

CACHE COUNTY COUNCIL
SANDI GOODLANDER, *CHAIR*
KATHRYN A. BEUS, *VICE CHAIR*
DAVID L. ERICKSON
KEEGAN GARRITY
NOLAN P. GUNNELL
MARK R. HURD
BARBARA Y. TIDWELL



199 NORTH MAIN STREET
LOGAN, UT 84321
435-755-1840
www.cachecounty.gov

CACHE COUNTY COUNCIL

PUBLIC NOTICE is hereby given that the County Council of Cache County, Utah will hold a **REGULAR COUNCIL MEETING** at **5:00 p.m.** in the Cache County Historic Courthouse Council Chambers, 199 North Main Street, Logan, Utah 84321, on **Tuesday, September 16, 2025**.

Council meetings are live streamed on the Cache County YouTube channel at:
<https://www.youtube.com/@cachecounty1996>

CACHE COUNTY COUNCIL AGENDA

REGULAR COUNCIL MEETING – 5:00 p.m.

- 1. Call To Order**
- 2. Opening** – Councilmember Nolan Gunnell
- 3. Review and Approval of Agenda**
- 4. Review and Approval of Minutes** (August 26, 2025 meetings)
- 5. Report of the County Executive**
 - a. Appointments
- 6. Items of Special Interest**
 - a. Consideration and Appointment of Interim County Executive
 - b. Presentation of Annual External Audit
 - c. Budget Process Update
 - d. Proposed Property Tax Increase Timeline
 - e. Consideration of the Granting of the Application for the Removal of Land from the Jenson Agricultural Protection Zone – Parcels 03-003-0020 and 03-003-0012

7. Public Hearings

a. **Schedule Public Hearings on September 26, 2025 @ 5:30 p.m. for:**

- i. Ordinance 2025-26 – Lower Foods - South Road Extension Rezone
- ii. Ordinance 2025-28 – SBA UT24138-B Rezone
- iii. Ordinance 2025-29 – Sparks Ventures Rezone
- iv. Ordinance 2025-30 – Greenfield Milling Industrial Warehouse Rezone
- v. Ordinance 2025-31 – Proposed Amendments to Compensation of Cache County Elected and Other Specified Officials
- vi. Resolution 2025-33 – 3rd Quarter County Budget Amendments
- vii. Resolution 2025-34 – Transfer or Surplus Approval of Real Property per Cache County Code § 3.40.040

8. Initial Proposals for Consideration of Action

- a. Ordinance 2025-32 – County Code Amendments for the Elimination of Duplicate Provisions Found in County Optional Plan
- b. Resolution 2025-35 – Non-Substantive and Technical Compliance Amendments to the County Optional Plan
- c. Resolution 2025-36 – Providing Approval for the Filing Of Cross-Appeal(s) For 2025 Centrally Assessed Property Tax Appeals

9. Other Business

- [illegible]

10. Council Member Reports

11. Adjourn

- Next Scheduled Regular Council Meeting: September 23, 2025 at 5:00 p.m.
- Upcoming Special County Council Meeting: September 24, 2025 at 5:00 p.m.

Sandi Goodlander
Sandi Goodlander, Council Chair

CACHE COUNTY COUNCIL

August 26, 2025 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinions or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

MEMBERS PRESENT: Chair Sandi Goodlander, Vice-Chair Kathryn Beus, Councilmember David Erickson, Councilmember Barbara Tidwell, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED:

STAFF PRESENT: Sara Owen, Julie Terrill, Amy Adams, Mike Mckinnis

OTHER ATTENDANCE: Micah Safsten, Scott Weaver, Rhyen Dockter

Council Meeting

1. **Call to Order 5:00p.m. – [0:03](#)**
2. **Opening Remarks and Pledge of Allegiance – [0:13](#)** Vice Chair Kathryn Beus offered prayer and lead pledge of allegiance.
3. **Review and Approval of Agenda [1:50](#)**
Action: Motion made by Vice Chair Kathryn Beus to approve the agenda with amendment Ordinance 8A be recorded as 2025-27 ; seconded by Councilmember David Erickson.
Motion passes.
Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0
4. **Review and Approval of Minutes (August 12 and August 19) [2:22](#)**
Action: Motion made by Councilmember David Erickson to approve minutes; seconded by Councilmember Nolan Gunnell
Motion passes.
Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0
5. **Report of the County Executive**
Action: Motion made by Councilmember David Erickson; seconded by Vice Chair Kathryn Beus.
Motion passes.
Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0
[1:02:41](#) Executive Assistant Dirk Anderson proposed Sandi Goodlander as board member of Bear River Health Department
6. **Items of Special Interest**
 - A. [2:52](#) Chair Sandi Goodlander read for the Executive Office the proclamation for Diaper Need Awareness Week.
Action: Motion made by Councilmember Nolan Gunnell to accept proclamation; seconded by Vice Chair Kathryn Beus.
Motion passes.
Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0
 - B. **County Economic Opportunity (CEO) Board of Recommendations FY26 – Shawn Mile, Bear River Association of Governments Director of Economic Development [30:30](#)** Shawn gave overview of Rural County Grant Program and

introduced Erick and Logan from the site selectors from Texas that look for locations that will be best suited for business who want to expand. [36:31](#) Erick said lack of interest in a particular area is a result of lack of education. Shawn resumed with projected costs for the airport and the plans for how to allocate the funds over the next couple years. Councilmember Keegan Garrity listed the costs expected to come with a self-service system. [44:11](#) Chair Goodlander summarized this would be to study the feasibility to understand self-service fuel and economic impacts. Councilmember Keegan Garrity said yes. [44:45](#) Shawn added this study would prove the merit and check the math. Councilmember Keegan Garrity added the Airport Authority had approved some of Dr. Jones' recommendations. [47:36](#) Chair Goodlander asked for an update on the Economic Assessment Strategy. Shawn provided history of the formation of the committee and the time that had lapsed. Mark Hurd commented seven years is plenty of time; no need to wait for ten. Chair Goodlander asked what practical information was gained from the previous study. Shawn answered the education of the industry was beneficial. [53:36](#) Chair Goodlander thanked Shawn and added she was interested in the justification of the \$25,000. Councilmember Keegan Garrity said several ideas were suggested and the decision was too unclear which direction to take. Shawn listed potential future projects. Councilmember Nolan Gunnell asked if the airport was receiving funds from frequently used entities and how it compared to Brigham airport. Shawn answered Cache has a strategic advantage with USU nearby. Councilmember Keegan Garrity commented the contribution by USU was recently unprecedented but is on the right track. He asked Shawn if businesses were able to have a private aircraft would there be an appeal. Shawn deferred to Erick. Erick answered there are factors to consider, but answered yes. Shawn echoed there is some upside and more information could be gathered from local commercial use.

Action: Motion made by Councilmember Mark Hurd to approve recommendation from CEO Board for 2026 Rural County Grant; seconded by Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

Nay: 0

[1:01:54](#) Councilmember Keegan Garrity added to include this would be for a feasibility study. Chair Goodlander requested an update on the AG report in the near future.

(5)

- C. **American West Heritage Center Tractor Barn RAPZ Proposal** - [6:23](#) Policy Analyst Andrew Erickson read the request for funding. Councilmember Keegan Garrity mentioned this was supported by the Cache Valley visitor bureau. Councilmember David Erickson said this was a valuable opportunity. Vice Chair Kathryn Beus asked where the dollar amount was listed and then asked if this would be taken into consideration when applications are submitted again. Councilmember David Erickson favored to get the project started. Councilmember Nolan Gunnell asked when the estimated completion date was. *Unknown person from audience answered eight months. Councilmember Keegan Garrity asked if there should be a limit on the timeline. Vice Chair Kathryn Beus answered RAPZ policy is two years.

Action: Motion made by Councilmember David Erickson to approve proposal for American West Heritage Center; seconded by Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

Nay: 0

- D. **County Assessor's Tax Role Corrections & Property Tax Abatement** [14:30](#) Brett Robinson listed the proposed adjustments. Vice Chair Kathryn Beus clarified what the taxable value was being presented. Councilmember Nolan Gunnell asked about green belt status. Brett responded the landowners found the error in the truth in taxation notice. Councilmember David Erickson asked if the property with shed rented out qualified for green belt. Brett answered it is a large parcel and has a nice facility that is rented out. [19:20](#) Councilmember Keegan Garrity asked

what the mechanism behind a business license and rental. Brett answered searches of VRBO are done and observations are made to catch them.

Action: Motion made by Vice Chair Kathryn Beus to approve tax roll corrections on 34 parcels as presented; seconded by Mark Hurd.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0

[20:56](#) Brett Robinson- County assessor asked for abatement of taxes on a mobile home that is more expensive to collect on than the value.

Action: Motion made by Councilmember Nolan Gunnell to approve tax abatement; seconded by Keegan Garrity.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0

- E. **Request for Medical Capitation for Substance Abuse Treatment-** [23:32](#) _____ described where in the process the request is to receive support for submittal of formal letter to Medicaid to receive the capitation model. Chair Goodlander asked for more information. _____ explained the capitation model with the formula used to determine fund eligibility. Chair Goodlander clarified this would allow the start of the process. Councilmember Nolan Gunnell asked how frequent applications are needed. _____ answered the hope is to begin July 1 2026. Councilmember Keegan Garrity asked what the intent of this vote was for. Chair Goodlander said this would endorse the start of the process to explore the option.

Action: Motion made by Councilmember Nolan Gunnell to approve request for Medicaid Capitation for Substance Abuse Treatment; seconded by Councilmember Barbara Tidwell.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd
Nay: 0

(6B)

F. **Presentation of Tentative Budget by the Cache County Executive**

[1:04:17](#) Executive Assistant Dirk Anderson read through the Executive list of expenses and general funds with a proposed 18% property tax increase and \$1 million in cuts. [1:10:51](#) Chair Goodlander asked if cuts would be capital requests or operation changes. Dirk answered the capital can be looked into, however if that were done it would pass the costs to the next year. He said the focus in the past had been on the budget and listed options to save: Hiring freeze, contract freeze, travel freeze. He added to increase revenues. [1:19:13](#) Councilmember Nolan Gunnell clarified the shortfall calculations. Dirk answered the estimated property tax increase would be closer to 15% instead of 18% and he wanted to do a fund balance amount without a council vote. Councilmember Keegan Garrity commented it's helpful to know the minimum and maximums with the cost of the last catastrophic event. Councilmember Nolan Gunnell said he would prefer not to be in the lower end and brought up the homes in the mountain regions without property tax. Vice Chair Kathryn Beus said in addition the short term rental licensing. [1:21:25](#) Chair Goodlander summarized with the funds that were set aside and put into the general fund if the 68 million for expenditures included capital requests. Dirk answered yes. He included the minimum was 5% of the

general fund which would be \$3.5 million. Councilmember Nolan Gunnell inquired if there was discussion of substantiating the reasons behind large purchases. Dirk agreed to get specifics from Department Heads. Councilmember Nolan Gunnell asked Dirk how long he had been involved in the County budget. Dirk answered three and a half years. Councilmember Nolan Gunnell commented it appeared things were looked at closer now than in the past and brought up his concern for the citizens in increased taxes. [1:26:45](#) Councilmember Keegan Garrity shared his personal experiences due to cost increases and said the financial management in the County had failed. Vice Chair Kathryn Beus blamed the volatility for part of it. Councilmember Barbara Tidwell added employees are part of the counties constituency. [1:28:51](#) Dirk responded to Nolan's question with his explanations of the reasons behind the deficit. He said an active trustworthy relationship between the executive office and council is what he wanted. Councilmember Nolan Gunnell said cuts should be looked at all year long. Dirk commented the biggest cost for any organization are the people. He listed the service impact when employee cuts are made. Councilmember Keegan Garrity said he would not be comfortable to tell the public the county would raise taxes 18% every year. Dirk responded if taxes aren't raised then services can't proceed as the normal expected level. [1:36:56](#) Chair Goodlander commented the tax rate per citizen in Cache valley was reported as the lowest in the state. Vice Chair Kathryn Beus added the state mandates do not allow for wiggle room. Discussion between Councilmember Keegan Garrity, Chair Goodlander, and Vice Chair Kathryn Beus, and Dirk. [1:40:51](#) Chair Sandi Goodlander asked Matthew Funk for clarification on the revenue projection. Matt answered new information was received by his office that provided a new data set which indicated possibly an additional million, then corrected himself a million lower. He said sales tax is difficult to predict and the economy is softening. Councilmember Nolan Gunnell commented \$300,000 revenue doesn't cover the expenses of equipment. Councilmember Keegan Garrity asked if there would be a good time to discuss revenue ideas. [1:46:38](#) Chair Goodlander said in order to get the numbers to the Treasurer an amount would need to be set. She reminded council the amount can be lowered from what it decided. [1:49:04](#) Councilmember David Erickson clarified the sheet Dirk gave to council and commented the difficulty to set an arbitrary cap. Dirk suggested immediate hiring and contract freezes. Vice Chair Kathryn Beus stated the ramifications. Dirk responded the pattern of cuts with the same expectation of service cannot continue. Councilmember Barbara Tidwell echoed Vice Chair Kathryn Bues on the negative impact to morale. Dirk said line item details in Caselle needed organizational improvements. Councilmember David Erickson asked if Finance and budget part of his department meetings. Dirk answered yes. Councilmember Keegan Garrity expressed interest in historical budgets. [1:58:03](#) Chair Goodlander asked if the contract process could be refined instead of freezing. Dirk responded yes. Councilmember Barbara Tidwell asked if there was a complete record for the contracts. Dirk suggested a periodic review. Councilmember Mark Hurd commented the amount for the Providence Library to budget for will go up but if the old contract was in effect would have cost triple. Short discussion between Dirk and Mark. [2:01:08](#) Attorney Taylor Sorenson urged council to consider the tradeoffs as they deliberate. Council thanked Matt. Chair Goodlander asked for decision from council. [2:04:26](#) Councilmember Nolan Gunnell said the COLA for employees meant raised taxes. Chair Goodlander added HR reported many employees are paid below the market rate. [2:07:35](#) Policy Analyst invited council to look at the dollar amount the tax rate would cost taxpayers and warned against setting it too low. Chair Goodlander read the amount in dollars and added the message needed to be conveyed to the public. Councilmember David Erickson said he was not comfortable with the information he had seen. Councilmember Keegan Garrity commented the vote is what the public would remember and he would not like to see a number higher than ten. Vice Chair Kathryn Beus asked what cuts would be made and how much would be used from the fund balance. Councilmember Keegan Garrity responded he didn't have the information needed to make a decision. Chair Goodlander said it could be put off for a cost of fifty thousand dollars to send a mailer. [2:12:04](#) Councilmember Mark Hurd said 18% is high and a risk but felt like he could stand behind 15%. Dirk offered to have discussions to use the fund balance. Councilmember Nolan Gunnell commented when the bridge to Mendon went out due to flooding it was very costly. Attorney Taylor Sorenson asked what year that was. Councilmember Keegan Garrity asked if FEMA assistance was received. Auditor Matt Funk commented the project was 10 million and FEMA gave 8. Discussion among council.

Action: Motion made by Barbara Tidwell for possible increase of 18% with knowledge the rate could go lower; hesitantly seconded by Councilmember Nolan Gunnell. [2:14:59](#) Councilmember David Erickson amended motion to replace the word *could* with *shall*. Councilmember Barbara Tidwell accepted.

Motion passes.

Aye: 6 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

Nay: 1 Keegan Garrity

7. Public Hearings [2:15:46](#)

A. Schedule Public Hearing for September 16th at 5:15 pm.

Action: Motion made by Councilmember David Erickson to set public hearing for 2025-26 on September 16, 2025; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

Nay: 0

8. Initial Proposals for Consideration of Action [2:16:21](#)

A. Ordinance 2025-26 – Special Events Amendments to Cache County Code AGENDA SHOWS 2025-26

Discussion: Policy Analyst Andrew Erickson read the changes to attendance size limit and timeframes for accepting application timeframes. Councilmember Nolan Gunnell clarified this would extend the time open for applications. He asked Sheriff Jensen if that would impact his department. Sheriff Jensen gave the overtime costs and said events are planned for ahead when his department is informed. Councilmember Nolan Gunnell deferred to legal for approval. Attorney Taylor Sorenson said yes. Vice Chair Kathryn Beus asked if O&P approved. Andrew answered the Ordinance was from council. [2:22:26](#) Councilmember David Erickson clarified what the word *reflex* meant on the application. Taylor said that was an orthographic error.

Action: Motion made by Vice Chair Kathryn Beus to suspend rules and approve Ordinance 2025-27; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

Nay: 0

9. Other Business

A. Utah Public Lands Council [2:23:17](#) Councilmember David Erickson said he would like to maintain the membership.

B. Upcoming Election of Interim County Executive [2:25:24](#) Chair Goodlander provided meeting details.

C. Wellsville City Founders Day Parade [2:26:24](#)

D. UAC Annual Convention [2:27:20](#)

David Erickson – [2:28:56](#) David reported on Utah Flour Mills tour and ribbon cutting. He asked council to consider his budget scaling options.

Sandi Goodlander – [2:31:25](#) Sandi reported on board of equalization hearing attendance and training. She added her visit with Paul Borup at the CMPO meeting who had been appointed to the transportation board and would now represent for the valley.

Keegan Garrity – [2:28:11](#) None

Barbara Tidwell – [2:28:07](#) None

Kathryn Beus – [2:28:51](#) None

Nolan Gunnell – [2:28:17](#) Nolan reported on update for meeting with water engineer. Chair Goodlander said she and Andrew discussed to hold a joint meeting with planning and zoning.

Mark Hurd – [2:30:44](#) Mark began his report. Councilmember Barbara Tidwell commented the program for the fallen heroes was awesome. Mark added it was a great collaboration with the America250.

[2:33:32](#) Councilmember Nolan Gunnell thanked Chair and Vice Chair for their time put into their roles.

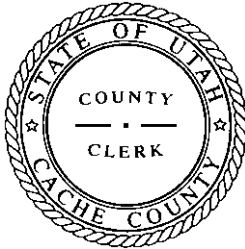
Action: Motion made by Vice Chair Kathryn Beus; seconded by none.

No Vote

Adjourn: 7:30 PM [2:33:45](#)

**APPROVAL: Sandi Goodlander, Chair
Cache County Council**

**ATTEST: Bryson Behm, Clerk
Cache County Council**



Hold a Public Hearing**Ordinance 2025-26 – Lower Foods – South Road Extension Rezone**

Agenda request submitted by: Angie Zetterquist, Interim Director of Development Services – Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: September 16th, 2025

Agenda Item Language: Hold a public hearing for Ordinance 2025-26 Lower Foods – South Road Extension Rezone – A request to rezone 7.8 acres, located at 700 S. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone.

Action: Planning Commission – Recommendation of Approval (6-yea; 0-nay)

Background: A request to rezone 7.8 acres, located at 700 S. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone.

Fiscal Impact: N/A

Public Hearing Required: Rezone requests require a public hearing before the County Planning Commission (PC). This hearing was held on August 7th, 2025 and their recommendation to approve the rezone was made on August 7th, 2025.

No additional hearing is required under the requirements of the State Code, however, the Council has previously directed it is beneficial to rehear the public comment and hold an additional hearing before the Council. See attached for additional information.

County Staff Presenter: Angie Zetterquist, Interim Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Assistant Planner

Legal Review: N/A

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Amending the Cache County Zoning Map by rezoning 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone

Set a public hearing on August 26th, 2025, to be held on September 16th, 2025.
If approved, the rezone will take effect 15 days from the date of approval.

Approval (6-yea; 0-nay).
Public hearing held on August 7th, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”
 - b. “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.”
2. The rezone is partially consistent with the Cache County General Plan:
 - a. This parcel is located in the “Urban Expansion” Overlay:
 - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
3. Richmond City provided a public comment stating they had no issues with the rezone.
4. Lower Foods’ plant is located directly to the north of this property.

Angie Zetterquist

Conner Smith

39 **General Description**

40 This ordinance amends the County Zoning Map by rezoning 7.8 acres from the Agricultural
41 (A10) Zone to the Industrial (I) Zone.

42

43 **Additional review materials included as part of Exhibit A**

44 Staff Report to Planning Commission – revised

Staff Report: Lower Foods – South Road Extension Rezone

7 August 2025

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: Jake Leatham

Parcel ID#: 08-002-0008

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address:

700 S. Highway 91,
Richmond, UT

Acres: 7.8

Surrounding Uses:

North – Richmond/Lower Foods
South – Residential/Agricultural
East – Residential/Agricultural
West – Agricultural/Highway 91

Current Zoning:

Agricultural (A10)

Proposed Zoning:

Industrial (I)



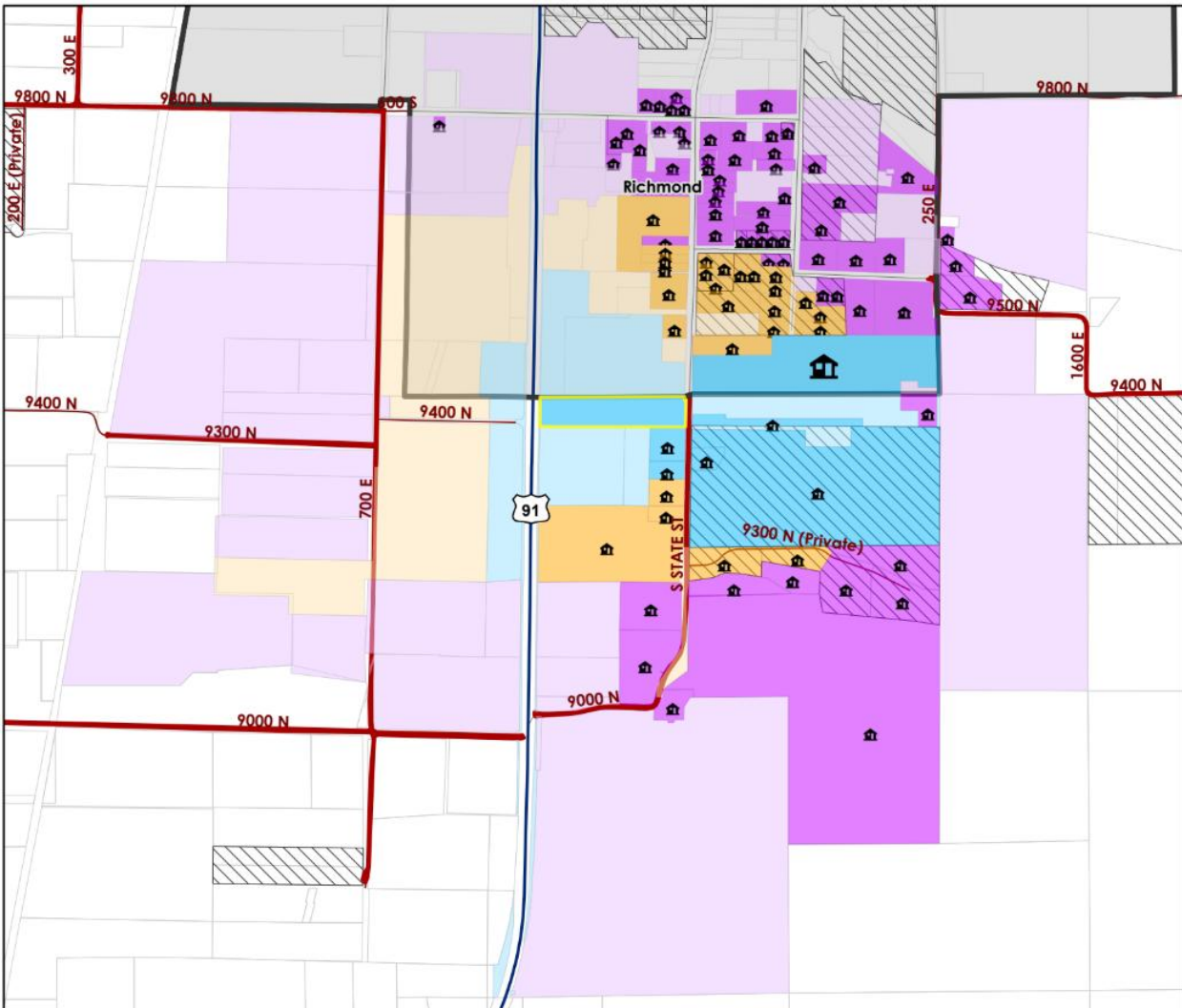
Findings of Fact

A. Request description

1. A request to rezone 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Industrial (I) Zone.
3. A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.
4. 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:

Revised Pg. 6 and 7 - Planning Commission Recommendation

- i. Parcel status: The property does not match the configuration it had on August 8, 2006 as it has gone through boundary line adjustments. Therefore, it is still a legal parcel.
- ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 11.3 Acres (5 Parcels)
	With a Home in Richmond City: 5.6 Acres (5 Parcels)
	Without a Home: 6.6 Acres (7 Parcels)
	Without a Home in Richmond City: 22.5 Acres (1 Parcels)
1/4 Mile Buffer	With a Home: 8.4 Acres (10 Parcels)
	With a Home in Richmond City: 2.3 Acres (22 Parcels)
	Without a Home: 8.5 Acres (12 Parcels)
	Without a Home in Richmond City: 4.9 Acres (17 Parcels)
1/2 Mile Buffer	With a Home: 8.9 Acres (23 Parcels)
	With a Home in Richmond City: 1.5 Acres (74 Parcels)
	Without a Home: 16.6 Acres (39 Parcels)
	Without a Home in Richmond City: 3.1 Acres (49 Parcels)

Revised Pg. 6 and 7 - Planning Commission Recommendation

iii. Schedule of Zoning Uses: The Industrial (I) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:

1. Caretaker's Residence
2. General Manufacturing
3. Commercial Kennel/Animal Shelter
4. Storage and Warehousing
5. Self Service Storage Facility
6. Transport Services
7. General Vehicle Repair
8. Mobile Food Truck
9. Sexually Oriented Business
10. Telecommunications Facility, Major

iv. Adjacent Uses:

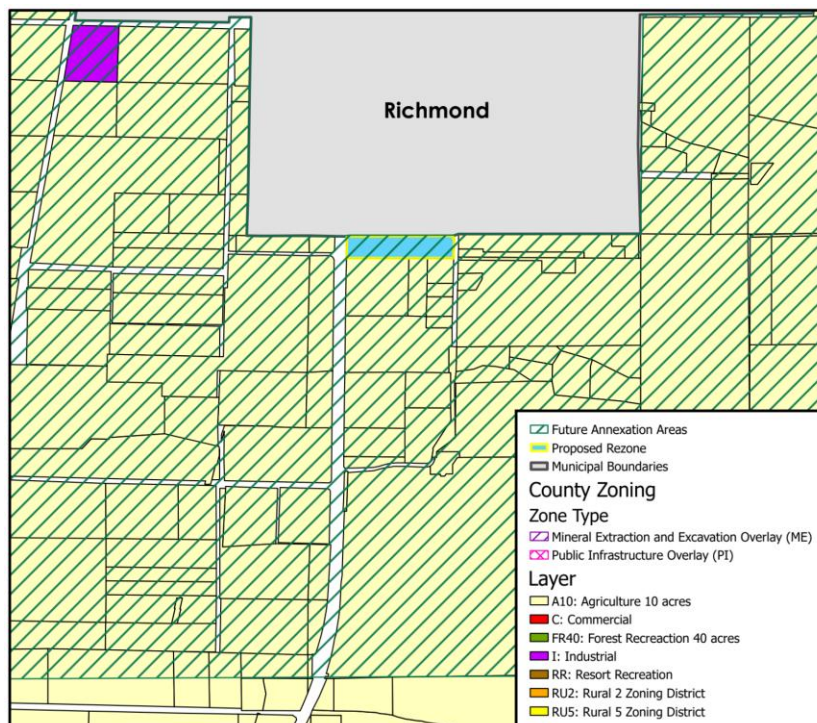
1. The properties to the east and south are primarily a mix of agricultural and residential, the properties to the west are primarily agricultural, and both Richmond City and the Lower Food's plant is directly to the north.

v. The nearest property in the County that is in the Industrial (I) Zone is located 3/5ths (0.63) of a mile to the northwest of the subject property.

1. The Yonker Rezone, located 0.63 miles to the northwest of the subject property, was a request to rezone 9.13 acres from the Agricultural (A10) Zone to the Industrial (I) Zone and was approved by County Council as Ordinance 2016-015.

vi. Annexation Areas:

1. The subject property is located in the Richmond City future annexation area.



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

5. 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.
6. The current County Land Use Ordinance does not specify appropriate locations for the Industrial (I) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030(F) identifies the purpose of the Industrial (I) Zone and includes the following:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the electronic wellbeing of the citizens and to broaden the tax base.”
 - b. “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.”
7. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - a. “The use of land is one of the most important and fundamental values for landowners, residents, civic leaders, and elected officials. This determines, in large measure, the future of Cache County. The Future Land Use Map represents the County’s collective vision of our desired future. It conveys the patterns and priorities of economic development and community character, the locations of neighborhoods and industries, and the preservation of natural, agricultural, and rural landscapes.”
 - b. “The Future Land Use Plan is advisory and does not change the existing zoning of any property or the ability of landowners to continue existing legal uses consistent with the existing zoning or nonconforming uses. It serves as a starting point for conversations about regional initiatives and development proposals by illustrating how sometimes separate and uncoordinated activities can help or harm our desired future. The timing of future development will depend on a number of factors including choices made by individual landowners, aspirations of the community, and future availability of facilities and services.”
8. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
 - a. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - b. Example Areas: Most of the valley.
 - c. Purpose and Character: Agricultural and rangeland uses on private lands under conservation easements (no public access) are expected to continue in the Valley. Separation from dense residential developments is advantageous. The agricultural landscape provides separation between adjacent municipalities and protects suitable soils.
 - d. Preferred Land Uses: Agriculture, ranching, rural residential uses at densities of less than one unit per 10 acres, Conservation Easements (CEs) and conserved public lands, Agritourism.
 - e. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
 - f. Discouraged Uses: Residential developments at densities of greater than one unit per 10 acres if not in a clustered subdivision development, commercial office, commercial retail, flex office/industrial, heavy industrial.

9. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Urban Expansion Overlay.” *Cache County General Plan, Chapter 4, Page 29*. This section states:
- a. Location: Adjacent to city/town limits within municipal annexation policy areas, where future development could be accommodated with urban-level services. As communities may provide additional information, these reference areas may be updated on the Future Land Use Map without an adopted amendment to reflect the probable expansion of services within a 10 to 20 year timeframe.
 - b. Example Areas: Unincorporated enclaves between or within cities.
 - c. Purpose and Character: To provide for unified municipal growth that aligns with the municipal land use plan in an approved annexation policy area with an approved County Intergovernmental Agreement. If developed, these areas would need to be annexed into the neighboring community which would facilitate service provision. The following criteria must be met for these areas
 - i. Accommodate 20-year growth projections
 - ii. Plan for urban-level densities, intensities
 - iii. Meet urban design standards
 - iv. Connect with water and sewer providers, and urban streets
 - v. Urban services provided by the County are minimized
 - d. Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.
 - e. Secondary Land Uses: Civic (meeting spaces), residential support uses (e.g. parks, medical, schools, fire and police stations).
 - f. Discouraged Uses: Uses that are not consistent with the municipal general plan or existing county zoning.
10. Consideration of impacts related to uses allowed within the Industrial (I) 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

11. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
12. §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.
13. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Industrial (I) Zone is 150’.
14. §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
15. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
16. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
17. Roadway Functional Classification:
- a. Minor Collector (C): Minor collector roads provide service to smaller communities and link important traffic generators with the rural hinterland. These routes should be spaced at intervals consistent with population density in order to accumulate traffic from local

roads and bring traffic from all developed areas within a reasonable distance of collector roads.

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

- a. The property has access to Highway 91 and State Street.

19. Highway 91:

- a. West of the subject parcel, Highway 91 is a Utah Department of Transportation (UDOT) road classified as Principal Arterial.
- b. Provides access to agricultural fields and residential homes but is primarily the main connection between Smithfield and Richmond.
- c. This section of Highway 91 is classified as an Access Category 4 which has an access spacing of 500 feet and a minimum street spacing of 660 feet.
- d. Access to any proposed development must be approved by UDOT.

20. State Street:

- a. East of the subject parcel, State Street is a County road classified as a Minor Collector (MC).
- b. Provides access to agricultural fields and residential homes and is a main route for buses to North Cache Junior High.
- c. Is currently twenty-two feet wide and has a planned width of thirty feet.

D. Service Provisions:

21. §16.04.080 [C] Fire Control – The County Fire District had no comments in regards to this application.

22. §16.04.080 [F] Solid Waste Disposal – Applicant must work with Waste Management for solid waste disposal.

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

23. Public notice was posted online to the Utah Public Notice Website on 23 July 2025.

24. Notices were posted in three public places on 25 July 2025.

25. Notices were mailed to all property owners within 300 feet on 25 July 2025.

26. The meeting agenda was posted to the County website on 25 July 2025.

27. At this time, one written public comment regarding this proposal has been received by the Development Services Office.

- a. Richmond City provided a public comment stating that they have no concerns about the rezone request.

Conclusion

The Lower Foods – South Road Extension rezone, a request to rezone 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not made a recommendation based on the findings of fact identified above and any others identified at the public hearing. Although Staff has not made a recommendation for approval or denial, they can help Planning Commission draft a recommendation to County Council.

Planning Commission Conclusion

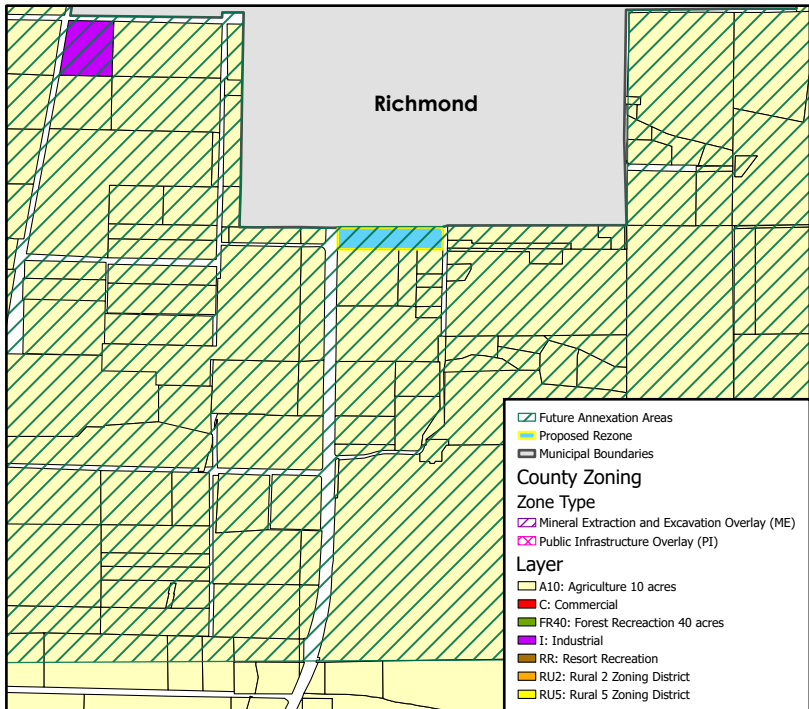
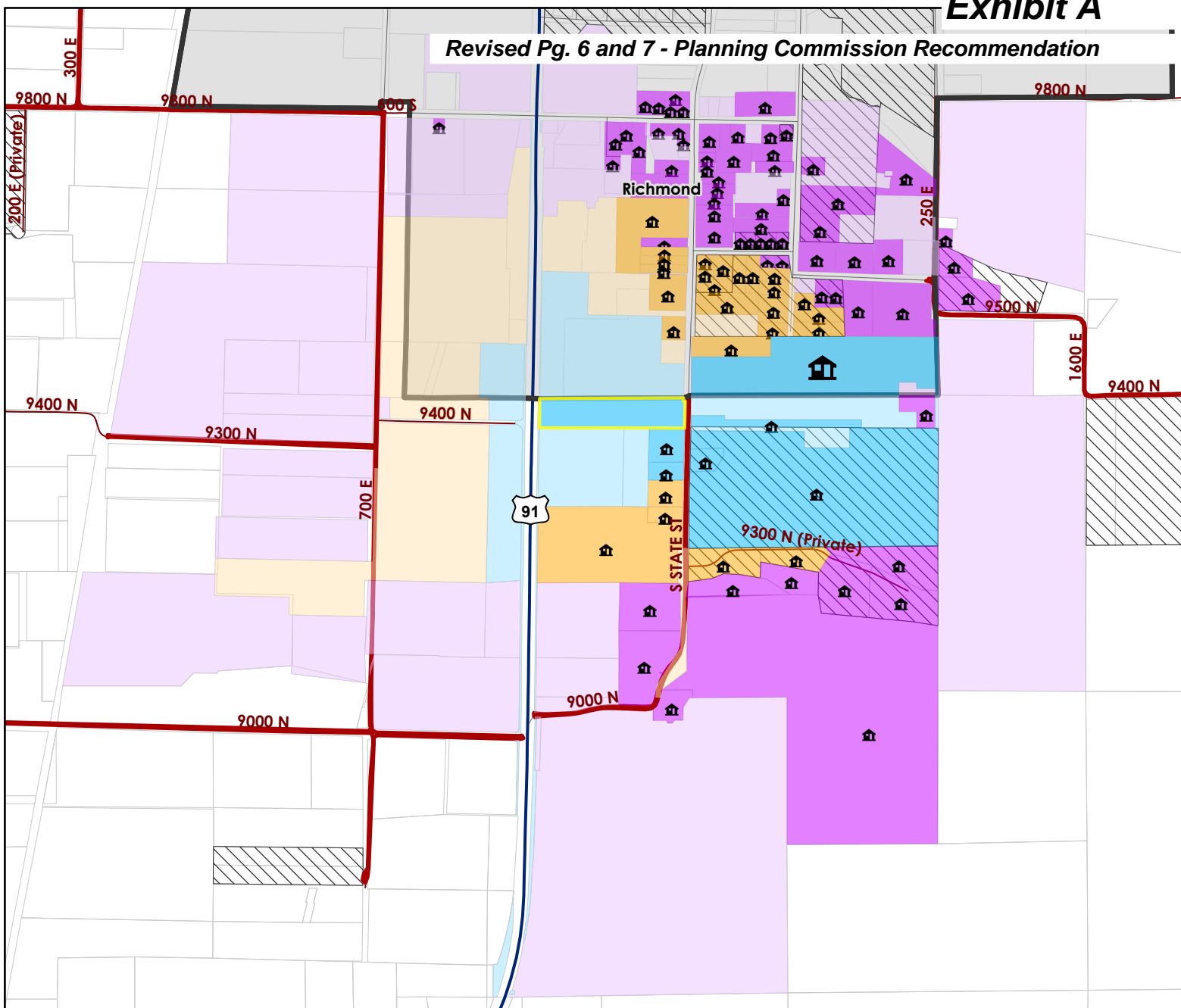
Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

- 1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or

deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”

- b.** “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.”
- 2.** The rezone is partially consistent with the Cache County General Plan:
 - a.** This parcel is located in the “Urban Expansion” Overlay:
 - i.** “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
- 3.** Richmond City provided a public comment stating they had no issues with the rezone.
- 4.** Lower Foods’ plant is located directly to the north of this property.

ATTACHMENT A



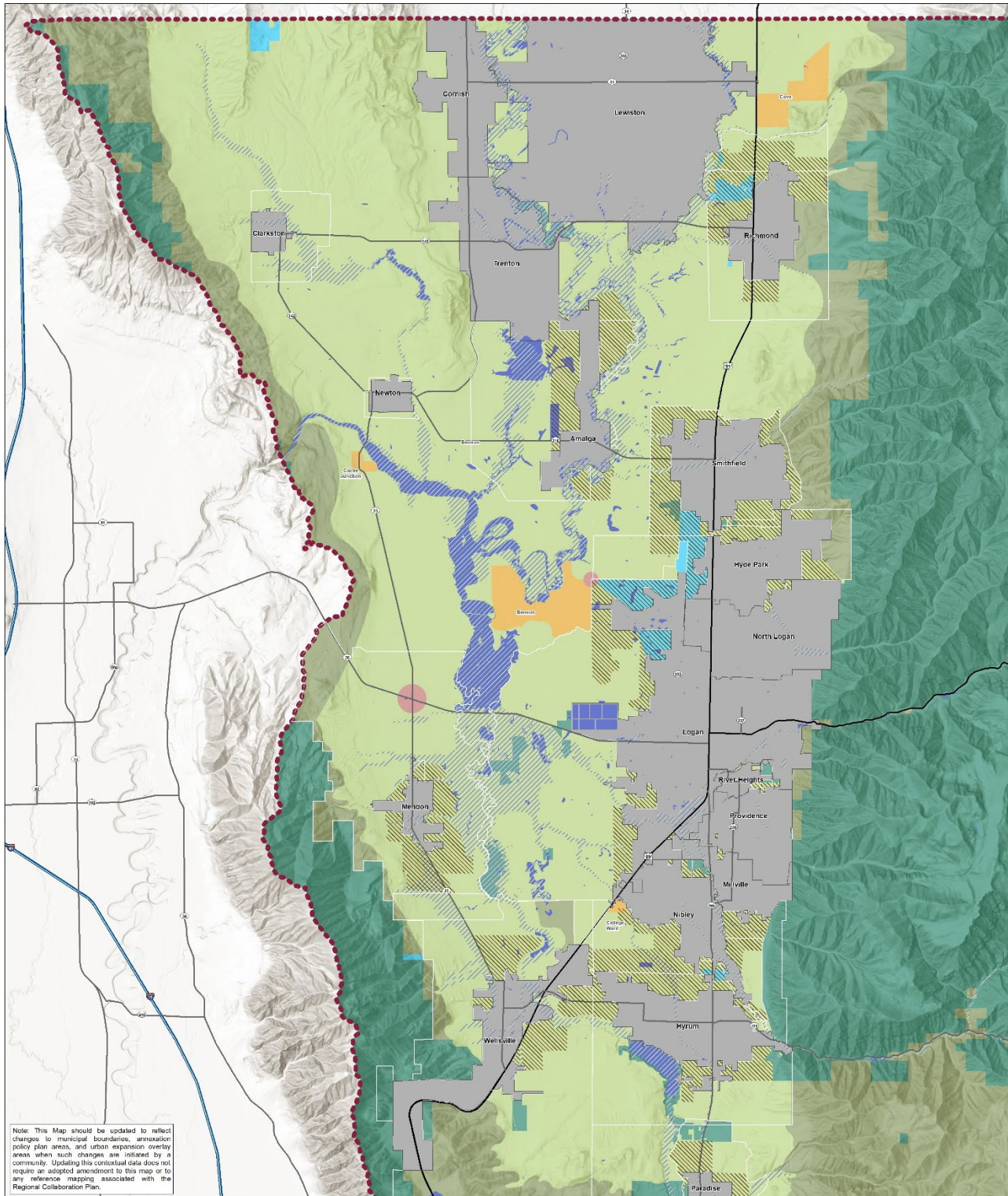
Legend

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

Average Parcel Size	
Adjacent Parcels	With a Home: 11.3 Acres (5 Parcels)
	With a Home in Richmond City: 5.6 Acres (5 Parcels)
	Without a Home: 6.6 Acres (7 Parcels)
1/4 Mile Buffer	Without a Home in Richmond City: 22.5 Acres (1 Parcels)
	With a Home: 8.4 Acres (10 Parcels)
	With a Home in Richmond City: 2.3 Acres (22 Parcels)
1/2 Mile Buffer	Without a Home: 8.5 Acres (12 Parcels)
	Without a Home in Richmond City: 4.9 Acres (17 Parcels)
	With a Home: 8.9 Acres (23 Parcels)
	With a Home in Richmond City: 1.5 Acres (74 Parcels)
	Without a Home: 16.6 Acres (39 Parcels)
	Without a Home in Richmond City: 3.1 Acres (49 Parcels)



ATTACHMENT B



Note: This Map should be updated to reflect changes to municipal boundaries, annexation policy plan areas, and urban expansion overlay areas when such changes are initiated by a community. Updating this conceptual data does not require an adopted amendment to this map or to any reference mapping associated with the Regional Collaboration Plan.

- | | | |
|------------------------------|-----------------------------------|---------------------------------|
| Water Bodies | Urban Expansion Overlay | Agriculture and Ranching |
| 100 Year Floodplain | Retail Commercial | Mountain Rural and Conservation |
| Municipalities | Rural Community | Forest and Natural Resource |
| Annexation Policy Plan Areas | Industrial and Mineral Extraction | |

Cache County Future Land Use Map

Disclaimer: This map is illustrative and for advisory purposes only. This is not a regulatory or zoning document, and locations are generalized to illustrate concepts.

Date: February 28, 2023



OPTIONS

Lower Foods – South Road Extension Rezone**Option 1 – Recommend Denial****Planning Commission Conclusion**

Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for denial to the County Council as follows:

1. Although this parcel is not included in the Richmond City General Plan, parcels directly to the north of it are planned to be Agriculture (A-10) or Residential Medium Density (RMD).
 - a. Richmond City Code §12-903-1 states that the purpose of the Agriculture (A-10) Zone is “to preserve appropriate areas of Richmond, Utah, for permanent agricultural use.
 - b. Richmond City Code §12-905-1 states that the purpose of the Residential Medium Density (RMD) Zone is “to provide appropriate locations where medium and low density residential neighborhoods may be established, maintained, and protected.
2. The nearest area, in the County, that is in the Industrial (I) Zone is located 3/5^{ths} (0.63) of a mile away.
3. The rezone is partially not consistent with the Cache County General Plan:
 - a. This parcel is located in the “Agriculture and Ranching” area which places an emphasis on agriculture related activities. The Industrial (I) Zone has fewer agricultural related use types than the Agricultural (A10) Zone.

Option 2 – Recommend Approval**Planning Commission Conclusion**

Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”
 - b. “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.”
2. The rezone is partially consistent with the Cache County General Plan:
 - a. This parcel is located in the “Urban Expansion” Overlay.
 - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
3. Richmond City provided a public comment stating they had no issues with the rezone.
4. Lower Foods’ plant is located directly to the north of this property.

PUBLIC COMMENTS

From: Justin Lewis <jlewis@richmondutah.gov>
Date: July 1, 2025 at 10:03:11 AM MDT
To: Tucker Thatcher <tucker@lranch.com>
Cc: HollyJo Karren <hkarren@richmondutah.gov>
Subject: Parcel# 08-002-0008

To Whom It May Concern:

Richmond City has not been contacted regarding annexing Parcel Number 08-002-0008 into the Richmond City limits and would not consider annexation of the parcel without an application being submitted by the property owner. The City does not have any concern regarding the request by Lower Properties LLC to rezone the parcel from agricultural. Let me know if you have any questions or concerns.

Sincerely,

Justin Lewis
City Recorder



Conner Smith <conner.smith@cachecounty.gov>

RE: Webform submission from: Contact

Justin Lewis <jlewis@richmondutah.gov>
To: HollyJo Karren <hkarren@richmondutah.gov>
Cc: Conner Smith <conner.smith@cachecounty.gov>

Mon, Jul 28, 2025 at 11:40 AM

Conner:

Good late morning,

Richmond City does not have any concern regarding this rezone request. Mr. Lower reached out to us and made us aware of this request. We appreciate you reaching out to us as well. Let us know if you have further questions.

I have been asked in the past regarding potential annexation of parcels like this which border the city. This parcel has not been requested for annexation and the city would not annex the parcel without an application being submitted by the property owner. An application has not been submitted in this regard.

Sincerely,

Justin Lewis
City Recorder

On Jul 28, 2025, at 7:24 PM, HollyJo Karren <hkarren@richmondutah.gov> wrote:

Conner,

I am going to refer this recommendation to our Recorder, Justin Lewis. He is out of the office, but will be returning soon. He will be the best one to give an opinion here. He is cc'd on this email.

Regards,

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[Quoted text hidden]



image001.jpg
15K



Set a Public Hearing

Ordinance 2025-28 – SBA UT24138-B Paradise Rezone

Agenda request submitted by: Angie Zetterquist, Interim Director of Development Services – Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: September 16th, 2025

Agenda Item Language: Set a public hearing for Ordinance 2025-28 – SBA UT 24138-B Paradise Rezone – A request to apply the Public Infrastructure (PI) Overlay to a portion of a 16.00 acre parcel, located at 180 E. 8600 S., Paradise, that is in the Agricultural (A10) Zone.

Action: Planning Commission – Recommendation of Approval (6-yea; 0-nay)

Background: A request to apply the Public Infrastructure (PI) Overlay to a portion of a 16.00 acre parcel, located at 180 E. 8600 S., Paradise, that is in the Agricultural (A10) Zone.

Fiscal Impact: N/A

Public Hearing Required: Rezone requests require a public hearing before the County Planning Commission (PC). This hearing was held on September 4th, 2025 and their recommendation to approve the rezone was made on September 4th, 2025.

No additional hearing is required under the requirements of the State Code, however, the Council has previously directed it is beneficial to rehear the public comment and hold an additional hearing before the Council. See attached for additional information.

County Staff Presenter: Angie Zetterquist, Interim Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Assistant Planner

Legal Review: N/A

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**Amending the Cache County Zoning Map by applying the
Public Infrastructure (PI) Overlay to a portion of a 16.00-acre parcel
in the Agricultural (A10) Zone**

Set a public hearing on September 16th, 2025, to be held on September 23rd, 2025.
If approved, the rezone will take effect 15 days from the date of approval.

Approval (6-yea; 0-nay).

Public hearing held on September 4th, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the SBA UT24138-B Paradise rezone is hereby recommended for approval to the County Council as follows:

- ### Staff Report review by Interim Director

Angie Zetterquist

Conner Smith

This ordinance amends the County Zoning Map by applying the Public Infrastructure (PI) Overlay to a portion of a 16.00-acre parcel in the Agricultural (A10) Zone.

Staff Report to Planning Commission – revised



Development Services Department

Building | GIS | Planning & Zoning

Staff Report: SBA UT24138-B Rezone

4 September 2025

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: Ben Feldman

Parcel ID#: 01-093-0002

Staff Recommendation: Approval

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address: **Acres:** 0.057 of 16

180 E. 8600 S.,
Paradise

Current Zoning:
Agricultural (A10)

Proposed Zoning:
Public Infrastructure
(PI) Overlay

Surrounding Uses:

North – Agricultural

South – Agricultural/Residential/Paradise City

East – Agricultural

West – Agricultural/Residential/Paradise City



Findings of Fact

A. Request description

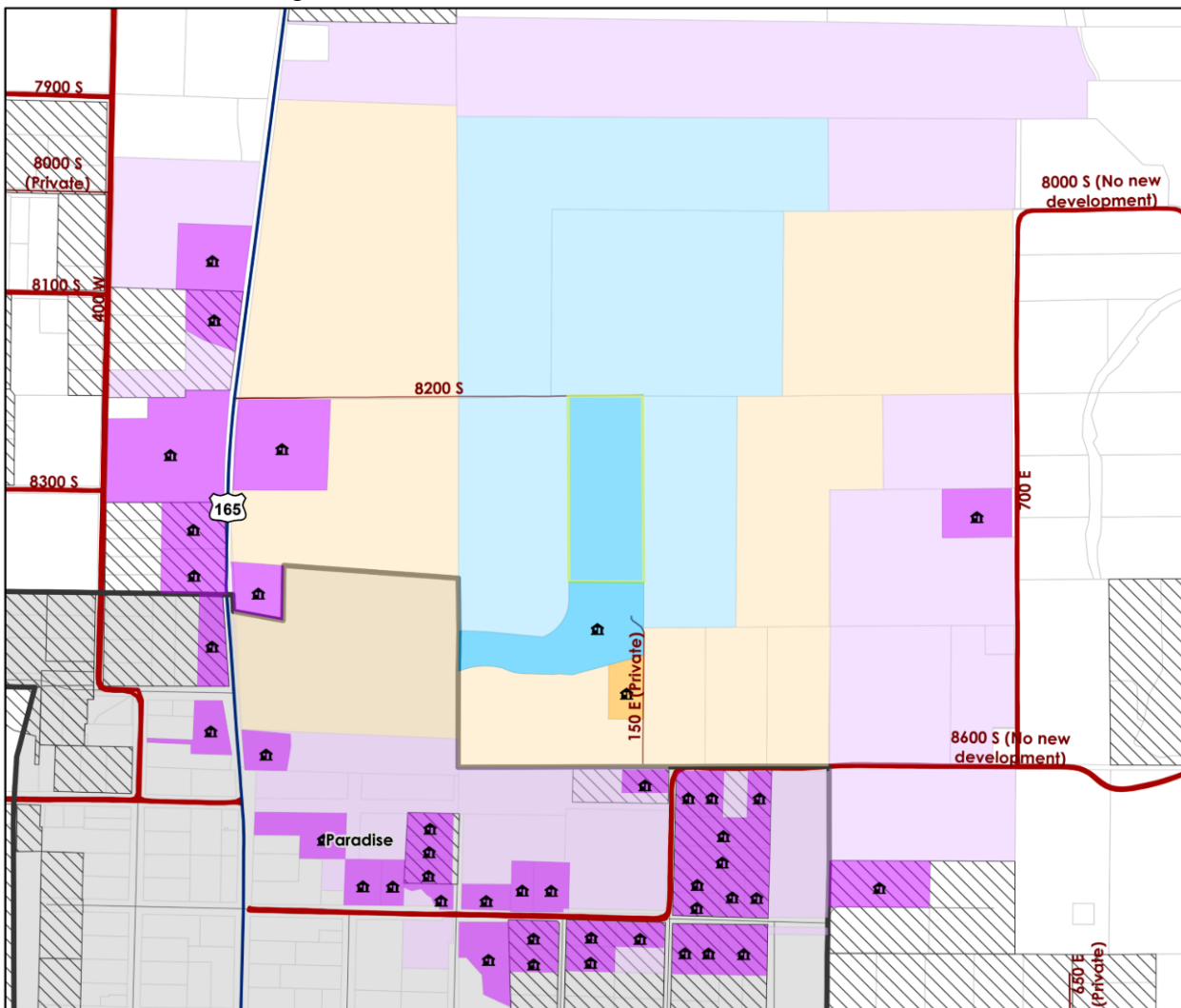
1. A request to approve the addition of the Public Infrastructure (PI) Overlay to a portion (0.057 acres) of a 30.64-acre parcel in the Agricultural (A10) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Public Infrastructure (PI) Overlay. A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Public Infrastructure (PI) Overlay will be addressed as part of each respective approval process required prior to site development activities.

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:

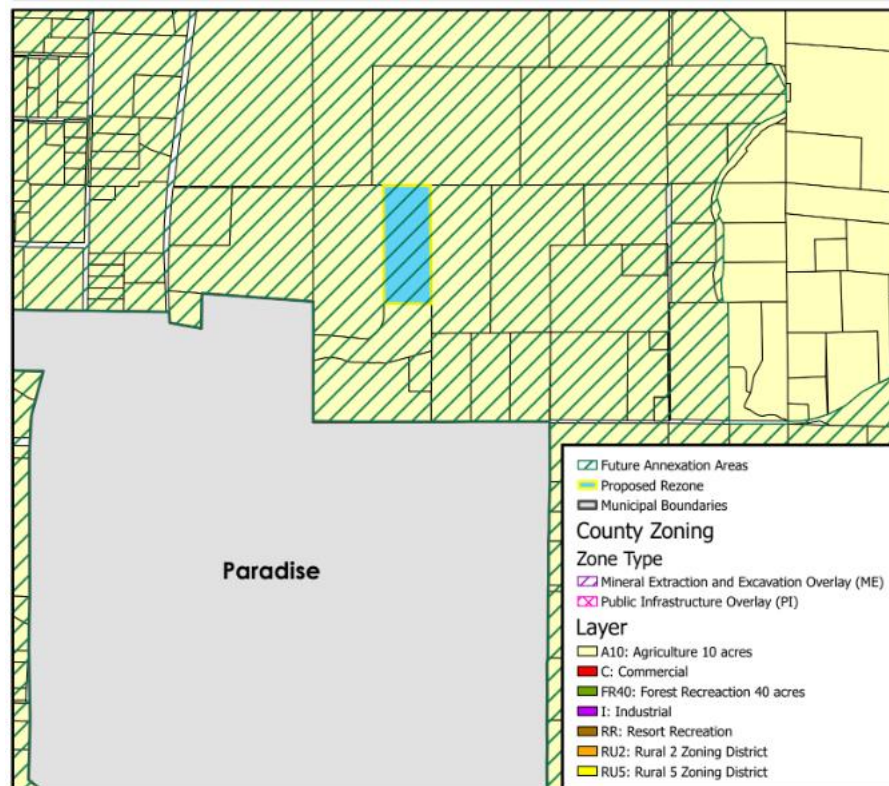
- i. Parcel status: The property matches the configuration it had on August 8th, 2006 and is legal.
- ii. Schedule of Zoning Uses: The Public Infrastructure (PI) Overlay allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:
 1. Utility Facility, Transmission
 2. Utility Facility, Distribution
 3. Utility Facility, Service
 4. Telecommunication Facility, Major
 5. Telecommunication Facility, Minor
 6. Public Airport
 7. Solid Waste Facilities

iii. Average Lot Size:



Average Parcel Size	
Adjacent Parcels	With a Home: 12 Acres (1 Parcel)
	Without a Home: 36.4 Acres (5 Parcels)
1/4 Mile Buffer	With a Home: 7.2 Acres (2 Parcels)
	Without a Home: 32 Acres (13 Parcels)
	Without a Home in Paradise Town: 38.8 Acres (1 Parcel)
1/2 Mile Buffer	With a Home: 6.1 Acres (11 Parcels)
	With a Home in Paradise Town: 1.8 Acres (32 Parcels)
	Without a Home: 26.1 Acres (24 Parcels)
	Without a Home in Paradise Town: 6.1 Acres (17 Parcels)

- iv. **Adjacent Uses:** Adjacent Uses: The parcels to the north and east are primarily agricultural while the parcels to the south and west are a mix of agricultural and residential. Paradise City limits are located to the south and west of the subject property.
- v. The nearest parcel, in the county, with the Public Infrastructure (PI) Overlay, is located five miles to the south of the subject parcel.
 - 1. The Ruby Pipeline rezone was a request to add the Public Infrastructure to a multitude of parcels and was approved on 21 September 2009 as Ordinance 2009-06.
- vi. **Annexation Areas:** The subject property is located in the Paradise City annexation area.



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

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 Public Infrastructure (PI) Overlay but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030 [E] identifies the purpose of the Public Infrastructure (PI) Overlay and includes the following:
 - a. “To provide for the siting and operation of public infrastructure in an environmentally sound and economically competitive manner.”
 - b. “To inform current and potential residents of the county of the possible location of future public infrastructure locations.”
 - c. “To ensure that any public infrastructure be designed, constructed, and operated in a safe and efficient manner, and in compliance with all federal, state, and local laws and regulations for the protection of the general health, welfare, and safety of the citizens of the county.”
6. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - a. The use of land is one of the most important and fundamental values for landowners, residents, civic leaders, and elected officials. This determines, in large measure, the future of Cache County. The Future Land Use Map represents the County’s collective vision of our desired future. It conveys the patterns and priorities of economic development and community character, the locations of neighborhoods and industries, and the preservation of natural, agricultural, and rural landscapes.
 - b. The Future Land Use Plan is advisory and does not change the existing zoning of any property or the ability of landowners to continue existing legal uses consistent with the existing zoning or nonconforming uses. It serves as a starting point for conversations about regional initiatives and development proposals by illustrating how sometimes separate and uncoordinated activities can help or harm our desired future. The timing of future development will depend on a number of factors including choices made by individual landowners, aspirations of the community, and future availability of facilities and services.
7. The future land use map (Attachment C) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
 - a. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - b. Example Areas: Most of the valley.
 - c. Purpose and Character: Agricultural and rangeland uses on private lands under conservation easements (no public access) are expected to continue in the Valley. Separation from dense residential developments is advantageous. The agricultural landscape provides separation between adjacent municipalities and protects suitable soils.
 - d. Preferred Land Uses: Agriculture, ranching, rural residential uses at densities of less than one unit per 10 acres, Conservation Easements (CEs) and conserved public lands, Agritourism.
 - e. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.

- f. Discouraged Uses: Residential developments at densities of greater than one unit per 10 acres if not in a clustered subdivision development, commercial office, commercial retail, flex office/industrial, heavy industrial.

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

- 8. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
- 9. §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.
- 10. §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
- 11. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
- 12. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
- 13. The Road Manual specifies the following:
 - a. Minor Local (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.
- 14. A basic review of the access to the subject property identifies the following:
 - a. The property has access to 8200 South.
- 15. 8200 South:
 - a. North of the subject parcel, 8200 South is a County road and is classified as a Minor Local.
 - b. Provides access to residential and agricultural properties.
 - c. Is maintained by the County only in the summer.
 - d. Is 20-feet wide and is a gravel road.

D. Service Provisions:

- 16. §16.04.080 [C] Fire Control – The County Fire District did not have any comments or concerns regarding this rezone. Any future development on the property must be reevaluated and may require improvements based on the location of the proposed access and development.
- 17. §16.04.080 [F] Solid Waste Disposal – Applicant must work with Waste Management for solid waste disposal.

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

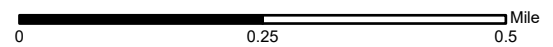
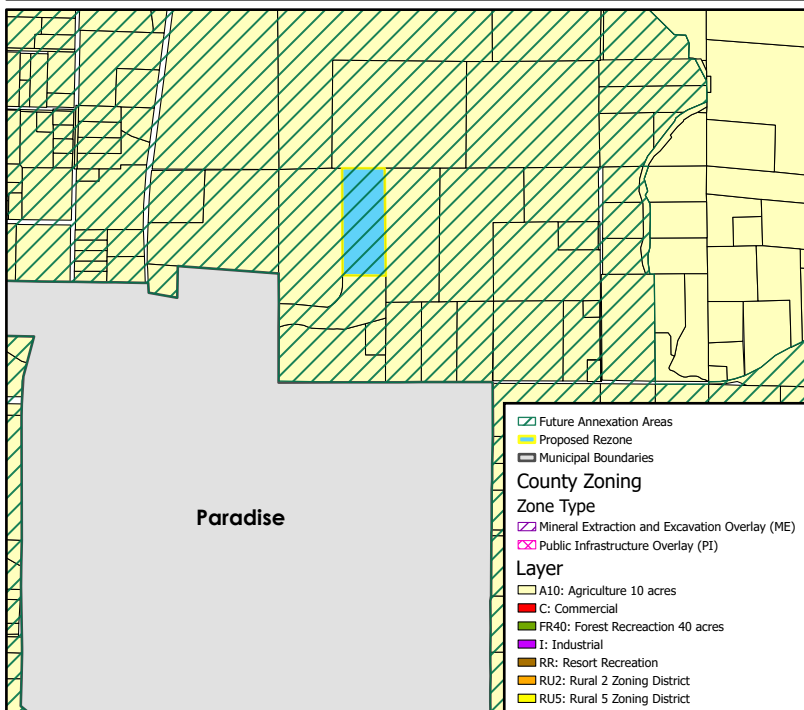
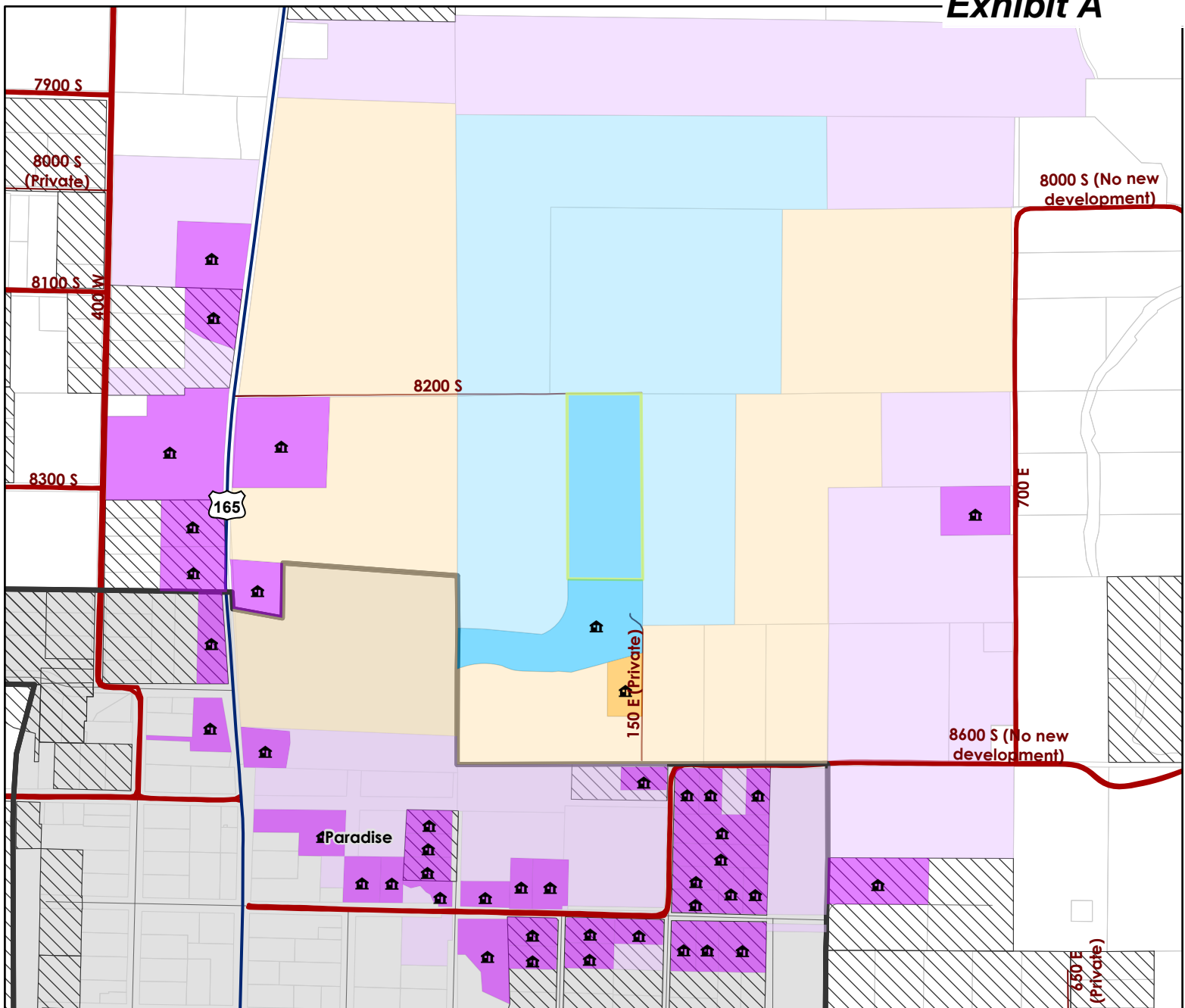
- 18. Public notice was posted online to the Utah Public Notice Website on 22 August 2025.
- 19. Notices were posted in three public places on 22 August 2025.
- 20. Notices were mailed to all property owners within 300 feet on 22 August 2025.
- 21. The meeting agenda was posted to the County website on 22 August 2025.
- 22. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

Planning Commission Conclusion

Based on the findings of fact noted herein, the SBA UT24138-B rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Public Infrastructure (PI) Overlay:
 - a. “To provide for the siting and operation of public infrastructure in an environmentally sound and economically competitive manner.”
 - b. “To inform current and potential residents of the county of the possible location of future public infrastructure locations.”
 - c. “To ensure that any public infrastructure be designed, constructed, and operated in a safe and efficient manner, and in compliance with all federal, state, and local laws and regulations for the protection of the general health, welfare, and safety of the citizens of the county.”

ATTACHMENT A



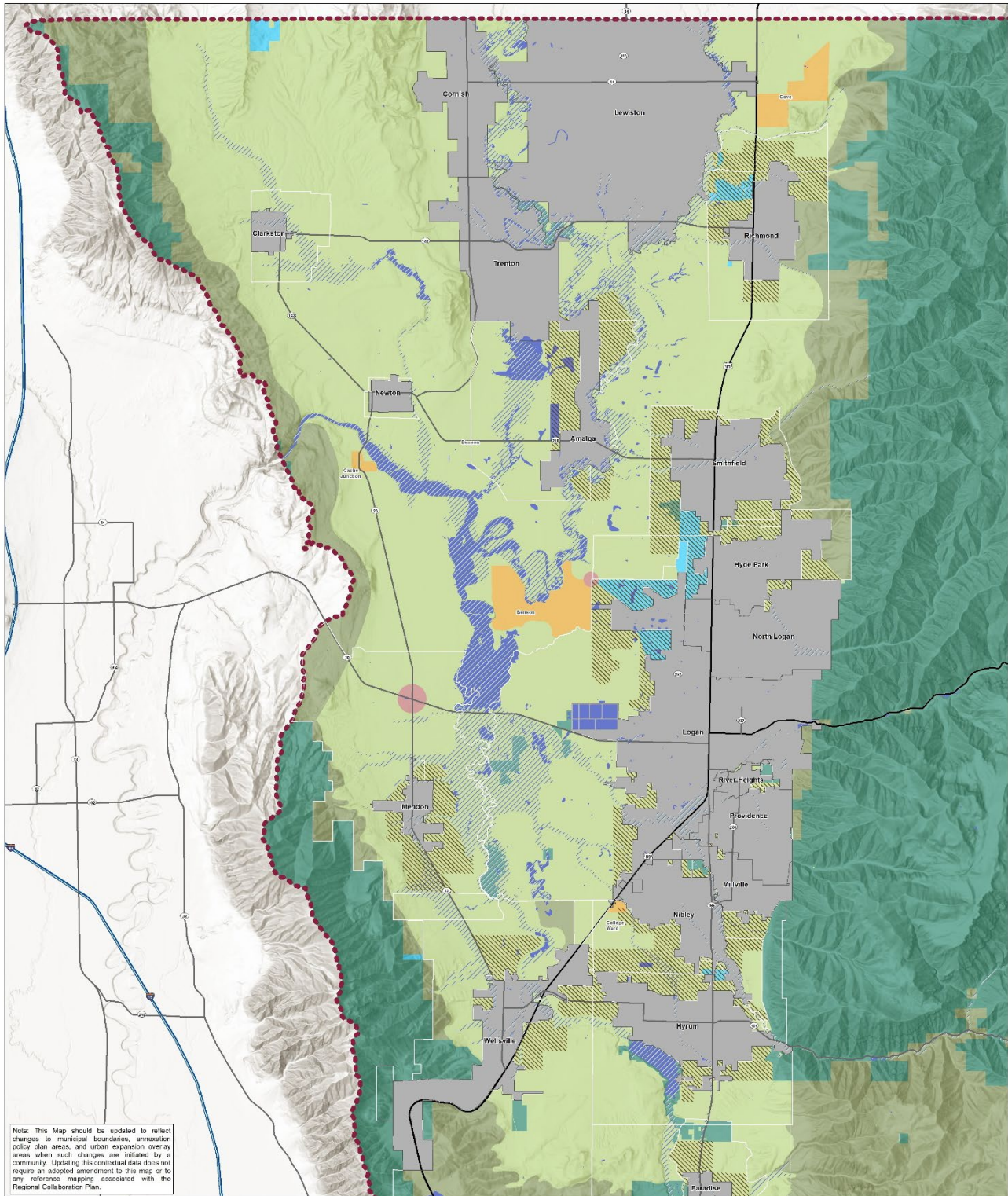
Legend

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

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1/4 Mile Buffer	With a Home: 7.2 Acres (2 Parcels)
	Without a Home: 32 Acres (13 Parcels)
1/2 Mile Buffer	Without a Home in Paradise Town: 38.8 Acres (1 Parcel)
	With a Home: 6.1 Acres (11 Parcels)
	Without a Home: 26.1 Acres (24 Parcels)
	Without a Home in Paradise Town: 6.1 Acres (17 Parcels)



ATTACHMENT B



Note: This Map should be updated to reflect changes to municipal boundaries, annexation policy plan areas, and urban expansion overlay areas when such changes are initiated by a community. Updating this conceptual data does not require an adopted amendment to this map or to any reference mapping associated with the Regional Collaboration Plan.

Water Bodies	Urban Expansion Overlay	Agriculture and Ranching
100 Year Floodplain	Retail Commercial	Mountain Rural and Conservation
Municipalities	Rural Community	Forest and Natural Resource
Annexation Policy Plan Areas	Industrial and Mineral Extraction	

Cache County Future Land Use Map

Disclaimer: This map is illustrative and for advisory purposes only. This is not a regulatory or zoning document, and locations are generalized to illustrate concepts.

Date: February 28, 2023

PUBLIC COMMENTS



August 27, 2025

Conner Smith,
Conner.smith@cachecounty.gov

Cache County Planning Commission
devservices@cachecounty.gov

Dear Cache County Planning Commission and Staff Members,

Thank you for your efforts in keeping us informed of land-use applications that may affect Paradise Town.

Chapter 16 of Paradise Town Zoning Ordinances addresses Wireless Telecommunications Facilities. Paradise Town requires a stealth monopole with a maximum height of 40' situated on Public Property. Antennas mounted on existing buildings are preferred over new monopoles because they are more easily hidden or less conspicuous.

The purpose of Chapter 16 is to protect Paradise Town's aesthetic resources and community character and to assure compatibility with Paradise Town Master Plan. The location and design of telecommunication facilities have the potential to have long-term negative effects on surrounding properties. The intent of the regulations is to reduce those effects by locating wireless telecommunication facilities where they are least visible from public streets and public areas, and to the best extent possible, provide screening from adjacent property owners.

The proposed site is within Paradise Town's annexation plan and is within 800 feet of current corporate limits. Paradise Towns Master Plan and Zoning Ordinances project growth in that area will be residential or agricultural, not commercial. Paradise Towns General Plan encourages joint cooperation with Cache County to ensure that proper impact review and analysis are performed before approval.

Paradise Town has concerns about selective or "spot" zoning as it deviates from Paradise's General Plan and specifically benefits an individual property owner.

Thank you for your consideration,

Paradise Town Council

Paradise Town Corporation
PO Box 286, Paradise UT 84328
435-245-6737
www.paradise.utah.gov

Set a Public Hearing**Ordinance 2025-29 – Sparks Ventures Rezone**

Agenda request submitted by: Angie Zetterquist, Interim Director of Development Services – Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: September 16th, 2025

Agenda Item Language: Set a public hearing for Ordinance 2025-29 – Sparks Ventures Rezone – A request to rezone 10.00 acres, located at 4200 N. 800 W., Smithfield, from the Agricultural (A10) Zone to the Industrial (I) Zone.

Action: Planning Commission – Recommendation of Denial (5-yea; 1-nay)

Background: A request to rezone 10.00 acres, located at 4200 N. 800 W., Smithfield, from the Agricultural (A10) Zone to the Industrial (I) Zone.

Fiscal Impact: N/A

Public Hearing Required: Rezone requests require a public hearing before the County Planning Commission (PC). This hearing was held on September 4th, 2025 and their recommendation to deny the rezone was made on September 4th, 2025.

No additional hearing is required under the requirements of the State Code, however, the Council has previously directed it is beneficial to rehear the public comment and hold an additional hearing before the Council. See attached for additional information.

County Staff Presenter: Angie Zetterquist, Interim Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Assistant Planner

Legal Review: N/A

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Amending the Cache County Zoning Map by rezoning 10.00 acres from the Agricultural (A10) Zone to the Industrial (I) Zone

Set a public hearing on September 16th, 2025, to be held on September 23rd, 2025.
If approved, the rezone will take effect 15 days from the date of approval.

Denial (5-yea; 1-nay).

Public hearing held on September 4th, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Sparks Ventures rezone is hereby recommended for denial to the County Council as follows:

1. The rezone is partially not consistent with the Cache County General Plan:
 - a. This parcel is located in the “Agriculture and Ranching” area which places an emphasis on agriculture related activities. The Industrial (I) Zone has fewer agricultural related use types than the Agricultural (A10) Zone.
2. Both 4200 North and 800 West are considered a substandard road and would need substantial improvements for most development approvals (e.g., conditional use permits).
3. Hyde Park City provided a comment expressing their concern about being able to provide services to the subject property and would be opposed to a large septic system being installed in the area.

Angie Zetterquist

Conner Smith

This ordinance amends the County Zoning Map by rezoning 10.00 acres from the Agricultural (A10) Zone to the Industrial (I) Zone.

Staff Report to Planning Commission – revised

Staff Report: Sparks Ventures Rezone

4 September 2025

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: Blake Sparks

Parcel ID#: 04-019-0004

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address:

4200 N. 800 W.,
Smithfield

Acres: 10.00

Surrounding Uses:

North – Agricultural/Residential

South – Agricultural

East – Agricultural

West – Agricultural

Current Zoning:

Agricultural (A10)

Proposed Zoning:

Industrial (I)



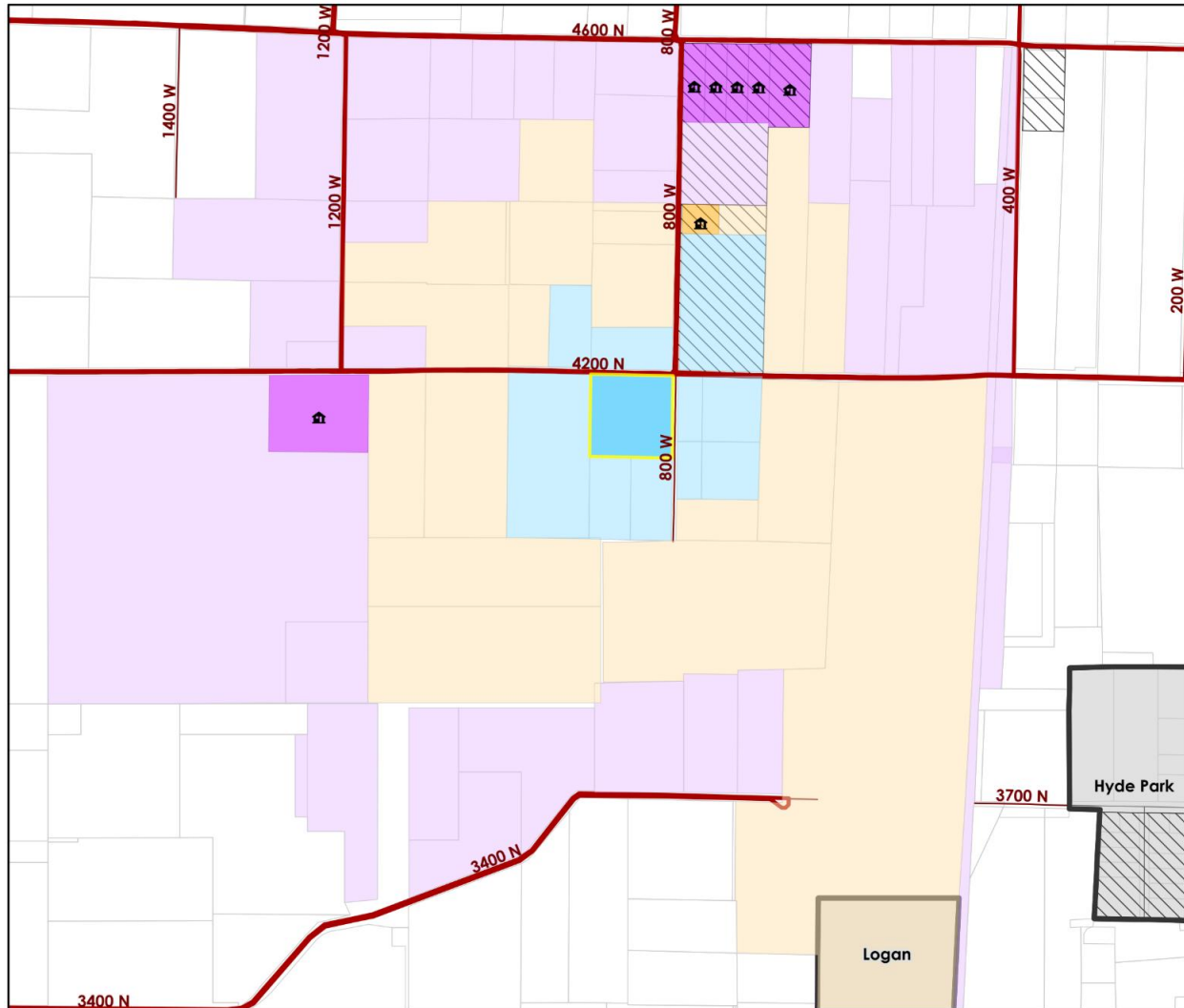
Findings of Fact

A. Request description

1. A request to rezone 10.00 acres from the Agricultural (A10) Zone to the Industrial (I) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Industrial (I) Zone.
3. A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.
4. 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:

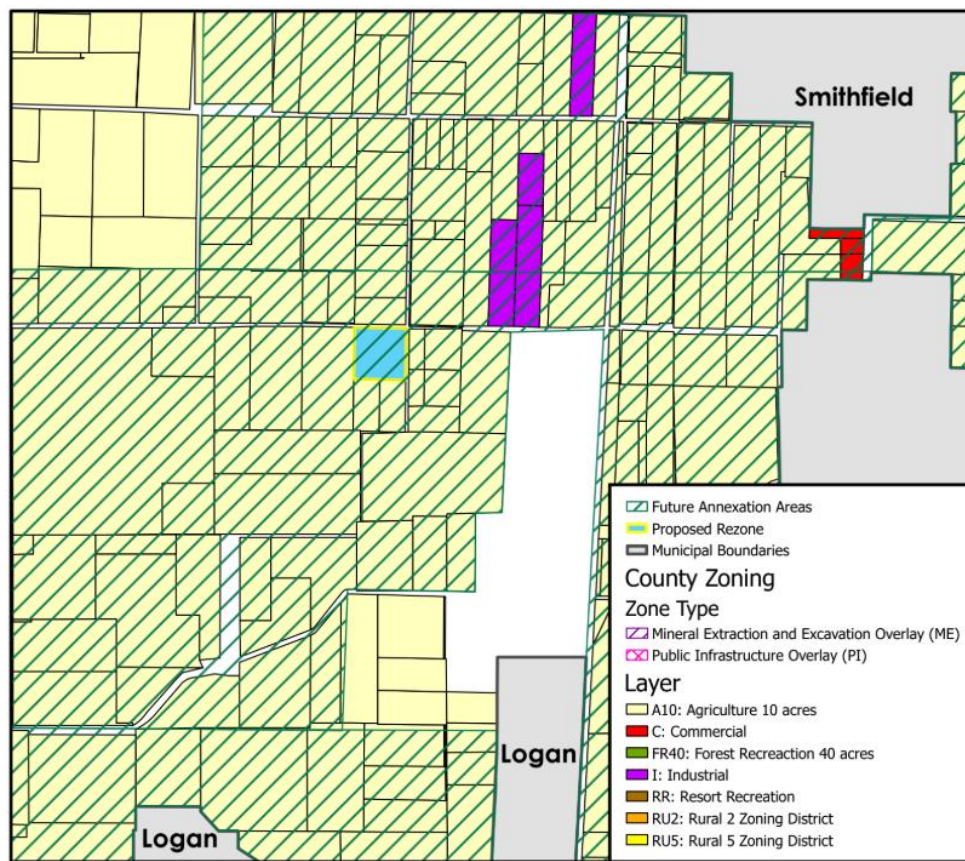
- i.** Parcel status: The property matches the configuration it had on August 8th, 2006 and is legal.
- ii.** Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	Without a Home: 7.5 Acres (11 Parcels)
1/4 Mile Buffer	With a Home: 1.6 Acres (1 Parcel)
	Without a Home: 11.9 Acres (28 Parcels)
	Without a Home in Logan City: 563 Acres (1 Parcel)
1/2 Mile Buffer	With a Home: 4 Acres (7 Parcels)
	Without a Home: 11.8 (66 Parcels)
	Without a Home in Logan City: 563 Acres (1 Parcel)

- iii.** Schedule of Zoning Uses: The Industrial (I) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:

1. Caretaker's Residence
 2. General Manufacturing
 3. Commercial Kennel/Animal Shelter
 4. Storage and Warehousing
 5. Self Service Storage Facility
 6. Transport Services
 7. General Vehicle Repair
 8. Mobile Food Truck
 9. Sexually Oriented Business
 10. Telecommunications Facility, Major
- iv. Adjacent Uses:**
1. The properties to the properties to the north are a mix of agricultural and residential while the properties to the east, south, and west are agricultural.
- v. The nearest parcel in the County that is in the Industrial (I) Zone is located 1/5th (0.20) of a mile to the east of the subject property.**
1. The TYJ Storage Rezone, located 1/5th of a mile to the east of the subject property, was a request to rezone 26.42 acres from the Agricultural (A10) Zone to the Industrial (I) Zone and was approved by the County Council as Ordinance 2023-12.
 - a. At the time of writing this staff report the property has not been developed.
- vi. Annexation Areas:**
1. The subject property is located in the Hyde Park City future annexation area.



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

5. 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.
6. The current County Land Use Ordinance does not specify appropriate locations for the Industrial (I) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030(F) identifies the purpose of the Industrial (I) Zone and includes the following:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic wellbeing of the citizens and to broaden the tax base.”
 - b. “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.”
7. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - a. “The use of land is one of the most important and fundamental values for landowners, residents, civic leaders, and elected officials. This determines, in large measure, the future of Cache County. The Future Land Use Map represents the County’s collective vision of our desired future. It conveys the patterns and priorities of economic development and community character, the locations of neighborhoods and industries, and the preservation of natural, agricultural, and rural landscapes.”
 - b. “The Future Land Use Plan is advisory and does not change the existing zoning of any property or the ability of landowners to continue existing legal uses consistent with the existing zoning or nonconforming uses. It serves as a starting point for conversations about regional initiatives and development proposals by illustrating how sometimes separate and uncoordinated activities can help or harm our desired future. The timing of

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future development will depend on a number of factors including choices made by individual landowners, aspirations of the community, and future availability of facilities and services.”

8. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
 - a. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - b. Example Areas: Most of the valley.
 - c. Purpose and Character: Agricultural and rangeland uses on private lands under conservation easements (no public access) are expected to continue in the Valley. Separation from dense residential developments is advantageous. The agricultural landscape provides separation between adjacent municipalities and protects suitable soils.
 - d. Preferred Land Uses: Agriculture, ranching, rural residential uses at densities of less than one unit per 10 acres, Conservation Easements (CEs) and conserved public lands, Agritourism.
 - e. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
 - f. Discouraged Uses: Residential developments at densities of greater than one unit per 10 acres if not in a clustered subdivision development, commercial office, commercial retail, flex office/industrial, heavy industrial.
9. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Urban Expansion Overlay.” *Cache County General Plan, Chapter 4, Page 29*. This section states:
 - a. Location: Adjacent to city/town limits within municipal annexation policy areas, where future development could be accommodated with urban-level services. As communities may provide additional information, these reference areas may be updated on the Future Land Use Map without an adopted amendment to reflect the probable expansion of services within a 10 to 20 year timeframe.
 - b. Example Areas: Unincorporated enclaves between or within cities.
 - c. Purpose and Character: To provide for unified municipal growth that aligns with the municipal land use plan in an approved annexation policy area with an approved County Intergovernmental Agreement. If developed, these areas would need to be annexed into the neighboring community which would facilitate service provision. The following criteria must be met for these areas
 - i. Accommodate 20-year growth projections
 - ii. Plan for urban-level densities, intensities
 - iii. Meet urban design standards
 - iv. Connect with water and sewer providers, and urban streets
 - v. Urban services provided by the County are minimized
 - d. Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.
 - e. Secondary Land Uses: Civic (meeting spaces), residential support uses (e.g. parks, medical, schools, fire and police stations).
 - f. Discouraged Uses: Uses that are not consistent with the municipal general plan or existing county zoning.

10. Consideration of impacts related to uses allowed within the Industrial (I) 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

11. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
12. §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.
13. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Industrial (I) Zone is 150’.
14. §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
15. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
16. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
17. Roadway Functional Classification:
- a. Major Collector (MC): Major collector roads serve larger towns and other traffic generators of equivalent inter-county importance, such as schools, shipping points, and county parks, which are not directly served by minor arterial roads.
18. A basic review of the access to the subject property identifies the following:
- a. The property has access to 4200 North and 800 West.
19. 4200 North:
- a. North of the subject parcel, 4200 North is a County road and is classified as a Major Collector.
 - b. Provides access to agricultural properties and generally serves to provide through access from Benson to US 91.
 - c. Is maintained by the County year round and, because it has no posted speed limit, has a speed limit of 55 miles per hour.
 - d. Has an existing width of 20-feet, a 66-foot right-of-way, no paved shoulder, a one to five-foot gravel shoulder, a zero to eighteen-foot clear zone, and is paved.
 - e. Is considered substandard as to paved shoulder, gravel shoulder, and clear zone.
 - f. Future proposed developments will require significant road improvements.

Primary Access Road – 4200 North			
Functional Classification	Major Collector	Summer Maintenance	Yes
Speed Limit	NP - 55 MPH	Winter Maintenance	Yes
Dedicated ROW	Yes	Municipal Boundary	No

Analysis of Roadway – 4200 North				
Roadway Element	Existing Width (ft)	Future Width (ft)	*Required Width (ft)	Comments or Findings
Travel Lanes	20	24	20	OK
Right-of-Way	66	80	66	OK
Paved Shoulder	0	4	2	Substandard
Gravel Shoulder	0-5	4	4	Substandard

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Clear Zone (4:1)	0-18	24	24	Substandard
Material	Paved	Paved	Paved	OK
Structural				Visually OK

Road is classified as a Major Collector. The development would, at a minimum, be required to meet a Major Local Road standards.

Minimum Access Spacing Standard (Feet)			
Classification	Public/Private Roads	Commercial	Residential/Farm
Major Collector	350	200	200

20. 800 West:

- a. East of the subject parcel, 800 West is an unimproved gravel road that is 12 feet wide, provides access to agricultural fields.
- b. Is planned to continue south to 3700 North in the future.
- c. Is maintained by the County in the winter.
- d. Future proposed developments will require significant road improvements.

D. Service Provisions:

21. §16.04.080 [C] Fire Control – The County Fire District did not have any comments or concerns regarding this rezone. Any future development on the property must be reevaluated and may require improvements based on the location of the proposed access and development.
22. §16.04.080 [F] Solid Waste Disposal – Applicant must work with Waste Management for solid waste disposal.

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

23. Public notice was posted online to the Utah Public Notice Website on 22 August 2025.
24. Notices were posted in three public places on 22 August 2025.
25. Notices were mailed to all property owners within 300 feet on 22 August 2025.
26. The meeting agenda was posted to the County website on 22 August 2025.
27. At this time, one written public comment regarding this proposal has been received by the Development Services Office.
 - a. Hyde Park City expressed concerns related to the provision of services as they cannot guarantee that services could be provided even if they annexed into Hyde Park City. Additionally, they expressed opposition to a large septic system being approved in the area.

Conclusion

The Sparks Ventures rezone, a request to rezone 10.00 acres from the Agricultural (A10) Zone to the Industrial (I) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not made a recommendation based on the findings of fact identified above and any others identified at the public hearing. Although Staff has not made a recommendation for approval or denial, they can help Planning Commission draft a recommendation to County Council.

Planning Commission Conclusion

Based on the findings of fact noted herein, the Sparks Ventures rezone is hereby recommended for approval to the County Council as follows:

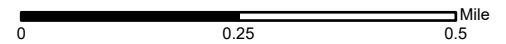
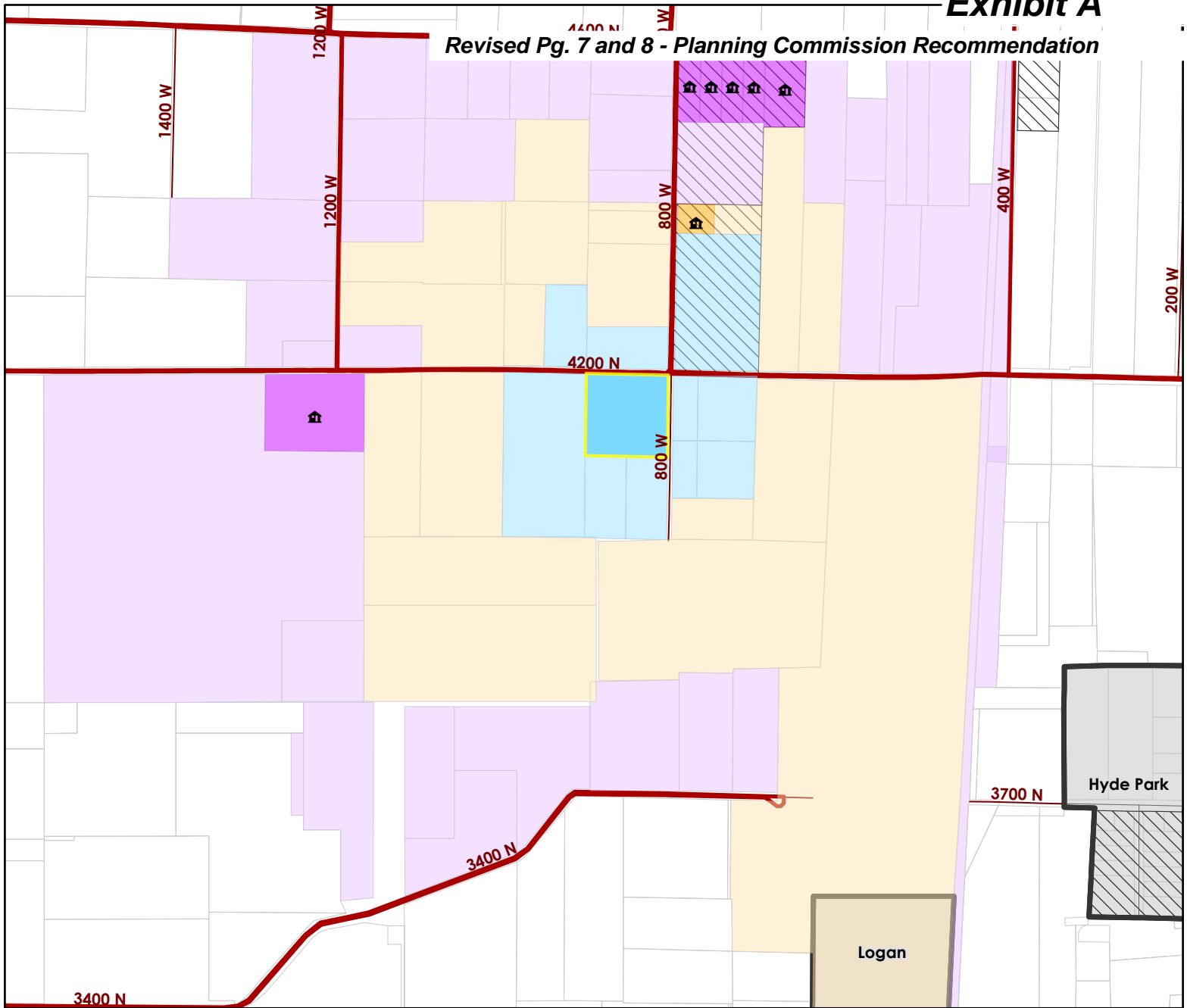
1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:

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- a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”
 - b. “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.”
 2. The rezone is partially consistent with the Cache County General Plan:
 - a. This parcel is located in the “Urban Expansion” Overlay.
 - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
 3. The rezone is consistent with the Hyde Park City General Plan:
 - a. The parcel is located in either the Industrial or Commercial Area:
 - i. Industrial Area:
 1. “This area is targeted at businesses producing, storing, and transporting goods and services. The area should be attractive but with a high focus on functionality. Special attention should be paid to transportation assets such as the airport and rail line.
 - ii. Commercial Area:
 1. “This area is targeted to retail and service oriented businesses. As such, the area should be designed and maintained to follow the commercial zoning ordinance.”
 4. The nearest parcel in the County that is in the Industrial (I) Zone is located 1/5th of a mile to the east of the subject property.

ATTACHMENT A

Revised Pg. 7 and 8 - Planning Commission Recommendation

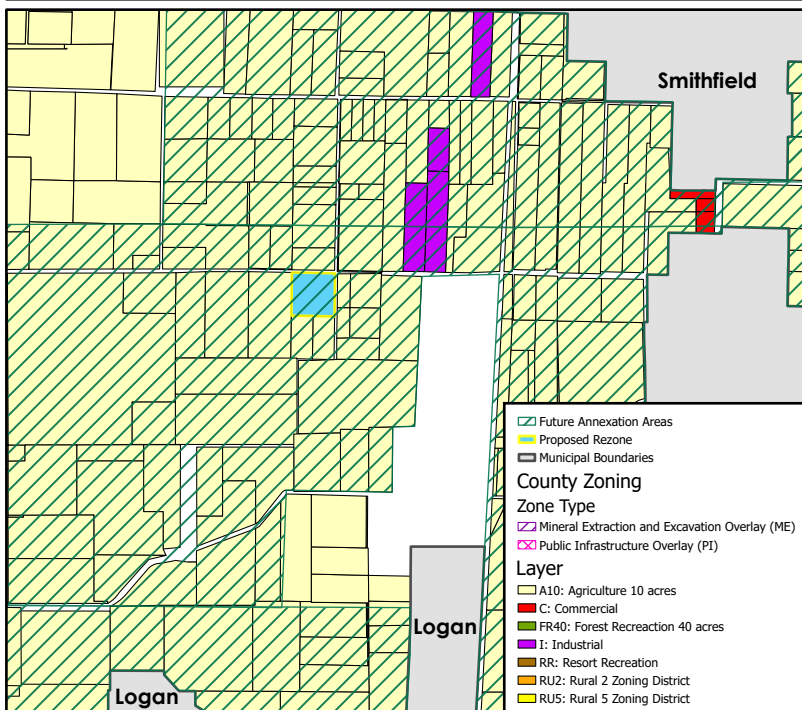


Legend

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

Average Parcel Size

Adjacent Parcels	Without a Home: 7.5 Acres (11 Parcels)
	With a Home: 1.6 Acres (1 Parcel)
1/4 Mile Buffer	Without a Home: 11.9 Acres (28 Parcels)
	Without a Home in Logan City: 563 Acres (1 Parcel)
1/2 Mile Buffer	With a Home: 4 Acres (7 Parcels)
	Without a Home: 11.8 (66 Parcels)
	Without a Home in Logan City: 563 Acres (1 Parcel)

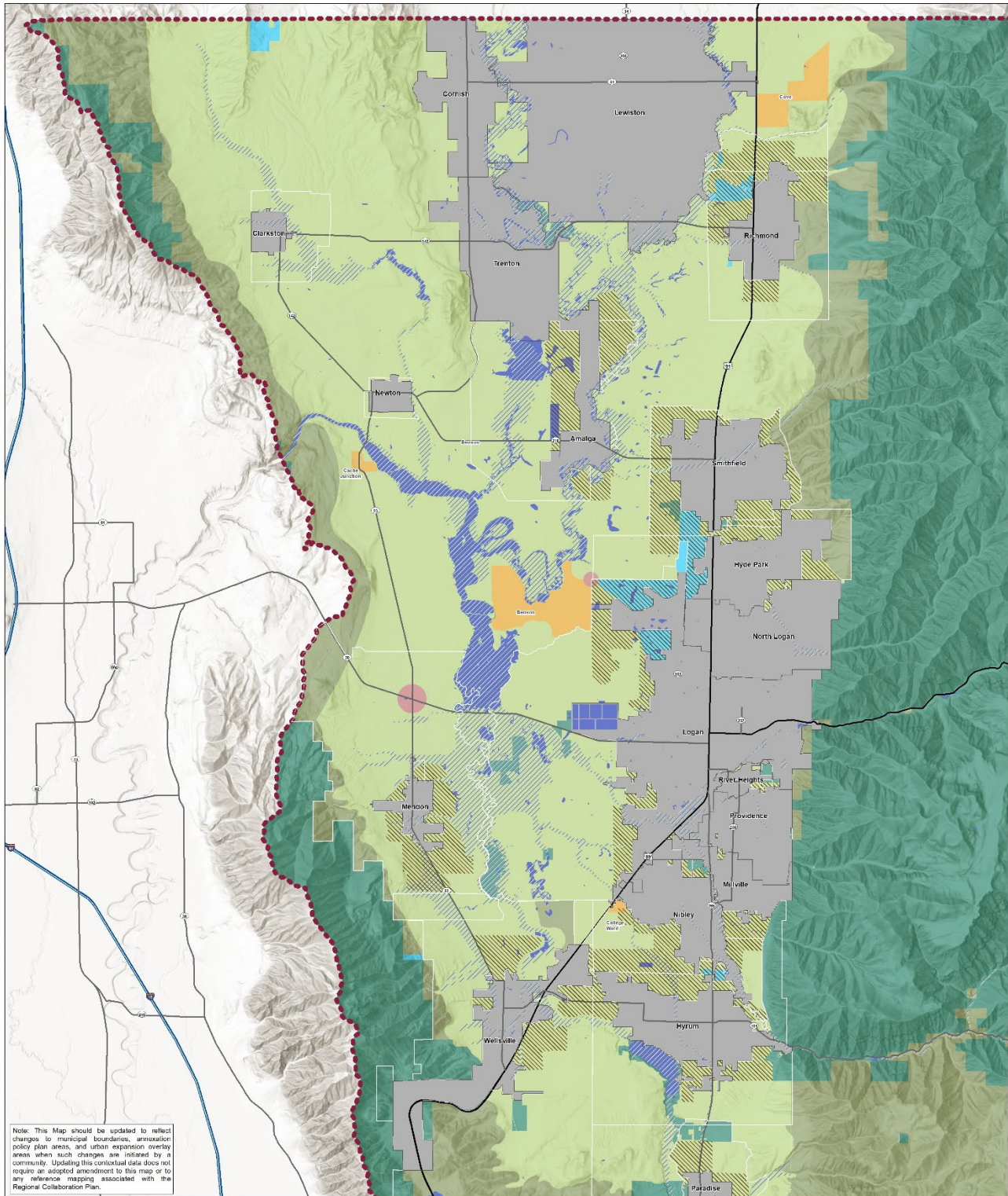


- Future Annexation Areas
- Proposed Rezone
- Municipal Boundaries
- County Zoning**
- Zone Type**
- Mineral Extraction and Excavation Overlay (ME)
- Public Infrastructure Overlay (PI)
- Layer**
- A10: Agriculture 10 acres
- C: Commercial
- FR40: Forest Recreation 40 acres
- I: Industrial
- RR: Resort Recreation
- RU2: Rural 2 Zoning District
- RUS: Rural 5 Zoning District



8/21/2025

ATTACHMENT B



Note: This Map should be updated to reflect changes to municipal boundaries, annexation policy plan areas, and urban expansion overlay areas when such changes are initiated by a community. Updating this conceptual data does not require an adopted amendment to this map or to any reference mapping associated with the Regional Collaboration Plan.

- | | | |
|------------------------------|-----------------------------------|---------------------------------|
| Water Bodies | Urban Expansion Overlay | Agriculture and Ranching |
| 100 Year Floodplain | Retail Commercial | Mountain Rural and Conservation |
| Municipalities | Rural Community | Forest and Natural Resource |
| Annexation Policy Plan Areas | Industrial and Mineral Extraction | |

Cache County Future Land Use Map

Disclaimer: This map is illustrative and for advisory purposes only. This is not a regulatory or zoning document, and locations are generalized to illustrate concepts.

Date: February 28, 2023



PUBLIC COMMENTS



Conner Smith <conner.smith@cachecounty.gov>

Sparks Ventures Rezone - Request for Comment

Marcus Allton <marcus.a@hpcutah.gov>

Tue, Aug 26, 2025 at 7:23 AM

To: Conner Smith <conner.smith@cachecounty.gov>, Machael Layton <machael.l@hpcutah.gov>

Connor,

In addition to Machael's comments, Hyde Park City passed a resolution a few years ago stating that we no longer provide utilities to areas outside of our city boundaries. If anyone wants access to city water or sewer, they must annex.

Thank you,
Marcus Allton

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From: Conner Smith <conner.smith@cachecounty.gov>**Sent:** Monday, August 25, 2025 3:51:52 PM**To:** Machael Layton <machael.l@hpcutah.gov>**Cc:** Marcus Allton <marcus.a@hpcutah.gov>**Subject:** Re: Sparks Ventures Rezone - Request for Comment

[Quoted text hidden]



Conner Smith <conner.smith@cachecounty.gov>

Sparks Ventures Rezone - Request for Comment

Machael Layton <machael.l@hpcutah.gov>
To: Conner Smith <conner.smith@cachecounty.gov>
Cc: Marcus Allton <marcus.a@hpcutah.gov>

Mon, Aug 25, 2025 at 2:55 PM

Hi Conner,

I just looked quickly, but I am not seeing the criteria for approving rezones that the County uses to make their decisions--however I did find this in the ordinances:

Industrial Zone (I):

To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well being of the citizens and to broaden the tax base.

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.

At this time, Hyde Park City cannot provide water or sewer to this parcel without a significant amount of infrastructure being built. We would be opposed to a large septic system being approved in this area. Should this parcel apply to annex into the City we cannot guarantee services. The suitability of the road would depend on the type of industrial use.

From: Conner Smith <conner.smith@cachecounty.gov>
Sent: Monday, August 25, 2025 10:50 AM
To: Machael Layton <machael.l@hpcutah.gov>
Subject: Sparks Ventures Rezone - Request for Comment

You don't often get email from conner.smith@cachecounty.gov. [Learn why this is important](#)

[Quoted text hidden]



Set a Public Hearing

Ordinance 2025-30 – Greenfield Milling Industrial Warehouse Rezone

Agenda request submitted by: Angie Zetterquist, Interim Director of Development Services – Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: September 16th, 2025

Agenda Item Language: Set a public hearing for Ordinance 2025-30 – Greenfield Milling Industrial Warehouse Rezone – A request to rezone a combined 8.79 acres, located at 1027 E. 11600 N., Richmond, from the Agricultural (A10) and Commercial (C) Zone to the Industrial (I) Zone.

Action: Planning Commission – Recommendation of Approval (5-yea; 0-nay; 1-abstention)

Background: A request to rezone a combined 8.79 acres, located at 1027 E. 11600 N., Richmond, from the Agricultural (A10) and Commercial (C) Zone to the Industrial (I) Zone.

Fiscal Impact: N/A

Public Hearing Required: Rezone requests require a public hearing before the County Planning Commission (PC). This hearing was held on September 4th, 2025 and their recommendation to approve the rezone was made on September 4th, 2025.

No additional hearing is required under the requirements of the State Code, however, the Council has previously directed it is beneficial to rehear the public comment and hold an additional hearing before the Council. See attached for additional information.

County Staff Presenter: Angie Zetterquist, Interim Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Assistant Planner

Legal Review: N/A

Ord 2025-30

Greenfield Milling Industrial Warehouse Rezone

Amending the Cache County Zoning Map by rezoning a total of 8.79 acres from the Agricultural (A10) and Commercial (C) Zones to the Industrial (I) Zone

County Council action

Set a public hearing on September 16th, 2025, to be held on September 23rd, 2025.

If approved, the rezone will take effect 15 days from the date of approval.

Planning Commission action

Approval (5-yea; 0-nay; 1-abstension).

Public hearing held on September 4th, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Greenfield Milling Industrial Warehouse rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
 - a. "To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base."
 - b. "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."
2. The rezone is partially consistent with the Cache County General Plan:
 - a. This parcel is located in the "Urban Expansion" Overlay.
 - i. "Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area."
3. The nearest parcel in the County that is in the Industrial (I) Zone is approximately 100 feet west of the subject properties on the west side of Highway 91.
4. Richmond City provided a public comment stating they had no issues with the rezone.

Staff Report review by Interim Director

Angie Zetterquist

Staff Report by County Planner

Conner Smith

41 **General Description**

42 This ordinance amends the County Zoning Map by rezoning 10.00 acres from the Agricultural
43 (A10) Zone to the Industrial (I) Zone.

44

45 **Additional review materials included as part of Exhibit A**

46 Staff Report to Planning Commission – revised

Staff Report: Greenfield Milling Industrial Warehouse Rezone

4 September 2025

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: Kirk Arens

Parcel ID#: 09-042-0011, -0016

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address:

1027 E. 11600 N.,
 Richmond

Acres: 8.79

Surrounding Uses:

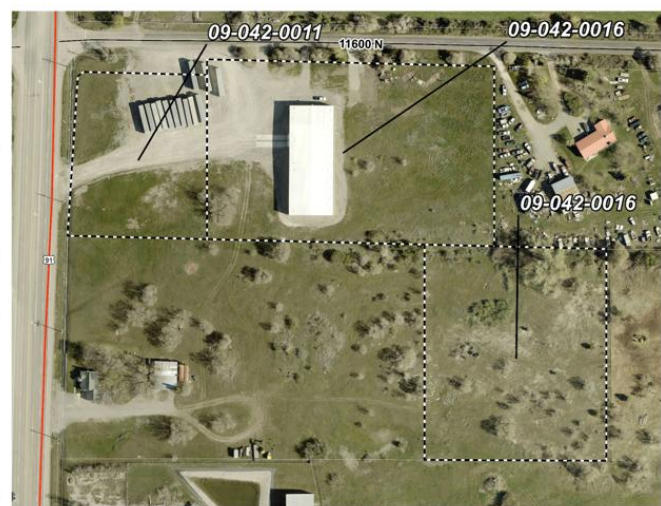
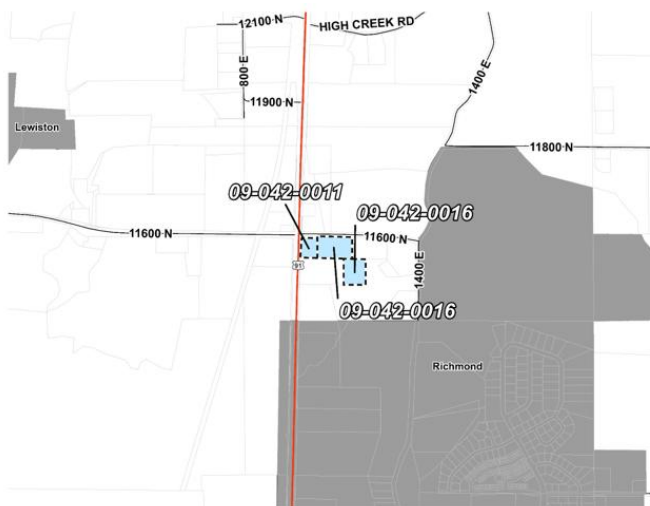
North – Agricultural
 South – Residential/Agricultural
 East – Residential/Agricultural
 West – Industrial/Highway 91

Current Zoning:

Commercial (C)/
 Agricultural (A10)

Proposed Zoning:

Industrial (I)



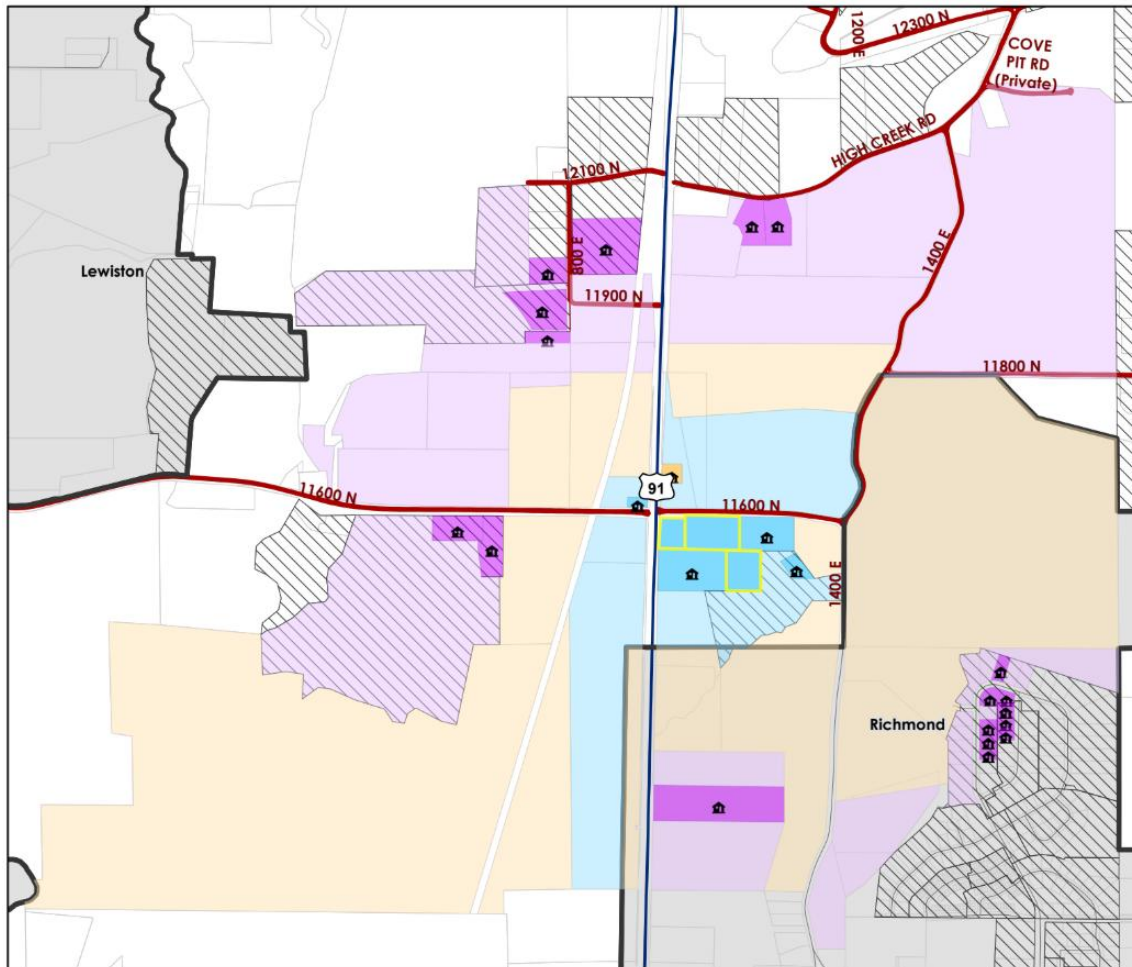
Findings of Fact

A. Request description

1. A request to rezone a total of 8.79 acres from the Commercial (C) and Agricultural (A10) Zone to the Industrial (I) Zone.
 - a. Parcel 09-042-0011 is in the Agricultural (A10) Zone and is 1.79 acres.
 - b. Parcel 09-042-0016 has split zoning with the Commercial (C) and Agricultural (A10) Zones and is 7.00 acres.
2. This rezone may allow the parcel to establish uses permitted in the Industrial (I) Zone.

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3. A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.
4. 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 properties match the configuration they had on August 8th, 2006 and are legal.
 - ii. Average Lot Size: (See Attachment A)



Revised Pg. 7 and 8 - Planning Commission Recommendation

Average Parcel Size	
Adjacent Parcels	With a Home: 2.9 Acres (4 Parcels)
	Without a Home: 10.7 Acres (11 Parcels)
1/4 Mile Buffer	With a Home: 2.5 Acres (5 Parcels)
	Without a Home: 25.5 Acres (18 Parcels)
	Without a Home in Richmond City: 30.5 Acres (8 Parcels)
1/2 Mile Buffer	With a Home: 3 Acres (13 Parcels)
	With a Home in Richmond City: 1.5 Acres (10 Parcels)
	Without a Home: 24.5 Acres (34 Parcels)
	Without a Home in Richmond City: 12 Acres (26 Parcels)

iii. Schedule of Zoning Uses: The Industrial (I) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:

1. Caretaker's Residence
2. General Manufacturing
3. Commercial Kennel/Animal Shelter
4. Storage and Warehousing
5. Self Service Storage Facility
6. Transport Services
7. General Vehicle Repair
8. Mobile Food Truck
9. Sexually Oriented Business
10. Telecommunications Facility, Major

iv. Adjacent Uses:

1. The properties to the north are primarily agricultural, the properties to the east and south are a mix of residential and agricultural, and the properties to the west are industrial. Richmond City limits are located about 1/5th of a mile to the east and south of the subject property.

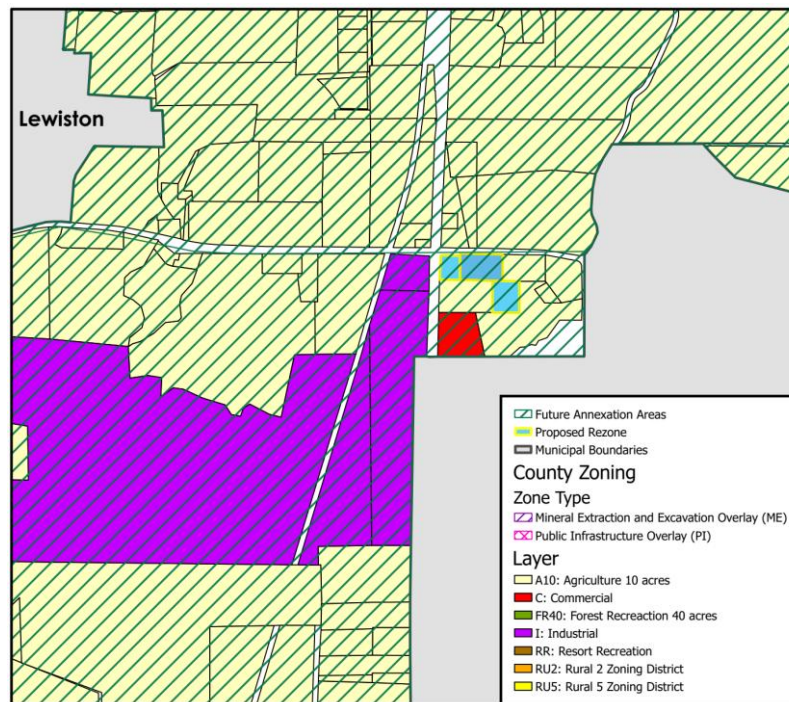
v. The nearest parcel in the County that is in the Industrial (I) Zone is located 100 feet to the west of the subject property across Highway 91.

1. The Allen Property Rezone, located directly to the west of the subject property, was a request to rezone 5.12 acres from the Commercial (C) Zone to the Industrial (I) Zone and was approved by the County Council as Ordinance 2023-10.

- a. This rezone was part of the development process for the Utah Flour Milling Conditional Use Permit (CUP).

vi. Annexation Areas:

1. The subject property is located in the Richmond City future annexation area.



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

5. 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.
6. The current County Land Use Ordinance does not specify appropriate locations for the Industrial (I) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030(F) identifies the purpose of the Industrial (I) Zone and includes the following:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the electronic wellbeing of the citizens and to broaden the tax base.”
 - b. “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.”
7. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - a. “The use of land is one of the most important and fundamental values for landowners, residents, civic leaders, and elected officials. This determines, in large measure, the future of Cache County. The Future Land Use Map represents the County’s collective vision of our desired future. It conveys the patterns and priorities of economic development and community character, the locations of neighborhoods and industries, and the preservation of natural, agricultural, and rural landscapes.”
 - b. “The Future Land Use Plan is advisory and does not change the existing zoning of any property or the ability of landowners to continue existing legal uses consistent with the existing zoning or nonconforming uses. It serves as a starting point for conversations about regional initiatives and development proposals by illustrating how sometimes separate and uncoordinated activities can help or harm our desired future. The timing of future development will depend on a number of factors including choices made by individual landowners, aspirations of the community, and future availability of facilities and services.”

Revised Pg. 7 and 8 - Planning Commission Recommendation

8. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
 - a. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - b. Example Areas: Most of the valley.
 - c. Purpose and Character: Agricultural and rangeland uses on private lands under conservation easements (no public access) are expected to continue in the Valley. Separation from dense residential developments is advantageous. The agricultural landscape provides separation between adjacent municipalities and protects suitable soils.
 - d. Preferred Land Uses: Agriculture, ranching, rural residential uses at densities of less than one unit per 10 acres, Conservation Easements (CEs) and conserved public lands, Agritourism.
 - e. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
 - f. Discouraged Uses: Residential developments at densities of greater than one unit per 10 acres if not in a clustered subdivision development, commercial office, commercial retail, flex office/industrial, heavy industrial.
9. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Urban Expansion Overlay.” *Cache County General Plan, Chapter 4, Page 29*. This section states:
 - a. Location: Adjacent to city/town limits within municipal annexation policy areas, where future development could be accommodated with urban-level services. As communities may provide additional information, these reference areas may be updated on the Future Land Use Map without an adopted amendment to reflect the probable expansion of services within a 10 to 20-year timeframe.
 - b. Example Areas: Unincorporated enclaves between or within cities.
 - c. Purpose and Character: To provide for unified municipal growth that aligns with the municipal land use plan in an approved annexation policy area with an approved County Intergovernmental Agreement. If developed, these areas would need to be annexed into the neighboring community which would facilitate service provision. The following criteria must be met for these areas
 - i. Accommodate 20-year growth projections
 - ii. Plan for urban-level densities, intensities
 - iii. Meet urban design standards
 - iv. Connect with water and sewer providers, and urban streets
 - v. Urban services provided by the County are minimized
 - d. Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.
 - e. Secondary Land Uses: Civic (meeting spaces), residential support uses (e.g. parks, medical, schools, fire and police stations).
 - f. Discouraged Uses: Uses that are not consistent with the municipal general plan or existing county zoning.
10. Consideration of impacts related to uses allowed within the Industrial (I) 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

11. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
12. §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.
13. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Industrial (I) Zone is 150’.
14. §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
15. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
16. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
17. Roadway Functional Classification:
 - a. Minor Collector (C): Minor collector roads provide service to smaller communities and link important traffic generators with the rural hinterland. These routes should be spaced at intervals consistent with population density in order to accumulate traffic from local roads and bring traffic from all developed areas within a reasonable distance of collector roads.
18. A basic review of the access to the subject property identifies the following:
 - a. The property has access to Highway 91 and 11600 North.
19. Highway 91:
 - a. West of the subject parcels, Highway 91 is a Utah Department of Transportation (UDOT) road classified as Principal Arterial.
 - b. Provides access to residential, industrial, and agricultural properties.
 - c. This section of Highway 91 is classified as an Access Category 4 which has an access spacing of 500 feet and a minimum street spacing of 660 feet.
 - d. Access to any proposed development must be approved by UDOT.
20. 11600 North:
 - a. North of the subject parcels, 11600 North is a County road and is classified as a Minor Collector.
 - b. Provides access to residential, commercial, and agricultural properties.
 - c. Is maintained by the County year round and has a speed limit of 55 miles per hour.
 - d. Has an existing width of 22-feet, a 66-foot right-of-way, a plus/minus 1-foot paved shoulder, a 2-foot gravel shoulder, a 5-18-foot clear zone, and is paved.
 - e. Is considered substandard as to paved shoulder and clear zone.

Primary Access Road – 11600 North			
Functional Classification	Minor Collector	Summer Maintenance	Yes
Speed Limit	55 MPH	Winter Maintenance	Yes
Dedicated ROW	Yes	Municipal Boundary	No

Analysis of Roadway – 11600 North			
Roadway Element	Existing Width (ft)	Future Width (ft)	Comments or Findings
Travel Lanes	22	22	OK

Revised Pg. 7 and 8 - Planning Commission Recommendation

Right-of-Way	66	66	OK
Paved Shoulder	+/- 1	2	Substandard
Gravel Shoulder	2	2	OK
Clear Zone (4:1)	5-18	14-18	Substandard
Material	Paved	Paved	OK
Structural			Visually OK

Minimum Access Spacing Standard (Feet)			
Classification	Public/Private Roads	Commercial	Residential/Farm
Minor Collector	350	200	200

D. Service Provisions:

21. §16.04.080 [C] Fire Control – The County Fire District did not have any comments or concerns regarding this rezone. Any future development on the property must be reevaluated and may require improvements based on the location of the proposed access and development.
22. §16.04.080 [F] Solid Waste Disposal – Applicant must work with Waste Management for solid waste disposal.

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

23. Public notice was posted online to the Utah Public Notice Website on 22 August 2025.
24. Notices were posted in three public places on 22 August 2025.
25. Notices were mailed to all property owners within 300 feet on 22 August 2025.
26. The meeting agenda was posted to the County website on 22 August 2025.
27. At this time, one written public comment regarding this proposal has been received by the Development Services Office.
 - a. Richmond City states that they neither support nor oppose the rezone request and would support the final determination that is made by the County Council.

Conclusion

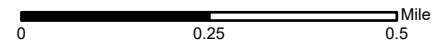
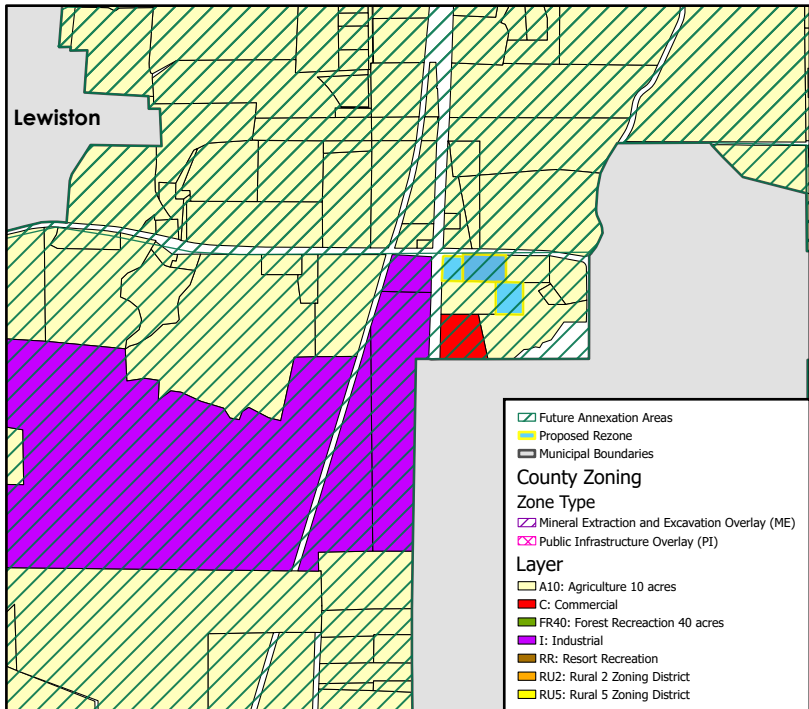
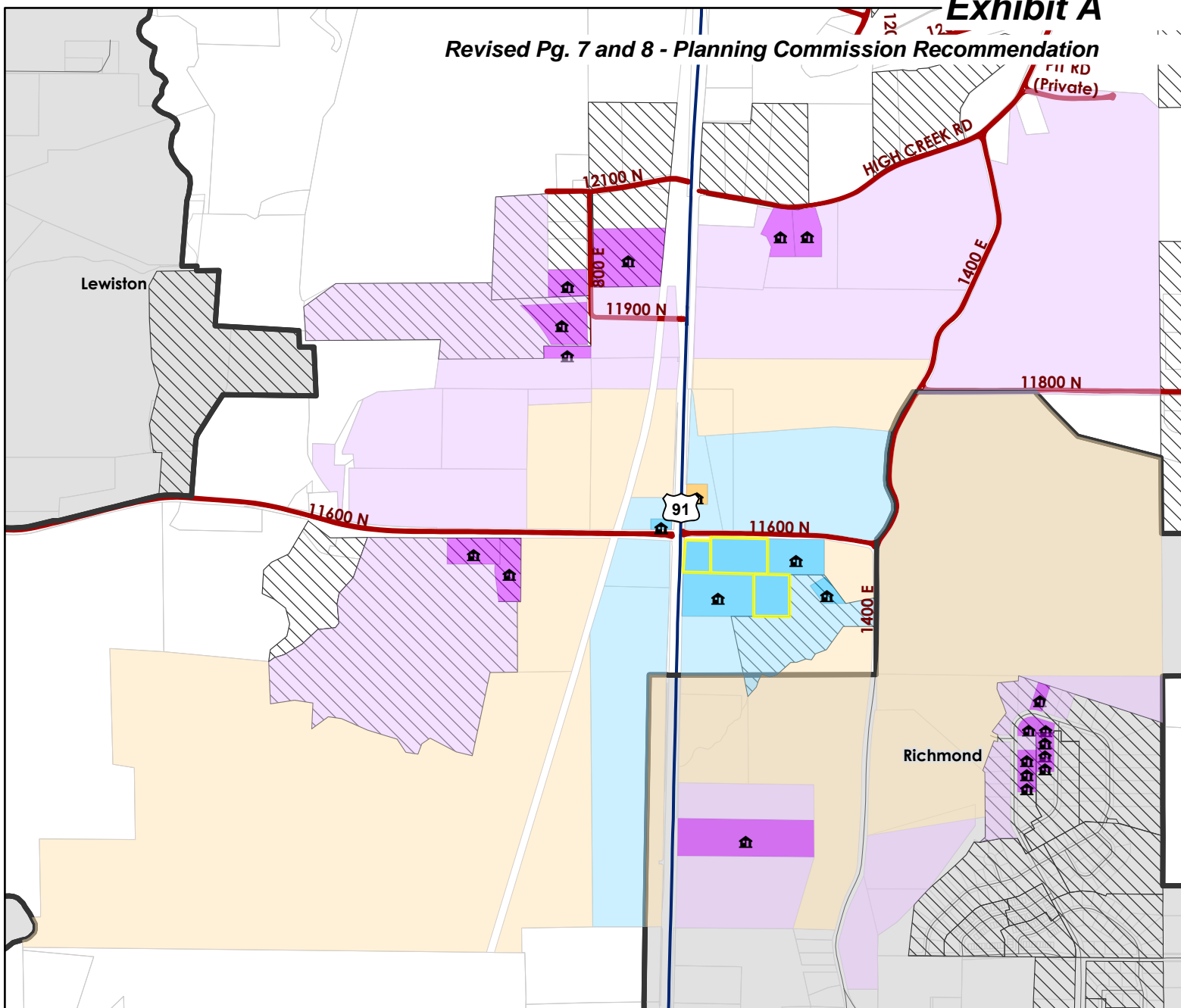
The Greenfield Milling Industrial Warehouse rezone, a request to rezone 8.79 acres from the Agricultural (A10) and Commercial (C) Zones to the Industrial (I) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not made a recommendation based on the findings of fact identified above and any others identified at the public hearing. Although Staff has not made a recommendation for approval or denial, they can help Planning Commission draft a recommendation to County Council.

Planning Commission Conclusion

Based on the findings of fact noted herein, the Greenfield Milling Industrial Warehouse rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”

ATTACHMENT A



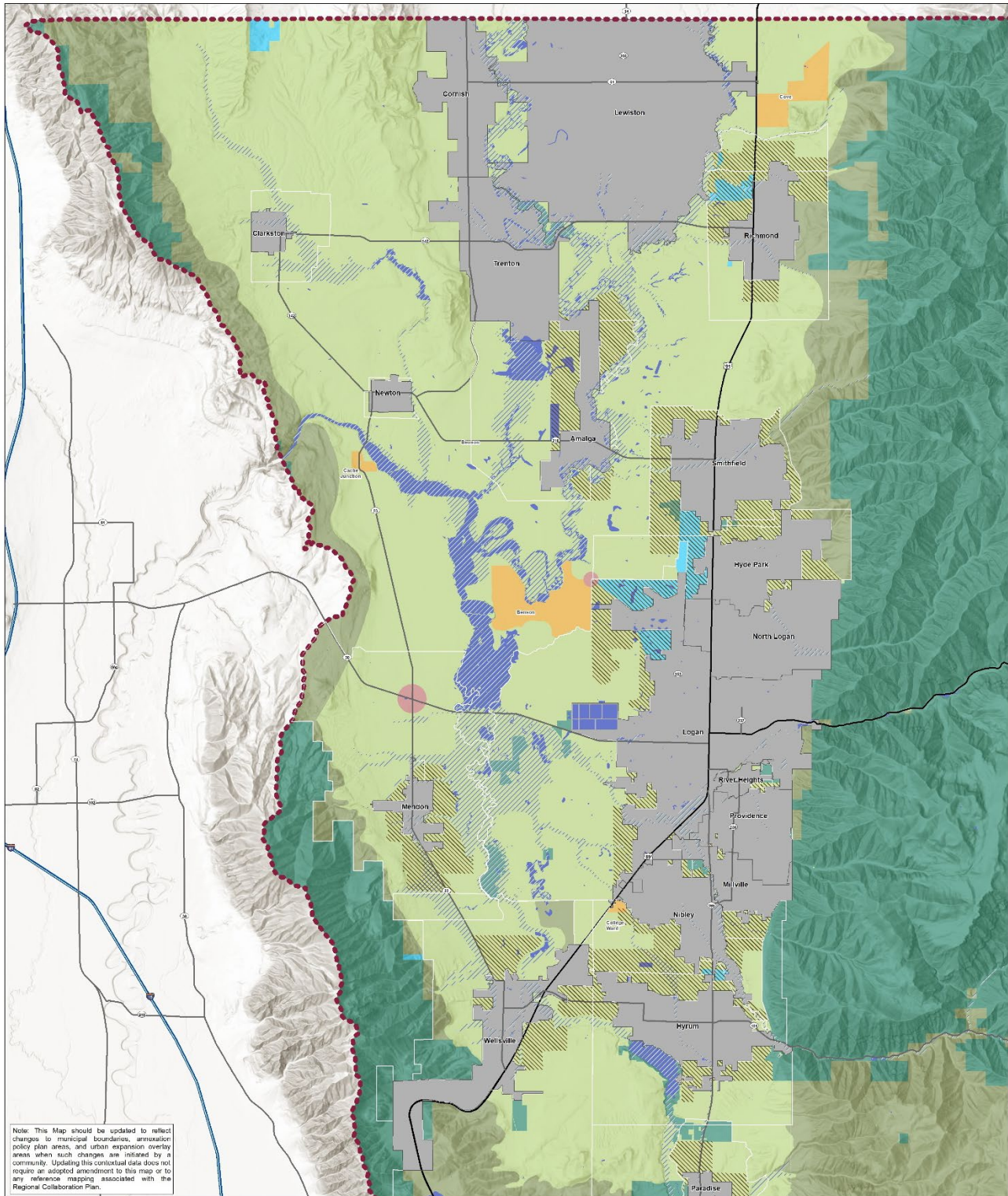
Legend

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

Average Parcel Size	
Adjacent Parcels	With a Home: 2.9 Acres (4 Parcels)
	Without a Home: 10.7 Acres (11 Parcels)
1/4 Mile Buffer	With a Home: 2.5 Acres (5 Parcels)
	Without a Home: 25.5 Acres (18 Parcels)
1/2 Mile Buffer	Without a Home in Richmond City: 30.5 Acres (8 Parcels)
	With a Home: 3 Acres (13 Parcels)
	Without a Home in Richmond City: 1.5 Acres (10 Parcels)
	Without a Home: 24.5 Acres (34 Parcels)
	Without a Home in Richmond City: 12 Acres (26 Parcels)



ATTACHMENT B



Note: This Map should be updated to reflect changes to municipal boundaries, annexation policy plan areas, and urban expansion overlay areas when such changes are initiated by a community. Updating this cartographic data does not require an adopted amendment to this map or to any reference mapping associated with the Regional Collaboration Plan.

Water Bodies	Urban Expansion Overlay	Agriculture and Ranching
100 Year Floodplain	Retail Commercial	Mountain Rural and Conservation
Municipalities	Rural Community	Forest and Natural Resource
Annexation Policy Plan Areas	Industrial and Mineral Extraction	

Cache County Future Land Use Map

Disclaimer: This map is illustrative and for advisory purposes only. This is not a regulatory or zoning document, and locations are generalized to illustrate concepts.

Date: February 28, 2023

PUBLIC COMMENTS



Conner Smith <conner.smith@cachecounty.gov>

Request for Public Comment

Justin Lewis <jlewis@richmondutah.gov>
To: Conner Smith <conner.smith@cachecounty.gov>

Mon, Aug 25, 2025 at 8:03 PM

Conner:

Good evening,

The rezone request has been reviewed and the city does not support or oppose the rezone request. The city supports the decision of the Cache County Council and others involved in the rezone process. The parcels do not touch the existing city limits so an annexation request is not possible as an island would be created. There are not any current proposals before Richmond City on these parcels. Let me know if you have any questions.

Thanks,

Justin Lewis

City Recorder

From: Conner Smith <conner.smith@cachecounty.gov>
Sent: Monday, August 25, 2025 8:47 AM
To: Justin Lewis <jlewis@richmondutah.gov>
Subject: Request for Public Comment

You don't often get email from conner.smith@cachecounty.gov. [Learn why this is important](#)

Hey Justin,

[Quoted text hidden]



CACHE COUNTY
ORDINANCE NO. 2025 - 32

AN ORDINANCE REMOVING CACHE COUNTY CODE SECTIONS 2.04.010, 2.04.020, 2.04.030, 2.04.040, 2.04.050, 2.04.060, 2.04.070, 2.04.080, 2.08.010, 2.08.020, 2.08.030, 2.08.040, 2.8.050, 2.08.060, 2.12.010, 2.12.020, 2.12.030, 2.12.040, 2.12.050, 2.12.060, 2.12.070, 2.12.080, 2.12.090, 2.12.100, 2.12.110, 2.12.120, 2.12.130, 2.12.140, 2.20.010, 2.20.020, 2.20.030, 2.20.040, 2.20.050, 2.20.060, 2.20.070, 2.28.020, 2.32.010, AND 2.60.010

- (A) WHEREAS, County Code sections: 2.04.010, 2.04.020, 2.04.030, 2.04.040, 2.04.050, 2.04.060, 2.04.070, 2.04.080, 2.08.010, 2.08.020, 2.08.030, 2.08.040, 2.8.050, 2.08.060, 2.12.010, 2.12.020, 2.12.030, 2.12.040, 2.12.050, 2.12.060, 2.12.070, 2.12.080, 2.12.090, 2.12.100, 2.12.110, 2.12.120, 2.12.130, 2.12.140, 2.20.010, 2.20.020, 2.20.030, 2.20.040, 2.20.050, 2.20.060, 2.20.070, 2.28.020, 2.32.010, and 2.60.010 have the same or essentially the same language as the Sections 1.01, 1.02, 1.03, 1.04, 2.01, 2.02, 5.14, 8.02, 4.01, 4.02, 4.04, 5.01, 5.02, 5.15, 7.01, 3.01, 3.02, 3.03, 3.04, 3.05, 3.06, 3.07, 3.08, 3.10, 3.11, 3.12, 3.13, 7.03, 5.03, 5.05, 5.06, 5.07, 5.08, 5.09, 5.10, 5.13, 4.03, 5.11, and 7.02 of the Optional Plan; and
- (B) WHEREAS, these County Code Sections are duplicative with the Optional Plan and should be removed; and
- (C) WHEREAS, it is in the best interest of the county to avoid duplicative statutory language to avoid conflicts between the Optional Plan and County Code; and
- (D) WHEREAS, the County Council may adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County pursuant to Cache County Code 2.12.120; and
- (E) WHEREAS, the County Council may pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging its powers and duties pursuant to Utah Code § 17-53-223(1);

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

SECTION 1

County Code sections 2.04.010, 2.04.020, 2.04.030, 2.04.040, 2.04.050, 2.04.060, 2.04.070, 2.04.080, 2.08.010, 2.08.020, 2.08.030, 2.08.040, 2.8.050, 2.08.060, 2.12.010, 2.12.020, 2.12.030, 2.12.040, 2.12.050, 2.12.060, 2.12.070, 2.12.080, 2.12.090, 2.12.100, 2.12.110, 2.12.120, 2.12.130, 2.12.140, 2.20.010, 2.20.020, 2.20.030, 2.20.040, 2.20.050, 2.20.060, 2.20.070, 2.28.020, 2.32.010, and 2.60.010 are hereby removed from County Code.

SECTION 2

This ordinance takes effect fifteen (15) days following its passage and approval by the County Council.



CACHE COUNTY
ORDINANCE NO. 2025 - 32

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2025.

	In Favor	Against	Abstained	Absent
David Erickson				
Sandi Goodlander				
Nolan Gunnell				
Barbara Tidwell				
Keegan Garrity				
Mark Hurd				
Kathryn Beus				
Total				

CACHE COUNTY:

ATTEST:

By: _____
Sandi Goodlander, Chair

By: _____
Bryson Behm, County Clerk



CACHE COUNTY
ORDINANCE NO. 2025 - 32

ACTION OF THE COUNTY EXECUTIVE:

____ Approved
____ Disapproved (written statement of objection attached)

By: _____
_____, County Executive Date



CACHE COUNTY
ORDINANCE NO. 2025 - 32

EXHIBIT 1

2.04.010: ESTABLISHMENT

~~Cache County shall have a structural form of county government of the "general county (modified)" form with a management arrangement of the "county executive council" form as set forth in the optional forms of county government act and as further described herein.~~

2.04.020: EFFECTIVE DATE

~~The establishment of this new form of government shall become effective at twelve o'clock (12:00) noon on the first Monday of January, 1985. However, if the adopting election is held after July 1, 1984, then the effective date shall be the first Monday of January, 1987.~~

2.04.030: SUCCESSION

~~Cache County shall remain vested with all power and duties vested by general law in counties, and there shall be no interruption in the continuity, powers, debts, obligations or jurisdiction of the government of Cache County by the establishment of this new form of government.~~

2.04.040: ELECTED OFFICIALS

- ~~A. Upon the effective date of this new form of government, the terms of office of the Cache County commissioners shall expire. The terms of office of all other officials holding or elected to elective office shall not be affected by this new form of government.~~
- ~~B. Officials holding appointive offices such as department heads or deputy or assistant department heads shall continue in office until otherwise directed by the county executive. Personnel continued in office shall retain the same status, privileges and protections as they possessed previous to the adoption of this new form of government. However, they shall be subject to such changes in assignment or other adjustments as are directed by the county executive and the county council.~~
- ~~C. Members of all appointive boards and commissions shall continue in office for six (6) months following the effective date unless otherwise provided by the county council. Prior to the expiration of said six (6) months, the functions and operations of all boards and commissions shall be thoroughly studied by the county executive or his designees and a report containing recommendations shall be made to the county council. The county council shall then determine the status of all boards and commissions. The county council may continue them unchanged, modify their organization, operation and functions, or abolish them and assign their functions and powers.~~

2.04.050: POWERS

~~Cache County is a body corporate and politic, having perpetual succession, and may sue and be sued. It has all powers which the constitution and laws of the state, either now or hereafter expressly or impliedly grant or allow to any county.~~



CACHE COUNTY
ORDINANCE NO. 2025 - 32

2.04.060: DIFFERING LEVELS OF SERVICE WITHIN THE COUNTY

~~Cache County is authorized to provide additional, extended or higher level services within its powers to any portion of Cache County. When such additional, extended or higher level services are provided on a noncontract basis to any portion of the county, and not on a county wide basis, the additional services shall be financed and administered through the establishment of county service areas, special assessment procedures, contractual arrangements, or other fiscal means whereby the beneficiaries of such additional services pay for the additional costs thereof.~~

2.04.070: ORGANIZATION OF OFFICES, DEPARTMENTS AND AGENCIES

~~All governmental functions and activities of the organizational units shall be directed and determined by the county executive. However, the county council may provide by ordinance for the creation, modification or abolition of specific departments and other organizational units and assign functions thereto, transfer functions therefrom, discontinue functions and activities as provided by law.~~

2.04.080: AMENDMENTS

~~Amendments of this plan within this specified form of government may be made when approved by a two-thirds (2/3) (5 votes) vote of the full membership of the county council, except that no amendment which is contrary to a specific requirement of the law authorizing this type of optional plan known as the "general county (modified)" form and "county executive council" form shall be effective unless submitted and approved by a majority of the voters casting a vote on the question at a general or special election.~~

2.08.010: ELECTION AND TERM OF COUNTY EXECUTIVE

- ~~A. The chief executive officer of Cache County shall be the county executive. He shall be elected by the qualified voters for a term of four (4) years. The term of the county executive shall commence at twelve o'clock (12:00) noon on the first Monday of January, following his election, and he shall be eligible to succeed himself.~~
- ~~B. The county executive shall be a qualified voter of Cache County and shall continue to reside therein during the period of service as county executive.~~

2.08.020: VACANCY IN OFFICE OF COUNTY EXECUTIVE

- ~~A. If the county executive shall die, resign or remove his residence from Cache County during his term of office, be incapacitated to the extent that he is unable to perform his duties for a period in excess of three (3) months, or be removed from office, the office of county executive shall be deemed vacant.~~
- ~~B. If a vacancy in the office of county executive occurs, the office of county executive shall be filled by appointment for the remainder of that term by a majority vote of the county council.~~

2.08.030: POWERS AND DUTIES OF COUNTY EXECUTIVE

~~The county executive, as chief executive of the county, shall have the power and it shall be his duty to:~~



CACHE COUNTY
ORDINANCE NO. 2025 - 32

- ~~A. Carry out programs and policies established by the county council;~~
- ~~B. Direct and organize the management of the county in a manner consistent with the optional plan;~~
- ~~C. Faithfully enforce all applicable laws and county ordinances;~~
- ~~D. Supervise the official conduct of all county officers and officers of all precincts, districts and other subdivisions of the county (except municipal corporations); see that they faithfully perform their duties, confer with and make recommendations to the county council concerning whether county officers should be compensated on a full time or part time basis, direct prosecution for delinquencies and when necessary, require them to renew their official bonds, make reports and present their books and accounts for inspection;~~
- ~~E. Appoint persons to all offices which are to be filled by appointment with and upon the advice and consent of the county council;~~
- ~~F. Prepare an annual, tentative budget for the county that shall be presented to the County Council for approval;~~
- ~~G. Supervise and direct personnel management, and other functions of the county delegated to the Executive by State statute;~~
- ~~H. Conduct planning studies and make recommendations to the county council relating to financial, administrative, procedural and operational plans, programs and improvements in county government; and~~
- ~~I. Exercise a power of veto over ordinances enacted by the county council, including an item veto upon budget appropriations.~~

2.08.040: GENERAL PROVISIONS

- ~~A. All activities of the executive department of Cache County under the direction and supervision of the county executive shall be distributed among such statutory or appointive officers, departments and agencies as are established by this form of government or as may be established hereunder by ordinance of the county council.~~
- ~~B. Each office, department or agency shall be administered by an officer elected or appointed as provided by statute or ordinance or as provided herein. By ordinance of the county council, the heads of statutory or appointive offices, departments and agencies may be appointed to serve as head of one or more such offices, departments and agencies, and the county executive may serve also as a unit head.~~

2.08.050: OFFICE OF COUNTY EXECUTIVE

- ~~A. There shall be an office of county executive to properly exercise and perform the powers and duties prescribed for the county executive by this form of government and such other powers and duties as may be assigned to him from time to time by the county council. The office of county executive may include such personnel and offices as are determined necessary to carry out its functions.~~
- ~~B. This office shall perform the customary functions of a personnel office, subject to such civil service or merit system rules as may apply, including, but not limited to, preparation~~



CACHE COUNTY
ORDINANCE NO. 2025 - 32

~~and recommendation of personnel rules, regulations and procedures; position classification and compensation studies; employee orientation and training; and management employee relations. This office shall also make continuing analysis and recommendations for improvements in county organization, procedures, operations, methods, performance, productivity and effectiveness; prepare the annual and long range operating and capital budgets and oversee county expenditures. The county executive may not suspend, discharge or remove any other elected official.~~

2.08.060: GENERAL ADMINISTRATION

- ~~A. Except where otherwise provided in this title or by the County Council, the County Executive shall appoint all officers and heads of departments upon the advice and consent of the County Council, the same being approved by the affirmative vote of four (4) council members.~~
- ~~B. Appointed Department Heads serve at the pleasure of the County Executive, in an exempt position, under Cache County Code 2.60.010. The County Executive may suspend or terminate the employment of a Department Head at any time for cause consistent with the Cache County Personnel Policy and Procedure Manual. Department Heads who have been employed by Cache County for less than six months may be suspended or terminated by the County Executive at any time without cause.~~
- ~~C. The Cache County Executive may remove an appointed Department Head from their Department Head position at any time. However, if the County Executive removes a Department Head from their position for any reason except for cause, the Department Head will be relieved of their duties to formulate and execute Department policy, supervise, manage, or direct the business affairs of their department, but the removed Department Head shall then convert to a classified employee under 2.60.010 retaining their salary and benefits at the same rate they received as a Department Head and shall be assigned work within their current department or within another County department that reports to the County Executive for which they are qualified to perform the duties.~~
- ~~D. A Department Head removed from their position without cause may choose to receive severance instead of converting to a classified employee. The severance pay shall be six (6) months of their salary. Department heads who have been employed more than ten (10) years shall receive an additional week's severance pay for each year above ten (10) years that they have been employed at the County.~~
- ~~E. A Department Head shall only be suspended consistent with the Performance Improvement Policy set forth in the Cache County Personal Policy and Procedure Manual. The policy shall be approved by the County Council.~~
- ~~F. When the County Executive removes a Department Head from their position consistent with this part or terminates a Department Head for cause, the County Executive or his designee shall, at the next scheduled meeting of the County Council, inform the Council of the removal, suspension, or termination and provide an explanation for the removal, suspension, or termination. If the County Executive's explanation involves the character, professional competence, or physical or mental health of the Department Head, such~~



CACHE COUNTY
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~~explanation and discussion shall take place in a closed meeting, consistent with Utah Code § 52-4-205(1)(a).~~

- ~~G. Nothing in this part shall be interpreted to give the County Council authority to advise and consent to, or veto, the County Executive's removal of a Department Head, nor the County Executive's suspension or termination of a Department Head for cause.~~

2.12.010: GENERALLY

~~Utah Code Annotated grants specific powers, functions, duties and responsibilities to a board of county commissioners. Except as specifically modified in this chapter, all of said powers, functions, duties and responsibilities are to be exercised by the county council unless said council shall provide otherwise by ordinance.~~

2.12.020: GOVERNING BODY

~~The governing body of Cache County shall be a county council composed of seven (7) council members, one of whom shall be elected as chairperson.~~

2.12.030: ELECTION AND QUALIFICATION

- ~~A. For the purpose of electing council members, the county shall be divided into seven (7) geographical districts, known as council districts. The voters of each council district shall elect one council member to the county council.~~
- ~~B. Council members shall be qualified voter residents of the districts from which they are elected at the time of their election, and they shall reside in the district of their election throughout their terms of office.~~

2.12.040: TERM OF COUNCIL MEMBERS

~~The regular term of office of each council member shall be four (4) years. Said term shall commence at twelve o'clock (12:00) noon on the first Monday of January following their election. The initial term of office of four (4) of the council members shall be two (2) years. Thereafter, these terms of office shall be four (4) years. By this procedure, every two (2) years, three (3) or four (4) of the council seats will be up for election. The council districts which shall initially elect council members for two (2) years will be the North council district, Logan Council District No. 1, South Council District and Logan Council District No. 2.~~

2.12.050: ELECTION, TERM AND DUTIES OF COUNCIL CHAIRPERSON AND VICE CHAIRPERSON

- ~~A. The chairperson and vice chairperson of the county council shall be elected by a majority of the full membership of the county council from among members of the council. Their term shall be one year.~~
- ~~B. The chairperson shall preside at all council meetings when he is present. During his absence, the vice chairperson shall preside as acting chairperson.~~
- ~~C. The chairperson shall have the full right to debate and vote in the council. He shall sign all legislative acts of the county council.~~



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2.12.060: COUNCIL DISTRICTS

- ~~A. The council districts shall have substantially the same population, based on the latest federal population census. To the extent practical, council districts shall be compact and contiguous, allowing ease of contact between residents and council members and the fair representation of all geographical areas of Cache County.~~
- ~~B. The council districts may be changed, modified or amended from time to time by two-thirds (2/3) majority vote of the full membership of the county council, pursuant to the aforesaid standards.~~
- ~~C. The Districts of the Cache County Council shall be based on the voting precincts as approved by the County Council on February 13, 2024, and shall be as follows:~~
- ~~1. The Northeast Council District shall include these voting precincts: Hyde Park 1-3, North Logan 1-6, and Smithfield 4, 5, and 8.~~
 - ~~2. The North Council District shall include these voting precincts: Amalga, Benson, Clarkston, Cornish, Cove, Lewiston, Newton, Richmond 1-2, Trenton, Smithfield 1, 2, 3, 6, and 7, and UNINHC:1.~~
 - ~~3. The South Council District shall include these voting precincts: Hyrum 1-5, Mendon 1-2, Paradise, and Wellsville 1-3.~~
 - ~~4. The Southeast Council District shall include these voting precincts: College-Young Ward, Millville 1-2, Nibley 1-4, Providence 1-6, River Heights 1-2, and UNINHC:2.~~
 - ~~5. The Logan Council District No. 1 shall include these voting precincts: Logan 15, 16, 17, 18, 21, 22, 23, 24, and 25.~~
 - ~~6. The Logan Council District No. 2 shall include these voting precincts: Logan 1, 2, 3, 4, 9, 12, and 13.~~
 - ~~7. The Logan Council District No. 3 shall include these voting precincts: Logan 5, 6, 7, 8, 10, 11, 14, 19, and 20.~~

2.12.070: FIRST ELECTION

~~The first election of county council members following approval of this new form of government by the voters shall be held at the regular November election immediately prior to the effective date.~~

2.12.080: VACANCIES IN COUNTY COUNCIL

~~If any council member shall die, resign or remove his residence from the county district he represents during his term of office, be incapacitated to the extent that he is unable to perform his duties for a period in excess of six (6) months, fail to perform his duties as council member and fail to meet with the council for an unexcused period of two (2) months, or be removed from office pursuant to general law, the office which he occupies as council member shall be deemed vacant. Thereupon, the remaining members of the county council shall proceed, by majority vote, to~~



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~~choose another qualified voter resident of that county district to serve the balance of his unexpired term.~~

2.12.090: NOMINATIONS

~~Until otherwise provided by law, nominations for members of the county council shall be made in the same manner as is prescribed by law for county commissioners as modified for the regional council districts.~~

2.12.100: VOTING ON COUNTY COUNCIL

- ~~A. Voting, except on procedural motions, shall be by roll call, and the ayes and nays shall be recorded in the council journal as a matter of public record. Except for matters on which a greater or lesser vote is expressly provided by law, no action of the council shall be valid and binding unless it is approved by the affirmative vote of four (4) council members.~~
- ~~B. Every ordinance or tax levy passed by the council shall be presented to the county executive for his approval or disapproval. If the county executive approves the ordinance or tax levy, he shall sign it and it shall be recorded and thereafter shall be in force. If the ordinance is an appropriation ordinance, the county executive may approve or disapprove all or any part of the appropriation. If the county executive disapproves an ordinance, tax levy or appropriation, he shall return it with a statement of his objections, to the council within fifteen (15) days and the council shall, at its next meeting, reconsider the ordinance, tax levy or appropriation item. If after reconsideration it passes by the affirmative vote of five (5) council members, it shall be recorded and thereafter be in force. If any ordinance, tax levy or appropriation item is not returned within fifteen (15) days after presentation to the county executive, it shall be recorded and thereafter shall be in force.~~

2.12.110: MEETINGS OF COUNTY COUNCIL

- ~~A. All meetings, except those types expressly excluded by law, shall be advertised, open and public. The county council shall meet in regular session not less than twice per month at stated times to be provided by ordinance, and may in addition hold special meetings or executive sessions called in the manner provided by law.~~
- ~~B. Proceedings and meetings of the council shall be as prescribed by applicable statutes and valid ordinances, and debate therein shall generally be subject to the current edition of Robert's Rules of Order Newly Revised. All ordinances and resolutions shall be enacted in the manner provided by general law.~~

2.12.120: POWERS AND DUTIES OF COUNTY COUNCIL

~~The county council is the legislative body of Cache County, and is vested with all legislative and policy determining powers of the county. Within the scope and subject to the limits of its lawful powers and duties, the county council shall exercise all legislative power authorized by law. Pursuant to this legislative power, the county council shall:~~

- ~~A. Enact ordinances and adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County.~~



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- ~~B. Consider, alter, modify and adopt the annual budget and such other periodic or long range budgets and plans or programs as will, in the judgment of the council, facilitate efficiency, economy and orderly administration of the duties and responsibilities of Cache County. Budgeting procedures shall conform to the uniform fiscal procedures for counties act.~~
- ~~C.—~~
- ~~1. Subject to the conditions in subsections C2 and C3 of this section regarding county officers, establish by ordinance a compensation plan for all county officers, assistants, deputies, clerks and other employees, with optional provisions to convert county officers' existing and/or future yearly salaries from full time to part time salaries, or from part time salaries to full time salaries, as the council in its discretion may deem appropriate.~~
 - ~~2. Changes to an existing current calendar or subsequent calendar year salary of a current county officer during the officer's current term, must be preceded by public notice and public hearing regarding such proposed change as governed by section 2.12.260 of this chapter.~~
 - ~~3. Future salary changes for a county office applicable in a new term following the current term of that office need not be preceded by a public hearing provided public notice of such future change is given and the change has been duly enacted no later than thirty (30) days prior to the deadline to declare candidacy for election or reelection to that office; otherwise, such future change must be preceded by public notice and public hearing regarding such change as governed by section 2.12.260 of this chapter.~~
- ~~D. Establish and adopt, by ordinance, a comprehensive administrative code, which shall comprise the rules and regulations governing the procedures, duties and systems of office, departmental and agency management, control, accounts, records and reports for all offices, departments and agencies of the county.~~
- ~~E. Adopt by ordinance rules of procedure, which may be included as part of the administrative code, governing the time, place, conduct and order of business of its meetings and hearings, and the matter of introduction, publication, consideration, and adoption of ordinances and resolutions.~~
- ~~F. Request information from the county executive, and conduct public hearings on matters of public concern to assist in the performance of its legislative responsibilities and for the purpose of investigating any matter pertaining to the county, its business or affairs, or an officer thereof. In connection with such public hearings, the council may require the attendance of witnesses, documents and other evidence, administer oaths and take testimony.~~
- ~~G. Provide for an annual independent audit, and if it deems it necessary at any time for a special audit of accounts to be made by a certified public accountant or firm of such accountants.~~
- ~~H. Establish and define the duties and functions of appointed boards and commissions deemed appropriate to expedite and facilitate the duties of the council or any office, department or agency of the county.~~



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- ~~I. Employ on a temporary or permanent basis, professionally qualified experts and consultants to study, assist, advise or prepare reports concerning any aspect of county functions, responsibilities or administration.~~

2.12.130: PROHIBITIONS

- ~~A. No council member shall occupy any other elective public office during his membership on the county council.~~
- ~~B. The members of the county council are subject to all limitations applicable to the members of a board of county commissioners, together with any sanctions or penalties associated therewith, relating to prohibited interests and relationships.~~
- ~~C. Members of the county council shall not interfere in the administration of county affairs by the county executive or other executive personnel.~~

2.12.140: ZONING AND PLANNING

~~The county council shall exercise all powers granted to the county commission pursuant to Utah Code Annotated title 17, chapter 27, except that the county executive shall make all appointments thereunder with the advice and consent of the county council, the same being approved by the affirmative vote of four (4) council members.~~

2.20.010: COUNTY ASSESSOR

~~There shall be an office of county assessor, headed by an elected county assessor. The office of county assessor shall have all the functions, responsibilities and powers provided by law.~~

2.20.020: COUNTY AUDITOR

~~There shall be an office of county auditor, headed by an elected county auditor. The office of county auditor shall have all the functions, responsibilities and powers provided by law including provision of accounting services for the county, except that the county executive shall be a finance officer of the county, for the purpose of preparing a tentative budget, per Section 17-36-3(13)(b) of the Utah Code as Amended. The office of county auditor shall assist and support the county executive in his role as Finance officer, in the preparation of a tentative budget.~~

2.20.030: COUNTY TREASURER

~~There shall be an office of county treasurer, headed by an elected county treasurer. The office of county treasurer shall have all the functions, responsibilities and powers provided by law.~~

2.20.040: COUNTY CLERK

~~A. There shall be an office of County Clerk headed by an elected County Clerk. The office of County Clerk shall have all the functions, responsibilities and powers provided by law.~~

~~B. The County Clerk, or the County Clerk's designee shall serve as clerk to the county council.~~

~~C. The County Clerk, or the County Clerk's designee, shall ensure that for any meeting in the County which must comply with the requirements of the Utah Open and Public Meetings Act,~~



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~~minutes for that meeting are published on the Cache County website and the State of Utah's public notice website within thirty (30) days of the meeting occurring.~~

~~D. The County Clerk is designated as the Chief Administrative Officer identified in Utah Code §63-12-103 and 63G-2-401, and shall serve in this role to fulfill those responsibilities identified in state law provisions that relate to records access and management. The Clerk's title of Chief Administrative Officer does not give to that position any other administrative responsibilities that are established under state code as an executive function, duty, or responsibility.~~

2.20.050: COUNTY RECORDER

~~A. There shall be an office of county recorder, headed by an elected county recorder. The office of county recorder shall have all the functions, responsibilities and powers provided by law.~~

~~B. Appeal Of A Recorder Decision:~~

~~1. County Recorder decisions may be appealed:~~

~~a. By a person with standing that is adversely affected as a result of the Recorder's decision by alleging that the Recorder's decision did not comply with rules made by the County Recorder Standards Board under Utah Code section 63C-29-20; and~~

~~b. Only if it is the final decision issued by the Recorder, as appeals of decisions made by supporting staff must be reviewed by the Recorder.~~

~~2. Notices Of Appeals Must:~~

~~a. Commence within ten (10) business days of the adverse order, requirement, decision, or determination by filing a written notice of appeal with the Cache County Recorder's Office;~~

~~b. Identify the decision being appealed and parties making the appeal; and~~

~~3. The appellant has the burden of showing the evidence and proving that The Recorder's decision did not comply with rules made by the County Recorder Standards Board under Utah Code section 63C-29-202.~~

~~4. The Appeal Authority shall be the same Hearing Officer used for appeals of Land Use Authority Decisions.~~

~~5. When a notice of appeal is filed, the Appeal Authority then hears that issue at the next regularly scheduled meeting for a hearing, unless such time is extended for good cause or stipulation of the parties; and~~

~~6. The Appeal Authority may require written briefs or memorandum of the parties as the Appeal Authority deems necessary. At the hearing, the appellant must appear in person or by agent; and~~

~~7. Using substantial evidence as the standard of review, the Appeal Authority determines the correctness of a decision of the Recorder in its interpretation and application rules made by the County Recorder Standards Board under Utah Code section 63C-29-20. Only those decisions in which the Recorder has applied rules~~



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~~made by the County Recorder Standards Board under Utah Code section 63C-29-20 may be appealed; and~~

- ~~C. The Appeal Authority must issue a decision in writing within fifteen (15) business days of the final hearing, which constitutes a final decision under Utah Code section 17-50-340 as amended; and~~
- ~~D. Any person adversely affected by a final decision of the Appeal Authority may petition the First District Court for review of the decision as permitted by law; and~~
- ~~E. The Appeal Authority may order its decision stayed pending District Court review if the Appeal Authority finds it to be in the best interest of the County.~~

2.20.060: COUNTY SHERIFF

~~There shall be an office of the county sheriff, headed by an elected county sheriff. The office of county sheriff shall have all the functions, responsibilities and powers provided by law.~~

2.20.070: COUNTY SURVEYOR

~~There shall be an office of the county surveyor. The office of the county surveyor shall have all of the functions, responsibilities and powers provided by law.~~

2.28.020: COUNTY EXECUTIVE

~~The County Executive shall be reimbursed for all actual expenses incurred in the discharge of his duties, and shall receive as compensation a sum as fixed, from time to time, by the County Council as established in section 2.28.030 of this chapter.~~

2.32.010: FIRE DEPARTMENT

~~There shall be a county fire department. The county fire department shall perform those duties assigned to it by law and also such further duties as are assigned by the county council and county executive.~~

2.60.010: COUNTY PERSONNEL MANAGEMENT ACT

~~Cache County hereby adopts the county personnel management act as described in Utah Code Annotated title 17, chapter 33, as amended as and for its county merit system for all county employees not otherwise covered by Peace Officer or Firemen Civil Service merit systems.~~



CACHE COUNTY
RESOLUTION NO. 2025 - 35

**A RESOLUTION AMENDING THE CACHE COUNTY OPTIONAL PLAN SECTIONS
3.05, 3.12, 4.04, 5.08, AND 7.02.**

- (A) WHEREAS, County Code sections: 2.12.060, 2.12.120, 2.08.030, 2.20.040, and 2.60.010 have the same or essentially the same language as the Sections 3.05, 3.12, 4.04, 5.08, and 7.02 of the Optional Plan; and
- (B) WHEREAS, those County Code Sections have been updated in the past without updating the Optional Plan; and
- (C) WHEREAS, the County Council may amend the Optional Plan when approved by two thirds (5 votes) vote of the full membership of the County council in accordance with Section 8.02 of the Cache County Optional Plan; and
- (D) WHEREAS, it is in the best interest of the county to ensure that the Optional Plan is up to date with any necessary changes; and
- (E) WHEREAS, the County Council may adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County pursuant to Cache County Code 2.12.120; and
- (F) WHEREAS, the County Council may pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging its powers and duties pursuant to Utah Code § 17-53-223(1);

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

SECTION 1

Cache County Optional Plan, Sections 3.05, 3.12, 4.04, 5.08, and 7.02 are amended to read as follows, with a redline copy attached as “EXHIBIT 1”:

Section 3.05 Council Districts

- (a) The council districts shall have substantially the same population, based on the latest federal population census. To the extent practical, council districts shall be compact and contiguous, allowing ease of contact between residents and council members and the fair representation of all geographical areas of Cache County.
- (b) The council districts may be changed, modified or amended from time to time by two-thirds (2/3) majority vote of the full membership of the county council, pursuant to the aforesaid standards.



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- (c) The Districts of the Cache County Council shall be based on the voting precincts as approved by the County Council on February 13, 2024, and shall be as follows:
- (1) The Northeast Council District shall include these voting precincts: Hyde Park 1-3, North Logan 1-6, and Smithfield 4, 5, and 8.
 - (2) The North Council District shall include these voting precincts: Amalga, Benson, Clarkston, Cornish, Cove, Lewiston, Newton, Richmond 1-2, Trenton, Smithfield 1, 2, 3, 6, and 7, and UNINHC:1.
 - (3) The South Council District shall include these voting precincts: Hyrum 1-5, Mendon 1-2, Paradise, and Wellsville 1-3.
 - (4) The Southeast Council District shall include these voting precincts: College-Young Ward, Millville 1-2, Nibley 1-4, Providence 1-6, River Heights 1-2, and UNINHC:2.
 - (5) The Logan Council District No. 1 shall include these voting precincts: Logan 15, 16, 17, 18, 21, 22, 23, 24, and 25.
 - (6) The Logan Council District No. 2 shall include these voting precincts: Logan 1, 2, 3, 4, 9, 12, and 13.
 - (7) The Logan Council District No. 3 shall include these voting precincts: Logan 5, 6, 7, 8, 10, 11, 14, 19, and 20.

Section 3.12 Powers and Duties of the County Council

The county council is the legislative body of Cache County, and is vested with all legislative and policy determining powers of the county. Within the scope and subject to the limits of its lawful powers and duties, the county council shall exercise all legislative power authorized by law. Pursuant to this legislative power, the county council shall:

- (a) Enact ordinances and adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County.
- (b) Consider, alter, modify and adopt the annual budget and such other periodic or long range budgets and plans or programs as will, in the judgment of the council, facilitate efficiency, economy and orderly administration of the duties and responsibilities of Cache County. Budgeting procedures shall conform to the uniform fiscal procedures for counties act.
- (c)
 - (1) Subject to the conditions in subsections C2 and C3 of this section regarding county officers, establish by ordinance a compensation plan for all county officers, assistants, deputies, clerks and other employees, with optional provisions to convert county officers' existing and/or future yearly salaries from full time to part time salaries, or from part time salaries to full time salaries, as the council in its discretion may deem appropriate.



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- (2) Changes to an existing current calendar or subsequent calendar year salary of a current county officer during the officer's current term, must be preceded by public notice and public hearing regarding such proposed change as governed by resolutions or ordinances passed by the county council.
- (3) Future salary changes for a county office applicable in a new term following the current term of that office need not be preceded by a public hearing provided public notice of such future change is given and the change has been duly enacted no later than thirty (30) days prior to the deadline to declare candidacy for election or reelection to that office; otherwise, such future change must be preceded by public notice and public hearing regarding such change as governed by resolutions or ordinances passed by the county council.
- (d) Establish and adopt, by ordinance, a comprehensive administrative code, which shall comprise the rules and regulations governing the procedures, duties and systems of office, departmental and agency management, control, accounts, records and reports for all offices, departments and agencies of the county.
- (e) Adopt by ordinance rules of procedure, which may be included as part of the administrative code, governing the time, place, conduct and order of business of its meetings and hearings, and the matter of introduction, publication, consideration, and adoption of ordinances and resolutions.
- (f) Request information from the county executive, and conduct public hearings on matters of public concern to assist in the performance of its legislative responsibilities and for the purpose of investigating any matter pertaining to the county, its business or affairs, or an officer thereof. In connection with such public hearings, the council may require the attendance of witnesses, documents and other evidence, administer oaths and take testimony.
- (g) Provide for an annual independent audit, and if it deems it necessary at any time for a special audit of accounts to be made by a certified public accountant or firm of such accountants.
- (h) Establish and define the duties and functions of appointed boards and commissions deemed appropriate to expedite and facilitate the duties of the council or any office, department or agency of the county.
- (i) Employ on a temporary or permanent basis, professionally qualified experts and consultants to study, assist, advise or prepare reports concerning any aspect of county functions, responsibilities or administration.

Section 4.04 Powers and Duties of the County Executive

The County Executive, as chief executive of the County, shall have the power and it shall be his duty to:

- (a) Carry out programs and policies established by the County Council;
- (b) Direct and organize the management of the County in a manner consistent with the optional plan;



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- (c) Faithfully enforce all applicable laws and county ordinances;
- (d) Supervise the official conduct of all county officers and officers of all precincts, districts and other subdivisions of the county (except municipal corporations); see that they faithfully perform their duties, confer with and make recommendations to the county council concerning whether county officers should be compensated on a full time or part time basis, direct prosecution for delinquencies and when necessary, require them to renew their official bonds, make reports and present their books and accounts for inspection;
- (e) Appoint persons to all offices which are to be filled by appointment with and upon the advice and consent of the County Council;
- (f) Prepare an annual, tentative budget for the county that shall be presented to the County Council for approval;
- (g) Supervise and direct personnel management, and other functions of the county delegated to the Executive by State statute;
- (h) Conduct planning studies and make recommendations to the County Council relating to financial, administrative, procedural and operational plans, programs and improvements in county government; and
- (i) Exercise a power of veto over ordinances enacted by the County Council, including an item veto upon budget appropriations.

Section 5.08 Office of County Clerk

- A. There shall be an office of County Clerk headed by an elected County Clerk. The office of County Clerk shall have all the functions, responsibilities and powers provided by law.
- B. The County Clerk, or the County Clerk's designee shall serve as clerk to the county council.
- C. The County Clerk, or the County Clerk's designee, shall ensure that for any meeting in the County which must comply with the requirements of the Utah Open and Public Meetings Act, minutes for that meeting are published on the Cache County website and the State of Utah's public notice website within thirty (30) days of the meeting occurring.
- D. The County Clerk is designated as the Chief Administrative Officer identified in Utah Code §63-12-103 and 63G-2-401, and shall serve in this role to fulfill those responsibilities identified in state law provisions that relate to records access and management. The Clerk's title of Chief Administrative Officer does not give to that position any other administrative responsibilities that are established under state code as an executive function, duty, or responsibility.

Section 7.02 Personnel

Cache County hereby adopts the county personnel management act as described in Utah Code Annotated title 17, chapter 33, as amended as and for its county merit system for all county employees not otherwise covered by Peace Officer or Firemen Civil Service merit systems.



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SECTION 2

This resolution takes effect upon its passage and approval by the County Council.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2025.

	In Favor	Against	Abstained	Absent
David Erickson				
Sandi Goodlander				
Nolan Gunnell				
Barbara Tidwell				
Keegan Garrity				
Mark Hurd				
Kathryn Beus				
Total				

CACHE COUNTY:

ATTEST:

By: _____
Sandi Goodlander, Chair

By: _____
Bryson Behm, County Clerk



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EXHIBIT 1

Section 3.05 Council Districts

- (a) The ~~C~~council ~~D~~districts shall have substantially the same population, based on the latest federal population census. To the extent practical, council districts shall be compact and contiguous, allowing ease of contact between residents and council members and the fair representation of all geographical areas of Cache County.
- (b) The council districts may be changed, modified or amended from time to time by two-thirds (2/3) majority vote of the full membership of the ~~C~~county ~~C~~council, pursuant to the aforesaid standards.
- (c) The ~~Council~~ Districts of the Cache County Council shall be based on the voting ~~districts~~ precincts as ~~such districts existed as of January 5, 1987~~ approved by the County Council on February 13, 2024, and shall be as follows:
 - (1) The Northeast Council District: ~~This district shall include the following Voting Districts: Smithfield 1-4, Hyde Park, and North Logan 1-2.~~ these voting precincts: Hyde Park 1-3, North Logan 1-6, and Smithfield 4, 5, and 8.
 - (2) The North Council District: ~~This district shall include the following Voting districts: Lewiston 1-2, Cove, Richmond 1-2, Cornish, Trenton, Amalga, Newton, and Benson~~ these voting precincts: Amalga, Benson, Clarkston, Cornish, Cove, Lewiston, Newton, Richmond 1-2, Trenton, Smithfield 1, 2, 3, 6, and 7, and UNINHC:1.
 - (3) The South Council District: ~~This district shall include the following Voting Districts: Hyrum 1-3, Paradise, Wellsville 1-2, and Mendon.~~ these voting precincts: Hyrum 1-5, Mendon 1-2, Paradise, and Wellsville 1-3.
 - (4) The Southeast Council District: ~~This district shall include the following Voting Districts: Providence 1-2, River Heights, Millville, Nibley, and College-Young Ward.~~ these voting precincts: College-Young Ward, Millville 1-2, Nibley 1-4, Providence 1-6, River Heights 1-2, and UNINHC:2.
 - (5) The Logan Council District ~~#1: This district~~ No. 1 shall include ~~the following Voting Districts within Logan City: 1, 7, 8, 9, 10, 14, 15, 22, and 24~~ these voting precincts: Logan 15, 16, 17, 18, 21, 22, 23, 24, and 25.
 - (6) The Logan Council District ~~#2: This district~~ No. 2 shall include ~~the following Voting Districts within Logan City: 2, 3, 4, 5, 6, 16, 17, and 25.~~ these voting precincts: Logan 1, 2, 3, 4, 9, 12, and 13.



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- (7) ~~The Logan Council District #3: This district~~ No. 3 shall include ~~the following Voting Districts within Logan City: 11, 12, 13, 18, 19, 20, 21, 23, and 26.~~ these voting precincts: Logan 5, 6, 7, 8, 10, 11, 14, 19, and 20.

Section 3.12 Powers and Duties of the County Council

The ~~C~~ounty ~~C~~council is the legislative body of Cache County, and is vested with all legislative and policy-determining powers of the ~~C~~ounty. Within the scope and subject to the limits of its lawful powers and duties, the ~~C~~ounty ~~C~~council shall exercise all legislative power authorized by law. Pursuant to this legislative power, the county council shall:

- (a) Enact ordinances and adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County.
- (b) Consider, alter, modify and adopt the annual budget and such other periodic or long range budgets and plans or programs as will, in the judgment of the ~~C~~council, facilitate efficiency, economy and orderly administration of the duties and responsibilities of Cache County. Budgeting procedures shall conform to the ~~U~~niform ~~F~~fiscal ~~P~~procedures for ~~C~~ounties ~~A~~act.
- (c)
 - (1) Subject to the conditions in subsections C2 and C3 of this section regarding county officers, establish by ordinance a compensation plan for all county officers, assistants, deputies, clerks and other employees, with optional provisions to convert county officers' existing and/or future yearly salaries from full time to part time salaries, or from part time salaries to full time salaries, as the council in its discretion may deem appropriate.
 - (2) Changes to an existing current calendar or subsequent calendar year salary of a current county officer during the officer's current term, must be preceded by public notice and public hearing regarding such proposed change as governed by resolutions or ordinances passed by the county council.
 - (3) Future salary changes for a county office applicable in a new term following the current term of that office need not be preceded by a public hearing provided public notice of such future change is given and the change has been duly enacted no later than thirty (30) days prior to the deadline to declare candidacy for election or reelection to that office; otherwise, such future change must be preceded by public notice and public hearing regarding such change as governed by section resolutions or ordinances passed by the county council.

~~Establish by ordinance a compensation plan for all officers, assistants, deputies, clerks, and other employees.~~

- (d) Establish and adopt, by ordinance, a comprehensive administrative code, which shall comprise the rules and regulations governing the procedures, duties and systems of office,



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departmental and agency management, control, accounts, records and reports for all offices, departments and agencies of the county.

- (e) Adopt by ordinance rules of procedure, which may be included as part of the administrative code, governing the time, place, conduct and order of business of its meetings and hearings, and the matter of introduction, publication, consideration, and adoption of ordinances and resolutions.
- (f) Request information from the county executive, and conduct public hearings on matters of public concern to assist in the performance of its legislative responsibilities and for the purpose of investigating any matter pertaining to the county, its business or affairs, or an officer thereof. In connection with such public hearings, the council may require the attendance of witnesses, documents and other evidence, administer oaths and take testimony.
- (g) Provide for an annual independent audit, and if it deems it necessary at any time for a special audit of accounts to be made by a certified public accountant or firm of such accountants.
- (h) Establish and define the duties and functions of appointed boards and commissions deemed appropriate to expedite and facilitate the duties of the council or any office, department or agency of the county.
- (i) Employ on a temporary or permanent basis, professionally qualified experts and consultants to study, assist, advise or prepare reports concerning any aspect of County functions, responsibilities or administration.

Section 4.04 Powers and Duties of the County Executive

The County Executive, as chief executive of the County, shall have the power and it shall be his duty to:

- (a) Carry out programs and policies established by the County Council;
- (b) Direct and organize the management of the County in a manner consistent with the optional plan;
- (c) Faithfully enforce all applicable laws and county ordinances;
- (d) Supervise the official conduct of all county officers and officers of all precincts, districts and other subdivisions of the county (except municipal corporations); see that they faithfully perform their duties, **confer with and make recommendations to the county council concerning whether county officers should be compensated on a full time or part time basis**, direct prosecution for delinquencies and when necessary, require them to renew their official bonds, make reports and present their books and accounts for inspection;
- (e) Appoint persons to all offices which are to be filled by appointment with and upon the advice and consent of the County Council;
- (f) Prepare an annual, tentative budget, ~~as provided in the Uniform Fiscal Procedures Act for Counties~~ **for the county that shall be presented to the County Council for approval;**



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- (g) Supervise and direct personnel management, and other functions of the County delegated to the Executive by State statute ~~or County ordinance~~;
- (h) Conduct planning studies and make recommendations to the **County** Council relating to financial, administrative, procedural and operational plans, programs and improvements in county government; and
- (i) Exercise a power of veto over ordinances enacted by the County Council, including an item veto upon budget appropriations.

Section 5.08 Office of County Clerk

- A. There shall be an office of County Clerk headed by an elected County Clerk. The office of County Clerk shall have all the functions, responsibilities and powers provided by law.
- B. The County Clerk, or ~~one of his deputies or assistants~~ **the County Clerk's designee** shall serve as clerk to the county council.
- C. **The County Clerk, or the County Clerk's designee, shall ensure that for any meeting in the County which must comply with the requirements of the Utah Open and Public Meetings Act, minutes for that meeting are published on the Cache County website and the State of Utah's public notice website within thirty (30) days of the meeting occurring.**
- D. **The County Clerk is designated as the Chief Administrative Officer identified in Utah Code §63-12-103 and 63G-2-401, and shall serve in this role to fulfill those responsibilities identified in state law provisions that relate to records access and management. The Clerk's title of Chief Administrative Officer does not give to that position any other administrative responsibilities that are established under state code as an executive function, duty, or responsibility.**

Section 7.02 Personnel

Cache County ~~hereby may~~ adopts the ~~cCounty pPersonnel mManagement~~ act as described in ~~Chapter 33, Title 17 of the Utah Code as and for its county merit system for all county employees. The County Executive shall exercise all of the powers and functions therein reserved to the "Governing Body" by definition.~~ **Annotated title 17, chapter 33, as amended as and for its county merit system for all county employees not otherwise covered by Peace Officer or Firemen Civil Service merit systems.**



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**A RESOLUTION TO APPROVE THE FILING OF CROSS-APPEAL(S) FOR
2025 CENTRALLY ASSESSED PROPERTY TAX APPEALS**

- (A) WHEREAS, the County Council may pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging its powers and duties pursuant to Utah Code 17-53-223(1); and
- (B) WHEREAS, Utah Code Ann. § 59-2-1007 allows a county to object to an assessment and request a hearing with the Utah State Tax Commission (“cross-appeal”) within sixty days from when an owner of a centrally assessed property objects and requests a hearing (“appeal”); and
- (C) WHEREAS, PacificCorp Inc. having centrally assessed property in Cache County has filed an appeal with the Utah State Tax Commission contesting their 2025 assessment; and
- (D) WHEREAS, it is in the best interest of the County that it file a cross-appeal(s) so that the County can fully participate in the proceedings initiated by the owner(s), including subsequent appeals to the District Court or Utah Supreme Court arising from such proceedings, with the purpose to protect the County’s financial interests and the equality of the tax burdens of taxpayers within its jurisdiction; and

NOW THEREFORE, be it resolved by the County Council of Cache County, Utah, the following:

- 1. That a cross-appeal should be filed by legal counsel and pursued in response to the appeal initiated by PacificCorp Inc.
- 2. That the County Council direct the prosecution of the cross-appeal(s) under the advice of legal counsel, hereby authorizing The Cache County Attorney, through outside retained counsel Thomas W. Peters Esq., to file the necessary cross-appeals to protect the County’s interests.
- 3. That in the event an appeal by an owner not identified above is subsequently discovered, legal counsel is authorized to file a cross-appeal using his discretion to ensure timeliness, but such cross-appeal must be brought before the Council prior to any filing for ratification.



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PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2025.

	In Favor	Against	Abstained	Absent
David Erickson				
Sandi Goodlander				
Nolan Gunnell				
Barbara Tidwell				
Keegan Garrity				
Mark Hurd				
Kathryn Beus				
Total				

CACHE COUNTY:

By: _____
Sandi Goodlander, Chair

ATTEST:

By: _____
Bryson Behm, County Clerk