site to quickly respond to complaints or needs from the site. The developer also did not provide a list of potential rules/regulations for the site (quiet hours, use of all-terrain vehicles like dirt bikes and snowmobiles, etc). What will the rules be for this facility and how is he planning to enforce those rules without an on-site camp host?
9. The plan states that there will be a 30-day limit for visitors, but that an RV can move from site-to-site and restart their 30-day limit indefinitely. He has also stated that the campground will be open year round. This, combined with the current lack of availability of low-cost housing, will very quickly lead to the campground being used as transient and longer-term housing. This is most definitely not what the land is zoned for.
10. Another major concern for our neighborhood, which is primarily comprised of families with young children, is whether or not this "campground" will potentially house registered child sex offenders under the radar, so to speak. Since this will not be a residence with an address, but there is the potential for long-term usage, these offenders will not show up on an address search of "nearby offenders" for us to be aware of.
11. My final concern is an increase in other crime, such as vandalism, in Dry Canyon. This area is already suffering from vandalism and littering. Increasing the number of short-term and transient "residents" in this area is only going to exacerbate the problem.

In conclusion, I feel that the request for a conditional use permit should not be granted for this RV Campground. There are too many unanswered questions for us, as the neighbors (and the ones who will feel the long-term consequences) to feel confident that the developer really thought this plan through.

### ***Public Comment #33***

I am definitely interested in attending the meeting where the conditional use permit will be discussed, and will be watching for it to show back up on the agenda. But, in the meantime, I wanted to express my concerns and questions so that the commission is aware that the residents of Smithfield are not on board with the developers plans.

Thank you for your time!  
Brittany Woytko

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Brittany Woytko  
[brittwoytko@gmail.com](mailto:brittwoytko@gmail.com)  
435-757-6375

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**Rv park near dry canyon**

1 message

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**traci.ha@gmail.com** <traci.ha@gmail.com>  
To: angie.zetterquist@cachecounty.org

Thu, Sep 30, 2021 at 5:03 PM

I just wanted to share some concerns I have with the county wanting to put in an RV campground near dry canyon and Smithfield.

My main concern is that This would be a Fire hazard — Each site will have a fire pit. It's called Dry Canyon for a reason and was denied to be annexed to Smithfield City, due to fire risk.

Another concern is Safety — If the police are called, response time would be slow because it's county property. Smithfield police wouldn't have jurisdiction, so the Sheriff's office would need to respond.

School zones - The only way up is 600 south, where the high school is located...Or 300 south....sunrise elementary is located just off of 300 south. 300 south is a safe walking route for children to Sunrise. The traffic would be terrible for this. But mostly children don't pay attention to traffic as they should when crossing streets. It seems dangerous to have large vehicles down those streets on a regular basis.

This is not the right location for recreation. There are no areas up Dry Canyon to recreate, just a small narrow trail.

I worry that If There will be no staff on sight. Then Campers can come and cause problems without anyone there to report it to authorities.

I don't think this is the right location for an rv campground. We do not want the added outsiders this would attract to our small community.

Thank you for your time.

Traci Hall  
Smithfield resident

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**Fwd: RV Park**

1 message

**Chris Harrild** <[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)>

Thu, Sep 30, 2021 at 6:41 PM

To: Angie Zetterquist <[angie.zetterquist@cachecounty.org](mailto:angie.zetterquist@cachecounty.org)>, Tim Watkins <[tim.watkins@cachecounty.org](mailto:tim.watkins@cachecounty.org)>

----- Forwarded message -----

From: **Helen Benson** <[gangy.benson@gmail.com](mailto:gangy.benson@gmail.com)>

Date: Thu, Sep 30, 2021 at 12:35 PM

Subject: RV Park

To: <[Chris.harrild@cachecounty.org](mailto:Chris.harrild@cachecounty.org)>

We were part owners of a camp park in Moab Utah and we have some concerns. 1. Most RV 's were looking for running water and waste disposal. 2. Where is your leech line going to go? 3. Most RV camp parks are on the main road to somewhere not just a dead end . 4. What happens to the shooting range that is just right there? We hear shooting up there a lot. We also are avid hunters and use the range a lot. Will there be complaints from that noise? Please do not do away with the range. 5. Is there a swimming facility close by? When the new owner bought us out, he put in a swimming pool and saw immediate good results. 6. Where is the water coming from? We now have 56 homes being built currently next door to us. Also their are new homes going in by the high school and other places in the area. 7. What happens to the value of the homes already built when a camp park goes in? 8. Moab was a tourist town and a lot of calls were made for disturbances, alcohol and and noise issues. How fast can police assistance get to the camp park? 9. What type of traffic is expected with this new development? 10. Why weren't we (the immediate neighbors) informed about this issue in a timely manner. Please consider our concerns. We are against such a project.

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**Chris Harrild, AICP****Director**

Development Services

179 North Main, Ste. 305

Logan, UT 84321

Office 435-755-1641

[chris.harrild@cachecounty.org](mailto:chris.harrild@cachecounty.org)



Angie Zetterquist <angie.zetterquist@cachecounty.org>

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## Hollow ridge rv campground proposal

1 message

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**Jessica Elwood** <jessicaelwood15@gmail.com>

Sat, Oct 2, 2021 at 11:05 AM

To: "angie.zetterquist@cachecounty.org" <angie.zetterquist@cachecounty.org>, "chris.harrild@cachecounty.org" <chris.harrild@cachecounty.org>

Hi there,

Just throwing my opinion out there among other Smithfield residents who live in the area that I am against this and worried about the potential problems and drain on our resources this could cause. Thank you for your time and efforts here.

Jessica Elwood  
Smithfield Resident



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**Citizen input regarding proposed conditional use permit for an RV park east of Smithfield**

1 message

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**Clayton Housley** <cjhousley@gmail.com>

Fri, Oct 22, 2021 at 2:26 PM

To: "devservices@cachecounty.org" &lt;devservices@cachecounty.org&gt;

I live in the neighborhood just west of Dry Canyon in Smithfield and I would like to go on record as being opposed to the proposed conditional use permit which would allow an RV park to be established at the mouth of Dry Canyon.

I have particular concerns regarding the lack of on-site management, the proposed 30-day limit which I believe will encourage long term residents, the increased fire risk which will be inherently introduced with the proposed use, the impact on the shooting range, the response time for the sheriff's department to respond to any calls (Smithfield City has told me they won't respond since the facility would be on county property), and the increased traffic through residential neighborhoods and along an elementary school walking route. But my biggest concerns are allowing a land use which is contrary to the long term planning of the closest local government, Smithfield City and the idea that the RV park would somehow resolve the county's housing crisis.

Additionally, I am seeking education regarding the conditional use permit process. Can you respond and/or direct me to where to find answers to the following questions: Can a conditional use permit be revoked after it has been approved? Can a conditional use permit have an expiration date? Can a conditional use permit have specific conditions/requirements added to its approval? If so, what happens if the applicant fails to meet those conditions/requirements? Who polices compliance with requirements of a conditional use permit?

Thank you for your service and for considering my input in your decision. And thank you in advance for any education you can provide.

I am happy to discuss my concerns with you and can be reached at 435-265-2956 or at [cjhousley@gmail.com](mailto:cjhousley@gmail.com).

Thank you,  
Clayton Housley

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Clayton Housley



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## Hollow Ridge RV Campground

1 message

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**Ryan Bohm** <ryanbohm17@gmail.com>

Thu, Sep 30, 2021 at 11:02 AM

To: "devservices@cachecounty.org" <devservices@cachecounty.org>

To whom it may concern:

I was made aware of the application for Hollow Ridge RV Campground today and I am very concerned with this proposal. I have been a Smithfield resident for almost 10 years and live less than a mile from the proposed site. I am adamantly opposed to this proposal for the following reasons.

My concerns:

Traffic — All traffic will have to come up 600 and 300 South.

Sewer — There is no sewer service on the property.

Fire hazard — Each site will have a fire pit. It's called Dry Canyon for a reason and was denied to be annexed to Smithfield City, due to fire risk.

Safety — If the police are called, response time would be slow because it's county property. Smithfield police wouldn't have jurisdiction, so the Sheriff's office would need to respond.

School zones - The only way up is 600 south, where the high school is located...Or 300 south....sunrise elementary is located just off of 300 south. 300 south is a safe walking route for children to Sunrise. The traffic would be terrible with large trailers going up and down these roads.

Campers can stay up to 30 days. But they can just switch camp sites after the 30 days. People would end up living in a transient campground.

This is not the right location for this. There are no areas up Dry Canyon to recreate, just a small narrow trail.

There will be no staff on sight. Campers can come and go as they please at all times.

Shooting range – this site is directly adjacent to the only shooting range near Smithfield.

I would be happy to discuss my concerns at your convenience.

Thanks

Ryan M. Bohm





Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**Whittaker proposed development**

1 message

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**Muyly Miller** <muylymillerco@gmail.com>  
To: tim.watkins@cachecounty.org

Fri, Oct 1, 2021 at 11:58 AM

There is a review to place hollow ridge rv campground in an agricultural A10 zone in Smithfield. As a resident advocating for more green space and voicing in line with my voting in the Imagine Cache survey this doesn't appeal the to the city . And before we even think about a campground how about a junior high for the residents? Safety continues to be an issue with school zones up the road to this parcel, and crosswalks and the county is Gladly turning away at these issues. How is a campground going to increase safety when we can't track sex offenders. Pedophiles are a real issue, if that's something you won't take a risk on your own neighborhood and family then Why should we. This isn't an area to run a business. That's what Whittaker is doing. He was offered to do one home. And thats it. And if he can't swallow his pride on a risky investment- we aren't too blame. Smithfield isn't too blame. County codes out of date isn't our problem either. Get your acts together to protect neighborhoods from pushy developers that want to run an unmanaged business allowing strangers to increase risk factors of dangers.

Muyly  
8015038934

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**Muyly Miller**  
*Foodie.Cakes.Classes*  
[www.muylymillerco.com](http://www.muylymillerco.com)  
@muylymillerco

Muyly Miller Company, LLC

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Tim Watkins <tim.watkins@cachecounty.org>

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## Land Development Near Smithfield

1 message

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**Yahoo Desk** <where2next42@yahoo.com>

Wed, Oct 20, 2021 at 12:15 PM

Reply-To: Yahoo Desk <where2next42@yahoo.com>

To: "tim.watkins@cachecounty.org" <tim.watkins@cachecounty.org>

Hello,

I've been given this email address as a place where I could voice my concern over the proposed RV park on the east side of Smithfield on 300 South.

I am very much against this proposal. I feel that it is the wrong place for such a development. It would be located near some very nice homes and would decrease the value of the beautiful area that those homes are built in.

There are plenty of good camping places around the area. Please don't allow this development to take place.

Thank you,  
Wende Knight



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**Dry Canyon RV park**

1 message

**Leigh Larsen** <leighmlarsen@gmail.com>

Tue, Oct 5, 2021 at 9:47 PM

To: "tim.watkins@cachecounty.org" &lt;tim.watkins@cachecounty.org&gt;

Mr Watkins,

I live near the Dry Canyon area of Smithfield and walk up the canyon at least three times a week. I am 100% opposed to the proposed RV park for the following reasons:

- There isn't any water or sewer that can reach the park.
- Because it is at the mouth of Dry Canyon and there will be fire pits, it is a clear fire danger. One stray spark could mean the loss of our neighborhood.
- The area should be used as a fire break from a canyon without water to the community below.
- The area would be better used as a continuation of the Bonneville Shoreline Trail.
- RVs would be driving with their large loads through either the SV school zone or the Sunrise school zone. This affects the safety of our children!
- Because there is no sewer or water up there, RV will have to come down through those school zones 1-2 times a week to dump waste and refill water.
- With RV's come ATVs. There are not ATV trails up there, which means those ATV's will be driven on the roads in our neighborhoods, threatening the safety of our children.
- RV parks are increasingly becoming long term residences. In many of these RV parks there are increased levels of crime and drug use. This will threaten the safety of our community. Because it is on county land, any time law enforcement needs to be called the county or Logan City will have to respond, which will take more time.

Thank you for your help with this matter.

Leigh Larsen



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**Trailer park in east side of Smithfield**

1 message

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**Rod Leishman** <Rod@spectrumsports.com>

Mon, Oct 4, 2021 at 9:54 AM

To: "tim.watkins@cachecounty.org" &lt;tim.watkins@cachecounty.org&gt;

Tim,

I want to express my concerns on the trailer/RV park at the mouth of Dry Canyon. I live in that area of Smithfield, have for 23 years.

I feel that the safety of the people that live on 3rd south will be put at risk. The city has allowed homes to be built on both sides of 3rd above 10th East. That new street has kids playing and walkers on it and it has a neighborhood feeling.

Also the idea of having a RV/Trailer park going through a residential area is not a good idea. Some Parks have turned into extended stay homes for some travelers. This can bring in outside issues. If the owners would have been told that a potential RV/trailer park is in the works, I'm sure that the home owners might have made another choice to build there home and raise there kids.

I believe that there can be a place for a RV/Trailer park in Smithfield. Just don't believe that at the top of a street in a residential area is it.

My two cents worth.

Rod Leishman  
President  
Spectrum Sports Intl  
[www.spectrumsports.com](http://www.spectrumsports.com)



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**please read! dry canyon concerns**

1 message

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**Taylor Johnson** <taylorjohnson107@gmail.com>  
To: tim.watkins@cachecounty.org

Fri, Oct 1, 2021 at 9:51 AM

Hi Mr. Watkins,

I want to start by saying thank you for your time in regards to the dry canyon rv park situation!

My name is Taylor Johnson. I recently built a home in close proximity to this proposed site. I have a 3 year old, who has autism, and a lively 18 month old.

We made this investment for our young family because we love this area. We love the safe, peaceful feeling. We felt confident that all of the existing neighbors would contribute to the childhood we want to give our kiddos and fit their sometimes unique needs.

My number 1 concern with this project is fire risk. ive lived on the hyde park/smithfield bench my entire life and have always been terrified and am very familiar with the risks of fire and how quickly it can escalate.

I truly feel like this proposal poses a risk to more citizens then it poses a benefit.

With the way the owner hopes to structure the facility it seems like it is more likely to be used for residency than recreation.

That land doesnt have the resources and isnt zoned for people to live there. So if this is passed, I feel like it is fair and urgent that the amount of time people can camp there, not in one rv spot, but at the entire location be changed to no more than a week. Few ppl are going to travel to this spot to have a camp out. it is not a desirable camping location. This location is part of a residential area, not a mountainous camping location. They are going to have to buy trees to turn this into a camping spot? Most of the year it looks like a desert. Its called dry canyon for a reason!

I don't see this being a profitable decision for the owner or the county. I think it is wrong for the county to have a residential rv park in this location and it is not going to be a popular camping spot. Any unlawful activity is not going to be well received and the county/logan police will have to respond which will spread resources. This is also discouraging to the citizens here that there will be a natural delay time for any issues that could occur.

Another worry is that this site would mean more traffic in already busy school zones and in neighborhoods where little children like mine are playing. 300 s in smithfield is a busy and problematic road as is.

Finally, the individual who purchased this land originally tried to put homes here. He bought land that wasnt intended for it and assumed he could make it happen anyways. As a backup plan, he is now trying to push this through. I think if it was in his neighborhood, he would not do this. I would like to ask him that. Its unfortunate he chose an investment that has not turned out for him, but should that be at the cost of many smithfield residents safety and peace of mind? We too, made an investment, and committed to maintaining properties to a designated standard. When the residents of this neighborhood chose this place and made this commitment we took into account the potential future plans of the surrounding landscape and had no indication of this. This is not about property values, this is about security and protecting a way of life.

I apologize if this email sounds confrontational, its not my nature or my intention. But my neighbors are passionate about this and I feel an obligation to my neighborhood to voice my support of maintaining a lovely, safe area.

Thank you for your time!!

Taylor





Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**Proposed RV Development in Smithfield(Dry Canyon)**

1 message

**Jeff Bates** <bates68@yahoo.com>

Fri, Oct 8, 2021 at 9:01 AM

To: "Tim.watkins@cachecounty.org" &lt;Tim.watkins@cachecounty.org&gt;

Dear Tim,

I was given you name as a person to reach out to in the county to voice my opposition to the proposed RV site at the bottom of Dry Canyon in Smithfield. I do not think that this proposed use of the land is in the best interest of our community in Smithfield. I feel that the following items could have a negative impact on our neighborhood and community:

- Family safety: The facility would be used by multiple random strangers close to very active neighborhoods with lots of children of varying ages. I believe this use of the land by ever changing clientele could pose a safety risk for the children for abduction or abuse.
- Homeless/Squatter behavior: This area could potentially be used as a homeless camp where people could come for 30 days, then move for 1 day then return for another 30. I am opposed to this behavior and usage of the land. This typically brings with it crime and drug behavior.
- Schools: Traffic along 3rd and 6th south pass by 2 schools(Skyview and Sunrise Elementary). This increased traffic only adds to the danger of the children and youth being injured traveling to and from school.
- Sidewalks: There are areas along these routes where there are no sidewalks. This also adds to the safety concern of residents and children having a higher risk of injury with increased traffic and people.
- Roads: The use of this facility will increase the traffic along both 3rd and 6th south as people come and go from this facility. Most often pulling big trailers or in large RV's. I feel this increased traffic in our community adds risk to the residents and children who frequently walk and play on these streets. There are no stop lights or other traffic management mechanisms in place.
- Sewer: Since there will be no waste collection or sewer dumps what will happen to the sewage? Most I hope will make it to proper RV dumps, but there will certainly be increased sewer waste released into the environment.
- Water: Where will the water come from to support the use at the facility? Who pays for that water and it's installation? If there is no water then this will only add to increased traffic as people will need to travel to a location to get water.
- Waste: There will be an increase in garbage waste in our community. As people come up there to camp for extended periods of there we will have increased garbage in our neighborhoods and mountains.
- Fires: The risk of starting a forest fire at this location increases. We are not allowed to have fireworks etc above 8th east and this site will be somewhere around 15th east? I see this being a potential for a very disastrous situation. If a fire starts in this location it will quickly spread to the mountains and potentially to the west to impact the homes.

I am very much opposed to this proposal and ask that you consider my request to not approve this use of the land.

I think the potential for other use could have much better benefits to the community and to the land owner.

Regards,  
Jeff Bates  
Smithfield, UT  
801-856-1247



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**New RV development in Smithfield**

1 message

**Jonathan Young** <jonathan.young@usu.edu>

Mon, Nov 1, 2021 at 3:56 PM

To: "tim.watkins@cachecounty.org" &lt;tim.watkins@cachecounty.org&gt;

Dear Tim,

I found out about a proposal last month for an RV campground on 300 South and about 1400 East behind our neighborhood. I'm all for enjoying the outdoors but I have a few concerns:

- First from what I've heard is that this is an unsupervised RV campground. No one will be there to enforce noise ordinances.
- The amount of light pollution from all the RVs at night will ruin our beautiful mountain views.
- Being that close to the mountain there's potential for more human-caused wildfires.
- They dug a well earlier this year but it's not sufficient for 80 RV's.
- There will also be an increase in traffic. All of the traffic will need to come up 600 and 300 South and the roads aren't currently set up for the increase. 300 south is a safe walking route for children to sunrise and the increased traffic would be terrible for this.
- I've heard that there isn't any sewer service on the property which is a problem.
- The safety of those that stay if the police are called. The response time would be slow because it's county property and the Smithfield police wouldn't have jurisdiction so the Sheriff's office would need to respond.
- Campers can stay up to 30 days. This means if they wanted since it isn't supervised is that they could just move to a new spot and become temporary residents.

Hopefully, this email gave you an understanding of just a few of my concerns. Like I said earlier, I'm all for the enjoyment of the outdoors but it needs to be in its proper place. I think this type of campground would be more suited for Smithfield Canyon or some other location in the valley maybe near Wellsville's. If you'd like to reach out to me for more questions my phone number is 801-369-1499.

Thank you,

Jonathan Young

414 South 1100 East

Smithfield, UT 84335



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**Hollow Ridge Campground Conditional Use Permit**

1 message

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**Wesley Miller** <wescmiller2@gmail.com>  
To: tim.watkins@cachecounty.org

Mon, Nov 1, 2021 at 1:05 PM

Dear Sir,

I am a resident near the site for the proposed Hollow Ridge RV Campground. I write to you to voice my strict opposition to the conditional use permit for this property. Placing an open-air hotel across the street from a quiet, hillside community has a host of negative externalities that infringe on the rights of local residents. Here is a list of my biggest concerns:

- 1) Wildfire risk - What's the name of the canyon? Why do they call it that?
- 2) Pollution of all types: smoke, trash, dust, noise, and light. Neighbors would be forced to live with the smell of perpetual campfire smoke and all the noise associated with camping out.
- 3) Traffic - the primary roads into this area are not designed to have hundreds of large toys and toy haulers running through them each week. Multiple stretches of road don't have sidewalks, and/or pass through school zones.
- 4) Scenic beauty - The campground would create a permanent dust bowl and mar the natural scenic beauty of Smithfield's eastern bench.

I recognize the importance of outdoor recreational areas, but they don't belong in residential neighborhoods. Why don't we see campgrounds built in and around residential communities? Because the very act of camping out intrudes on the rights of homeowners. Now is no time to start building campgrounds in our neighborhoods.

I implore you to oppose the approval of this open air hotel in our community.

Sincerely,

Wesley Miller

Tom and Joan Johnson  
1108 E. 300 S.  
Smithfield, UT 84335  
September 29, 2021

Cache County  
Development Services Department  
Attn: [Angie.zetterquist@cachecounty.org](mailto:Angie.zetterquist@cachecounty.org)  
[Chris.harrill@cachecounty.org](mailto:Chris.harrill@cachecounty.org)  
179 N. Main, Suite 305  
Logan, UT 84321

Re: Proposed RV Park/Campground  
1400 E. 300 S.

Dear Development Services Department:

The following expressions are based upon our personal experience living on 300 South, just 1/3 of mile directly west of this proposed development. Our concerns are based on safety, fire and health hazards:

300 South is a straight residential road, not a highway, with a 25 mph speed limit. Placing a development at the top of the street with various types of recreational vehicles poses a safety risk as there will be an increase in traffic, especially large RVs with a straight shot down a steep hill. Persons who are unfamiliar with the neighborhood often ignore the speed limit; we harbor deep concerns that a campground/RV park will attract many persons who are unacquainted with the neighborhood and will be maneuvering large vehicles on a steep residential street at excessive speeds. Also, we have looked forward to the time that construction vehicles would eventually give way to a placid residential neighborhood. The proposed RV park would open the street up to increased traffic 24/7 with no end in sight.

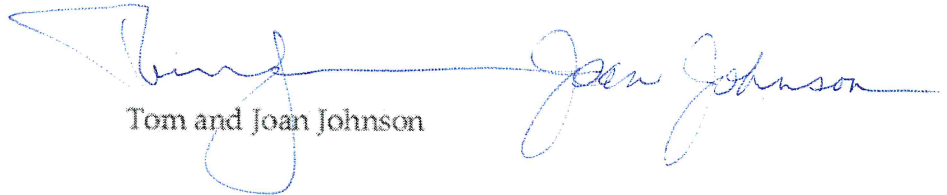
The nature of the street compounds the increased fire risk. 300 South would be the only access route for fire equipment. The current drought, together with the recent fire on hills above the development, emphasize the need to carefully consider fire risks. To have tens and tens of open fire rings in an area bordering dry, open type rangeland to the east and future residential areas to the west ignores common sense and raises

serious management concerns. The fact that there will be no manager on site suggests that once a fire starts, or if there are any other kinds of police issue, they will explode out of control before authorities are notified and long before a police/fire presence arrives.

Health issues are also presented. There is no sewer access. Vehicles will have to leave to go elsewhere to dump sewer, thereby increasing traffic. One can only imagine what some temporary "residents" might do with no restroom or disposal facilities on premises. The type of garbage is not like construction garbage bins that do not contain rotting, organic material. Having multiple, large garbage containers filled with domestic and organic refuse that are emptied once a week will attract insects and undesirable animal life, to say nothing of potential smells.

Governments exist to protect its citizens from safety, fire and health hazards. We respectfully request you to deny the request for this development.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom and Joan Johnson", with a long horizontal line extending to the right.

Tom and Joan Johnson



Tim Watkins <tim.watkins@cachecounty.org>

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## Hollow Ridge RV Campground

1 message

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**Criter** <criteses@gmail.com>

Tue, Nov 23, 2021 at 9:07 AM

To: devservices@cachecounty.org, gina.worthen@cachecounty.org, tim.watkins@cachecounty.org

Good Morning,

I am writing in concern with the request to operate a RV Campground in a neighborhood. The impact to my family and this neighborhood if allowed will be detrimental. Allowing this will increase traffic on 3rd street where kids walk daily to school, fire risk which we are already high, noise, light and alcohol violations, potential firearm use, increase crime and potential harm to the community. This is not an area that a RV Campground should be allowed. This is a place for families to raise their children. Please consider the people of Smithfield before allowing for this to happen and the impact it will have on us.



Tim Watkins &lt;tim.watkins@cachecounty.org&gt;

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**RV pad in Smithfield (Dry Canyon)**

1 message

**Nate Johnson** <nate.rjohnson78@gmail.com>

Tue, Nov 23, 2021 at 12:15 PM

To: "tim.watkins@cachecounty.org" &lt;tim.watkins@cachecounty.org&gt;, "gina.worthen@cachecounty.org" &lt;gina.worthen@cachecounty.org&gt;

To whom it may concern:

I am a resident of Smithfield City at [1202 East 300 South](#). I am writing on behalf of the RV pad that someone is wanting to place just above me. I am strongly against something like this going in the location above me for the following reasons and would ask you to please consider these points.

First off, no one in their right mind would ever want an RV pad in their back yard. You wouldn't want it and neither would I. There's no way this individual wanting this would ever consider placing something like this in his/her back yard either

Traffic: Traffic going up 3<sup>rd</sup> and 6<sup>th</sup> is already higher than other residential areas in Smithfield. A lot of kids are in this area and we already have enough recreational vehicles running up and down the roads. We don't need to invite more traffic with an RV pad.

The area: When we first decided to build here, all the area around us was plotted for residential only – no mention of the likes of an RV pad. I felt safe building here in knowing that a lot of the homes are really nice and it would just be single family dwellings for the most part in this area. A lot of developing is going on up here right now and I believe if an RV pad is placed, its going to discourage anyone from moving to already developing areas for single family housing. We've put a lot of time and effort into making our property look nice and I don't want to deal with people who don't know where my property begins and theirs ends. I would also fear the possibility of DE-valued property with an RV pad nearby. People tend to take better care of their property but don't put the same effort into what's not theirs. Last thing we want is to encourage trash and noise and from what it sounds like, this RV pad will not be monitored by an individual all the time if any.

Fire-hazards: There's a reason its called Dry Canyon and fire danger is elevated in the summer. I don't want my home to become victim to someones carelessness at an RV pad. Yeah, I heard there would be fire rings but that doesn't mean anything to me. It's still a risk.

Please do not allow an RV pad near dry canyon. Like many people in the valley we want a place that's nice and quiet without the nuisance an RV pad would bring.

Sent from [Mail](#) for Windows



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**Staff Report: Holyoak Airport CUP Review**

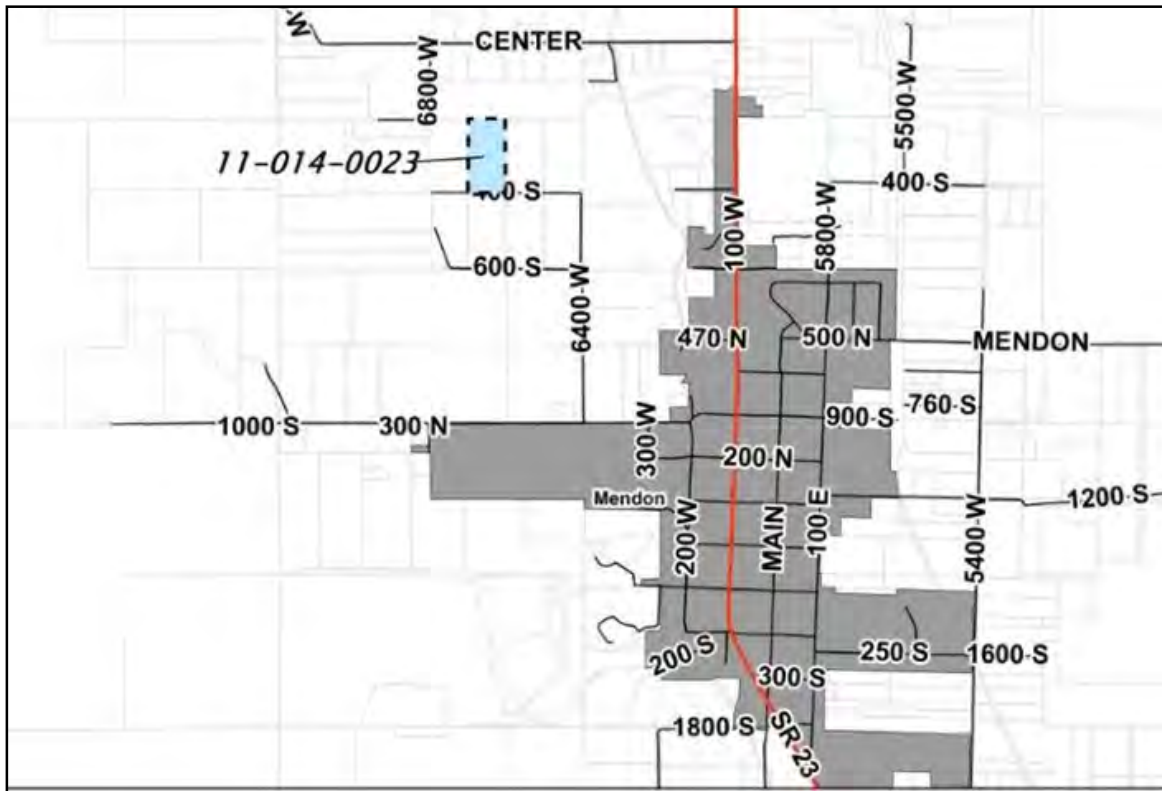
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**A. Purpose**

The purpose of this review is for the Planning Commission (Commission) to either revoke the existing Holyoak Airport Conditional Use Permit (CUP) or allow it to continue. This review does not provide the Commission the opportunity to amend the approved and recorded CUP and associated conditions.

**B. CUP Location**

The CUP is located on parcel 11-014-0023, Lot #3 of the Pheasant Ridge Subdivision, at 6523 West 400 South, north and west of Mendon. The property is 19.74 acres in size and is in the Agricultural (A10) Zone.



The area surrounding the property consists of agricultural and residential properties, all within the A10 Zone.



### C. Background

1. Staff has reviewed the existing CUP based on the approved and recorded CUP conditions and the County Land Use Code.
2. The CUP was approved by the Commission on May 5, 2016, and recorded on May 4, 2017. No amendments to the original approval have been requested or approved. A copy of the recorded CUP and the final 2016 staff report has been included in Attachment 1.
3. In 2019 staff reviewed the permit and determined that it was necessary for the Commission to consider the CUP for revocation. On June 6, 2019, the Commission reviewed the CUP to determine if conditions existed that may require revocation of the CUP. The Commission's action was to leave the CUP in place.
  - a. The Commission's decision not to revoke the CUP was then appealed to the Cache County Board of Adjustment (Board) by an opposing party where the Board acted in support of the Commission's decision.





6. The property owner has provided additional information addressing items specific to the operation of the airport. This has been reviewed by County staff and those comments are included in Attachment 5.
7. The property owner was noticed 30 days in advance of the initial meeting for revocation review.

#### **D. Ordinance**

1. Section 17.06.050, item E, of the Cache County Land Use Ordinance (Ordinance) states,  
“If there is cause to believe that grounds exist for revocation of an approved Conditional Use Permit, the Land Use Authority shall schedule the item for consideration at a public meeting. A minimum notice of thirty (30) days prior to the meeting shall be provided to the property owner at the location of the approved Conditional Use Permit.
  1. A Conditional Use Permit may be revoked by the Land Use Authority if the Land Use Authority finds that one or more of the following conditions exist:
    - a. The Conditional Use Permit was obtained in a fraudulent manner.
    - b. The use for which the Conditional Use Permit was granted has ceased for a minimum of twelve (12) consecutive calendar months.
    - c. The nature of the use for which the Conditional Use Permit was granted has changed or the intensity of use has increased beyond that originally approved.
    - d. The use constitutes a nuisance as defined by County Code.
    - e. One or more of the conditions of the Conditional Use Permit have not been met.”

#### **E. Revocation Findings**

1. Was the CUP obtained in a fraudulent manner?
  - a. No.
2. Has the use for which the CUP was granted ceased for a minimum of twelve (12) consecutive calendar months?
  - a. Initial review indicates that the use may have ceased for a minimum of 12 months. A full review of the noted deposition has not been completed and is required to confirm this possibility.
3. Has the nature of the use for which the CUP was granted changed, or has the intensity of use increased beyond that originally approved?
  - a. No.
4. Does the use constitute a nuisance as defined by County Code?
  - a. No. County staff has no evidence to substantiate that the use is a nuisance.
  - b. Within the purview of the Planning Commission, the County Land Use Ordinance defines nuisance as:  
“Any use or activity which emits noise, smoke, dust, odor, or vibration in amounts sufficient to substantially depreciate values of surrounding buildings or lands, or a use or activity which substantially deprives the owners of adjoining property of a property right.”  
Chapter 8.24 Nuisances from the County Code also addresses nuisances. Any complaint made under this chapter must be addressed to the County Fire Chief and is outside the purview of the Planning Commission.
5. Have all the conditions of the Conditional Use Permit been met?

- a. No. Condition #1 of the CUP specifies that the proponent must meet all applicable standards of the Cache County Code. The County Land Use Code, section 17.07.030 Use Related Definitions, item 5810 Private Airport, #2 states that,
  - “A copy of the design criteria as per the current FAA Airport Design Advisory Circular AC 150/5300-13A as applicable to the type of aircraft proposed to operate at the site. Said design criteria must be implemented at the site.”
- b. All necessary design criteria have not been provided. The basic performance specifications from the Cessna 182M Pilot's Operating Handbook (POH) were included with the initial application, however, the charts for short takeoff and landing that address temperature, elevation, and runway surface in calculating runway length have not been provided. This necessary information will allow the applicant and County staff to confirm the runway information and RPZ location. The information related to the specs for the modifications that have been done to the aircraft, i.e. STOL kit and engine modification. Without that information, the staff is unable to determine if the runway length is adequate for the aircraft and therefore unable to confirm the location of the RPZs. Of additional concern is that the noted minimum runway lengths as identified in the existing CUP may not be adequate as they do not address the specific location and environment. Even at 2700 lbs., and with the information currently available to staff, the most conservative estimate places both short field takeoff and landing closer to 900' in length when considering temperature, elevation, and runway surface. (POH for 1982 Cessna 182Q at 0 C and 4700 feet elevation on dry grass). However, this is not specific to the Cessna 182M and does not consider the modifications that have been made to the aircraft. A copy of the applicable pages from the POH for the Cessna 182M and the updated specs for the aircraft with the STOL kit and increased horsepower is necessary to accurately determine the minimum distances required for takeoff and landing.
- c. AC 150/5300-13A defines an RPZ as,
  - “An area at ground level prior to the threshold or beyond the runway end to enhance the safety and protection of people and property on the ground”.
- d. The immediately applicable section of that criteria is found under paragraph 310. This section establishes the criteria for the RPZ and states that the function of the RPZ is to,
  - “enhance the protection of people and property on the ground. This is best achieved through airport owner control over RPZs. Control is preferably exercised through the acquisition of sufficient property interest in the RPZ and includes clearing RPZ areas (and maintaining them clear) of incompatible objects and activities.”
- e. That same section also states that,
  - “It is desirable to clear the entire RPZ of all above-ground objects. Where this is impractical, airport owners, as a minimum, should maintain the RPZ clear of all facilities supporting incompatible activities.”
- f. Based on the code requirement that the design criteria must be implemented, the RPZ must remain clear of all above-ground objects and clear of incompatible objects and activities. A copy of paragraph 310 has been included in Attachment 3.
- g. This section references FAA Memorandum, Interim Guidance on Land Uses Within a Runway Protection Zone (FAA Memo), dated 9/27/2012, as a tool to clarify

“incompatible objects and activities”. This FAA Memo indicates that for new or modified land uses, buildings and structures are incompatible land uses in the RPZ, and the FAA Memo states that it does not address incompatible objects for existing land uses. A copy of the FAA Memo has been included in Attachment 4.

- h.** Staff’s determination is that a Single Family Dwelling is an incompatible land use in the RPZ.

## **F. Conclusions**

The CUP may be revoked by the Land Use Authority as conditions that justify revocation exist as follows:

- 1.** All the conditions of the Conditional Use Permit have not been met.
  - a.** Condition 1 of the permit has not been met as not all criteria have been provided as per the current FAA Airport Design Advisory Circular 150/5300-13A and as applicable to the type of aircraft proposed to operate at the site. Also, it does not appear that the runway length as identified in the existing CUP was established based on accurate and complete information, and therefore the existing minimum required runway length and location of the RPZs as approved under the CUP do not appear to be accurate.
- 2.** The use for which the CUP was granted may have ceased for a minimum of twelve (12) consecutive calendar months. Staff review of the deposition is required to fully confirm this conclusion.

## **G. Recommendation**

At this time, while it appears that sufficient information may be present for the Commission to act to revoke the permit, County staff recommends the Commission postpone final action until the Commission’s February meeting to allow the review of the depositions, and for the Holyoak Airport to provide, and staff to review, the required information with the requirement that a status update is provided by the Holyoak Airport to the Commission at the January meeting.



## DEVELOPMENT SERVICES DEPARTMENT

BUILDING | SURVEYING | ENGINEERING | GIS | PLANNING &amp; ZONING | ROADS | WEEDS

**CONDITIONAL USE PERMIT** (This permit does not give clearance for a Building Permit.)

Ent 1171175 Bk 1949 Pg 1272

Date: 4-May-2017 04:10 PM Fee \$12.00

Cache County, UT

Michael Gleed, Rec. - Filed By JA

For RACHEL HOLYOAK

LEGAL DESCRIPTION(S) ATTACHED

**PURPOSE**

The construction and operation of a private airport as per County Land Use Code § 17.07.030, land use index 6310 Private Airport.

**PROJECT NAME:** Holyoak Airport**APPROVAL DATE:** 5 May 2016**PROJECT ADDRESS:** 6523 West 400 South  
Mendon, Utah 84325**TAX #:** 11-014-0023**OWNER NAME:** Nathan and Rachel Holyoak**ZONE:** Agricultural (A10)**ACRES:** 19.74**CONDITIONS OF APPROVAL (8)**

1. The proponent must meet all applicable standards of the Cache County Code.
2. Prior to recordation, the applicant must provide a revised runway layout and design compliant with the runway design standards in FAA Advisory Circular AC 150/5300-13A.
3. The proponent must follow the site plans and letter of intent submitted to the Cache County Development Services Office, except as conditioned by the Cache County Planning Commission herein.
4. If the existing landing strip is amended in the future and results in more than 5,000 square feet land disturbance, the applicant must meet the minimum storm water requirements in place at that time. Best Management Practices (BMP's) must then include and define how storm water will be controlled on-site.
5. In order to provide for the public safety in the form of fire and emergency medical service to the proposed airstrip, the access road to the airstrip must be a minimum of 12 feet wide and provide an all-weather surface for emergency vehicle access.
6. A copy of the Airport Master Record must be provided to the Development Services Department once the airport is in operation.
7. Any further expansion or modification of the facility or site must obtain the approval of the designated Land Use Authority.
8. If any structures are built within the noted runway areas and zones, the Holyoak Airport Conditional Use Permit must be reconsidered by the Cache County Land Use Authority.



**Expiration:** This conditional use permit shall expire and be null and void twelve (12) months after the approval date unless:

1. A County Building Permit has been issued and remains in force until the completion of the approved project, or;
2. A County Business License is issued and remains current for an approved commercial business, or;
3. Substantial work shall have been accomplished towards the completion of the approved project.

If at any time any specific condition is not fully complied with, the Planning Commission may revoke the conditional use permit upon a 30-day notice to the applicant/property owner and following a public meeting.

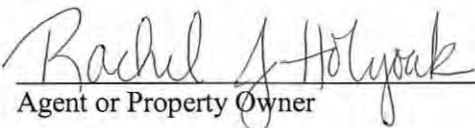
  
Director of Development Services

3/21/2017  
Date

Ent 1171175 Bk 1949 Pg 1273

### AGREEMENT OF ACCEPTANCE

I have read, understand and agree to comply with the Land Use Ordinance and the terms of this permit. I realize that in order to do any construction on the property, I will be required to obtain a County Building Permit and that I will need to meet the standards of Cache County for any improvements. I agree to reimburse Cache County for any costs of enforcement including reasonable attorney fees, and/or any other costs of enforcement incurred by Cache County resulting from my failure to comply with the Land Use Ordinance and the terms of this conditional use permit.

  
Agent or Property Owner

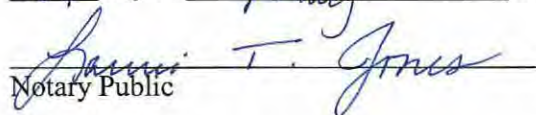
5/4/2017  
Date

STATE OF UTAH       )  
                                  )  
COUNTY OF CACHE   )



Sworn to and subscribed to before me this

04 day of May, 2017.

  
Notary Public

### LEGAL DESCRIPTION(S)

**11-014-0023:**

LOT 3 PHEASANT RIDGE SUBDIVISION CONT 19.74 AC



## DEVELOPMENT SERVICES DEPARTMENT

BUILDING | COUNTYWIDE PLANNING | ENGINEERING | GIS | PLANNING &amp; ZONING

## STAFF REPORT: HOLYOAK AIRPORT CONDITIONAL USE PERMIT

5 May 2016

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

**Agent:** Nathan and Rachel Holyoak**Parcel ID#:** 11-014-0023**Staff Determination:** Approval with conditions**Type of Action:** Administrative**Land Use Authority:** Cache County Planning Commission

## PROJECT LOCATION

*Reviewed by: Jacob Adams — Planner I***Project Address:**6523 West 400 South  
Mendon, UT 84325**Current Zoning:**

Agricultural (A10)

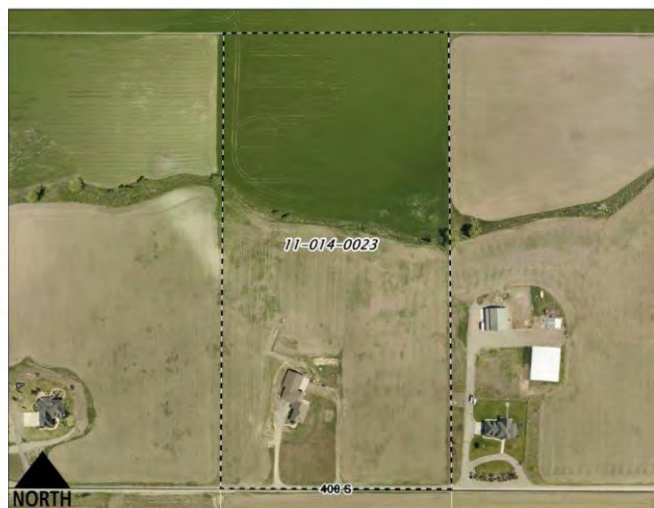
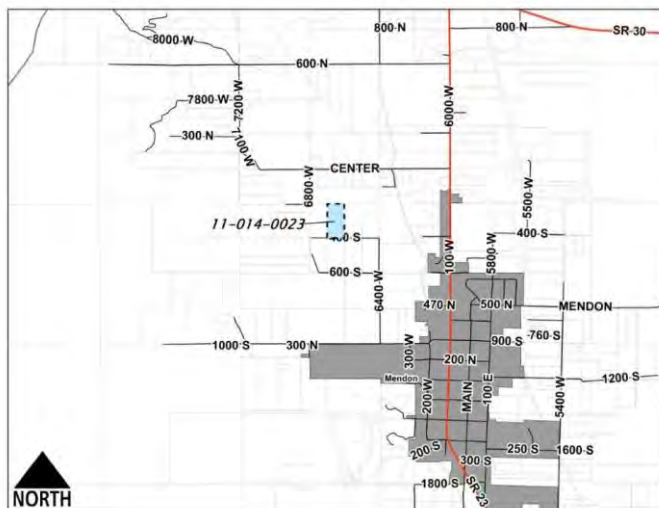
**Acres:** 19.74**Surrounding Uses:**

North – Agricultural/Residential

South – Agricultural/Residential

East – Agricultural/Residential

West – Agricultural/Residential



## PROJECT PURPOSE, APPLICABLE ORDINANCE, SUMMARY, AND PUBLIC COMMENT

**Purpose:**

To review and make a decision regarding the request to allow a private airport.

**Ordinance:**

This proposed use is defined as “6310 Private Airport” under Cache County Land Use Code §17.07.030 Definitions, and as per §17.09.030 Schedule of Uses by Zone, and is permitted as a conditional use in the Agricultural (A10) Zone only if reviewed and approved in accordance with the conditional use review procedures of §17.06 Uses. These procedures are detailed under §17.06.050 Conditional Uses and §17.06.050 [C].

**Summary:**

In the addition to the requirements of the review for a conditional use permit, 6310 Private Airport (airport) requires the following items:

- |  |   |                  |
|--|---|------------------|
| <ol style="list-style-type: none"> <li>1. A copy of any and/or all FAA reviews, forms, and analyses regarding the airport location, activity, and design including:               <ol style="list-style-type: none"> <li>a. The current FAA Form 7480-1, and;</li> <li>b. FAA response to the Form 7480-1 submission.</li> <li>c. A copy of the Airport Master Record.</li> </ol> </li> <li>2. A copy of the design criteria as per the current FAA Airport Design Advisory Circular AC 150/5300-13A as applicable to the type of aircraft proposed to operate at the site. Said design criteria must be implemented at the site.</li> </ol> | { | <b>Exhibit A</b> |
|  | { | <b>Exhibit B</b> |

As noted, these items have been attached as Exhibits A and B. FAA Form 7480-1 and the FAA response have been submitted by the proponent and indicate that the proponent has obtained the necessary review from the FAA to operate the airport. The Airport Master Record is required by the FAA once the airport is in place. A copy must also be submitted to this office once it has been submitted to the FAA. Item 2 (Exhibit B) identifies the design criteria for the airport identified by the FAA and required by County Code §17.07.030, 6310 Private Airport, and includes a runway design standards matrix specific to the owner's aircraft type.

The applicant has submitted a letter of intent detailing the proposed private airport:

1. **Airstrip Type and Size** — The proposed airstrip will only be used for Visual Flight Rules (VFR) flights. The airstrip will have a dirt or mowed grass surface and is intended to be slightly over 1300 feet long and 50 feet wide with an elevation of 4,565 feet above sea level. FAA Advisory Circular AC 150/5325-4B allows airport designers to determine the recommended runway length from the design aircraft's flight manual; the applicable information is found in "Aircraft Capability" below.
2. **Aircraft Type** — The owner's aircraft is a modified Cessna 182. This aircraft has a wingspan of 36.1 feet, a length of 28.2 feet, a tail height of 9.2 feet, and an empty weight of 1,580 pounds. The applicant has stated that any future aircraft, including family or friend's aircraft, would be less demanding than the owner's current aircraft.
3. **Aircraft Capability** — The Cessna's take-off distance is 625 feet of ground run with a total distance required to clear a 50-foot tall obstacle of 1205 feet. The landing distance is 590 feet of ground roll with a total distance over 50-foot obstacles of 1350 feet.
4. **Operation Times** — The hours of operation will vary during visible daylight hours, seven days a week based on weather/visibility. It is not anticipated to be regularly used between 10:30 PM and 5:00 AM due to Visual Flight Rules (VFR) restrictions. Should the airport need to be used during these times, the applicants have expressed a willingness to notify immediately adjacent neighbors. The applicant anticipates an average of 15 landings per month.
5. **Storage** — The applicant states an existing hanger on the property will be used for storage of their personal aircraft. This hanger was built along with the house as a "shop."

The applicant has not provided details relating to the runway design standards set forth in FAA Airport Design Advisory Circular AC 150/5300-13A, Table 3-5. The relevant dimensions were identified by staff and are shown in Table 1 (next page) and illustrated in Exhibit C. Of these items, the proposed runway does not appear to meet the runway width requirement or the width requirements for the Runway Safety Area, the Runway Object Free Area, and the Runway Obstacle Free Zone due to the

residential homes in the area. There is only approximately 500 feet between the applicant's home and the home and structures on the property to the east.

**Table 1— Runway Design Standards (See Map, Exhibit C)**

ITEM	DIMENSIONS	ITEM	DIMENSIONS
Runway Design		Runway Obstacle Free Zone (ROFZ)	
Runway Length	As above	Length	200 ft
Runway Width	60 ft	Width	250 ft
Crosswind Component	10.5 knots		
Runway Safety Area (RSA)		Approach Runway Protection Zone (RPZ)	
Length beyond departure end	240 ft	Length	1000 ft
Length prior to threshold	240 ft	Inner Width	250 ft
Width	120 ft	Outer Width	450 ft
		Acres	8.035
Runway Object Free Area (ROFA)		Departure Runway Protection Zone (RPZ)	
Length beyond runway end	240 ft	Length	1000 ft
Length prior to threshold	240 ft	Inner Width	250 ft
Width	250 ft	Outer Width	450 ft
		Acres	8.035

There are additional concerns with the length or width of the Approach and Departure Runway Protection Zones (depending on the length of the runway and where it is located on the parcel) due to the nearby structures and the parcels to the north and south. The parcel to the south (11-014-0033) is the currently undeveloped Lot 3 of the Pheasant Ridge Estates Subdivision, while the 38-acre (12-035-0011) and the 9.25-acre (12-035-0028) parcels to the north are currently used for agriculture.

Advisory Circular AC 150/5300-13A indicates that airport operators should own the Runway Protection Zones. In this case, future development on these parcels may interfere with these zones and create unsafe situations. It is left to the Planning Commission to determine whether to require the applicant own the land associated with the RPZ's or to allow the airport with the condition that the development rights of these parcels have priority over the airport and future development in these areas may restrict the airport's ability to operate.

Federal regulation 14 CFR 91.119, Minimum Safe Altitudes: General, requires that, except as needed for takeoff and landing, an aircraft cannot be operated within 500 feet of any person, vessel, vehicle, or structure in a sparsely populated area.

**Access:**

- Access to the airport site and to private road 400 South is from county road 6400 West and does not meet the minimum county standards
- County road 6400 West is a 17 foot wide gravel road.
- The current Cache County Manual of Roadway Design and Construction Standards §2.3 specifies that roads with more than 30 ADT are required to meet the minimum county roadway standards, specifically, a 22' wide paved surface with 1' wide gravel shoulders.
- Private road 400 South is a 17 to 20 foot wide gravel road.
- The current Cache County Manual of Roadway Design and Construction Standards §2.4 [4] [a] [ii] specifies that the private drive must be a minimum of 20 feet wide.
- Staff recommends that a design exception be granted for the substandard portions of county road 6400 West and private road 400 South as the impact to these roads due to the proposed use is negligible (see section 2.4 [4] [c] [i] of The Cache County Manual of Roadway Design

and Construction Standards), and the involved lots are part of an approved subdivision (see section 2.4 [4] [b] [i & ii] of The Cache County Manual of Roadway Design and Construction Standards).

***Service & Maintenance:***

- Cache County performs year round maintenance on county road 6400 West.
- Maintenance of private road 400 South is the responsibility of the homeowners within the Pheasant Ridge Subdivision.
- Water supply for fire suppression would be provided by the Mendon Fire Department.
- In order to provide for the public safety in the form of fire and emergency medical service to the proposed airstrip, the access road to the airstrip shall be a minimum of 12' wide, all-weather surface such that fire apparatus and emergency medical vehicles are able to access the site in a minimal amount of time under weather conditions common to the area (IFC 503.2.3).
- As the landing strip will be vegetated (grass), there will be minimal land disturbance. If the existing landing strip is amended in the future and results in more than 5,000 square feet of land disturbance, the applicant must meet the minimum storm water requirements in place at that time. Best Management Practices (BMP's) must then include and define how storm water will be controlled on-site.

***Sensitive Areas:***

- There is a mapped FEMA floodplain associated with Spring Creek on this property. While the runway will pass through this floodplain, no structures are being proposed within this area.

**Public Notice and Comment:**

Public notice was posted online to the Utah Public Notice Website and the Cache County website on 21 April 2016. Notice was also published in the Herald Journal on 26 April 2016. Notices were mailed to all property owners within 300 feet of the subject property on 29 April 2016. At this time, no public comment regarding this proposal has been received by the Development Services Office.

**STAFF DETERMINATION AND FINDINGS OF FACT (4)**

It is staff's determination that the request for a conditional use permit for the Holyoak Airport, located in the Agricultural (A10) Zone at 6523 West 400 South near Mendon with parcel number 11-014-0023 is in conformance with the Cache County Code and should be approved. This determination is based on the following findings of fact:

1. The Holyoak Airport conditional use permit has been revised and amended by the conditions of project approval to address the issues and concerns raised within the public and administrative records.
2. The Holyoak Airport conditional use permit has been revised and amended by the conditions of project approval to conform to the requirements of Title 17 of the Cache County Code and the requirements of various departments and agencies.
3. The Holyoak Airport conditional use permit has been reviewed in conformance with §17.06.070 of the Cache County Code, Standards and Criteria for Conditional Use, and conforms to said title, pursuant to the conditions of approval.
4. A design exception is hereby approved to allow county road 6400 West and private road 400 South to function as substandard roadways as the impact to the road is negligible and no structures are proposed.

**CONDITIONS OF APPROVAL (7)**

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The following conditions are appurtenant to the existing property and must be accomplished prior to recordation or operation for the development to conform to the County Code and the requirements of county service providers.

1. The proponent must meet all applicable standards of the Cache County Code.
2. Prior to recordation, the applicant must provide a revised runway layout and design compliant with the runway design standards in FAA Advisory Circular AC 150/5300-13A.
3. The proponent must follow the site plans and letter of intent submitted to the Cache County Development Services office, except as conditioned by the Cache County Planning Commission herein.
4. If the existing landing strip is amended in the future and results in more than 5,000 square feet land disturbance, the applicant must meet the minimum storm water requirements in place at that time. Best Management Practices (BMP's) must then include and define how storm water will be controlled on-site.
5. In order to provide for the public safety in the form of fire and emergency medical service to the proposed airstrip, the access road to the airstrip must be a minimum of 12 feet wide and provide an all-weather surface for emergency vehicle access.
6. A copy of the Airport Master Record must be provided to the Development Services Department once the airport is in operation.
7. Any further expansion or modification of the facility or site must obtain the approval of the designated Land Use Authority.
8. If any structures are built within the noted runway areas and zones, the Holyoak Airport Conditional Use Permit must be reconsidered by the Cache County Land Use Authority.



**NOTICE FOR CONSTRUCTION, ALTERATION AND DEACTIVATION OF AIRPORTS****A. Airport Owner**☒ Check if this is also the Property Owner1. Name and Address ☒ Check if this is the Airport's Physical AddressNathan & Rachel Holyoak  
PO Box 4927 / 6523 West 400 South  
Logan, UT 843232. Phone  
(435) 757-15783. Email  
racheljholyoak@yahoo.com**B. Airport Manager** (Complete if different than the Airport Owner)1. Name and Address ☐ Check if this is the Airport's Physical Address

2. Phone

3. Email

**C. Purpose of Notification** (Answer all questions that apply)1. Construct or Establish an: ☒ Airport ☐ Ultralight Flightpark ☐ Balloonport  
☐ Heliport ☐ Seaplane Base ☐ Other2. Construct, Alter or Realign a: ☒ Runway ☐ Helipad(s) ☐ Other  
☐ Taxiway (Public Use Airports only)3. Change Status From/To: ☐ VFR to IFR ☐ IFR to VFR  
☐ Private Use to Public Use ☐ Public Use to Other4. Change Traffic Pattern: ☐ Direction \_\_\_\_\_  
☐ Altitude \_\_\_\_\_ ☐ Other (Describe Below)5. Deactivate: ☐ Airport ☐ RWY \_\_\_\_\_ ☐ TWY \_\_\_\_\_

## 6. Description:

Private Grass Airstrip

**D. Name, Location, Use and Type of Landing Area**1. Name of Landing Area  
Holyoak Private Airstrip

2. Loc ID (for existing)

3. Associated City and State  
Mendon, UT4. Distance from City  
3 (nm)5. County (Physical Location)  
Cache6. Direction from City  
Northwest7. Latitude  
41° 43' 29"8. Longitude  
111° 59' 40"9. Elevation  
4,56510. Current Use: ☒ Private ☐ Public ☐ Private Use of Public Lands11. Ownership: ☒ Private ☐ Public ☐ Military (Branch) \_\_\_\_\_12. Airport Type: ☒ Airport ☐ Ultralight Flightpark ☐ Balloonport  
☐ Heliport ☐ Seaplane Base ☐ Other**E. Landing Area Data** (List any Proposed, New or Unregistered Runways, Helipads etc.)

1. Airport, Seaplane Base or Ultralight Flightpark (use second page if needed)

2. Heliport, Balloonport or other Landing Area (use second page if needed)

RWY ID	36 /	18 /	Helipad ID		
Lat. & Long.	Show on attachment(s)	Show on attachment(s)	Lat. & Long.	Show on attachment(s)	Show on attachment(s)
Surface Type	Grass	Grass	Surface Type		
Length (feet)	1,300	1,300	TLOF Dimensions		
Width (feet)	50	50	FATO Dimensions		
Lighting (if any)	None	None	Lighting (if any)		
Right Traffic (Y/N)	N /	N /	Ingress/Egress (Degrees)		
Elevation (AMSL)	Show on attachment(s)	Show on attachment(s)	Elevation (AMSL)	Show on attachment(s)	Show on attachment(s)
VFR or IFR	VFR /	VFR /	Elevated Height (AGL)		

**F. Operational Data** (Indicate if the number provided is Actual or Estimated)

	1. Number of Based Aircraft		2. Average Number of Monthly Landings	
	Present or Estimated	Estimated in 5 Years	Present or Estimated	Estimated in 5 Years
Single Engine	1	2	15	15
Multi Engine				
Jet				
Helicopter				
Glider				
Military				
Ultralight				

3. What is the Most Demanding Aircraft that operates or will operate at the Airport? (Provide approach speed, rotor diameter, etc. if known)  
C-182, 52 knots approach speed, 78 in propeller diameter, 36 ft wing span.4. Are IFR Procedures for the Airport Anticipated? ☐ Yes ☒ No if Yes, Within \_\_\_\_\_ Years**G. CERTIFICATION:** I hereby certify that all of the above statements made by me are true and complete to the best of my knowledge.1. Name, title of person filing this notice (type or print)  
Nathan and Rachel Holyoak, Airport Owners2. Signature (in ink) *Rachel J Holyoak*3. Date  
01/21/20164. Phone  
(435) 757-15785. Email  
racheljholyoak@yahoo.com



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Denver Airports District Office  
26805 East 68th Ave., Suite 224  
Denver, CO 80249-6361  
(303) 342-1250

March 10, 2016

Nathan & Rachel Holyoak  
P.O. Box 4927  
6523 West 400 South  
Logan, Utah 84323

Dear Mr. and Mrs. Holyoak:

Airspace Case No. 2016-ANM-128-NRA

An airspace analysis has been completed for the proposed private use Holyoak Airport, Mendon, Utah, at the location as submitted on Form 7480-1. Based on this study, the Federal Aviation Administration (FAA) has no objection.

Operations should be conducted in accordance with the communications requirements and restrictions of the overlying class of airspace. We recommend that a clear 20:1 approach slope be established and maintained.

Please check the performance capabilities of the aircraft you intend to operate at your airport to ensure you have adequate runway length. All users of the airport should be briefed on operating conditions at the airport.

This determination does not mean FAA approval or disapproval of the physical development involved in the proposal. It is a determination with respect to the safe and efficient use of airspace by aircraft and with respect to the safety of persons and property on the ground. This determination does not relieve the proponent of responsibility for compliance with any local law, ordinance or regulations, or state or other Federal regulations.

In making this determination, the FAA has considered matters such as the effect the proposal would have on the existing or planned traffic patterns of neighboring airports, the effects it would have on the existing airspace structure and projected program of the FAA, the effects it would have on the safety of persons and property on the ground, and the effects that existing or proposed man-made objects (on file with the FAA) and known natural objects within the affected area would have on the proposal.

The FAA cannot prevent the construction of structures near an airport. The airport environs can only be protected through such means as local zoning ordinances or acquisition of property rights. It is up to you, as the owner, to provide for this protection.

No evaluation of the environmental aspects of the proposal was made in reaching this determination. Therefore, this determination is not to be construed as approval of the proposal from an environmental standpoint under Public Law 91-190 (National Environmental Policy Act of 1969).



In order to avoid placing any unfair restrictions on users of the navigable airspace, **if your facility does not become operational by March 31, 2017, this determination will expire unless you request a time extension.**

When the airport becomes operational, please complete and return the enclosed Airport Master Record form to this office (address above). The Airport Master Record officially notifies the FAA that your facility has been activated. When the processing of the Airport Master Record form is completed, your landing area will have a site number and a permanent location identifier. This determination was based on the information you provided on the 7460-1 form and location maps. If there are changes to your proposal since you filed the FAA Form 7480-1 (location, coordinates, magnetic bearing of runways, etc.), a new aeronautical review may be required.

**The airport master record must be returned for the FAA to consider your airport activated.**

If this facility changes names, changes ownership, closes, if there is a change in the owner's address or other substantial changes, please notify the FAA, NFDC on Form 5010-2. The FAA might solicit information updates on your airport, and if the solicitation is not responded to, your airport could be considered an inactive facility. **Please keep your contact information current.**

Thank you for your cooperation in this matter. If you have any questions, please contact me at (303) 342-1251.

Sincerely,



Marsha Hofer  
Program Specialist

Enclosure

cc:  
AAS-300 w/7480-1 & sketch  
Utah State Aeronautics  
Cache County Planning Department

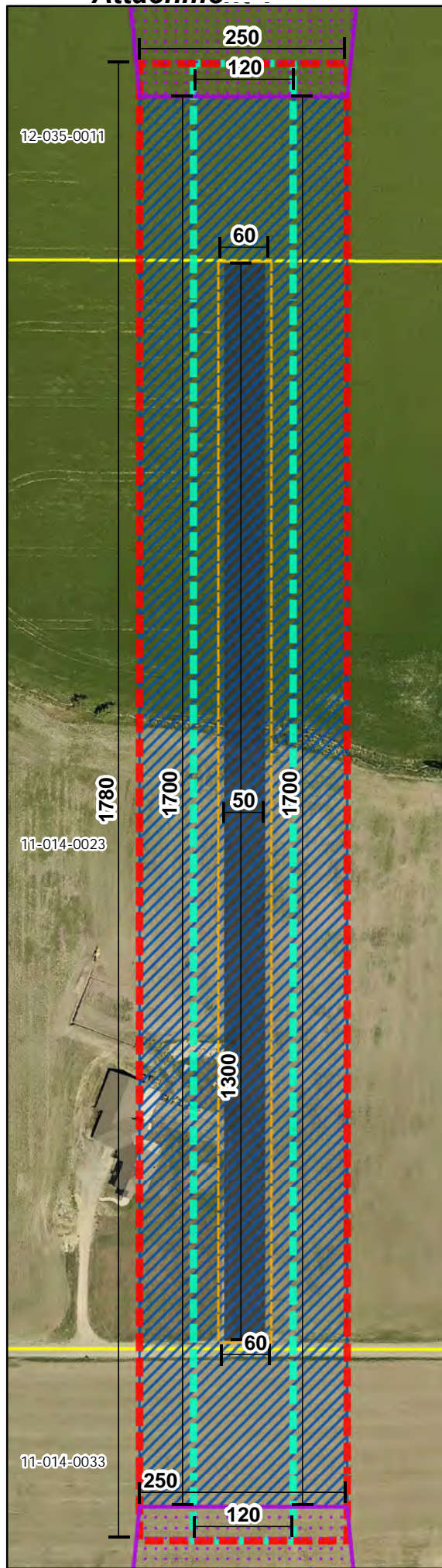
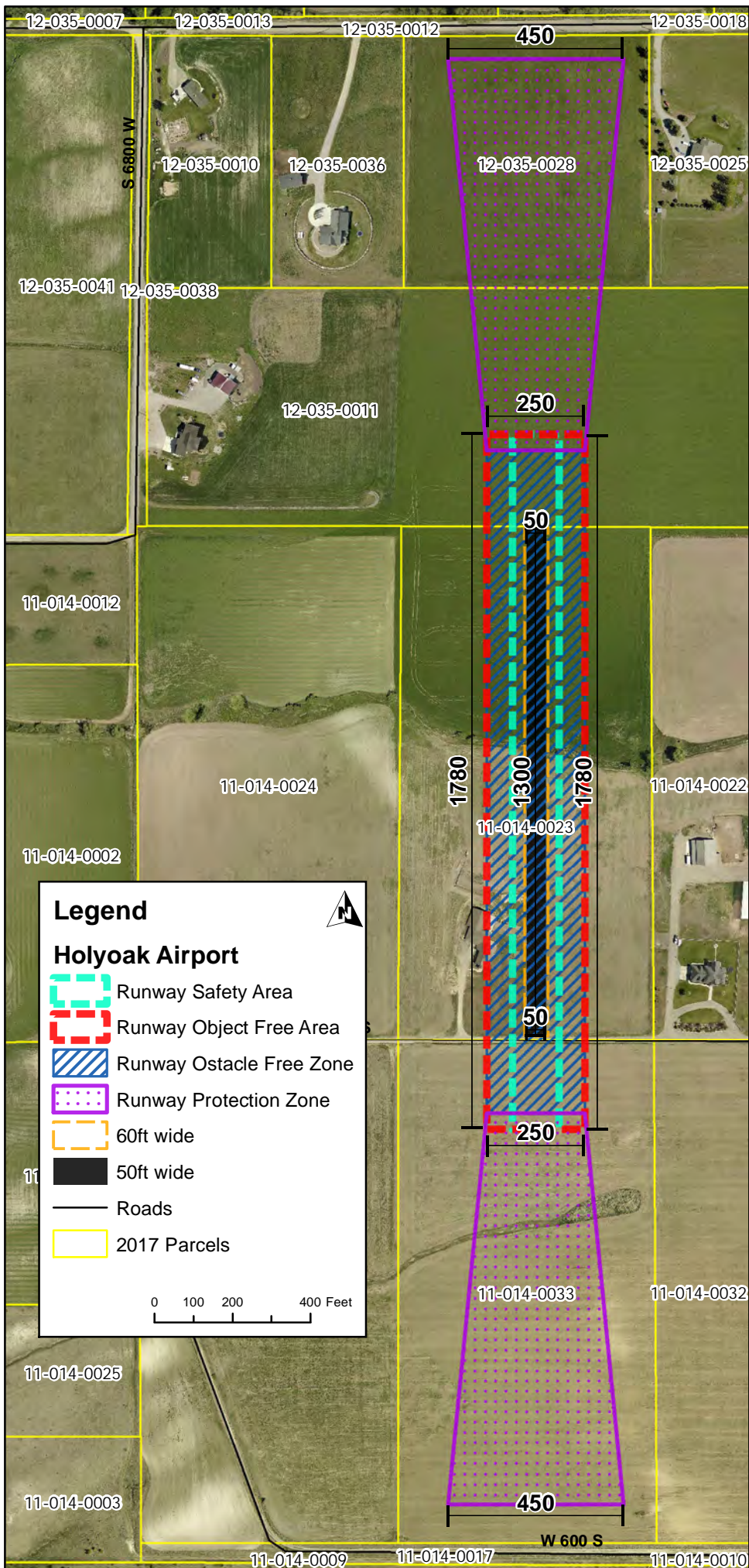
Table 3-5. Runway design standards matrix

Aircraft Approach Category (AAC) and Airplane Design Group (ADG): (select from pull-down menu at right)		B – I Small Aircraft			
ITEM	DIM <sup>1</sup>	Visibility Minimums			
		Visual	Not Lower than 1 mile	Not Lower than 3/4 mile	Lower than 3/4 mile
<b>Runway Design</b>					
Runway Length	A	Refer to paragraphs 302 and 304			
Runway Width	B	60 ft	60 ft	60 ft	75 ft
Shoulder Width <i>N/A</i>		<del>10 ft</del>	10 ft	10 ft	10 ft
Blast Pad Width <i>N/A</i>		<del>80 ft</del>	80 ft	80 ft	95 ft
Blast Pad Length <i>N/A</i>		<del>60 ft</del>	60 ft	60 ft	60 ft
Crosswind Component		10.5 knots	10.5 knots	10.5 knots	10.5 knots
<b>Runway Protection</b>					
Runway Safety Area (RSA)					
Length beyond departure end <sup>9, 10</sup>	R	240 ft	240 ft	240 ft	600 ft
Length prior to threshold	P	240 ft	240 ft	240 ft	600 ft
Width	C	120 ft	120 ft	120 ft	300 ft
Runway Object Free Area (ROFA)					
Length beyond runway end	R	240 ft	240 ft	240 ft	600 ft
Length prior to threshold	P	240 ft	240 ft	240 ft	600 ft
Width	Q	250 ft	250 ft	250 ft	800 ft
Runway Obstacle Free Zone (ROFZ)					
Length		200 ft	Refer to paragraph 308 a.		
Width		250 ft	Refer to paragraph 308 a.1.b.		
Precision Obstacle Free Zone (POFZ)					
Length		N/A	N/A	N/A	N/A
Width		N/A	N/A	N/A	N/A
Approach Runway Protection Zone (RPZ)					
Length	L	1000 ft	1000 ft	1700 ft	2500 ft
Inner Width	U	250 ft	250 ft	1000 ft	1000 ft
Outer Width	V	450 ft	450 ft	1510 ft	1750 ft
Acres		8.035	8.035	48.978	79.000
Departure Runway Protection Zone (RPZ)					
" Length	L	1000 ft	1000 ft	1000 ft	1000 ft
" Inner Width	U	250 ft	250 ft	250 ft	250 ft
" Outer Width	V	450 ft	450 ft	450 ft	450 ft
Acres		8.035	8.035	8.035	8.035
<b>Runway Separation ~ N/A</b>					
Runway centerline to:					
Parallel runway centerline	H	Refer to paragraph 316			
Holding position		<del>125 ft</del>	125 ft	125 ft	175 ft
Parallel Taxiway/Taxilane centerline <sup>2, 4</sup>	D	<del>150 ft</del>	150 ft	150 ft	200 ft
Aircraft parking area	G	<del>125 ft</del>	125 ft	125 ft	400 ft
Helicopter touchdown pad		N/A	N/A	N/A	N/A

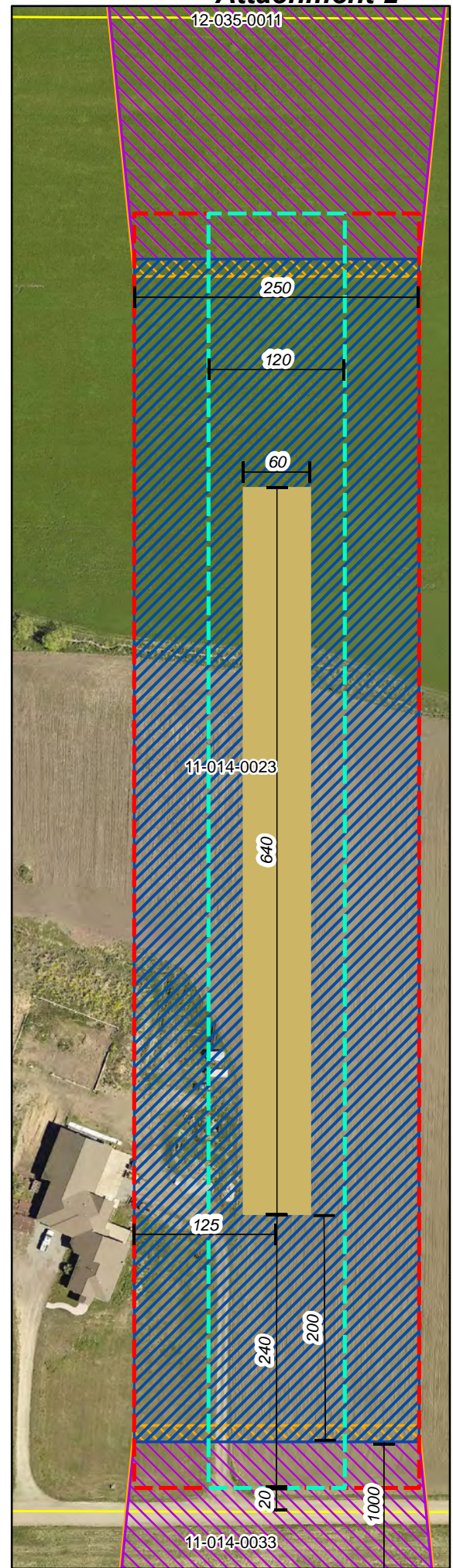
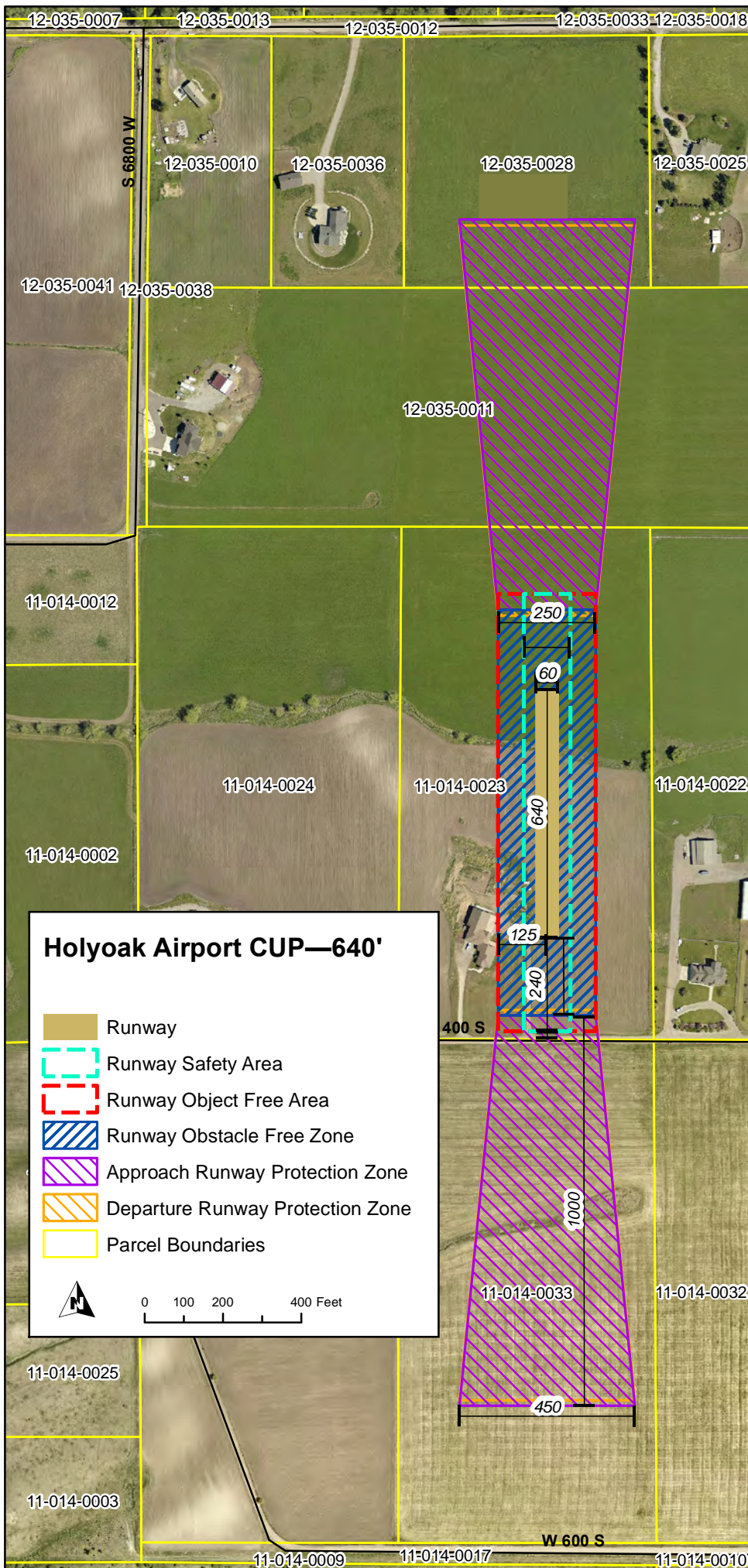
Notes:

- Appendix 7 contains non-interactive tables for all RDCs.
- Values in the table are rounded to the nearest foot. 1 foot = 0.305 meters.

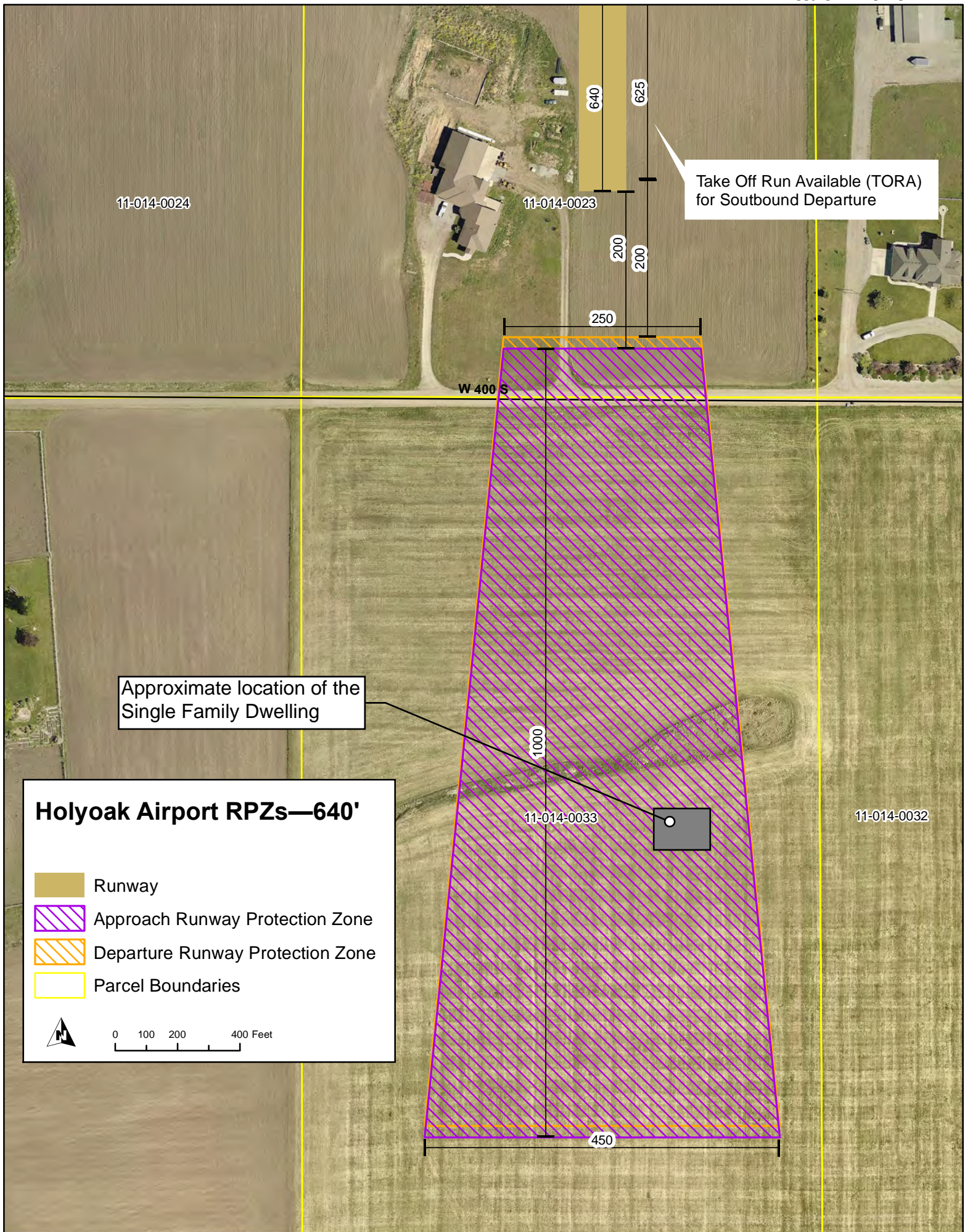






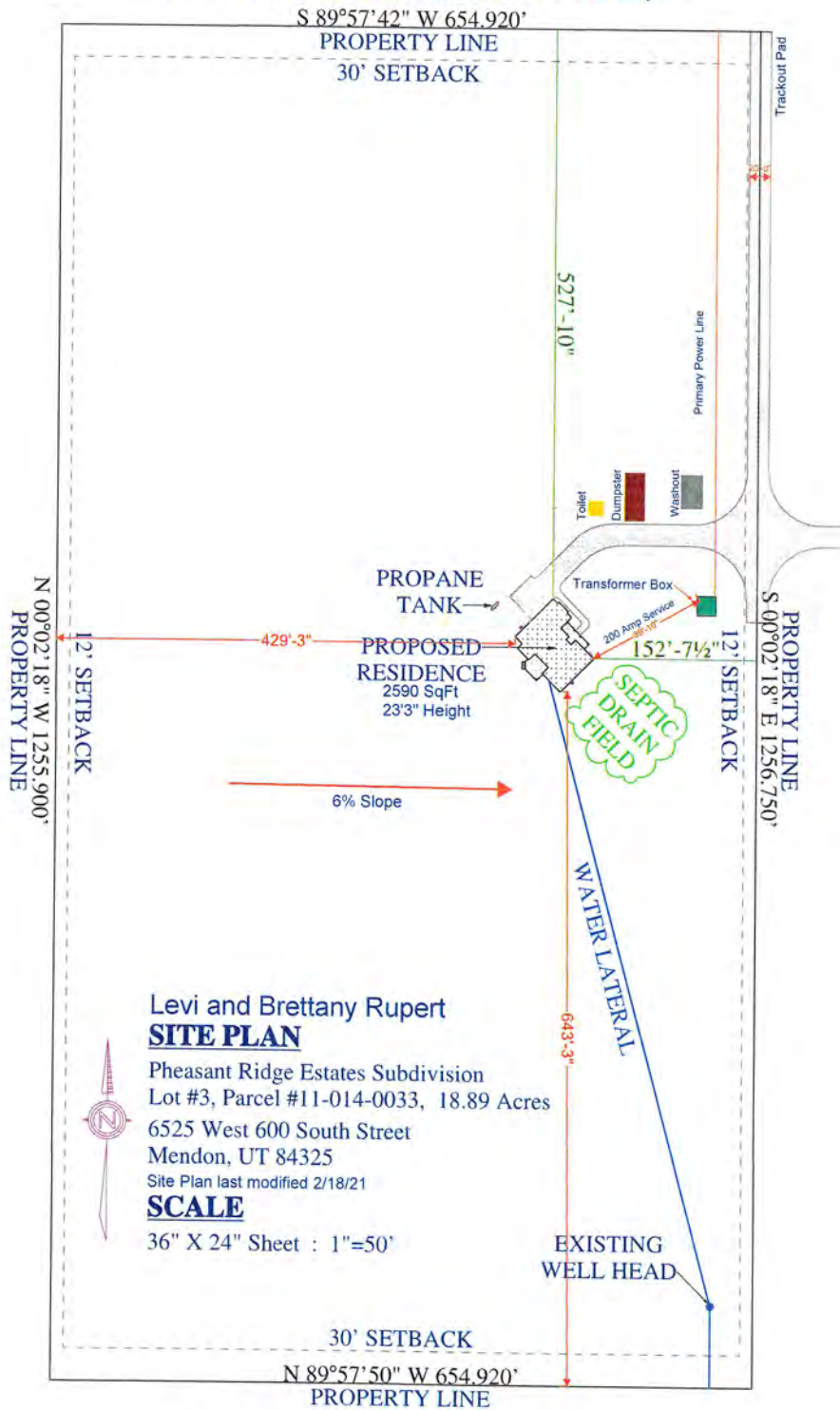








# 400 SO. STR. (PRIVATE)



# 600 SOUTH STREET

## Levi and Brettany Rupert SITE PLAN

Pheasant Ridge Estates Subdivision  
Lot #3, Parcel #11-014-0033, 18.89 Acres  
6525 West 600 South Street  
Mendon, UT 84325  
Site Plan last modified 2/18/21

## SCALE

36" X 24" Sheet : 1"=50'

**310. Runway Protection Zone (RPZ).**

The RPZ's function is to enhance the protection of people and property on the ground. This is best achieved through airport owner control over RPZs. Control is preferably exercised through the acquisition of sufficient property interest in the RPZ and includes clearing RPZ areas (and maintaining them clear) of incompatible objects and activities.

**a. RPZ background.**

(1) Approach protection zones were originally established to define land areas underneath aircraft approach paths in which control by the airport operator was highly desirable to prevent the creation of air navigation hazards. Subsequently, a 1952 report by the President's Airport Commission (chaired by James Doolittle), entitled *The Airport and Its Neighbors*, recommended the establishment of clear areas beyond runway ends. Provision of these clear areas was not only to preclude obstructions potentially hazardous to aircraft, but also to control building construction as a protection from nuisance and hazard to people on the ground. The Department of Commerce concurred with the recommendation on the basis that this area was "primarily for the purpose of safety and convenience to people on the ground." The FAA adopted "Clear Zones" with dimensional standards to implement the Doolittle Commission's recommendation. Guidelines were developed recommending that clear zones be kept free of structures and any development that would create a place of public assembly.

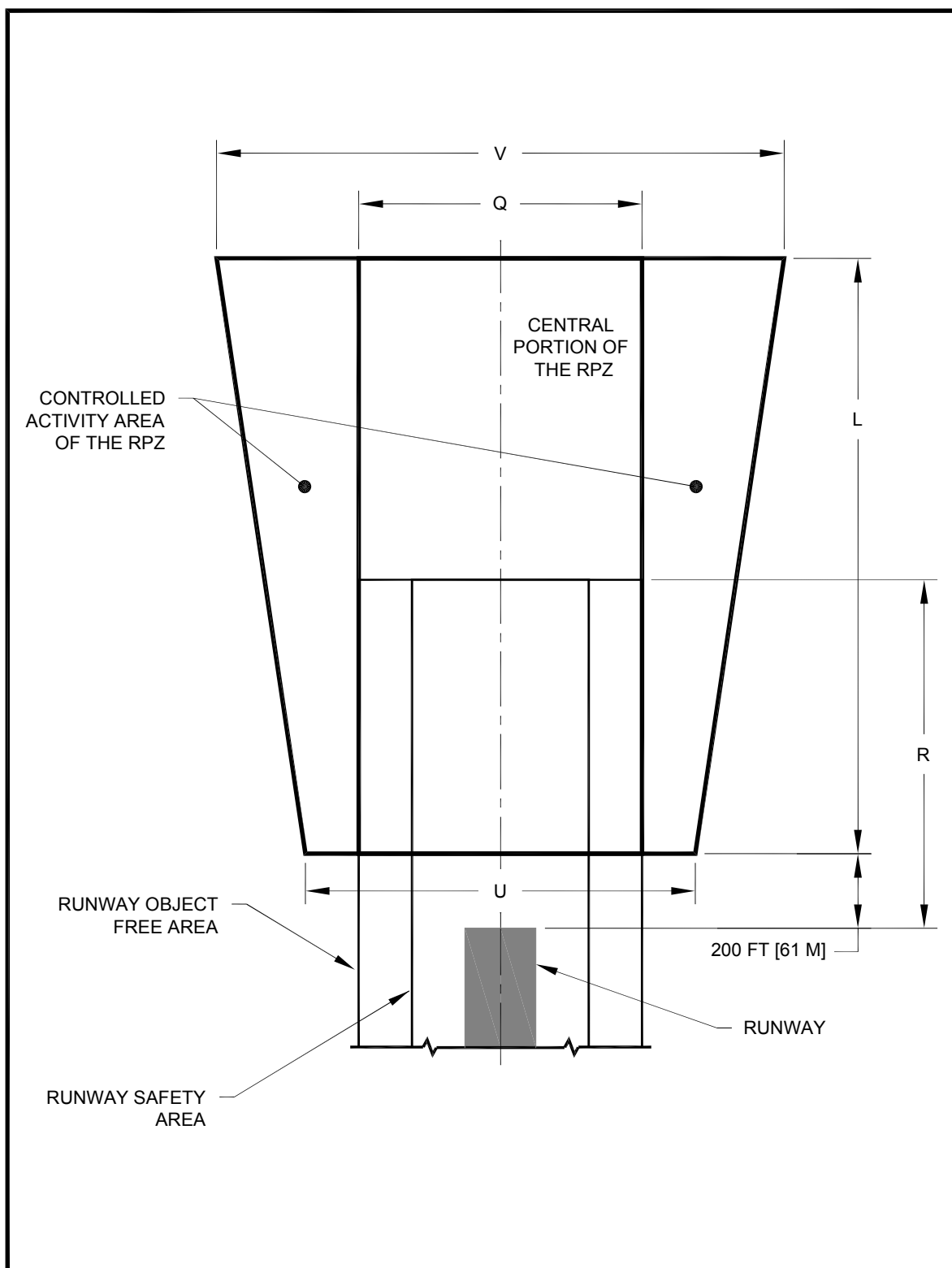
(2) In conjunction with the introduction of the RPZ as a replacement term for Clear Zone, the RPZ was divided into "extended object free" and "controlled activity" areas. The extended object free area has subsequently been renamed as the "central portion of the RPZ." The RPZ function is to enhance the protection of people and property on the ground. Where practical, airport owners should own the property under the runway approach and departure areas to at least the limits of the RPZ. It is desirable to clear the entire RPZ of all above-ground objects. Where this is impractical, airport owners, as a minimum, should maintain the RPZ clear of all facilities supporting incompatible activities. See FAA Memorandum, *Interim Guidance on Land Uses Within a Runway Protection Zone*, dated 9/27/2012, for guidance on incompatible activities.

**b. Standards.**

(1) **RPZ Configuration/Location.** The RPZ is trapezoidal in shape and centered about the extended runway centerline. The central portion and controlled activity area are the two components of the RPZ (see [Figure 3-16](#)).

(a) **Central Portion of the RPZ.** The central portion of the RPZ extends from the beginning to the end of the RPZ, centered on the runway centerline. Its width is equal to the width of the runway OFA (see [Figure 3-16](#)). Interactive [Table 3-5](#) contains the dimensional standards for the OFA and RPZ.

(b) **Controlled Activity Area.** The controlled activity area is the remaining area of the RPZ on either side of the central portion of the RPZ.



**Note:** See interactive [Table 3-5](#) for dimensions U, V, L, R, and Q.

**Figure 3-16. Runway Protection Zone (RPZ), Runway Object Free Area (ROFA) and Runway Safety Area (RSA)**



(2) **Approach/Departure RPZ.** The approach RPZ dimensions for a runway end is a function of the aircraft approach category and approach visibility minimum associated with the approach runway end. The departure RPZ is a function of the aircraft approach category and departure procedures associated with the runway. For a particular runway end, the more stringent RPZ requirements, usually the approach RPZ requirements, will govern the property interests and clearing requirements the airport owner should pursue.

**c. Location and size.** The RPZ may begin at a location other than 200 feet (61 m) beyond the end of the runway. When an RPZ begins at a location other than 200 feet (61 m) beyond the end of runway, two RPZs are required, i.e., a departure RPZ and an approach RPZ. The two RPZs normally overlap (refer to [Figure 3-17](#) and [Figure 3-18](#)).

(1) **Approach RPZ.** The approach RPZ extends from a point 200 feet (61 m) from the runway threshold, for a distance as shown in interactive [Table 3-5](#).

(2) **Departure RPZ.** The departure RPZ begins 200 feet (61 m) beyond the runway end or, if the Takeoff Run Available (TORA) and the runway end are not the same, 200 feet (61 m) beyond the far end of the TORA. The departure RPZ dimensional standards are equal to or less than the approach RPZ dimensional standards (refer to interactive [Table 3-5](#)).

(a) For runways designed for small aircraft in Aircraft Approach Categories A and B: Starting 200 feet (61 m) beyond the far end of TORA, 1,000 feet (305 m) long, 250 feet (76 m) wide, and RPZ 450 feet (137 m) wide at the far end.

(b) For runways designed for large aircraft in Aircraft Approach Categories A and B: starting 200 feet (61 m) beyond the far end of TORA, 1,000 feet (305 m) long, 500 feet (152 m) wide, and at the far end of RPZ 700 feet (213 m) wide.

(c) For runways designed for Aircraft Approach Categories C, D, and E: Starting 200 feet (61 m) beyond the far end of TORA, 1,700 feet (518 m) long, 500 feet (152 m) wide, and at the far end of RPZ 1,010 feet (308 m) wide.

**d.** For RPZ land, the following land uses are permissible without further evaluation:

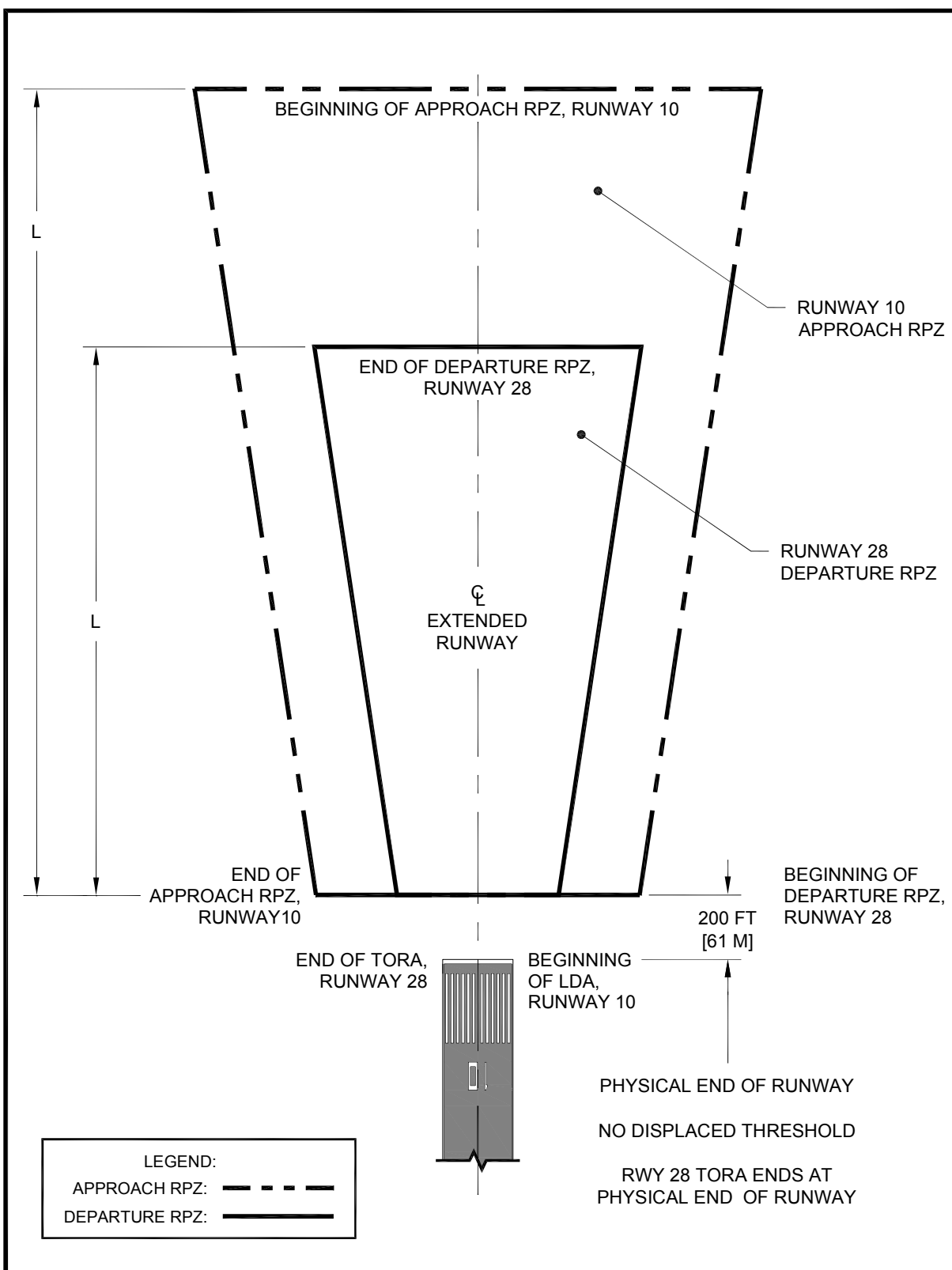
(1) Farming that meets airport design standards.

(2) Irrigation channels that meet the requirements of [AC 150/5200-33](#) and FAA/USDA manual, [Wildlife Hazard Management at Airports](#).

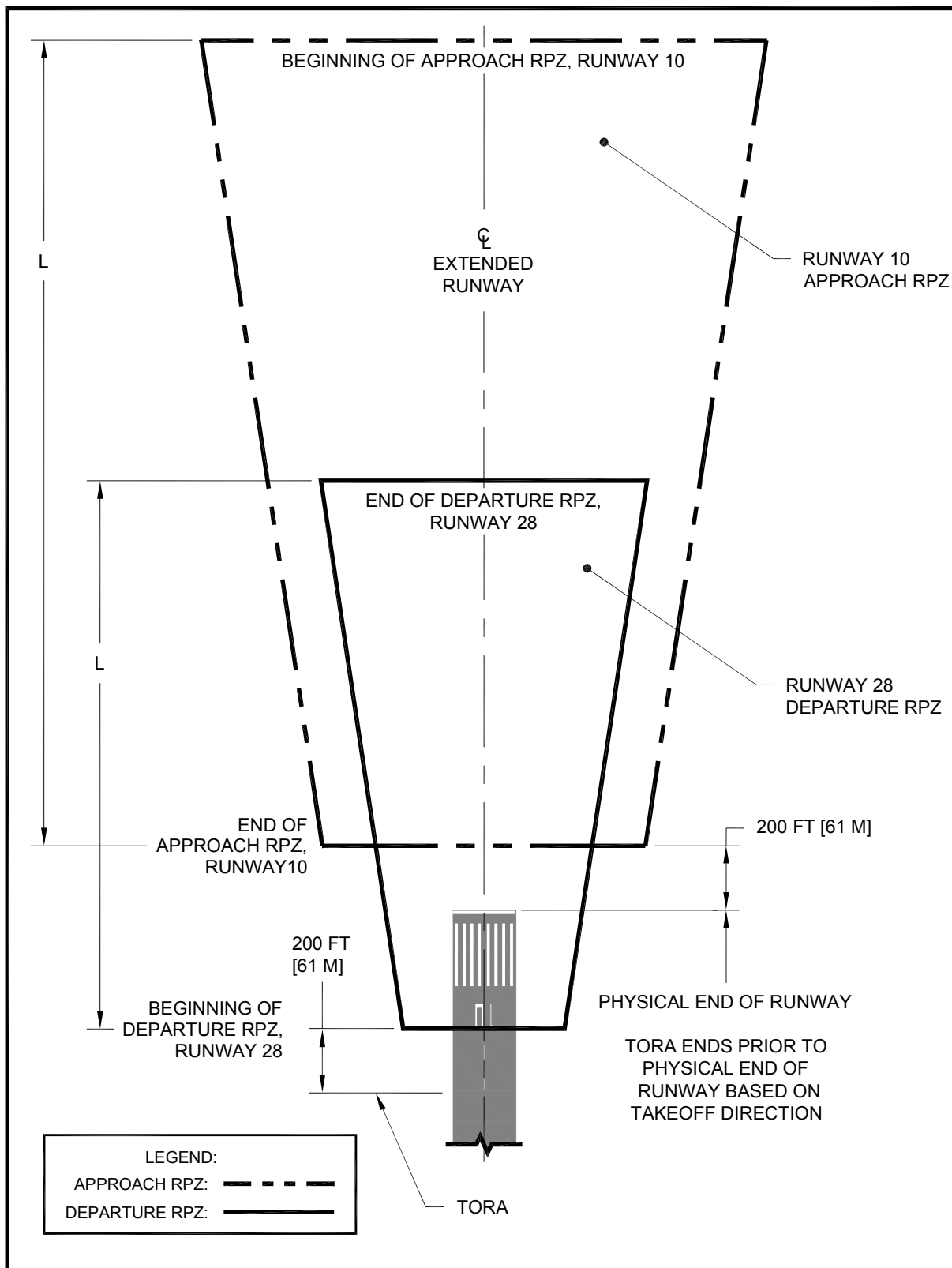
(3) Airport service roads, as long as they are not public roads and are directly controlled by the airport operator.

(4) Underground facilities, as long as they meet other design criteria, such as RSA requirements, as applicable.

(5) Unstaffed NAVAIDs and facilities, such as equipment for airport facilities that are considered fixed-by-function in regard to the RPZ.



**Figure 3-17. Runway with all declared distances equal to the runway length**



**Figure 3-18. Approach and departure RPZs where the Takeoff Run Available (TORA) is less than the Takeoff Distance Available (TODA)**



## Federal Aviation Administration

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# Memorandum

Date: SEP 27 2012

To: Regional Airports Division Managers  
610 Branch Managers  
620 Branch Managers  
ADO Managers

From: Benito De Leon, Director  
Office of Airport Planning and Programming (APP-1)  
Michael J. O'Donnell, Director  
Office of Airport Safety and Standards (AAS-1)

Subject: Interim Guidance on Land Uses Within a Runway Protection Zone

---

### Background

The FAA Office of Airports (ARP) has identified the need to clarify our policy on land uses within the Runway Protection Zone (RPZ). This memorandum presents interim policy guidance on compatible land uses within Runway Protection Zones (RPZ) to address recurrent questions about what constitutes a compatible land use and how to evaluate proposed land uses that would reside in an RPZ. While Advisory Circular 150/5300-Change 17 (Airport Design) notes that "it is desirable to clear all objects from the RPZ," it also acknowledges that "some uses are permitted" with conditions and other "land uses are prohibited."

RPZ land use compatibility also is often complicated by ownership considerations. Airport owner control over the RPZ land is emphasized to achieve the desired protection of people and property on the ground. Although the FAA recognizes that in certain situations the airport sponsor may not fully control land within the RPZ, the FAA expects airport sponsors to take all possible measures to protect against and remove or mitigate incompatible land uses.

ARP is developing a new guidance document for the Regional Office (RO) and Airport District Office (ADO) staff that clarifies our policy regarding land uses in the RPZ. This new guidance document will outline a comprehensive review process for existing and proposed land uses within an RPZ and is slated for publication in 2013. We also intend to incorporate RPZ land use considerations into the ongoing update to the Land Use Compatibility Advisory Circular (AC) which is slated for publication in 2014.

This memorandum outlines interim guidance for ARP RO and ADO staff to follow until the comprehensive RPZ land use guidance is published.

## **Interim Guidance**

### **New or Modified Land Uses in the RPZ**

Regional and ADO staff must consult with the National Airport Planning and Environmental Division, APP-400 (who will coordinate with the Airport Engineering Division, AAS-100), when any of the land uses described in **Table 1** would enter the limits of the RPZ as the result of:

1. An airfield project (e.g., runway extension, runway shift)
2. A change in the critical design aircraft that increases the RPZ dimensions
3. A new or revised instrument approach procedure that increases the RPZ dimensions
4. A local development proposal in the RPZ (either new or reconfigured)

**Table 1: Land Uses Requiring Coordination with APP-400**

- Buildings and structures (Examples include, but are not limited to: residences, schools, churches, hospitals or other medical care facilities, commercial/industrial buildings, etc.)
- Recreational land use (Examples include, but are not limited to: golf courses, sports fields, amusement parks, other places of public assembly, etc.)
- Transportation facilities. Examples include, but are not limited to:
  - Rail facilities – light or heavy, passenger or freight
  - Public roads/highways
  - Vehicular parking facilities
- Fuel storage facilities (above and below ground)
- Hazardous material storage (above and below ground)
- Wastewater treatment facilities
- Above-ground utility infrastructure (i.e. electrical substations), including any type of solar panel installations.

Land uses that may create a safety hazard to air transportation resulting from wildlife hazard attractants such as retention ponds or municipal landfills are not subject to RPZ standards since these types of land uses do not create a hazard to people and property on the ground. Rather, these land uses are controlled by other FAA policies and standards. In accordance with the relevant Advisory Circulars, the Region/ADO must coordinate land use proposals that create wildlife hazards with AAS-300, regardless of whether the proposed land use occurs within the limits of an RPZ.

### **Alternatives Analysis**

Prior to contacting APP-400, the RO and ADO staff must work with the airport sponsor to identify and document the full range of alternatives that could:

1. Avoid introducing the land use issue within the RPZ
2. Minimize the impact of the land use in the RPZ (i.e., routing a new roadway through the controlled activity area, move farther away from the runway end, etc.)



3. Mitigate risk to people and property on the ground (i.e., tunneling, depressing and/or protecting a roadway through the RPZ, implement operational measures to mitigate any risks, etc.)

Documentation of the alternatives should include:

- A description of each alternative including a narrative discussion and exhibits or figures depicting the alternative
- Full cost estimates associated with each alternative regardless of potential funding sources.
- A practicability assessment based on the feasibility of the alternative in terms of cost, constructability and other factors.
- Identification of the preferred alternative that would meet the project purpose and need while minimizing risk associated with the location within the RPZ.
- Identification of all Federal, State and local transportation agencies involved or interested in the issue.
- Analysis of the specific portion(s) and percentages of the RPZ affected, drawing a clear distinction between the Central Portion of the RPZ versus the Controlled Activity Area, and clearly delineating the distance from the runway end and runway landing threshold.
- Analysis of (and issues affecting) sponsor control of the land within the RPZ.
- Any other relevant factors for HQ consideration.

APP-400 will consult with AAS-100 when reviewing the project documents provided by the RO/ADO. APP-400 and AAS-100 will work with the Region/ADO to make a joint determination regarding Airport Layout Plan (ALP) approval after considering the proposed land use, location within the RPZ and documentation of the alternatives analysis.

In addition, APP-400 and AAS-100 will work with the Region/ADO to craft language for inclusion in the airspace determination letter regarding any violations to ensure that all stakeholders (including tenants, operators, and insurers) are fully apprised of the issues and potential risks and liabilities associated with permitting such facilities within the RPZ.

### **Existing Land Uses in the RPZ**

This interim policy only addresses the introduction of new or modified land uses to an RPZ and proposed changes to the RPZ size or location. Therefore, at this time, the RO and ADO staff shall continue to work with sponsors to remove or mitigate the risk of any existing incompatible land uses in the RPZ as practical.

For additional information or questions regarding this interim guidance, please contact either Ralph Thompson, APP-400, at [ralph.thompson@faa.gov](mailto:ralph.thompson@faa.gov) or (202) 267-8772 or Danielle Rinsler, APP-401, at [danielle.rinsler@faa.gov](mailto:danielle.rinsler@faa.gov) or (202) 267-8784.



## Federal Aviation Administration

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610 Branch Managers  
620 Branch Managers  
ADO Managers

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## Assertions made by the Holyoak Airport with County Staff Response

1. **Assertion:** The requirements of FAA Advisory Circular 150/5300-13A (AC 150/5300-13A), Airport Design are not mandated by the FAA for a civil or private airstrip.

**Staff response:** This idea appears to infer that it was not appropriate to apply the FAA requirements for airport design to the Holyoak Airport. County staff has not found support for that inference. While the FAA does not mandate the design criteria found in AC 150, the existing Holyoak Airport CUP was approved and recorded under the requirements and authority of the County Code. As such, the requirements of the County Code apply. Specifically, in the County Code, Title 17.07.030, Use Related Definitions, item 5810 Private Airport, #2, includes the following as required at the time of applying for this use:

“A copy of the design criteria as per the current FAA Airport Design Circular 150/5300-13A, as applicable to the type of aircraft proposed to operate at the site. Said design criteria must be implemented at the site.”

2. **Assertion:** The CUP is being reviewed at this time because a structure has been built within the south Runway Protection Zone for approach and for departure.

**Staff response:** County staff agrees and has documented that a structure has been built as noted.

3. **Assertion:** The 8<sup>th</sup> condition that was added to the CUP required the CUP to return to the Planning Commission for review with the understanding that additional options be considered.

**Staff response:** County staff agrees that the 8<sup>th</sup> condition was added to the CUP in the case that a structure was built in the noted runway areas and zones. County staff also agrees that if a structure was built, other options may be considered at the time of review. However, these other options must fall within the scope allowed by law in the proper process for CUP review. At present, the Holyoak CUP is in the revocation process. That revocation process is initiated by the County and was accomplished with the notice provided to Rachel Holyoak on September 8, 2021. The process to amend a CUP is initiated by the property owner and has such a process was not underway nor was it being discussed prior to County staff's initiation of the revocation process. The revocation process must now run its course prior to the consideration of an amendment to this CUP.

In addition, the following are few selected portions of the audio recording from the May 5, 2016, Planning Commission meeting that are specific to the possibility that the Commission may restrict, void, or revoke the CUP if a structure was built as noted, and also reflects that the applicant was fully aware of this possibility:

Elapsed time – 38:05

Applicant – Rachel Holyoak

“We’re fine to stipulate that the development of any of the properties around us would take precedence to the airport, and we would need to readdress whether that’s [to] shorten the runway so that we can meet the zones, or whether it’s the conditional use permit is restricted or revoked. We don’t have any issue with that. That makes sense. Right now those properties are undeveloped and we don’t believe we’d be any nuisance to the property owners.”

Elapsed time - 1:11:25

Commission Chair - Rob Smith

“I would be inclined to go with this, especially with the added condition that once development occurs, that that would trump airport use...”

Elapsed time - 1:25:20

Commission Chair - Rob Smith

“...and I feel, I personally feel, that by mitigating that, by adding a condition that says, if and when there is development on these adjoining parcels that may restrict the airport, that may restrict the use of it.”

Elapsed time - 1:27:40

Commission Chair - Rob Smith

“Future development of adjoining parcels would have priority over the airport and thus the airport and its use may be restricted.”

Elapsed time - 1:28:07

Staff - Chris Harrild

“If any structures, e.g. house, barn, shed, are built within the noted Runway Areas and Zones, the Holyoak Airport CUP is rendered void.”

“I don’t know that we can do that through the CUP process, counsel would have to confirm that. That might have to, under our current code, come back.”

In response

1:27:39

Deputy Count Attorney - Lee Edwards

“It would have to. I think they would be entitled to the process of coming back. Instead of just having it void, it should come back for consideration. Because there’s a process, a due process requirement.”

In response

1:27:51

Commissioner - Chris Sands

"A process, a process to revoke, right?"

A motion is made

Elapsed time - 1:29:49

Commissioner - Brady Christensen

Motion for approval

"If there was to be a structure added in the defined airstrip or safety zones that the CUP would be re-examined by the Planning Commission."

Staff was then asked for clarification on what Condition #8 will read

Elapsed time - 1:30:45

Staff - Chris Harrild

"If any structures are built within the noted Runway Areas and Zones the Holyoak Airport Conditional Use Permit must be reconsidered by the Cache County Land Use Authority."

This last notation from Chris Harrild is what was included as Condition #8 of the signed and recorded Holyoak Airport Conditional Use Permit.

- 4. Assertion:** The function of a Runway Protection Zone (RPZ) is, "...to enhance the protection of people and property on the ground. This is best achieved through airport owner control over RPZs. Control is preferably exercised through the acquisition of sufficient property interest in the RPZ and includes clearing RPZ areas (and maintaining them clear) of incompatible objects and activities." – Summarized by the proponent from FAA AC150, Section 310, item a., number (2).

**Staff response:** County staff agrees with the summary provided in this statement.

- 5. Assertion:** "When the initial CUP was considered/approved in May 2016 - the Planning and Zoning Commission left it to staff to decide if the owners needed to own the land underneath the RPZ. Staff determined this was not required as the provision to return for additional review if structures were built was a condition (#8) of the CUP approval."

**Staff response:** County staff agrees that the ownership of the land by the airport under RPZ's was not required, and that Condition #8 required reconsideration of the CUP by the County Land Use Authority if any structures were built in the noted runway areas and zones.

- 6. Assertion:** Option 1 – An option presented by the airport owner to address the RPZ.

- This is the requirement used to create the configuration currently on the CUP.
- This method uses one RPZ for both the approach and departure use of the runway.
- It begins 200 feet from the end of the runway and extends 1,000 feet.

**Staff response:** The current RPZ's as applied to the current CUP and runway location do not reflect Option 1. The current RPZ's reflect different lengths for the approach and departure RPZs.

**7. Assertion:** Option 2 – An option presented by the airport owner to address the RPZ.

- This option allows the RPZ to begin at a location other than 200 feet beyond the end of the runway.
- This requires 2 separate RPZs, one for departure and one for approach.
- The approach RPZ begins at the runway threshold and extends 200 feet.
- The departure RPZ begins at the runway end or may begin before the end of the runway at the Takeoff Run Available (TORA) if they are not the same.
- The departure RPZ dimensional standards are equal to or less than the approach RPZ dimensional standards.
- An approach RPZ is not required on both runway ends if one of the runway directions is limited to departures only.

**Staff response:** This option reflects the current RPZs of the existing runway.

**8. Assertion:** Short Field Takeoff and Landing Requirements

- A short field takeoff may be used.
- The aircraft's Pilot's Operating Handbook (POH) provides techniques and specifications for short field takeoff and landing.

**Staff response:** While general information has been presented, data specific to the airport RPZs has not been provided. In addressing the RPZs, it is necessary for the Holyoak Airport to identify and provide support for all takeoff and landing requirements including the necessary runway lengths using the noted AC 150/5300-13A, AC 150/5325-4 and applicable airplane flight manuals, and to also account for the effect of the modifications that have been made to the aircraft.

When considering runway design, AC 150/5300-13A specifies the following:

“304. Runway geometry.

a. Runway length. AC 150/5325-4 and aircraft flight manuals provide guidance on runway lengths for airport design, including declared distance lengths. The following factors are some that should be evaluated when determining a runway length:

- (1) Airport elevation.
- (2) Local prevailing surface wind and surface temperature.
- (3) Runway surface conditions and slope.
- (4) Performance characteristics and operating weight of aircraft.”

The assumptions used by AC 150/5325-4B are approaches and departures with no obstructions, zero wind, dry runway surfaces, and zero effective runway gradient. The following is summarized from AC 150/5325-4, paragraph 102. Determining Recommended Runway Lengths, section b. Procedure and Rationale for Determining Recommended Runway Lengths.

A five-step procedure is used to determine recommended runway lengths and is as follows:

1. Identify the airplanes that will make regular use of the runway.
  - a. Staff comment - The Cessna 182M with modifications (STOL Kit and engine horsepower) according to the property owner.
2. Identify the airplanes that will require the longest runway lengths at maximum certificated takeoff weight (MTOW). This will be used to determine the method for establishing the recommended runway length. This length assumes that there are no obstructions that prevent the use of the full length of the runway.
  - a. Staff comment - The Cessna 182M MTOW is 2,800 lbs. according to Cessna's specifications.
3. When reviewing Table 1-1 in this AC, the Cessna 182's aircraft's runway length requirements can be found in Chapter 2, Paragraph 205, Figure 2-1 as its MTOW is less than 12,500 lbs., approach speed is 50 knots or more, and has less than 10 passengers. MTOW is used because of the significant role played by airplane operating weights in determining runway lengths.
4. Chapter 2, Paragraph 205 specifies that Figure 2-1 be used to identify the recommended runway lengths based on the seating capacity, the mean daily maximum temperature of the hottest month of the year at the airport (July, 73°), and the elevation of the airport (~4,700'). Figure 2-1 identifies a recommended runway length of approximately 4,200 feet. The Cessna performance specifications identify a length of 590 feet for approach and 625 feet for departure.
5. Chapter 5 of this AC considers any necessary adjustment to the recommended runway length identified in Figure 2-1 to obtain a final recommended runway length. This chapter considers 8 factors that affect runway lengths: Airplane type, landing flap settings, operating weights, airport elevation, temperature, wind, runway surface condition, and the maximum difference of the runway centerline elevation.  
The Holyoak Airport operator must complete and provide an assessment, applying the identified factors in determining the appropriate runway length for their airport.

**9. Assertion:** Reconfiguration of the Holyoak Airport

- Redefine/reconfigure the runway.
- Restrict Approaches/Departures.

- Restrict Airstrip to Left-Hand or Right-Hand Patterns.
- Move the airstrip to the west side of the property.
- Some combination of several of these options.

**Staff response:** The criteria specific to the aircraft must be known and provided prior to considerations noted for reconfiguration.

**10. Assertion:** Many airports have homes in their RPZs.

**Staff response:** These examples do not reflect the requirements of the Cache County Code or CUP conditions of approval.

**11. Assertion:** Recommendations from the Holyoak Airport

- Uphold the existing CUP.
- Allow the Airport to address the noted issues.

**Staff response:** At present, it does not appear that the runway length as identified in the existing CUP was established based on accurate and complete information, and therefore the actual location of the RPZs may not be accurate. County staff agrees that the operator and owner of the Holyoak Airport must address the issues, in a timely manner, and as noted in the Commission's discussion and the documents as provided by County staff.



The following were submitted by the Holyoak Airport

# Holyoak Airport Conditional Use Permit (CUP) Review

December 2, 2021

# What are the requirements?

- Per condition 2 of the CUP - the county requires the runway design to meet FAA circular 150-5300-13A, Airport Design
  - Latest revision is dated 28 September 2012 (unchanged from the time the Conditional Use Permit was approved in May 2016).
  - This circular is over 300 pages and contains thousands of requirements
  - Note: This circular is not mandatory for a private airstrip per the FAA:

## **3. To whom does this AC apply?**

The FAA recommends the standards and recommendations in this AC for use in the design of civil airports. In general, use of this AC is not mandatory. The standards and recommendations contained in this AC may be used by certificated airports to satisfy specific requirements of Title 14 Code of Federal Regulations (CFR) Part 139, Certification of Airports, subparts C (Airport Certification Manual) and D (Operations). Use of this AC is mandatory for all projects funded with federal grant monies through the Airport Improvement Program (AIP) and/or with revenue from the Passenger Facility Charges (PFC) Program. See Grant Assurance No. 34, Policies, Standards, and Specifications, and PFC Assurance No. 9, Standards and Specifications.

# Why is this CUP being reviewed again?

- A residence has been built within the south Runway Protection Zone (RPZ) for approach and departures (currently a single RPZ) as currently shown on the airport configuration map associated with the CUP
  - The county planning and zoning office created the current configuration per the owner's input on runway placement and location
  - Configuration is the simplest and at the time, compatible with the south property where the owner had indicated no intention to build in the near future
  - Airport CUP holders agreed that if a structure was built within the RPZ, it would need to return to the Planning and Zoning Commission for review
    - Understanding was that there would be an option to consider additional options at that time

# What is a Runway Protection Zone

- **Runway protection zones are a trapezoidal area “off the end of the runway end that serves to enhance the protection of people and property on the ground” in the event an aircraft lands or crashes beyond the runway end. Runway Protection Zones underlie a portion of the approach closest to the airport.**

# Runway Protection Zone Background

## a. RPZ background.

(1) Approach protection zones were originally established to define land areas underneath aircraft approach paths in which control by the airport operator was highly desirable to prevent the creation of air navigation hazards. Subsequently, a 1952 report by the President's Airport Commission (chaired by James Doolittle), entitled *The Airport and Its Neighbors*, recommended the establishment of clear areas beyond runway ends. Provision of these clear areas was not only to preclude obstructions potentially hazardous to aircraft, but also to control building construction as a protection from nuisance and hazard to people on the ground. The Department of Commerce concurred with the recommendation on the basis that this area was "primarily for the purpose of safety and convenience to people on the ground." The FAA adopted "Clear Zones" with dimensional standards to implement the Doolittle Commission's recommendation. Guidelines were developed recommending that clear zones be kept free of structures and any development that would create a place of public assembly.

# Runway Protection Zone Background

(2) In conjunction with the introduction of the RPZ as a replacement term for Clear Zone, the RPZ was divided into “extended object free” and “controlled activity” areas. The extended object free area has subsequently been renamed as the “central portion of the RPZ.” The RPZ function is to enhance the protection of people and property on the ground. Where practical, airport owners should own the property under the runway approach and departure areas to at least the limits of the RPZ. It is desirable to clear the entire RPZ of all above-ground objects. Where this is impractical, airport owners, as a minimum, should maintain the RPZ clear of all facilities supporting incompatible activities. See FAA Memorandum, Interim Guidance on Land Uses Within a Runway Protection Zone, dated 9/27/2012, for guidance on incompatible activities.

# Runway Protection Zone Requirements

## **310. Runway Protection Zone (RPZ).**

The RPZ's function is to enhance the protection of people and property on the ground. This is best achieved through airport owner control over RPZs. Control is preferably exercised through the acquisition of sufficient property interest in the RPZ and includes clearing RPZ areas (and maintaining them clear) of incompatible objects and activities.

- When the initial CUP was considered/approved in May 2016 - the Planning and Zoning Commission left it to staff to decide if the owners needed to own the land underneath the RPZ. Staff determined this was not required as the provision to return for additional review if structures were built was a condition (#8) of the CUP approval

8. If any structures are built within the noted runway areas and zones, the Holyoak Airport Conditional Use Permit must be reconsidered by the Cache County Land Use Authority.



# Runway Protection Zone Requirements – Option 1

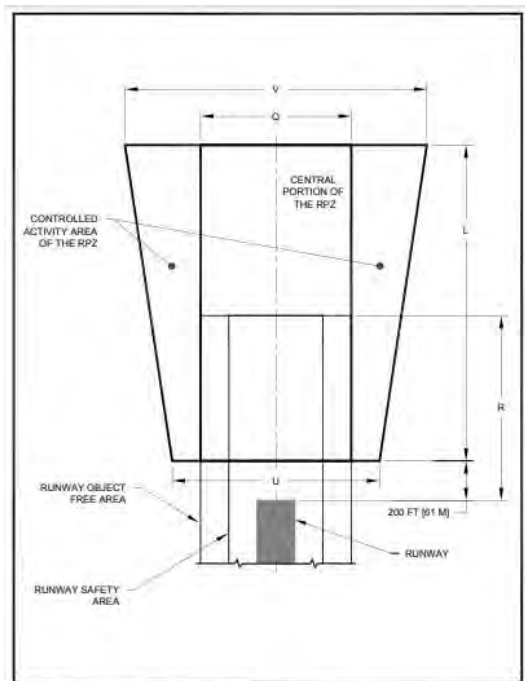
## **b. Standards.**

(1) **RPZ Configuration/Location.** The RPZ is trapezoidal in shape and centered about the extended runway centerline. The central portion and controlled activity area are the two components of the RPZ (see Figure 3-16).

(a) **Central Portion of the RPZ.** The central portion of the RPZ extends from the beginning to the end of the RPZ, centered on the runway centerline. Its width is equal to the width of the runway OFA (see Figure 3-16). Interactive Table 3-5 contains the dimensional standards for the OFA and RPZ.

(b) **Controlled Activity Area.** The controlled activity area is the remaining area of the RPZ on either side of the central portion of the RPZ.

# Runway Protection Zone Requirements - Option 1



Note: See interactive Table 3-5 for dimensions U, V, L, R, and Q.

Figure 3-16. Runway Protection Zone (RPZ), Runway Object Free Area (ROFA) and Runway Safety Area (RSA)

- This is the requirement used to create the configuration currently on the CUP
- This method uses one RPZ for both the approach and departure use of the runway
- It begins 200 feet from the end of the runway and extends 1,000 feet

# Runway Protection Zone Requirements – Option 2

(2) Approach/Departure RPZ. The approach RPZ dimensions for a runway end is a function of the aircraft approach category and approach visibility minimum associated with the approach runway end. The departure RPZ is a function of the aircraft approach category and departure procedures associated with the runway. For a particular runway end, the more stringent RPZ requirements, usually the approach RPZ requirements, will govern the property interests and clearing requirements the airport owner should pursue.

c. **Location and size.** The RPZ may begin at a location other than 200 feet (61 m) beyond the end of the runway. When an RPZ begins at a location other than 200 feet (61 m) beyond the end of runway, two RPZs are required, i.e., a departure RPZ and an approach RPZ. The two RPZs normally overlap (refer to Figure 3-17 and Figure 3-18).

# Runway Protection Zone Requirements – Option 2

(1) Approach RPZ. The approach RPZ extends from a point 200 feet (61 m) from the runway threshold, for a distance as shown in interactive [Table 3-5](#).

(2) Departure RPZ. The departure RPZ begins 200 feet (61 m) beyond the runway end or, if the Takeoff Run Available (TORA) and the runway end are not the same, 200 feet (61 m) beyond the far end of the TORA. The departure RPZ dimensional standards are equal to or less than the approach RPZ dimensional standards (refer to interactive [Table 3-5](#)).

(a) For runways designed for small aircraft in Aircraft Approach Categories A and B: Starting 200 feet (61 m) beyond the far end of TORA, 1,000 feet (305 m) long, 250 feet (76 m) wide, and RPZ 450 feet (137 m) wide at the far end.

(b) For runways designed for large aircraft in Aircraft Approach Categories A and B: starting 200 feet (61 m) beyond the far end of TORA, 1,000 feet (305 m) long, 500 feet (152 m) wide, and at the far end of RPZ 700 feet (213 m) wide.

(c) For runways designed for Aircraft Approach Categories C, D, and E: Starting 200 feet (61 m) beyond the far end of TORA, 1,700 feet (518 m) long, 500 feet (152 m) wide, and at the far end of RPZ 1,010 feet (308 m) wide.

# Runway Protection Zone Requirements - Option 2a

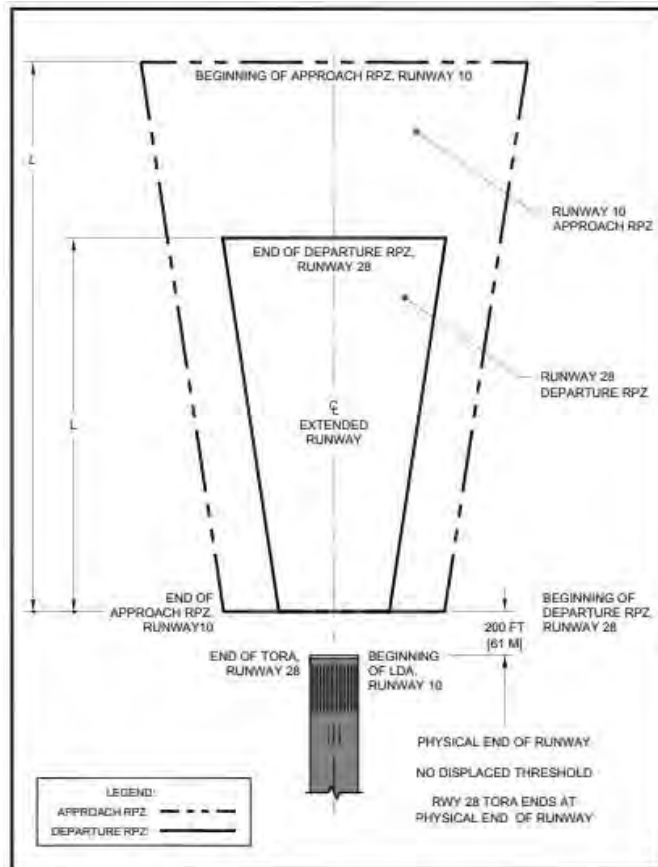


Figure 3-17. Runway with all declared distances equal to the runway length

- The departure RPZ is smaller than the approach RPZ and is contained within the RPZ
- Departure RPZ can be used without the approach RPZ if the runway is limited to departures only for that direction

# Runway Protection Zone Requirements - Option 2b

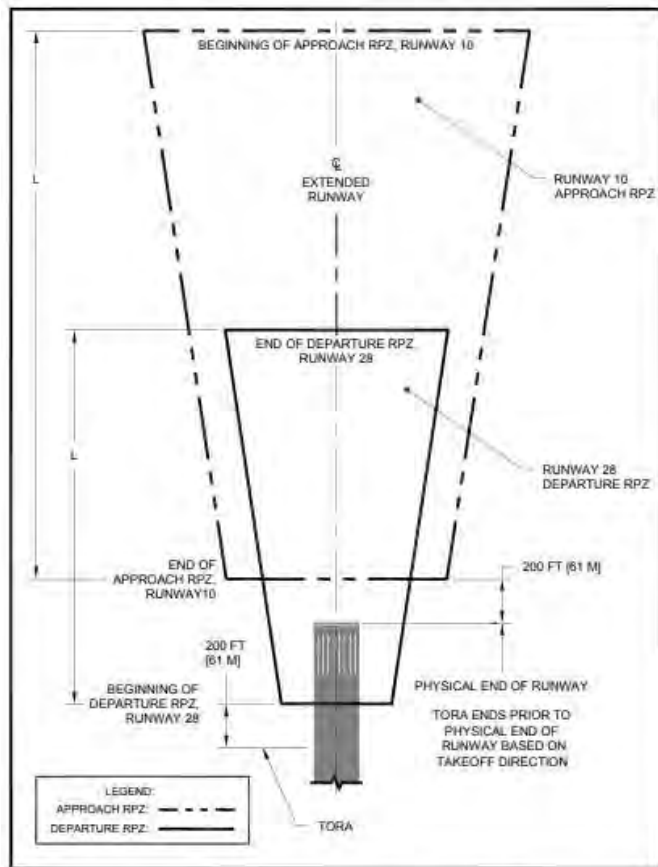
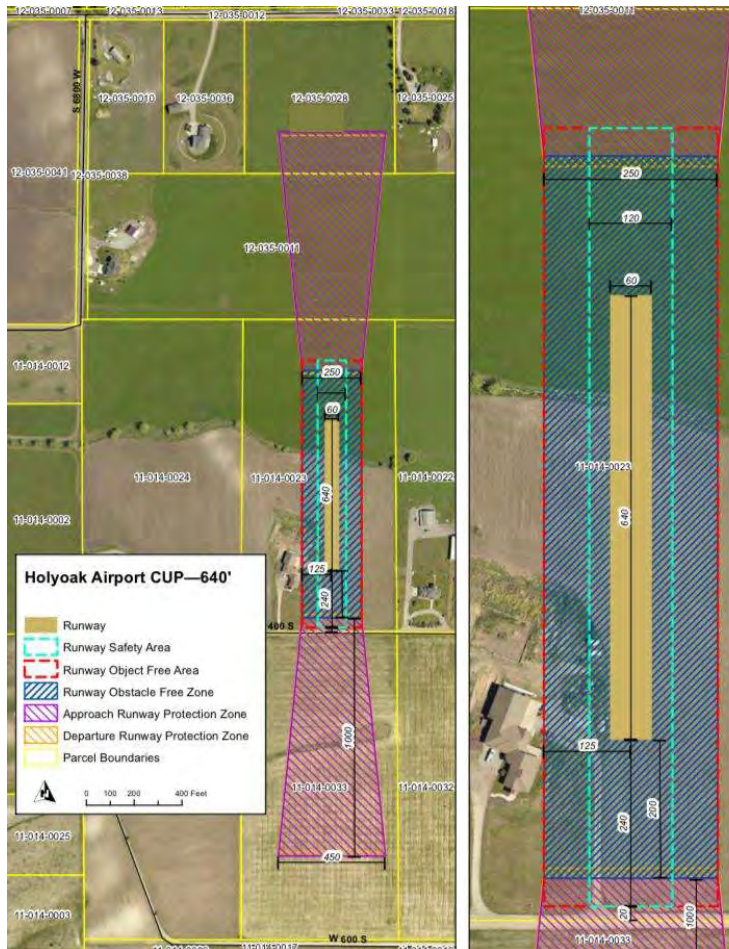


Figure 3-18. Approach and departure RPZs where the Takeoff Run Available (TORA) is less than the Takeoff Distance Available (TODA)

- The departure RPZ begins before the end of the runway since the take-off distance required is usually less than the landing rollout distance on an aircraft



# What is the current configuration?



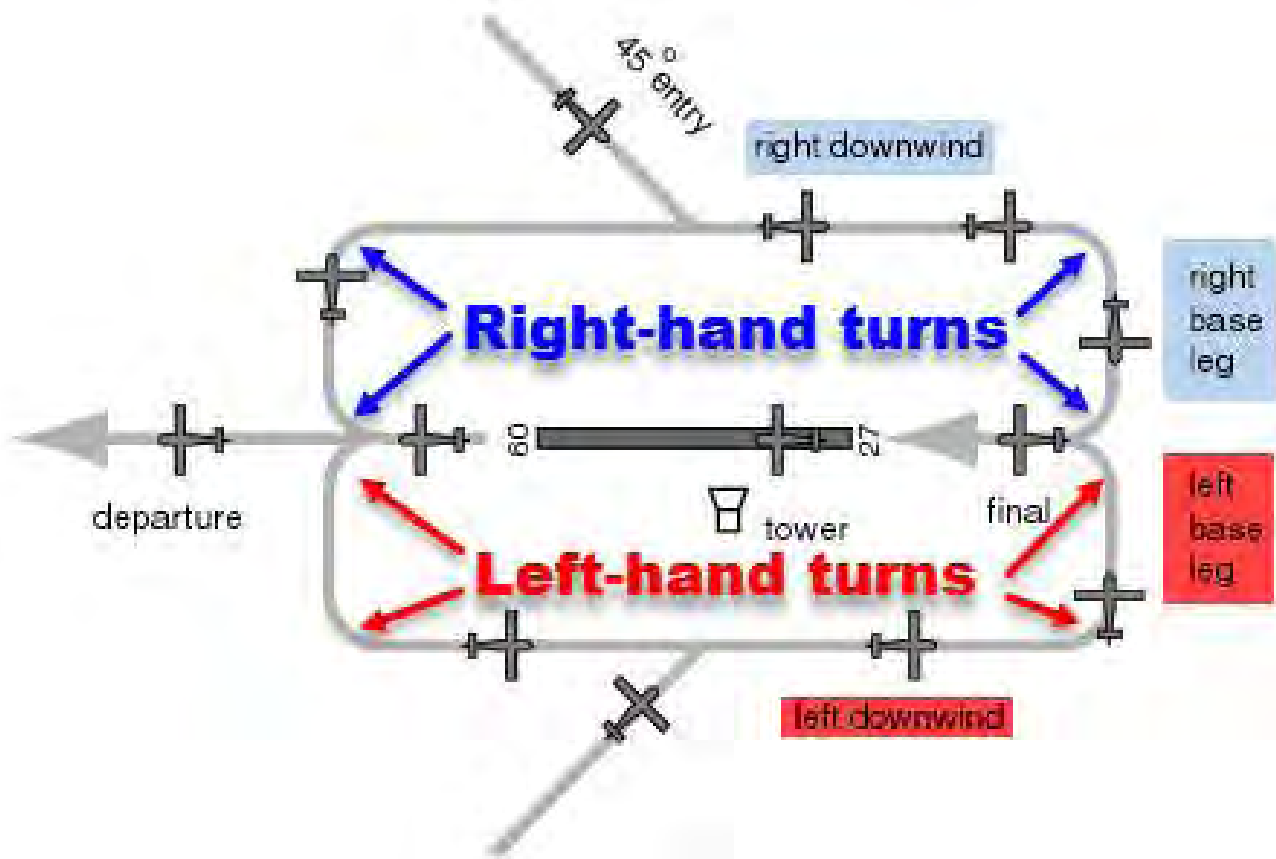
- Airport runway is designated as area that allows a standard (Option 1) single RPZ on both ends
  - Runway assumes same length/land for north and south approaches and departures
  - Allows for both a left-hand and right-hand pattern from either the north or the south



# Introduction to Key Flight Factors

- To full understand the options available, a quick education on some pertinent flight information is required. The following slides attempt to provide some basic information that will aid in the discussion of the options:
  - Airport Traffic Patterns
  - Short-Field Take-off and Landing Requirements

# Airport Traffic Patterns

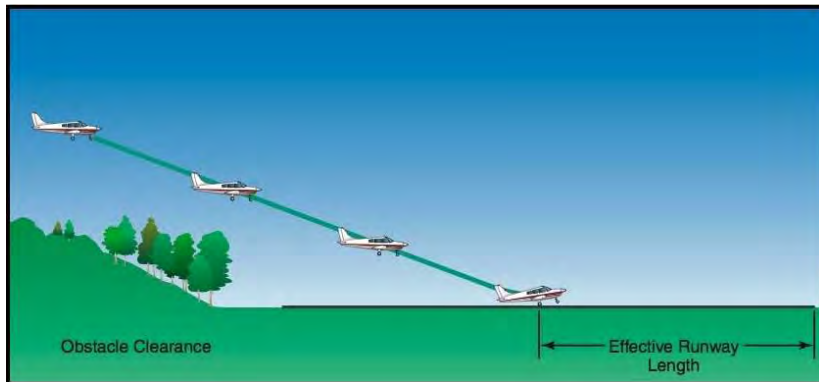


- A left-hand pattern is “standard” at most airports although both are usually allowed
- Some airports are restricted to only one traffic pattern or traffic patterns on only one side
  - Example – SLC Airport #2 does not allow an east side pattern to avoid traffic with SLC international
- While a “straight in” approach and departure are not prohibited, a pattern approach is definitely preferred

# Short Field Take Off and Landings



Short-Field Take Off



Short-Field Landing

- A short-field take off is used when there is an obstacle at the end of the runway
- Every plane has a pilot's operating handbook (POH) that indicates the take-off and landing distances when using a "short-field" technique
  - Requirement for "short-field" distances assumes a 50 foot obstacle at the end of the runway
  - These distances are different from the "standard" roll out and departure distances

# What are the options for a reconfiguration?

- Redefine/reconfigure the runway
  - Allow southbound departures to start at the north property line
    - Redefine the RPZ to use Option 2 on the south for departure only
    - There is no RPZ “behind you” on departure so the runway could start at the property lines for departure and a majority of the RPZs would then lie within the airport property owner’s property for departures
  - North bound departures and north approach landings remain per the current map
  - Restrict south approaches or prohibit “straight in” south approaches
  - Restrict approaches to the traffic pattern that avoids flying over the new home
- Restrict Approaches/Departures
  - Note: Preference is to take off and land into the wind
- Restrict Airstrip to Left-Hand or Right-Hand Patterns
  - Restricting the pattern used when approaching from the south eliminates one side of the trapezoidal section of the RPZ since traffic will not be entering on a 45 degree angle on that approach pattern
- Move the airstrip to the west side of the property
- Some combination of several of these options

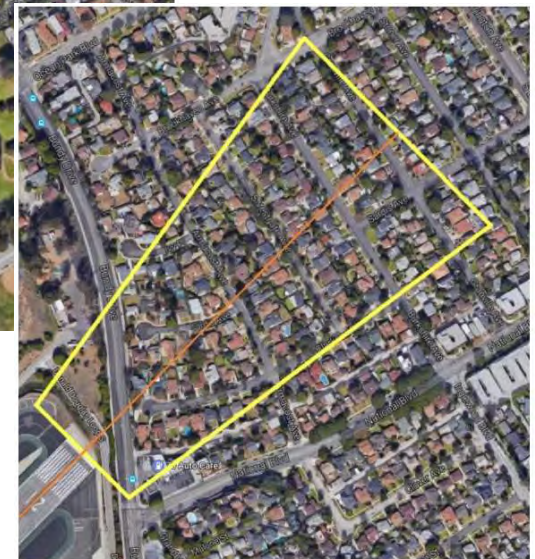
# Is there precedence at other airports?

- Yes – MANY airports have homes within their defined RPZs
  - The following slides contain four examples but there are many others

# Santa Monica Airport RPZs



Used DAILY for  
multiple JET  
departures



It's reported there are 270  
homes within the RPZs of  
this airport



# Savannah – Hilton Head International Airport

## SAVANNAH-HILTON HEAD INTERNATIONAL AIRPORT RPZ – RUNWAY 28 APPROACH END



Even major international airports don't always have Direct control over the property in the RPZ



# Driggs Idaho Airport



Structures have been built in the RPZ of the extended runway

# Addison Airport - Texas

Structures and Railway lines (including public Transportation services) are within the RPZ



**DART Cotton Belt  
Addison Airport Runway Protection Zone (South)**

Source: Addison Airport Land Use and Utilities Drawing - June 2016



# Recommendations

- Consider the following paths:
  - There is a non-conforming use that has been in place since circa ~2006 (before the CUP was issued) – simply uphold the existing CUP
  - Discuss areas of concern and give guidance on what needs to be mitigated given the new construction on the south lot
    - Allow time for Airport CUP holders and staff to work restrictions, redefinition, or reconfiguration that addresses the concerns after discussion at P&Z commission meeting



November 24, 2021

**Possible Amendment to the Use Related Definition, 5810 Private Airport,  
Title 17 Land Use Regulations**

A recent request and action regarding this use have raised concerns on the part of the Commission and the public. These concerns have been focused on impacts to adjoining property owners such as noise and safety.

Possible solutions as have been discussion by the Commission include:

- Leave the code as it is, but impose conditions related to noise impacts and possible mitigation.
- Amend the code to require a sound study specific to the noise impact, similar as to what is currently required for a dog kennel.
- Amend the code to require that all zones and areas related to an airport and runway are on the property of the airport operator.

Staff recommends that the Commission begin to formally discuss these impacts and possible solutions.



**Article 1 - Objectives**

- 1-1.** This commission, established in conformance with the motion adopted by the Cache County Commission on the 20th day of December, 1950, has adopted the following Articles in order to facilitate its powers and duties in accordance with the provisions of State Code Ann. §17-27a Part 3.
- 1-2.** The official title of this Commission shall be the "Cache County Planning Commission".

**Article 2 - Members**

- 2-1.** The Cache County Planning Commission shall consist of (7) voting members. A member of the County Council shall be appointed as an ex-officio member of the Planning Commission and shall be a non-voting member. The Director of Development Services shall serve as an ex-officio member of the Planning Commission and shall be a non-voting member.
- 2-2.** The term of the member from the County Council shall be a one-year term or as otherwise designated. As the term of the members first appointed to this Commission, or their replacements, expire, their successors shall be appointed for terms of three (3) years or to fulfill the previously designated term. Each member shall be recommended by the County Executive and evaluated and confirmed by the County Council prior to their appointment or reappointment to the Planning Commission.
- 2-3.** The Council may provide for the payment of expenses and a reasonable compensation for members of the Commission who are not County employees.

**Article 3 - Officers and Their Selection**

- 3-1.** The officers of the Planning Commission shall consist of a Chair, a Vice-Chair, and a Secretary. If no Secretary is elected from among the serving Planning Commissioners, the Director of Development Services, or their designee, will serve as Secretary of the Commission.
- 3-2.** Nomination of officers shall be made by the general membership of the Planning Commission at the regularly scheduled December meeting of the Commission each year. The election of officers shall follow immediately.
- 3-3.** A candidate receiving a majority vote of the entire membership of the Planning Commission shall be declared elected. He/She shall take office January 1st, the following year and serve for one (1) year or until their successor shall take office.

**Article 4 - Duties of Officers**

- 4-1.** The Chair shall be an appointed member of the Commission and shall:
- 4-1-1.** Preside at all meetings.
  - 4-1-2.** Appoint committees, special and/or standing and liaisons.
  - 4-1-3.** Rule on all procedural questions (subject to a reversal by a majority vote of the members present).
  - 4-1-4.** Be informed immediately of any official communication and report same at the next regular meeting.

- 4-1-5.** Represent the Commission before the County Council and other public bodies except when this responsibility has been delegated to an appropriate official or Commission member.
- 4-1-6.** Carry out other duties as assigned by the Commission.
- 4-1-7.** Fill any vacancies in the offices of Vice-Chair or Secretary by appointment lasting through January 1st of the following year.
- 4-2.** The Vice-Chair shall be an appointed member of the Commission and shall:
  - 4-2-1.** Act in the absence or inability of the Chair to act.
  - 4-2-2.** Have the powers to function in the same capacity as the Chair in cases of the Chair's inability to act.
  - 4-2-3.** Fill immediately any vacancy in the office of Chair through January 1st of the following year.
  - 4-2-4.** Be responsible for the orientation of new members of the Commission.
- 4-3.** The Secretary shall:
  - 4-3-1.** Keep a written record of all business transacted by the Commission.
  - 4-3-2.** Keep a file of all official records and reports of the Commission.
  - 4-3-3.** Certify all minutes of the Commission.
  - 4-3-4.** Give notice of all hearings and public meetings.
  - 4-3-5.** Attend to the correspondence of the Commission.
  - 4-3-6.** Keep a set of minutes.
  - 4-3-7.** Prepare and be responsible for the publishing of all advertisements relating to public hearings.
  - 4-3-8.** If the Secretary is an appointed member of the Commission, the Secretary may, with the consent of the Commission, delegate any of the above responsibilities of the Secretary to the Director of Development Services (or similar official), except that the certification of minutes of the Commission may not be delegated.

## **Article 5 - Standing and Special Committees**

- 5-1.** Any standing committees may be appointed by the Chair.
- 5-2.** Any special committees may be appointed by the Chair and shall function for a duration as set by the Chair. The duties and responsibilities of any special committee shall be clearly defined and outlined at a regularly scheduled Planning Commission meeting.
- 5-3.** Each standing and special committee shall prepare a written report of meetings held to become a part of the permanent records of the Commission.

## **Article 6 - Meetings**

- 6-1.** Regular meetings of the Commission shall be held on the first Thursday of each month, commencing at 5:30pm and ending at 8:00pm. Meetings may be extended beyond 8:00 p.m. With the approval of a majority of the members present. When a meeting date falls on a legal holiday, the meeting shall be held on the week following unless otherwise designated by the Commission.
  - 6-1-1.** Commission public hearings shall be held during the regular meeting on the first Thursday of each month.
- 6-2.** Special meetings shall be called at the request of the Chair or at the request of any three members of the Commission. Written notice which states the time and purpose of the special meeting shall be given to each member at least five (5) days prior to such meetings. Noticing of special meetings shall be made in compliance with State Code Ann. §17-27a Part 2 and §17-53 Part 4.



**6-3.** A majority of the membership of the Commission shall constitute a quorum. When a quorum is present, a majority vote of the members present is sufficient for the adoption of any motion. Voting may be a roll call, in which case a record shall be kept as part of the minutes. Any member shall have the right to demand a roll call vote.

**6-4.** Meetings shall be open to the public except when deemed necessary, in which case the Commission may go into Executive (closed) Session, when the provisions of the Utah Open and Public Meetings Act, State Code Ann §17-53 Part 4, shall be in effect.

**6-5.** The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the Planning Commission in all cases to which they are applicable and in which they are not inconsistent with the Bylaws, any special rules of order the Planning Commission may adopt, and County or State code that regulates the Planning Commission or its meetings.

**6-6. Electronic Meetings**

**6-6-1.** A Commission meeting may be convened and conducted by means of telephonic, telecommunications, or computer conference by satisfying the requirements of Utah Code Ann. § 52-4-207.

**6-6-2.** The primary purpose for holding electronic meetings is to enable members of the Commission to participate in the meeting electronically. Provision may be made for a member of the public to monitor an open meeting of the Commission through electronic means, provided that the County will not be required to acquire any equipment, facilities or expertise which the County does not already possess in order to accommodate the request. Notwithstanding anything to the contrary in this Policy, with the exception of a public hearing, the general public and other interested persons need not be provided an opportunity to participate in, as opposed to attend and monitor, an electronic meeting.

**6-6-3.** Not less than 24 hour advance public notice, including the agenda, date, time, location, and a description of how the Commission Members will be connected to the electronic meeting, will be given for each electronic meeting of the Commission by posting a written notice at the principal office of the County, or at the building where the meeting is to be held, and providing written or electronic notice to at least one newspaper of general circulation in the County, and by posting the notice on the Utah Public Notice Website created under Utah Code Ann. § 63F-1-701. In addition, the notice must be provided to all Commission Members at least 24 hours before the meeting. These notice requirements are minimum requirements and are not to be construed as precluding such additional postings and notifications as may be directed by the Commission.

**6-6-4.** The Chair, or the Vice-Chair in the Chair's absence, may determine, based upon budget or logistical considerations, that it is not in the best interest of the County to hold an electronic meeting, in which event the meeting will not be held as an electronic meeting. The Chair, or the Vice-Chair in the Chair's absence, may also restrict the number of separate electronic connections that are allowed for an electronic meeting based on available equipment capacity. The request from a member of the public to participate in a meeting electronically may be denied by the Chair, or Vice-Chair in the Chair's absence, based on budget, public policy, or logistical considerations deemed sufficient by the Chair or Vice-Chair.

**6-6-5.** No action may be taken and no business may be conducted at a meeting of the Commission unless a quorum, consisting of a simple majority of the members of the Commission, is present. A Commission Member who is not physically present may nevertheless participate in the meeting through electronic means and be counted toward

the required quorum in accordance with Utah Code Ann. § 52-4-207. Any Commission Member participating via electronic means may make, second, and vote on all motions and participate in the discussion as though present.

## **Article 7 - Order of Business**

**7-1.** The order of business for a Regular Meeting shall be:

**7-1-1.** Call to Order by the Chair

**7-1-2.** Roll call by the Secretary

**7-1-2-1.** Determination of a quorum

**7-1-3.** Approval of agenda

**7-1-4.** Approval of minutes

**7-1-5.** Report of the Secretary

**7-1-6.** Consent Agenda

**7-1-9.** Agenda Items

**7-1-9-1.** Public Comment

**7-1-9-2.** Public Hearings

**7-1-10.** Report of Special Committees

**7-1-11.** Liaison Reports

**7-1-12.** Zoning Administrator's Report

**7-1-13.** Adjournment

**7-2.** The Zoning Administrator is authorized to prepare for each meeting a consent agenda for consideration by the Commission. The consent agenda may include any item believed by the Zoning Administrator to meet all required ordinances, be routine, and not controversial in nature.

**7-2-1.** A single motion and vote in favor thereof shall approve all items on the consent agenda.

**7-2-2.** Any member of the Commission may request to have any item removed from the consent agenda. Such request need not be seconded. Such item shall then be taken up for discussion by the Commission as a regular agenda item.

**7-3.** Public Comment portion of the meeting will be limited to 30 minutes for each agenda item unless otherwise specified by the Chair.

**7-3-1.** The agent for the agenda item will be limited to a 5-minute period of open discussion, with additional time allowed to respond to questions of the Planning Commission.

**7-3-2.** Individual speakers from the public will be limited to 3 minutes each unless prior approval is obtained from the Chair.

## **Article 8 – Communication and Correspondence**

**8-1.** To ensure that the decision-making process is fair and impartial, the Planning Commission is to abide by certain standards regarding "ex parte" communication on cases under review.

**8-1-1.** Ex parte communication is defined as "oral or written, off-the record communication made to or by commissioners or commission decision-making personnel, without notice to parties, that is directed to the merits or outcome of an on-the-record proceeding."

**8-1-2.** If prohibited ex parte communication is attempted, the Commissioner involved should first attempt to stop the party from engaging in prohibited behavior, then document the attempt and notify the Secretary. The Secretary will then enter a statement into the public file and make copies of the statement available to other parties in the case.

**8-2.** If the Planning Commission and/or a Commissioner determines that there is a conflict of interest on an agenda item, that Planning Commissioner shall not participate in the discussion or action on that agenda item. In such event, the Planning Commissioner shall seat themselves in the audience or leave the room. For purposes of determining the existence of a quorum, that Commissioner shall not be counted.

**8-3.** It shall be the duty of the Secretary to communicate by telephone or other means when necessary to make communications that cannot be carried out as rapidly as required through direct correspondence.

**8-4.** All official papers and plans involving the authority of the Commission shall bear the signature of the Chair or Vice-Chair.

#### **Article 9 - Amendments**

**9-1.** These by-laws may be changed by a recorded two-thirds (2/3) vote of the entire Planning Commission and approval by the County Council.