

CACHE COUNTY COUNCIL WORKSHOP MEETING

May 26, 2026 at 3:30 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, Councilmember JoAnn Bennett, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED: Councilmember Keegan Garrity, Vice Chair Kathryn Beus, Councilmember David Erickson.

Call to Order: 3:30 p.m.

[0:00:00](#) Chair Sandi Goodlander called the workshop session to order. She recognized Whitney Ward from VCBO Architecture, noting that Ward has visited Cache Valley multiple times to assist with the ongoing countywide recreation study. She noted that committee discussions have frequently been circular, but the ultimate objective remains developing a recommendation for a countywide recreation facility plan. Once a consensus is reached, it will be brought to the County Council for a vote to place it on a future public ballot. The purpose of today's workshop is to bring all council members up to speed on the study's evolution and allow for an open discussion.

[0:01:24](#) Whitney Ward provided an overview of the ongoing planning process, explaining that the project is currently navigating a cycle between Phase 1 (information gathering and concept development) and Phase 2 (synthesis and finalization). Ward noted that while a preferred alternative has emerged that satisfies all programmatic criteria, it is also the most expensive option, which severely impacts its overall community viability.

[0:03:43](#) Ward reviewed the results of a robust, two-part community survey, comprising a targeted South Valley survey and a broader Cache County survey.

[0:10:35](#) Ward presented national and regional database benchmarks regarding community recreation center utilization.

[0:17:20](#) Ward explained the steering committee shifted away from analyzing distinct recreation districts and instead evaluated three countywide bonding distribution options:

Option 1: One Centralized Facility: [0:20:22](#) A single, large facility containing a robust gymnasium, a competition-sized lap pool, children's play pools, and future indoor turf expansion. Testing models at the county fairgrounds or 10th West indicated that 70% to 75% of the county population would live within a 15-minute drive. While this is the most construction- and staff-efficient option with the highest fiscal return, the steering committee believes it is politically unviable and unlikely to pass a ballot measure because residents outside Logan would feel it does not meet their needs.

Option 2: Two Facilities – North and South: [0:26:16](#) A north facility positioned near North Logan, prioritizing gymnasiums over indoor turf to complement the Hansen Sports Complex, and featuring a highly functional multi-use pool. It offers potential energy-efficiency partnerships and cost savings by utilizing heat exchange mechanisms, if located adjacent to the Eccles Ice Arena. A south facility would be located in the Nibley/Hyrum zone, featuring limited indoor courts, a small indoor turf footprint, and a matching multi-use pool. Both facilities would preserve footprint space to add full competitive lap pools in the future if high school pools close or school districts seek shared operational partnerships. These two facilities would capture 85% of the county population within a 15-minute drive.

Option 3: Three Facilities – North, South, and Central: [0:31:27](#) Locating distinct facilities in Smithfield, the Logan/North Logan border, and the Nibley/Hyrum zone. This would place a large majority of county residents within a 10-minute drive. However, the collective steering committee consensus is that a three-facility build is too expensive to construct, staff, and operate in the current economic climate.

[0:33:37](#) Ward shared preliminary construction cost estimates for the centers, followed by the operational forecast, financial sufficiency, potential subsidies and bond impact.

[0:42:29](#) Council engaged in discussion about county facilities competing with private facilities, sufficient space for facilities in the proposed locations, public education and relations about the activities of the steering committee and tax increases, historical precedence for countywide taxing efforts, drive-time data, county vs. city operation of the recreation centers, and the possibility of RAPZ funding to cover the operational shortfalls.

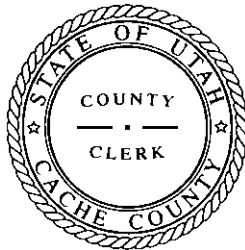
Adjourn: 4:30 PM [0:59:50](#)

Sandi Goodlander

APPROVAL: Sandi Goodlander, Chair
Cache County Council

Bryson Behm

ATTEST: Bryson Behm, Clerk
Cache County Council



SUPPORTING DOCUMENTATION DISCLAIMER

The content of the following attached materials may have been amended, substituted, adopted, or rejected during the open meeting.

To determine the final disposition of any item found in the following materials from here on, please cross-reference it with the Approved Meeting Minutes located at the beginning of this compiled document, or contact the Cache County Clerk's Office at www.cachecounty.gov/clerk to request a copy of any existing final amended, substituted, adopted, or rejected materials from the meeting.



CACHE COUNTY COUNCIL

**Cache County Council Regular Meeting
Media Packet**

May 26, 2026

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



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

PUBLIC NOTICE is hereby given that the County Council of Cache County, Utah will hold a **WORKSHOP MEETING** at **3:30 p.m.** and 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, May 26, 2026.**

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

CACHE COUNTY COUNCIL AGENDA

AMENDED

COUNCIL WORKSHOP – 3:30 p.m.

- 1. Call To Order**
- 2. Discussion on County Recreation Center Study and Potential Ballot Language**
- Whitney Ward, Principal at VCBO
- 3. Call To Order**

REGULAR COUNCIL MEETING – 5:00 p.m.

- 1. Call To Order**
- 2. Opening Remarks – Council Member JoAnn Bennett**
- 3. Review and Approval of Agenda**
- 4. Review and Approval of Minutes**
 - a. 05-12-2026 County Council Workshop Minutes
 - b. 05-12-2026 County Council Regular Meeting Minutes
- 5. Report of the County Executive**
 - a. Appointments
 - b. Other Items
- 6. Items of Special Interest**
 - a. Presentation of the 2025 Bear River Health Department Audit Report
- Jordan Mathis, Bear River Health Department Director
 - b. Substance Abuse & Mental Area Plan
- Jordan Mathis, Bear River Health Department Director
- Trevor Cook, Bear River Mental Health Services Inc. President/CEO

7. Public Hearings – 5:30 p.m.

a. Schedule Public Hearings for June 9, 2026 at 5:30 PM:

- i. Ordinance 2026-30 – Wellsville Safe Storage 2 Rezone
- ii. Ordinance 2026-31 – Richmond City Creek Rezone
- iii. Resolution 2026-17 – Opening and Amending the Cache County 2026 Budget (Third Amendment)

b. Hold Public Hearings at 5:30 PM:

- i. Ordinance 2026-28 – Enacting County Board Per Diem Standards and Planning Commission Compensation

8. Initial Proposals for Consideration of Action

a. Ordinance 2026-28 – Enacting County Board Per Diem Standards and Planning Commission Compensation

- Andrew Erickson, Council Policy Analyst

b. Resolution 2026-15 – Providing Round One Approval to the Poulsen Family Valley View Farm Open Space Application

- Chris Sands, COSAC Chair

- Brian Abbott, Development Services Director

c. Resolution 2026-16 – Providing Round One Approval to the Hat J Ranch Open Space Application

- Chris Sands, COSAC Chair

- Brian Abbott, Development Services Director

d. Resolution 2026-18 – Amending the Cache County Personnel Policy and Procedures Manual Section IX.Q. Cell Phone Policy

- Amy Adams, Cache County OPM Director

9. Pending Items

a. Resolution 2026-06 – Removal of Certain Class B Road Segments from Cache County's Class B Road System

b. Ordinance 2026-21 – Amending Chapter 17.14 on the Resort Recreation (RR) Zone

- Brian Abbott, Cache County Development Services Director

10. Other Business

- a. Nibley Heritage Days Parade June 20, 2026 @ 10:00 AM
- b. Hyrum Independence Day Parade July 4, 2026 @ 10:00 AM
- c. Hyde Park Hometown Days Parade July 18, 2026 @ 10:00 AM
- d. North Logan City Pioneer Day Parade July 24, 2026 @ 10:00 AM
- e. Logan City Pioneer Day Parade July 24, 2026 @ 10:00 AM

11. Council Member Reports

12. Adjourn

- Next Scheduled Regular Council Meeting: June 9, 2026 @ 5:00 PM


Sandi Goodlander, Council Chair

CACHE COUNTY COUNCIL

May 12, 2026 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 JoAnn Bennett, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED:

STAFF PRESENT: Michelle Stanger, Kyla Doyle, Andrew Erickson, Alma Burgess, Rob Johnson, Lisa Aedo.

OTHER ATTENDANCE: Scott Wells, Kristen Johnson, Mary E. Johnson, Paul Guymon, Lyndsay Peterson, Mike Petersen, Sallie Petersen

1. **Call to Order 5:00p.m. – [0:00:04](#)**

2. **Review and Approval of Agenda [0:00:12](#)**

Action: Motion made by Councilmember David Erickson to approve agenda; seconded by Vice Chair Kathryn Beus.

Motion passes.

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

Nay: 0

3. **Review and Approval of Minutes [0:00:25](#)** Councilmember Keegan Garrity requested an amendment to the April 21 minutes on page six regarding the year of the Olympics, correcting it from 2030 to 2034.

Action: Motion made by Councilmember Keegan Garrity to approve minutes with the amendment; seconded by Councilmember JoAnn Bennett.

Motion passes.

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

Nay: 0

4. **Opening and Honor Guard Presentation of the Colors**

a. **Opening Prayer/Statement [0:01:06](#)** Councilmember Nolan Gunnell spoke in recognition of Peace Officers Week. He shared statistics regarding the risks to law enforcement, including the 152 officers in Utah who had lost their lives in the line of duty and emphasized the sacrifices made by law enforcement and military personnel. He called for increased respect and commendation for these individuals.

b. **Presentation of the Colors and Pledge of Allegiance [0:02:37](#)** The Cache County Sheriff's Office Honor Guard performed the presentation of the colors, followed by the Pledge of Allegiance.

c. **Proclamation 2026-02 – Declaring Law Enforcement Week and Peace Officers Memorial Day in Cache County [0:04:14](#)** Chair Sandi Goodlander read a proclamation designating May 15, 2026, as Peace Officers Memorial Day and the week of May 10–16, 2026, as National Law Enforcement Week in Cache County. The proclamation honored the essential role of the Sheriff's Office in safeguarding rights and freedoms.

Action: Motion made by Councilmember Nolan Gunnell to approve Resolution 2026-02; seconded by Vice Chair Kathryn Beus.

Motion passes.

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

Nay: 0

d. **Presentation of Awards/Recognitions [0:06:42](#)** Sheriff Chad Jensen presented several department awards:

[0:07:41](#) Outstanding Achievement: Deputy Von Adams for leading a comprehensive equipment and firearms audit.
[0:08:48](#) Outstanding Achievement: Detective Kolter Cottle for performing off-duty life-saving CPR for 45 minutes.
[0:10:09](#) Outstanding Achievement: Deputy Casey Sutherland for leadership in the motor unit and organizing multi-agency escorts for fallen officers.
[0:11:23](#) Outstanding Achievement: Detective Michael Hepworth for leadership in juvenile crime investigations and improving phone extraction efficiencies.
[0:12:39](#) Life-Saving Award: Sergeant Holly Dixon for life-saving rescue breaths provided to a colleague.
[0:13:43](#) Life-Saving Award: Deputies Jordan Godfrey, Kierstyn Roundy, Victor Estrada, Annika Murnighan, Landon Cook, and Jeremy Kessler, along with Nurse Daisy Martinez, for intervening during an inmate's medical crisis.
[0:15:13](#) Life-Saving Award: Deputies Derek Maughan and Kevin Schaaf for their response to an electrocution emergency.
[0:16:39](#) Outstanding Achievement: Deputy Phillip Vause for creating a 90-page comprehensive inmate booking guide.
[0:18:05](#) Life-Saving Award: Deputy McQuade Allen for rescuing three occupants from a submerged vehicle in sub-freezing river conditions.
[0:19:25](#) Outstanding Achievement: Deputies Esteban Alcantar, Aaron Priest, Ashton Hill, Dillon Hayden, Colton Peterson, Kevin Bennett, and Dallas Neibert for their bravery during a high-risk ambush and standoff involving explosives. Deputy Alcantar was specifically awarded for maintaining his position despite sustaining a broken hand under fire.
[0:23:31](#) Outstanding Achievement: Deputy Daniel Hulse for maintaining professionalism and security within the First District Court.
[0:24:29](#) Outstanding Achievement: Agent Travis Clark for his exemplary work and dedication within the Probation Unit.
[0:25:51](#) Sheriff's Award: Awarded to State Representative Karianne Lisonbee for her decade of advocacy for public safety and legislative reform in the Utah House of Representatives.

5. **Report of the County Executive** [0:30:28](#) Executive George Daines provided a report on the Executive Office's activities. Deputy Executive Curt Webb reported on Powder Mountain, noting that issues regarding service contracts with Weber County were nearing resolution. Executive George Daines provided updates on the airport authority governance documents, discussions regarding an alternate access road at the Smithfield gravel pit, finalizing fairgrounds agreements with Logan City, and tax collection and service rendering under the Fire Protection Board. He explained plans to ensure Logan residents are not taxed for county fire services they do not receive.
6. **Items of Special Interest** [0:35:19](#) Chair Sandi Goodlander elected to discuss items of special interest after the public hearings.
7. **Public Hearings**
 - a. **Schedule Public Hearings for May 26, 2026 at 5:30 PM:** [0:35:32](#)
 - i. Ordinance 2026-28 – Enacting County Board Per Diem Standards and Planning Commission Compensation
Action: Motion made by Vice Chair Kathryn Beus to schedule a public hearing for Ordinance 2026-28 on May 26, 2026 at 5:30 PM; seconded by Councilmember Mark Hurd.
Motion passes.
Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0
 - b. **Hold Public Hearings at 5:30 PM:**
 - i. Ordinance 2026-20 – River Side 2 Rezone [0:36:06](#) Development Services Director Brian Abbott presented a request to rezone 15.47 acres near Paradise from A10 to RU5 to allow for the creation of additional lots. He noted the Planning Commission recommended approval 6-0. [0:38:58](#) Wayne Ruud, Travis Ruud, and Cody Ruud spoke in favor, stating the rezone would allow their family to build homes and continue farming the land.
Action: Motion made by Vice Chair Kathryn Beus to close public hearing on Ordinance 2026-20; seconded by Councilmember Nolan Gunnell.

Motion passes.

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

Nay: 0

- ii. Ordinance 2026-21 – Amending Chapter 17.14 on the Resort Recreation (RR) Zone [0:41:26](#) Planning Manager Angie Zetterquist presented amendments to Chapter 17.14.040 to bring the code into compliance with state law, specifically replacing development agreements with codified development standards.

Action: Motion made by Councilmember David Erickson to close public hearing on Ordinance 2026-21; seconded by Councilmember Mark Hurd.

Motion passes.

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

Nay: 0

- iii. Ordinance 2026-23 – Enacting Chapter 3.88.030 of the County Code Regarding Levies [0:47:40](#) Auditor Matt Funk explained that this ordinance would split the general fund into two levies to properly allocate fire department taxes away from Logan City residents. [0:49:12](#) Paul Guymon spoke in opposition, arguing that the change constituted a tax increase for unincorporated residents and expressed frustration over rising property valuations.

Action: Motion made by Councilmember David Erickson to close public hearing on Ordinance 2026-23; seconded by Councilmember Nolan Gunnell.

Motion passes.

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

Nay: 0

Items of Special Interest

- a. Bear River Mental Health Audit Presentation [0:51:17](#) Bear River Mental Health Finance Director Rob Johnson presented the annual independent audit for Bear River Mental Health. He reported a clean audit and highlighted that \$599,000 in county funds leveraged \$21 million in total revenue for services. Councilmember David Erickson questioned the length of the auditor’s contract. Chair Sandi Goodlander confirmed that this audit did not yet reflect any changes due to the future integration with Bear River Health Department. Vice Chair Kathryn Beus asked about a \$500,000 sale of assets and Rob Johnson explained that the health department had bought out their share of a facility in Tremonton. Executive George Daines inquired about the high cash balance on the sheet, which Rob Johnson explained was earmarked for a new receiving center and housing projects. Executive George Daines inquired about the organization’s debt and commended the organization’s financial situation. Councilmember JoAnn Bennett questioned the lack of elected officials on the organization’s board. Rob Johnson explained that, after speaking with county attorneys, they had decided it may be a conflict of interest.
- b. ARPA Funds Report [0:59:55](#) Grant Administrator Alma Burgess provided a status update on American Rescue Plan Act (ARPA) funds. Of the \$25 million received, 67 projects were complete. Burgess reported that all funds were successfully obligated by the December 2024 deadline and must be fully expended by December 31, 2026. As of the meeting date, approximately \$93,000 remained to be spent. He identified several projects that remained on target for summer completion. He noted approximately \$36,700 in unobligated funds from BRAG and the Public Defender’s office and recommended reallocation. The council determined to discuss the reallocation at the June 1 Appropriations meeting.
- c. RAPZ and Restaurant Tax Program Recommendation [1:09:52](#) Alma Burgess presented the 2026 recommendations for Recreation, Arts, Parks, and Zoo (RAPZ) and Restaurant tax funds. There were 89 applications totaling \$6.8 million in requests, with \$4.69 million recommended for funding.

8. Initial Proposals for Consideration of Action

- a. **Ordinance 2026-20 – River Side 2 Rezone** [1:13:23](#) Councilmember Nolan Gunnell asked how many additional lots could be allowed. Director Brian Abbott answered that it would depend on the results of a survey. The council discussed the proximity of the RU5 zone to other similar zones. Director Brian Abbott clarified that proximity to the city was a factor in the recommendation.

Action: Motion made by Councilmember David Erickson to suspend rules and approve Ordinance 2026-20; seconded by Councilmember Nolan Gunnell.

Motion passes.

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

- b. **Ordinance 2026-21 – Amending Chapter 17.14 on the Resort Recreation (RR) Zone** [1:16:11](#) Chair Sandi Goodlander expressed a desire for more time to review the ordinance. Councilmember Keegan Garrity asked about adding a chair lift, which would go through a zoning clearance application. Councilmember JoAnn Bennett asked if the development agreement process removed the council from the process. Councilmember Nolan Gunnell asked for clarification about the interlocal agreements for Powder Mountain, such as EMS and Fire agreements with Weber County, and if the county will earn more in taxes than it will pay Weber County to service the area. Councilmember David Erickson asked about the changes being made to the development standards to accommodate this large project in the masterplan. Councilmember Keegan Garrity asked about determining how much of the zone should be accessible to the public.

No action taken.

- c. **Ordinance 2026-23 – Enacting Chapter 3.88.030 of the County Code Regarding Levies** [1:25:31](#) Councilmember Keegan Garrity addressed the public comment regarding taxes, explaining the difference between property valuation and tax rates. He pushed back on the idea that road taxes should be individualized, noting that emergency services, delivery vehicles, and the broader community rely on the entire road network. He noted that Logan residents already pay for a fire department that adequately services them and should not need to subsidize fire services for the rest of the county. Chair Sandi Goodlander reminded the public that the county has tools available to show residents their specific property tax history over the last five years to clear up misunderstandings regarding valuation vs. rate increases. [1:30:05](#) Executive George Daines offered a critique of the state's "Truth in Taxation" laws, saying they encourage misunderstandings. He argued that the state legislature benefits from natural revenue growth through income tax without being labeled as "tax increasers," whereas counties are penalized for property value growth. He acknowledged that while all residents benefit from fire prevention (e.g., preventing forest fires), the current allocation is disproportionate. He stated that the goal of the ordinance is to reach a rational balance of proper allocation and equalization across all 19 cities.

Action: Motion made by Councilmember Nolan Gunnell to suspend rules and approve Ordinance 2026-23; seconded by Councilmember Mark Hurd.

Motion passes.

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

- d. **Ordinance 2026-25 – Enacting Appointment and Advice and Consent Procedures** [1:33:32](#) Policy Analyst Andrew Erickson presented an ordinance to formalize the administrative procedures for county appointments and standardize the advice and consent process between the Executive and Legislative branches. The ordinance requires that names of appointees be submitted to the council seven days prior to a meeting to allow for adequate vetting. It also grants councilmembers the authority to request a resume or curriculum vitae (CV) for any appointee. Councilmember Keegan Garrity inquired about the status of mandatory background checks for board members. Andrew Erickson clarified that background check requirements are being explored as a separate proposal for the administrative code. Councilmember Nolan Gunnell asked about the interaction of this ordinance with the previously passed ordinance required the tracking of all appointments by the county clerk. Executive George Daines

expressed support for the measure, stating that the Council needs more time to be thoughtful about appointments, especially for high-responsibility roles like the Airport Authority. Chair Sandi Goodlander expressed concern regarding the formality of a full resume for small boards (e.g., cemetery districts). Executive Daines and Chair Goodlander agreed that the level of detail requested should be appropriate to the position's responsibilities. Councilmember David Erickson stated that the seven-day requirement will solve most issues as it gives the council time to deliberate and ask about an individual's qualifications.

Action: Motion made by Councilmember Keegan Garrity to suspend rules and approve Ordinance 2026-25; seconded by Councilmember David Erickson.

Motion passes.

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

Nay: 0

- e. **Ordinance 2026-26 – Enacting a Prohibition on the Feeding of Wild Animals** [1:45:07](#) Policy Analyst Andrew Erickson presented an ordinance originally requested by the Sheriff's Office to address public safety issues caused by the intentional feeding of wildlife, specifically aimed at mitigating problems with wild turkeys in the Mendon area, which have caused property and vehicle damage. The ordinance also aims to prevent chronic wasting disease and reduce animal-vehicle collisions. Andrew Erickson recommended an amendment based on legal counsel from Attorney Dane Murray to remove 'presumption of intent' language. Councilmember Nolan Gunnell shared concerns regarding farmers who unintentionally attract wildlife through hay stacking or agricultural practices. Attorney Dane Murray stated that the purpose of this ordinance was not to punish well-intentioned citizens and that is why the first offense only results in a warning.

Action: Motion made by Councilmember David Erickson to suspend rules and approve Ordinance 2026-26 with the proposed technical amendments; seconded by Councilmember Mark Hurd.

Motion passes.

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

Nay: 0

- f. **Ordinance 2026-27 – Amending the Cache County Personnel Policy and Procedures Manual Section IX.Q. Cell Phone Policy** [1:55:23](#) Chair Sandi Goodlander noted that Office of Personnel Management Director Amy Adams requested that this item be continued to a future meeting as the proposal was not yet ready for presentation.

No action taken.

- g. **Resolution 2026-14 – Providing Consent to the Nielsen-Ropelato Annexation and Allowing for the Creation of an Unincorporated Island Within the County** [1:55:29](#) Director Brian Abbott presented a resolution for the Nielson/Ropelato annexation into Nibley City, which would create an unincorporated island. He confirmed Nibley would take over the entire right-of-way. Vice Chair Kathryn Beus provided a public disclosure, noting that she owns property adjacent to the land in question.

Action: Motion made by Councilmember David Erickson to approve Resolution 2026-14; seconded by Councilmember Nolan Gunnell.

Motion passes.

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

Nay: 0

9. **Pending Action** [1:58:52](#)

- a. **Resolution 2026-06 – Removal of Certain Class B Road Segments from Cache County's Class B Road System**

No action taken.

[1:59:10](#) Chair Sandi Goodlander noted that the recommendations from the RAPZ committee needed to be voted on by the council. Executive George Daines mentioned that Zootah had reached out to him about a cash shortfall and was requesting the immediate approval of their application so that funds could be distributed the following day.

Councilmember Keegan Garrity requested a clarification on the scoring process and criteria used by the RAPZ board for public transparency. He noted a few specific projects of interest, including Cache Trails Alliance (Item 18), which requested \$30,000 but received no funding recommendation. Councilmember David Erickson explained the scoring system. It was noted that the Cache Trails Alliance application lacked sufficient details, resulting in its defunded recommendation. Vice Chair Kathryn Beus explained that Grant Administrator Alma Burgess identified a minor mathematical error after the committee meeting, which revealed a slightly larger fund balance than initially reported. She noted that the board heavily favors projects that act as financial investments by drawing outside visitors who spend money at local restaurants, effectively replenishing the tax fund. Councilmember Garrity questioned why the Hyrum City East Park Improvements (Item 40) requested \$40,000 but received a recommendation of zero. The council confirmed that they will be returning to a strict enforcement of its two-year completion rule. Councilmember David Erickson raised a cautionary concern regarding an emerging trend of newly formed Limited Liability Companies (LLCs). He observed that multiple distinct corporate entities appeared to be applying for funds to support identical underlying groups. Executive George Daines highlighted a recent, aggressive effort within the Utah State Legislature to eliminate the restaurant portion of the tax program. He strongly advised the county to do a better job of publicizing the direct local benefits of the RAPZ program to build public support. Councilmember Keegan Garrity concurred, comparing it to successful public relation campaigns executed for county open-space bonds. [2:12:05](#) Vice Chair Kathryn Beus proposed an amendment for Item 47 to increase the allocation for the Logan Community Foundation/Cache Theatre Company to \$100,000 to fund their four production, as they had mistakenly reported two productions on their application, resulting in a \$50,000 recommendation. Councilmember Nolan Gunnell questioned whether a \$100,000 award for a single community theater group was equitable when compared to the smaller total project amounts awarded to entire municipal towns. Vice Chair Kathryn Beus moved to amend Item 47 from \$50,000 to \$100,000, with Councilmember David Erickson seconding. Councilmember Keegan Garrity asked what claw back mechanisms exist if a theater group fails to deliver the promised number of productions. Vice Chair Kathryn Beus stated that the primary enforcement mechanism occurs during the subsequent year's application cycle, where past failures to perform result in severe scoring penalties and reduced funding.

Action: Motion made by Vice Chair Kathryn Beus to amend Item 47 to recommend an allocation of \$100,000, rather than \$50,000; seconded by Councilmember David Erickson.

Motion passes.

Aye: 6 David Erickson, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 1 Nolan Gunnell

Action: Motion made by Councilmember Keegan Garrity to approve the RAPZ and Restaurant Tax Program recommendations as amended; seconded by Vice Chair Kathryn Beus.

Motion passes.

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

Nay: 0

10. Other Business [2:18:07](#)

- | | |
|---|--------------------------|
| a. Richmond Black and White Days Parade | May 16, 2026 @ 5:00 PM |
| b. Nibley Heritage Days Parade | June 20, 2026 @ 10:00 AM |
| c. Hyrum Independence Day Parade | July 4, 2026 @ 10:00 AM |
| d. Hyde Park Hometown Days Parade | July 18, 2026 @ 10:00 AM |
| e. North Logan City Pioneer Day Parade | July 24, 2026 @ 10:00 AM |
| f. Logan City Pioneer Day Parade | July 24, 2026 @ 10:00 AM |

11. Council Member Reports

JoAnn Bennett – [2:19:03](#) Reported on upcoming concerts and movies at the Tabernacle and Logan Center. [2:21:00](#) Councilmember JoAnn Bennett commented on how hard it is to add items to the agenda and recommended the council publish how members of the public can submit items to be considered by the council.

Keegan Garrity – [2:19:36](#) Highlighted "Bike to Work Week" and upcoming COSAC agenda items.

Nolan Gunnell – [2:24:09](#) Expressed support for increasing the Planning Commission's compensation.

David Erickson – [2:24:44](#) Noted the start of summer town celebrations and parades. He mentioned that the council should be visible at these celebrations.

Mark Hurd – [2:25:12](#) Reported on multiple meetings regarding the Airport Authority and the Smithfield gravel pit. County Attorney Dane Murray mentioned that the Logan City Attorney had been out of town and unable to review the documents involving Logan City.

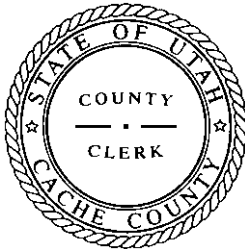
Executive George Daines – [2:27:07](#) Proposed purchasing America 250 commemorative coins/pins for all county employees at a cost of approximately \$2,000. The council expressed consensus to proceed.

Sandi Goodlander – [2:29:18](#) Reported on regular leadership meetings with the Executive and participation in COG and Health Department audits.

Adjourn: 7:30 PM [2:30:15](#)

APPROVAL: Sandi Goodlander, Chair
Cache County Council

ATTEST: Bryson Behm, Clerk
Cache County Council



CACHE COUNTY COUNCIL WORKSHOP MEETING

May 12, 2026 at 3:30 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 JoAnn Bennett, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED: None.

Call to Order 3:30 PM – [0:00:00](#)

Chair Sandi Goodlander called the workshop session to order. The purpose of the meeting is to hold an internal council discussion to bring all members up to speed on the current operations, governance, legalities, and taxing structures of the Cache County Fire District.

[0:00:53](#) Vice Chair Kathryn Beus and Councilmember David Erickson provided the historical background of the Cache County Fire District Board. Because county fire services were funded through the county's General Fund, Logan City residents faced double taxation (paying for both Logan Fire and County Fire). Last year, the board expanded to include 7 members: the County Executive, two county council members (North and South), and four municipal mayors. Council members confirmed that incoming mayors from recent elections went through the proper advice, consent, and advertisement protocols to fill board vacancies.

[0:05:07](#) Chief Brady George presented a summary of existing operational configurations.

[0:07:15](#) Vice Chair Kathryn Beus explained how smaller departments worry about losing operational autonomy and infrastructure investments by joining a countywide district completely. Leaving the special service district requires a rigid 18-month feasibility study, signature collection, and a ballot measure. The council previously approved a transition to an all-elected fire board but this ordinance stalled out when presented for the fire board's approval. The County Executive has proposed an amendment to expand the Board of Trustees from 7 to 11 members to improve countywide representation.

[0:16:23](#) County Executive George Daines walked through a comprehensive financial memo establishing a tax shift to avoid double-taxing Logan residents for EMS/Fire services. Executive George Daines also explained there is a disparity between incorporated residents and unincorporated residents. Unincorporated residents currently receive services comparable to city residents without paying an equivalent municipal fire tax. He proposed implementing a municipal services levy on unincorporated property.

[0:34:04](#) The fire district will collect the funds and disperse them back to individual cities based on tax footprint via interlocal agreements. Monies are legally locked exclusively for Fire/EMS use. The Fire District will retain 10% of collected funds (~\$300,000 to \$400,000) during the first year to cover countywide administrative costs, training, and wildland fire support. To offset their tax exclusion, Logan City has agreed to take over full funding and operational responsibility for surrounding county zones they previously charged the county \$100,000 annually to cover (College/Young Ward, Logan Canyon, and local forestry zones). Council members raised questions about high-risk areas like Scare Canyon and Flat Road paying their fair share. Under House Bill 48 (Wildland Urban Interface), the state runs high-risk risk analyses. The county cross-references parcel maps with 5-year aerial photography to catch unpermitted or unassessed mountain properties to bring them into the tax system. Legal Counsel noted that under state codes 17B-1-1001(3) and 17B-1-103, an appointed board can pass tax increases but must provide a full report, go through an independent Truth in Taxation process, and hold an open public hearing before the County Council.

[0:51:43](#) Executive George Daines explained that there will be an interlocal agreement between the county and the fire district that will protect unincorporated residents and allow the county to raise funds by taxing only unincorporated residents. Councilmember David Erickson expressed concern that the taxes of unincorporated residents will be raised without seeing an increase in services. Councilmember Keegan Garrity asked about the number of taxing entities in the county and the procedure they follow to increase taxes. Legal Counsel noted that the fire district is contractually obligated to move to an elected board before May of 2028.

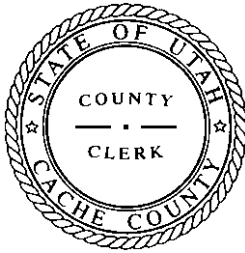
[0:59:26](#) Wellsville Mayor Chad Lindley thanked the Executive and his staff for navigating this restructuring. He noted that he would like more input from stakeholders on the Fire/EMS Services side. He reported that Wellsville recently proposed moving its

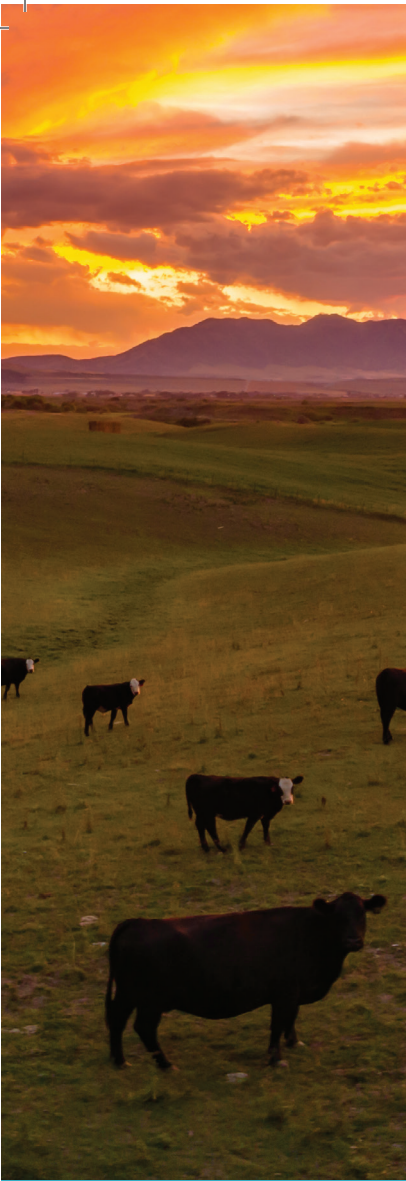
local mill levy to eight mills with zero public blowback, signaling that residents prioritize robust protection. He noted that while local mayors remain somewhat divided, a cohesive, unified approach is necessary to ensure safety needs are met countywide.

Adjourn: 4:30 PM [1:02:17](#)

APPROVAL: Sandi Goodlander, Chair
Cache County Council

ATTEST: Bryson Behm, Clerk
Cache County Council





2025

BEAR RIVER HEALTH DEPARTMENT ANNUAL REPORT

Bear
Health *River*
Department





A MESSAGE FROM OUR DIRECTOR

Effective public health relies on strong relationships and long-term investments in the community, leading to consistent progress rather than just one-time achievements.

A primary goal for 2025 was to strengthen our organization from within. By reviewing and incorporating feedback from our workforce, we have improved communication and recognition, enabling our teams to feel more supported, connected, and committed. This enhancement improves our collaboration with community partners, helping to address the evolving needs of our community and ensuring greater access to healthy opportunities for everyone.

While challenges still exist, we are dedicated to learning, adapting, and focusing on what truly matters. This annual report highlights our progress and showcases the commitment of our team and partners. I take pride in the work accomplished by our team and partners in their ongoing pursuit of achieving a vision of Healthy People in Thriving Communities.

Sincerely,

Jordan D. Mathis
Executive Director / Health Officer





BUILDING A GREAT ORGANIZATION

The Bear River Health Department will be recognized as a leader in public health for its excellent performance.

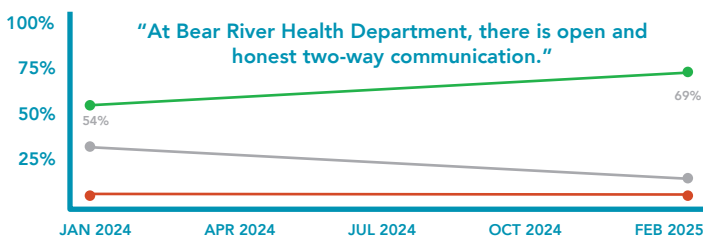
Bear River Health Department (BRHD) is committed to being a great organization and a leader in public health by fostering a positive workplace culture and an engaged workforce. Employee feedback helps guide this effort by identifying strengths, highlighting opportunities, and tracking progress.

Teamwork remains a key part of BRHD's success, with 87% of team members reporting they feel part of a team. Open, honest communication has also improved, increasing from 54% in 2024 to 69% in 2025.

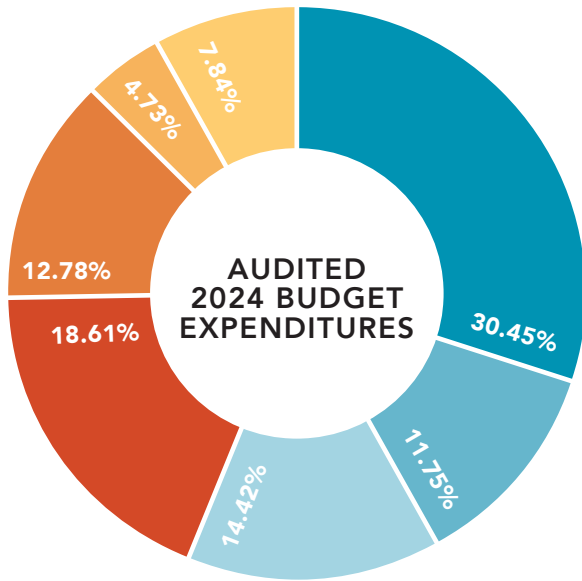
Recognition of team members' contributions also grew significantly, with agreement that the right people are recognized rising from 61% to 78%. At the same time, the percentage of staff who reported knowing what they need to do to succeed in their roles increased from 84% to 95%.

Perceptions of leadership also improved, with the belief that leaders recognize the importance of people to the organization's success increasing from 72% to 80%.

These results reflect continued progress toward building a supportive, connected,

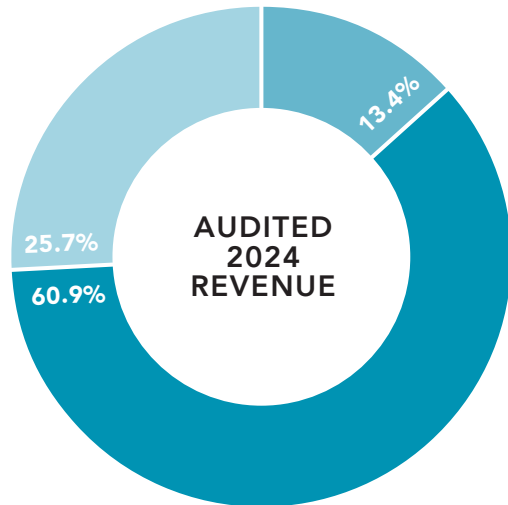


and high-performing organization while strengthening BRHD's ability to deliver excellent public health services.



INDIVIDUAL & FAMILY SERVICES	\$4,656,982.89
BEHAVIORAL HEALTH SERVICES	\$2,845,437.73
COMMUNITY HEALTH SERVICES	\$2,204,602.65
EMERGENCY SERVICES	\$1,955,079.85
ENVIRONMENTAL HEALTH SERVICES	\$1,707,447.25
CAPITAL OUTLAY	\$1,199,424.47
SUPPORT SERVICES	\$723,859.77
TOTAL	\$15,292,832.61

FEES	\$3,923,127.59
CONTRACTS	\$9,313,109.70
COUNTY TAXES	\$2,048,140.04
TOTAL	\$15,284,377.33





COMMUNITY PARTNERSHIPS

The Bear River Health Department will strengthen relationships that will result in the improved health of our citizens.

COMMUNITY PARTNERSHIPS IN ACTION: RAPID MEASLES RESPONSE

In September 2025, Bear River Health Department (BRHD) demonstrated the strength of its community partnerships during a time-sensitive public health response involving measles exposure among infants in Northern Utah.

After learning that 11 infants in the district had been exposed to measles at a local healthcare clinic, BRHD quickly coordinated with the Utah Department of Health and Human Services (DHHS) and Intermountain Health to protect those most vulnerable. The situation required quick action, as all exposed infants were under one year of age and therefore not yet eligible to receive the measles-mumps-rubella (MMR) vaccine.

Measles is a highly contagious viral disease that can lead to serious complications in young children, including pneumonia, brain swelling, seizures, and, in rare cases, death. For infants who are too young to be vaccinated, post-exposure prophylactic immune globulin is one of the few available tools to prevent infection. However, this treatment must be administered within six days of exposure to be effective.

Within hours, families were notified of the exposure. Working closely with healthcare and state partners, BRHD helped organize access to the post-exposure prophylactic immune globulin. A special clinic was offered the following day in collaboration with DHHS and Intermountain Health, allowing nine infants to receive preventive treatment locally. Two additional infants were referred to

hospital settings to safely receive treatment through intravenous administration due to their size.

Clear communication and coordinated planning across agencies ensured all exposed infants received appropriate care within the required timeframe. As of follow-up monitoring, none of the infants developed symptoms of measles.

This incident highlights the importance of strong partnerships, rapid communication, and preparedness in protecting community health. Through collaboration with healthcare systems and state partners, BRHD was able to respond swiftly and effectively to protect some of the district's most vulnerable residents.





ACCESS TO OPPORTUNITIES

The Bear River Health Department will provide opportunities to live healthy lifestyles and thrive within the community.

Mental health and suicide prevention continue to be important needs in the Bear River Health District. Even with limited funding, Bear River Health Department (BRHD) has worked to address these challenges through new and collaborative approaches. Our district has strong community support and the foundation needed to grow suicide prevention efforts. To help strengthen and sustain this work, BRHD applied for and received a five-year Comprehensive Suicide Prevention Grant from the Utah Department of Health and Human Services.

BRHD also brought together key partners to create a coordinated five-year suicide prevention plan. This plan helps local agencies work toward the same goals and use shared strategies to better support residents.

In addition, a regional Suicide Fatality Review Board has been formed with representatives from BRHD, behavioral health providers, school districts, hospitals, law enforcement, and Utah State University. Led by Dr. Michael Staley from the Office of the Medical Examiner, the board reviews suicide deaths to better understand where gaps in services may exist and where prevention efforts can be improved. Findings will be shared with the Postvention Workgroup to guide future community solutions.

These efforts support BRHD's goal of helping people live healthier lives and thrive by improving access to prevention resources, strengthening local support systems, and working together to reduce suicide risk across the region.



HEALTHIEST PEOPLE

The people of the Bear River Health District will be among the healthiest of the state.

Bear River Health Department's (BRHD) goal is to help people in the Bear River Health District be among the healthiest in the state. Achieving this requires clear, reliable data to understand community needs and measure progress.

Like many health departments, BRHD has faced challenges with outdated data systems and limited staff capacity. In 2024, BRHD was selected to participate in the CDC Foundation's Workforce Acceleration Initiative, which provided support for two specialized roles focused on improving data management and use.

In 2025, this expertise helped strengthen how the department measures progress and performance. Staff worked together to identify meaningful measures, build a dashboard to track key outcomes, and have clearer discussions about what is working and where improvements are needed. This shift supports more intentional, data-informed decision-making to better serve community health.

BRHD has since applied to continue and expand this work by sharing lessons learned with other rural health departments, helping strengthen public health data systems and support healthier communities across Utah.



Scan the QR code to explore our interactive community health dashboard and see BRHD's impact across Cache, Rich, and Box Elder counties. The dashboard will launch in December 2026 and is supported by the CDC Foundation.

LEADING CAUSES OF DEATH

The information below represents the age-adjusted rate for the ten most common causes of death in the Bear River Health District per 100,000 population. (Data was obtained from IBIS-PH, Utah's Public Health Data Resources, for 2025.)

CAUSE OF DEATH	BRHD 2024	BRHD 2025	TREND	UTAH 2024	UTAH 2025	TREND
Heart Disease	147.6	129.3	↓ 12.40%	130.8	129.9	↓ 1.13%
Cancer	101.4	102.9	↑ 1.48%	106.0	104.8	↓ 0.69%
Alzheimer's Disease	40.4	36.5	↓ 9.65%	29.2	29.2	↔
Unintentional Injury	29.3	28.4	↓ 3.07%	41.4	37.5	↓ 20.97%
Stroke	25.0	26.4	↑ 5.6%	26	26	↔
Diabetes	20.2	18.7	↓ 7.43%	20.5	21.0	↑ 2.44%
Chronic Lower Respiratory Disease	17.3	17.3	↔	26.1	24.4	↓ 7.28%
Nutritional Deficiencies	15.09	13.9	↓ 12.58%	11.3	12.0	↑ 6.19%
Suicide	17.8	13.9	↓ 21.91%	18.7	18.8	↑ 0.53%
Kidney Disease (Nephritis, nephrotic syndrome & nephrosis)	9.1	13.0	↑ 42.86%	11.7	10.8	↓ 7.69%

*2025 data is provisional

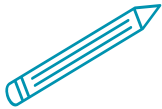
BEAR RIVER HEALTH DEPARTMENT SOCIO-DEMOGRAPHIC SNAPSHOT



POPULATION BY COUNTY

(2025, KEM C. GARDNER POLICY INSTITUTE)

CACHE: 145,865
BOX ELDER: 62,911
RICH: 2,812



EDUCATION (2024, US CENSUS)

Percentage of the population, ages 25 years and older
with a high school degree

CACHE: 95.0%
BOX ELDER: 92.6%
RICH: 95.5%



INCOME (2019-2023, US CENSUS)

Median Household Income, 5-year estimate in 2022 dollars

CACHE: \$81,078
BOX ELDER: \$77,865
RICH: \$76,875
UTAH: \$96,658



POVERTY (2019-2023, US CENSUS)

Percentage of residents who live below poverty level

CACHE: 9.9%
BOX ELDER: 8.6%
RICH: 9.5%
UTAH: 8.3%



HEALTH INSURANCE

(2019-2023, US CENSUS) Percentage of the
population under age 65 without health insurance coverage

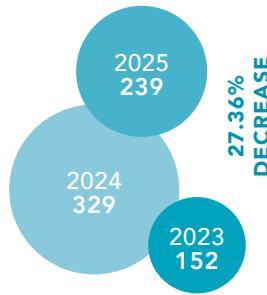
CACHE: 7.3%
BOX ELDER: 9.1%
RICH: 9.2%
UTAH: 8.3%

INDIVIDUAL & FAMILY HEALTH SERVICES

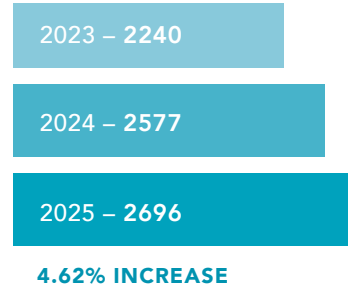
	2023	2024	2025	% Change from Last Year
# of STI Cases (gonorrhea, HIV, syphilis)	448	380	305	↓19.74%
TB Monitoring & Follow-Up Visits	104	123	124	↑0.81%



2 Year Olds Who Are Fully Vaccinated



High-Risk Expectant Mothers Visited by a BRHD Nurse



Mothers & Babies Enrolled in Medicaid Visited by a BRHD Nurse

ENVIRONMENTAL HEALTH SERVICES

FOOD PERMITS ISSUED



PERMANENT FACILITIES

MOBILE FACILITIES

TEMPORARY FACILITIES

FOOD FACILITY INSPECTIONS



PERMANENT FACILITIES

MOBILE FACILITIES

TEMPORARY FACILITIES

WOMEN, INFANTS, & CHILDREN (WIC) SERVICES

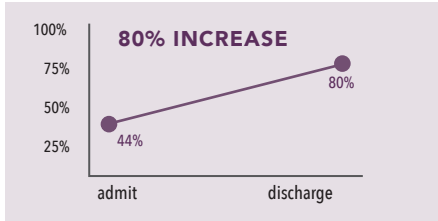
INDIVIDUALS SERVED IN WIC PROGRAM



BEHAVIORAL HEALTH SERVICES

Individuals Provided Mental Health Services

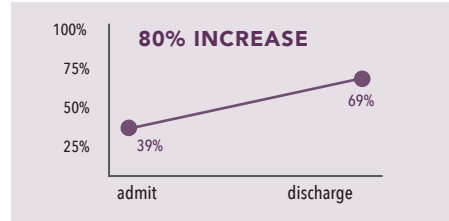
2023	2024	2025	% CHANGE
209	118	330	↑179.66%



Increased Alcohol Abstinence from Beginning of Treatment Episode to End of Episode

Individuals Provided Substance Abuse Treatment

2023	2024	2025	% CHANGE
1059	1211	881	↓27.25%



Increased Drug Abstinence from Beginning of Treatment Episode to End of Episode

DRUG COURT	BRIGHAM CITY 2024	BRIGHAM CITY 2025	TREND	CACHE 2024	CACHE 2025	TREND
Participants Served	36	37	↑ 2.78%	37	37	↔ 0%
New Intakes	13	16	↑ 23.08%	17	12	↓ 29.41%
Drug Court Graduates (Successful Discharge)	5	9	↑ 80%	10	14	↑ 40%
Drug Court Unsuccessful/Non-compliant Participants	8	4	↓ 25%	5	7	↑ 40%

COMMUNITY HEALTH SERVICES

894

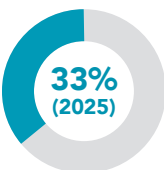
Number of participants attending evidence based mental health & suicide prevention training (2025)



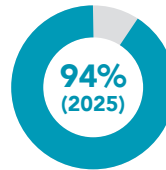
Car seat inspection participants report car seat knowledge improved from **66%** to **98%** on the post-test.

% OF TOBACCO RETAILERS COMPLIANT WITH UNDERAGE SALES LAWS

2023	2024	2025	% CHANGE
91.13%	94%	97.78%	↑4.02%



Participants completing the national diabetes prevention program who achieved the 4-7% weight loss goal.



Prime for Life (MIP/DUI Class) participants who report they are very likely or extremely likely to follow the low risk alcohol and drug guidelines.



OUR MISSION

Assure excellence in delivering public health services in Box Elder, Cache, and Rich counties.



OUR VISION

Healthy People in Thriving Communities



OUR VALUES

Integrity, Respect, Commitment

BEAR RIVER HEALTH DEPARTMENT BOARD OF HEALTH



Lee Perry
Board Chair,
Box Elder County
Commissioner



Randy Williams
Board Vice Chair,
Emerita Faculty,
Utah State University



Bill Cox
Rich County Commissioner



Sandi Goodlander
Cache County Council



Cheryl Atwood
Executive Director of Options
for Independence Box Elder,
Cache & Rich counties



Kevin Hall
Owner, Peach City Restaurant



Cade Palmer
Chief Deputy, Box Elder
County Sheriff's Office



Dr. Yohanna S. Vernon
Pediatrician



Dr. Rebecca Echols
Veterinarian



Bear
Health *River*
Department

*Front Cover Photos: Lisa Larsen, Bear Lake;
William Phelps, Utah State University & Newton Farmlands*



Utah Department of

Health & Human Services

Integrated Healthcare

SUMH G&O Narrative

State Fiscal Year 2027

Local Authority: Cache Co/BRHD

Table of Contents

Table of Contents	2
Overview	3
Governance and Oversight	4
General Auditing	4
Fiscal Auditing	4
Subcontractor Auditing Tools	5
Mechanisms for Citizen Input	5
Policies and Procedures Auditing	6

Overview

The purpose of this document is to meet contract compliance with the Local Authorities (LA) "Evergreen Contract" Article 1.2. "Office Directives" refers to the annual instructions promulgated by Department of Health and Human Services (DHHS), Office of Substance Use and Mental Health (SUMH), identified in Utah Code §26B-5-102(2). These directives describe the use and allowable expenditure of state and federal funds for the purpose of mental health and substance use prevention, crisis, treatment, and recovery support services.

This document is designed to be an addendum to the "Evergreen Contract". It is updated prior to the start of the State Fiscal Year and may be updated during the State Fiscal Year when approved by the SUMH director or designee. DHHS will alert LA leadership via email to any updates to this document after the start of the State Fiscal Year. The LA is responsible to review both the "Evergreen Contract" and this document to ensure contract compliance.

Governance and Oversight (G&O)

General Auditing

Describe how auditing will be conducted, what items will be monitored and how required documentation will be kept up to date. [State Code 26-B-5-102\(2\)\(ee\)](#)

Audits occur across all aspects of the company operations. Medicaid conducts the PMV, HEIDIS, ISCAT, EQRO, PIP, Network Adequacy, Quarterly Report, and other audits as warranted by Medicaid. DHHS/OSUMH conducts various audits including the Site Visit and reviews this Area Plan.

The Office of Licensing performs a licensing audit annually.

Fiscal Auditing occurs as well as noted below. An independent financial audit occurs each year, with next year for the first time being a single audit. The financial audit is presented to Cache, Box Elder, and Rich Counties annually. Medicaid also looks at BRBH's finances during the Profitability Report and MLR.

The Department of Workforce Services looks at our unemployment and payroll.

BRBH files a report with OSHA on a yearly basis.

The Utah Retirement System also audits BRBH regularly.

BRBH also performs multiple inhouse audits on charts, peer review audits, subcontractor audits, and other audits as the need arises.

Fiscal Auditing

The [Service Code Auditing Guidelines](#) identify the mental health and substance use

disorder treatment service codes that require documentation of services to be uploaded by spreadsheet for the audit. Services that can not be described by CPT/HCPCS code such as prevention, FRF and MCV (MCOT Vehicle costs) can be audited by providing a summary of invoices billed to Kissflow. There shall be a tab for each funding code utilized in the fiscal year.

Service Code Auditing Guidelines
The service code auditing guidelines are located at the end of the FFY for the Fiscal Year. These are the guidelines that the auditor uses to justify year end costs:
Has the LA read the guidelines provided in the FFH? Yes
Are there any issues with complying with these guidelines with any service code allocated to you for FY27? No
If there are any issues please identify each code and give an explanation:

Subcontractor Auditing and Tools
A list of subcontractors/subrecipients shall be provided prior to the audit. The subcontractor monitoring tool developed by SUMH shall be used in monitoring subcontractors. Subcontractor audits should be designed to evaluate the quality of services being provided, identify areas for improvement or training of subcontractors to help improve outcomes, ensure compliance with statute and office directives and provide accountability for state and federal funding. Explain how you use the provided state monitoring and other tools developed to fulfill the requirement of annually monitoring each subcontracted provider. (See FY27 Office Directives Subcontractor Monitoring Review (1) page (5))
The monitoring tool is used to identify any discrepancy in a subcontractor's work that needs to be addressed. The tool ensures that the subcontractor is abiding by statute, DHHS/OSUMH, and Medicaid rules.

Mechanisms for Citizen Input
Are you currently receiving public input and comments in the development of the annual area plan and budgets? State Code 17-77-301(5)(a)(vii), 17-77-201(5)(g)
Yes.
How do you, or will you, solicit public comments and input on your annual area plan and budgets?
The Area Plan is presented at the Board of Health meeting for the Bear River Health District. The public is invited to attend and provide public comment at this time. Notice of the meeting and agenda are posted on Utah's Public Notice website (https://www.utah.gov/pmn/index.html) and the Bear River Health Department's website (https://brhdut.gov/about-us/board-of-health/)
How do you track this public input? (Please provide supporting docs)
Minutes are kept during this meeting and are published online - https://www.utah.gov/pmn/sitemap/publicbody/4157.html
Did you receive any input for the FY27 Area Plan?
Yes. During the Bear River District Board of Health Meeting on May 11th, 2026.
Who are the local advocates and coalitions that will be invited to the public review of the Area Plans and Budgets for FY27?
Behavioral Health Advisory Council and other coalitions.
If none were invited to participate, who are the local coalitions and advocates that should be invited to participate this year for FY27?

Policies Procedures and Auditing

Per the [FY27 SUMH Office Directives](#), each LA shall develop, implement, and maintain

written policies and procedures that encompass all requirements, including:

- i) governance and oversight,
- ii) substance use disorder prevention services,
- iii) suicide prevention services,
- iv) crisis services,
- v) mental health treatment services,
- vi) substance use disorder treatment services,
- vii) recovery support services,
- viii) data reporting, and
- ix) grant and contract reporting.

Does the Local Authority have the policies above in place? Yes
Are the policies up to date (5 years or less)? Yes.
Please provide these policies with your uploads

Additional Policy Auditing
Does the Local Authority have the policies below in place? Yes
Are the policies up to date (5 years or less)? Yes
Please provide these policies with your uploads

The following audit items are located in the [SUMH FY27 Monitoring Handbook](#).

- A) Corrective Action Policy
- B) Standardized finding format
- C) Standardized CAP Tool/Root Cause Format
- D) Standardized Operating Procedure for CAP's
- E) Quality and Effectiveness Standards for Subcontractor Monitoring
- F) A Link to the FY27 Standardized Audit Tool

Form C – Substance use prevention narrative

3 year area plan: FY 2027 – FY 2029

This plan outlines how the LA is utilizing sound prevention science to address substance misuse issues by reducing risk factors and increasing protective factors. The plan illustrates how the LA is supporting Community Centered Evidence Based Prevention (CCEBP) to increase implementation of evidence-based programs, strategies, events, and policies.

LA area plans should be informed by the planning process conducted by community coalitions.

- Using the table, explain the LA's goals for coalition development over the next 3 years. List all identified communities whether there is a current coalition or not. Put N/A where necessary.

CCEBP community	Current CCEBP rating Provide the rating and description of the rating	List current phase (CTC or SPF) List more than 1 phase where appropriate List how many times the coalition has completed the process through phase 5	LA priority rating for each CCEBP community High/medium /low	Operating system used by the community (CTC, CADCA, etc.)	LA's plan to support this community
Logan CTC	E7-healthy/strong-strategic planning 2	Phase 4: 23%	high	CTC CADCA	-monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development
Southern Cache CTC	D7-struggling/stagnant-initial strategic	Phase 3: 60%	high	CTC CADCA	-monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser)

	planning 2				<ul style="list-style-type: none"> -funding for coalition coordinator -funding to support strategies -opportunity for professional development
Northern Cache CTC	E7-healthy/strong-strategic planning 2	Phase 4: 9%	high	CTC CADCA	<ul style="list-style-type: none"> -monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development
Bear River Safe Communities Coalition	D5b-struggling/stagnant-community members identified	Phase2: 86%	high	CADCA CTC	<ul style="list-style-type: none"> -monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development
Box Elder Safe Communities Coalition	G–Established coalition	Phase 3:3 Phase 4:3 Phase 5:2	high	CADCA CTC	<ul style="list-style-type: none"> -monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development
USU Healthy Aggies	C-structure exists but not CCEP, D6-struggling/stagnant-strategic planning 1	Phase 3: 39.17%	high	CTC CADCA	<ul style="list-style-type: none"> -monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development

Rich CTC	D6-struggling/stagnant	Phase 3: 48%	high	CTC	-monthly TA individual and group sessions with coordinator/coach (Danielle Kaiser) -funding for coalition coordinator -funding to support strategies -opportunity for professional development

2. Using the table, explain why each program, strategy, event, or policy is being implemented by the LA. Add rows and tables as needed.

- Template for [compliance check action plan](#) if that helps you plan activities for Synar and EASY. Completed template is not required. If the template is used, activities need to be listed in the table below.

Substance: Alcohol				
Risk/protective factor	Program, policy, strategy, or event (one per table box)	Activities (what are you, your contractors, and coalitions doing)	Short term outcomes (risk factors) Make SMART*	Long term outcomes (substance) Make SMART
Perceived risk of drug use	Strengthening Families	<ul style="list-style-type: none"> • BESD will implement 7wk (weekly) class in Tremonton and Brigham City 2x year 	Perceived risk of drug use will decrease by 6% from 2025(45%) to 2030 (39%).	Reduce 30-day alcohol all grades by 0.5% from 2025 (2.3%) to 2035 (1.8%)
	Prime for Life	<ul style="list-style-type: none"> • BRHD teaching 1 adult Driving Under the Influence (DUI) class monthly (4 hr classes held weekly) • BRHD teaching 1 youth Minor in Possession (MIP) class every other month (2hr classes, held 		

		two days a week, for two weeks)		
	CHAT media campaign	<ul style="list-style-type: none"> 7 coalitions will provide education materials at community events BRHD will provide social media materials 		
	Parents Empowered media campaign	<ul style="list-style-type: none"> 2 media campaign in 2 coalitions for PE CPP grant Provide social media material 7 coalitions will provide education material at community events 		
	School & Community presentations (R&P, SDS, brain development)	<ul style="list-style-type: none"> BRHD health employees will conduct at least 4 school and community presentations BRHD health employees will provide education materials BRHD employees complete post evaluation of community/school presentations. 		
	CTC coalitions	<ul style="list-style-type: none"> Provide TA to 7 coalitions as they work through the CTC process monthly Support coalition strategies with funding and staff Review milestones and benchmarks with coalition coach 1 coalition will implement Check & Connect at BESD 		
	Parent Meeting	<ul style="list-style-type: none"> BRHD will provide a 1 hr parent meeting, prior to each 5th grade maturation class, to discuss brain development, risk/protective factors, and risks of drug use. 		
Availability	Eliminating Alcohol Sales to Youth (EASY)	<ul style="list-style-type: none"> Conduct yearly training to review procedures/updates with LE Conduct at least 3 (and at most 4) alcohol checks in the Bear River Health District 	Availability of alcohol will decrease by 1.3% from 2025 (17.3%) to 2030 (16%)	
	Retailer Education	<ul style="list-style-type: none"> Each retailer receives 1 retailer education a year. 		

Substance: Nicotine

Risk/protective factor	Program, policy, strategy, or event (one per table box)	Activities (what are you, your contractors, and coalitions doing)	Short term outcomes (risk factors) Make SMART	Long term outcomes (substance) Make SMART
Perceived risk of drug use	Governing Youth Council (GYC)	<ul style="list-style-type: none"> • Leadership will meet monthly • District will meet monthly (9) during school year • Attend legislative dinner • Attend Prevention Day on the hill • Conduct a take down tobacco activity yearly • Attend community activities to support community partners & coalitions 	Perceived risk of drug use will decrease by 6% from 2025(45%) to 2030 (39%)	Reduce vaping use among students by 0.2% from 2025 (0.6%) to 2035 (0.4%)
	Tobacco compliance checks	<ul style="list-style-type: none"> • Conduct at least 2 (and at most 4) SYNAR check in each off-premise tobacco retailer in the Bear River Health District 		
	Retailer education	<ul style="list-style-type: none"> • Conduct yearly training with LE to review procedures/updates • Each retailer receives 1 retailer education a year. 		
Parental attitudes favorable towards antisocial behavior	School & Community presentations (R&P, SDS, brain development)	<ul style="list-style-type: none"> • BRHD health employees will conduct at least 4 school and community presentations • BRHD health employees will provide education materials • BRHD employees complete post evaluation of community/school presentations. 	Parental attitudes will decrease by 10% from 2025 (43.2%) to 2030 (33.2%)	
	CTC Coalitions	<ul style="list-style-type: none"> • Provide TA to 7 coalitions as they work through the CTC process monthly • Support coalition strategies with funding and staff • Review milestones and benchmarks with coalition coach • 1 coalition is implementing Catch My Breath at the BESD • 1 coalition is implementing Check & Connect at BESD 		

		•		
--	--	---	--	--

Substance: Rx (opioids)				
Risk/protective factor	Program, policy, strategy, or event (one per table box)	Activities (what are you, your contractors, and coalitions doing)	Short term outcomes (risk factors)	Long term outcomes (substance)
			Make SMART	Make SMART
Perceived risk of drug use	CTC Coalitions	<ul style="list-style-type: none"> 3 coalitions will participate in at least 1 Drug Take Back event yearly 7 coalitions will provide education material at community events 	Perceived risk of drug use will decrease by 6% from 2025(45%) to 2030 (39%).	Reduce rx and opioids among students by 0.1% from 2025 (0.4%) to 2035 (0.3%)
	Narcan	<ul style="list-style-type: none"> BRHD will provide at least 2 to 3 community trainings and kits yearly BRHD provides individual training and kits to those upon request 		
		•		
		•		

3. What is your plan to ensure communities/coalitions follow a strategic planning process (SPF, CTC, etc.)? Provide evidence you will collect to show that this process was followed (CTC worksheets, logic models, etc.).

The Local Authority (LA) will ensure that all BRHD employees and coalitions follow a recognized strategic planning process (CTC or SPF) through monthly technical assistance and coaching sessions.

The LA will provide monthly TA sessions with coordinators to all seven identified coalitions. These sessions will guide coordinators through the next steps of their respective strategic planning phases.

The LA will utilize coalitions milestones and benchmarks, CCEP rating, and meeting documents to ensure steady progress through the phases.

The Bear River Health Department’s Prevention Coordinator will model the SPF planning process with all prevention staff during the process to develop our area plan. This will

help ensure all staff are trained in practical application of utilizing the SPF model. Evidence of our process will be the submission of our area plan.

4. How will the LA monitor and support coalitions in developing and utilizing quality logic models?

The Local Authority (LA) will ensure that coalitions develop and utilize high-quality logic models through dedicated training and individualized coaching. The LA will provide support for the Community That Cares (CTC), Community Anti-Drug Coalitions of America (CADCA), and the Strategic Prevention Framework (SPF) at both the national and local levels. All coalition coordinators will participate in monthly meetings with a coordinator coach to refine their logic models. The LA will furnish logic model templates that are fully aligned with the SPF and CTC frameworks.

5. How will the LA ensure programs are evidence-based for substance use prevention?

The LA is committed to implementing evidence-based or evidence-informed programs with policies and strategies that align with Community -Centered Evidence Based (CCEBP) standards.

The LA will utilize recognized registries to identify programs are selected from reputable sources such as Blueprints, SAMSHA's Evidence based practices resource center, CDC community guide, CADCA and CTC recommended strategies

The LA is currently implementing EBP and will continue to support:

- Strengthening Families Program
- Prime for Life

The LA is currently supporting community partners with funding to implement:

- Catch My Breath
- Check & Connect

6. How are programs/strategies monitored for implementation fidelity?

Program Monitoring: The LA will use attendance logs, pre/post data, success stories, and direct observations to ensure fidelity for specific prevention programs.

Coalition Progress: Coalitions will monitor their own progress using milestones and benchmarks, coalition meeting minutes, and success stories. Coalitions will also submit regular reports to the LA.

Environmental Strategies: Fidelity for environmental strategies will be ensured by maintaining records of SYNAR and EASY checks, retailer education visits, and media

dissemination metrics.

Personnel Certification: The LA will support fidelity by funding local and national trainings and helping BRHD and Coalition coordinators maintain necessary certifications.

7. What is your plan to increase collaboration across the behavioral health continuum? In what ways may your strategies impact mental or physical health?

The LA recognizes that substance use prevention is closely linked to mental and physical health outcomes. To enhance collaboration across the behavioral health continuum, the LA will:

- Engage Cross-Sector Partners: Collaborate with behavioral health providers, primary care organizations, schools, law enforcement, social services, and community-based organizations.
- Integrate Prevention Messaging: School and community presentations on brain development, risk and protective factors, and social-emotional skills promote resilience and mental wellness.
- Coordinate Referral Pathways: Establish and strengthen referral systems between prevention, early intervention, treatment, and recovery services.
- Youth Engagement: Initiatives such as the Governing Youth Council foster leadership, connectedness, and protective factors associated with improved mental health.
- Overdose Prevention: Naloxone (Narcan) training reduces mortality and connects individuals to treatment and recovery resources.
- Shared Community Events: Drug Take Back events and coalition activities create opportunities for collaboration and holistic health promotion.

These strategies contribute to improved mental health, reduced substance misuse, enhanced community connectedness, and better overall physical health outcomes.

8. How will you provide services to all prevention populations (universal, selective, and indicated)? Or what are you going to do to increase the reach of your prevention services to include all prevention populations?

The LA will ensure comprehensive prevention services across all population levels

Universal: Media campaigns (CHAT, Parents Empowered), school and community presentations, retailer education, SYNAR/EASY compliance checks, Drug Take Back events.

Selective: Strengthening Families Program for families with identified risk factors, coalition initiative in high-need communities, targeted youth leadership through GYC

Indicated: Prime for Life classes for youth and adults, Check & Connect mentoring, Naloxone distribution and overdose response

The LA will increase partnership with schools, healthcare providers, and community organizations. Offer programs in both urban and rural communities. Provide culturally and linguistically appropriate materials. Utilize social media and community events to engage underserved populations and leveraging coalition networks to identify and reach high risk groups.

9. Explain your sustainability plan for prevention funding. If you do not have a sustainability plan explain why, and tell us how you will meet this requirement by the next area plan due date.

- Link to a [sustainability plan template](#). The template is not required to complete. If the template is complete we still need question 9 answered in narrative form.

The LA is committed to sustaining prevention efforts by strengthening funding sources, strengthening community partnerships, and building local capacity to continue evidence-based programs. Prevention activities will be integrated into existing systems such as school, healthcare, and community organizations. Evaluation data will be used to demonstrate effectiveness and support future funding opportunities, while environmental strategies like compliance checks and Drug Take Events will continue due to their low cost and long term impact. Utilize Box Elder, Cache, and Rich county opioid funding. Coalition funding groups will seek out funding opportunities for sustainability.

*SMART Goals are Specific, Measurable, Achievable, Relevant, and Time-bound.



Utah Department of

Health & Human Services

Integrated Healthcare

SUMH Local Authority Area Plan

State Fiscal Year 2027

Local Authority: Cache Co/Bear River Health Department

TABLE OF CONTENTS

OVERVIEW	2
SUICIDE PREVENTION SERVICES	3
Community Suicide Prevention	3
CRISIS SERVICES	6
Behavioral Health Crisis Services	6
MENTAL HEALTH TREATMENT SERVICES	9
Mental Health Mandated Services (UCA17-77-301(5)(b))	9
MENTAL HEALTH OFFICE DIRECTIVES	13
Mental Health Office Directives	13
SUBSTANCE USE DISORDER TREATMENT SERVICES	20
Substance Use - Adults	20
Substance Use - Youth	27
Substance Use - Quality Improvement	29
COMBINED MENTAL HEALTH AND SUBSTANCE USE SECTIONS	31
Mental Health and Substance Use Treatment Services	31
Mental Health and Substance Use - Justice Services	33
RECOVERY SUPPORTS	37
Mental Health and Substance Use Recovery Supports	37
SERVICE SATISFACTION AND OUTCOME DATA	40
Service Satisfaction and Outcome Data	40

OVERVIEW

The purpose of this document is to meet contract compliance with the Local Authorities (LA) "Evergreen Contract" Article 1.2: "Area Plan" means a plan prepared and submitted by the LA in accordance with Utah Code §17-77-201(5)(b) and §17-77-301(5)(a)(ii) for funding and service delivery that includes a provision of services and programming for prevention, crisis, treatment, and recovery support services. Please note that the prevention portion of this requirement is located in a separate document.

This document is designed to capture the above outlined programmatic requirements of the LA in the contract and SUMH Office Directives. Sections in this document are inclusive of the sections in which a descriptive response is needed. Please review the full "Evergreen Contract" and SUMH Office Directives for all contractual requirements. Please do not delete any questions or sections; if a section does not apply to the LA, please note that in the section. Please note when completing this document that any embedded links must be viewable by the reader.

SUICIDE PREVENTION SERVICES

Community Suicide Prevention

The following sections are the **Community Suicide Prevention** requirement from both the LA contract and the SUMH Office Directives.

Suicide Prevention (Contract requirement 4.1)

Does the LA have current strategies for suicide prevention, intervention and postvention that are evidenced-based and align to the Utah Suicide Prevention State Plan?

Yes

No, not at this time.

Describe strategies and evidence based programs being implemented for:

1) Prevention - Please include a public-facing link to the plan in the space below (if available).

Parently Wisely, CTC's Social Development Strategy, United Way Everyday Strong, Parent's Empowered, Safe Messaging, Messaging Matters

Please see the [Community Suicide Prevention Coordination](#) section. Prevention services are discussed in that section.

2) Intervention - Please include a public-facing link to the plan in the space below (if available).

Question, Persuade, Refer, (QPR); Safe Messaging, Messaging Matters; QPR Institute resources for: LGBTQ+, Faith Communities, Youth, Construction Industry, Law Enforcement and Family, Farmers, Late in Life Suicide; Live On Utah Suicide Prevention Playbooks: Military, Spanish and English; Check and Connect; SAMHSA Partner Toolkit

Please see the [Community Suicide Prevention Coordination](#) section. Prevention services are discussed in that section.

3) Postvention - Please include a public-facing link to the plan in the space below (if available).

OME guidance and participation in BRHD Suicide and Opioid Fatality Review Boards; SPRC Resources for Suicide Postvention Planning; Utah Suicide Prevention Community Postvention Toolkit

Please see the [Community Suicide Prevention Coordination](#) section. Prevention services are discussed in that section.

Suicide Prevention Training (Contract requirement 4.1.a)

Community Suicide Prevention

Does the LA have at least one staff member with suicide prevention responsibilities trained in the following suicide prevention programs: (1) Suicide Prevention 101 training; (2) Safe and Effective Messaging for Suicide Prevention; (3) Suicide Prevention gatekeeper training, such as Question-Persuade-Refer, Mental Health First Aid, Talk Saves Lives, or Applied Suicide Intervention Skills Training; and (4) counseling on access to lethal means.

- Yes
 No, not at this time.

If yes, please document the LAs staff name, job title, and email for this contract requirement (if multiple, please note which programs each are trained in)

Adam Boman, LCSW. Crisis Supervisor. adamb@BRMH.com
Allena Plerce, Deputy Lead. apierce@brhdut.gov; Safe & Effective Messaging for Suicide Prevention, QPR
Emily Jewkes, Health Educator. ejewkes@brhdut.gov; Safe & Effective Messaging for Suicide Prevention, QPR
Jill McArthur; Team Lead. jmcarthur@brhdut.gov; CALM, Safe & Effective Messaging for Suicide Prevention, QPR

Community Suicide Prevention Coordination (Contract requirement 4.1.b)

Does the local authority coordinate with local health departments and local education agencies for suicide prevention, intervention, and postvention within their communities.

- Yes
 No, not at this time.

Please identify the partners, and describe the role and responsibility of each partner in suicide prevention, intervention, and postvention within their communities. This must include the following partners: LHD, LMHA, LEAs. LAs may include other community partners, organizations, etc as applicable.

The Bear River Health Department (BRHD) convened key community partners; including local school districts, Bear River Mental Health, The Family Place, CAPSA, Juvenile Justice, Head Start, USU, Intermountain Health, the Cache Suicide Prevention Coalition, and Brigham Suicide Prevention, to collaboratively develop the Bear River Health District Suicide Prevention Strategic Plan.

Prevention coalitions exist within Cache and Box Elder counties, with the goal of raising awareness in the community and working toward community prevention solutions. BRBH is an active member (i.e. provides mental health expertise, consultation, input, etc.) in the Cache County Suicide Prevention Coalition, Northern Box Elder County Suicide Prevention Coalition, and Brigham City Suicide Prevention Coalition.

The Northern Box Elder County Suicide Prevention Coalition has focused on a "town hall meeting" where community members could learn about the problems of suicide in the community. This coalition consists of:

- community mental health,
- public health,

Community Suicide Prevention

- local hospital and medical providers,
- schools,
- local government, and
- medical providers
- other agencies
- community members

This coalition is well-attended and centers around the problem of suicide in the community. This group also holds an annual event, which will continue to raise awareness in this rural area where resources and awareness are identified obstacles to preventing suicide. Additionally, this coalition has sponsored a remembrance walk, a monthly meeting, and is working on a media campaign featuring local families affected by suicide.

The Brigham City Suicide Prevention Coalition involves the application of a grant that provided training in suicide prevention via Question, Persuade, Refer, an evidenced based practice.

Additionally, BRBH's Early Intervention grant is utilized in Box Elder and Cache counties to provide school based psycho-education, case management, and psychotherapy services designed to prevent self-harming behaviors in youth identified within the school setting. Consequently, referral to community partners and resources, that may reduce psychosocial stressors associated with suicidal ideation, is readily available to school-based populations.

To guide implementation, BRHD adopted the Community-Led Suicide Prevention (CLSP) model, a framework that brings together local suicide prevention coalitions, public agencies, private organizations, and other stakeholders to co-create sustainable solutions tailored to the community's strengths, challenges, and resources. This model is inspired by the *Transforming Communities* report from the National Action Alliance for Suicide Prevention (NAASP), a public-private partnership committed to reducing suicide nationwide and fostering long-term, cross-sector engagement at the local level.

INTERVENTION: Crisis and suicide intervention services are available 24x7x365 at BRBH through the crisis response services. These services consist of two Mobile Crisis Outreach teams, Youth and Adult MCOT. Each team is available to assist the other if need arises to ensure that individuals and families who are having a crisis situation receive MCOT in a timely manner, if requested. Additionally, several outpatient therapists assist with on-call crisis services during the workday if MCOT is otherwise occupied with other mobile crisis outreach responsibilities. A crisis intervention hotline number also is available 24x7x365 to further assist the community, as needed.

BRBH consults, regularly, with community partners who may identify someone at risk for self-harm. MCOT is available to assist individuals in need who are identified by community partners or community members. Referrals are typically routed through the Utah Crisis Line/988 and triaged for the appropriate level of intervention at that time.

Community Suicide Prevention

BRBH has trained all treatment coordinators on the CSSRS tool to assess the likelihood of suicide risk. Training has been given on how to assess and write same day safety plans. Clients and members of the community are given access to crisis services from BRBH by calling 988, using the SafeUT app, or with walk-in crisis services at our outpatient treatment facilities.

BRBH uses an electronic health record system that allows for screening for danger to self, others, and Counseling Access to Lethal Means [CALM] as part of the clinical services note. Whenever an individual scores a 2 or higher on the CSSRS the individual receives a same-day crisis safety plan and assessment of need for higher levels of care or increases to outpatient services. BRBH treatment staff have been trained and are currently using the Columbia Suicide Severity Rating Scale (C-SSRS). The C-SSRS was initially a statewide quality improvement project which lasted several years. The timeline for the statewide improvement project expired, but BRBH chose to continue to use the C-SSRS. BRBH treatment staff understand the importance of same-day-safety plans and will continue to strive to ensure that clients who are in need of a safety plan receive one. Staff understand the C-SSRS requirements and the need to provide a same-day-safety plan if the client meets the criteria.

BRBH partners with the HMHI statewide Utah Crisis line, which provides primary support for clients in crisis. Clients are connected as needed to the Stabilization and MCOT intervention teams who coordinate with BRBH staff to meet the needs of clients and ensure follow-up. BRBH-specific after hours support lines are also utilized to connect clients with crisis services, if needed. Ongoing coordination with the HMHI Utah Crisis Line helps ensure that any difficulties are addressed. All staff are trained in Crisis Safety Planning. BRBH attends monthly meetings with local suicide prevention coalitions providing support for community activities and events.

The BRHD works to reduce access to lethal means among individuals at risk of suicide through collaboration and outreach. Reducing access to lethal means is a key component of our ongoing suicide prevention strategy and is emphasized in all of our community, worksite, and healthcare evidencebased trainings. We have developed educational resources for healthcare clinics that include gun locks and information on the importance of securely storing firearms and medications. These resources also promote the use of Counseling on Access to Lethal Means (CALM) training for medical providers and clinical staff, supporting informed conversations about suicide risk and safety planning with patients.

To further address risks related to substance use, we implement drug take-back events and distribute medication disposal aids. We also provide naloxone training and Narcan kits to help prevent overdose fatalities.

In collaboration with our BHS area and Bear River Mental Health (BRMH), we have incorporated the distribution of safe storage items into client safety plans. This ongoing coordinated effort ensures that individuals receiving mental health services have access to practical tools that reduce risk and support their ongoing recovery and safety. We've already seen powerful success stories demonstrating the life-saving effects of this effort.

POSTVENTION: All persons seen by BRBH crisis workers are referred for follow up by BRBH staff, MCOT, or community partners. Medicaid clients and clients in the BRBH identified priority populations may receive additional supports from BRBH to assure that they receive postvention services that address the risks, strategies, and

Community Suicide Prevention

interventions targeted toward suicidal recidivism. Treatment coordinators reach out to family members and community members to assess needs, offer follow up therapy, and support.

Additionally, a Suicide Fatality Review Board has been established for the region, including members from BRHD, BRMH, EMS, hospitals, law enforcement, local school district, and USU. This effort is led by Dr. Michael Staley from the OME. The goal is to identify systemic gaps in services or missed opportunities for prevention. Findings will be shared with the Postvention Workgroup to help inform future improvements and collaborative solutions.

Suicide Risk Policy (SUMH Office Directives Governance and Oversight general provisions)

LAs shall have a written policy and procedures for screening and responding to suicide risk. The policy must contain a suicide screen, suicide risk assessment, and a suicide/crisis safety plan, when indicated, that includes indication of lethal means counseling when clinically indicated.

Please describe how staff are trained in the policy for screening and responding to suicide risk or provide a public-facing link to the plan.

BRBH has trained all treatment coordinators on the CSSRS tool to assess the likelihood of suicide risk. Training has been given on how to assess and write same day safety plans. Clients and members of the community are given access to crisis services from BRBH by calling 988, using the SafeUT app, or with walk-in crisis services at our outpatient treatment facilities.

BRBH uses an electronic health record system that allows for screening for danger to self, others, and access to lethal means as part of the clinical services note. Whenever an individual scores a 2 or higher on the CSSRS the individual receives a same-day crisis safety plan and assessment of need for higher levels of care or increases to outpatient services. BRBH treatment staff have been trained and are currently using the Columbia Suicide Severity Rating Scale (C-SSRS). The C-SSRS was initially a statewide quality improvement project which lasted several years. The timeline for the statewide improvement project expired, but BRBH chose to continue to use the C-SSRS. BRBH treatment staff understand the importance of same-day-safety plans and will continue to strive to ensure that clients who are in need of a safety plan receive one. Staff understand the C-SSRS requirements and the need to provide a same-day-safety plan if the client meets the criteria.

Firearm Safety (SUMH Office Directives)

LAs shall purchase and distribute means safety materials and implementing education. Means safety includes firearm safes, ammunition boxes, medication lockboxes, and other means of disposal.

Please describe the LAs plan for:
Purchasing and distributing means safety devices

Community Suicide Prevention

Bear River Behavioral Health (BRBH) works with the local Bear River Health Department (BRHD) to help provide gun locks and other means reduction methods to community members in need. The BRHD has provided gun locks to BRBH that are kept on site at each outpatient facility. Additionally, MCOT has gun locks available to distribute to individuals and families in need during crisis interventions.

Approach to community education

BRBH works with community partners to raise awareness about providing materials for reducing access to lethal means through use of gun locks, safes, family member involvement, safe storage with law enforcement, etc.

Garrett Lee Smith Grant (GLS)

Does the LA have a GLS Grant?

- Yes
 No, not at this time.

If yes, describe how the LA intends to implement GLS as described here or insert document link:

Comprehensive Suicide Prevention Grants

Does the LA have a Comprehensive Grant award?

- Yes
 No, not at this time.

If yes,
Please identify LA primary contact name and email

Jill McArthur jmcarthur@brhdut.gov

Describe describe how the LA intends to implement the Comprehensive Grant as described here or insert document link:

[BRHD Comprehensive Suicide Prevention Program](#)

Technical Assistance

Community Suicide Prevention

Is technical assistance requested for Community Suicide Prevention programming or requirements?

- Yes
 No, not at this time.

Please indicate sections requested.

CRISIS SERVICES

Behavioral Health Crisis Services

The following sections are **Behavioral Health Crisis Response** requirements from both the LA contract and the SUMH Office Directives. This section also includes the 24/7 crisis care and services mandated service requirement.

Crisis Line Coordination, MCOT and Receiving Centers Services shall provide services in accordance with UCA 523-18 and 523-21. The LA shall refer to the [SAMHSA National Guidelines for a Behavioral Health Coordinated System of Crisis Care](#) as guidance for development, implementation, and quality improvement efforts.

24 Hour Crisis Care and Services (Mandated Service)

Will the LA provide 24-hour Crisis Care and Services directly, through a contracted provider, or both? (provide public-facing link to or list of contractor(s) below)

	Youth	Adult
Directly	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Contracted	<input type="checkbox"/>	<input type="checkbox"/>

Link to or list of contracted providers:

Mental Health Crisis Outreach Teams (MCOT) (Contract 7.2.b)

Behavioral Health Crisis Services

Does the LA operate MCOT services 24 hours a day, seven days per week providing community based crisis intervention, and assessment?

- Yes
- No, not at this time.

Does the LA deploy MCOT from the statewide crisis line when requested without reassessment or re-triage?

- Yes
- No, not at this time.

Do the LA MCOT teams give priority to law enforcement, emergency medical services, Fire, 911 dispatch, and the statewide crisis line?

- Yes
- No, not at this time.

Do the LA MCOT teams connect individuals to facility-based care as needed through warm handoffs and coordination of transportation?

- Yes
- No, not at this time.

Please detail the following for the LA:

The interdisciplinary makeup of the LA's MCOT, and the communities accessibility to MCOT during regular business hours, after hours, weekends, and holidays

In October 2019 BRBH entered into a Business Associates Agreement with Huntsman Mental Health Institute (HMHI) relative to the State's direction on a centralized crisis answering system. The HMHI Crisis Line has trained clinical staff available 24 hours per day to manage crisis calls. HMHI also has backup from LifeLine to ensure calls are answered in accordance with State statute.

BRBH continues to staff a "client support line" with access available 24 hours per day. In the event that HMHI provides a "warm hand off" to BRBH, the response is handled through the BRBH client support line. MCOT can then assist with providing immediate crisis services if needed.

Individuals are also able to call the client support line for non-emergent issues. The BRBH support line is also available to the local hospitals and their emergency departments so that BRBH staff can assist with inpatient hospital admission and coordination of services.

BRBH utilizes Master's level treatment coordinators available for crisis response, 24-7. BRBH has also committed to training all clinical staff in crisis management, suicide prevention and crisis response planning.

Behavioral Health Crisis Services

BRBH has mobile crisis outreach teams (MCOT) available to assist individuals living within Cache, Rich, and Box Elder Counties. Crisis services can be provided in-person, over the phone, or via telehealth technology. MCOT strives to provide in-person crisis services as the preferred method for MCOT services. The MCOT teams have licensed therapists who work with case managers, or certified peer support specialists, to help alleviate crisis situations in the least invasive approaches possible and in ways that allow for the provision of appropriate referrals, as needed. In September 2024, Bear River Behavioral Health expanded the capabilities of the MCOT program by offering in-person mobile crisis outreach services to individuals of all ages 24x7x365. This expansion of MCOT availability was done to be proactive in providing increased access to mobile crisis response services to the three counties that BRBH serves. Additionally, BRBH continues to meet with community partners to inform providers and stakeholders of the expanded availability of MCOT services.

Additionally, BRBH provides information about 988, SafeUt App, and text line information on our external Website. BRBH meets with the Utah Crisis Line monthly to discuss crisis services and triage crisis calls to ensure clients in crisis access the appropriate level of care. BRBH also meets with other MCOTs from other LMHAs in the state to discuss MCOT services and collaborate and share best practices to continue to ensure that MCOT services meet the needs of the community. BRBH also meets bi-monthly with JJS, school districts, and DCFS to discuss crisis services in the community for youth. In those meetings, families and youth, who are experiencing crisis situations, can be referred to the appropriate crisis services program within BRBH for immediate support.

How MCOT supports connection to ongoing care through follow-up outreach

Bear River Behavioral Health's (BRBH) MCOT works to provide ongoing support as needed for individuals and families who have received MCOT services. Case managers work closely with those who have received MCOT services to provide ongoing assessment and coordination of care to help each person access needed mental health services or other appropriate follow-up care. The case managers provide information about other community partners, if applicable, that could help address the needs of individuals and families receiving MCOT services. Additionally, MCOT is also able to immediately respond to any crisis situations that may arise while an individual or family is getting follow-up supports from MCOT. The hope is that by alleviating any immediate crisis needs and providing referrals to appropriate professional and natural supports after the crisis has been resolved then such services can hopefully reduce the likelihood of subsequent crisis concerns in the future.

How the LA engages and educates first responders to MCOT services

Bear River Behavioral Health (BRBH) works closely with first responders to help make such providers aware of MCOT services and how to refer individuals and families for MCOT services. BRBH has provided materials providing information about MCOT services and how to access MCOT. Additionally, MCOT has been very appreciative of the services that first responders provide to the communities we each serve.

Behavioral Health Crisis Services

MCOT Exemption Request (Contract 7.2.b.7)

The MCOT Rule is linked here - [R523-18](#)

Does the LA have an exemption request for any MCOT requirements?

- Yes
- No, not at this time.

If applicable, please document the request for review and approval.

Receiving Centers (Contract 7.2.c)

Does the LA have a Receiving Center?

- Yes
- No, not at this time.

Service Delivery Framework: Describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning. Please include any prioritization of first responders.

Bear River Behavioral Health (BRBH) has worked closely with local and state stakeholders to begin the process of bringing a Receiving Center to our catchment area. BRBH has been working with architectural firms and construction companies to begin construction of the Receiving Center in late 2025. BRBH anticipates opening the Receiving Center in mid-2026 and anticipate that BRBH will staff and provide Receiving Center services to state specifications.

The Receiving Center will be a 12 bed facility with eight spaces being utilized with recliners. Two spaces will be private rooms with glass walls allowing full observation from staff while also allowing some individuals to have extra privacy in a private room. Two additional rooms will be utilized for brief social detox services for individuals needing that level of care. Case management and nursing staff will be utilized to provided 24x7x365 double staff coverage to meet staffing requirements. Therapists will be available on site to provide crisis intervention and therapeutic services as needed. Medication management services will be offered by appropriate medical staff including Advanced Practiced Registered Nurses, or equivalently training medical professionals, allowing for the prescribing and administering of certain medications.

Receiving center participants will be screened for appropriateness of admission. Individuals needing higher levels of care than the Receiving Center can provide will be routed to local Emergency Departments to

Behavioral Health Crisis Services

ensure the appropriate levels of care are being provided. Receiving Center staff will work closely with first responders and law enforcement prior to the opening of the Receiving Center to help discuss the appropriate individuals to refer to the Receiving Center and which individuals to refer to other levels of care. It is anticipated that meeting with law enforcement, first responders, and community partners will continue once the Receiving Center is open to help ensure that individuals in need are getting the correct levels of assistance.

Individuals who are admitted to the Receiving Center will have access to a range of mental health and substance use services, if applicable. These services included crisis services, case management services, and medication management services. Individuals will be given the option of utilizing laundry services on site if needed, or shower facilities if applicable. Meals will be made available to participants as well, if applicable.

Clinicians and case managers will help connect Receiving Center participants to the appropriate next levels of care through safety planning and discharge planning. This could include coordinating care with natural supports when needed. Releases of Information are signed.

Outcomes Framework: Describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Bear River Behavioral Health (BRBH) will utilize an EHR to document clinical services rendered at the Receiving Center. The EHR will have the capability of submitting relevant data for review and data collection, as needed.

Youth Crisis Programming (Office Directives, Crisis Services)

Does the LA have a Youth MCOT program/team?

- Yes
- No, not at this time.

Does the LA have a formal Memorandum of Understanding (MOU) with local school districts to allow MCOT/Stabilization and Mobile Response (SMR) teams to respond directly to school campuses to prevent student arrests/suspensions?

- Yes
- No, not at this time.

Does the LA have a SMR program/team?

- Yes

Behavioral Health Crisis Services

No, not at this time.

How are the following implemented:

Ongoing care coordination and referrals between MCOT and SMR staff to ensure continuity for families

Referrals to SMR typically come through The Utah Crisis Line/988, the SAFE-FAM number, MCOT, or the community. MCOT is trained to help alleviate the immediate crisis and safety needs of individuals and families of all ages. MCOT is also trained on the SMR program and which individuals and families to possibly refer to the program. The SMR team at BRBH have weekly care coordination meetings discussing the families receiving SMR services, whether the family is receiving stabilization or post stabilization services. MCOT is given the opportunity to visit with SMR directly to discuss families MCOT is referring to SMR. Any family in the SMR program is also aware of the availability of MCOT services if needed and how to access MCOT while taking part in SMR.

Coordination of Safe-Fam hotline calls and youth needs during times when primary SMR services are unavailable (e.g., late evenings, holidays)

Bear River Behavioral Health has regular meetings with The Utah Crisis Line/988. BRBH updates The Utah Crisis Line on MCOT and SMR programming available in the catchment area, and works to ensure that The Utah Crisis Line has accurate information for their crisis workers to share with callers. The Utah Crisis Line also takes phone calls from SAFE-FAM, which has typically been a primary contact number for seeking SMR services in the past before 988 was implemented. BRBH staffs its MCOT 24x7x365 and is able to assist individuals and families of all ages. Individuals and families who are in the SMR program and in need of crisis services are assisted by MCOT at any time. MCOT would then update the SMR team and its earliest convenience so SMR is aware and can follow-up.

Technical Assistance

Is technical assistance requested for Behavioral Health Crisis Response programming or requirements?

- Yes
 No, not at this time.

Please indicate sections requested

--

MENTAL HEALTH TREATMENT SERVICES

Mental Health Mandated Services (UCA17-77-301(5)(b))

The following sections are mandated mental health services. Each LA must complete with an overview of how each service for adults and youth, as indicated, will be implemented in their catchment area. If you use a contractor for a service, please attach an excel or google sheet with all contracted providers for the service, a template has been provided.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Inpatient Care and Services

Describe how the LA provides Inpatient Care and Services to adults and youth:

Service Delivery Framework:

Inpatient service for children and youth is a contracted service not provided directly by Bear River Behavioral Health (Hereafter referred to as BRBH). BRBH utilizes the inpatient behavioral health units at Intermountain Healthcare (IHC) facilities as the primary resource to meet acute adult inpatient needs. IHC resources, and other additional inpatient facilities throughout Utah, when there are no beds available at IHC, are accessed through contracting. All inpatient resources utilized by BRBH accommodate both male and female admissions.

Additional inpatient facilities accessed for adult and pediatric inpatient service include McKay-Dee Behavioral Health Unit, Ogden Regional Hospital, Primary Children's Hospital, Huntsman Mental Health Institute, and other Wasatch front hospitals. Intermediate and longer-term inpatient hospitalizations are provided primarily through the utilization of the Utah State Hospital.

Although utilization management is conducted by supervisory Master's level treatment providers, BRBH has also assigned a Cache County based Master's level therapist as well as a hospital liaison to be on site at various times throughout each week at the Logan Regional Hospital Behavioral Health Unit (the most frequently utilized adult inpatient option for BRBH clients) to facilitate admissions and discharges, coordinate services, and to provide continuity of care in discharge and follow-up treatment planning. These individuals meet with the IHC Behavioral Health Unit team regularly to review and discuss patient progress, disposition planning, and coordination of outpatient placements, which may include placements to:

- The BRBH 24-hour group home facility, with follow-up coordination and scheduling with BRBH outpatient teams.

Mental Health Mandated Services (UCA17-77-301(5)(b))

- The community, with follow-up coordination and scheduling with BRBH outpatient team, or
- The Utah State Hospital.

Continuity and disposition planning for out-of-area inpatient facilities (e.g., McKay Dee, Primary Children's Hospital, Huntsman Mental Health Institute, etc.), is conducted by a Box Elder County based Masters level therapist. The contact is either in person, secure email, via phone, or with telehealth technologies.

All assigned hospital liaison staff report on the status of hospitalized clients in each county crisis meeting weekly, as well as directly to assigned therapists throughout the week. Supervisory staff overseeing utilization management, and assigned therapists are kept abreast of diagnosis and treatment information to assess treatment progress and to provide additional information, based on medical necessity, for authorization for appropriate continued stays or for discharge. This also enhances continuity of service and better follow-up by BRBH after discharge.

Other than incorporating a receiving center into our service delivery structure, of which is currently underway and which we hope will help bring the number of adult hospitalizations down, our inpatient program will continue as is currently staffed and run over the next year.

BRBH utilizes a post follow-up team for tracking discharges. Upon discharge, clients are assessed for whether they can go back to the housing circumstances that existed prior to inpatient services, or whether the option for transitional housing into the BRBH group home is needed.

Discharge planning occurs with a specific and intentional contact visit to the discharged individual's home within the first few days after discharge. This contact includes a check-in to see how the individual is doing and a validation that a follow-up appointment has been scheduled with his/her BRBH therapist within the seven day Medicaid requirement. Therapists, who have a client discharging from inpatient service, are expected to open an appointment within the timeframe as a priority for that week. These appointments may not subsequently be canceled, even if/when a therapist finds it necessary to be absent for the day. Hospital discharge appointments left uncovered by an absent therapist are passed to the supervisor who is responsible to take the appointment, or to arrange for another therapist, crisis worker, case manager, or MCOT staff to keep the appointment as scheduled.

Mobile Crisis Outreach (MCOT) and stabilization services are available to all individuals in crisis. Additionally, BRBH treatment and support staff understand and work toward ensuring clients receive services within the Medicaid required seven day time frame after discharge. Case Management services are also used to coordinate and link clients to BRBH as well as other medically necessary services in the community. Our MCOT teams also assist with follow-up phone and in person contacts to individuals discharged from inpatient services.

Inpatient service for children and youth is also a contracted service not provided directly by BRBH. The utilization of inpatient programs and services are monitored by BRBH, with our staff working directly with inpatient personnel to provide initial and continued authorization for service, as well as discharge planning and coordination, like that described above under Adult Inpatient.

Mental Health Mandated Services (UCA17-77-301(5)(b))

Inpatient services for children and youth are primarily provided through the McKay-Dee Behavioral Health,, which serves children 6 years of age through 17 years of age. Other inpatient providers, throughout the intermountain area, may be utilized as necessary and appropriate, given the specific medical necessity and circumstances of the child or youth. Intermediate and longer-term inpatient hospitalization for children and youth will continue to be accomplished through the utilization of BRBH allocated pediatric beds at the Utah State Hospital, which is in Provo. We do not anticipate this changing over the next one-year period.

BRBH utilizes an internal clinical review committee composed of clinical supervisors who meet to discuss clients who may potentially need higher levels of care than the traditional outpatient therapy. This clinical review process allows for consideration of multiple treatment options, including the need to add wrap-around services, case management, respite care, and other medically necessary outpatient services. This review process also allows for discussion about the need for referral to the Utah State Hospital (USH) when other levels of care have not met [clinical needs](#).

This clinical review committee evaluates admissions criteria from the USH, as well as clinical records, to help ensure that youth referred to the USH are appropriate for this placement [and are meeting medical necessity and level of care placement criteria](#), thereby improving treatment outcomes.

BRBH assigns [Master's](#) level therapists to coordinate and facilitate timely follow-up after hospitalization, per Medicaid requirements, and to [provide](#), educate, coordinate, and link to needed services. Case Managers may also be assigned to coordinate and assist in discharge planning through the same process described above under the adult section. This is also applicable to the Utah State Hospital.

Outcomes Framework:

BRBH goes through a yearly audit with Medicaid and ISCAT/HEIDIS that tracks inpatient utilization for both adults and children. Also, tracks timeframe to make sure discharged clients are seen within seven days and/or thirty days. BRBH uses this tool and audit to make sure we are providing medically necessary treatment for our clients.

Residential Care and Services

Will the LA provide Residential Care and Services directly or through a contracted provider? Please describe the frameworks in place for adults and youth, and include a list of contractor(s) or a public-facing link to the list.

	Youth	Adult
--	-------	-------

Mental Health Mandated Services (UCA17-77-301(5)(b))

Directly	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Contracted Provider	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Service Delivery Framework:

Adult group home services are provided directly by BRBH through the operation of a 12-bed, 24-hour supervised group home, located in Logan, Utah. Five beds are designated for female clients, and five beds for male clients. Two additional beds serve as overflow for either male or female residents.

This residential facility provides the availability of transitional and longer-term supportive living as an adjunct to other potentially applicable services seen as medically necessary, i.e., case management and rehabilitative skills development.

Clients in this facility are in the process of transitioning to either semi-independent or independent living within the community but also may be placed as a diversion to inpatient hospitalization and/or higher levels of care. As such, the purpose of the facility is to divert from higher levels of care, or to assist in the transition or step-down from higher levels of care into independent community living as well as short-term general stabilization for clients as needed

Supportive living generally includes observation, monitoring, and structured daily living support, which necessitates:

- 24-hour staffing to ensure daily resident contact and monitoring,
- observation of general behavior and mental status, and
- performance of routine personal care and daily living tasks.

All these activities occur in addition to ongoing monitoring of symptomatology associated with each resident's diagnosis and individualized care plan.

The BRBH program provides for a structured living environment, ensuring the organization of household activities and tasks, according to a specific daily schedule of functional living activities. Meals, medications, household chores, house meetings, and other activities associated with the facility, are accomplished through structure and direct supervision. This helps to promote an emotionally stabilizing effect that tends to facilitate symptom stabilization and achievement of a higher level of functioning.

This facility is located on the same property as the adult day program where services such as case management, skills development, behavioral management, a large variety of groups, and a community center are accessible. Crisis service staff are available in a facility just across the patio, if those services become necessary. The facility includes single occupancy bedrooms, bath and shower rooms, an expanded kitchen and dining shared area, a dedicated medication management room, and an expanded common living area. With this facility being close to the day program, residents have easy access to a wide array of programming that may increase treatment success.

Mental Health Mandated Services (UCA17-77-301(5)(b))

As BRBH makes progress toward the completion of our receiving center, consideration will be given to how this service and facility might complement that service, or vice versa. We may also consider nurse level staffing at some point over the next one year period.

Access is determined by the clinical treatment team and the group home facility supervisor who review the clients' needs and appropriateness for placement in the facility when considering the admit criteria for the program.

BRBH staff utilize risk assessment tools such as the HCR-20, the V3, and the CSSRS as part of decision making around appropriateness of residential treatment. Admission criteria are also required and may include:

- State Hospital or other inpatient discharge - stepping down
- Active services with BRBH with a treatment coordinator and Case Managers assigned.
- Willingness on the part of the client to meet with his/her Case Managers, treatment coordinator and or medication staff weekly or more often if necessary.
- Ability to reside in the group home with "support" only. Clients who are unmanageable, aggressive, seriously suicidal, or who have a history of sexual or violent offenses are not admitted.
- Ability to follow group home rules, including medication compliance, attendance to treatment services, care with personal hygiene, and chore completion.
- Abstaining from using substances that are not prescribed.
- Ability to manage their ADLs without assistance.

Admission can be processed at any time (24/7). This service is intended to provide a higher level of care and diversion from unnecessary hospitalizations. Effectiveness is determined based on client improvement and eligibility for discharge after considering level of medication and treatment compliance, and improvement in functioning with daily living skills. These decisions are made by the clinical treatment team in conjunction with the group home facility supervisor. The group home facility supervisor also meets with group home staff weekly, or more frequently if needed, to discuss specific needs of new admissions and ongoing progress of existing residents.

Effectiveness is measured through reduced symptomatology, through OQ scores, general indicators of stabilization, ADL, CSSRS, and medication compliance.

Residential services for children and youth are not provided directly by BRBH. When residential treatment is determined to be medically necessary and the client is meeting criteria for this level of care, BRBH utilizes residential treatment facilities available throughout the Wasatch front via contracting. BRBH has an established contractual relationship with Aspire Residential, run by Wasatch Behavioral Health. Aspire would bill Medicaid or other insurance directly for the "treatment" services. Room and board is not a covered service, although BRBH may participate in a portion of those charges when medically necessary. Additionally, BRBH may utilize services from any available and accredited residential treatment resources necessary in order to meet the clinical needs of children and youth within its catchment area and service priority.

Mental Health Mandated Services (UCA17-77-301(5)(b))

When determined to be medically necessary, these intensive levels of intervention, provided through residential treatment resources, will be arranged to accomplish increased stability and foster the successful reintegration of children and youth with family and community. No significant programming changes are expected over the next year.

BRBH endeavors to serve and maintain children and youth in their home environment through intensive wrap-around services as preferable to out-of-home placement, if at all possible. Medical necessity drives the decision.

Limited options, the cost of room and board, and wait times for RTC all can be barriers to this service.

Residential care is determined based on the child's inability to remain or be maintained in the home. BRBH utilizes stabilization services and intensive outpatient services, including wrap-around services both prior to referral to residential services and in the client's transition back from residential services.

Outcomes Framework:

Length of stay varies for BRBH adult clients in the residential facility. This is often determined by treatment teams and individual client needs. One barrier to discharge is when clients are homeless or have no supports in place. Some residents have a revolving door between the Utah State Hospital after discharge and BRBH residential care with no services for long-term care that provide a more permanent solution between these inpatient and outpatient care for more severe cases when needed.

Outpatient Care and Services

Describe how the LA will provide Outpatient Care and Services for adults and youth:

Service Delivery Framework:

The continuum of outpatient services for adults in the BRBH catchment area is predominantly provided directly by a multidisciplinary team within BRBH outpatient facilities in Box Elder, Cache, and Rich counties during weekday office hours.

While most of these services are provided in outpatient clinic settings, many of these services can be provided at other times and at other locations in the community. Some may also be provided via telehealth services. In all cases, service providers determine medical necessity when considering both type and mode of service delivery.

BRBH outpatient services include the full continuum such as:

Mental Health Mandated Services (UCA17-77-301(5)(b))

- assessment
- psychological or psychiatric evaluation
- individual, family, and group psychotherapy
- individual and group skill development
- Individual and group behavior management
- psycho-education
- psycho-social rehabilitation
- personal services
- case management
- respite
- medication management
- Mobile Crisis Outreach Team (MCOT) and Stabilization and Mobile Response (SMR) services
- Etc.

Although incorporated within BRBH's context of outpatient services, some of these services listed are further described separately in sections of the Area Plan to follow.

All of our BRBH providers are appropriately credentialed through Medicaid, licensed within the state of Utah, and trained in several evidence-based practices. As an example, one of our newer evidence based offerings, in the outpatient setting, is group Moral Reconciliation Therapy (MRT). BRBH invests in certified training for staff who provide MRT services. This MRT group is provided once a week at the Logan outpatient facility and has had consistent referrals and attendance since its inception. The group participants meet each week to review and discuss MRT steps, with each participant working to improve effective, healthy behaviors within the community, and reduce recidivism. This group is an open-enrollment format with new members being added frequently as well as having participants complete MRT and graduate from the group. BRBH will continue to provide MRT in the next year.

In terms of subcontracting, BRBH does, in certain situations (conflict, continuum of care, specialty services, etc.), review and approve a significant number of external contracts for Medicaid eligible clients. These referrals are reviewed by clinical supervisors, who comprise the client referral committee, who determine the clinical appropriateness of each request for subcontracted services. These clients are then referred to BRBH approved network providers. All subcontracted providers must be empanelled by Medicaid.

The number of staff has increased and continues to do so at a steady pace. The unwinding of Medicaid eligibles has not seemed to reduce the need for staffing at the current levels. BRBH is also in need of additional office space, given staff increases over the last few years. We are anticipating adding a second level to the receiving center project to add additional office space. We are also bursting at the seams in our Logan facility, and will be looking at the possibility of a second site in Cache County for outpatient services over the next year.

BRBH has a Community Outreach Team which consists of a therapist, APRN, RN, and multiple case managers. This team focuses on seriously mentally ill (SMI) clients who are less likely to attend outpatient

Mental Health Mandated Services (UCA17-77-301(5)(b))

appointments and who are at risk for hospitalization. Team members work with clients in BRBH facilities, and in other locations in the community with an “outreach to them” approach. Services are customized and person-centered for each client.

Additional crisis services are provided by MCOT. Clients may also be referred for additional wrap-around services in BRBH’s day treatment program and may qualify for placement in the BRBH group home. BRBH monitors fidelity using a supervision model. Client progress is monitored via the OQ.

BRBH utilizes a court liaison, who:

- after receiving notice of the commitment, informs the treatment coordinator of the commitment, including start date, length of commitment, and any notable issues that need to be addressed in treatment.
- communicates with court attorneys prior to subsequent hearings to determine the need for continued commitment, after receiving input from the treatment coordinator.
- maintains the commitment status as accurate in the electronic record system for treatment provider awareness.

The assigned treatment coordinator is responsible to:

- review relevant information from the designated examiner reports (if available)
- meet with the client as soon as possible after the hearing.
- ensure that a thorough mental health assessment is completed in order to determine diagnosis and treatment issues along with a treatment care plan that reflects the client’s goals pertaining to the civil commitment and interventions reflective of the need for increased monitoring and participation in treatment, including wraparound services if indicated.
- prescribe any needed services.
- conduct a risk assessment and collaborate with the client in formulating a safety/crisis response plan
- obtain authorization from the client to involve the family in treatment, and to assess the viability of that support system, unless it is not clinically indicated. If indicated and authorized, input from and to the family as a support system is utilized in helping to collaborate and establish a pathway/plan for release from civil commitment.
- inform the client of conditions or situations that may result in placement in a more restrictive treatment setting.
- discusses progress with the client, family support and treatment team, prior to the end of the commitment, and address any concerns in order to prepare a summary for the court liaison which includes whether the client should continue under civil commitment.
 - If the client is to continue under commitment, behaviors or conditions that need to be met are outlined.
 - Two weeks before a client’s civil commitment ends, review the details of the case before making a recommendation to the court on continued commitment. If recommending continued commitment, facilitate a reexamination by designated examiners.

Mental Health Mandated Services (UCA17-77-301(5)(b))

If a case manager is assigned, based on medical necessity, he/she is responsible to:

- complete a needs assessment and provide services as medically necessary and as directed by the treatment coordinator.
- coordinate with the court personnel and outside treatment providers.
- provide direct updates to the courts on treatment compliance and progress.

If the client is referred to the medication team, based on medical necessity, this team is responsible to:

- communicate with the treatment coordinator and case manager about missed appointments.
- work with the client to establish effective, sustainable medical treatment, and
- provide input on a transition plan if the client will leave BRBH services when the episode of civil commitment ends.

Civily committed clients are tracked by funding source and a "civily committed" flag in the electronic health record system. This flag appears when a service provider accesses the medical record. The committed flag also signifies the potential need for an added level of care, which may include the revision of the care plan goals and interventions pertaining to the commitment, increased services, consideration of a new risk assessment and crisis safety plan, etc

BRBH additionally utilizes an Excel spreadsheet, available to all clinical and supervisory staff, via a shortcut on their desktops, which details the committed individual's name, where he/she was committed, e.g., Logan, Brigham City, State Hospital, etc., the date of commitment, the funding source, and the date of commitment expiration.

A BRBH "Checklist for Working with Clients Under Civil Commitment" is available to assist treatment providers serving this population.

The continuum of outpatient services in relation to services to children in the BRBH catchment area is predominantly provided directly by a multidisciplinary team within BRBH outpatient facilities in Box Elder, Cache, and Rich counties during weekday office hours.

Generally, services are provided in outpatient clinic settings. However, these services may also be provided at other times and at other locations in the community. For example, a large portion of children's services are provided directly in various schools throughout the three counties, both through face-to-face and telehealth services. In all cases, service providers determine medical necessity when considering both type and mode of service delivery.

BRBH outpatient services include the full continuum such as:

- assessment,
- psychological or psychiatric evaluation,
- individual, family, and group psychotherapy,
- individual and group skill development,
- individual and group behavior management,

Mental Health Mandated Services (UCA17-77-301(5)(b))

- psycho-education,
- psycho-social rehabilitation
- personal services.
- targeted case management,
- respite,
- medication management,
- Mobile Crisis Outreach Team (MCOT) and Stabilization and Mobile Response (SMR) services,
- Etc.

Although incorporated within BRBH's context of outpatient services, some of these services listed are further described separately in sections of the Area Plan to follow.

BRBH also operates successful after-school and summer programming delivery systems in both Box Elder and Cache counties, which are detailed in the Children/Youth Psychoeducation Services & Psychosocial Rehabilitation section below.

BRBH incorporates peer support staff, stabilization for youth and family, and traditional outpatient treatment to engage in family systems and other natural supports. The usage of telehealth has allowed the expansion of family systems and engaging with clients in their home.

BRBH now utilizes the CALOCUS-CASII which is a child and adolescent level of care/service intensity utilization system and a tool for helping to determine level of care, including RTC/IOP/inpatient/etc.

BRBH utilizes a SMR team which consists of a part-time therapist and a full-time case manager who provide direct stabilization services to fidelity. Stabilization services are offered to those families with children who have needs for intensive services to reduce the chances of future crisis situations within the home and or community and to reduce the likelihood of out-of-home placements. Medical necessity is based on the UFACET assessment and the clinical treatment team's evaluation of medical necessity. This team may also coordinate with other BRBH service providers as needed. The SMR team focuses on SED children and youth who are at risk for hospitalization or for out of home placement.

BRBH staff work with clients in their homes, in BRBH facilities, in schools, and in the community whether through the stabilization program or not. Services are customized and person-centered for each client. Intensive wrap-around services may also be provided based on medical necessity. Mobile Crisis services are also available to children and youth.

Post hospitalization follow-up efforts include coordination with hospitals and parents, assuring follow-up appointments are scheduled within 7 days. Outreach utilization includes YMCOT stabilization, case manager and other staff.

BRBH monitors fidelity using a supervision model. Client progress and outcome data is monitored via the Youth Outcome Questionnaire (YOQ).

Mental Health Mandated Services (UCA17-77-301(5)(b))

Outcomes Framework:

Clients are identified by the mental health assessment, care plan formulation and review, and ongoing assessment of needs during treatment. This is measured through Y/OQ scores, care plan reviews and updates, and client feedback.

24-hour Crisis Care and Services

See Behavioral Health Crisis Services section above

Psychotropic Medication Management

Does the LA provide psychotropic medication management for adults and youth:

- Yes
- No, not at this time.

Psychosocial Rehabilitation (*vocational training, skills development*)

Describe how the LA will provide Psychosocial Rehabilitation for adults and youth:

Service Delivery Framework:

BRBH runs adult psychosocial programs, both in Brigham City (Brigham City House) and Logan (Bear River House) five days per week, on an ongoing basis. These programs are patterned after the recovery model as the predominant rehabilitative perspective and will continue as specified here over the next year.

The recovery model is an approach to changing client attitudes, values, skills, and/or roles, developing new life meaning and purpose, as well as regaining social function despite limitation of mental illness. The adult recovery model allows for clients to participate in groups and to receive case management services that increase socialization and connectedness with other clients, the group members, and with the community. This model also helps increase client community supports.

Groups start in the morning each weekday, allowing participants to then have lunch within the day programs and increase social activity with recovery participants before afternoon groups begin. Having groups also scheduled during the afternoon, provides clients with more opportunities to recover based upon their unique schedules and needs.

As established several years previous, the Cache County adult psychosocial program is organized into three recovery-oriented program tracks (Foundation, Gateway, and Transitions) designed to address the issues of mental health recovery and functional living as described below:

Mental Health Mandated Services (UCA17-77-301(5)(b))

- The Foundation Track is designed to meet the needs of individuals with profound cognitive, social, and/or functional limitations. This track focuses on functional living skills and targets social skills, daily living skills, and protective skills such as basic medication compliance and symptom maintenance necessary to promote community tenure and avoid hospitalization. The Foundation Group is held at the group home facility as many of the participants are also residing in the group home facility.
- The Gateway Track is conceptualized as a gateway to wellness and will continue to focus on an intermediate level of functional coping skills, functional living skills, and functional rehabilitative activities, designed to enhance functional assertion.
- The Transitions Track is designed for the client who is at a higher level of functioning and follows the Personal Development for Life and Work curriculum and is focused on the work of functional mastery. This program also utilizes the modalities of psychoeducational, support groups, and experiential rehabilitative activities in the process of preparing the clients for social, recreational, educational, and vocational community reintegration.

Regardless of the specific group that a client participates in, the overall goal of each program is to provide the skills and techniques necessary to each participant that helps each reach a higher level of functioning and a higher level of independence within the community.

Brigham City House also follows the Recovery Model and has a combination of groups due to our smaller size and client availability. Profoundly limited clients are combined with our intermediate functioning clients in our programs at the Brigham City House each day. Wellness activities and individualized recovery for each client are the goals. The Brigham City House allows BRBH staff to work closely with each client in striving toward their personal recovery goals and skills in social development, educational and employment readiness, managing their mental illness, dually diagnosed treatment needs, and connection to other agencies and supports in the community.

As part of this programming, the Brigham City House staff encourage clients to participate in health and wellness activities three days per week, social skills, role-playing, relationship effectiveness, and independent living skills daily.

The transitions program is also available in Brigham City for the highest functioning clients, and also uses the Personal Development for Life and Work curriculum. These clients receive assistance in getting involved in the program and preparing for potential employment, volunteer work, or education in the community, as well as life skills to be functional and successful in their endeavors to be as independent as possible.

Clients are identified by the mental health assessment, care plan formulation and review, and ongoing assessment of needs during treatment. Therapists work as treatment coordinators for each client and can add psychoeducation and psychosocial rehabilitation as a prescribed service. This is measured through OQ scores, care plan reviews and updates, and client feedback.

Mental Health Mandated Services (UCA17-77-301(5)(b))

BRBH provides psychosocial rehabilitation for children and youth as a direct service, with most of these services being provided by BRBH case managers. Master's level therapists may also participate in the delivery of some of these services. These services will continue as specified here over the next year.

Staff employ both individual and group formats for skills training and development that address daily living, communication, and interpersonal competencies as related to the predominant family, school, and social environments of children and youth. In addition, staff provide parenting skills/strategies to the appropriate parent/guardian as needed.

All psychosocial rehabilitative services are applied to:

- Improve the management of mental illness symptoms to include developing coping skills and social skills,
- Improve the management of health-related behaviors to include sleep, diet and exercise, taking appropriate medications and participating in regular medical/dental wellness appointments,
- Decrease unnecessary psychiatric hospitalizations,
- Decrease maladaptive behaviors,
- Increase personal motivation,
- Enhance self-esteem, and
- Help clients achieve the highest level of functioning possible individually, in their families, in the school, and in the community

BRBH additionally provides specific psychoeducation and psychosocial rehabilitation programming through an after school and summer psychosocial skills curriculum out of all three of the outpatient facilities located in Brigham City, Logan, and Tremonton. There is also programming at school sites in all three service area counties.

Outcomes Framework:

Clients are identified by the mental health assessment, care plan formulation and review, and ongoing assessment of needs during treatment. Therapists work as treatment coordinators for each client and can add psychoeducation and psychosocial rehabilitation as a prescribed service. This is measured through Y/OQ scores, care plan reviews and updates, and client feedback.

Case Management

Describe how the LA will provide Case Management for adults and youth:

Service Delivery Framework:

Adult case management services will continue as specified below over the next year. Case management services are provided directly by BRBH with the primary goal of assisting clients (adult, child/youth) and

Mental Health Mandated Services (UCA17-77-301(5)(b))

families to access additional internal and external community services and resources, in an effort to help manage the functional complications of mental illness. Case managers function as part of an overall treatment team, directed by the treatment coordinator. A case management needs assessment is completed by BRBH Case managers or therapists and is intended to help guide the subsequent case management services provided.

Primary case management activities include:

- assessment and documentation of the client's need for resources and services;
- development of a written case management service plan;
- linking clients with needed services and resources;
- coordinating the actual delivery of services,
- monitoring quality, appropriateness and timeliness of the services delivered, as well as monitoring client progress, and
- review and modification of the case management service plans and objectives, as necessary.

Additional activities may involve:

- Assisting clients in securing and maintaining housing resources,
- obtaining medical or dental services,
- linking with the Department of Workforce Services or Social Security Administration relative to the acquisition of benefits and entitlements,
- advocating for educational opportunities, and/or
- coordinating and facilitating inpatient hospital discharge.

Case management services are available throughout the BRBH's tri-county catchment area, predominantly delivered in Logan, Brigham City, Garden City, Tremonton and neighboring communities to those clients who would benefit from and require assistance in coordinating, monitoring, and linking to community services and resources.

These services are open to all BRBH clients, based upon medical necessity as determined by a formal needs assessment.

During the hiring process, an assessment of licensure and/or case manager certification is made. Those without the appropriate licensure are asked to take the case manager certification exam. BRBH ensures that each Case Manager is certified.

Note: BRBH moved to providing protective payee services several years ago, given the ongoing negative experiences by our clients and case management staff with external services. Case managers have found this BRBH offering very helpful and much more efficient in working with their clients. BRBH has been careful in utilizing division of duties, quality controls, and intensive supervision by financial staff with this offering.

Eligibility is determined through mental health assessment, administration of the DLA20, and conducting

Mental Health Mandated Services (UCA17-77-301(5)(b))

the Case Management Needs Assessment. This is measured by OQ scores, DLA20 Scores, care plan review and updates, feedback from other treatment providers, and the client.

Children's case management services will continue as specified below over the next year. Case management services provided for children and youth will mirror those described above, in most respects, with the general exception of income and housing supports.

Primary case management activities include:

- assessment and documentation of the client's need for resources and services;
- development of a written case management service plan;
- linking clients with needed services and resources;
- coordinating the actual delivery of services,
- monitoring quality, appropriateness and timeliness of the services delivered, as well as monitoring client progress, and
- review and modification of the case management service plans and objectives, as necessary.

Additional activities may involve:

- obtaining medical or dental services,
- linking with the Department of Workforce Services or Social Security Administration relative to the acquisition of benefits and entitlements,
- advocating for educational opportunities, and/or
- coordinating and facilitating inpatient hospital discharge.

Case management services are available to children and youth throughout BRBH's tri-county catchment area. These services are predominantly delivered in the Logan, Brigham City, Garden City, Tremonton clinic sites, as well as in neighboring communities.

These services are open to all BRBH clients, based upon medical necessity as determined by a formal needs assessment.

During the hiring process, an assessment of licensure and/or case manager certification is made. Those without the appropriate licensure are asked to take the case manager certification exam.

Eligibility is determined through mental health assessment and conducting the Case Management Needs Assessment. This is measured by YOQ scores, care plan review and updates, feedback from other treatment providers, and the client.

Outcomes Framework:

Outcomes will be measured by Y/OQ, client report, decrease in symptoms, and increase in functional living [i.e. DLA 20, CMNA] at home, school, employment, and in the community.

Mental Health Mandated Services (UCA17-77-301(5)(b))

Services to Incarcerated Individuals

See Combined Mental Health and Substance Use section below

Coordinate with the Dept of Corrections to Provide Services to High-Risk Habitual Offenders (UCA 64-13-21(8)(a)).

See Combined Mental Health and Substance Use section below

Community Supports

Will the LA provide Community Supports directly or through a contracted provider?

- Directly
- Contracted provider (list contractor(s) below)

Service Delivery Framework: Please include in home services, housing supports, family support services and respite. Please note if there are any additional agency processes to access this level of clinical care.

In-home supports, such as skills development, behavior management, and personal services, are provided to adults with serious mental illness by BRBH directly with case management and skills development service providers.

Psychotherapy support services may be provided outside of the outpatient clinic, either in-home or in community settings such as local nursing homes, as determined to be medically necessary and appropriate and safe for staff, to help eliminate barriers to service access.

Additionally, BRBH has an established housing network, consisting of apartment complexes located in Logan (the Gateway 6-plex apartments), Brigham City (Snow Park Village-14 units) and in Fall 2026 new construction of a 20-unit complex will be completed in Logan. Residents in these apartment complexes are provided semi-independent housing supports based on the need for more intensive housing supports and generally prior to returning to full independence within the community.

Bear River Association of Governments (BRAG), the local housing authority, operates the Box Elder Commons Apartment Complex, and has committed to offer these apartments to our clients who need semi-independent housing. We maintain this community partnership to increase housing options for our clients. For historical reference, BRBH previously donated The Box Elder Commons apartment complex to BRAG and BRBH clients are still able to access housing supports within that facility.

Providing semi-independent housing supports to clients of BRBH enhances their functional living skills, These skills directly increase clients' ability to live more independently within the community, while still allowing increased access to needed mental health services.

BRBH is currently in the process of constructing additional housing units in Logan on the property that will

Mental Health Mandated Services (UCA17-77-301(5)(b))

also house the new receiving center.

Services will continue over the next year as specified.

Eligibility is determined through mental health assessment, administration of the DLA20, and conducting the Case Management Needs Assessment. This is measured by OQ scores, DLA20 Scores, care plan review and updates and feedback from other treatment providers and the client.

Respite services are provided to children classified as severely emotionally disturbed (SED) throughout Box Elder, Cache, and Rich counties. This service provides families with temporary relief from the stress of managing the behavior of difficult children and adolescents behavior by providing structured activities and supervision of the child or adolescent during the respite period. For example, skills development and behavior management services may be provided.. Respite allows children and families to have a planned hiatus from each other, which is often vital to maintaining children in their homes and communities. Families receiving respite services are also provided additional supportive services to assist them in coping with youth with special needs.

BRBH staff also provide a variety of community support and involvement through partnership arrangements with the Division of Child and Family Services, the Division of Youth Corrections, the Juvenile Justice System, Intensive Care Coordinate [ICC] partner, local school districts in Cache, Box Elder and Rich counties, and other local entities invested in the integration of mental health services with community support resources.

Services will continue over the next year as specified.

Eligibility is determined through mental health assessment and conducting the Case Management Needs Assessment (CMNA). This is measured by YOQ scores, care plan reviews and updates, feedback from other allied treatment providers and the client/client's family.

Outcomes Framework: Please include in home services, housing supports, family support services and respite.

BRBH addresses this area of community support with several service modalities. These include peer and family peer support specialists helping clients by providing clients in home and family support services. Case management services link clients to resources throughout the community, including housing support. BRBH provide respite services to individuals and families to help those involved reach their treatment outcomes.

Mental Health Mandated Services (UCA17-77-301(5)(b))

Consultation and Education Services

Will the LA provide Consultation and Education Services directly or through a contracted provider?

- Directly
 Contracted provider (list contractor(s) below)

Service Delivery Framework: Please include case consultations and collaboration with county agencies, public education and public information.

BRBH staff regularly act in the role of mental health system consultants and participate in a number of community forums and activities, as specified in the required table of partnership groups and community efforts. Our participation is direct.

Staff are involved with a number of community agencies which focus on adult protective and safety issues such as Aging and Adult Services and the Cache County Health Council. BRBH provides consultation and education to various local law enforcement agencies and takes a leadership role in arranging for and hosting Crisis Intervention Team [CIT] training for law enforcement officers. This is a direct service.

Consultation and education in these capacities are administratively rolled into staff responsibilities and not carved out into separately budgeted activities. BRBH also plans to continue its participation with the local Citizens Against Physical and Sexual Abuse (CAPSA) in partnership efforts focusing on education, training, and consultation needs relative to CAPSA employees and services.

In addition, BRBH provides frequent consultation and education with families and individuals concerning involuntary mental health procedures, as well as general information about mental health related issues provided to local community and religious groups.

BRBH is an active member of the Cache Valley Homeless Council, which meets regularly under the auspices of Bear River Association of Governments, in order to address the issues, needs, and resources relative to problems of homelessness in Cache County.

BRBH will continue its participation on the planning and steering committees of the First District Mental Health Court, First District Drug Court, and Friends of Mental Health Court organizations, involving mental health systems programming, funding, and community liaison activities.

BRBH strives to attend as many local events as possible. We staff a large and visible booth where mental health pamphlets, resources, and promotional materials ["stress balls"] are provided to the general public. This is accomplished without any specific prevention funding.

Bear River Behavioral Health also participates with the Criminal Justice Coordinating Councils in Box Elder and Cache Counties. BRBH will continue this over the next year as specified.

With respect to youth populations, BRBH has established valued relationships with other community and

Mental Health Mandated Services (UCA17-77-301(5)(b))

state agencies in the tri-county area and will make every effort to be a contributing member to the community.

The BRBH children's services team consistently links and coordinates with schools, social agencies, other mental health treatment providers, and State entities in Box Elder, Cache, and Rich counties, and has placed service staff on location in local school systems.

BRBH children's services staff meet regularly with Local Interagency Councils and as part of juvenile mental health court teams, in both Brigham City and Logan, to coordinate and discuss service systems issues, enhance collaborative relationships, conduct interagency problem-solving, provide case consultation, plan for Department of Human Services (DHS) custody dispositions, as well as develop and coordinate mental health service planning for justice-involved children and youth.

BRBH provides the professional staff for triannual screening events in the Box Elder and Cache County school districts.

Additional agency and community consultation and education, relative to children and youth, also occurs at the administrative level, by assignment, through the BRBH executive and supervisory structure.

BRBH strives to attend as many local events as possible, with a large and visible booth where mental health pamphlets, resources, and promotional materials are provided to the general public. This is accomplished without any specific prevention funding.

BRBH is partnered with multiple Pediatric Care facilities to provide integrated care for children. We anticipate that these partnerships will continue to grow over time.

BRBH will continue this over the next year as specified.

Technical Assistance

Is technical assistance requested for Mental Health Mandated Services programming or requirements?

- Yes
- No, not at this time.

Please indicate sections requested

--

MENTAL HEALTH OFFICE DIRECTIVES

Mental Health Office Directives

The following sections stem from the FY27 SUMH Office Directives that require a LA response.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Mental Health Office Directives Clinical Care

Assertive Community Treatment (ACT)

Will the LA provide ACT team programming (more than one box can be checked if multiple teams)?

- Yes, with a DACTS/TMACT score greater than 4.0
- Yes, with a DACTS/TMACT score between 3.0 and 4.0.
- No, not at this time

Please indicate the number of ACT or ACT-like teams in the catchment area and how many individuals are served. For network models, please note the provider agencies who deliver this service.

High-Need Client Care Plan

Does the LA have an agency plan, as defined in the SUMH Office Directives, to address appropriate service provision for individuals with complex behavioral health conditions who require frequent engagement, have multiple systems involvement, and who are clinically indicated to need multiple mental health supports to remain in the community?

- Yes for adults
- Yes for youth
- No, not at this time

Please submit or insert a public-facing link to the agency plan

Mental Health Office Directives

Utah State Hospital (USH) Coordination

Please document the LAs identified USH liaison name and email for compliance with administrative rule UCA R523-2-11.

Adult

Lance Bingham - Lanceb@BRMH.com

Tom Roskos - Tomr@BRMH.com

Youth

Lance Bingham

Technical Assistance

Is technical assistance requested for any components of SUMH Office Directives Clinical Care programming or requirements section?

- Yes
- No, not at this time.

Please indicate sections requested

Mental Health Office Directives - Quality and Access Improvement

First Episode Psychosis (FEP) (service code: EBI)

Will the LA provide First Episode Psychosis (FEP) services ?

- Directly
- Contracted provider (list contractor(s))
- No, not at this time

If yes, are services provided to fidelity?

- Yes
- No, not at this time

Mental Health Office Directives

Service Delivery Framework:

Clients are screened at the initial intake for first time psychosis, and on an ongoing basis through treatment planning and assessment. Each client is given a mental status exam as part of the assessment which includes questions relative to psychosis. Services provided may include:

- Individual Therapy
- Family Therapy
- Targeted Case Management
- Medication Management
- Or other treatment as seen as medically necessary.

Services are provided at locations seen as most conducive for the client, including locations outside of the outpatient facility.

BRBH provides these services directly.

BRBH will continue this service over the next year as specified.

Clients with FEP are often referred to BRBH through several channels including community providers, post-discharge from inpatient behavioral health hospitalizations, MCOT encounters, and local law enforcement encounters. Clients with FEP are sometimes identified through the process of civil commitment and these clients are court ordered to treatment with BRBH, the local mental health authority. Ultimately, BRBH mental health therapists identify and verify FEP clients through the intake assessment, evaluating symptoms, history, etc. Occasionally, referral for an in-house psychological evaluation is used to determine FEP.

Service effectiveness is measured by the Outcome Questionnaire (OQ), utilization of recommended services, medication compliance, frequency of accessing higher levels of care, narrative statements from family members and clients, and overall commitment to treatment recommendations outlined on the care plan.

BRBH does not receive FEP grant funding.

Outcomes Framework:

A range of formal and informal assessments may be used to track progress. At a minimum, clients progress on treatment goals and objectives [SMART goals] will be reviewed and updated every 6 months. Client feedback and perception of present symptoms will be also be included in the care plan reviews. Standard survey and evaluation tools like the YOQ/OQ, GAD7, PHQ9, CSSRS, DLA 20, etc will be used to regularly track outcomes and progress/deterioration. With some clients, a more formal evaluation using scales like the PANSS may be used to track the severity of psychotic symptoms over time.

Mental Health Office Directives

Clinical High-Risk for Psychosis (CHRP) (Service Code EBI1/EBI2)

Will the LA provide Clinical High-Risk for Psychosis (CHRP) services ?

- Directly
- Contracted provider (list contractor(s))
- No, not at this time

Service Delivery Framework:

Outcomes Framework:

Transition-age youth (TAY, 14-26 years of age)

Please identify the LAs identified TAY liaison for this SUMH office directive including name, email address and job role/title:

Infant and Early Childhood Mental Health (IECMH)

Does the LA have a provider(s) trained in IECMH.

- Yes
- Contracted provider
- No, not at this time

As applicable,

Please identify a public-facing link or a list of the provider(s) or team trained (direct or contracted). For network models, please identify contracted agencies who specialize in this service

https://www.BRMH.com/maternal-mental-health-you-are-not-alone/"/>

Describe the training that the provider(s) have received on developmentally appropriate screening, diagnosis, and evidence-based treatment modalities.

Mental Health Office Directives

Support International and the Children's Center Utah and use the Edinburgh Postnatal Depression Scale with parents.

Behavioral Health Home (Service Code: BHH)

Does the LA provide behavioral health home services ?

- Directly
- Contracted provider (list contractor(s))
- No, not at this time

Service Delivery Framework:

Outcomes Framework:

Intellectual and Developmental Disabilities (IDD)

Please identify the LAs identified IDD liaison for this SUMH office directive. Include name, email and job role/title:

Does the LA have a provider(s) trained in IDD and co-occurring mental health.

- Yes
- Contracted provider
- No, not at this time

As applicable,

Please identify a public-facing link or a list of the provider(s) or team trained (direct or contracted). For network models, please identify contracted agencies who specialize in this service. LAs are encouraged to have a provider listed on the IDD provider list website.

Mental Health Office Directives

Our agency liaison is Tom Roskos.

We participate in the DHHS quarterly I/DD liaison meeting where we're provided with information regarding training and resources for accessing mental health issues in the I/DD population, as well as in-house training.

Mental Health Early Intervention (Service Code: EIM)

Will the LA implement Mental Health Early Intervention (MHEI) programming for the population outlined in SUMH Office Directives?

- Directly
- Contracted/partnership provider (list contractor(s) below)
- Not at this time

Please indicate what allowable services under the EIM service code will be used for:

- School based behavioral health services
- Youth MCOT
- Family Peer Support Services
- Other pre-approved early mental health interventions

Service Delivery Framework:

BRBH works with several school districts within Box Elder, Cache, and Rich county areas to provide in-school services to at-risk students in elementary and secondary schools. Parents are invited to team with school and agency personnel to help students who are struggling with a variety of social and emotional problems that impact their educational success, promote their overall mental health, and prevent students from needing out-of-home treatment. Individual therapy and family therapy are offered during the school day, at home, or in the office environment, by a mental health therapist.

Therapists complete and develop a treatment plan for each child. Collaborating with collateral sources of information, such as family members, school staff, pediatric allied professionals and others contributes to a thorough clinical assessment and an individualized treatment plan. Each child that becomes a client, as a result of activities in the school, will receive regular contact with the treatment coordinator and/or the Case Managers assigned to the case. Where needed, outreach services extend to the home or other places in the community.

Each child is assessed and receives the medically necessary services indicated, based on the severity of their situation. Specific activities, based on medical necessity, include:

- individual therapy,

Mental Health Office Directives

- medication management (only provided in office),
- targeted case management,
- skills development,
- psychosocial rehabilitation.

BRBH will be the sole and direct provider of services.

Additionally, children in Cache County school based services seen through the outreach funding that need additional support beyond therapy, are referred to the FPSS for wrap-around services. BRBH will serve children and youth regardless of funding source (unfunded, underinsured, or Medicaid) as far as resources allow.

BRBH works closely with school staff in schools receiving school-based mental health services from the agency. The therapists providing school-based services are trained on which data is to be collected during the school year and how to provide the data to the state.

BRBH therapists work to utilize the YOQ at intake, during regular intervals across treatment, and at discharge. The YOQ can be administered in person if the caretaker of the client is present, through an online portal, or by staff collecting the information via telephone. BRBH regularly trains staff on the importance of YOQ utilization and how to gather the YOQ consistently while the client is in treatment.

Also, office referrals, grade point average, self-report from parents of children receiving services, and other behavioral concerns are also points of data that are collected as part of the MHEI program. Emails about MHEI quarterly reporting should be sent to Tom Roskos PhD, Clinical Director. His email address is tomr@BRMH.com

BRBH directly facilitates a Youth MCOT program. Information regarding Youth MCOT can be found in the section of this area plan reviewing our crisis responses services.

Please identify name, email and title of the individual who will submit quarterly and annual outcome reporting:

Tom Roskos PhD, Clinical Director, tomr@BRMH.com

Older Adults

Has the LA developed and is it maintaining a strategic plan for service delivery programming for the older adult population outlined in SUMH Office Directives?

Mental Health Office Directives

- Yes
 No, not at this time

If applicable, please include a link to a summary document or website to address this question or briefly summarize how the LA intends to provide service delivery to this population.

BRBH intends to meet the mental health needs of older adults in our catchment area. We work directly with our local skilled nursing and assisted living facilities. While we occasionally provide consultation services and crisis support services to these facilities, our primary services are individual therapy and assessment, case management, and medication management. Services are provided at our office locations, at the facilities or via telehealth. Whenever possible, our staff coordinates with family members, allied physical health care teams, and other agencies to enhance integrated care.

We have therapists at each of our offices locations that maintain their PASRR certification and respond to PASRR requests within the prescribed response window.

Our liaison to our local Bear River Agency on Aging presents cases to the multidisciplinary team and shares the recommendations with our staff. Information from trainings provided during the coordination meeting are distributed back to our staff in the form of email updates or general staff meeting announcements.

Perinatal Mental Health

Identify the provider(s) trained in perinatal mental health to the requirement outlined in the SUMH Office Directives. For network models, please identify contracted agencies who specialize in this service.

Ian Hancock, LCSW, PMH-C – Listed on MMHN website

Evelyn Ferguson, LCSW – Listed on MMHN website

Krista Carlson, LCSW

Shaela Glade, LCMHC

Sue Rosenbaum, LCSW, PMH-C

Madison Elliot, LCSW

Clinicians not currently listed on the website have been asked to do so.

Mental Health Office Directives

Is this provider(s) listed on the Utah Maternal Mental Health Network website?

- Yes
 No, not at this time

Utah Behavioral Health Planning and Advisory Council (UBHPAC)

Please identify the LAs identified UBHPAC representative for this SUMH office directive including name, email address and job role/title:

Dawna Upshaw - dawnau@BRMH.com - Peer Support Specialist

***Please note that UBHPAC meets every other month for 2 hours. The agency should consider a person with lived experience who is a consumer of services or peer as the LA representative.*

Unfunded clients

Describe how the LA intends to deliver the services/programs to **unfunded clients**. This must include:

1) The LAs process to help the client access to insurance

BRBH continues to employ a Medicaid eligibility specialist who assists individuals with Medicaid eligibility and who may also link individuals to community resources. Case managers work with clients who are losing funding, such as Medicaid, or who are also otherwise unfunded. Case managers and other BRBH staff may also facilitate access to other funding, such as grants, through BRBH.

2) LAs policies related to unfunded client service provision (i.e. sliding scale, time limited services)

BRBH track very closely the listing of clients who lose Medicaid. If a client loses Medicaid for any reason, they have 4 visits or until the end of the next month to utilize services. One of these 4 visits may be a medication management visit. The sliding scale for these services is based on the client's monthly household income. Treatment team staff are notified and are available and trained to help the client work through barriers and issues in order to regain coverage, if eligible, or to find alternative funding sources, including the BRBH sliding fee scale. BRBH does not turn any individual away, who has an emergent need.

Mental Health Office Directives

3) Service continuum accessible to unfunded clients.

BRBH has identified additional domains for indigent/uninsured funding support and direct service provision for the following populations:

- Eligible individuals in local correctional settings who are intercepted and diverted from incarceration through the First District Mental Health Court program.
- Individuals currently under a court order of involuntary commitment to the custody of the local mental health authority for treatment. Without exception, such individuals are eligible for all medically necessary mental health services, regardless of funding.
- 24 hour on-call emergency and Mobile Crisis Response services to area residents, irrespective of funding, will continue to be provided directly or as referred through the HMHI crisis line.
- Services in county jails, as statutorily mandated, will continue as currently delivered. These services typically involve brief crisis/risk assessments and brief diagnostic assessments for population management, and are provided irrespective of funding.
- Mental health service delivery to eligible individuals under, and consistent with, the requirements of any grant funding obtained through state, federal, or private entities throughout the life and availability of the grant resources.
- Mental health evaluations for non-Medicaid drug court and mental health court participants via referral from the First District Drug Court program and Mental Health Court program, as far as possible and practical, without unduly compromising BRBH Medicaid/non-Medicaid service ratio.
- Mental health services, based on medical necessity, to individuals who are SMI. For unfunded Adult clients BRBH uses excess money from revenue over expenditures or BRBH reserves.

BRBH does not turn any individual away, who has an emergent need.

There are multiple funding sources that are utilized for unfunded children, including the \$2.7 grant and the Early Intervention Grant, and other school coordinated grants/collaborations. Sliding scale options are also available. The integrated mental health delivery system for uninsured and underinsured individuals within Box Elder County, Cache County, Rich County, and local school districts will continue, as previously implemented as a direct service.

Over the next year, BRBH will continue to look for opportunities that help provide funding to individuals who would not otherwise be able to access mental health service and continue to support clients in their efforts to maintain their covered Medicaid eligibility status.

Technical Assistance

Mental Health Office Directives

Is technical assistance requested for any components of SUMH Office Directives Quality and access improvement programming or requirements section?

- Yes
 No, not at this time.

Please indicate sections requested.

SUBSTANCE USE DISORDER TREATMENT SERVICES

Substance Use - Adults

The following sections are the **Substance Use Adult services** requirement from both the LA contract and the SUMH Office Directives.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Early Intervention

Will the LA provide Early Intervention directly or through a contracted provider?

- Directly
 Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework: Please also include services provided to an individual not seeking clinical treatment for substance use, including education, skills development, services to reduce the harms associated with substance misuse and to reduce risk behaviors before they lead to injury, etc.

Following Utah Code regarding persons convicted of driving under the influence, when an individual is referred to Bear River Behavioral Health Services after a driving under the influence conviction, BRBH conducts a full evaluation (screening and assessment) by a licensed therapist to determine the extent of education and/or treatment need, based on individual client circumstances. This interview includes:

- Biopsychosocial evaluation

Substance Use - Adults

- Gathering client's use history
- Family history
- Legal history
- Current needs assessment
- Suicide risk assessment (CSS-RS)
- ASAM criteria crosswalk
- Risk and Needs Triage Assessment (RANT or LSI R SV)
- Michigan Alcohol Screening Test (MAST)
- Drug Abuse Screening Test (DAST)
- Initial urinalysis.

If, after assessment and evaluation, the ASAM level is determined to be appropriate for Early Intervention, the client may be offered the Prime for Life DUI education course or Minor In Possession (MIP) course, or specific early intervention coursework. The 16-hour DUI education class is conducted by staff who are certified in the Prime for Life curriculum or referred to programs in the community providing PRI certified coursework. This curriculum is available in both English and Spanish. Virtual options have proven to be more accessible to clients, especially those that live in remote rural areas of the region and those that have lost a driver's license from a DUI charge. We offer Spanish speaking classes in-person as well, and are prepared as the need arises, to hold in-person English classes.

If the assessment/evaluation determines that a higher level of care is warranted, the full range of services described in this Plan are available to the client, according to need. Counselor and client create an individualized treatment recovery plan, with measurable goals and objectives. If appropriate and beneficial to the client, they may be offered the Prime for Life course in addition to further treatment. Treatment services may include individual sessions, couples or family sessions, random drug screening, and groups based on need and ability to participate.

Services provided to an individual not seeking clinical treatment for substance use includes:

- Distributing and providing training on appropriately administering Naloxone.
- Providing consultation meetings with family members of persons struggling with substance use disorders.

Outcomes Framework:

A pre-test and post-test are administered at the beginning and end of the Prime For Life and Minor in Possession classes.

Substance Use - Adults

Ambulatory Care and Withdrawal Management (Detox) ASAM IV-D, III.7-D, III.2-D, II-D or I-D (Contract 5.2 b)

Will the LA provide Ambulatory Care and Withdrawal Management

- Directly
- Contracted provider (Please include a list or a link of contracted providers)
- Referral (non contracted provider, service is unfunded but referrals provided)

What level of Ambulatory Care and Withdrawal Management service are funded by the LA?

- ASAM IV-D Medically Managed Intensive Inpatient Detoxification
- ASAM III.7-D Medically Monitored Inpatient Detoxification
- ASAM III.2-D Clinically Managed Residential Detoxification
- ASAM III.D Residential/Inpatient Detoxification
- ASAM II-D Ambulatory Detoxification with Extended on-site monitoring
- ASAM I-D Ambulatory Detoxification without Extended on-site monitoring
- None of these levels are available.

If not available, what are the plans to develop and provide this level of care?

Clients in need of these services will be assessed and may access some ambulatory withdrawal management services (Social Detoxification) through the receiving center. Appropriate contracted providers will be assessed and utilized as needed.

Service Delivery Framework:

Clients are screened and evaluated by a BRBH licensed clinician. Clients qualifying for detoxification meet ASAM criteria for detoxification services. Individuals screened as needing detoxification services are assisted by a team consisting of the licensed clinician, case managers, medical team, and support systems identified by the client to coordinate referral and admission to local medical units including Cache Valley Hospital, Intermountain Healthcare, and Brigham City Community Hospital. Services are paid through private insurance and Medicaid.

Follow up monitoring is provided by BRBH medical staff and a case manager. Prior to discharge from the detox services, an assigned case manager will work with the local medical unit on coordinating admission to BRBH or to residential services with a contracted provider. Within the next three years, BRBH plans to offer MAT service in-house. Until that program is running, when MAT is prescribed as a part of the detoxification process, the individual will be referred to an appropriate provider to continue MAT.

BRBH has plans to provide social detox at the Receiving Center once it opens later in 2026.

Outcomes Framework:

Substance Use - Adults

BRBH clients meeting ASAM criteria for detoxification are linked with that service. Following discharge case managers may continue to follow up linking clients with services relevant and appropriate to their care and continued recovery.

Residential Care and Services (ASAM III.7, III.5, III.3, III.1) (Contract 5.2 b)

Will the LA provide Residential Care and Services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list of providers or a link to contracted providers below)
- Referral (non contracted provider and service is unfunded but referrals provided)

What level of Residential Care services are funded by the LA?

- ASAM III.7 Medically Monitored Intensive Inpatient Services
- ASAM III.5 Clinically Managed High-Intensity Residential Services
- ASAM III.3 Clinically Managed Population-specific High-Intensity Residential
- ASAM III.1 Clinically Managed Low-Intensity Residential
- None of these levels of care are available.

If not available, what are the plans to develop and provide this level of care?

Residential care services will be contracted out to providers in the community.

Service Delivery Framework: Please also include the list of providers or a link to contracted providers.

Clients are screened and evaluated by a BRBH licensed clinician. If the clinician determines a client qualifies for residential care, they will work with a Case Manager to assist the client in finding placement at an approved facility. Direct treatment is provided through contracts with residential facilities. Accepted programs are state-certified, provide both group and individual evidenced-based treatment, by appropriately licensed staff, require drug screenings, and provide a satisfactory level of client supervision.

BRBH has a contract with Odyssey House of Utah and will extend contracts through single case agreements to other listed providers to deliver needed residential services. When contracting or referring to residential agencies, gender and age specific options are assessed and referrals are made to approved facilities according to individual client need and circumstances. Through the referral and admission process, the clinician continues to meet with the client to lend assistance and offer continued contact and treatment

Substance Use - Adults

services in the interim.

In addition to Odyssey House of Utah, if needed, the following local agencies may be considered for residential services:

- Renaissance Ranch Recovery
- Anavah Recovery
- Clear Recovery
- Golden Steps Recovery

Outcomes Framework:

Outcomes are measured internally by BRBH regarding medical necessity, length of stay, and chart audits. This ensures clients are receiving medically appropriate care.

Intensive Outpatient (ASAM II.5 or II.1) (Contract 5.2 b)

Will the LA provide Intensive Outpatient and Services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

BRBH runs an Intensive Outpatient Program (IOP) at Level II.1. This program is a structured program consisting of nine to 20 hours per week for adults and six or more for youth. Services consist of individual and group counseling sessions. Clients attend IOP for a minimum of five consecutive weeks. All populations, including adults and youth, meeting ASAM requirements for Level II.1, or who are ordered by a court may participate in the program.

Clients presenting for IOP meet with a therapist for evaluation, intake, and treatment planning prior to entering IOP. If ordered directly to IOP by a judge or court program such as Drug Court, clients are scheduled as soon as possible for intake and treatment planning prior to beginning the program. Services and requirements of outpatient care are also part of intensive outpatient care, including: comprehensive evaluation, treatment planning, required urine testing, individual and group sessions in addition to IOP groups based on client need. IOP addresses stabilization; physical, mental and emotional effects of use; triggers; managing emotions; thinking errors; stages of change; finance education; and other factors that influence life due to the presence of substance use disorder. During IOP, clients also meet with their treatment counselor for individual recovery planning and treatment sessions. Initial and ongoing assessment determines length and focus of treatment. Specific program requirements such as Specialty Courts, women with children or pregnant women and youth, are addressed during intensive outpatient care. Upon completion of IOP, clients transition to outpatient treatment, where they continue their

Substance Use - Adults

individual recovery plan goals and objectives.

With the integration of Mental Health and Substance Use treatment, BRBH is working on developing a program for Level II.5 - High Intensity Outpatient. Until that program has been created, BRBH will contract out Level II.5 care. BRBH will assess and identify locally available programs that offer Level II.5 services.

IOP services are offered at the following locations: 90 East 200 North Logan Utah, 83421; 663 Parker Lane, Brigham City, Utah 84302. BRBH offers a variety of extended office hours. Monday through Thursday, we are open from 8:00 a.m. to 6:00 p.m.; on Friday we are open until 4:00 p.m. Some groups and classes are offered until 7:00 p.m. on scheduled evenings.

Outcomes Framework:

ASAM is re-assessed at a minimum of every 30 days to determine the appropriate level of care. Random UA results are utilized to track and monitor substance use. Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data. The SURE may also be utilized as an outcomes measurement.

Outpatient Care and Services (Non-methadone - ASAM I) (Contract 5.2 b)

Will the LA provide Outpatient Care and Services directly or through a contracted provider?

- Directly
 Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

Per ASAM criteria, outpatient care involves up to eight hours a week of individual, group or family counseling, early intervention, and/or education. Services are offered to all populations: male, female, women with dependent children or pregnant, youth and children. Women, youth, and IV drug users receive priority admission and are offered services within 48 hours.

Clients meet with a therapist for evaluation and initial treatment planning. In addition to essential needs identified by ASAM screening, evaluation and any requirements of referral sources or programs, recovery plans outline measurable goals and objectives and take into account client motivation, need, and abilities. Treatment plans are reviewed on a timeline according to requirements for the client's level of care, and adjustments to treatment plans are made throughout treatment as clients' progress, complete goals, or needs change. In addition to individual sessions, clients may attend couples or family sessions and may be assigned to groups based on pertinence and ability to participate. Clients may attend one or more of the

Substance Use - Adults

following groups:

- Living In Balance (abuse or dependent)
- MRT
- Seeking Safety
- Self Discovery Group
- Recovery skills
- Steps group
- Relapse prevention
- Aftercare
- Relationship group
- Life skills
- Anger management
- Dialectical Behavioral Therapy

BRBH groups are scheduled throughout the week to accommodate a variety of client needs and schedules. BRBH is continually adding, removing, or adjusting group times based on demand and attendance, and to maximize cost effectiveness.

EBP options for the outpatient program includes: MRT, CBT, MAT, ACT, Seeking Safety for men, women and youth, Eye Movement Desensitization and Reprocessing (EMDR), Cognitive Behavioral Therapy (CBT), Motivational Interviewing (MI), Thinking for a Change, "Bringing Peace to Relationships" Domestic Violence program, Prime for Life, and Accelerated Resolution Therapy (ART). Outpatient care includes specific treatment options for specified populations such as women, youth, Drug Court or justice services, which are outlined in their designated sections of this plan. Drug testing is an integral part of treatment, and clients must provide random or scheduled urine samples. Samples are tested in the Bear River Health Department lab or sent to a Medicaid approved testing facility. Case Managers assist clients with accessing Recovery Support Services according to client needs.

Outpatient Services are provided at any of the following locations: 90 East 200 North Logan Utah, 83421; 663 Parker Lane, Brigham City, Utah 84302; 40 West 100 North, Tremonton, Utah 84337; and 115 South Bear Lake Blvd, Garden City, Utah 84028. BRBH offers a variety of extended office hours. Monday through Thursday, we are open from 8:00 a.m. to 6:00 p.m.; on Friday we are open until 4:00 p.m. We take into consideration the comfort level and safety of our clients and respect their requests for telehealth sessions.

Outcomes Framework:

ASAM is re-assessed at a minimum of every 90 days to determine the appropriate level of care. Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data. Random UA results are utilized to track and monitor substance use. The SURE may also be utilized as an outcomes measurement.

Substance Use - Adults

Treatment for Opioid Use Disorder (OTP-Methadone)

- OTP-Methadone is available .
- OTP-Methadone is not available.

If not available, what are the plans to develop and provide this level of care?

Methadone Services are provided **on a referral basis** through Intermountain Dayspring Program or other local provider if available.

Will the LA provide Treatment for Opioid Use Disorder directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework: *Please also note if there are any additional agency processes to access this level of clinical care, including if the LA agency serves "Meds only" clients.*

We do not prescribe or dispense Methadone on site. For clients prescribed Methadone or other medication through their physician, treatment staff work closely with the physician and client to incorporate medication management into the treatment plan, including UA's. We have connected with Intermountain Health's Dayspring facility located at Logan Regional Hospital to refer clients to them as needed for Methadone dispensing and monitoring.

Outcomes Framework:

Clients with qualifying diagnoses are identified at intake and throughout treatment and the SUPRT is administered by either a Case Manager or a therapist. State SOR representatives alert us to the need for 6 months and discharge GPRA and counselors facilitate the gathering of this data.

Medications for Opioid Use Disorder (Vivitrol, Naltrexone, Buprenorphine) (Contract 5.2 c)

Will the LA provide Medications for Opioid Use Disorder directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Does your agency have a Medication for Opioid Use Disorder (MOUD/MAT) policy in place? When was it last reviewed and updated to ensure the use of best practices?

Yes, Policy was reviewed in 2025

Substance Use - Adults

Service Delivery Framework: *Please also note if there are any additional agency processes to access this level of clinical care, including if the LA agency serves "Meds only" clients.*

With the merging of Mental Health and Substance Use under BRBH, it is anticipated that BRBH will provide medication assisted treatment needs.

In cases where Medication Assisted Treatment (MAT) is a viable treatment option, treatment staff link the client with local partners to assess the possibility of medication as an aid to treatment. Prior to being prescribed medication, community partners perform medical examinations and lab work, and discuss all viable options with the client. Medications will be administered by the BRBH Medical Team. Ongoing monitoring and follow-up exams throughout the course of treatment are provided by medical staff either on-site at BRBH facilities or in local provider's medical facilities. To provide our clients with the best probable outcome and maintain a high level of fiscal responsibility, we will only provide these services to BRBH clients who are actively involved in the counseling aspect of their treatment plan. Behavioral Health Services and medical staff meet regularly to coordinate treatment for MAT clients. BRBH and/or local providers work directly with clients to enable prescriptions through insurance whenever possible. We work with the Bear River Health Department to offer Narcan® kits for clients and the general public who have a need or know someone with a possible need.

Outcomes Framework:

Clients with qualifying diagnoses are identified at intake and throughout treatment and the SUPRT is administered by either a Case Manager or a therapist. State SOR representatives alert us to the need for 6 month and discharge SUPRT and counselors facilitate the gathering of this data.

Women's Treatment Services (Directives) (Contract 5.2)

Will the LA provide Women's or Parent services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

BRBH women's treatment programs encompass all available services and assessment/evaluation options outlined in this plan. All ASAM levels of care, individual psychotherapy, individualized treatment planning, case management, and urine testing are elements of women's specific treatment. Women's treatment includes objectives and interventions focused on gender specific topics and actions, including: trauma-informed care, parenting and child care issues, relationships, and children's therapy. In addition to general treatment services, gender specific options for women include women's groups, relationships

Substance Use - Adults

groups, Domestic Violence treatment for offenders, EBP options such as Seeking Safety for women. EMDR (Eye Movement Desensitization and Reprocessing) and ART (Accelerated Resolution Therapy) are offered as trauma-informed care options in a client's recovery care plan. As a priority population, women who are pregnant or have dependent children are offered face to face contact with a therapist within 48 hours of first contact.

Clients are offered access to Case Managers for assistance to women's resources both at BRBH and in the community. Case Manager meetings explore options for Recovery Support Services: housing, child care, transportation, and medical assistance. If a need is identified, assistance is offered in connecting with appropriate resources. We work with CAPSA (Citizens Against Physical and Sexual Abuse), BRAG, DCFS, DWS, and BRHD's Nursing, Baby Your Baby, WIC and Community Health Services divisions.

Women's treatment Services are provided at any of the following locations: 90 East 200 North, Logan Utah, 83421; 663 Parker Lane, Brigham City, Utah 84302; 40 West 100 North, Tremonton, Utah 84337; and 115 South Bear Lake Blvd, Garden City, Utah 84028. BRBH offers a variety of extended office hours. Monday through Thursday, we are open from 8:00 a.m. to 6:00 p.m.; on Friday we are open from 8:00 a.m. to 4:00 p.m. Some groups and classes are offered until 7:00 p.m. on scheduled evenings, and staff may adjust appointment times before 8:00 a.m. or until 7:00 p.m. per client. We take into consideration the comfort level and safety of our clients and respect their requests for telehealth sessions

Outcomes Framework:

Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Pregnant Women and Women with Dependent Children - SAMHSA Priority Population

(Contract 5.2d a & 45 CFR Part 96 Subpart L)

Will the LA provide Pregnant Women and Women with Dependent Children services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Select the Women's Service Requirements that the LA meets or provides:

- Pregnant women admitted within 48 hours.
- A comprehensive referral for interim services if treatment admission for pregnant women is not available within 24 hours of the time the request for services is made.
- Block Grant funds are used to support pregnant women, parenting women, and women working to regain custody.

Substance Use - Adults

- Primary medical care for individuals including referrals for prenatal care.
- Primary Pediatric care for children of individuals in SUD treatment including immunizations.
- Therapeutic interventions for children in custody of individuals in SUD treatment that address development needs, issues of sexual and physical abuse and neglect.
- Sufficient case management and transportation services (clients and children).

Service Delivery Framework:

BRBH offers services to children of clients in a variety of ways: At intake with women with dependent children the therapist gathers information regarding the physical, emotional and developmental needs of their child(ren). Essential needs may be incorporated into the client's recovery plan to address individually with the client, in family sessions, or separate treatment for the child(ren). Parent sessions focus on not only issues surrounding substance use, but parenting issues as well. We are able to conduct family interventions as needed for clients and non-clients seeking assistance.

Collaboration with programs at BRHD assists parents with medical needs such as immunizations, and health issues through Baby Your Baby, WIC, and nutrition courses. BRBH will also coordinate with other agencies on an as needed basis. BRBH works with DCFS workers to coordinate treatment planning and ensure that both client's needs and their children's needs are being met, and that their treatment plan at BRBH will assist them in accomplishing the goals they have set in their family plan, supporting their reunification goals.

Outcomes Framework:

BRBH will ensure sufficient case management and transportation services. BRBH will address development needs, issues of sexual and physical abuse and neglect with children who have parents with SUD challenges.

Parents and Children's Residential Treatment (Service Code: WTX). (Directives)

Will the LA provide Parents and Children's Residential Treatment directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

LAs receiving these funds must ensure they meet the requirements of the SUMH Directives for WTX services and data collection, including a three year application and a budget by March 27th. Contact Becky King (rbarnett@utah.gov) for more information.

Substance Use - Adults

Children with Parents in Residential Treatment Services (Service Code: CFT) (Directives)

Will the LA provide Children with Parents in Residential Treatment Services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)
- Not receiving CFT funds

Check the boxes for all the services for Children with Parents in Residential Treatment that are available.

- Therapeutic Day Care- which provides developmentally focused care for young children whose parent is in treatment, offering support, early learning, and a safe, nurturing environment.
- Case Management & Transportation - for behavioral and physical health services.
- Ongoing Assessment- covers development, health, interactions, and overall functioning.
- Residential Therapeutic Services- supports children in care with a goal of reunification.

Service Delivery Framework:

Outcomes Framework:

Persons who Inject Drugs - SAMHSA Priority Population (Contract 5.1 a, 5.2 e)

Describe how the LA identifies and ensures that persons who inject drugs are prioritized for admission in accordance with federal requirements (within 14 days from request of admission or 120 days after the request is made if there is no program capacity and interim services are provided until treatment becomes available)?

Upon referral, clients are screened for priority. Those identifying risks associated with injectable drug use are offered priority appointments. BRBH also provides additional resources associated with our needle exchange program.

Communicable Disease Testing, Education and Resources (TB) - SAMHSA Priority Population (Contract 4.2f)

Substance Use - Adults

Check the boxes of services that are provided for individuals who maybe or are infected by mycobacteria tuberculosis (TB)?

- Screening and testing.

Who is responsible for providing screening and testing for TB

Each enrolled client is screened for symptoms of TB at initial evaluation. If symptoms are identified, referrals to private physicians, Health West community Health center, and The Bear River Health Department may be made to verify potential infections and facilitate treatment.

- Education services.

Who is responsible for providing education for TB

Education and treatment beyond initial screening would take place at the location of medical referral.

- Counseling services.

Who is responsible for providing counseling in respect to TB

Ongoing counseling for TB is facilitated by the Medical provider. Emotional and Psychological impacts of diagnosis may and ought to be addressed as part of a comprehensive BHS treatment plan.

- Referral for medical evaluation and treatment.

Technical Assistance - Adult SUD

Is technical assistance requested for any components of the Adult Substance Use programming or requirements section?

- Yes
 No, not at this time.

Please name sections requested and provide description of requested TA.

--

Substance Use - Youth

The following sections are the Substance Use Youth services requirement from both the LA contract and the SUMH Office Directives.

Substance Use - Youth

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Early Intervention

Will the LA provide Early Interventions directly or through a contracted provider?

Directly

Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

- 1) Youth clients are considered a priority population at BRBH. All youth presenting for services meet with a licensed clinician for screening and assessment, and placement in treatment and/or education. The initial assessment interview includes a biopsychosocial evaluation, substance use, treatment history, family dynamics; legal involvement; mental health symptoms and history; current needs assessment; suicide risk assessment (CSS-RS); ASAM criteria crosswalk; current alcohol use screening- Michigan Alcohol Screening Test (MAST) and Drug Abuse Screening Test (DAST). Additionally, urinalysis is conducted and provides a baseline at assessment.
- 2) At intake, youth are assessed for co-occurring disorders and suicide risk. When indicated, appropriate mental health services are incorporated into the recovery plan. Assessment continues throughout treatment with the youth's assigned therapist..
- 3) All ASAM levels described herein and offered to the adult population are offered to youth as well. Youth are offered comprehensive treatment options according to individual needs and goals including: evaluation, education, appropriate ASAM level of care, Recovery Support Services, and integrated care. For qualified youth, A-CRA is incorporated into the treatment plan. Youth MRT and Seeking Safety groups may be included as treatment options.
- 4) Youth group topics include a developmentally appropriate introduction to the effects of SUD on brain development in adolescence. Emphasis is placed on decision-making that plays an important role in critical developmental stages.
- 5) Parent or guardian participation is required at initial intake appointments. Family involvement is strongly encouraged throughout treatment including joint and/or separate treatment sessions. Treatment does not begin without parent consent.
- 6) BRBH has incorporated recommendations from the TRI review by increasing our outreach efforts, i.e.: reminder or follow up calls. BRBH engages clients at assessment through contact with a counselor and work to build rapport. BRBH enlists assistance from parents and referral sources when appropriate. Designated treatment staff attend Juvenile Justice meetings to coordinate services and address needs of legally-involved clients.
- 7) Treatment staff must hold and maintain appropriate licensure to provide youth services and are

Substance Use - Youth

provided opportunities for training to maintain licenses and expand and update skill sets for providing youth treatment. Some youth treatment staff are A-CRA trained.

8) Youth are continually assessed and treatment plans adjusted to ensure treatment addresses the client's current needs. Referral sources and support systems are integrated into treatment plans to enhance youth support. Youth are offered access to Recovery Support Services and aftercare services as part of treatment.

9) BRBH offers priority admission status for youth. BRBH works with the client and the client's parent(s) or guardian(s) to provide ASAM appropriate care and client preference. Youth are involved in creating their recovery plans.

Outcomes Framework:

Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Residential Care and Services (ASAM III.7, III.5, III.3, III.1) (Contract 5.2 b)

Will the LA provide Residential Care and Services - Youth directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)
- Referral (non contracted provider and service is unfunded, but referrals provided)

What level of Residential Care service are funded by the LA?

- ASAM III.7 Medically Monitored Intensive Inpatient Services
- ASAM III.5 Clinically Managed High-Intensity Residential Services
- ASAM III.3 Clinically Managed Population-specific High-Intensity Residential
- ASAM III.1 Clinically Managed Low-Intensity Residential
- None of these levels of care are available.

If not available, what are the plans to develop and provide this level of care?

Service Delivery Framework:

Contracts exist with Odyssey House Youth treatment services to provide care for youth whose treatment needs exceed ASAM II.1. In collaboration with Juvenile Justice services, Youth are referred to treatment and evaluated for appropriate placement based upon ASAM criteria.

Substance Use - Youth

Outcomes Framework:

Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Intensive Outpatient (ASAM II.5 or II.1) (Contract 5.2 b)

Will the LA provide Intensive Outpatient Services directly or through a contracted provider?

- Directly
 Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

Youth are assessed and assigned to levels of care according to ASAM guidelines. When youth are deemed to be appropriate to the ASAM II.1 level of care, they are referred to attend at least 6 hours of care weekly. Included in this level of care is: inclusion in the IOP youth group (2 hours x 3 days a week), individual psychotherapy and treatment planning, urine tests and ongoing assessment. Other potential services include: coordination with referring parties (school, family and legal system), Recovery Support Services, medication management, family and/or caretaker treatment and consultation, and referrals for primary health care. ASAM level II.5 services are contracted services. Historically, if this level of care is necessary, youth clients have been referred to a residential level of care or other programs tailored to their needs.

Outcomes Framework:

Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Outpatient Care and Services (ASAM I) (Contract 5.2 b)

Will the LA provide Outpatient Care and Services directly or through a contracted provider?

- Directly
 Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework:

Youth are assessed and assigned to levels of care according to ASAM guidelines. When youth are deemed to be appropriate for ASAM I level of care, they are referred to attend up to 6 hours of care weekly. Included in this level of care is: inclusion in the outpatient youth group, individual psychotherapy and treatment planning, urine tests and ongoing assessment. Other potential services include: coordination with referring parties (school, family and legal system), Recovery Support Services, medication management, family and/or

Substance Use - Youth

caretaker treatment and consultation, and referrals for primary health care.

Outcomes Framework:

Program evaluation is accomplished through direct client and parent feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Access and Quality of Youth Treatment Services

What plans does the LA have to coordinate, support and increase access and quality care for youth services?

Integrated substance use disorder and mental health treatment will simplify services for youth clients with co-occurring disorders.

Youth are referred through the Juvenile Justice System, local schools, clergy, and self or family referrals. Our staff are frequently involved in the local schools and we promptly respond to any requests or connections they make regarding youth in need of services. As youth are priority populations, we offer initial appointments within 48 hours, according to the youth and parent/guardian schedules in order to engage the youth and parent/guardian promptly. The youth and parent/guardian meet directly with a therapist to assess needs and begin a recovery plan.

Youth treatment staff regularly meet with community agencies such as the Juvenile Justice System and children's service agencies to ensure that coordination and support are maximized. Youth appointments are held around school schedules, and also around parent/guardian work schedules as much as possible. All youth groups are timed after school hours so as to complement rather than interfere with other youth commitments, and keep the youth progressing towards success in all areas.

Gaps and barriers include the changes made to the youth justice system through legislation that weakens intervention. Schools, the juvenile justice system, and treatment centers no longer have the support to provide early interventions or vital early treatment. We have always been very involved in the justice system for both youth and adults, and also with other community agencies and schools. To address the gaps that now exist within the system, we are diligent in making sure these connections are maintained, and our services meet the needs of clients referred to and/or who choose to participate in our program.

Technical Support - Youth SUD

Is technical assistance requested for any components of the Youth Substance Use programming or requirements section?

Yes

Substance Use - Youth

No, not at this time.

Please name sections requested and provide description of requested TA

Substance Use - Quality Improvement

The following sections are the Quality Improvement requirement from both the LA contract and the SUMH Office Directives.

Drug Testing (Directives)

Will the LA provide Drug Testing directly or through a contracted provider?

- Directly
 Contracted provider (Please include a list or a link of contracted provider)

Drug testing is an integral part of treatment. Clients are required to provide random or scheduled urine samples to document abstinence from controlled substances and alcohol- and adherence to medication regimens. Specialty court clients are assigned a color based on substance(s) of abuse, level of care, progress in recovery and relapse risk. Other justice-involved clients are also assigned a color based on substance(s) of abuse, level of care, progress in recovery and relapse risk. Counselors may require additional scheduled or random testing on a case-by-case basis. Daily assignment of drug testing is accessed through the BRBH website. Urine testing is possible every day- including weekends and holidays. Clients provide samples on days their assigned color is indicated.

When was the last time your Drug Testing policy was updated?

2024

What is the LA process to ensure that all Drug Testing done directly or via a contract, follows SAMHSA recommended guidelines and the requirements as outlined in the SUMH Directives in the Quality Improvement section for Drug Testing Requirements?

Collection and testing procedures follow Utah Code R523-15, and clients are informed of drug testing procedures and their rights prior to testing. Sample collection procedures are posted in collection rooms, and provided to clients at orientation. Urine sample collection and testing procedures are reviewed and discussed during regular staffing meetings.

Substance Use - Quality Improvement

Samples are tested in the BRBH lab located at the Bear River Health Department's Logan Location which is certified using Siemens Healthcare equipment and procedures. Lab staff have been certified through Siemens Healthcare. Samples from clients who are covered by Medicaid are sent to Millennium Laboratories for testing. Procedures are in place regarding urine sample collection and observation, sample storage, handling and chain of custody, sample testing and recording, and handling and retesting positive samples, and are outlined in detail in the Division's policy and procedure manual.

Confirmation testing is done through the BRBH lab or Millennium Laboratories for result verification, LCMS testing, or upon client request. Discussions and consequences for clients testing positive while in treatment are outlined in program handbooks (specialty courts) and through case staffings and communication/appropriate disclosure to referring parties.

Outreach to Individuals Who are Using Alcohol and Other Drugs- Overdose Prevention and Education (Contract 5.3.4)

What is the process used to ensure staff are educated in the identification of overdoses and how to administer naloxone?

Staff are trained at onboarding and annually regarding the recognition of overdose and administration of Naloxone in staff meetings.

We receive our kits through the Prevention teams at the BRHD Community Health Services. Each kit is inventoried and tracked and new kits are ordered as needed. Kits are kept in secure therapist offices for quick access by staff, with replacement kits in our supply room. Kits are also accessible at each office front desk.

During IOP groups and individual sessions, we provide client education regarding overdose risks and signs, and protocol for administering Naloxone. Clients may receive a kit and training at any time by request.

Does the LA maintain naloxone in each facility?

Yes.

What is the process in providing naloxone kits, education and training to individuals with Opioid Use disorder and their family and friends regarding overdose prevention?

Requests from non-clients and the general public for kits, include instructions and information packets which are reviewed and formal education on use provided to the individual as the kit is distributed.

Substance Use - Quality Improvement

Policy Review (Directives)

What is your process for the development and review of agency policies?

Policies that are subject to review and that may change are outlined in monthly meetings and kept current in the Agency Policy and Procedure manual.

How often are policies reviewed and updated?

As needed and monthly.

Change Technical Assistance- Quality Improvement

Is technical assistance requested for any components of the Quality Improvement section?

- Yes
- No, not at this time.

Please name sections requested and provide description of requested TA

COMBINED MENTAL HEALTH AND SUBSTANCE USE SECTIONS

Mental Health and Substance Use Services

The following section stems from both the LA contract and the FY27 SUMH Office Directives that require a LA response. Each LA must complete with an overview of how components of the directives will be implemented in their catchment area.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Integrated Care Programming (Contract 2.4, 5 & Directives)

Will the LA implement Integrated Care Programming directly or through a contracted/partnership provider?

Directly

Contracted provider (Please include a list or a link of contracted provider)

Service Delivery Framework: *Please also include how the LA will cooperate with efforts to promote integrated programming that address individuals' mental health, substance use, and physical health needs. This must include, but is not limited to, the wellness education of all ages for obesity, HIV, TB, Hep-C, diabetes, pregnancy, and dental.*

Adult

BRBH's Tremonton facility co-locates mental health, physical health, and substance use services in partnership with the Bear River Health Department, FQHC, and others in the catchment area. This integrated group provides referrals for unfunded county residents in need of physical and mental health services. BRBH in turn serves as a referral source back to the FQHC. This partnership fulfills the requirements of a grant focused on better integration of services. Integration efforts are tracked for up to 300 shared clients. BRBH has committed to this collaboration wherein the Health Department, BRBH, and the FQHC provide a full care team (primary care, mental health, and substance use), by committing to daily meetings together for team integration planning on shared clients. Once the grant ends BRBH will continue to collaborate with these entities in an effort to help serve these unfunded individuals.

BRBH staff serve on the local suicide prevention coalitions in Box Elder and Cache Counties, as coordinated by the Health Department.

The CEO of BRBH is a member of the local IHE Community Outreach Board subcommittee. As indicated above, another example is the partnership we have with Budge Clinic Pediatrics around improving procedures in order to share information back and forth more efficiently, while keeping the security.

We participated in the Rich County Coalition to improve mental health care and delivery of services in that area.

BRBH is co-located in Tremonton and in Garden City, with the Health Department.

BRBH also, at times, subcontracts with the FQHCs for mental health services.

BRBH has also been coordinating with the local Health Department around capitating the Medicaid Substance Use encounters under BRBH, which would also open the door to share clients (get services) in our specific service areas more expeditiously.

Our medical team and case managers interface on a frequent daily basis, with clients and their medical providers, around total client wellness. These activities are documented in client notes.

BRBH collects relevant psychosocial, mental health, substance use, **and medical histories** at intake for **ALL** clients receiving services, regardless of their age. This information can be updated at each care plan review or whenever it is clinically necessary. This information is useful in guiding treatment for each client and treatment needs can change over time.

BRBH utilizes a team approach to provide the appropriate levels of mental health treatment at the appropriate time with the appropriate providers. Additionally, BRBH recognizes the importance of working with substance use treatment providers, primary care providers, and specialized care providers to ensure that both the mental health needs, substance use treatment needs, **and medical needs** of our clients are being addressed.

Providers at BRBH seek opportunities to obtain needed releases of information so that coordination of care can occur between mental health and other professionals and natural supports. Our medical staff consists of Nurse Practitioners, Nurses, and Medical Assistants. Their training enables them to be aware of potential **medical needs for our clients** and if a medical concern is identified, the team works to make appropriate referrals and provide needed information to the professionals the clients are referred to. Our medical staff works with medical professionals within the community to share and gather needed medical information and update the treatment teams when clinically indicated.

Our counseling staff are encouraged to update and coordinate with professionals involved in the client's care, as needed, to ensure that the medical providers, other professionals, and natural supports are aware of treatment progress and needs.

Weekly clinical staff meetings are attended by the clinical staff, case managers, and our medical team which allows BRBH to discuss client needs and get recommendations and suggestions from other professionals within the agency. Therapists and case managers may become aware of new medical concerns about specific clients and can update the BRBH medical team and get recommendations and suggestions for seeking out primary care or specialized care, if medically indicated.

Through effective coordination, utilizing a team approach, the staff are able to effectively and efficiently assist clients in getting mental health needs, substance use treatment needs, **or medical needs addressed appropriately.**

The primary barrier to this practice is obtaining needed releases of information to honor and respect the privacy of our clients while also meeting the needs of coordination of care with other providers and supports in the community. Releases of information are obtained whenever possible to ensure that the clients are aware of this coordination of care and are in agreement to it. Additionally, some clients are reticent to involve BRBH in their medical care.

As mentioned above, BRBH works with IH-to utilize a shared inter-agency release of information and referral form to improve coordination of services and help meet the needs of our mutual clients.

Adaptations for YOUTH programming

BRBH provides case management as needed.

Outcomes Framework: *Please also outline the screening tools and assessments for physical health and social determinants, and physical health documentation.*

Adult:

BRBH treatment team will coordinate with allied health professionals to best determine screening tools and assessments for physical health needs of our clients.

Adaptations for YOUTH programming

BRBH has a specific release to coordinate referrals and follow up care with pediatric providers.

Evidence-Based Practice Tracking

Please review and update the SUMH provided list of clinical evidence-based practices and assessments to include practices and assessments across the lifespan and service continuum.

 FY27 LA EBP Matrix

Telehealth (Contract 2.5)

Does the LA provide Telehealth services?

- Yes, directly - LA agency staff provide therapeutic services to clients directly
- Yes, via contracted provider is utilizing telehealth services
- Not not at this time, but we would be interested
- No

What Telehealth platform does the LA utilize for telehealth services?

Hatch, Utah Department of Health and Human Services Zoom
<https://utah-gov-dhhstelehealth.zoom.us/> , and Microsoft Teams.

If applicable, list services are available through telehealth. Please include mental health and substance use treatment services in this response.

Individual Psychotherapy, Family/Couples Therapy, Anger Management, Med Management.

Translation Services

Does the LA have a provider(s) that utilize languages in addition to English, including ASL, in services.

- Yes
- No, not at this time

Does the LA have a policy and process for utilizing **translation services** to meet the communication needs of clients who receive services and those who seek services with the LA?

- Yes
- No, not at this time

Smoking Cessation (Directives)

Does the LA implement Smoking Cessation best practices as outlined in the SUMH Office Directives?

- Yes
- No, not at this time

Will the LA provide tobacco-free classes directly, a contracted provider or in collaboration with a health organization?

- Directly
- Health Organization (Health Department or other clinic)
- Contracted provider (Please include a list or a link of contracted provider)

Does the LA maintain a nicotine free environment?

- Yes
- No, not at this time

If deemed applicable, please add additional information about the LAs smoking cessation or nicotine free environment.

Community Assessment

Describe how the LA assesses service continuum access for the community they serve. This must include: population demographics (both in services and in LA catchment), location of provided services, and a plan for improving access to care for Medicaid members, unfunded, underfunded individuals not currently receiving services.

BRBH works with other agencies, such as the Bear River Homeless Coalition to help identify the specific needs, barriers, and service gaps to evaluate needs such as food, shelter, and safety to enhance resource allocation. This is done within the agency with existing clients through DLA-20 assessment and case management services. Additionally, BRBH holds and takes part in sponsored

booths to share information about services offered and collaborates with other community partners to cover concerns, like anxiety, depression, substance use, and other concerns leading to social deterrents.

Collaboration and partnerships

Describe the collaboration efforts the LA will be doing over the next 1-3 years in order to increase client engagement and outcomes and community partnerships (i.e, Hospital, FQHCs, Receiving Centers, Health Department, Clinics, State, City and County agencies, community partners, committees, other, etc).

Intake assessment and case management needs assessment identify specific wellness concerns which include a review of healthcare, education, social and community, economic stability including housing needs, etc.

Therapists and case managers incorporate these needs into treatment planning. Clients are encouraged to set wellness goals and have access to groups and services at BRBH designed to meet these needs, including smoking cessation, fitness, and wellness activities.

Clients are linked to medical providers and have access to case management resources to help facilitate follow-up

Day programs develop health and wellness groups on an ongoing basis.

Part of our assessment and treatment planning activities involves physical health issues for clients of ALL ages. Assessing activities of daily living using the DLA-20 and referrals to prescribers, both internally and externally are part of that procedure. Our medication team routinely orders labs, reviews them and coordinates with PCP's and with the local Health Department as needed.

BRBH also has case managers who have been trained in tobacco cessation and regularly assist clients in accessing the Utah Quit line and their PCP for Medication Assisted Therapy.

BRBH Medical staff and medication providers within BRBH, including but not limited to medical assistants, nurses, and advanced practice registered nurses, attend weekly clinical staff meetings. In these meetings, medical staff inform treatment providers about general health and wellness considerations, as well as medically necessary information about specific clients, if needed. During the course of treatment, clients are referred to appropriate medical providers within the community as needed. If the client needs additional support in accessing and maintaining appropriate levels of medical care, then a Case Manager is assigned to the client to assist with the process. Our documentation system includes a prompt to help bring attention to this consideration.

BRBH adult psychosocial rehabilitation programs, Bear River House in Logan and the Brigham City House in Brigham City). conducts weekly health and wellness groups, and will continue these programmatic efforts in the interest of promoting consumer development and adoption of healthy lifestyle change as an inclusive

part of an overall system of care.

Additionally, staff development funds are made available to staff for the acquisition of CEU's and staff training.

BRBH's adult day programs spearhead activities that directly address smoking cessation and health/wellness strategies. The Brigham City House program supports formal staff education and training in smoking cessation, and periodically conducts smoking cessation groups as part of its psychosocial rehabilitation program. Staff have trained on and use an evidence-based tobacco cessation based program (recovery plus).

BRBH outpatient facilities, and the Brigham City House properties are tobacco and nicotine free. Signage has been posted alerting clients and the general public of the tobacco and nicotine free requirements.

Furthermore, the BRBH Bear River House program plans to continue sponsorship of staff training and certification in smoking cessation, as well as the development and implementation of smoking cessation psychosocial groups in further support of the development and promotion of a culture of health and wellness.

BRBH will be reviewing the possibility of using the Fagerstrom or other evidence-based rating scale with the administrative team at a later time.

Mental Health and Substance Use - Justice Services

The following sections are the Mental Health and Substance Use Justice Services requirement from the Code and SUMH Office Directives. Each LA must complete with an overview of how each service will be implemented in their catchment.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Justice Involved Individuals (including JRI funds) (Mandated Services, Directives)

For Justice Involved Individuals, please describe:

Service Delivery Framework: *Please also include what criminogenic screening tools are utilized and do you include criminogenic risk goals in the client treatment plans?*

BRBH provides services directly to incarcerated persons within the local county jails (Box Elder, Cache, and Rich Counties) for Medicaid and unfunded individuals.

Master's level mental health therapists are assigned specific and weekly presence in both Box Elder and Cache County jails. Case managers are also providing direct support services in Box Elder County.

BRBH has telehealth technology for the Rich County jail, but will also go to that jail as needed.

Clinical services provided within the correctional facilities include:

- mental health assessment,
- crisis assessment and intervention, and recommendations,
- psychotherapy, and
- behavior management.

Coordination of this service starts with the correctional staff providing a list of inmates who have requested to see a mental health professional. In addition, jail staff may also specifically request that our staff meet with a specific inmate that they feel needs risk assessment and possible treatment planning. However, jail staff may forgo allowing inmates to sign up for time, and instead use the mental health time in the jail for those who present with the highest medical necessity.

BRBH staff also actively and routinely engage in conducting mental health court eligibility assessments in both Cache and Box Elder County jails. Many inmates are diverted each year from the correctional settings through the interception efforts accomplished through the First District Mental Health Court program, to which BRBH staff participate as mental health court committee members and liaisons between the mental health authority and the court.

BRBH is working in collaboration with the Cache County Unified Crisis Response Team, which includes representatives from:

- Cache County Sheriff's Office,
- Logan City Police Department,
- Bear River Substance Abuse,
- Intermountain Healthcare inpatient unit,
- USU,
- Cache County Attorney's office.
- Etc.

The goal of this team is to help reduce recidivism at the jail by coordinating information and service efforts, at the earliest point possible, and to coordinate efforts by community agencies with "frequent flier" individuals who go in and out of each of our systems. A functional release of information form has been created and is available to any member of the team.

JAG funding from the Commission of Criminal and Juvenile Justice, which BRBH obtained over the last four years, ended last December. However, we have chosen to maintain the same level of staffing in the jails as was provided on this grant.

BRBH also utilizes JRI and TAM funding for unfunded justice involved clients.

We hope to continue to watch for and secure any additional funding that would allow additional coverage of jail services. Otherwise, BRBH will continue this service over the next year as specified.

Incarcerated individuals are selected by jail staff using a mental health screening tool that identifies:

- emotional distress or safety concerns,
- risk factors,
- mental health history, or
- the individual's self-referral or personal request for services and support.

The individuals who are incarcerated are then referred to BRBH if there are risk factors or other needs present. BRBH staff meet with incarcerated individuals and conducts a mental health assessment, CSSRS/suicide risk assessment, and determination of risks towards others. This information is then used by the jail facility to determine where to safely house the incarcerated individual. Effectiveness of services is determined by reports from the intervening treatment coordinator, jail staff, and inmate.

Outpatient treatment coordinators, working with incarcerated or justice involved individuals, may also request services directly from their treatment coordinator if covered by Medicaid.

The BRBH treatment coordinator assigned to the jail works with the inmate at identifying treatment needs, connecting with resources in the community, and offering BRBH services. BRBH funding options allow for services regardless of ability to pay or Medicaid status. Case Management services may also be assigned. Prior to release, identified county residents will be provided with information regarding benefits eligibility and how and where to apply for entitlements. Department of Corrections officers will be engaged, as needed, to help with successful transition from incarceration to community life to help supply any legal support needed to reduce recidivism and improve resource access, specifically, to ensure continuity of mental health resources for county residents on probation or parole. Additionally, supervisory time will be allocated to appropriate criminal justice coordinating councils for connecting county residents with certain county-based services.

Outcomes Framework:

Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Will JRI funding be used to provide services to individuals that are or were incarcerated directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)
- Organized by Jail Facility

Department of Corrections (UDC) (Directives, Mandated Service)

Will the LA provide services to individuals referred or approved by the Department of Corrections directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

UDC funding can be utilized for Mental Health, Substance Use and/or Recovery Support Services (RSS). Please describe the services the LA intends on providing with the use of these funds. If RSS services will be provided, please indicate this will be covered in the RSS section.

Recovery Support Services are available to all clients enrolled in treatment. As a part of BRBH and in collaboration with the Bear River Health Department, clients have direct access to services such as: direct mental health and substance use disorder treatment, HIV and Hepatitis testing, immunizations, nutrition education, limited medical services, employment resources (tools, education, clothing), recovery and employment-related transportation needs (vehicle repairs, bicycles, driver license fees and/or fuel vouchers) and evaluation and referral for MAT including Vivitrol®, Buprenorphine-Naloxone, and/or Suboxone screening. Case managers review needs with the client, within the approved list of recovery supports, and work to find appropriate resources and/or services within the agency or community.

UDC funding provides qualifying individuals with Recovery Support Services in the community that they previously may have been unable to access., We have developed partnerships with Family Institute of Northern Utah, and local providers for dental work and eye care, local gas stations, local retailers for purchasing client needs such as school supplies/clothes or work-related equipment. All of these community resources are also available to clients receiving recovery support services outside of the UDC program.

Drug Courts (ADC) (Directives)

Will the LA provide services to individuals involved in a Drug Court directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

Select the drug court(s) that the LA provides services to:

- Family Dependency Court
- Youth Specialty Court
- Adult Specialty Court
- DUI Court
- Mental Health Court

- Vet Court
- Other Courts? Please specify what other courts

Service Delivery Framework: Please also include validated criminogenic screening tools used to screen drug court participants, federally approved Medication Assisted Therapy (MAT) allowed, and any restrictions to MAT. Include plans to remove/reduce barriers.

The First Judicial District Drug Court is an adult felony drug court. Clients eligible for the Drug Court program are identified as high risk/high need by the Risk and Needs Triage Assessment (RANT) or the LSI R SV and must meet the following criteria:

- (a) Individuals must have a prior drug conviction (misdemeanor or felony) or two prior drug arrests that have been adjudicated or resolved prior to the current case before the court.
- (b) Individuals must have pending second or third degree felony drug charges transferred to Drug Court.
- (c) Clients must have the capacity to manage the structure of Drug Court.
- (d) Individuals may not have a conviction for a crime of violence or a pending violent charge, or a history of violence.
- (e) Alcohol and/or marijuana cannot be the primary source of dependency.
- (f) Client must be a legal resident of the United States.

In addition, clients must meet the basic general admission requirements for treatment to include:

- (a) The individual must be a resident of the tri-county area of Box Elder, Cache or Rich counties (District 1) to be able to apply for treatment at a subsidized rate.
- (b) The individual may reside out of the funded region if he or she is currently enrolled at Utah State University, or ordered specifically to the program by a court or probation order.
- (c) The individual must be at least 18 years of age and of legal competency, or have a signed consent for treatment from his or her legal guardian.
- (d) The individual must be experiencing problems primarily related to the direct use, misuse, or abuse of alcohol and/or drugs (illegal or pharmaceutical).

We project approximately 50 Drug Court participants per year for the next three years, including new admissions and carryover clients. Costs to provide Drug Court services are increasing and funding is generally expended by the third quarter, however, we will continue to offer services through the entire year and actively work with Drug Court to allow access to the Program for all eligible participants, using insurance, Medicaid, and collections to offset costs whenever possible.

The First Judicial District Drug Court adheres to all requirements for Adult Felony Drug Courts. Drug Court clients are offered access to all treatment services provided directly through Behavioral Health Services and described in this Plan, including: assessment/evaluation, treatment at all ASAM levels of care outlined herein, assigned individual counselors, random UA testing through the color system, case management sessions, and recovery support services.

All assessments are conducted by a licensed clinician, and include at a minimum: a diagnostic interview to ascertain the initial needs and expectations of the client and the client's disposition at presentation. The interview includes a biopsychosocial evaluation gathering client's use, treatment, family, legal history; current needs assessment; a suicide risk assessment; ASAM criteria crosswalk; the Michigan Alcohol

Screening Test (MAST) and Drug Abuse Screening Test (DAST). The Risk and Needs Triage Assessment (RANT) and/or the LSI R SV assist in establishing high risk/high needs or low risk/low need to assist in determining treatment recommendations. Urinalysis provides a baseline at assessment.

Outpatient treatment and case management services are provided directly at Health Department facilities. Residential care, if appropriate and if funding allows, is provided through providers such as Odyssey House or First Step House. If needed, MAT is provided according to BRHD policy, described in the MAT and opioid sections of this Plan, if funding allows.

All Drug Court clients are assigned a Case Manager with whom they meet weekly to monitor their progress through Drug Court. The Case Manager provides them with an orientation to Drug Court, Drug Court guide and calendar, and tracks their progress in employment, education, housing, attendance to AA, and any other conditions they have been required by Drug Court to meet. Recovery Support Services are offered as indicated by client and clinician, and managed through the Case Manager. Peer support is offered through the mentor group, where Drug Court graduates support and guide current Drug Court participants. BRHD staff are actively involved in weekly Drug Court committee meetings and court proceedings, to ensure participants and our Drug Court partners receive our full support and cooperation. Drug Court meetings are attended by treatment and case management staff, attorneys, probation, the Drug Court judge, and any other treatment partners.

BRHD-BHS Drug Court staff assist clients who may qualify for Medicaid by informing them of the option, providing the support to complete the forms, and help set up appointments with Medicaid eligibility workers or the Utah Health Policy Project. Clients are introduced to the eligibility workers at court by the BRHD staff, and DWS has provided our staff with the appropriate forms and access to DWS staff to help the clients apply for Medicaid. During case management sessions throughout treatment, the client and Case Manager review costs and the current status of the client's income or changes in income, and possible eligibility for Medicaid.

Medication assisted treatment needs are assessed in treatment planning, and reviewed throughout treatment. Drug Court clients are afforded access to any MAT services offered within BRHD. This includes our Vivitrol®, Buprenorphine-Naloxone and Suboxone programs in coordination with BRHD Medical and Nursing divisions. Requests for MAT services are made through the counselor who connects the client with medical staff to assess the possibility of medication such as Vivitrol®, Buprenorphine-Naloxone and Suboxone as an aid to treatment. Prior to being prescribed medication, clients receive appropriate medical examinations and lab work. Medication is administered by Nursing under the direction of Dr. Prafulla Garg, BRHD physician. On-going monitoring and follow-up exams throughout the course of treatment are provided on-site at BRHD facilities.

Clients who would benefit from Antabuse or Campral are referred to their physician. Clients take these medications, adhering to policy requiring they take their medication as indicated, staff cannot adjust or advise the client to adjust any prescription. Examination and monitoring is provided as a benefit of the cooperation between the Department's Behavioral Health Services and Medical Services.

We do not prescribe or dispense Methadone on site. For clients prescribed Methadone or other medication through their physician, treatment staff work closely with the physician and client to incorporate medication management into the treatment plan, including UA's. We also work with Logan Regional Hospital to refer

Drug Court clients to their Methadone Program to provide them with options

Outcomes Framework:

Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data. Regular reporting of BJA and ADA grants will continue.

When was the last time the specialty court manuals and policies were updated?

Drug court recertification in 2026 for both Cache and Box Elder

Coordinate with the Dept of Corrections to Provide Treatment Services to High-Risk Habitual Offenders

(UCA 64-13-21(8)(a)).

Will the LA coordinate with the Dept of Corrections (DOC) directly or through a contracted provider for Treatment Services to High-Risk Habitual Offenders?

- Directly
- Contracted provider (list contractor(s) below)

Service Delivery Framework:

BRBH makes every effort to provide services with respect to Criminogenic risk and need. High-risk and habitual offenders are not precluded from behavioral health treatment and will be assessed and evaluated with respect to current situations at the time of intake. While history is important in the evaluation process, the primary focus of treatment is the presenting problem. The full range of treatment for SUD and MH is available.

Cooperation with local and state Department of Corrections offices has been and will continue to be a priority. Partnerships with the UDC exist at present in teams for specialty courts and generally for probation and court ordered clients. UDC funding is available to help High-risk and Habitual offenders secure housing, employment and comprehensive treatment needs.

Outcomes Framework:

Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Guilty with a Mental Health Condition (GMC)

Will the LA provide court-ordered evaluations, treatment plans, treatment and supervision for the GMC population?

- Yes
- No, not at this time

Technical Assistance - Justice Services

Is technical assistance requested for any components of the Justice Services sections?

- Yes
- No, not at this time.

Please name sections requested and provide description of requested TA

--

RECOVERY SUPPORTS

Mental Health and Substance Use Recovery Supports

The following section stems from both the LA contract and the FY27 SUMH Office Directives that require a LA response. Each LA must complete with an overview of how components of the directives will be implemented in their catchment.

For the Service Delivery Framework, describe operational and clinical implementation of the service, outreach, training, access procedures, assessment tools, eligibility criteria, family engagement, transition planning.

For the Outcomes Framework, describe specific metrics used to track performance (e.g., recidivism, length of stay, discharge barriers), process for analyzing data to drive continuous quality improvement.

Recovery Support (non-clinical services) (Contract 8.2 & Directives)

Will the LA provide Recovery Support Services directly or through a contracted provider?

- Directly
- Contracted provider (Please include a list or a link of contracted provider)

What funding will you be using to support and provide Recovery Support Services? Check box(s)

- BJA (BJA)
- Drug Court (ADC)
- State General (SGF)

Mental Health and Substance Use Recovery Supports

- JRI (JRI)
- Mental Health (MHBG)
- Opioid Grant (SOR)
- Substance Use Block Grant (SUBG)
- Department of Corrections (UDC)
- Other- please specify below

RSS

Service Delivery Framework: Please include responses that address adult and youth services. Please also include what the process is for identifying and approving Recovery Support Services to ensure that services are needed and appropriate to eliminate fraud, waste and abuse of funds and that the funding is being used for allowable services based on the funding source?

Recovery Support Services are available to all clients enrolled in treatment. BRBH clients have direct access to services such as: direct mental health and substance use disorder treatment, HIV and Hepatitis testing, immunizations, nutrition education, limited medical services, employment resources (tools, education, clothing), recovery and employment-related transportation needs (vehicle repairs, bicycles, driver license fees and/or fuel vouchers) and evaluation and referral for MAT including Vivitrol®, Buprenorphine-Naloxone, and/or Suboxone screening. Case Managers review needs with the client, within the approved list of recovery supports, and work to find appropriate resources and/or services within the agency or community.

UDC funding provides qualifying individuals with Recovery Support Services in the community that they previously may have been unable to access., We have developed partnerships with Family Institute of Northern Utah, and local providers for dental work and eye care, local gas stations, local retailers for purchasing client needs such as school supplies/clothes or work-related equipment. All of these community resources are also available to clients receiving recovery support services outside of the UDC program.

In addition to the partnerships currently in place, Case Managers work to connect with and formalize partnerships with other local providers and suppliers as needed. Clients are encouraged to participate in our mentor groups for ongoing support. Aftercare and women's groups are open to clients and former clients, and offer a forum to discuss roadblocks that may be hindering sobriety. After completion, any client may return for individual or group aftercare to discuss obstacles that may be threatening recovery. Drug Court clients are offered opportunities to continue treatment in aftercare, or return to counseling for recovery maintenance, relapse prevention, and/or addressing relapse.

Outcomes Framework:

Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS

Mental Health and Substance Use Recovery Supports

data/Scorecard outcomes data.

Peer Support Services (PSS)

Will the LA provide Peer Support Services directly or through a contracted provider?

- Directly
- Contracted provider (list contractor(s) below)

Bear River Health Department SUD program has developed a mentor program which connects successful program graduates with current clients. Mentor groups where past graduates meet as a group with those currently involved in treatment are held twice a month. The goal of this group is for mentors to share their knowledge and experience to assist clients in getting the most out of their program. We currently do not employ peers.

Bear River Behavioral Health BRBH currently has two adult certified peer support specialists and one certified family peer support specialist. Together these folks take referrals, serve an ongoing caseload of clients and run a weekly adult peer support group. Peer support specialists maintain direct contact with many clients not assigned to a peer support caseload. Peer support specialists work as ambassadors in the day program to welcome and assist new clients to the day program by helping them acclimate to the program and services offered.

Does the LA currently employ or contract the following for services:

- Certified Peer Support Specialists (CPSS)
- Family Peer Support Specialists (FPSS)
- Certified Peer Support Specialists (CPSS) in SUD services.

Service Delivery Framework:

Outcomes Framework:

Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Please confirm that the LA is in compliance with the following office directive: "The LA's PSS team, or a representative peer support specialist, shall meet with LA leadership semi-annually to discuss the peer support program and peer involvement in the agency"

- Yes
- No, not at this time

Mental Health and Substance Use Recovery Supports

Homeless Services Supports

Please identify the LAs identified Local Homeless Council (LHC) or Continuum of Care (COC) representative for this SUMH office directive:

Name	Jake Ure, LCSW
Email	jakeu@BRMH.com
Job role/title	Day and Residential Supervisor

Sober Living Program-Homeless services (SLF) (Directives)

Will the LA provide Sober Living Services

- Directly
 Contracted provider (Please include a list or a link of contracted providers)

With the merger of Mental Health and Substance Abuse, BRBH will identify potential providers to contract with for sober living when medically necessary.

Service Delivery Framework:

Services for Sober Living are contracted through available resources in the community and are monitored as contracts and audits dictate. Treatment needs for the homeless population may be assessed and triaged at intake or through receiving center access points.

Outcomes Framework:

Service provision is contracted and monitored through regular audit and contracting requirements.

Supported Employment Services including Individual Placement Support (IPS)

Will the LA provide Supported Employment Services directly or through a contracted provider?

- Directly
 No, not at this time
 Contracted provider (provide link or list contractor(s) below)

--

Mental Health and Substance Use Recovery Supports

Service Delivery Framework: *Please also include how the LA implements collaboration with the Utah State Office of Rehabilitation/Vocational Rehabilitation Services. Also include adaptations for youth.*

BRBH devotes specific attention to supported employment that underlie the recovery process, the perpetuation of mental health and wellness, and functional rehabilitation.

BRBH provides supportive Employment Services that borrows heavily from the Individual Placement and Support (IPS) model and is striving to provide supported employment across both Box Elder and Cache counties. This endeavor represents an expansion of a successful, modified Bear River House-based IPS program

Supported Employment (SE) operates in partnership with the Division of Vocational Rehabilitation Services and Department of Workforce Services. In addition to helping clients find employment rapidly, SE includes:

- Tailored services based on client preferences and occupational goals,
- Collaboration with mental health providers,
- Collaboration with benefits counselors,
- Pre-employment individual and group skill development, and
- Case management support.

SE operates on the assertion that employment is therapeutic and a key component of recovery for SPMI individuals. IPS key principles include:

- Rapid job search,
- Systemic job development,
- Zero exclusion,
- Focusing on client preference, and
- Unlimited support.

SE assists BRBH clients at choosing, obtaining, and keeping community-based employment opportunities. SE provides opportunities for clients to enhance educational opportunities, such as:

- literacy,
- high school equivalency,
- training,
- volunteer work, and
- higher education opportunities.

The adult psychosocial program Transitions Track addresses the issue of community re-integration and focuses attention on skills development relative to the areas of life and work, directly applicable to employment settings and employer-employee relationship skills. The Transition Track helps adult clients prepare for integration into the competitive workforce and access community resources and programs that further facilitate opportunities for competitive employment.

Mental Health and Substance Use Recovery Supports

BRBH partners with the Mental Health Court program for justice-involved clients and supports expectations for client involvement in productive activities, including work-related pursuits. Clients are assisted through the SE and Transition Track programs. Targeted case management services assist clients by identifying employment and vocational needs, helping to develop goals and interventions, and coordinating with internal and external resources and services. When indicated, clients endorsing substance use disorders as part of their involvement in Mental Health Court are engaged in SUD assessment and treatment and qualify for needed recovery support included in recovery plans.

SE is administered directly via a Supported Employment Specialist (SES) who acts as the primary liaison between BRBH and, Vocational Rehabilitation, and community employment partners. The SES coordinates with client-specific Case Managers.

When appropriate and needed, transition-age youth between ages 18-25 are assigned to a case manager by their treatment coordinator to assist them to find housing, access resources, and assist them with employment.

When needed, TAY ages 16-18 are staffed at the Local Interagency Council (LIC) where a plan is put in place to assist them in their transition to adulthood. This LIC is composed of representatives from the Division of Child and Family Services, Juvenile Justice Services, Workforce Services, Public Schools, Department of Human Services, DHS authorized Family/Youth Advocates, Health Department, and Workforce Services. These plans include wrap-around services to address the challenges associated with transitioning. They also can be supported separately from the LIC through accessing case management services.

In addition, when needed and outside of the scope of the LIC, TAY youth ages 16-18 can be staffed with the System of Care (SOC) where a plan is put in place to assist them in their transition to adulthood.

Please note that all clients including the TAY are encouraged to share their concerns with their treatment coordinator. This in turn allows treatment coordinators to address any problems in accessing resources/the system and problem solve them with the client.

BRBH will continue this service over the next year as specified, funding permitting.

Client needs are identified and assessed at intake and on an on-going basis by the treatment team. Clients who are identified as having employment needs are referred to the IPS or Transitions Track programs, depending on their situation.

The SES utilizes the above-described programs and may incorporate targeted case management in connecting the clients to community employment resources and services. The SES and case managers provide ongoing coordination with community services to ensure that employment needs are being met. SE staff partner directly with the Division of Vocational Rehabilitation to establish client eligibility for services and fast-track the development of employment goals and access to community opportunities exclusive to the SE program.

Mental Health and Substance Use Recovery Supports

Case managers coordinate with the Department of Workforce Services in connecting clients with additional resources and supports. Coordination with the local Mental Health Court program is key to assisting court-involved clients in achieving occupational goals. Collaboration efforts are enhanced through staff assignments to participate in numerous community committees, coalitions, and councils, including:

- Local Interagency Council,
- Systems of Care for Northern Utah,
- Domestic Violence Coalitions,
- Suicide Prevention Coalitions,
- Behavioral Health Network,
- Community Outreach Subcommittee, etc.

BRBH employs a Family Support Specialist and a Peer Support Specialist. BRBH additionally offers client employment positions including receptionist, janitor, and kitchen assistant.

BRBH does not participate in an evidence-based supported employment program. BRBH does have an employment program.

Outcomes Framework:

One of BRBH case manager roles is to help clients resolve issues related to employment. This is done by linking clients with employment services in the community, helping increase resume literacy skills, assisting with preparation for meeting potential employers as well as social and communication skills needed to increase functional living by procuring gainful employment.

Technical Assistance - Recovery Support

Is technical assistance requested for any components of the Recovery Support section?

- Yes
 No, not at this time.

Please name sections requested and provide description of requested TA

--

SERVICE SATISFACTION AND OUTCOME DATA

Service Satisfaction and Outcome Data

The following section stems from the LA contract and the FY27 SUMH Office Directives that require a LA response. Each LA must complete with an overview of how components of the directives will be implemented in their catchment.

Consumer Satisfaction

Describe the LA's process for administering the Mental Health Statistical Improvement Program (MHSIP) and Youth Satisfaction Survey (YSS).

The MHSIP is administered by therapists to clients starting February of each year and is typically concluded by the first part of May. The survey is given in person and over telehealth (by link). Front desk staff work with therapists to ensure the surveys are given and completed. We are provided weekly updates on the number of surveys we have done for the week and this information is relayed to staff.

Mental Health Outcome Questionnaire

Does the LA have a training process for clinical teams on utilization of the Outcome Questionnaire/Youth Outcome Questionnaire (OQ).

- Yes
 No, not at this time

If applicable, briefly describe information on training, implementation, oversight, data analysis, and associated quality improvement.

BRBH's Senior Psychologist responsible for training, who has a specific interest and appreciation for the OQ and YOQ, oversees training and improvement with that. We are monitoring and striving to supervise further for improvement in the number of instruments opened and utilized by therapists.

BRBH continues to work on improving the YOQ given the number of our children and youth services being provided in schools, where parents are not present, we conducted a trial experiment on three different approaches to obtaining parent participation in the YOQ. The outcome of that study resulted in evidence that treatment coordinator administration of the YOQ proved more effective for improving outcomes in the school-based setting as opposed to sending an email link or assigning case management to contact the parents to complete the instrument.

BRBH requires the OQ at every psychotherapy session, and to continue to look for ways to improve both the numbers administered, the results that are utilized in treatment, and the overall summary data for the YOQ.

Service Satisfaction and Outcome Data

Recovery Support Screenings and Tools

What Recovery Support screening or tools are you utilizing? (i.e., SURE, SUD OQ, etc).

BRBH anticipates utilizing the SURE as a Recovery Support screening tool.

If you are not utilizing any Recovery Support screenings or tools can you please provide details on the barriers?

Additional testing tools are not required at present by the state- SURE etc. Program evaluation is accomplished through direct client feedback, MHSIP surveys, and TEDS data/Scorecard outcomes data.

Technical assistance

Is technical assistance requested for any components of SUMH Office Directives Service Satisfaction and Outcome Data section? This may include data submission requirements.

- Yes
- No, not at this time.

Please indicate sections requested



Set a Public Hearing

Ordinance 2026-30 – Wellsville Safe Storage 2 Rezone

Agenda request submitted by: Brian Abbott, Director of Development Services –
Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: May 26th, 2026

Agenda Item Language: Set a public hearing, to be held on June 9th, for Ordinance 2026-30 – Wellsville Safe Storage 2 Rezone – A request to rezone an 8.00-acre parcel, located at 3900 S. Highway 89/91, Wellsville, from the Agricultural (A10) Zone to the Commercial (C) Zone.

Action: Planning Commission – Denial (5-yea; 2-nay)

Background: A request to rezone an 8.00-acre parcel, located at 3900 S. Highway 89/91, Wellsville, from the Agricultural (A10) Zone to the Commercial (C) 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 May 21st, 2026.

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: Brian Abbott, Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Associate Planner

Legal Review: N/A

- 41 5. Cache Open Space Advisory Committee has identified properties along Highway 89/91 as
42 scenic vistas and valley gateways which are priority properties to protect from
43 development. This parcel falls into both categories.
44 a. The property is also located directly north of the American West Heritage Center
45 and east of properties owned by the County that are meant for a future outdoor
46 recreation use.
47 6. Industrial and Commercial uses are not permitted on a Minor Local road.
48

49 **Staff Report review by Director**

50 Brian Abbott

51

52 **Staff Report by County Planner**

53 Conner Smith

54

55 **General Description**

56 This ordinance amends the County Zoning Map by rezoning an 8.00-acre parcel, located at 3900
57 S. Highway 89/91, Wellsville, from the Agricultural (A10) Zone to the Commercial (C) Zone.

58

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

60 Staff Report to Planning Commission – revised



Staff Report: Wellsville Safe Storage LLC 2 Rezone

21 May 2026

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: Travis Baldwin

Parcel ID#: 11-059-0009

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address:

3900 S. Highway 89/91,
Wellsville

Acres: 8.00

Surrounding Uses:

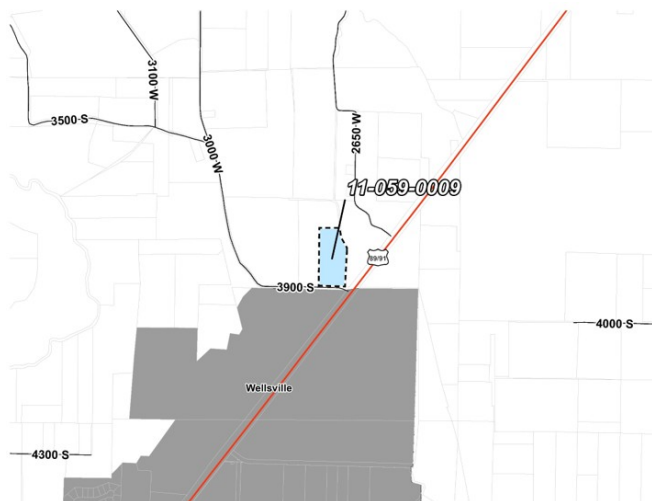
North – Agricultural
South – Agricultural/Wellsville/American West H.C.
East – Agricultural
West – Agricultural/Residential

Current Zoning:

Agricultural (A10)

Proposed Zoning:

Commercial (C)

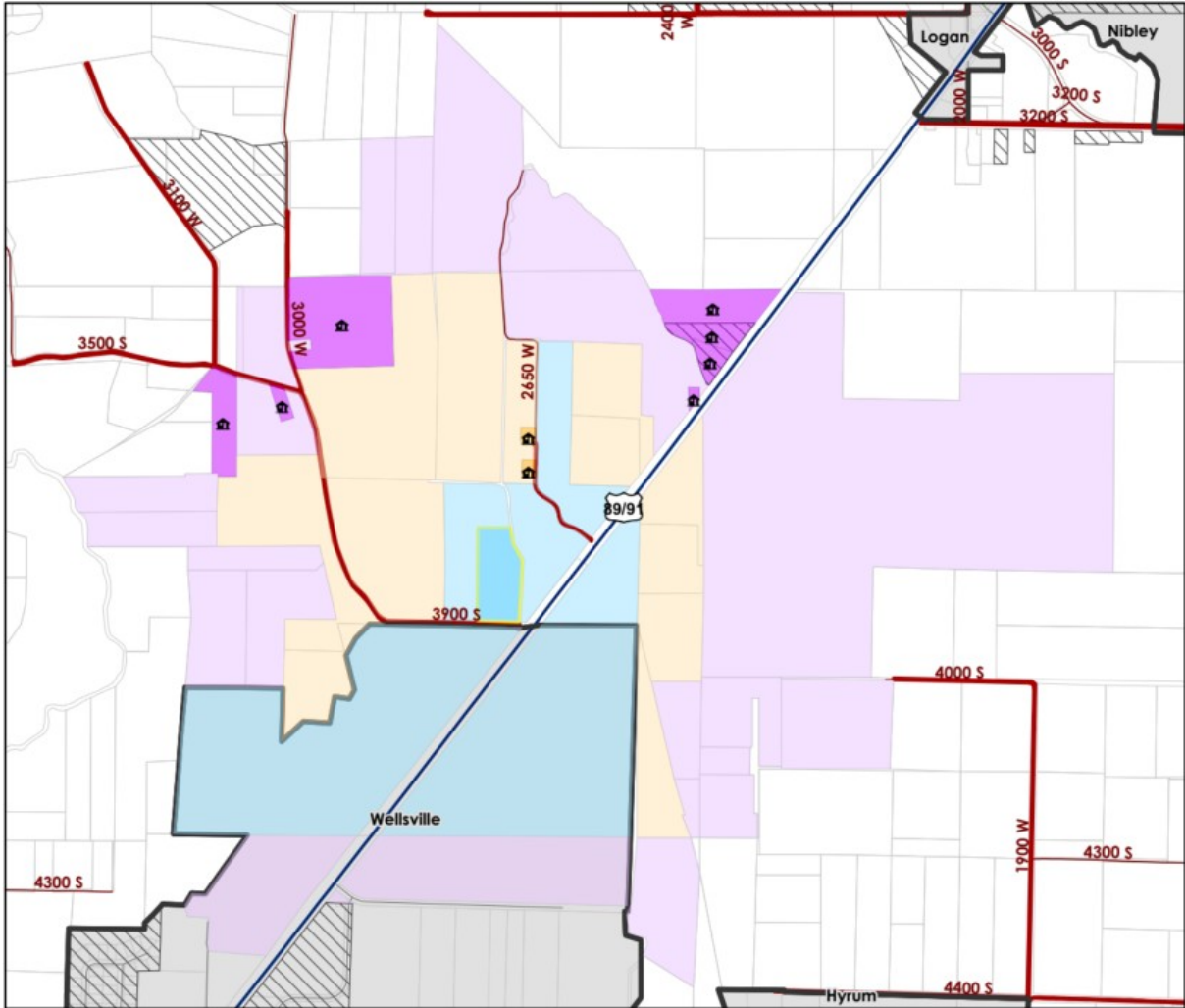


Findings of Fact

A. Request description

1. A request to rezone 8.00 acres from the Agricultural (A10) Zone to the Commercial (C) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Commercial (C) 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 Commercial (C) Zone will be addressed as part of each respective approval process required prior to site development activities.
4. History:
 - a. In February of 2026, this parcel went through the rezone application process to rezone 8.00 acres from the Agricultural (A10) Zone to the Industrial (I) Zone. That rezone

- request was recommended for denial by the Planning Commission at their February 5th, 2026 meeting and was denied by County Council at their March 24th, 2026 meeting.
5. 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	With a Home: 15.6 Acres (4 Parcels)
	Without a Home in Wellsville City: 85.6 Acres (2 Parcels)
¼ Mile Buffer	With a Home: 0.5 Acres (2 Parcels)
	Without a Home: 17.2 Acres (16 Parcels)
	Without a Home in Wellsville City: 85.6 Acres (2 Parcels)
½ Mile Buffer	With a Home: 4.7 Acres (9 Parcels)
	Without a Home: 20.4 Acres (37 Parcels)
	Without a Home in Wellsville City: 59 Acres (4 Parcels)

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

These uses include:

- Accessory/Agriculture Structures
- Caretaker's Residence
- Agricultural Manufacturing
- Commercial Business
- Commercial Kennel/Animal Shelter
- Storage and Warehousing
- Self Service Storage Facility
- General Vehicle Repair
- Medical Services/Facilities
- Human Care Services
- Recreation Facility
- Campground
- Transient Lodging
- Bed and Breakfast Inn
- Restaurant
- Mobile Food Truck
- Religious Meeting House
- Educational Facility
- Utility Facility, Distribution
- Telecommunications Facility, Major
- Telecommunications Facility, Minor
- Private Airport
- Livestock Auction Facility
- Farm Stand
- Boarding Facility
- Site Grading

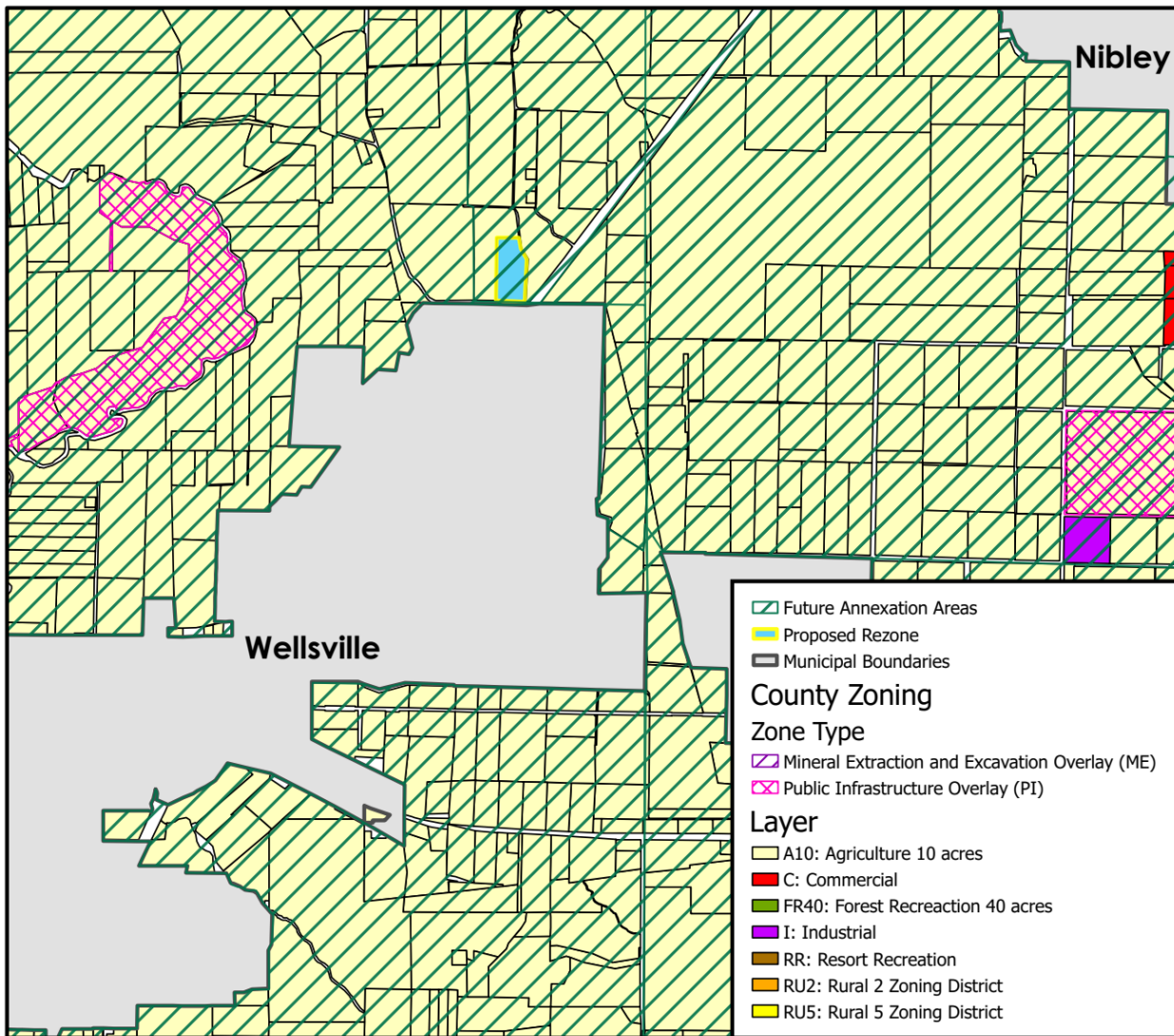
iv. Adjacent Uses:

1. The properties to the north, east, and south are primarily agricultural while properties to the west are a mix of agricultural and residential. Wellsville City limits are directly to the south of the subject property.
 - a. The American West Heritage Center is located directly to the south of the subject property inside of Wellsville City limits.

v. The nearest parcel in the County that is in the Commercial (C) Zone is located 1.74 miles to the east of the subject property.

1. The Curtis Knight Rezone, located 1.74 miles to the east of the subject property, was a request to rezone 9.75 acres from the Agricultural (A10) Zone to the Commercial (C) Zone and was approved by the County Council as Ordinance 2007-12.

- a. This property obtained a conditional use permit (South Cache Storage) and currently operates as a Self Service Storage Facility (Use Type 3410).
- vi. Annexation Areas:
 - 1. The subject property is located in both the Wellsville City and Nibley City future annexation areas.
- vii. Cache Open Space Advisory Committee (COSAC):
 - 1. COSAC has identified the properties along Highway 89/91 as scenic vistas and valley gateways that are priority properties to protect from development. This property falls into both categories. The proposed rezone is also north of the American West Heritage Center and east of properties owned by Cache County for future outdoor recreation use.



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

- 6. 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.

7. The current County Land Use Ordinance does not specify appropriate locations for the Commercial (C) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030(A) identifies the purpose of the Commercial (C) Zone and includes the following:
 - a. “To provide compatible locations for retail, office, and business/commerce activities, to enhance employment opportunities, to encourage the efficient use of land, to enhance property values, and to strengthen the county's 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.”
8. Cache County General Plan:
 - a. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - i. “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.”
 - ii. “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.”
 - b. 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:
 - i. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - ii. Example Areas: Most of the valley.
 - iii. 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.
 - iv. 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.
 - v. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
 - vi. 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. The subject property is not located in the Urban Expansion Overlay.
9. Municipality General Plan(s):

a. Wellsville City:

i. The Wellsville City General Plan Map shows this parcel being within the Farmland Residential Cluster – 5 ac. (RAC5) Zone with surrounding properties in either the Farmland Residential Cluster – 5 ac. (RAC5) or Public Lands (PL) Zone.

1. Farmland Residential Cluster – 5 ac.:

a. This area is to remain primarily as an agricultural area. This area has historically been the primary farming land of the community and the City should preserve the qualities of this area by minimizing the taking of this land for residential, commercial, or industrial uses. While residential uses are somewhat compatible with agricultural uses, residential development in this area should be minimized and large areas should be required to stay in agricultural use.

2. Public Lands:

a. Areas owned by the city which are used for the operation of the city, including recreation.

b. Nibley City:

i. The Nibley Future Land Use Map shows this parcel as being within the Open Space, Agriculture, and Low Density Residential Zone with surrounding properties either in the Open Space, Agriculture, and Low Density Residential or Commercial Zone.

1. Open Space, Agriculture, and Low Density Residential Zone:

a. No definition or statement of purpose, other than its name, for this zone could be found in the Nibley City General Plan or in their municipal code.

2. Commercial Zone:

a. The purpose of the commercial zone is to provide suitable areas for the location of commercial activities needed to serve the people and commerce of the city. Retail commercial activities which serve the residents of the city will be encouraged.

10. Consideration of impacts related to uses allowed within the Commercial (C) 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 Commercial (C) 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 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 noncommercial 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.

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

- a. The property has access to 3900 South.

19. 3900 South:

- a. South of the subject parcel, 3900 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 year round and has a speed limit of 30 miles per hour.
- d. Has an existing width of 20 feet, a 55-foot right-of-way, a 9-foot paved shoulder, a 2-foot gravel shoulder, a variable clear zone, and is paved.
- e. Is considered substandard as to right-of-way.
- f. Industrial and Commercial uses must be located on a Major Local or higher classification road.

Frontage Road – 3900 South			
Functional Classification	Minor Local	Summer Maintenance	Yes
Speed Limit	30 MPH	Winter Maintenance	Yes
Dedicated ROW	Yes	Municipal Boundary	Yes

Analysis of Roadway – 3900 South			
Roadway Element	Existing Width (ft.)	Required Width (ft.)	Comments or Findings
Travel Lanes	24	20	OK
Right-of-Way	55	66	Substandard
Paved Shoulder	9	2	OK
Gravel Shoulder	2	2	OK
Clear Zone (4:1)	5-10	10	OK
Material	Paved	Paved	OK
Structural			Visually OK

Minimum Access Spacing Standard (Feet)			
Classification	Public/Private Roads	Commercial	Residential/Farm
Minor Local	300	N/A	10
<ol style="list-style-type: none"> 1. Driveways for all uses except single-family homes shall not be closer than eight (8) feet to an adjacent interior property line. Single-family homes may be granted with two (2) feet of the property line. 2. Min. Spacing from Private or Public Road Intersection shall be 80 feet. 			



Figure 1 – 3900 South

D. Service Provisions:

20. §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.

21. §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

22. Public notice was posted online to the Utah Public Notice Website on 27 April 2026.

23. Notices were posted in three public places on 24 April 2026.

24. Notices were mailed to all property owners within 24 April 2026.
25. The meeting agenda was posted to the County website on 24 April 2026.
26. At the time of writing the staff report, one written public comment regarding this proposal has been received by the Development Services Office.
 - a. Wellsville City states that they are not opposed to the rezone as long as the project meets all of the County's conditional use permit standards.

Staff Conclusion

The Wellsville Safe Storage LLC 2 rezone, a request to rezone 8.00 acres from the Agricultural (A10) Zone to the Commercial (C) 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.

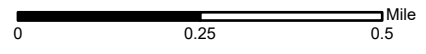
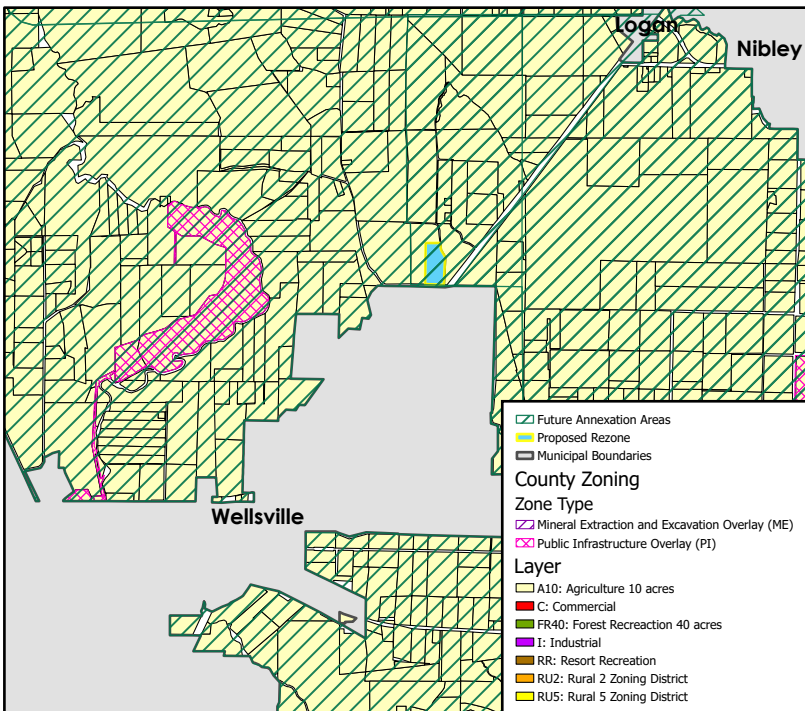
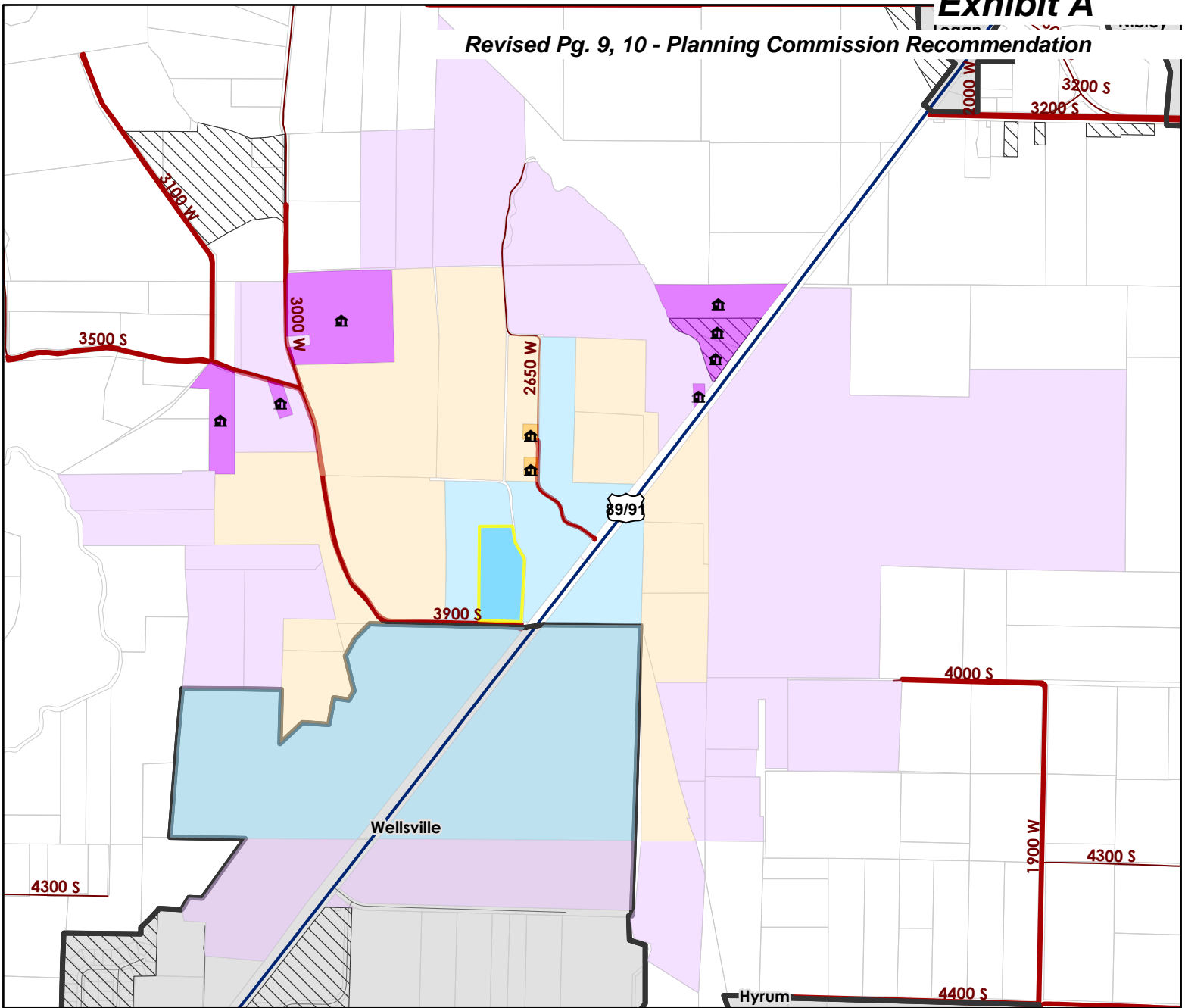
Planning Commission Conclusion

Based on the findings of fact noted herein, the Wellsville Safe Storage LLC 2 rezone is hereby recommended for denial to the County Council as follows:

1. The parcel does not meet the standards of the Commercial (C) Zone:
 - a. "To provide compatible locations for retail, office, and business/commerce activities, to enhance employment opportunities, to encourage the efficient use of land, to enhance property values, and to strengthen the county's 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 inconsistent with the Cache County General Plan:
 - a. The "Agriculture and Ranching" area places an emphasis on agriculture related activities. The Commercial (C) Zone has fewer agricultural related use types than the Agricultural (A10) Zone.
 - b. The parcel is not located in the Urban Expansion Overlay
3. The rezone is inconsistent with the Wellsville City and Nibley City General Plans:
 - a. Wellsville City identifies this parcel as being in the "Residential – Farmland" Zone:
 - i. Residential - Farmland:
 1. "This area is identified on the Land Use Plan to remain, primarily, as an agricultural production area. This area has historically been the primary farming land of the community and the City should preserve the qualities of this area by minimizing the taking of this land for residential, commercial, or industrial uses. While residential uses are somewhat compatible with agricultural uses, residential development in this area should be minimized and large areas should be required to stay in agricultural use."
 - b. Nibley City identifies this parcel as being in the "Open Space, Agriculture, and Low Density Residential" Zone.
4. The nearest parcel in the Commercial (C) Zone is located 1.74 miles to the southeast of the subject property.
5. Cache Open Space Advisory Committee has identified properties along Highway 89/91 as scenic vistas and valley gateways which are priority properties to protect from development. This parcel falls into both categories.

- a.** The property is also located directly north of the American West Heritage Center and east of properties owned by the County that are meant for a future outdoor recreation use.
- 6.** Industrial and Commercial uses are not permitted on a Minor Local road.

ATTACHMENT A



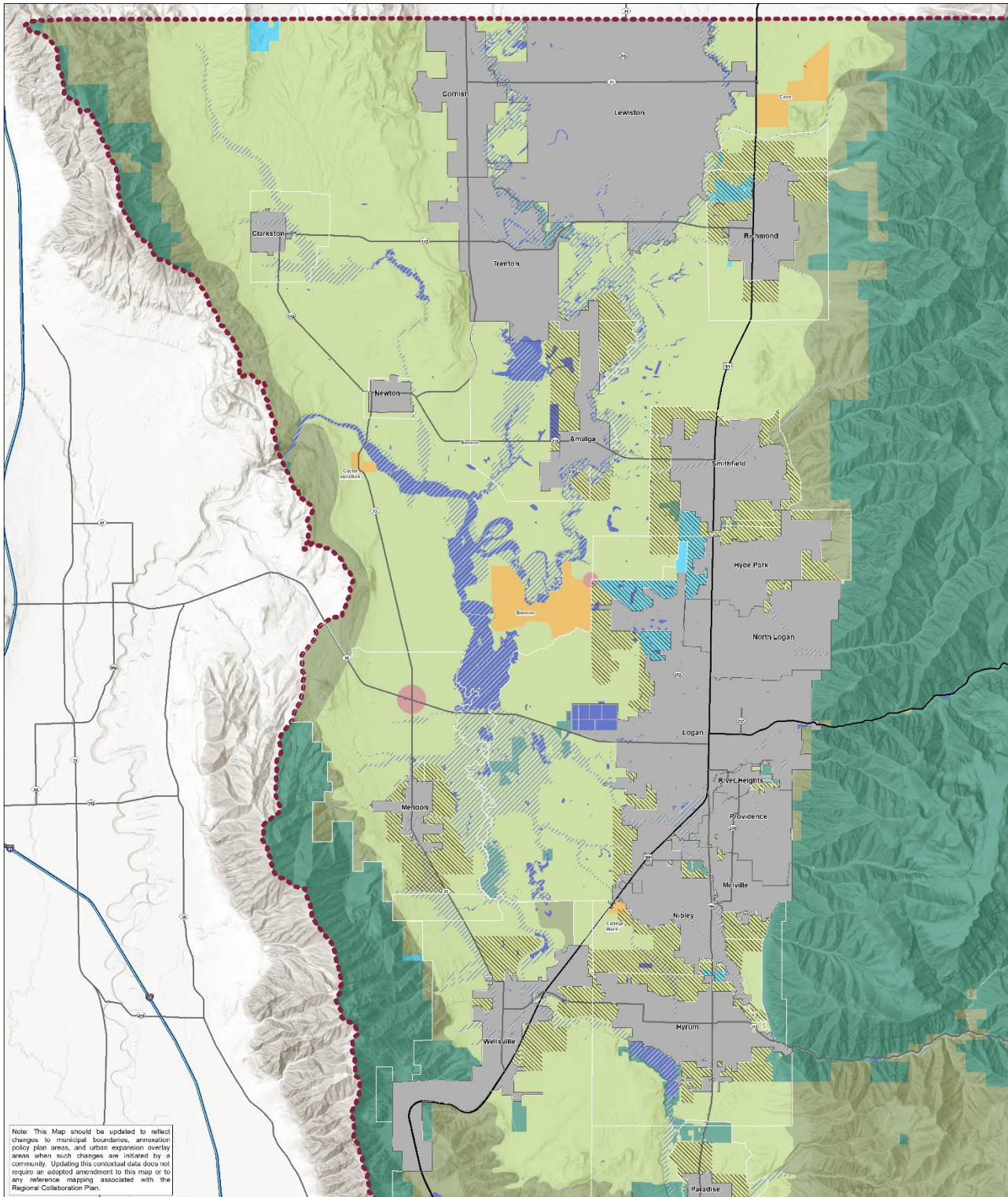
Legend

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

Average Parcel Size	
Adjacent Parcels	Without a Home: 15.6 Acres (4 Parcels)
	Without a Home in Wellsville City: 85.6 Acres (2 Parcels)
1/4 Mile Buffer	With a Home: 0.5 Acres (2 Parcels)
	Without a Home: 17.2 Acres (16 Parcels)
1/2 Mile Buffer	Without a Home in Wellsville City: 85.6 Acres (2 Parcels)
	With a Home: 4.7 Acres (9 Parcels)
1/2 Mile Buffer	Without a Home: 20.4 Acres (37 Parcels)
	Without a Home in Wellsville City: 59 Acres (4 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
- 100 Year Floodplain
- Municipalities
- Annexation Policy Plan Areas
- Urban Expansion Overlay
- Retail Commercial
- Rural Community
- Industrial and Mineral Extraction
- Agriculture and Ranching
- Mountain Rural and Conservation
- Forest and Natural Resource

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



WELLSVILLE CITY CORPORATION

75 East Main
P.O. Box 6
Wellsville, Utah 84339
Phone: 435-245-3686
Fax: 435-245-7958

MAYOR
Thomas G. Bailey
CITY COUNCIL
Kaylene Ames
Bob Lindley
Denise N. Lindsay
Chad P. Poulsen
Austin V. Wood

CITY MANAGER/RECORDER
Scott E. Wells
CITY TREASURER
Leesa M. Cooper

December 08, 2025

Cache County Development Services Office
Attn: Planning and Zoning Commission / County Council
179 North Main, Suite 305 Logan, UT 84321

SUBJECT: Non-Protest Regarding Rezone Request – Parcel 11-059-0009 (Brett Hadfield)

Dear Cache County Planning Commission and County Council Members,

This letter confirms Wellsville City's position regarding the rezone request for Parcel **11-059-0009**, submitted by **Brett Hadfield**, to change the zoning from **A10 (Agricultural 10 Acres)** to the **Industrial (I) Zone**.

Wellsville City notes that this parcel is located in the unincorporated county and is adjacent to the Wellsville City limits.

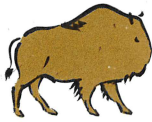
Wellsville City will not protest this rezone request.

We recognize the potential for this self-storage facility to provide a beneficial service to the residents on the south end of Cache Valley. Our non-protest is contingent on the applicant's compliance with all applicable Cache County regulations, including obtaining a Conditional Use Permit (CUP) and meeting all site development standards.

Sincerely,

Scott Wells, City Manager
Wellsville City

"The Gateway To Bridgerland"



AMERICAN WEST
HERITAGE CENTER™

Experience it!

May 18, 2026

Letter of Concern

**Re: Preserving the Rural Corridor and Protecting the Historic Approach to the American West Heritage Center
Parcel 11-059-0009 – Rezone 8.00 Acres from Agriculture to Commercial
Project Location: 3900 S Highway 89/91, Wellsville, Utah**

Dear Cache County Planning Commission and Council Members,

I am writing on behalf of the American West Heritage Center (AWHC) to express our deep concern regarding development proposals that would alter the agricultural zoning and visual character of the land surrounding our historic corridor—particularly the approach to AWHC from U.S. Highway 89/91.

For more than 30 years, AWHC has served as a living history center dedicated to preserving and interpreting the agricultural and cultural heritage of Cache Valley. Our mission depends on maintaining the authenticity of the rural landscape that surrounds our site. The open farmland, unobstructed views, and agricultural setting are not incidental features—they are essential to the immersive educational experience we provide to thousands of students, families, and visitors each year.

A commercial zone change or development that introduces buildings, storage units, signage, or other visual obstructions along the highway corridor would have several significant impacts:

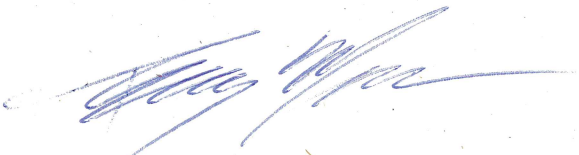
- **Loss of the Historic Viewshed:** The approach to AWHC from the highway is one of the most iconic and defining features of the visitor experience. The uninterrupted view of farmland leading into our site sets the tone for the historical period we interpret. Any commercial development would fundamentally change that experience.

- **Erosion of Rural Character:** Our programs rely on the surrounding agricultural landscape to accurately represent the 1820–1920 era. Preserving this setting is vital to our educational mission and to the cultural identity of Cache Valley.
- **Impact on Tourism and Community Value:** Visitors come to AWHC precisely because it offers an authentic connection to the region’s heritage. Protecting the rural corridor protects the economic and cultural benefits AWHC brings to the county.
- **Inconsistency with Preservation Goals:** Cache County’s General Plan emphasizes the importance of safeguarding agricultural lands and rural character. Maintaining the current zoning in this area aligns with those long-standing priorities.

We respectfully ask the Planning Commission and Council to consider the long-term consequences of altering the zoning or permitting development that would obstruct the historic approach to AWHC. Preserving this corridor is not only essential to our mission—it is a shared community value that strengthens Cache Valley’s identity and quality of life.

Thank you for your thoughtful consideration and for your continued support of heritage preservation in our county. AWHC stands ready to provide additional information or participate in further discussion as needed.

Warm regards,



Tony R. Moser

Executive Director

American West Heritage Center



May 20, 2026

Cache County Planning Commission
179 North Main Street, Suite 305
Logan, Utah 84321

RE: Wellsville Safe Storage LLC 2 Rezone Application

Dear Members of the Cache County Planning Commission:

Utah State University (USU) submits this letter to express concerns regarding the proposed Wellsville Safe Storage LLC 2 rezone request from Agricultural to Commercial zoning. USU is an adjacent landowner directly affected by this proposal.

USU's South Farm property lies immediately east of the proposed rezone area, and USU-owned land operated by the American West Heritage Center (AWHC) lies directly south of the property. Existing USU land uses are compatible with the current Agricultural zoning designation and the long-standing agricultural and rural character of this portion of Cache Valley. In contrast, the proposed commercial zoning is incompatible with the surrounding agricultural land uses and introduces a highly visible commercial development into an area that has historically remained rural and open.

Of particular concern is the negative impact this proposal would have on the American West Heritage Center. The AWHC, a non-profit organization, is a living history museum encompassing nearly 300 acres and attracting approximately 80,000 to 90,000 visitors annually. The Center has local, regional, national and international appeal to visitors and tourists. The Center provides immersive educational experiences and demonstrations celebrating Native American, mountain man, and pioneer heritage over the past 200+ years. A fundamental component of the visitor experience is its setting within an authentic rural and historic landscape reflective of Cache Valley's historic character. This particular section of the south valley corridor remains one of the last largely undeveloped stretches of rural land and serves as an important visual and cultural gateway into the valley.

The proposed commercial zoning and associated development would introduce a use that is visually, culturally, and functionally inconsistent with the surrounding agricultural landscape and would detract from the historic and scenic setting that is central to the mission and operation of the AWHC. The continued preservation of open agricultural character in this corridor is essential to maintaining the integrity of the visitor experience and the educational value of the site.

Due to public ownership, most of the land surrounding the proposed rezone will never be designated for commercial growth. In addition to the USU land ownership, the land directly north of the AWHC and west of the proposed project is owned by Cache County and intended for future recreational uses. Rezoning a single parcel to commercial use within a predominantly agricultural corridor would create an isolated island of incompatible zoning surrounded by agricultural, recreational, and open space uses.

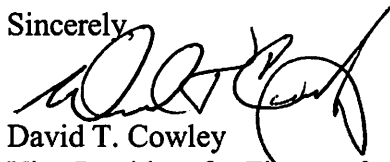
From a land use planning perspective, smart growth principles strongly discourage isolated commercial rezonings that are inconsistent with surrounding uses and adopted planning documents. Such rezonings can create fragmented land use patterns, burdens on infrastructure and public services, unfair privileges to individual property owners, and negative impacts on neighboring property values and community character.

Furthermore, this area of the south corridor along Highway 89 has repeatedly been identified through public planning efforts as valuable for protecting rural character, scenic vistas, and valley gateways. These goals are reflected repeatedly in multiple adopted and community-supported planning documents, including the 2011 South Corridor Plan, the 2009 Envision Utah Plan, and the 2005 SDAT Program, as well as recommendations from the Cache Open Space Advisory Committee. The Cache County General Plan further supports preservation of this area through the existing Agricultural zoning designation, future land use map designations, and by excluding this parcel from the Urban Expansion Overlay.

For these reasons, Utah State University respectfully requests that the Cache County Planning Commission deny the proposed Wellsville Safe Storage LLC 2 rezone application and continue to support the long-term preservation of the agricultural, scenic, recreational, and cultural values that define this important corridor of Cache Valley.

Thank you for your consideration.

Sincerely,



David T. Cowley
Vice President for Finance & Administrative Services
Utah State University



Set a Public Hearing

Ordinance 2026-31 – Richmond City Creek Rezone

Agenda request submitted by: Brian Abbott, Director of Development Services –
Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: May 26th, 2026

Agenda Item Language: Set a public hearing, to be held on June 9th, for Ordinance 2026-31 – Richmond City Creek Rezone – A request to rezone a total of 7.58 acres, located at 9000 N. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone.

Action: Planning Commission – Approval (7-yea; 0-nay)

Background: A request to rezone a total of 7.58 acres, located at 9000 N. 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 May 21st, 2026.

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: Brian Abbott, Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Associate Planner

Legal Review: N/A

1 **Ord 2026-31**
2 **Richmond City Creek Rezone**
3 **Amending the Cache County Zoning Map by rezoning 7.58 acres**
4 **from the Agricultural (A10) Zone to the Industrial (I) Zone**
5

6 **County Council action**

7 Set a public hearing on May 26th, 2026, to be held on June 9th, 2026.

8 If approved, the rezone will take effect 15 days from the date of approval.
9

10 **Planning Commission action**

11 Approval (7-yea; 0-nay).

12 Public hearing held on May 21st, 2026.

13 Conclusion: Based on the findings of fact noted [in the staff report], the Richmond City Creek
14 rezone is hereby recommended for approval to the County Council as follows:

- 15 1. The parcels meet the standards of the Industrial (I) Zone:
 - 16 a. “To provide locations where manufacturing, processing, warehousing, and
17 fabrication of goods and material can be carried on with minimum conflict or
18 deleterious effect upon the surrounding properties. The purpose of this zone is also
19 to promote the economic well being of the citizens and to broaden the tax base.”
 - 20 b. “This zone must be appropriately served by suitable public roads, have access to the
21 necessary water and utilities, and have adequate provision of public services.”
- 22 2. Richmond City states they have no concerns with the rezone request.
 - 23 a. A portion of the parcel is located in the Urban Expansion Overlay.
- 24 3. The nearest parcel, in the County, that is in the Industrial (I) Zone is located 0.38 miles to
25 the north of the subject properties.
- 26 4. The rezone is partially consistent with the Cache County General Plan:
 - 27 a. The parcels are located in the Urban Expansion Overlay.
28

29 **Staff Report review by Director**

30 Brian Abbott
31

32 **Staff Report by County Planner**

33 Conner Smith
34

35 **General Description**

36 This ordinance amends the County Zoning Map by rezoning two parcels, totaling 7.58 acres,
37 located at 9000 N. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I)
38 Zone.
39

- 40 **Additional review materials included as part of Exhibit A**
- 41 Staff Report to Planning Commission – revised

Staff Report: Richmond City Creek Rezone

21 May 2026

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: Judson Eades

Parcel ID#: 08-002-0013, -0038

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Conner Smith

Project Address:

9000 N. Highway 91,
 Richmond

Acres: 7.58

Surrounding Uses:

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

Current Zoning:
 Agricultural (A10)

Proposed Zoning:
 Industrial (I)



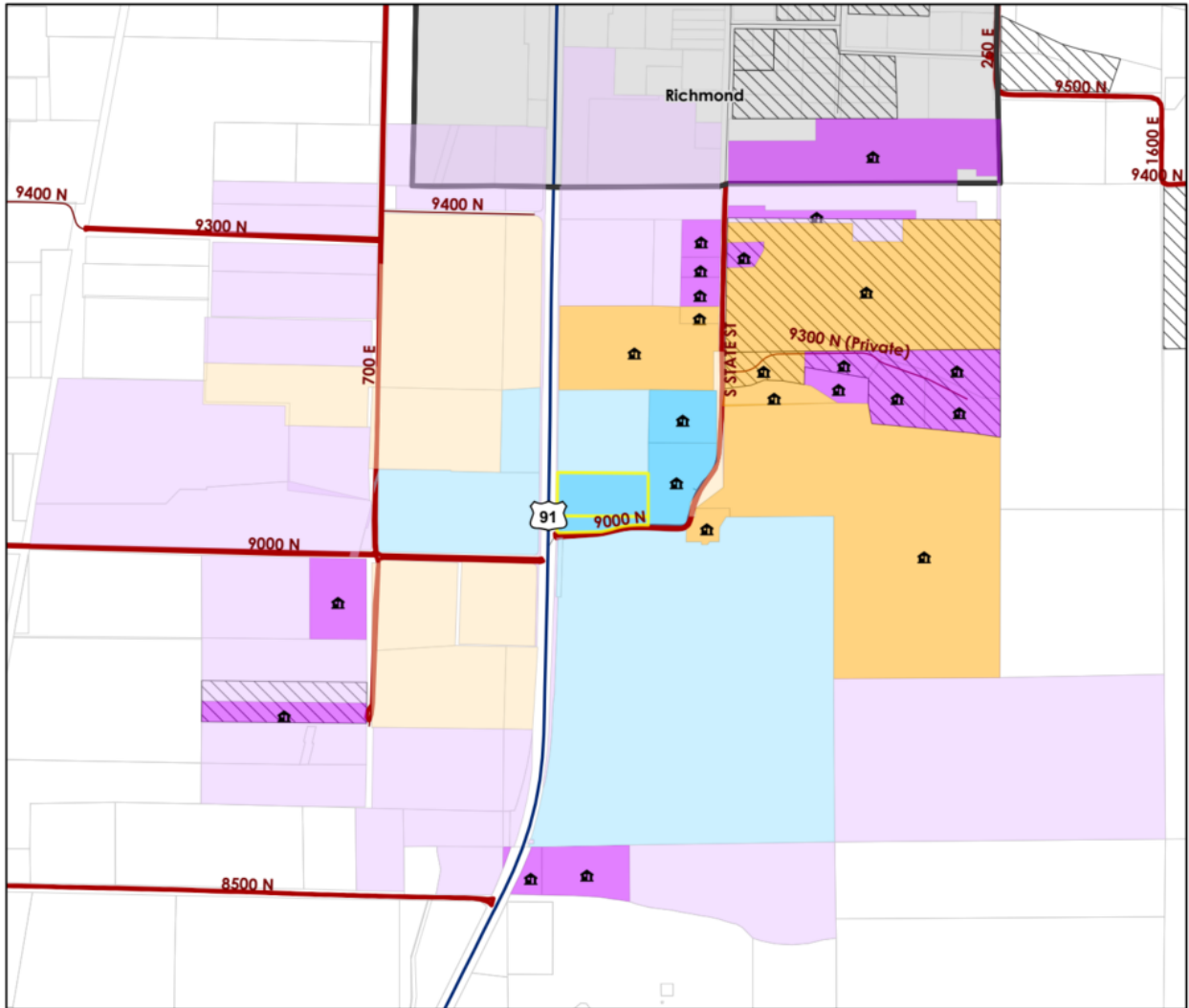
Findings of Fact

A. Request description

1. A request to rezone 7.58 acres from the Agricultural (A10) Zone to the Industrial (I) Zone.
2. This rezone may allow the parcels 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 properties 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:

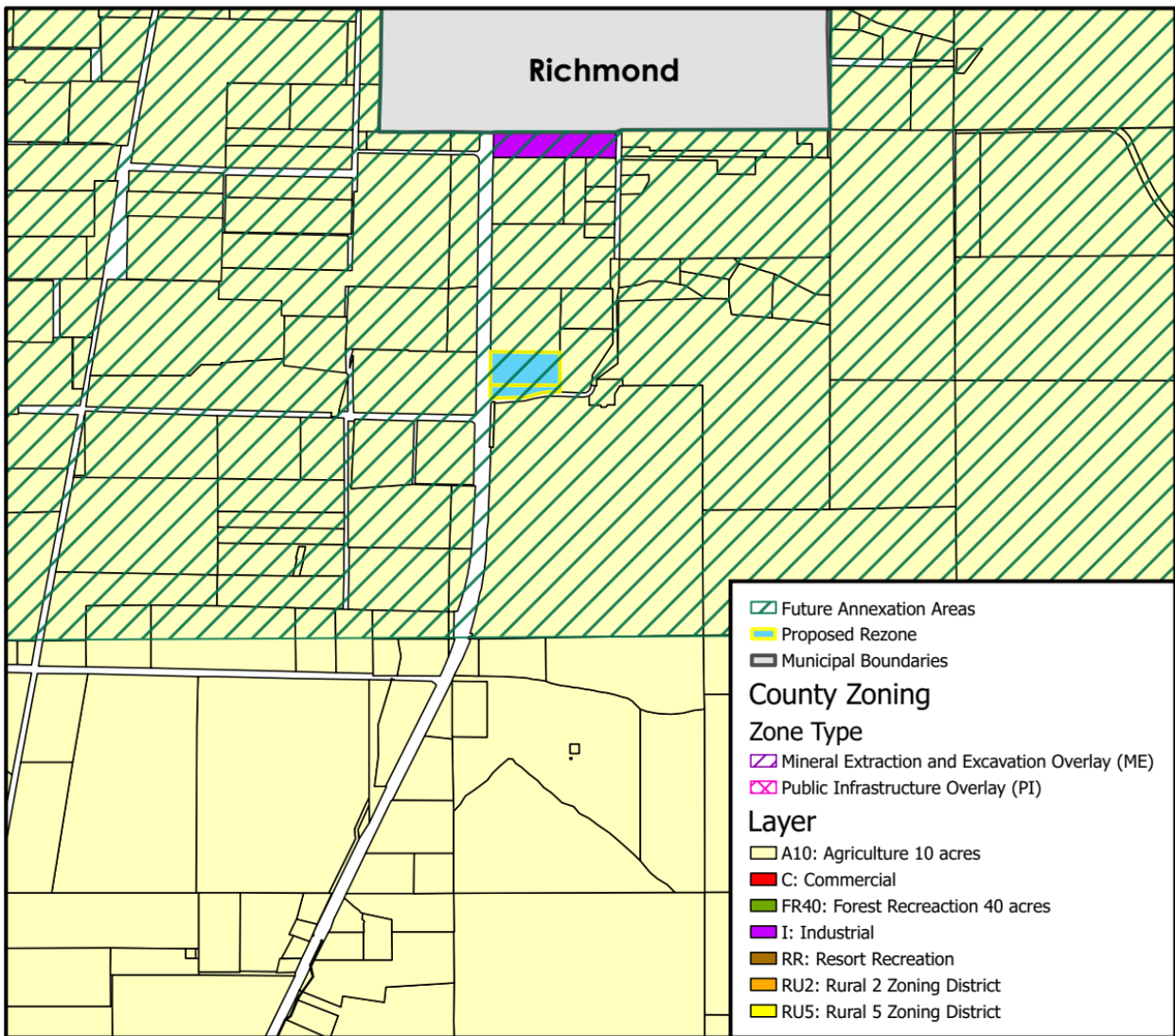
- i. Parcel status:** The properties match the configuration they had on August 8th, 2006 and is legal.
- ii. Average Lot Size:** (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a home: 5.9 Acres (2 Parcels)
	Without a Home: 23.4 Acres (7 Parcels)
¼ Mile Buffer	With a Home: 19 Acres (9 Parcels)
	Without a Home: 18 Acres (15 Parcels)
½ Mile Buffer	With a Home: 9.6 Acres (23 Parcels)
	With a home In Richmond City: 22.5 Acres (1 Parcel)
	Without a Home: 13.4 Acres (46 Parcels)
	Without a Home in Richmond City: 5 Acres (7 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:

- Accessory/Agriculture Structures
 - Caretaker's Residence
 - General Manufacturing
 - Agricultural Manufacturing
 - Commercial Kennel/Animal Shelter
 - Storage and Warehousing
 - Self Service Storage Facility
 - Transport Services
 - General Vehicle Repair
 - Mobile Food Truck
 - Sexually Oriented Business
 - Crematorium
 - Utility Facility, Distribution
 - Telecommunications Facility, Major
 - Telecommunications Facility, Minor
 - Private Airport
 - Livestock Auction Facility
 - Site Grading
- iv. Adjacent Uses:**
1. The properties to the north and east are a mix of agricultural and residential while properties to the south and west are primarily agricultural.
- v. The nearest parcel in the County that is in the Industrial (I) Zone is located 0.38 miles to the north of the subject properties.**
1. The Lowers Foods – South Road Extension, located 0.38 miles to the north of the subject properties, was a request to rezone 7.80 acres from the Agricultural (A10) Zone to the Industrial (I) Zone and was approved by the County Council as Ordinance 2025-26.
- vi. Annexation Areas:**
1. The subject properties are located in the Richmond City future annexation area.



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

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 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.”
7. Cache County General Plan:
 - a. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
 - i. “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.”

- ii. “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.”
 - b. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject properties are located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
 - i. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
 - ii. Example Areas: Most of the valley.
 - iii. 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.
 - iv. 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.
 - v. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
 - vi. 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. The subject properties are located in the Urban Expansion Overlay.
8. Municipality General Plan(s):
- a. While these properties are located in the Richmond City future annexation area, the Richmond City General Plan does not include this area.
9. 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**
- 10. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
 - 11. §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.
 - 12. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Industrial (I) Zone is 150’.

- 13. §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
- 14. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
- 15. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
- 16. Roadway Functional Classification:
 - a. Other Principal Arterial: Major, non-interstate roadways designed for high-mobility travel, connecting major centers within metropolitan areas or serving large rural regions. They provide continuity for travel, often serving as key urban arterials or major intercity routes, allowing direct access to abutting land uses via driveways and at-grade intersections.
 - b. 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.
- 17. A basic review of the access to the subject properties identifies the following:
 - a. The properties have access to Highway 91 and 9000 North
- 18. Highway 91:
 - a. West of the subject properties, Highway 91 is a Utah Department of Transportation (UDOT) road and is classified as an Other Principal Arterial.
 - b. Provides access to industrial, commercial, residential, and agricultural properties and serves as the main connection between Logan, Smithfield, Richmond, and Cove.
 - c. This section of US-91 is classified as an Access Category 4 which has a minimum driveway spacing of 500 feet and a minimum street spacing of 660 feet.
- 19. 9000 North:
 - a. South of the subject properties, 9000 North is a County road and is classified as a Minor Collector.
 - b. Provides access to residential and agricultural properties.
 - c. Is maintained by the County year round and has a speed limit of 30 miles per hour.
 - d. Has an existing width of 22 feet, a 55-foot right-of-way, no paved shoulder, a 3 to 4-foot gravel shoulder, a 7 to 10-foot clear zone, and is paved.
 - e. Is considered substandard as to right-of-way, paved shoulder, gravel shoulder, and clear zone.

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

Frontage Road – 9000 North			
Functional Classification	Minor Collector	Summer Maintenance	Yes
Speed Limit	30 MPH	Winter Maintenance	Yes
Dedicated ROW	Yes	Municipal Boundary	No

Analysis of Roadway – 9000 North			
Roadway Element	Existing Width (ft.)	Required Width (ft.)	Comments or Findings
Travel Lanes	22	22	OK
Right-of-Way	40-55	66	Substandard
Paved Shoulder	0	4	Substandard
Gravel Shoulder	3-4	2	Substandard
Clear Zone (4:1)	7-10	10	Substandard
Material	Paved	Paved	OK
Structural			Visually OK

D. Service Provisions:

- 20. §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 properties must be reevaluated and may require improvements based on the location of the proposed access and development.
- 21. §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

- 22. Public notice was posted online to the Utah Public Notice Website on 27 April 2026.
- 23. Notices were posted in three public places on 24 April 2026.
- 24. Notices were mailed to all property owners within 24 April 2026.
- 25. The meeting agenda was posted to the County website on 24 April 2026.
- 26. At the time of writing the staff report, one written public comment regarding this proposal has been received by the Development Services Office.
 - a. Richmond City states that they have no concerns regarding the rezone request.

Staff Conclusion

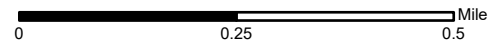
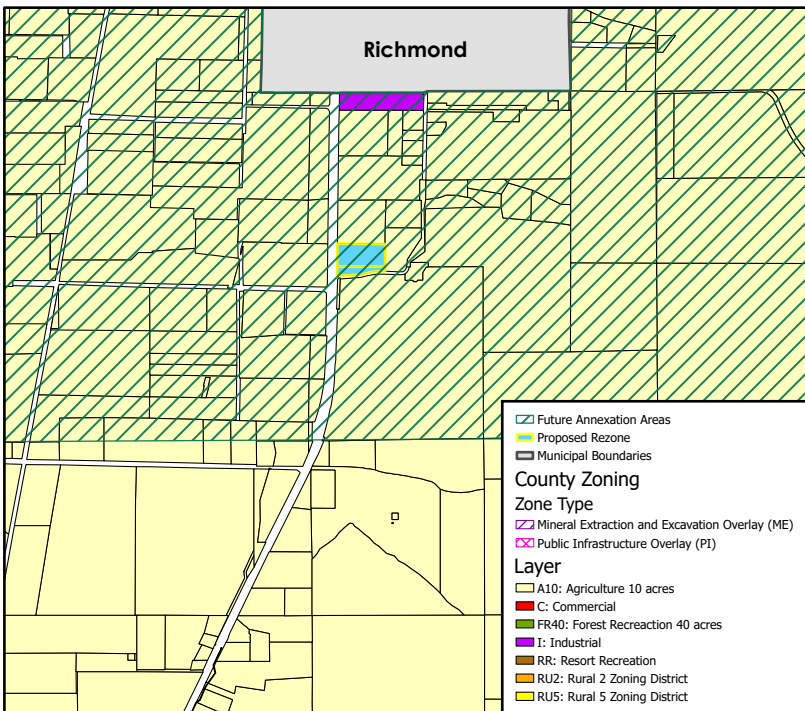
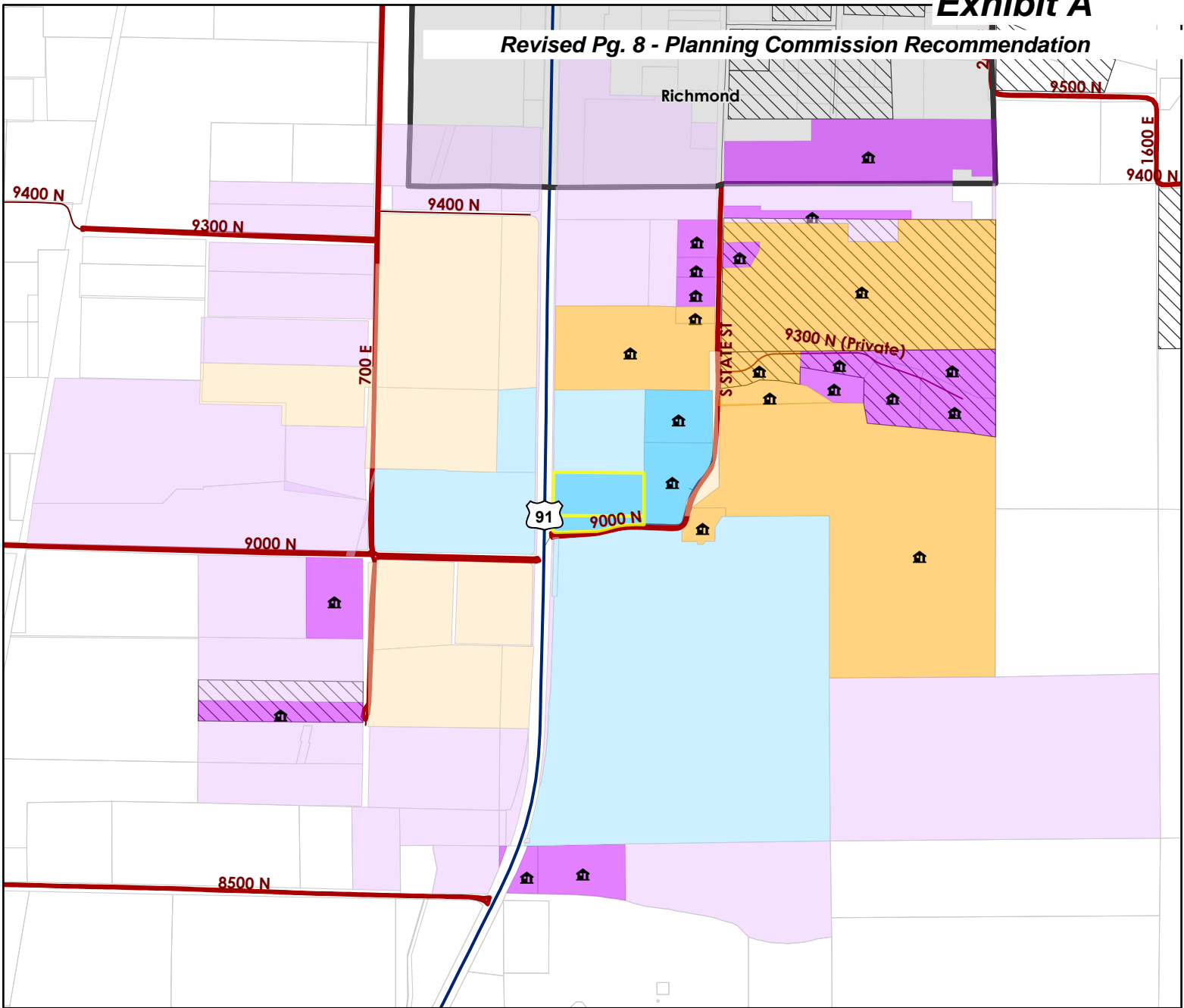
The Richmond City Creek rezone, a request to rezone 7.58 acres from the Agricultural (A10) Zone to the Industrial (I) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not made a recommendation 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 Richmond City Creek rezone is hereby recommended for approval to the County Council as follows:

1. The parcels meet the standards 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. Richmond City states they have no concerns with the rezone request.
3. The nearest parcel, in the County, that is in the Industrial (I) Zone is located 0.38 miles to the north of the subject properties.
4. The rezone is partially consistent with the Cache County General Plan:
 - a. The parcels are located in the Urban Expansion Overlay.

**ATTACHMENT
A**



Legend

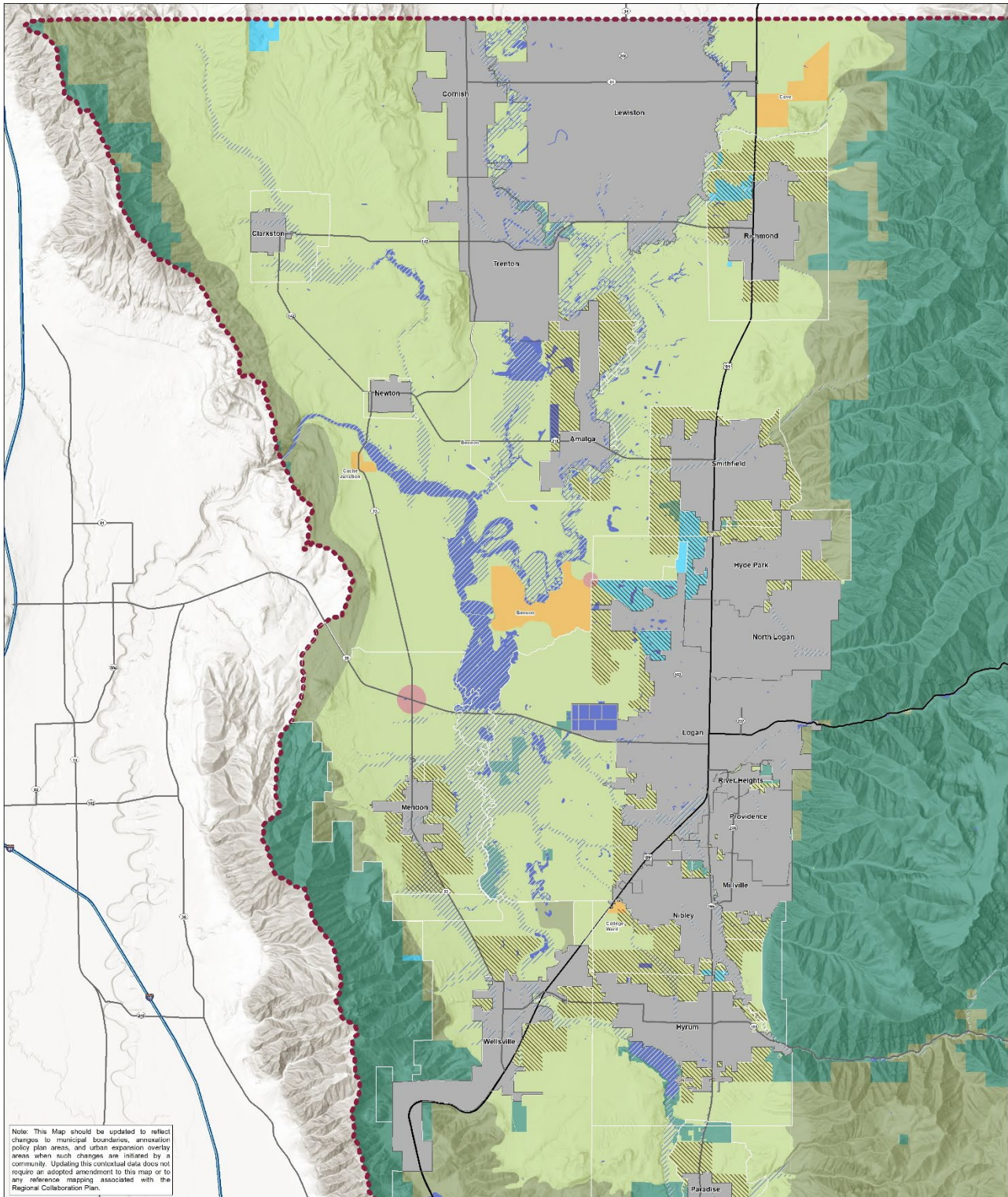
- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

Average Parcel Size

Adjacent Parcels	With a Home: 5.9 Acres (2 Parcels)
	Without a Home: 23.4 Acres (7 Parcels)
1/4 Mile Buffer	With a Home: 19 Acres (9 Parcels)
	Without a Home: 18 Acres (15 Parcels)
1/2 Mile Buffer	With a Home: 9.6 Acres (23 Parcels)
	With a Home in Richmond City: 22.5 Acres (1 Parcel)
	Without a Home: 13.4 Acres (46 Parcels)
	Without a Home in Richmond City: 5 Acres (7 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
- 100 Year Floodplain
- Municipalities
- Annexation Policy Plan Areas
- Urban Expansion Overlay
- Retail Commercial
- Rural Community
- Industrial and Mineral Extraction
- Agriculture and Ranching
- Mountain Rural and Conservation
- Forest and Natural Resource

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

Notice - Richmond City Creek Rezone

Justin Lewis <jlewis@richmondutah.gov>

Wed, Apr 29, 2026 at 11:43 AM

To: Conner Smith <conner.smith@cachecounty.gov>

Cc: HollyJo Karren <hkarren@richmondutah.gov>, Jeff Young <jyoung@richmondutah.gov>

Conner:

Richmond City does not have any concern regarding the rezone request by Mr. Eades for the two parcels in question on the highway. The current city boundary is just under $\frac{1}{2}$ mile to the north. There are not any city water or sewer services within $\frac{3}{4}$ of a mile of the parcels if you follow the roadway. There are not any current annexation requests in the area north of this at this time.

Let us know if you have further questions.

Thanks,

Justin Lewis

City Recorder

[Quoted text hidden]

 **Notice - Richmond City Creek Rezone.pdf**
456K



**CACHE COUNTY
ORDINANCE NO. 2026-28**

**AN ORDINANCE ENACTING AN APPOINTED BOARD COMPENSATION
SCHEDULE AND SETTING AND INCREASING THE COMPENSATION OF THE
CACHE COUNTY PLANNING COMMISSION**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law;
- (B) WHEREAS, Utah Code § 11-55-103 and §§ 63A-3-106—107 authorize the County to establish per diem and travel compensation for board and commission members; and
- (C) WHEREAS, Utah Administrative Rule FIACCT 05-07_00 (revised 2024) sets the maximum allowable per diem at \$135.00 for meetings up to four hours and \$200.00 for meetings exceeding four hours; and
- (D) WHEREAS, Cache County Code § 2.12.120 gives the Cache County Council the authority to "enact ordinances and adopt resolutions necessary and appropriate to establish official policy"; and
- (E) WHEREAS, Cache County does not currently outline a per diem board member compensation schedule in Cache County Code, as is done for certain full time or part time county officers;
- (F) WHEREAS, to properly compensate those who serve on certain appointed boards of Cache County for their time served, it is advantageous to enact and adjust the per diem compensation; and
- (G) WHEREAS; the Cache County Council held a public hearing in accordance with Utah Code §17-16-14(2)(b) & (c), regarding the proposed enactment and adjustment per diem compensation(s); and
- (E) WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens;

NOW, THEREFORE, be it ordained by the County Council of Cache County, Utah, that:

SECTION 1:

The title of Chapter 2.28 of Cache County Code is amended to read as follows (with a redline version attached as "Exhibit A").

CHAPTER 2.28 SALARIES AND COMPENSATION



SECTION 2:

Cache County Code 2.28.040 is enacted to read as follows (with a redline version attached as “Exhibit B”).

2.28.040: APPOINTED BOARD MEMBERS

- A. Subject to the provisions of this section, the compensation for appointed members of the following internal Cache County boards, commissions, and committees, as defined and authorized in accordance with Utah Code §§ 63A-3-106 and 63A-3-107, effective July 1st, 2026 shall be as follows:

Internal Board, Commission, or Committees	Compensation	Frequency
Appointed Members		
Planning Commission	\$70	Per Meeting
All Other Bodies		

- B. Members of all internal Cache County boards, commissions, and committees created by legislative act of the county may receive reimbursement for necessary and reasonable travel expenses incurred for attendance at official meetings in accordance with Utah Code § 63A-3-107 and applicable county travel policies.
- C. In accordance with Utah State Code § 63A-3-106(4) as amended, a board member may not receive per diem or travel expenses under this section if the board member is already compensated by a governmental entity while performing the board member's service on the board. This includes, but is not limited to:
 1. County elected officials.
 2. County department heads.
 3. Full time and part time employees of Cache County.

SECTION 3:

This ordinance will take effect 15 days following its passage and approval by the County Council, subject to budgetary allocations and amendments to the Cache County 2026 Budget, and subsequently adopted budgets.



PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ___ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: _____ ADOPT _____ REJECT				

CACHE COUNTY:

By: _____
Sandi Goodlander, Chair

ATTEST:

By: _____
Bryson Behm, County Clerk



ACTION OF THE COUNTY EXECUTIVE:

Approved

Disapproved (written statement of objection attached)

By: _____
N. George Daines, County Executive

Date



EXHIBIT A

1

2 Cache County Code

3

4 **CHAPTER 2.28 SALARIES AND COMPENSATION**

EXHIBIT B

Cache County Code

2.28.040: APPOINTED BOARD MEMBERS

A. Subject to the provisions of this section, the compensation for appointed members of the following internal Cache County boards, commissions, and committees, as defined and authorized in accordance with Utah Code §§ 63A-3-106 and 63A-3-107, effective July 1st, 2026 shall be as follows:

<u>Internal Board, Commission, or Committees</u>	<u>Compensation</u>	<u>Frequency</u>
<u>Appointed Members</u>		
<u>Planning Commission</u>	\$15 <u>\$70</u>	<u>Per Meeting</u>
<u>All Other Bodies</u>		

B. Members of all internal Cache County boards, commissions, and committees created by legislative act of the county may receive reimbursement for necessary and reasonable travel expenses incurred for attendance at official meetings in accordance with Utah Code § 63A-3-107 and applicable county travel policies.

C. In accordance with Utah State Code § 63A-3-106(4) as amended, a board member may not receive per diem or travel expenses under this section if the board member is already compensated by a governmental entity while performing the board member's service on the board. This includes, but is not limited to:

1. County elected officials.
2. County department heads.
3. Full time and part time employees of Cache County.



Ordinance 2026-28

Board and Planning Commission Per Diem Compensation

May 26, 2026 Council Meeting

Overview of Ordinance 2026-28

- Ordinance 2026-28 brings about the two following main changes:
 1. Establishes a general policy on county board per diem standards; and
 2. Specifically sets the per diem compensation of the County Planning and Zoning Commission to a set dollar amount (\$70 is the placeholder). All other boards stay at \$0 per diem.
- The Council Ordinance and Policy Review Committee Recommended this for approval 3-0, with open discussion on the final per diem for the Planning and Zoning Commission.

Context

- There is no dedicated general policy setting or defining per diem compensations for the members of county committees, boards, commissions, etc. (collectively referred to as boards).
- The members of the County Planning and Zoning Commission currently receive \$15.00 per diem for each meeting they attend.
- Utah State Code states that the county may set and compensate board members at a per diem rate for meetings actually attended, such that the per diem rates don't exceed the limits established by the state's Division of Finance via administrative rule.
 - See Utah State Code § 11-55-103 and §§ 63A-3-106—107

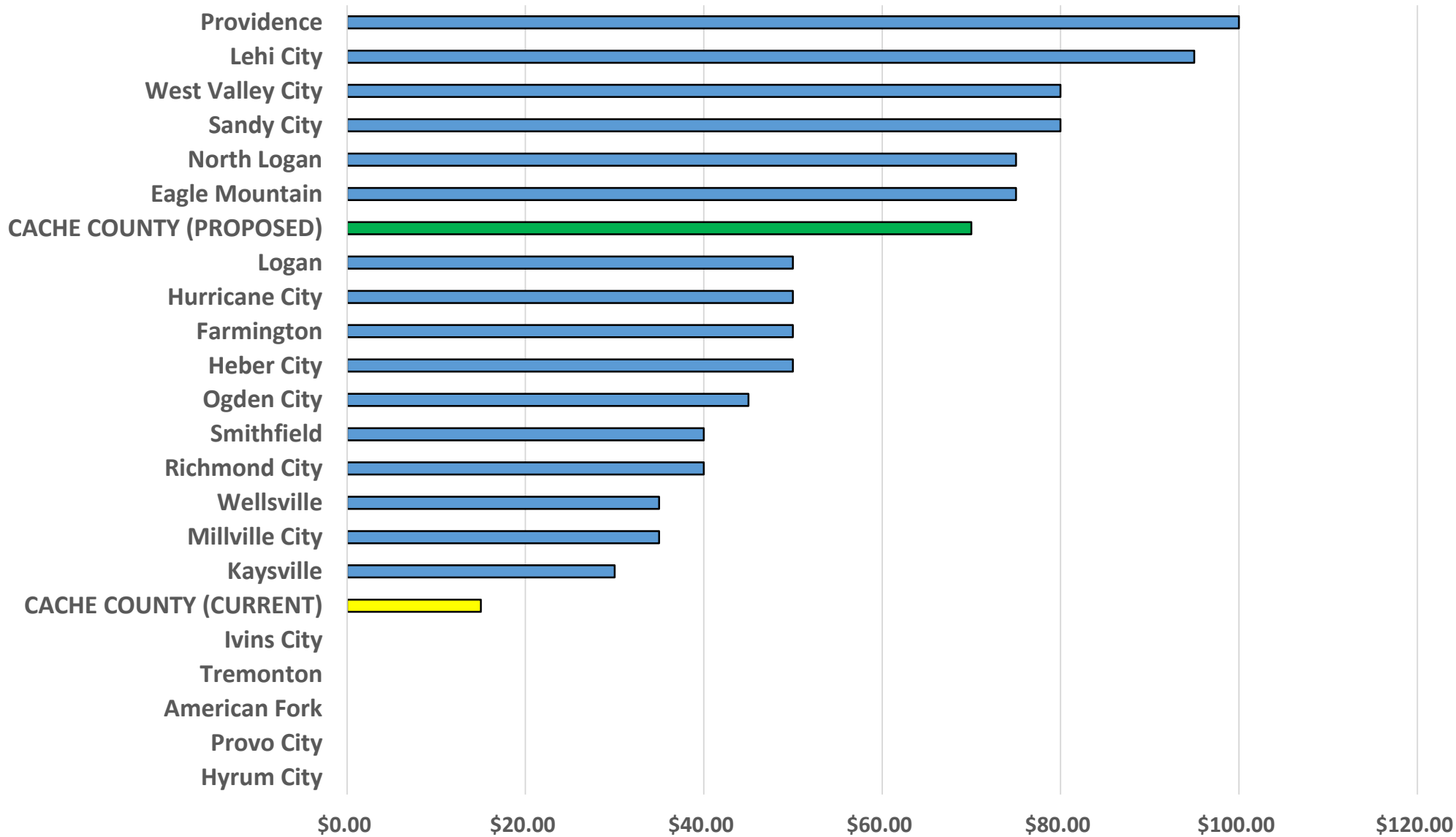
Limits on Per Diem Compensation

- The current limitations on board member per diem compensation by the state Division of Finance state that:
 - Per diem compensation shall not exceed:
 - **For a meeting that lasts up to four hours: \$135**
 - **For a meeting that lasts more four hours: \$200**
- This means that, in general, per diem rates cannot exceed \$135 per meeting. However per diem compensation may be set higher at \$200 for a meeting that lasts longer than four hours, though this is not required.
 - See FIACCT 05-07_00 Payments – Payment of Meeting Compensation (Per Diem) to Boards
- The ordinance is written such that a board member may not receive per diem or travel if the board member is already compensated by a governmental entity while performing the board member's service on the board. Includes, but is not limited to county elected officials, county department heads, and full time and part time employees of Cache County.

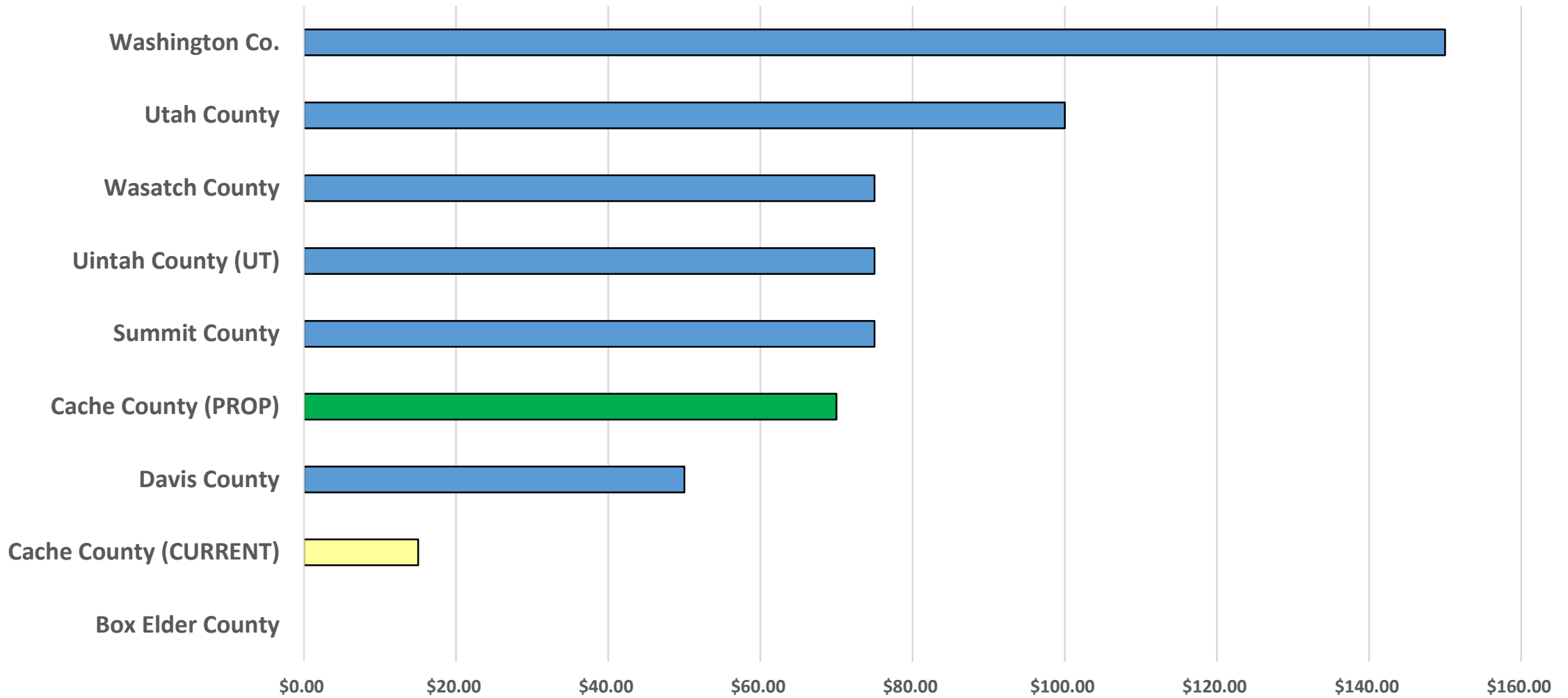
Planning Commission Compensation

- It is standard practice to provide some form of compensation to members of local Planning Commissions, such as:
 - Meals the night/day of the Planning Commission meeting.
 - Per diem compensation for each meeting attended OR a monthly/yearly stipend.
 - Compensation through educational materials, conferences, etc. related to land use.
- Additionally if no per diem compensation exists, almost all Planning Commissions in Utah at least allow their members to submit reasonable costs for reimbursement incurred in performing their duties as members of the commission.

PLANNING COMMISSION PER DIEM RATES UTAH CITIES SAMPLE COMPARISON



PLANNING COMMISSION PER DIEM RATES UTAH COUNTIES SAMPLE COMPARISON



Analysis of Per Diem Compensation

- Cache County is in limbo between two categories of compensation for the members of its Planning and Zoning Commission:
 1. Serving without compensation (zero per diem)
 - Ex: Provo City, Box Elder County, etc.
 2. Serving with compensation at or above ~\$60 per diem
 1. Ex: West Valley City (\$80), Utah County (\$100), etc.

Next Steps

1. Hold a public hearing.

2. Consider the proposed per diem amount (\$70)
 - a) If the County Council prefers that the placeholder amount (\$70), amend the ordinance with a new amount, such that it complies with the previous mentioned per diem limits from the state.
 - b) If the County Council prefers, that the placeholder amount (\$70) is appropriate, proceed to step 3.

3. Pass or reject Ordinance 2026-28

Questions from the County Council?



**CACHE COUNTY
ORDINANCE NO. 2026-28**

**AN ORDINANCE ENACTING AN APPOINTED BOARD COMPENSATION
SCHEDULE AND SETTING AND INCREASING THE COMPENSATION OF THE
CACHE COUNTY PLANNING COMMISSION**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law;
- (B) WHEREAS, Utah Code § 11-55-103 and §§ 63A-3-106—107 authorize the County to establish per diem and travel compensation for board and commission members; and
- (C) WHEREAS, Utah Administrative Rule FIACCT 05-07_00 (revised 2024) sets the maximum allowable per diem at \$135.00 for meetings up to four hours and \$200.00 for meetings exceeding four hours; and
- (D) WHEREAS, Cache County Code § 2.12.120 gives the Cache County Council the authority to "enact ordinances and adopt resolutions necessary and appropriate to establish official policy"; and
- (E) WHEREAS, Cache County does not currently outline a per diem board member compensation schedule in Cache County Code, as is done for certain full time or part time county officers;
- (F) WHEREAS, to properly compensate those who serve on certain appointed boards of Cache County for their time served, it is advantageous to enact and adjust the per diem compensation; and
- (G) WHEREAS; the Cache County Council held a public hearing in accordance with Utah Code §17-16-14(2)(b) & (c), regarding the proposed enactment and adjustment per diem compensation(s); and
- (E) WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens;

NOW, THEREFORE, be it ordained by the County Council of Cache County, Utah, that:

SECTION 1:

The title of Chapter 2.28 of Cache County Code is amended to read as follows (with a redline version attached as "Exhibit A").

CHAPTER 2.28 SALARIES AND COMPENSATION



SECTION 2:

Cache County Code 2.28.040 is enacted to read as follows (with a redline version attached as “Exhibit B”).

2.28.040: APPOINTED BOARD MEMBERS

- A. Subject to the provisions of this section, the compensation for appointed members of the following internal Cache County boards, commissions, and committees, as defined and authorized in accordance with Utah Code §§ 63A-3-106 and 63A-3-107, effective July 1st, 2026 shall be as follows:

Internal Board, Commission, or Committees	Compensation	Frequency
Appointed Members		
Planning Commission	\$70	Per Meeting
All Other Bodies		

- B. Members of all internal Cache County boards, commissions, and committees created by legislative act of the county may receive reimbursement for necessary and reasonable travel expenses incurred for attendance at official meetings in accordance with Utah Code § 63A-3-107 and applicable county travel policies.
- C. In accordance with Utah State Code § 63A-3-106(4) as amended, a board member may not receive per diem or travel expenses under this section if the board member is already compensated by a governmental entity while performing the board member's service on the board. This includes, but is not limited to:
1. County elected officials.
 2. County department heads.
 3. Full time and part time employees of Cache County.

SECTION 3:

This ordinance will take effect 15 days following its passage and approval by the County Council, subject to budgetary allocations and amendments to the Cache County 2026 Budget, and subsequently adopted budgets.



PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ___ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: _____ ADOPT _____ REJECT				

CACHE COUNTY:

By: _____
Sandi Goodlander, Chair

ATTEST:

By: _____
Bryson Behm, County Clerk



ACTION OF THE COUNTY EXECUTIVE:

Approved

Disapproved (written statement of objection attached)

By: _____
N. George Daines, County Executive

Date



EXHIBIT A

1

2 Cache County Code

3

4 **CHAPTER 2.28 SALARIES AND COMPENSATION**

EXHIBIT B

Cache County Code

2.28.040: APPOINTED BOARD MEMBERS

A. Subject to the provisions of this section, the compensation for appointed members of the following internal Cache County boards, commissions, and committees, as defined and authorized in accordance with Utah Code §§ 63A-3-106 and 63A-3-107, effective July 1st, 2026 shall be as follows:

<u>Internal Board, Commission, or Committees</u>	<u>Compensation</u>	<u>Frequency</u>
<u>Appointed Members</u>		
<u>Planning Commission</u>	\$15 <u>\$70</u>	<u>Per Meeting</u>
<u>All Other Bodies</u>		

B. Members of all internal Cache County boards, commissions, and committees created by legislative act of the county may receive reimbursement for necessary and reasonable travel expenses incurred for attendance at official meetings in accordance with Utah Code § 63A-3-107 and applicable county travel policies.

C. In accordance with Utah State Code § 63A-3-106(4) as amended, a board member may not receive per diem or travel expenses under this section if the board member is already compensated by a governmental entity while performing the board member's service on the board. This includes, but is not limited to:

1. County elected officials.
2. County department heads.
3. Full time and part time employees of Cache County.



Initial Consideration

Agenda request submitted by: Brian Abbott, Director
Assisting Department: Cache Open Space Advisory Committee (COSAC)
Requested Council meeting date: May 26, 2026

Agenda Item Language: Resolution 2026-15 – A Resolution Approving the Poulsen Family Valley View Farm Round One Open Space Application

Action: Cache Open Space Advisory Committee – Recommendation of Approval (4-yea, 0-nay, 3 absent).

Background: The Cache Open Space Advisory Committee has reviewed the Poulsen Family Valley View Farm Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Round One application to move to the second round application phase. The recommendation for approval was approved by the Committee during their regularly scheduled meeting on May 4, 2026. The application covers approximately ~148.9 acres on three non-contiguous parcels in Cache County.

Fiscal Impact: Any funds awarded will come from the 2022 voter-approved General Obligation Bond to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Petersboro and Cache County.

County Staff Point of Contact: Lisa Aedo, Countywide Planner

Presentation Time: 5-10 minutes by Chris Sands, Chair of the Cache Open Space Advisory Committee

Legal Review: N/A



Initial Consideration

Agenda request submitted by: Brian Abbott, Director
Assisting Department: Cache Open Space Advisory Committee (COSAC)
Requested Council meeting date: May 26, 2026

Agenda Item Language: Resolution 2026-15 – A Resolution Approving the Poulsen Family Valley View Farm Round One Open Space Application

Action: Cache Open Space Advisory Committee – Recommendation of Approval (4-yea, 0-nay, 3 absent).

Background: The Cache Open Space Advisory Committee has reviewed the Poulsen Family Valley View Farm Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Round One application to move to the second round application phase. The recommendation for approval was approved by the Committee during their regularly scheduled meeting on May 4, 2026. The application covers approximately ~148.9 acres on three non-contiguous parcels in Cache County.

Fiscal Impact: Any funds awarded will come from the 2022 voter-approved General Obligation Bond to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Petersboro and Cache County.

County Staff Point of Contact: Lisa Aedo, Countywide Planner

Presentation Time: 5-10 minutes by Chris Sands, Chair of the Cache Open Space Advisory Committee

Legal Review: N/A

CACHE COUNTY
RESOLUTION NO. 2026-15
A RESOLUTION APPROVING THE POULSEN FAMILY VALLEY VIEW FARM
ROUND ONE OPEN SPACE APPLICATION

- (A) WHEREAS, the 2022 Cache County voter-approved General Obligation Bond authorizing a principal amount not to exceed twenty million dollars (\$20,000,000) to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Cache County; and
- (B) WHEREAS, Cache County Council adopted Ordinance 2023-06, creating code section 2.76 and establishing the Cache Open Space Advisory Committee; and
- (C) WHEREAS, the Cache Open Space Advisory Committee has reviewed the Poulsen Family Valley View Farm Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Poulsen Family Valley View Farm Open Space Application (Exhibit A - Parcels) during their May 4, 2026, meeting to move to the second application phase; and
- (D) WHEREAS, Cache County Council has found that the application meets many of the goals established in the General Obligation Open Space Bond.

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

1. The County Council approves the Poulsen Family Valley View Farm Open Space Application containing two parcels and one partial parcel (Exhibit A) with approximately 148.9 acres of agricultural property in Petersboro and Cache County; allowing the applicant to proceed to the second review round.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH,
 THIS ___ DAY OF _____ 2026.

2. Council Vote and Final Action

<u>Council Members</u>	<u>Council Votes</u>			
	In Favor	Against	Abstained	Absent
Sandi Goodlander				
Kathryn A. Beus				
Joann Bennett				
David L. Erickson				
Keegan Garrity				
Nolan P. Gunnell				
Mark R. Hurd				
Total:				
Final Action:	_____ Adopt		_____ Reject	

Cache County Council:

Attest:

By: _____
 Sandi Goodlander, Chair

By: _____
 Bryson Behm, County Clerk

**Cache County
RESOLUTION NO. 2026-15**

EXHIBIT A

POULSEN FAMILY VALLEY VIEW FARM

OPEN SPACE APPLICATION



**Cache Open Space Advisory Committee (COSAC) -
Open Space Funding Application**
For screening of projects requesting bond
funding from Cache County.

Section A: Required Criteria

The property(s) is in Cache County.

Yes No

The landowner is willing. The property owner should be engaged in the conservation of the property and willing to enter into good faith negotiations with the County.

Yes No

Property(s) has a clear title. The appropriate title and ownership are free of disputes or other conflicts.

Yes No

If you answered no to any of these questions your application is ineligible.

Are you aware of any legal disputes or conflicts relating to the property or proposed project? Yes No

If yes, please describe:

Section B: Property Information

Project Name: Poulsen Family Valley View Frm

Address or location: 7645 West Hwy 30

Municipality or nearest city: Mendon

Parcel number(s): 12-047-005, 12-047-0041,

Total acres: 148.90

Acres proposed to be preserved by conservation easement: 148.90

Acres proposed to be preserved by ownership transfer (fee title): 0

If not the entire parcel(s), provide a map of the proposed project.



Cache Open Space Advisory Committee (COSAC) -
Open Space Funding Application
For screening of projects requesting bond
funding from Cache County.

Section C: Applicant Information

Property Owner(s): Poulsen Family Valley View Farm, L

Address : 7645 West Hwy 30 City: Mendon State: Utah Zip: 84325

Phone: 435-713-5619 Email: dcwilcox@yahoo.com

Contact person/ Authorized Agent (if other than property owner): Don Wilcox

Title / position: Partner/Manager

Address : 7641 West Hwy 30 City: Mendon State: Utah Zip: 84325

Phone: 435-713-5619 Email: dcwilcox@yahoo.com

I authorize this agent as my legal contact person

Agent relationship to project, check all that apply:

Municipality

Land Trust

501c3

Other, describe

Member of family LLC

Additional contacts:

Name: Nancy Wilcox Phone: 435-770-0557 Email: nfwilcox@yahoo.com

Name: _____ Phone: _____ Email: _____

If you are working with a land trust, please list name here:

None

Section D: Additional Information

Please answer the following questions on a separate page.

1. Please describe past, present, and future uses of the property.
2. Are you aware of any toxic or hazardous materials on the property? If yes, please explain.
3. Is the property subject to any DEQ or EPA restrictions? If yes, please explain.



Cache Open Space Advisory Committee (COSAC) -
Open Space Funding Application
For screening of projects requesting bond
funding from Cache County.

To the best of my knowledge I attest the information provided here is true and correct.

Don Wilcox
Property Owner(s) Signature (Required)

22 Apr 26
Date

Don Wilcox
Authorized Agent Signature

22 Apr 26
Date

To complete and send this form:

1. Save a copy on your computer as a PDF. Your draft can be attached to an email for editing and contribution by others.
2. Submit the final version via email to devservices@cachecounty.gov.

This form is subject to change as the Cache Open Space Advisory Committee sees fit.



Cache Open Space Advisory Committee (COSAC) -
Open Space Funding Application
For screening of projects requesting bond
funding from Cache County.

4. What benefits will the public receive as a result of the proposed transaction. Select all that apply:

- Protects scenic vistas
- Preserves open lands near valley gateways
- Adds trails and trail connectivity
- Maintains agriculture
- Maintains waterways
- Maintains wildlife habitat
- Other: _____

5. Are you proposing to open any portion of the property to public access?

Yes No

Please explain. These parcels (12-0447-005, 12-047-0041, and 12-048-0025) sustain a working fe

6. Are you working with other organizations or agencies that may provide professional assistance or potential funding sources (such as NRCS, Bear River Land Conservancy, Utah Open Lands, Fish and Wildlife, UDAF LeRay McAllister)? If yes, please provide details.

No

Section E: Supporting Documents

If your application is accepted, you will be asked to complete a final application with additional information which may include, but is not limited to, the following documents. **Please do not send them at this time.**

Current real estate appraisal
Mineral rights
Easements or right of ways
Legal description

Water rights
Encumbrances
Letters of support
Relevant planning documents

ADDENDUM TO PFVVFarm COSAC APPLICATION

Section D: Additional Information

1. These 3 parcels (12-047-005,12-047-0041 & 12-048-0025) have been farmed by the Poulsen Family since the farm was established around 1870. They will continue to be farmed in the future.
2. There are no toxic or hazardous materials anywhere on the properties.
3. There are no DEQ or EPA restrictions on any of our parcels.



Lisa Aedo <lisa.aedo@cachecounty.gov>

More pics

6 messages

Don Wilcox <dcwilcox@yahoo.com>

Thu, Apr 9, 2026 at 2:47 PM

Reply-To: Don Wilcox <dcwilcox@yahoo.com>

To: "lisa.aedo@cachecounty.gov" <lisa.aedo@cachecounty.gov>

We were wondering if it would be possible to split parcel 12-047-0005 in half, north to south, on the West boundary of the existing hay field? We'd leave the east half alone for future family homes. We'd like to put the western half of that parcel under easement which would include the family cemetery. The pics show the hay field boundary. I'm guessing around 25 acres there with 300 yards or so of frontage.





Filed in the Office of <i>Adam Watson</i> Director, Division of Corporations and Commercial Code Filed in the State of Utah	Filing Number 250902538110B Filed On September 02, 2025 Entity Number 8783630-0160 Number of Pages 1
---	--

State of Utah
Department of Commerce
Division of Corporations and Commercial Code

Domestic Limited Liability Company - Annual Report / Renewal without changes

ENTITY INFORMATION

Entity Name: POULSEN FAMILY VALLEY VIEW FARM LIMITED LIABILITY COMPANY

Entity Number: 8783630-0160

Effective Date: September 02, 2025

Effective Time: 02:12 PM

BUSINESS DETAILS

REQUIRED SIGNATURES

- I declare that the information contained in this electronic submission is true and accurate.
- I affirm that I am legally authorized to sign this document.
- I acknowledge receipt of the below information:
 - The information provided in this form will be used by the Division to evaluate and complete your request. Failure to provide complete information as requested will result in the denial of your request as incomplete.
 - Information provided in this form is retained in accordance with state record retention laws. For specific information about the records retention for this form, please visit <https://corporations.utah.gov/records/>.
 - In order to comply with legal and regulatory requirements, we may share information provided in this form with authorized parties such as other government agencies, national licensing databases, contracted vendors, etc. Additionally, many items collected by the Division are classified as "public" under the Government Records Access and Management Act, Utah Code § 63G-2-101 et seq.
 - For more information on how the information you provide is shared, please refer to <https://corporations.utah.gov/records/>.
- **Electronic Signature:** Don Wilcox
Title/Capacity: Authorized Person

STAFF REPORT: Poulsen Family Valley View Farm

Staff Report

Don Wilcox is an authorized person for the LLC and signed the application on March 22, 2026.

The area applied for includes 3 parcels totaling 148.9 acres in Petersboro and Cache County.

Poulsen Family Valley View Farm started when Paul Michael Poulsen and his wife, Minnie, homesteaded this land around 1870. It has been in their family and in continuous operation as a farm since then. From its beginnings it has been a dry farm that produces alfalfa, hard red winter wheat, barley, and more recently, safflower. The safflower is a good rotation crop and preferred over leaving the land fallow over the summer. Crop rotation with alfalfa and safflower and no-till is the preferred farming practice. The property is not used for hunting and signs to that effect are posted on the property.

With the Wellsville Range as backdrop and located near the top of the West gateway entrance overlooking the Cache Valley, the parcels enjoy an unimpeded view of the entire valley and Bear River Range.

The ground consists of limestone, dolomite, and sandstone. Trilobite fossils and shells from the Lake Bonneville era can be found near the Peak. The higher elevation groundcover consists of black sagebrush and grasses. Surrounding hills also have scrub oak, juniper, native grasses, chokecherry, and other short shrubs for wildlife forage. Wildlife includes mule deer, moose, elk, coyote, badger, porcupine, and cottontail rabbit. Raptors such as hawks, turkey vultures, and an occasional bald eagle are also found.

The structures that exist on the farm comprise two homes, a barn, storage bins, and a maintenance shop, but none of these are located on the parcels considered for a conservation easement.

There are no toxic or hazardous materials on the property.

The property is not subject to any DEQ or APA restrictions.

The benefits of placing these parcels in a Conservation Easements include:

- The protection of scenic vistas
- The preservation of open lands near valley gateways
- Maintaining agricultural lands
- Maintaining wildlife habitat

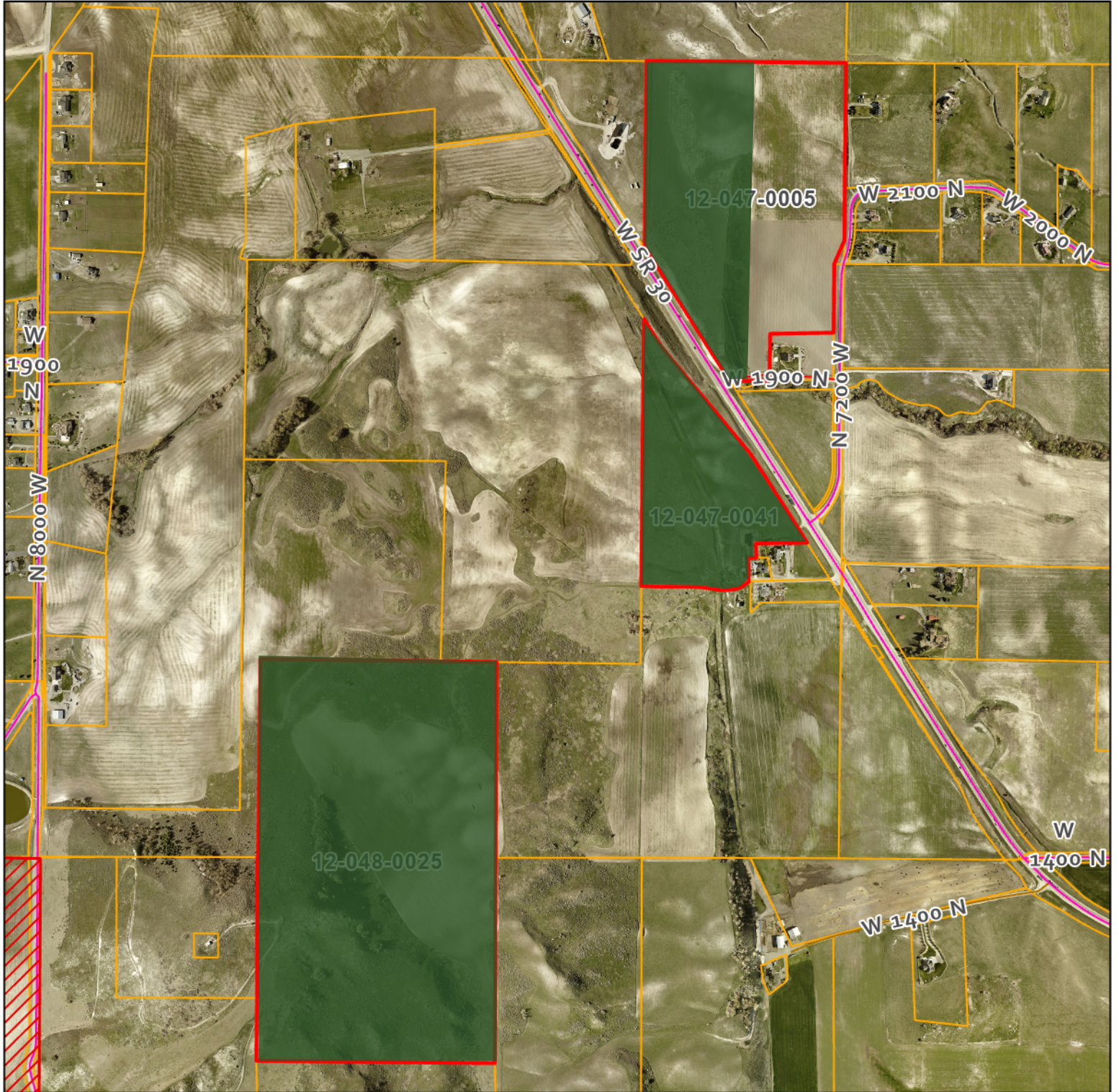
There are no plans to allow public access to the land as it is a working farm.

The applicant is working with the Utah Agricultural Land Trust for assistance with finding other potential funding sources.

MAPS

- **Parcels**
 - The area under consideration totals 148.90 acres. Two parcels have frontage on Hwy 30.
- **Zoning**
 - Zoning is A10
- **Wetlands, Waterbodies, and Waterways**
 - There are none of great importance on the properties. Fourmile Creek is adjacent to the parcels fronting Hwy 30 and the draw on W 1900 N
- **Wildlife**
 - As per the GIS report, there is no indication of this being part of the Wildland-Urban Interface.
- **Farmland**
 - The NRCS has not classified the soils on most of the properties; a portion is classified as “Farmland of Statewide Importance”.
- **Trails**
 - A trail is planned as part of the SR-30 upgrade project, but the two parcels are not affected by this. There is an apparent old road or railroad track that goes across the northernmost parcel, but the owner does not contemplate public access on these properties as it is a working farm.

Poulsen Family Valley View Farm - Parcels

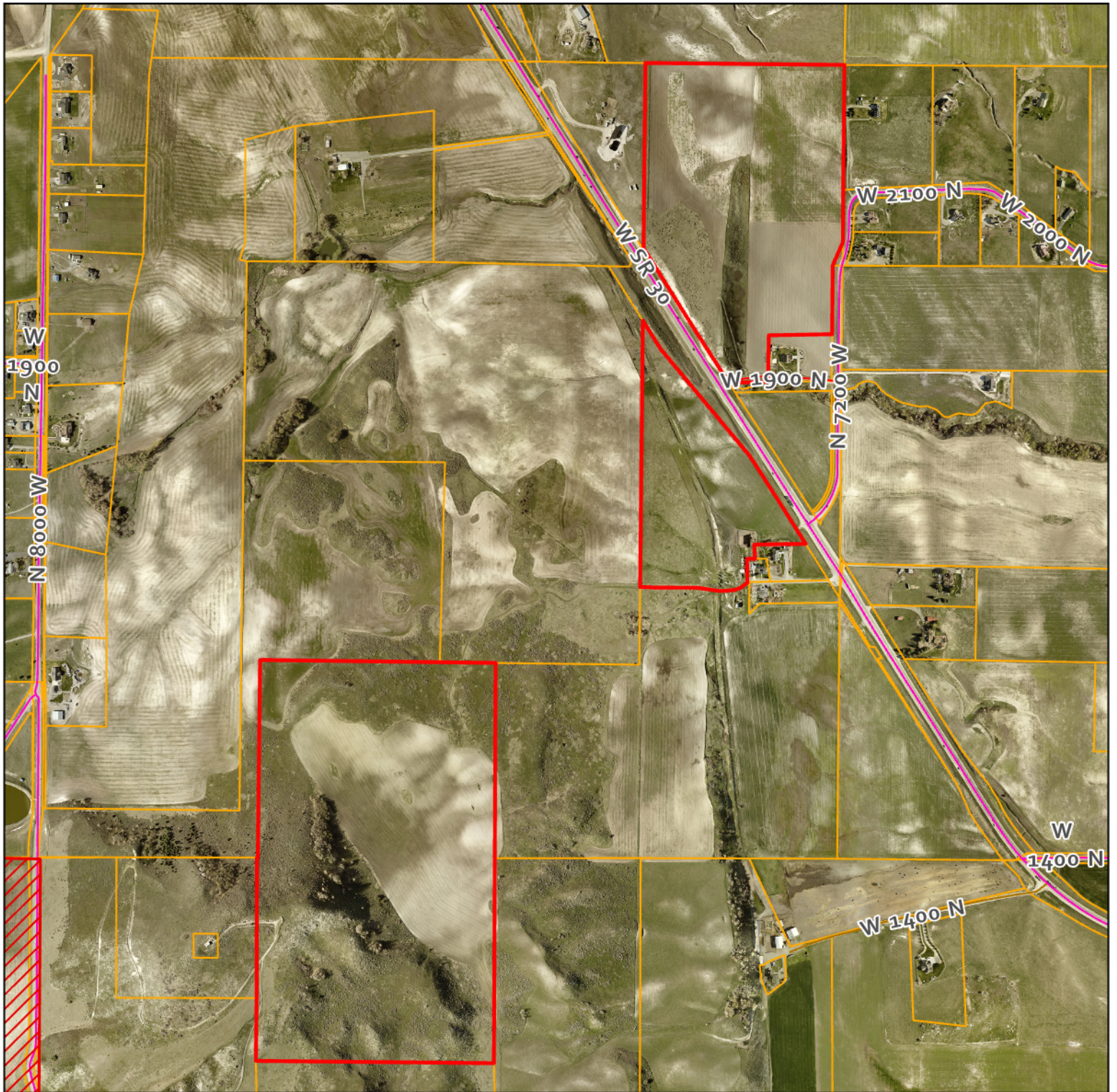


- Dirt
- Gravel
- Paved

- City Boundaries
- County Parcels
- Wildland-Urban Interface
- Poulsen Family Valley View Farm
- Area(s) to be placed in Conservation Easement
(Total is approximately 148.90 acres)

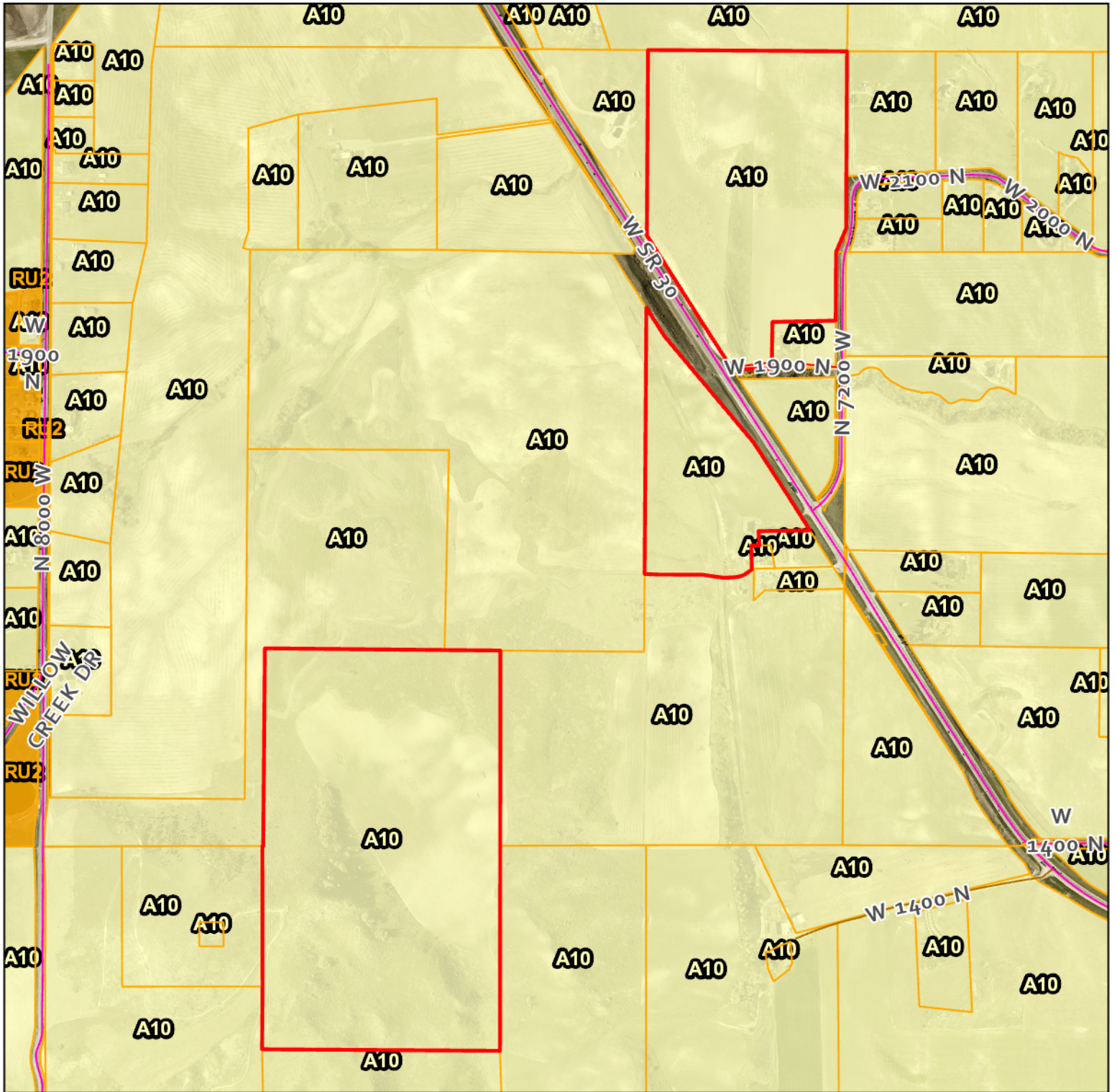
Parcel Numbers	Acreage
12047-0005 (Partial)	28.50
12-047-0041	24.19
12.048-0025	96.21
Total	148.90

Poulsen Family Valley View Farm - Parcels



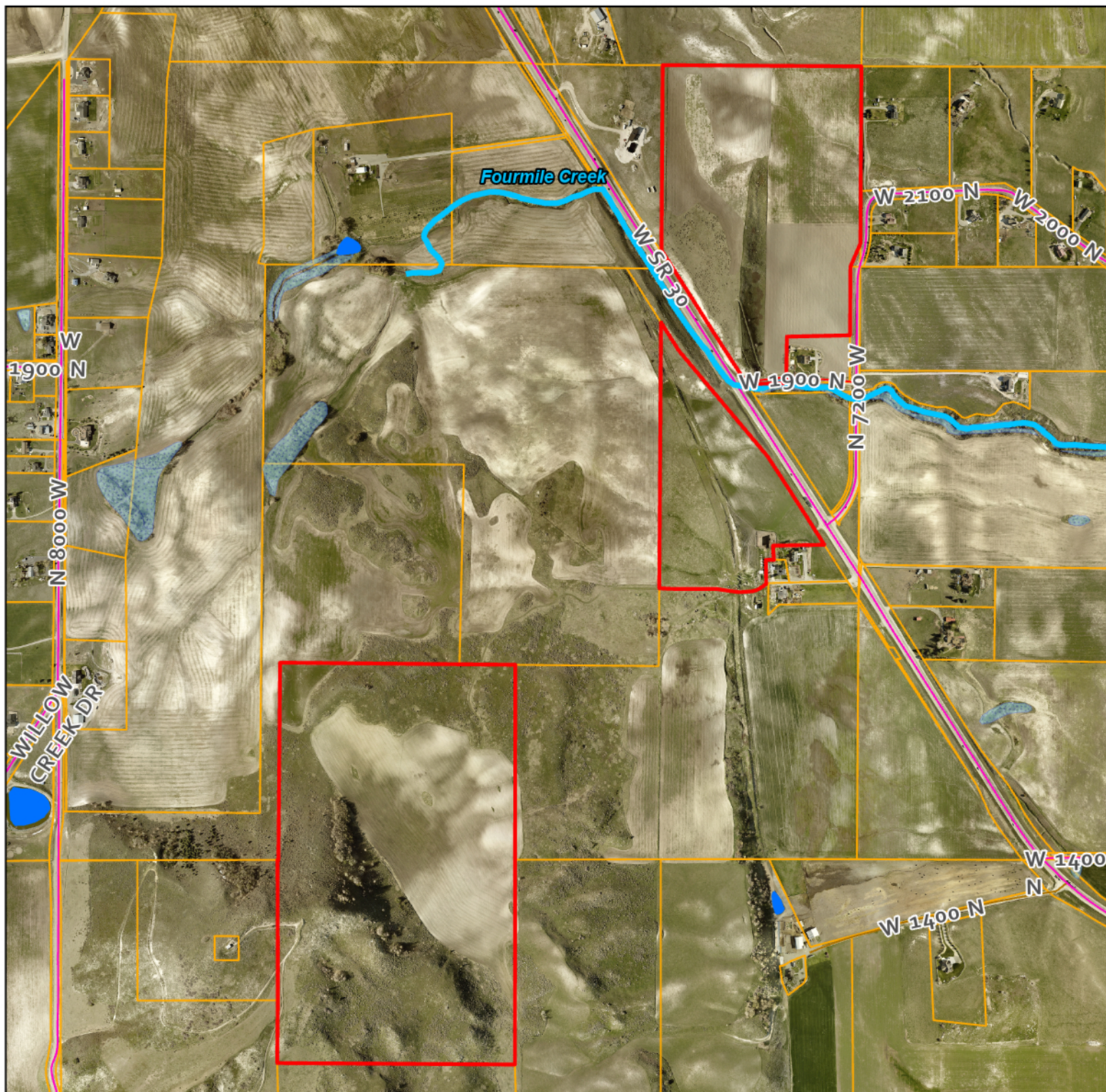
- Dirt
- Gravel
- Paved
- City Boundaries
- County Parcels
- Wildland-Urban Interface
- Poulsen Family Valley View Farm










Poulsen Family Valley View Farm - Zoning



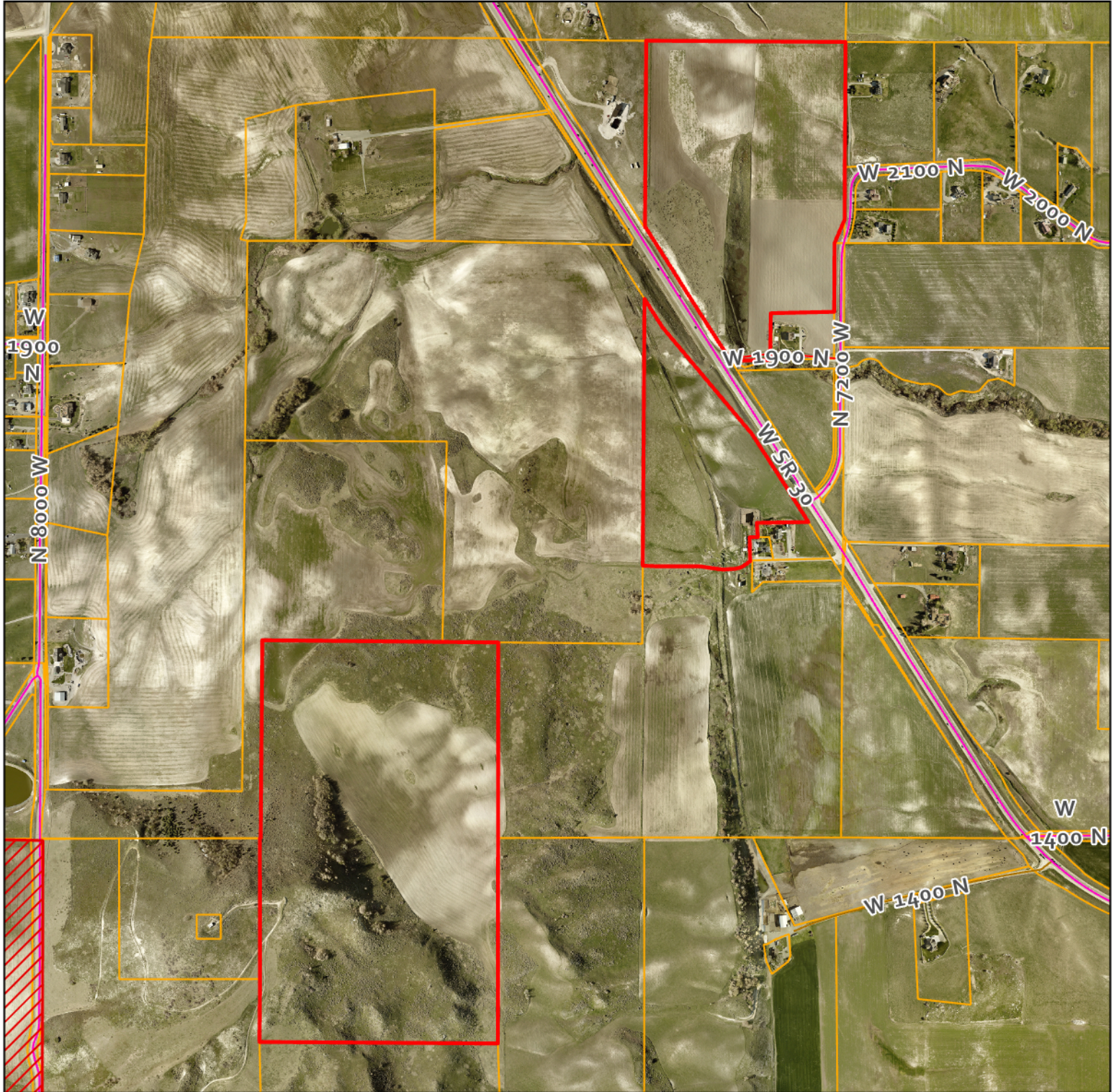
- | | | |
|-----------------|--|---------------------------------|
| Dirt | Mineral Extraction and Excavation Overlay (ME) | I: Industrial |
| Gravel | Public Infrastructure Overlay (PI) | RR: Resort Recreation |
| Paved | A10: Agriculture 10 acres | RU-2: Rural- 2 Zoning District |
| City Boundaries | C: Commercial | RU-5: Rural- 5 Zoning District |
| County Parcels | FR40: Forest Recreation 40 acres | Poulsen Family Valley View Farm |

Poulsen Family Valley View Farm Wetlands, Waterbodies, & Waterways



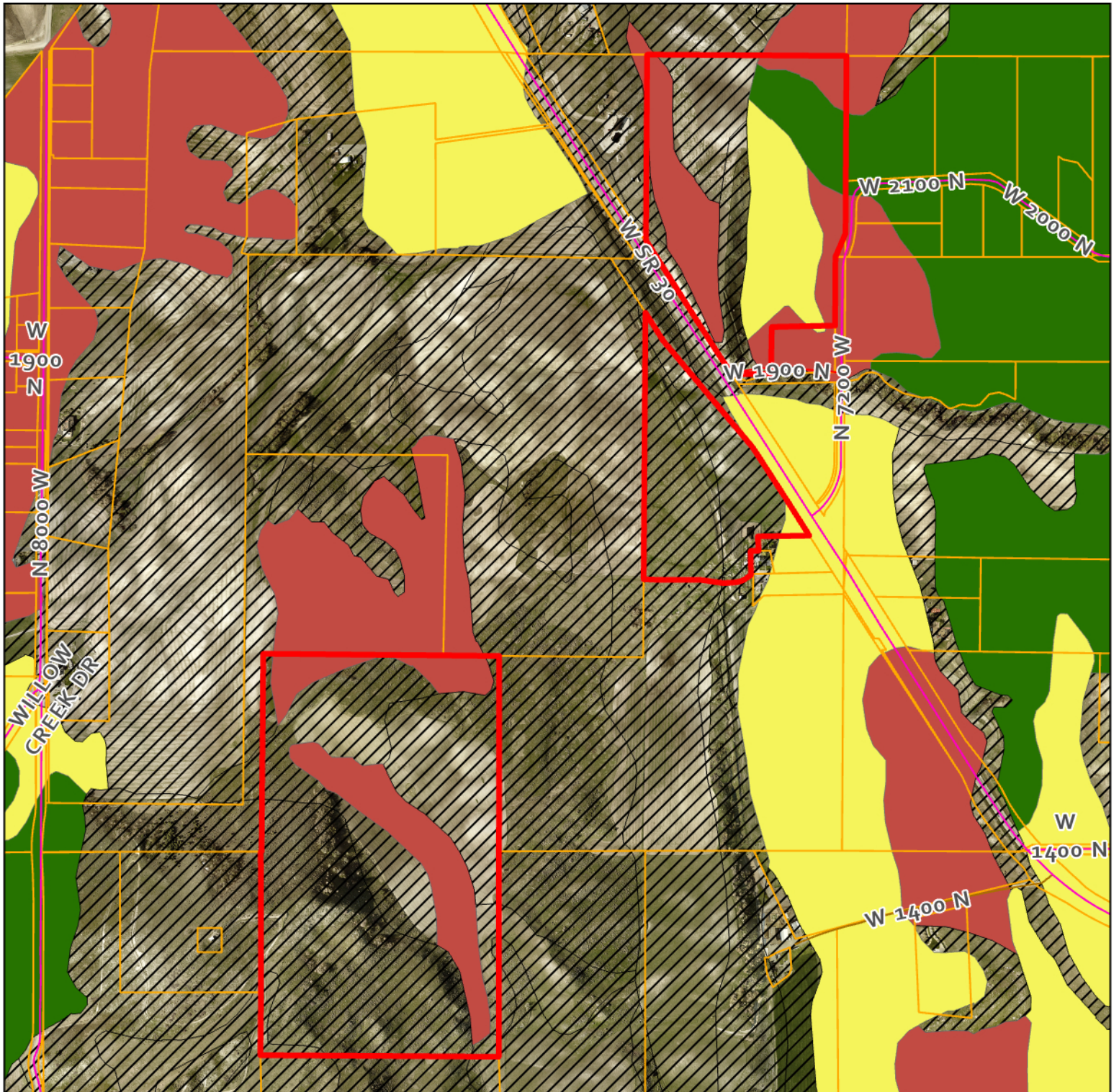
- | | |
|--|---|
|  Dirt |  County Parcels |
|  Gravel |  Wetlands (NWI) |
|  Paved |  Water Bodies |
|  City Boundaries |  Major Waterways |
| |  Poulsen Family Valley View Farm |

Poulsen Family Valley View Farm - Wildlife



- Dirt
- Gravel
- Paved
- City Boundaries
- County Parcels
- Wildland-Urban Interface
- Poulsen Family Valley View Farm


Poulsen Family Valley View Farm - Farmland




Roads


PAVE


- Dirt
- Gravel
- Paved

 City Boundaries


 County Parcels

NRCS Soils Farmland

 Not Classified

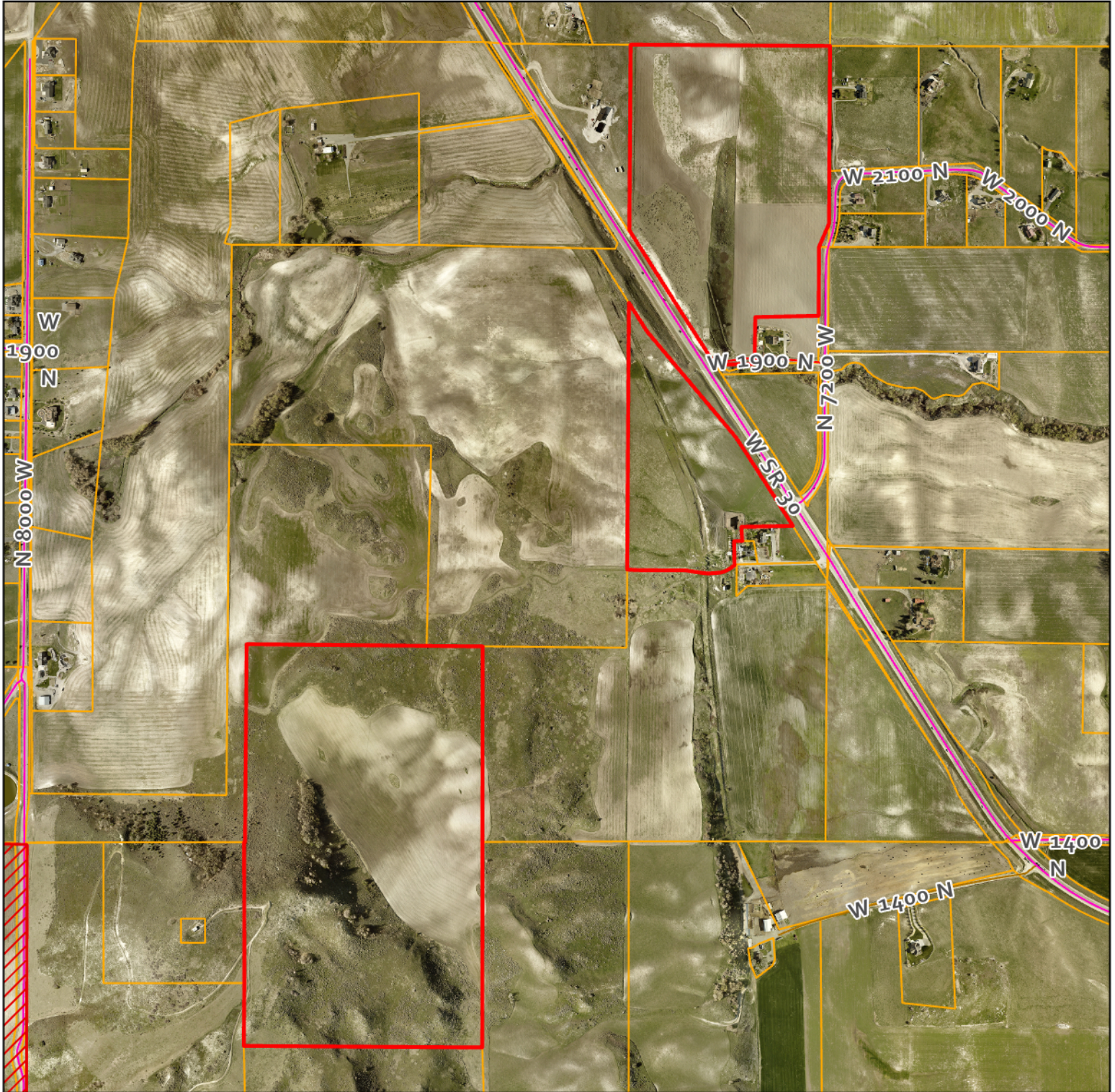
 Farmland Of Local Importance

 Farmland Of Statewide Importance

 Prime Farmland If Irrigated

 Poulsen Family Valley View Farm

Poulsen Family Valley View Farm Master Planned Trails



- Richmond, Motorized
- Richmond, Single Track
- Richmond, Sidewalks
- Richmond, On Street Bike
- Richmond, Paved Multi-Use
- Richmond, Non-Paved Multi-Use
- Hyde Park, Arterial Street Trail
- Hyde Park, Sidewalk Trail
- Hyde Park, Bike Lane
- Hyde Park, Improved Pathway

- Hyde Park, Mountain
- Hyde Park, Mountain
- Hyde Park, Bonneville
- Hyde Park, Powerline
- Hyde Park, Quiet Street
- Hyrum, <Null>
- Logan, Sidewalk Route
- Logan, Paved Shared
- Logan, Unpaved Trail
- Logan, Bike Lane

SITE VISIT ON APRIL 20, 2026



*View of parcel 12-047-0005 showing frontage on Hwy 30
(Uncultivated portion to be included in Conservation Easement - Includes family graveyard)*



View of parcel 12-048-0025 with frontage on Hwy 30

SITE VISIT ON APRIL 20, 2026



View of parcel 12-048-0025 (approximate area)



Closer view of parcel 12-048-0025 (approximate area)



Poulsen Family Valley View Farm - Open Space Score Sheet

May 5, 2026

Based on 6 responses as of 10:40AM, Tuesday, May 5th.

OVERALL SCORE: Average 63.67 points

Comparisons: Vivian Christensen - Average 71.6 (573/800)

Elkhorn Ranch - Average 71.4 (571/800)

Harris Farms - Average 65.7 (447/700)

Cooper Mt Sterling Open Space - Average 43.4

Champion Land Company - Average 40.0

Silva Farms Project - Average 42.6

1. PROTECT SCENIC VISTAS

Total: 76

The location is along major corridors

Average: 12.67

- a. Major state highways
- b. Minor state highways
- c. Major county roadways
- d. Visibility
- e. Traffic counts
- f. Foothills

2. PRESERVE OPEN LANDS NEAR VALLEY GATEWAYS

Total: 74

The location is seen from major gateways

Average: 12.33

- a. View from entry way into the valley at the mouth of Wellsville Canyon or the transit through Wellsville Canyon
- b. First full view of the valley along Highway 30 heading east from Box Elder county (roughly 1.2 miles from county border)
- c. View from Highway 89 heading west from Logan Canyon, just before the road drops down around the USU campus (roughly at 900 E.)
- d. View from Highway 91 just south of the Idaho Border
- e. View from Highway 91 north of Smithfield where the road traverses the side of Crow Mountain
- f. View from the rise along Highway 165 just north of Hyrum.
- g. View from the visitor center at the American West Heritage Center

3. MAINTAINS AGRICULTURE

Total: 79

Land evaluation components and other considerations

Average: 13.17

- a. Soil Productivity Index (SPI)
- b. Land Capability Index (LCI)
- c. Size of Parcel
- d. Commercial farm activity
- e. Proximity to protected lands (APA's and CE's)
- f. Canals/Laterals
- g. Century Farm Dedication

4. MAINTAINS WATERWAYS

Total: 32

The following will be included in the consideration

Average: 5.33

- a. Floodplain
- b. Wetlands
- c. Major Waterways
- d. Waterbodies
- e. Springs

5. MAINTAINS WILDLIFE HABITAT

Total: 57

The following will be included in the consideration

Average: 9.5

- a. Important Habitat Areas
- b. Wildland-Urban Interface
- c. Migratory Bird Production area
- d. Deer & Elk Migration Corridors
- e. Mule Deer Habitat
- f. Deer & Elk Winter Range
- g. Fish Habitat

6. ALLOWS PUBLIC ACCESS

Total: 19

The following are considered

Average: 3.17

- a. A trail easement will be included in the project
- b. The project allows for another form of broad public access

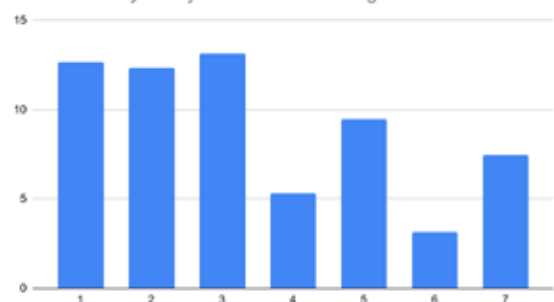
7. DISTINGUISHING FACTORS

Total: 45

Other factors including uniqueness, historic value, urgency, irreplaceability.

Average: 7.5

Poulsen Family Valley View Farm - Scoring Sheet





Initial Consideration

Agenda request submitted by: Brian Abbott, Director
Assisting Department: Cache Open Space Advisory Committee (COSAC)
Requested Council meeting date: May 26, 2026

Agenda Item Language: Resolution 2026-16 – A Resolution Approving the Hat J Ranch Round One Open Space Application

Action: Cache Open Space Advisory Committee – Recommendation of Approval (4-yea, 0-nay, 3 absent)

Background: The Cache Open Space Advisory Committee has reviewed the Hat J Ranch Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Round One application to move to the second round application phase. The recommendation for approval was approved by the Committee during their regularly scheduled meeting on May 4, 2026. The application covers approximately ~334.44 acres consisting of six contiguous parcels and one partial parcel in Cache County and Petersboro.

Fiscal Impact: Any funds awarded will come from the 2022 voter-approved General Obligation Bond to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Cache County.

County Staff Point of Contact: Lisa Aedo, Countywide Planner

Presentation Time: 5-10 minutes by Chris Sands, Chair of the Cache Open Space Advisory Committee

Legal Review: N/A



Initial Consideration

Agenda request submitted by: Brian Abbott, Director
Assisting Department: Cache Open Space Advisory Committee (COSAC)
Requested Council meeting date: May 26, 2026

Agenda Item Language: Resolution 2026-16 – A Resolution Approving the Hat J Ranch Round One Open Space Application

Action: Cache Open Space Advisory Committee – Recommendation of Approval (4-yea, 0-nay, 3 absent)

Background: The Cache Open Space Advisory Committee has reviewed the Hat J Ranch Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Round One application to move to the second round application phase. The recommendation for approval was approved by the Committee during their regularly scheduled meeting on May 4, 2026. The application covers approximately ~334.44 acres consisting of six contiguous parcels and one partial parcel in Cache County and Petersboro.

Fiscal Impact: Any funds awarded will come from the 2022 voter-approved General Obligation Bond to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Cache County.

County Staff Point of Contact: Lisa Aedo, Countywide Planner

Presentation Time: 5-10 minutes by Chris Sands, Chair of the Cache Open Space Advisory Committee

Legal Review: N/A

CACHE COUNTY
RESOLUTION NO. 2026-16
A RESOLUTION APPROVING THE HAT J RANCH
ROUND ONE OPEN SPACE APPLICATION

- (A) WHEREAS, the 2022 Cache County voter-approved General Obligation Bond authorizing a principal amount not to exceed twenty million dollars (\$20,000,000) to protect scenic vistas, preserve open lands near valley gateways, add trails and trail connectivity, and maintain agriculture, waterways, and wildlife habitat within Cache County; and
- (B) WHEREAS, Cache County Council adopted Ordinance 2023-06, creating code section 2.76 and establishing the Cache Open Space Advisory Committee; and
- (C) WHEREAS, the Cache Open Space Advisory Committee has reviewed the Hat J Ranch Open Space Application, scored it according to the approved scoring criteria, and recommended the County Council approve the Hat J Ranch Open Space Application (Exhibit A - Parcels) during their May 4, 2026, meeting to move to the second application phase; and
- (D) WHEREAS, Cache County Council has found that the application meets many of the goals established in the General Obligation Open Space Bond.

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

1. The County Council approves the Hat J Ranch Open Space Application containing six parcels and one partial parcel (Exhibit A) with approximately 334.44 acres of agricultural property in Cache County; allowing the applicant to proceed to the second review round.

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH,
 THIS ___ DAY OF _____ 2026.

2. Council Vote and Final Action

<u>Council Members</u>	<u>Council Votes</u>			
	In Favor	Against	Abstained	Absent
Sandi Goodlander				
Kathryn A. Beus				
Joann Bennett				
David L. Erickson				
Keegan Garrity				
Nolan P. Gunnell				
Mark R. Hurd				
Total:				
Final Action:	_____ Adopt		_____ Reject	

Cache County Council:

Attest:

By: _____
 Sandi Goodlander, Chair

By: _____
 Bryson Behm, County Clerk

**Cache County
RESOLUTION NO. 2026-16**

EXHIBIT A

HAT J RANCH

OPEN SPACE APPLICATION



Cache Open Space Advisory Committee (COSAC) -
 Open Space Funding Application
 For screening of projects requesting bond
 funding from Cache County.

Section A: Required Criteria

The property(s) is in Cache County.

Yes No

The landowner is willing. The property owner should be engaged in the conservation of the property and willing to enter into good faith negotiations with the County.

Yes No

Property(s) has a clear title. The appropriate title and ownership are free of disputes or other conflicts.

Yes No

If you answered no to any of these questions your application is ineligible.

Are you aware of any legal disputes or conflicts relating to the property or proposed project? Yes No

If yes, please describe:

Section B: Property Information

Project Name: Hat J Ranch

Address or location: PETERSBORO

Municipality or nearest city: MCDONN

Parcel number(s): 1A-034-0001 1A-04B-0003

Total acres: 357 -0002 -0004

Acres proposed to be preserved by conservation easement: 334.25

Acres proposed to be preserved by ownership transfer (fee title): ~~334.25~~ 22.78

If not the entire parcel(s), provide a map of the proposed project.

334.44
22.78



Section C: Applicant Information

Property Owner(s): LARRY J & Vicki S Olsen
Address: 6791 West Hwy 30 City: Petersboro State: UT Zip: 84325
Phone: 435-757-5970 Email: OLSENVICKIS@gmail.com

Contact person/ Authorized Agent (if other than property owner): _____
Title / position: (same as above)
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Email: _____
 I authorize this agent as my legal contact person

Agent relationship to project, check all that apply:

- Municipality
- Land Trust
- 501c3
- Other, describe

Additional contacts:

Name: _____ Phone: _____ Email: _____
Name: _____ Phone: _____ Email: _____

If you are working with a land trust, please list name here:

Section D: Additional Information

Please answer the following questions on a separate page.

1. Please describe past, present, and future uses of the property.
Since 1860's - Ag. (Farming) and cattle grazing
2. Are you aware of any toxic or hazardous materials on the property? If yes, please explain.
No!
3. Is the property subject to any DEQ or EPA restrictions? If yes, please explain.
No!



Cache Open Space Advisory Committee (COSAC) -
Open Space Funding Application
 For screening of projects requesting bond
 funding from Cache County.

4. What benefits will the public receive as a result of the proposed transaction. Select all that apply:

- Protects scenic vistas
- Preserves open lands near valley gateways
- Adds trails and trail connectivity
- Maintains agriculture
- Maintains waterways
- Maintains wildlife habitat
- Other: _____

5. Are you proposing to open any portion of the property to public access?

- Yes No

Please explain. Open grazing of cattle & horses - not adjacent to any other trails

6. Are you working with other organizations or agencies that may provide professional assistance or potential funding sources (such as NRCS, Bear River Land Conservancy, Utah Open Lands, Fish and Wildlife, UDAF LeRay McAllister)? If yes, please provide details.

Utah Agricultural Land Trust

Section E: Supporting Documents

If your application is accepted, you will be asked to complete a final application with additional information which may include, but is not limited to, the following documents. **Please do not send them at this time.**

- | | |
|-------------------------------|-----------------------------|
| Current real estate appraisal | Water rights |
| Mineral rights | Encumbrances |
| Easements or right of ways | Letters of support |
| Legal description | Relevant planning documents |



To the best of my knowledge I attest the information provided here is true and correct.

Vicki J. Olsen
Jerry A. Olson

Property Owner(s) Signature (Required)

30 Apr 2026

Date

Authorized Agent Signature

Date

To complete and send this form:

1. Save a copy on your computer as a PDF. Your draft can be attached to an email for editing and contribution by others.
2. Submit the final version via email to devservices@cachecounty.gov.

This form is subject to change as the Cache Open Space Advisory Committee sees fit.

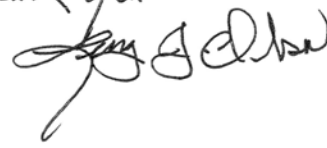
Section D:

#1. Original Homestead settled by my great grandfather (Paul Michael Poulsen) in the 1860's under the Homestead Act, approx 2000 acres. My grandmother inherited approx. a half-section of land on his death - married my grandfather in 1895 and established the Hat J Ranch. From those grandparents to my Mom (Pearlie) and my father (J. Edwin), to me, my son (Chad) and now to his sons. The land has and will be continually used for agriculture, crops, cattle and home life for the family. Multiply times a year we are offered "big money - millions) to sell and move on - we all want only one thing, "to keep the Ranch in the family and raise families along with the crops and cattle." The Ranch site is one of the most beautiful sites in the valley - good ground, well kept and loved and provides a rich legacy for families of the Olsen (Jensen, Poulsen) clan.

The additional compensation (\$\$) would be greatly appreciated

#2. No! at this particular time!

#3. No!

Thank You


STAFF REPORT: Hat J Ranch

Background

Hat J Ranch comprises 6 contiguous parcels and a partial parcel totaling approximately 334.44 acres of fields, open space, and graze lands. This land has been farmed since Danish pioneers arrived over 150 years ago, and the intention is to continue with this land use. The owners are in the process of working with UALT (Utah Agricultural Land Trust) for additional funding.

Toxic or Hazardous Materials: None

Any DEQ or EPA restrictions: None

Benefits the Public Will Receive as a Result of the Proposed Transaction:

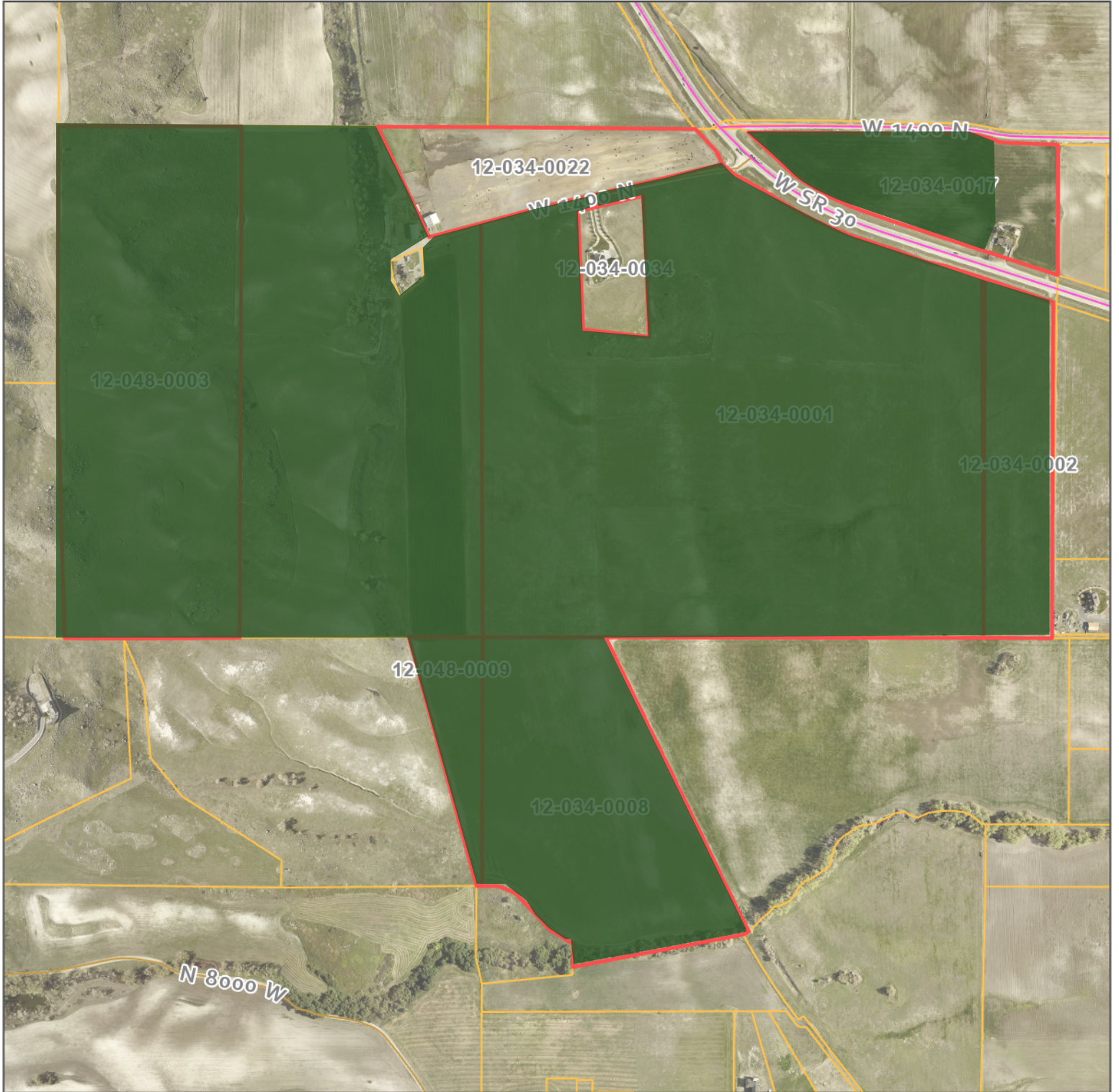
1. Protects scenic vistas: The location commands panoramic views of the Wellsvilles, Cache Valley, and the Bear River Range.
2. Preserves open lands near valley gateways: Its frontage and proximity to Highway 30 serve as a gateway to the County as one travels East from Box Elder County.
3. Maintains agriculture: It is the desire of the owners to continue to farm and raise cattle on this land.
4. Maintains waterways: A spring replenishes the pond used for the livestock. Threemile Creek runs along the south border of the southernmost parcel.
5. Maintains wildlife habitat: This land's proximity to federal lands and open space makes it a desirable place for wildlife to roam. Sightings of elk, mule deer, coyotes and mountain lions, among others, have been reported.






The owners do not want to open up the property for trails at this time, considering this is an active farm and the risk it would entail.

Parcel Maps Summary:

1. Parcels (1): Shows the area desired to place conservation easement. The northeast parcel (north of Hwy 30) is partial, leaving space for other uses that require access and are close to a residence.
2. Parcels (2): Shows individual parcel outlines and respective numbers.
3. Zoning: All the parcels are zoned A10 and are within the boundary of Cache County.
4. Wetlands, Waterbodies, & Waterways: The pond located to the northwest is from a spring and is used for the cattle. The southernmost part is bounded by Threemile Creek.
5. Farmland: Most of the land to the West (~3 parcels) is not classified. The steeper slopes in that area are mainly used for graze land or open space. The remaining parcels in center and to the East are divided between "Farmland of Statewide Importance" and "Prime Farmland if Irrigated".
6. Wildlife: As per the county GIS maps, the parcels are not within a Wildland-Urban Interface, but the presence of wildlife has been confirmed by owner.

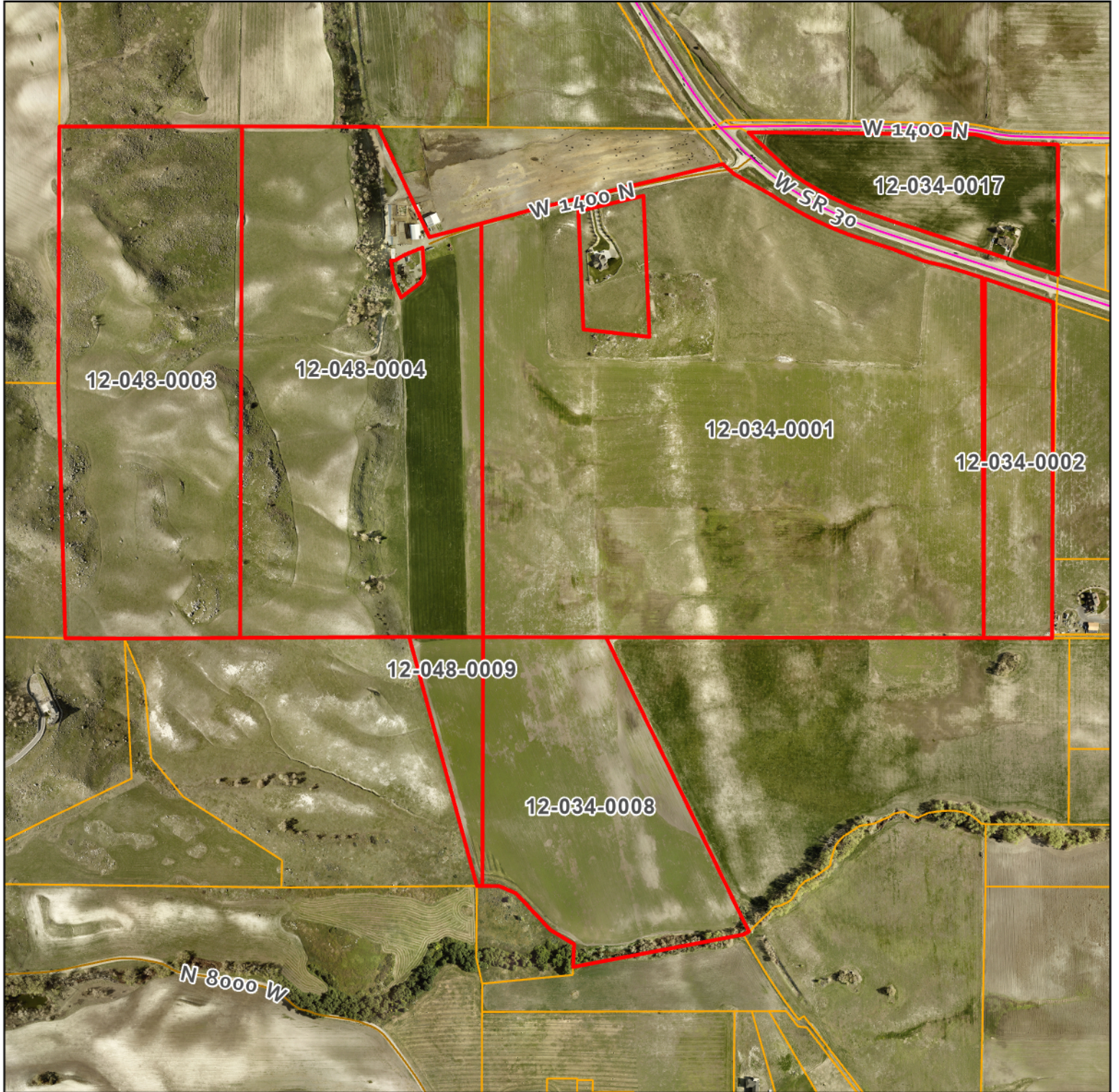
Hat J Ranch - Parcels



- Dirt
- Gravel
- Paved
-  City Boundaries
-  County Parcels
-  Wildland-Urban Interface
-  Hat J Ranch
-  Area proposed to place into Conservation Easement
(Total is approximately 334.44 acres)

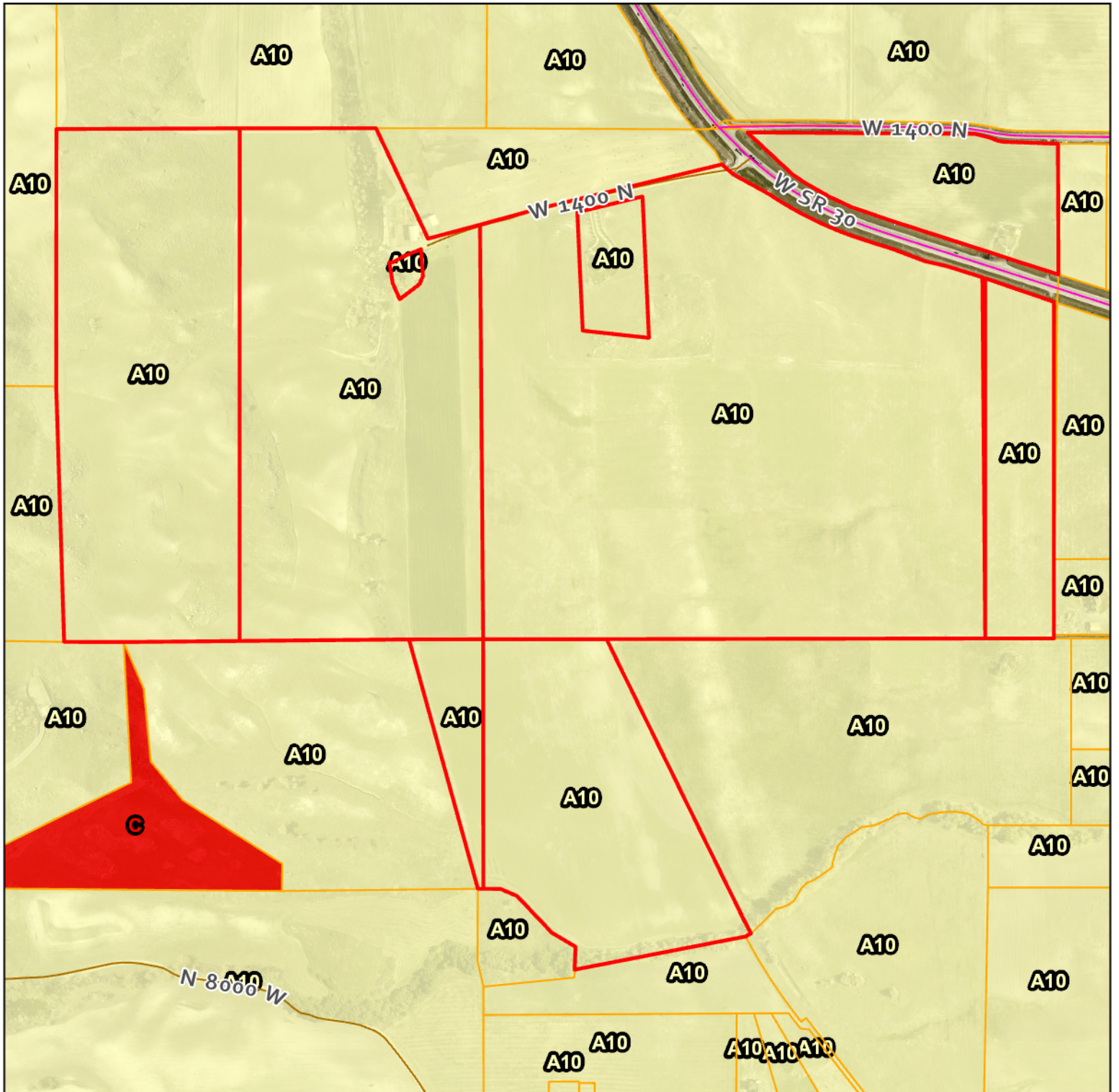
Parcel Numbers	Acreage
12-034-0001	131.59
12-034-0002	15.78
12-034-0008	37.80
12-034-0017 (Partial)	12.00
12-048-0003	57.00
12-048-0004	73.52
12-048-0009	6.75
Total	334.44

Hat J Ranch - Parcels



- Dirt
- Gravel
- Paved
- City Boundaries
- County Parcels
- Wildland-Urban Interface
- Hat J Ranch

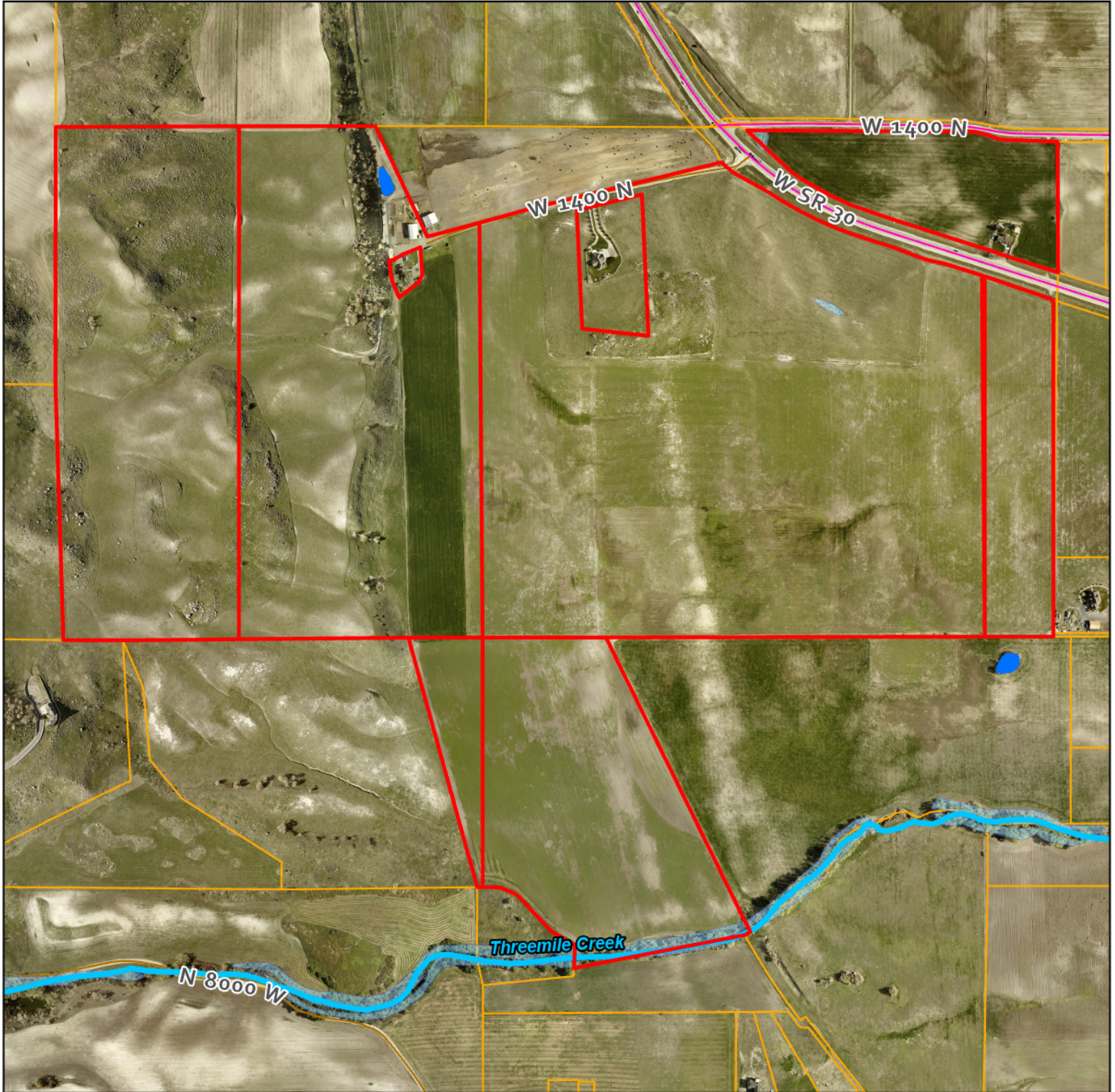
Hat J Ranch - Zoning












- | | | |
|-----------------|--|---------------------------------|
| Dirt | Mineral Extraction and Excavation Overlay (ME) | I: Industrial |
| Gravel | Public Infrastructure Overlay (PI) | RR: Resort Recreation |
| Paved | A10: Agriculture 10 acres | RU-2: Rural - 2 Zoning District |
| City Boundaries | C: Commercial | RU-5: Rural- 5 Zoning District |
| County Parcels | FR40: Forest Recreation 40 acres | Hat J Ranch |

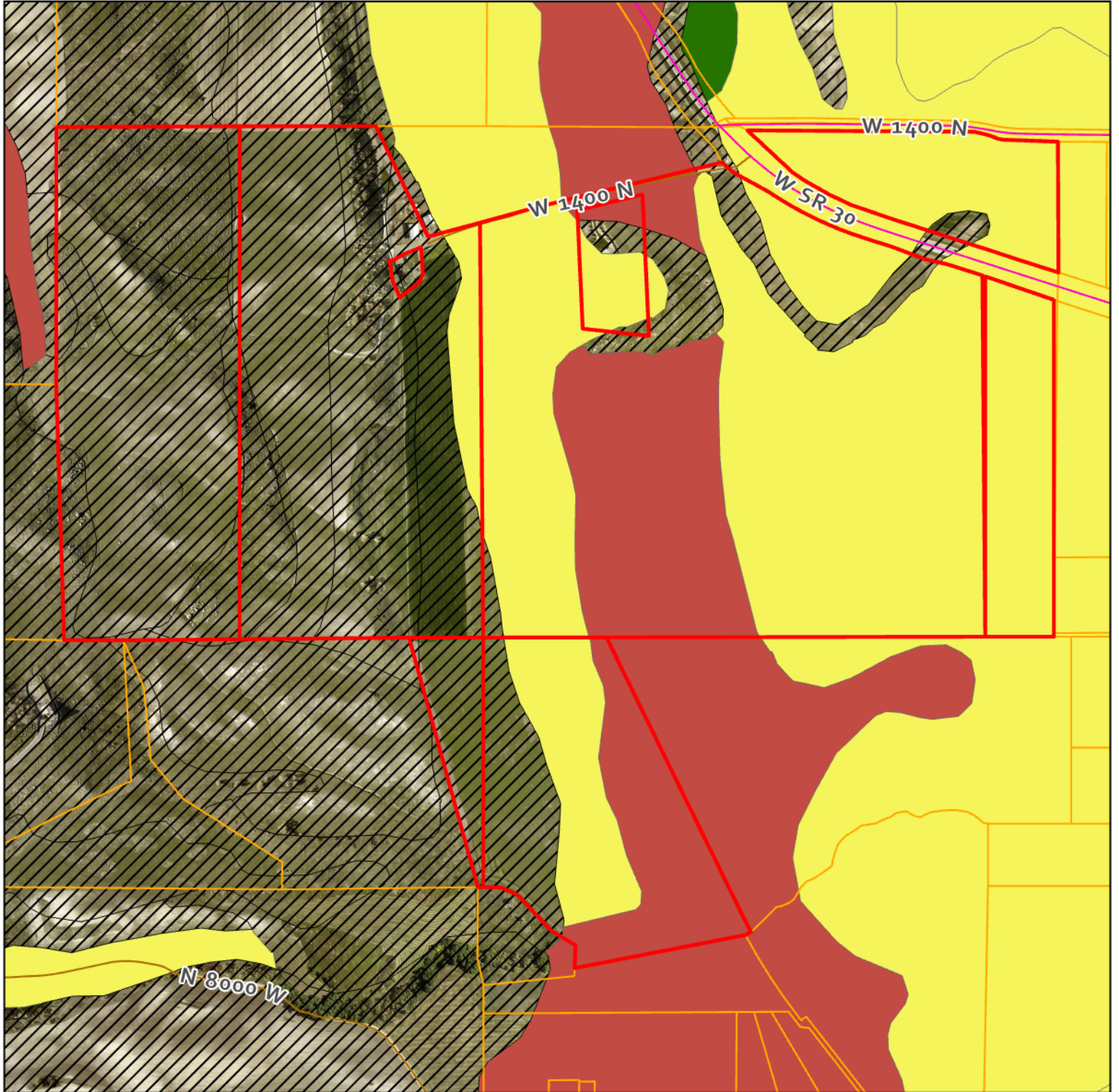
Hat J Ranch

Wetlands, Waterbodies, & Waterways



- | | | |
|---|---|---|
|  Dirt |  City Boundaries |  Water Bodies |
|  Gravel |  County Parcels |  Major Waterways |
|  Paved |  Wetlands (NWI) |  Hat J Ranch |


Hat J Ranch - Farmland




Roads


PAVE


- Dirt
- Gravel
- Paved

 City Boundaries

 County Parcels


NRCS Soils Farmland

 Not Classified

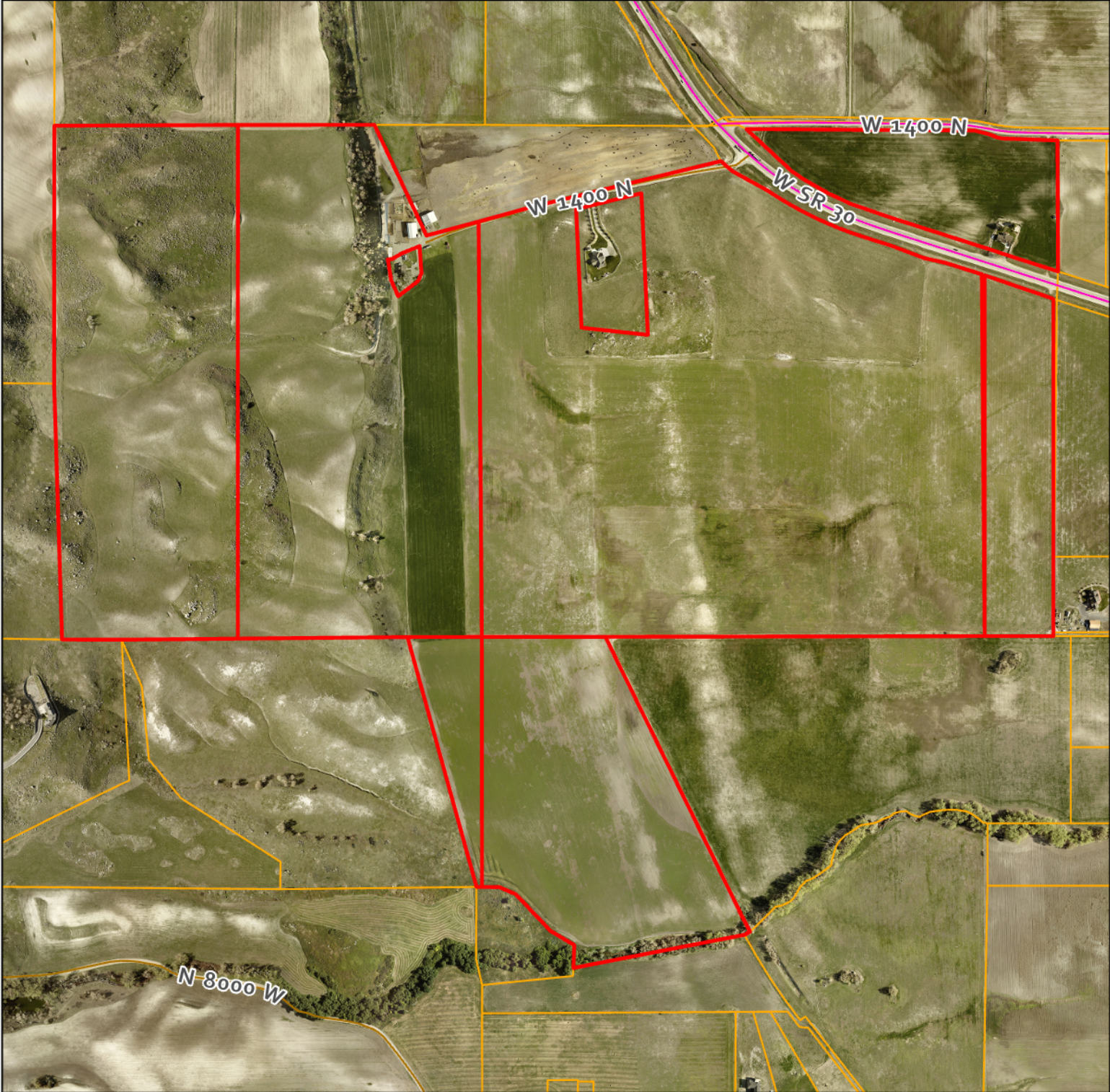
 Farmland Of Local Importance

 Farmland Of Statewide Importance

 Prime Farmland If Irrigated

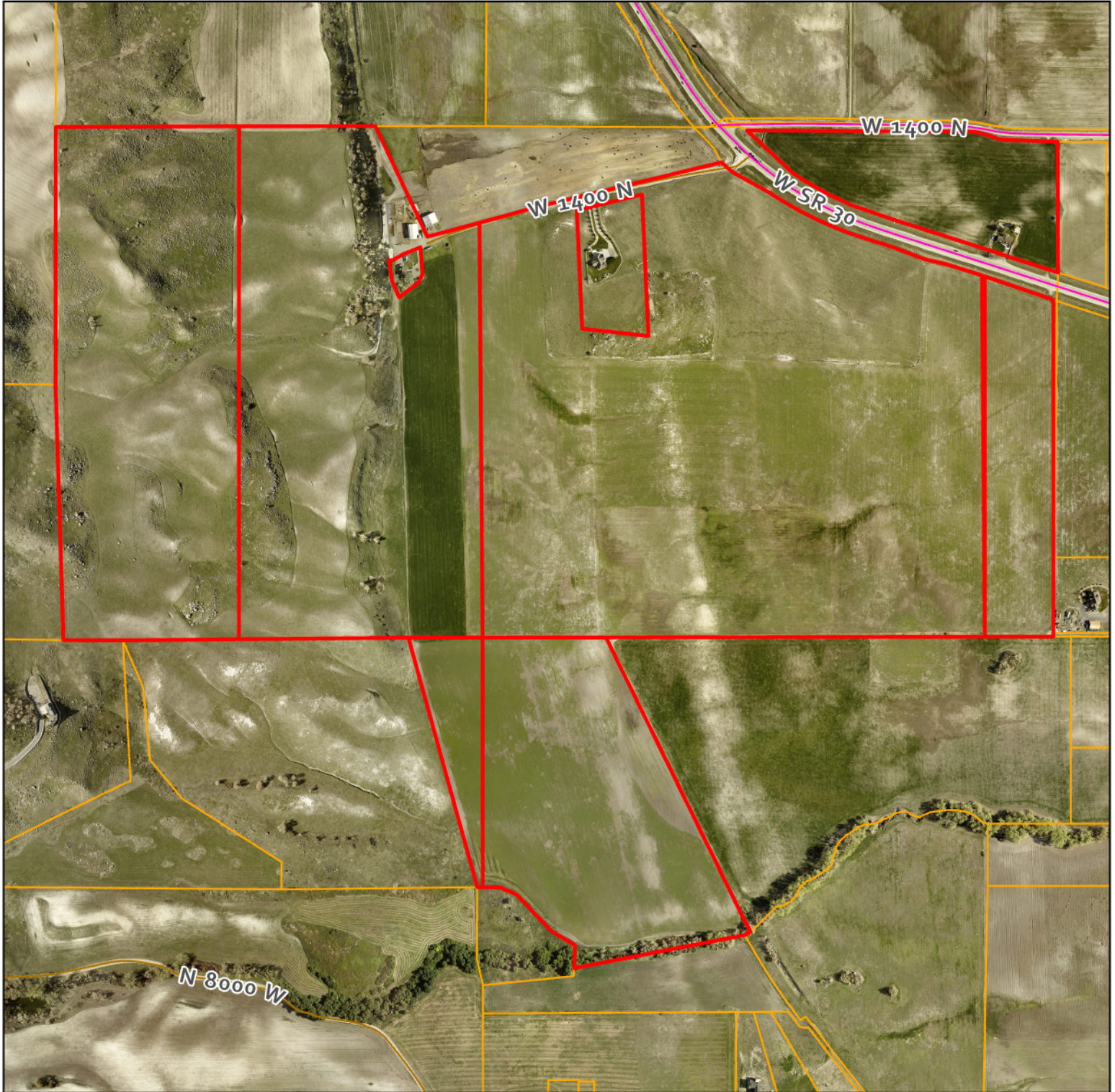
 Hat J Ranch

Hat J Ranch - Wildlife



- Dirt
- Gravel
- Paved
- City Boundaries
- County Parcels
- Wildland-Urban Interface
- Hat J Ranch

Hat J Ranch Master Planned Trails



- Richmond, Motorized
- Richmond, Single Track
- Richmond, Sidewalks
- Richmond, On Street Bike
- Richmond, Paved Multi-Use
- Richmond, Non-Paved Multi-Use
- Hyde Park, Arterial Street Trail
- Hyde Park, Sidewalk Trail

- Hyde Park, Bike Lane
- Hyde Park, Improved
- Hyde Park, Mountain Road
- Hyde Park, Mountain Trail
- Hyde Park, Bonneville
- Hyde Park, Powerline Trail
- Hyde Park, Quiet Street
- Hyrum, <Null>

SITE VISIT ON APRIL 20, 2026



View of parcels 12-048-0003 and 12-048-0004.



View of parcels 12-048-0003, 12-048-0004, 12-048-0009, and portions of 12-034-0008 and 12-034-0001.



Hat J Ranch - Open Space Score Sheet

May 5, 2026

Based on 6 responses as of 10:40AM, Tuesday, May 5th.

OVERALL SCORE: Average 62 points

Comparisons: Vivian Christensen - Average 71.6 (573/800)

Elkhorn Ranch - Average 71.4 (571/800)

Harris Farms - Average 65.7 (447/700)

Cooper Mt Sterling Open Space - Average 43.4

Champion Land Company - Average 40.0

Silva Farms Project - Average 42.6

1. PROTECT SCENIC VISTAS

Total: 77

The location is along major corridors

Average: 12.83

- a. Major state highways
- b. Minor state highways
- c. Major county roadways
- d. Visibility
- e. Traffic counts
- f. Foothills

2. PRESERVE OPEN LANDS NEAR VALLEY GATEWAYS

Total: 71

The location is seen from major gateways

Average: 11.83

- a. View from entry way into the valley at the mouth of Wellsville Canyon or the transit through Wellsville Canyon
- b. First full view of the valley along Highway 30 heading east from Box Elder county (roughly 1.2 miles from county border)
- c. View from Highway 89 heading west from Logan Canyon, just before the road drops down around the USU campus (roughly at 900 E.)
- d. View from Highway 91 just south of the Idaho Border
- e. View from Highway 91 north of Smithfield where the road traverses the side of Crow Mountain
- f. View from the rise along Highway 165 just north of Hyrum.
- g. View from the visitor center at the American West Heritage Center

3. MAINTAINS AGRICULTURE

Total: 81

Land evaluation components and other considerations

Average: 13.5

- a. Soil Productivity Index (SPI)
- b. Land Capability Index (LCI)
- c. Size of Parcel
- d. Commercial farm activity
- e. Proximity to protected lands (APA's and CE's)
- f. Canals/Laterals
- g. Century Farm Dedication

4. MAINTAINS WATERWAYS

Total: 26

The following will be included in the consideration

Average: 4.33

- a. Floodplain
- b. Wetlands
- c. Major Waterways
- d. Waterbodies
- e. Springs

5. MAINTAINS WILDLIFE HABITAT

Total: 47

The following will be included in the consideration

Average: 7.83

- a. Important Habitat Areas
- b. Wildland-Urban Interface
- c. Migratory Bird Production area
- d. Deer & Elk Migration Corridors
- e. Mule Deer Habitat
- f. Deer & Elk Winter Range
- g. Fish Habitat

6. ALLOWS PUBLIC ACCESS

Total: 20

The following are considered

Average: 3.33

- a. A trail easement will be included in the project
- b. The project allows for another form of broad public access

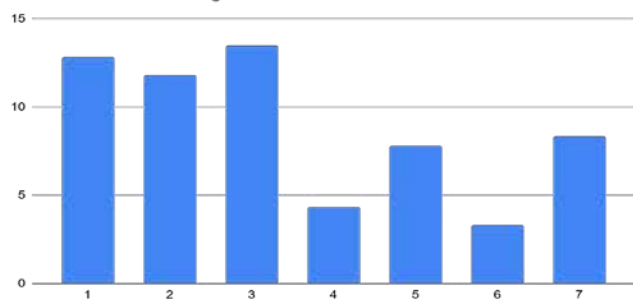
7. DISTINGUISHING FACTORS

Total: 50

Other factors including uniqueness, historic value, urgency, irreplaceability.

Average: 8.33

Hat J Ranch - Scoring Sheet





**CACHE COUNTY
RESOLUTION NO. 2026-18**

**RESOLUTION AMENDING THE CACHE COUNTY PERSONNEL POLICY AND
PROCEDURES MANUAL SECTION IX.Q, CELL PHONE POLICY**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law; and
- (B) WHEREAS, Section 3.12 of the Cache County Optional Plan (the "Organic Act") authorizes the County Council to adopt rules and policies governing the conduct of County business and the administration of departments; and
- (C) WHEREAS, Cache County Code § 2.12.120 gives the Cache County Council the authority to "enact ordinances and adopt resolutions necessary and appropriate to establish official policy"; and
- (D) WHEREAS, it necessary to modernize the existing cell phone policy to reflect organizational changes, including the transition of personnel functions to the Office of Personnel Management and the need for enhanced fiscal oversight of stipend amounts; and
- (E) WHEREAS, the Council seeks to transition specific stipend dollar amounts from fixed policy to an annual schedule reviewed by the Compensation Committee and approved by the Council, allowing for greater budgetary adaptability; and
- (F) WHEREAS, it is essential to clarify that County-owned hardware is strictly reserved for designated emergency service positions as approved by the County Executive, ensuring public resources are used for essential public safety functions; and
- (G) WHEREAS, the intermingling of personal and business data on private devices necessitates clear guidance regarding the Government Records Access and Management Act (GRAMA), potential litigation holds, and the County's right to inspection during any legal discovery; and
- (H) WHEREAS, the Cache County Council Ordinance and Policy Review Committee recommended this policy change for passage by a vote of 3-0.
- (I) WHEREAS, the Cache County Council finds that this policy change is in the best interest of Cache County and its citizens;

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

SECTION 1:

Section IX.Q of the Cache County Policy and Procedures Manual is amended to read as follows (with a redline version attached as “Exhibit A”):

Q. County Cell Phones and Cell Phone Stipend

County Cell Phones: Cell phones and plans may be provided to designated employees in emergency service positions for business-related purposes and must not be used for personal use. The County Executive approves the emergency service positions for this purpose.

Cell Phone Stipend: Employees may receive a cell phone stipend to cover the costs of using a personal cell phone for county business. No further reimbursement for cell phone costs is available to employees who receive this stipend.

Stipend Amount: The monthly stipend is allocated based on the estimated usage level as determined by the department head or elected official. The stipend amounts are reviewed annually by the Compensation Committee, with any adjustments submitted to the County Council for approval.

- **Level 1:** Minimal use of personal device for work purposes.
- **Level 2:** Use of personal device for work purposes generally includes responding to phone calls, text messages, photos, and emails during working hours or after hours.
- **Level 3:** This level is reserved for Department Heads, Elected Officials, Public Safety, or exempt employees.

Stipend Payment: The approved stipend is paid monthly via the employee’s paycheck and is subject to all applicable payroll taxes. This payment does not constitute an increase to base pay and will not be included in salary increase calculations.

Employee Responsibilities:

Employees must maintain an active cell phone contract to remain eligible for the stipend. Current phone number must be provided to the employee's department and the Office of Personnel Management.

Compliance: Any use contrary to federal, state, or local laws constitutes misuse and may lead to the immediate termination of the stipend.

Privacy and Public Records (GRAMA): When employees receive a stipend for business use of a personal cell phone, personal data on the device is generally considered private and not subject to GRAMA. However, because personal and business data are intermingled, personal data may be subject to inspection by the County or a court in response to a GRAMA request, discovery, or



legal action related to business data. Business data remains subject to County retention schedules and litigation holds.

SECTION 2:

This resolution shall take effect following its passage and approval by the County Council.



PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ___ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: _____ ADOPT _____ REJECT				

CACHE COUNTY:

By: _____
Sandi Goodlander, Chair

ATTEST:

By: _____
Bryson Behm, County Clerk

EXHIBIT A

Section IX.Q of the Cache County Policy and Procedures Manual

Q. County Cell Phones and Cell Phone Stipend

County Cell Phones: Cell phones and plans may be provided to designated employees in emergency service positions for business-related purposes and must not be used for personal use. The County Executive approves the emergency service positions for this purpose.

Cell Phone Stipend: Employees may receive a cell phone stipend to cover the costs of using a personal cell phone for county business. No further reimbursement for cell phone costs is available to employees who receive this stipend.

Stipend Amount: The monthly stipend is allocated based on the estimated usage level as determined by the department head or elected official. The stipend amounts are reviewed annually by the Compensation Committee, with any adjustments submitted to the County Council for approval.

- **Level 1:** Minimal use of personal device for work purposes
- **Level 2:** Use of personal device for work purposes generally includes responding to phone calls, text messages, photos, and emails during working hours or after hours.
- **Level 3:** This level is reserved for Department Heads, Elected Officials, Public Safety, or exempt employees.

Stipend Payment: The approved stipend is paid monthly via the employee's paycheck and is subject to all applicable payroll taxes. This payment does not constitute an increase to base pay and will not be included in salary increase calculations.

Employee Responsibilities: maintain an active cell phone contract to remain eligible for the stipend. Current phone number must be provided to the employee's department and the Office of Personnel Management.

Compliance: Any use contrary to federal, state, or local laws constitutes misuse and may lead to the immediate termination of the stipend.



1 **Privacy and Public Records (GRAMA):** When employees receive a stipend for business use of
2 a personal cell phone, personal data on the device is generally considered private and not subject
3 to GRAMA. However, because personal and business data are intermingled, personal data may
4 be subject to inspection by the County or a court in response to a GRAMA request, discovery, or
5 legal action related to business data. Business data remains subject to County retention schedules
6 and litigation holds.





**CACHE COUNTY
RESOLUTION NO. 2026 – 06**

A RESOLUTION DELETING CERTAIN CLASS B ROAD SEGMENTS FROM CACHE COUNTY'S CLASS B ROAD SYSTEM

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law;
- (B) WHEREAS, pursuant to Utah Code § 72-3-103(1)(b), a public road located within a municipality is classified as a County Class B road *only* if it has been specifically designated as such by the County; and
- (C) WHEREAS, pursuant to Utah Code § 72-3-104(1)(a), any public road located within the corporate limits of a municipality that is not designated as a County Class B road is defined by default as a City Class C street; and
- (D) WHEREAS, Utah Code § 72-3-107 requires the County Executive to maintain current plats and specific descriptions of all County roads; and
- (E) WHEREAS, the Cache County Council has identified a remnant section of former State Route 238 (SR-238), currently labeled on County records as CR-238, which was historically described as: *From Route 165 east to Millville; then northerly through Providence and River Heights to US-Route 91 in Logan, a distance of 4.7 plus or minus miles*; and
- (F) WHEREAS, current County road inventories and GIS records confirm the County's Class B designation for CR-238 now terminates at *S Country Road* (no longer US-Route 91) in Logan comprising a distance of approximately 4.2 plus or minus miles; and
- (G) WHEREAS, Cache County desires to update its Class B Road System to accurately reflect roads that serve a county-wide purpose;

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

SECTION 1:

The Official Cache County Class B Road System Plat is hereby amended to delete and remove from the County's Class B inventory:



**CACHE COUNTY
RESOLUTION NO. 2026 – 06**

1. The roadway segments described as from Route 165 east to Millville; then northerly through Providence and River Heights to S Country Road in Logan, a distance of 4.2 plus or minus miles, and as further delineated in "Exhibit A" (attached).

This deletion exclusively applies to the segments in corporate limits of the corridor formerly known as SR-238 (currently CR-238) located within the corporate limits of Nibley, Millville, Providence, and River Heights.

SECTION 2:

The Council acknowledges that, effective upon this de-designation, the subject roadway segments—being located within municipal boundaries and no longer designated as Class B roads—revert to the jurisdiction and maintenance responsibility of the respective municipalities (Nibley, Millville, Providence, and River Heights) as Class C City Streets pursuant to the default classification established in Utah Code § 72-3-104.

SECTION 3:

This action is a jurisdictional reclassification only. This action is NOT a vacation, abandonment, or closure of the public right-of-way under Utah Code § 72-3-108 or § 72-5-105. The roadway remains a public thoroughfare; only the underlying jurisdiction and maintenance responsibility are modified by this Resolution.

SECTION 4:

The Cache County Public Works Department and the Cache County Development Services Division are directed to:

1. Update the County's internal records and system maps to reflect the removal of the Class B designation for the portions of CR-238 located in corporate limits.
2. Provide certified copies of this Resolution and the amended map to the Mayors of Nibley, Millville, Providence, and River Heights.
3. Submit the updated mileage data to the Utah Department of Transportation (UDOT) Program Development Division through the "*UDOT Submittal Form for Update of Class B or Class C Mileage Data*" to finalize the adjustment of B & C Road Fund allocations .

SECTION 5:

This Resolution shall take effect upon adoption.



**CACHE COUNTY
RESOLUTION NO. 2026 – 06**

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____, 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: ____ ADOPT ____ REJECT				

CACHE COUNTY:

By: _____
Sandi Goodlander, Council Chair

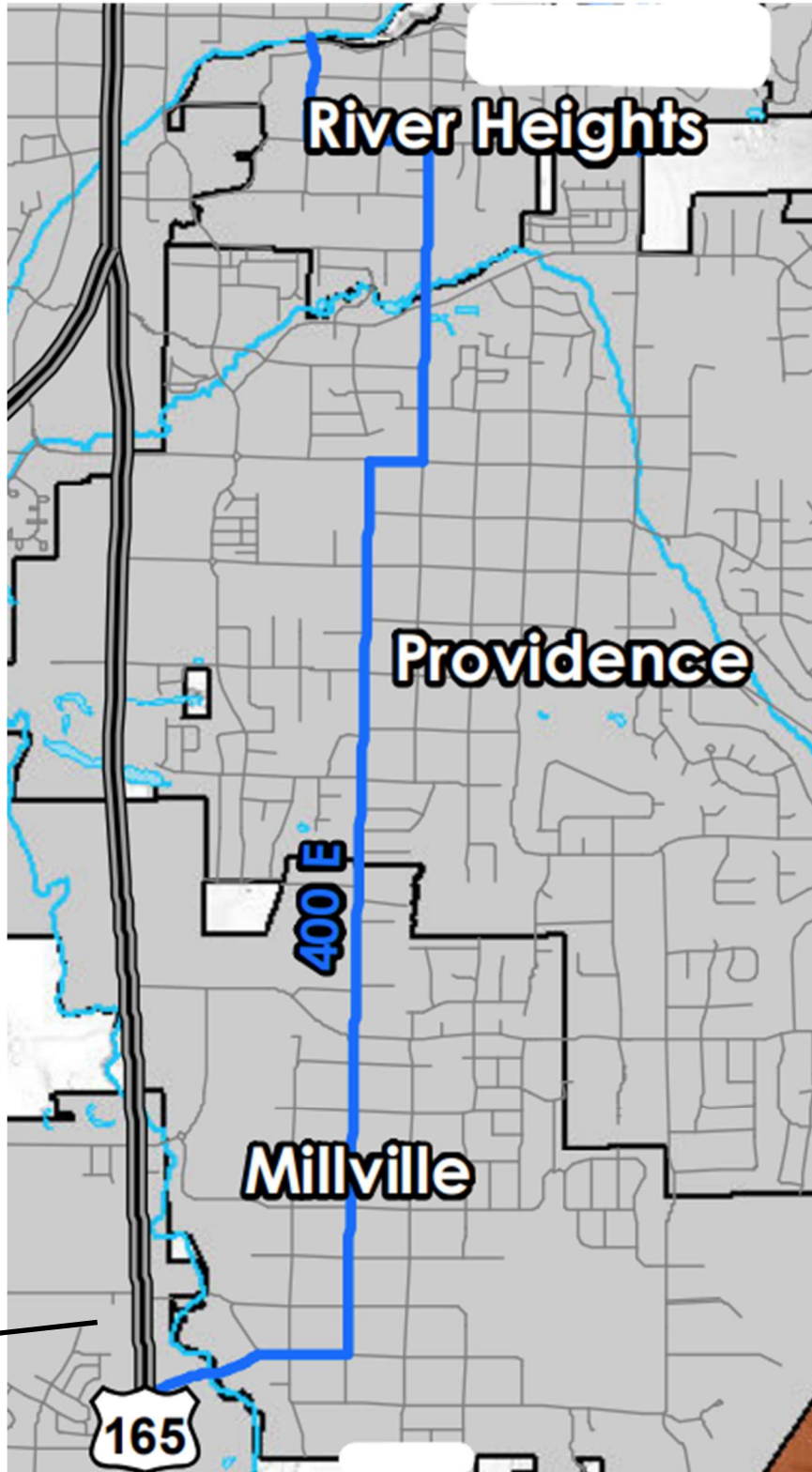
ATTEST:

By: _____
Bryson Behm, County Clerk



CACHE COUNTY
RESOLUTION NO. 2026 – 06

EXHIBIT A



The portions of Class B Road to be deleted upon passage of this Resolution is marked/delineated in **Blue**

Nibley



Hold a Public Hearing

Ordinance 2026-21 – Amending Chapter 17.14 Resort Recreation (RR) Zone

Agenda request submitted by: Brian Abbott, Director of Development Services –
Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: May 12, 2026

Agenda Item Language: Hold a public hearing for Ordinance 2026-21 Amending Chapter 17.14 Resort Recreation (RR) Zone of the Cache County Code

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

Background: The proposed amendment was triggered by the Powder Mountain Master Plan application when during the review and consideration of the Master Plan, it became apparent that the County Code was not in compliance with State Code, specifically the section regarding Development Agreements (§17.14.040). The proposed amendments will remove that section of Chapter 17.14 and replace it with Development Standards. Other minor clean-ups are included as well as adopting a new Appendix A – Approval Process.

Fiscal Impact: N/A

Public Hearing Required: Ordinance amendment requests require a public hearing before the County Planning Commission (PC). This hearing was held on April 2, 2026 and their recommendation to approve the ordinance amendment was made on April 2, 2026.

On April 21, 2026, the County Council set the public hearing for the May 12, 2026 County Council meeting.

County Staff Presenter: Angie Zetterquist, Planning Manager

Presentation Time: 10 minutes.

Legal Review: N/A

Exhibit A

CHAPTER 17.14 RESORT RECREATION (RR) ZONE

17.14.010: (RESERVED)

17.14.020: GENERAL REQUIREMENTS

17.14.030: MASTER PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

17.14.040: DEVELOPMENT STANDARDS

17.14.050: SUBDIVISION OF MASTER PLANNED LAND

17.14.060: DEVELOPMENT PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

17.14.070: OPEN SPACE

17.14.080: UNIT EQUIVALENT DENSITY

17.14.090: ADDITIONAL REQUIREMENTS

17.14.100: DEVELOPMENT IN PHASES AND TIME OF APPROVAL

17.14.110: FEES

17.14.120: APPENDIX A - APPROVAL PROCESS

17.14.130: APPENDIX B - ENVIRONMENTAL SUMMARY

17.14.140: APPENDIX C - FISCAL ANALYSIS

17.14.010: (RESERVED)

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.020: GENERAL REQUIREMENTS

- A. Property shall be rezoned through the County rezone process (section 17.02.030 of this title) prior to the Master Plan submittal.
- B. Development within the RR Zone shall adhere to the standards set forth in this land use ordinance and the Utah Condominium Ownership Act as set forth in Utah Code Annotated title 57, chapter 8, as amended.
- C. In order to support the intended recreational uses of the RR Zone and allow for open spaces and buffer zones within proposed developments, the minimum acreage within the zone is two thousand (2,000) acres.
- D. Properties adjacent to an RR Zone property and wishing to rezone to the RR Zone must either: 1) meet the RR Zone requirements independently; or 2) establish agreements between the property owners' association and submit for amendment of the Master Plan of the adjacent RR Zone property.
- E. The primary uses shall be resort and recreation oriented, and shall include, but not be limited to, ski and/or golf facilities and at least one residential/commercial core village. For clarification of this section, the following definition shall be used:
 1. A ski area as a minimum shall include not less than two (2) double chair lifts.
 2. A golf facility shall be as a minimum a certified regulation 18-hole golf course with not less than par seventy (70) as per the USGA.
- F. Culinary water, sewer, power, telecommunications, and other utility services shall be provided by central systems serving the entire Master Plan development area (e.g., service districts, private companies, public utilities, etc.).
- G. Construction, development, maintenance and snow removal on interior roads shall be the responsibility of the developer and, as appropriate, will become the responsibility of the property

Exhibit A

owners' association, as defined in the development agreement.

- H. The County shall require such an arrangement of structures and open space within the RR Zone as necessary to assure that the purpose of this zone is achieved:
1. In no case shall total coverage of hard surface development, buildings and structures be greater than ten percent (10%) of the total project area.
 2. Perimeter fencing of homesites and development parcels will not be permitted.
 3. The County may require perimeter fencing of the property boundary, as necessary.
 4. Commercial areas should provide the density, building mass, scale and visual feeling of a pedestrian mountain resort community.
 5. A buffer zone of open space, setbacks or yards between the RR zone and adjacent land, with noncompatible uses, shall be required in accordance with applicable state or local laws.
 6. Subdivision boundaries within the RR zone shall conform to county lines.
 7. Unit clustering is encouraged, especially in commercial or "village" areas.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.030: MASTER PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

(For a graphical description of the process outlined here, please see section 17.14.120, "Appendix A - Approval Process", of this chapter.)

The master plan shall be submitted as a conditional use for permit issuance in accordance with section 17.06.050 of this title.

- A. Submit Master Plan Application: The following information is required for master plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the director of development services or planning commission as necessary to evaluate the proposed master plan.
1. A master plan application, provided by the director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the master plan.
 2. A master plan, at a convenient scale of not more than one inch equals four hundred feet (1" = 400'), or at a scale as approved by the director. The master plan shall show the following:
 - a. Vicinity Map: Vicinity map showing location of property;
 - b. Statement Of Restrictions: A statement of all existing restrictions on the use of land, including easements, restrictions or covenants;
 - c. Features: Existing and proposed features (may be shown on separate, numbered pages).
 - (1) Existing conditions map, showing vegetation and existing site features;
 - (2) The approximate location of all existing structures and other significant physical and topographic features presently located on the property;

Exhibit A

- (3) Contour lines based on USGS datum with intervals of not more than twenty feet (20'), which contour lines shall extend a minimum of one hundred feet (100') beyond the proposed development boundary;
- (4) Slope map, indicating slopes ranging between zero to seven percent (0-7%), seven to ten percent (7-10%), ten to fifteen percent (10-15%), fifteen to twenty percent (15-20%), twenty to twenty five percent (20-25%), and over twenty five percent (25%);
- (5) The approximate location of any registered historic sites;
- (6) The approximate location of potential wetlands;
- (7) FEMA floodplain delineation.

d. Concepts: General development concepts:

- (1) Site plan of the proposed uses showing general building locations, and requested densities;
- (2) Designations of proposed ownership of areas shown on site plan as being private, part of a condominium, common area or dedicated open space;
- (3) Proposed locations of site improvements such as plazas, tennis courts, ski runs, golf courses, pools, and similar improvements;
- (4) Proposed road locations and other circulation features;
- (5) Proposed intersections with existing roads;
- (6) Preliminary architectural and landscaping theme drawings;
- (7) Proposed phasing schedule, if any.

e. Services:

- (1) All utilities available (if any) and proposed easements for new utility services or relocated utility services;
- (2) Additional proposed features such as systems of drainage, sewage and water supply;

3. As applicable, a brief written statement from each of the following affected entities indicating the availability of current services, as well as the conditions and the impact of the development on such services:

County road superintendent;

Division of environmental quality (DEQ);

EMT response/protection service provider(s);

Fire department;

Health department;

School district(s);

Exhibit A

Sewer service district(s);

Sheriff;

State water engineer;

Stormwater management and control agency;

UDOT;

Waste removal and disposal service provider(s); and

Water service district(s).

4. A title report for the property under the master plan provided by a title company within thirty (30) days of the date of master plan application;
5. A tax clearance from the county treasurer indicating that all taxes, interest and penalties owing for the property have been paid;
6. An environmental summary (see section 17.14.130, "Appendix B - Environmental Summary", of this chapter);
7. A financial analysis (see section 17.14.140, "Appendix C - Fiscal Analysis", of this chapter);

8. The name and address of the property owner(s) and all adjoining property owners as disclosed by the most recent plat map.

B. Approval Of Master Plan: After the applicant has submitted the master plan information as described above, the planning commission will approve, approve with conditions or deny the master plan application.

1. After receiving the applicant's submittal, the director will review the master plan application and determine if the required information provided is complete. The director will make a recommendation on the proposed plan to the planning commission and schedule the master plan for review on the planning commission's next available agenda.

If the director feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the director to continue the master plan approval process.

2. The planning commission will review the master plan and will approve, approve with conditions or deny the master plan.
 - a. Approval by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.
 - b. Approval with conditions by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to meet the conditions of the commission and proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.
 - c. Denial of the master plan by the planning commission means the applicant cannot

Exhibit A

proceed with the process for signature of the development agreement by the county council nor by submitting the development plan application and must either: 1) resubmit a revised master plan and begin the process with the planning commission again; 2) appeal the decision to the board of adjustments; or 3) elect to not pursue a master plan any further.

3. The developer may request changes to an approved master plan. Minor changes to the master plan, as determined by the director, may be authorized by the director if required by engineering or other circumstances not foreseen at the time the master plan was approved. The director may also request review by the planning commission to determine if a proposed change requires a master plan amendment. The planning commission shall review all proposed master plan amendments, using the approval of master plan procedure as described in this section, to determine approval of the amendment to the master plan if the intent of the RR zone is maintained and the county does not receive added significant negative impacts.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.040: DEVELOPMENT STANDARDS

- A. Development standards shall be specific to each approved Master Plan in the Resort Recreation (RR) Zone.
- B. As a condition of approval of a Master Plan, the proponent of the resort recreation use must submit proposed development standards as an ordinance amendment. The development standards must be adopted by the Land Use Authority into Chapter 17.14 as an appendix, prior to submitting applications for subdivisions, development plan applications, zoning clearances, building permits, and the like.
- C. Within the boundary of an approved Master Plan, parcel legality is not applicable. However, the creation of new lots/parcels must follow the county subdivision regulations in title 16 of this code. Density is based solely on the Unit Equivalent Density as approved in the Master Plan and subsequently applied to subdivisions and/or development plan applications. It is the responsibility of the applicant/developer to track the density units and provide that information to the County as part of each application submittal.
- D. Development standards adopted for an approved Master Plan do not supersede any local, state or federal laws and/or regulations nor any state-adopted codes, including, but not limited to the International Fire Code, Uniform Building Code, and the like.

17.14.050: SUBDIVISION OF MASTER PLANNED LAND

(For a graphical description of the process outlined herein, see section 17.14.120, "Appendix A - Approval Process", of this chapter.)

An approved master plan may be subdivided or resubdivided at any time. The subdivision approvals process will follow the county subdivision regulations in title 16 of this code.

Subdivision can take place either prior to or concurrent with a development plan application.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.060: DEVELOPMENT PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

Exhibit A

(For a graphical description of the process outlined herein, see section 17.14.120, "Appendix A - Approval Process", of this chapter.) F15

- A. Submit Development Plan Application: The following information is required for development plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the director of development services or planning commission as necessary to evaluate the proposed development plan. The development plan application may be submitted for individual phases, individual parcels or for the entire master plan.
1. A development plan application, provided by the director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the development plan.
 2. A development plan, at a convenient scale of not more than one inch equals one hundred feet (1" = 100'), or at a scale as approved by the director.
 3. The development plan shall show the following:
 - a. All mapped information shall be prepared in a neat and legible manner in ink. All map data shall be prepared at an engineer's scale not more than one inch equals one hundred feet (1" = 100'). The exterior tract dimensions and boundaries must be based on actual ground survey made by a registered engineer or registered land surveyor. The sheets prepared shall be numbered in sequence if more than one sheet is used and shall be of such size as is acceptable for filing in the office of the county recorder.
 - b. Contour lines based on USGS datum with intervals of not more than five feet (5') for parcels with a general slope of greater than thirty percent (30%), or intervals of not more than two feet (2') for parcels with a general slope of less than or equal to thirty percent (30%), which contour lines shall extend a minimum of one hundred feet (100') beyond the proposed development boundary.
 - c. If a drainage channel borders the proposed development, the additional distance necessary to show the far side of the drainage facility can be shown on an accompanying engineering drawing.
 - d. A vicinity map showing the proposed development and its location within the project.
 - e. Existing property description:
 - (1) Location of property by government lot, section, township and range and/or by metes and bounds description, with map indicating graphic scale, north arrow, acres and date.
 - (2) The location and dimensions of exterior boundary lines of the property to be expressed to the nearest hundredth of a foot and all other boundary lines to be expressed in feet.
 - (3) The location of property with respect to surrounding property and streets, the names of adjoining subdivisions or parcels, the land uses of the adjoining areas, and the names of adjoining streets.
 - (4) The location, width and names of existing rights of way.
 - (5) The location, width or dimensions, and purpose of existing easements.
 - (6) The location of existing water bodies, streams and other pertinent features such as swamps, drainage ditches, parks, cemeteries, buildings, railroad

Exhibit A

rights of way and bridges.

- (7) The location and width of all proposed streets, street centerlines and easements, alleys, trails and other public ways, easement and proposed street rights of way, and building setback lines.
- (8) The location, dimensions and areas of all proposed or existing lots.
- (9) The location and dimensions of all property proposed to be set aside for park or playground use, or other public or private reservation, with designation of the purpose thereof, and conditions, if any, for the dedication or reservation.
- (10) All utility facilities existing and proposed throughout the development shall be shown on the development plan or on accompanying engineering plans.
- (11) Location of known geologic hazards, watercourses, rock outcroppings and existing wooded areas or trees eight inches (8") or more in diameter, measured four feet (4') above ground level.
- (12) Location and direction of flow of all watercourses on the property under consideration and abutting properties.
- (13) Location, sizes, elevations and slopes of existing sewers, water mains, culverts and other underground structures within the property under consideration and immediately adjacent thereto; existing permanent building and utility poles on or immediately adjacent to the site; and utility rights of way.

f. Property survey control:

- (1) Two (2) primary control points, approved by the county surveyor and "ties" to such control points. Primary control points must be public land survey corners or officially recognized corners with corner perpetuation and filing number shown.
 - (2) Location, description and size of monuments that are set or found (all monuments found, existing or accepted and used in the survey shall be marked with the license number of the surveyor).
 - (3) Location of street survey monuments.
 - (4) Ties to all controlling corners.
 - (5) Sufficient data acceptable to the county surveyor's office to determine readily the location, bearing and length of all lines and to reproduce such lines upon the ground.
- g. If the applicant plans a phased development of the area contained in the development plan, the respective areas of development shall be shown on the development plan as to the area and priority of development.
- h. Grading plan, noting the maximum street gradient, street sections, and all cuts and fills, which may be on an accompanying engineering drawing.
- i. Indication of land uses within the property.
- j. Proposed street names, and, if pertinent, the lot layout and numbering of all lots and blocks. All lots in each block shall be consecutively numbered. Outlots shall be

Exhibit A

lettered in alphabetical order. Include dimensions of each lot.

- k. A plan designating limits of disturbance or building pads and utility corridors and connections for each parcel and for improvements, such as utilities and roads.
- l. The name of the proposed development shall be shown.
- m. All maps shall indicate the name of the person or firm responsible for the drawing and the date drawn in order to facilitate further reference to the information.

4. Ownership:

- a. The name and address of the owner or owners, the name and address of the developer if other than the owner, the name of the land surveyors, the name of the author of the property report, and the citation of last instrument conveying title to each parcel of property involved in the proposed development.
- b. Citation of any existing legal rights of way or easements affecting the property.
- c. Existing covenants on the property, if any.

5. A copy of the project's architectural and design guidelines, if not part of the adopted development standards for the master plan.

6. A copy of the project's draft CC&Rs.

7. A copy of the declaration and bylaws of the development pursuant to the Utah condominium ownership act.

8. Any special agreements, conveyances, easements, restrictions or conditions, which will govern the use, maintenance and continued protection of the development and any of its common areas, open space and facilities.

9. Names of adjoining property owners from the latest assessment rolls within three hundred feet (300') of any perimeter boundary of the property under consideration.

10. If the development plan application includes a subdivision of property, application for subdivision shall be made under the applicable requirements and process of [title 16, subdivision regulations](#), of the county ~~code subdivision ordinance~~, either prior to or concurrent with the development plan application.

B. Approval Of Development Plan: After the applicant has submitted the development plan information as described above, the planning commission will approve, approve with conditions or deny the development plan application.

- 1. After receiving the applicant's submittal, the director will review the development plan application and determine if the required information provided is complete. The director will make a recommendation on the proposed plan to the planning commission and schedule the development plan for review on the planning commission's next available agenda.

If the director feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the director to continue the development plan approval process.

- 2. The planning commission will review the development plan and will approve, approve with conditions or deny the development plan.
 - a. Approval by the planning commission allows the applicant to proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing

Exhibit A

a building permit.

- b. Approval with conditions by the planning commission allows the applicant to meet the conditions of the commission and proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing a building permit.
- c. Denial of the development plan application by the planning commission means the applicant cannot proceed by developing the project and must either: 1) resubmit a revised development plan application and begin the process with the planning commission again; 2) appeal the decision to the board of adjustments; or 3) elect to not pursue a development plan application any further.

- 3. The applicant must begin development within two (2) years from the time of receiving an approved development plan, unless otherwise designated by the county council in the development agreement.

C. Changes To Approved Plans: Minor changes in the location, site plan or character of buildings and structures may be authorized by the director if required by engineering or other circumstances not foreseen at the time the development plan was approved. No change authorized by the director under this section may increase the size of any building or structure more than ten percent (10%), nor change the location of any building or structure more than ten feet (10') in any direction. The planning commission must approve all other changes to the development plan application using the approval of development plan application procedure.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.070: OPEN SPACE

A. Functional and aesthetic open space (including buffer zones) are essential parts of the RR zone.

B. Participants in the approval processes shall identify what is to be considered as open space by using the following parameters as a guide:

- 1. Waterways, water bodies, manmade water features, wetlands, steep slopes, and other areas to remain undeveloped shall count toward the open space requirement.
- 2. Active, nonhard surface recreation areas, such as golf, skiing, hiking and biking trails shall count toward the open space requirement.
- 3. Common park areas with passive (landscaping, lawn areas, picnic and bench areas) and active areas (soccer fields, baseball diamonds, tennis courts, fishing ponds, playgrounds, and park gazebos) are encouraged and shall count toward the open space requirement, provided they are used for scenic, landscaping or recreation purposes and they are located on land which is accessible and available to all occupants of dwelling units for whose use the common park area is intended.
- 4. Buffer zones along the property boundaries shall count toward the open space requirement.
- 5. Portion of lots outside of designated building pads shall count toward the open space requirement if the area is preserved as natural forest, grasslands or pastureland.
- 6. Parking lots, parking area landscaping buffers, paved roads, service roads, private yards, buildings or structures, required setbacks for buildings or structures, and all subdivided parcels less than one acre shall not count toward the open space requirement.

C. Preservation, maintenance and ownership of open space within the development shall be

Exhibit A

accomplished by one or more of the following :

1. Designation of land to meet setback or other buffer zone requirements between the RR zone and adjacent properties; or
 2. Designation of land as a park, parkway system or pasture for the use of resort property owners and resort guests using the resort's recreational facilities; or
 3. Complying with the provisions of the condominium ownership act, Utah Code Annotated title 57, chapter 8, as amended, which provides for the payment of common expenses for the upkeep of the common area and facilities; or
 4. The developer may retain ownership and responsibility for maintenance of the designated open space, and shall commit to such responsibility through written agreement with all parties who subsequently acquire ownership of property within the RR zone; or
 5. The property owners' association may retain ownership and responsibility for maintenance of the designated open space, and shall commit to such responsibility through written agreement with all parties who subsequently acquire ownership of property within the RR zone.
- D. Changes in the project's dedication of open space will be handled through the master plan amendment process.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.080: UNIT EQUIVALENT DENSITY

- A. Density of development is a factor of both number and the size of the structures built within a master planned development. Unit equivalents are used to better convey overall impacts of a project.
- B. As a physical limitation, total unit volume is a better determinant than number of units. Basing development density under the RR zone on a program of unit equivalents provides the county with clear expectations of the overall scope of development, yet enables the development flexibility to respond to changing market forces and demand.
- C. The unit equivalent structure outlined on the following page establishes the method for density determination within the RR zone:

DENSITY DATA CHART

	Use	Configuration	Unit Equivalent
Hotel commercial or multi-family residential	Hotel room	A room not to exceed 500 sq. ft., which includes bathroom areas, but not corridors outside of the room or foyers.	0.25
	Hotel suite/1 bedroom apartment	A suite or 1 bedroom apartment not to exceed 650 sq. ft., which includes bathroom and kitchenette areas, but not corridors outside of the room or foyers.	0.33

Exhibit A

	Hotel or multi-family - A	An apartment with attached rooms not to exceed 1,000 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	0.50
	Hotel or multi-family - B	An apartment with attached rooms not to exceed 1,500 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	0.75
	Hotel or multi-family - C	An apartment with attached rooms not to exceed 2,000 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	1.00
	Hotel or multi-family - D	An apartment with attached rooms not to exceed 2,500 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	1.25
Single-family	Small single family lot	Separate, attached, or unattached homes with any number of rooms (e.g., patio homes, townhomes or condominiums), whose total area inside ranges from 2,500 sq. ft. to 5,000 sq. ft. (Permits 0 lot line units, shared wall units, and lockouts.)	1.00
	Single-family lot	1 single-family lot. (Permits 1 detached or attached accessory dwelling in addition to main house.)	1.00

Mixed use	Corporate retreat	A corporate retreat with residential uses and up to 10,000 sq. ft. of commercial uses with meeting and support space.	4.00
Commercial uses	Golf course facility	Clubhouse, bathrooms, maintenance, garage, food stand, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Equestrian facility	Stables, stalls, barn, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Ski area facility	Lodges, restaurants/bars, retail, and commercial space, maintenance areas, medical facilities, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Commercial	Restaurant, retail, and other commercial space (per 1,000 sq. ft.).	1.00
	Recreation /a ctivity facility	Activity center, recreational courts, and accessory facilities (per 1,000 sq. ft.).	1.00

Exhibit A

	Public facilities	Public facilities with human occupancy such as fire stations, police stations, utility plants, etc. (per 1,000 sq. ft.). Public facilities without human occupancy not counted in density determination.	1.00
	Air transportation facilities	Air terminal, commercial facilities, and accessory facilities (per 1,000 sq. ft.) and 1 hangar (maximum of 10,000 sq. ft.) = 1 UE with each additional 1,000 sq. ft. of hangar space = 1 UE	1.00

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.090: ADDITIONAL REQUIREMENTS

When the planning commission deems necessary, with the reasons for such request being identified, the applicant may be required to provide other information or letters of feasibility, conduct studies and provide evidence indicating suitability of the area for the proposed master plan, including, but not limited to, groundwater protection, plant cover maintenance, geologic or flood hazard, erosion control, and any other physical or environmental matters necessary to fully identify the suitability of the area for the proposed master plan.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.100: DEVELOPMENT IN PHASES AND TIME OF APPROVAL

- A. If development within the RR zone is to be phased, each phase shall be of such size, composition and arrangement that construction, marketing and operation is feasible as a unit independent of any subsequent phases.
- B. The applicant must begin development within two (2) years from the time of final approval. The planning commission may grant one 24-month extension to the approval without needing to modify the master plan.
- C. Subsequent phases of a multiphase master plan development may begin prior to completion of earlier phases, in accordance with any phasing plan outlined in the development plan application approval.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.110: FEES

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee. See Consolidated Fee Schedule for amount of fee.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2021-22, 12-14-2021, eff. 1-1-2022)

17.14.120: APPENDIX A - APPROVAL PROCESS

See process flow chart adopted as part 2026 ordinance amendment on file in the Development Services office.

Exhibit A

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.130: APPENDIX B - ENVIRONMENTAL SUMMARY

The master plan submittal shall include an environmental summary, which consists of the information provided in the checklist on the following page. This checklist must be completed to show the developer has responded to all required criteria listed. For each information category, the developer must fill in the appropriate boxes with a check. Additionally, all reports, agency letters and other supporting documentation shall be attached to this checklist. Staff will review the checklist and attached materials and check the "complete" box if no additional work is required by the developer. The planning commission will review the staff's recommendation and determine if the materials are complete.

ENVIRONMENTAL IMPACT ANALYSIS CHECKLIST

R = Required information/submittal, nonmarked boxes indicate required only if staff or planning commission deem necessary.

Information Categories	Date Required	Report And Map	Agency Review And Comment	Best Management Practices	Complete Additional No Work Required	Documentation (Location within the submittal(s) that the information can be found, e.g., exhibit number or master plan page)
Topographic map	Map showing slopes, views and exposures	R	R	R		
Geological conditions and hazards	A map and brief statement and describing geologic conditions, structure and properties along with existing geological hazards	R	R	R		
Soils map and narrative	A map and brief statement describing soil types, properties and depths	R	R	R		

Exhibit A

Hydrology map and narrative	A map and brief report describing site hydrology, drainage, watersheds, existing bodies of water, groundwater conditions, shorelines, and wetlands	R	R	R		
Water quality report	Identification and discussion of waters shown on the project's hydrology maps and potential for proposed development to affect the site's water quality. Mitigation of impacts and compliance with regulations	R	R	R		
Air quality report	A brief statement describing climate and wind factors	R	R	R		
Vegetation report	Statement describing the site's vegetation considerations and a letter or review from the division of forestry-fire and state lands	R	R	R		
Wildlife report	Statement describing the site's wildlife and habitat considerations and a letter or review from the division of wildlife resources	R	R	R		
Cultural resources report	A brief statement describing cultural resources, including historic and archaeological sites and finds, and provide a letter from Utah State Historical Society with their findings (if any) on the site	R	R	R		
Traffic impact report	A statement describing road traffic impacts of the proposed development	R	R	R		

Environmental impact analysis checklist: To complete the checklist the following information is provided under each criteria to assist in contacting the appropriate agency. Not all agencies will provide review of comment but every effort should be made to respond to the needed information as possible. Different agencies have individual reviewing requirements and it is the responsibility of the applicant to work with these agencies.

TOPOGRAPHIC MAP

Summary: US geological survey 7.5 minute topographical quadrangle maps.

Exhibit A

Contact Agencies:

Utah State Department Of Natural Resources
Map Library
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

GEOLOGIC CONDITIONS AND HAZARDS

Law/Regulation: Chapter 17.18, "Sensitive Areas", of this title. After January 1, 2003, all projects will need to document consistency with Bear River natural hazard mitigation plan.

Summary: Cache County has a very high potential for a number of different geologic hazards that may pose problems for development. Consideration of geologic conditions and hazards should involve both analyzing the impact of these conditions and hazards on the proposed project and impact of the existing environment on the proposed project. The report should identify all geologic conditions and potential hazards which include proximity to all earthquake faults, area of landslide potential, steep slopes and other geologic hazards.

Contact Agencies:

Utah State Department Of Natural Resources
Geological Survey
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

Bear River Association Of Governments
Community Development
170 North Main
Logan, UT 84321

SOILS

Summary: From the soil survey of the Cache valley area (USDA - natural resources conservation service, 1974) determine the type and quality of soil for your project and surrounding areas. Consideration should be given to the potential effects of the different soil types on the project and potential hazards that may exist: refer to table 4 - engineering interpretation for soil.

Contact Agencies:

United States Department Of Agriculture
Natural Resources Conservation Service
1860 North 100 East
North Logan, UT 84341

North Cache Or Blacksmith Fork Soil Conservation District
1860 North 100 East
North Logan, UT 84341

HYDROLOGY

Exhibit A

Law/Regulation: Clean water act.

Summary: The hydrology of Cache County is a complex and critical natural resource. Consideration should be given to the potential impacts of a project on the hydrology of Cache County and protection of this critical natural resource.

Contact Agencies:

United States Army Corps Of Engineers
Salt Lake City, Utah

United States Environmental Protection Agency
Region VIII
Denver, Colorado

Cache County Water Advisory Board
160 North Main
Logan, UT 84321

WATER QUALITY REPORT

Law/Regulation: All projects within Cache County are subject to the requirements of the EPA's national pollutant discharge elimination system regulations and state permits.

Summary: Projects of one acre or larger will be required to submit and receive approval of a discharge permit from the state division of water quality.

Contact Agencies:

Utah State Department Of Environmental Quality
Division Of Water Quality
288 N. 1460 W.
P.O. Box 144870
Salt Lake City, UT 84114

AIR QUALITY

Law/Regulation: Clean air act 42 USC 7400 et seq. Potentially applicable to all proposed activities. Air quality is an impact category for which specific federal and nonfederal governmental standards exist.

Summary: Consideration of air quality involves both analyzing the impact of the proposed project on air quality in the community and impact of the existing environment on the proposed project forecasting. It depends on project size, type and its location (i.e., the suitability of the particular location for the type of project planned).

Contact Agencies:

Utah State Department Of Environmental Quality
Division Of Air Quality
288 N. 1460 W.
P.O. Box 144870
Salt Lake City, UT 84114

Exhibit A

VEGETATION

Law/Regulation: All applicable federal, state and local regulation.

Summary: Consideration should be given to the potential impacts of the project on existing vegetation to protect property from potential fire hazards that may exist for the project.

Contact Agencies:

Utah State Division Of Forestry-Fire And State Lands
Bear River Area
1780 N. Research Parkway, Suite 104
North Logan, UT 84341

WILDLIFE

Law/Regulation: Endangered species act.

Summary: Consideration should be given to the potential impacts of the project on the wildlife and potential endangered species that are within the project area and off site impact should be evaluated.

Contact Agencies:

United States Department Of Agriculture
U.S. Fish And Wildlife Service
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

Utah State Department Of Natural Resources
Division Of Wildlife Resources
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

CULTURAL RESOURCES

Law/Regulation: The national historic preservation act of 1966.

Summary: Consideration should be given to any manmade structures that are fifty (50) years and older. These structures should be identified and determined if they are historically significant. All archaeological sites should be identified and documented.

Contact Agencies:

Utah State Department Of Community And Economic Development
State Division Of History
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

TRAFFIC IMPACT

Law/Regulation: Subject to current Cache County road policies and Utah state department of

Exhibit A

transportation requirements.

Summary: Considerations should be given to the impacts of all road systems within and accessing the project. A traffic impact analysis and/or study may be required of the applicant at the discretion of the county.

Contact Agencies:

Utah Department Of Transportation Region 1
169 North Wall Avenue
P.O. Box 12580
Ogden, UT 84412

Cache County Road Department
525 North 1000 West
Logan, UT 84321

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.140: APPENDIX C - FISCAL ANALYSIS

The master plan application shall include a fiscal analysis, which consists of the following information:

A. Onetime Revenue Sources:

1. An estimate of fees (e.g., planning, engineering, subdivision, approvals, etc.) that will be generated to Cache County from processing the master plan, individual development plans, subdivisions and building permits with Cache County.

B. Ongoing Revenue Sources:

1. An estimate of annual tax revenue to Cache County (e.g., property taxes, sales taxes, transient taxes, etc.) generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
2. An estimate of annual tax revenue to Cache County schools generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
3. An estimate of annual tax revenue to Cache County service providers (e.g., service districts, public safety and health, etc.) generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
4. The analysis shall show the allocations of such tax revenue to various county funds, uses and organizations.

C. Expenses:

1. Introductory letters from all service providers based in Cache County outlining the anticipated costs for services;
2. Introductory letters from all service providers not based in Cache County outlining the

Exhibit A

anticipated terms and costs for necessary interlocal service agreements.

The fiscal analysis shall be prepared by the applicant using input from Cache County, Cache County service providers, non-Cache County service providers, and other relevant public agencies. Estimates shall be based on the full master plan at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out.

The analysis will be prepared in a printed, bound report containing an overall analysis summary page, summary pages for each subcomponent of the analysis and copies of the variables, assumption and backup material used to conduct the analysis.

The analysis will be presented to the director of development services for initial, detailed review as part of the master plan application required materials. The director will incorporate an assessment of the financial analysis in his or her recommendation to the planning commission.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

Exhibit B

CHAPTER 17.14 RESORT RECREATION (RR) ZONE

17.14.010: (RESERVED)

17.14.020: GENERAL REQUIREMENTS

17.14.030: MASTER PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

17.14.040: [DEVELOPMENT STANDARDS](#) ~~DEVELOPMENT AGREEMENT~~

17.14.050: SUBDIVISION OF MASTER PLANNED LAND

17.14.060: DEVELOPMENT PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

17.14.070: OPEN SPACE

17.14.080: UNIT EQUIVALENT DENSITY

17.14.090: ADDITIONAL REQUIREMENTS

17.14.100: DEVELOPMENT IN PHASES AND TIME OF APPROVAL

17.14.110: FEES

17.14.120: APPENDIX A - [APPROVAL PROCESS](#)

17.14.130: APPENDIX B - ENVIRONMENTAL SUMMARY

17.14.140: APPENDIX C - FISCAL ANALYSIS

17.14.010: (RESERVED)

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.020: GENERAL REQUIREMENTS

- A. Property shall be rezoned through the County rezone process (section 17.02.030 of this title) prior to the Master Plan submittal.
- B. Development within the RR Zone shall adhere to the standards set forth in this land use ordinance and the Utah Condominium Ownership Act as set forth in Utah Code Annotated title 57, chapter 8, as amended.
- C. In order to support the intended recreational uses of the RR Zone and allow for open spaces and buffer zones within proposed developments, the minimum acreage within the zone is two thousand (2,000) acres.
- D. Properties adjacent to an RR Zone property and wishing to rezone to the RR Zone must either: 1) meet the RR Zone requirements independently; or 2) establish agreements between the property owners' association and submit for amendment of the Master Plan of the adjacent RR Zone property.
- E. The primary uses shall be resort and recreation oriented, and shall include, but not be limited to, ski and/or golf facilities and at least one residential/commercial core village. For clarification of this section, the following definition shall be used:
 1. A ski area as a minimum shall include not less than two (2) double chair lifts.
 2. A golf facility shall be as a minimum a certified regulation 18-hole golf course with not less than par seventy (70) as per the USGA.
- F. Culinary water, sewer, power, telecommunications, and other utility services shall be provided by central systems serving the entire Master Plan development area (e.g., service districts, private companies, public utilities, etc.).
- G. Construction, development, maintenance and snow removal on interior roads shall be the responsibility of the developer and, as appropriate, will become the responsibility of the property owners' association, as defined in the development agreement.

Exhibit B

- H. The County shall require such an arrangement of structures and open space within the RR Zone as necessary to assure that the purpose of this zone is achieved:
1. In no case shall total coverage of hard surface development, buildings and structures be greater than ten percent (10%) of the total project area.
 2. Perimeter fencing of homesites and development parcels will not be permitted.
 3. The County may require perimeter fencing of the property boundary, as necessary.
 4. Commercial areas should provide the density, building mass, scale and visual feeling of a pedestrian mountain resort community.
 5. A buffer zone of open space, setbacks or yards between the RR zone and adjacent land, with noncompatible uses, shall be required in accordance with applicable state or local laws.
 6. Subdivision boundaries within the RR zone shall conform to county lines.
 7. Unit clustering is encouraged, especially in commercial or "village" areas.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.030: MASTER PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

(For a graphical description of the process outlined here, please see section 17.14.120, "Appendix A - Approval Process", of this chapter.)

The master plan shall be submitted as a conditional use for permit issuance in accordance with section 17.06.050 of this title.

- A. Submit Master Plan Application: The following information is required for master plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the director of development services or planning commission as necessary to evaluate the proposed master plan.
1. A master plan application, provided by the director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the master plan.
 2. A master plan, at a convenient scale of not more than one inch equals four hundred feet (1" = 400'), or at a scale as approved by the director. ~~A minimum of eleven (11) paper copies shall be presented to the director, as part of the master plan application. The director may request additional copies if required.~~ The master plan shall show the following:
 - a. Vicinity Map: Vicinity map showing location of property;
 - b. Statement Of Restrictions: A statement of all existing restrictions on the use of land, including easements, restrictions or covenants;
 - c. Features: Existing and proposed features (may be shown on separate, numbered pages).
 - (1) Existing conditions map, showing vegetation and existing site features;
 - (2) The approximate location of all existing structures and other significant physical and topographic features presently located on the property;
 - (3) Contour lines based on USGS datum with intervals of not more than twenty feet (20'), which contour lines shall extend a minimum of one

Exhibit B

hundred feet (100') beyond the proposed development boundary;

- (4) Slope map, indicating slopes ranging between zero to seven percent (0-7%), seven to ten percent (7-10%), ten to fifteen percent (10-15%), fifteen to twenty percent (15-20%), twenty to twenty five percent (20-25%), and over twenty five percent (25%);
- (5) The approximate location of any registered historic sites;
- (6) The approximate location of potential wetlands;
- (7) FEMA floodplain delineation.

d. Concepts: General development concepts:

- (1) Site plan of the proposed uses showing general building locations, and requested densities;
- (2) Designations of proposed ownership of areas shown on site plan as being private, part of a condominium, common area or dedicated open space;
- (3) Proposed locations of site improvements such as plazas, tennis courts, ski runs, golf courses, pools, and similar improvements;
- (4) Proposed road locations and other circulation features;
- (5) Proposed intersections with existing roads;
- (6) Preliminary architectural and landscaping theme drawings;
- (7) Proposed phasing schedule, if any.

e. Services:

- (1) All utilities available (if any) and proposed easements for new utility services or relocated utility services;
- (2) Additional proposed features such as systems of drainage, sewage and water supply;

3. As applicable, a brief written statement from each of the following affected entities indicating the availability of current services, as well as the conditions and the impact of the development on such services:

County road superintendent;

Division of environmental quality (DEQ);

EMT response/protection service provider(s);

Fire department;

Health department;

School district(s);

Sewer service district(s);

Exhibit B

Sheriff;
State water engineer;

Stormwater management and control agency;

UDOT;

Waste removal and disposal service provider(s); and

Water service district(s).

4. A title report for the property under the master plan provided by a title company within thirty (30) days of the date of master plan application;
5. A tax clearance from the county treasurer indicating that all taxes, interest and penalties owing for the property have been paid;
6. An environmental summary (see section 17.14.130, "Appendix B - Environmental Summary", of this chapter);
7. A financial analysis (see section 17.14.140, "Appendix C - Fiscal Analysis", of this chapter);
8. ~~The proposed development agreement (see section 17.14.040 of this chapter);~~
9. The name and address of the property owner(s) and all adjoining property owners as disclosed by the most recent plat map.

B. Approval Of Master Plan: After the applicant has submitted the master plan information as described above, the planning commission will approve, approve with conditions or deny the master plan application.

1. After receiving the applicant's submittal, the director will review the master plan application and determine if the required information provided is complete. The director will make a recommendation on the proposed plan to the planning commission and schedule the master plan for review on the planning commission's next available agenda.

If the director feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the director to continue the master plan approval process.

2. The planning commission will review the master plan and will approve, approve with conditions or deny the master plan.
 - a. Approval by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.
 - b. Approval with conditions by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to meet the conditions of the commission and proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.
 - c. Denial of the master plan by the planning commission means the applicant cannot proceed with the process for signature of the development agreement by the county council nor by submitting the development plan application and must either: 1)

Exhibit B

resubmit a revised master plan and begin the process with the planning commission again; 2) appeal the decision to the board of adjustments; or 3) elect to not pursue a master plan any further.

3. The developer may request changes to an approved master plan. Minor changes to the master plan, as determined by the director, may be authorized by the director if required by engineering or other circumstances not foreseen at the time the master plan was approved. The director may also request review by the planning commission to determine if a proposed change requires a master plan amendment. The planning commission shall review all proposed master plan amendments, using the approval of master plan procedure as described in this section, to determine approval of the amendment to the master plan if the intent of the RR zone is maintained and the county does not receive added significant negative impacts.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.040: DEVELOPMENT STANDARDS

- A. Development standards shall be specific to each approved Master Plan in the Resort Recreation (RR) Zone.
- B. As a condition of approval of a Master Plan, the proponent of the resort recreation use must submit proposed development standards as an ordinance amendment. The development standards must be adopted by the Land Use Authority into Chapter 17.14 as an appendix, prior to submitting applications for subdivisions, development plan applications, zoning clearances, building permits, and the like.
- C. Within the boundary of an approved Master Plan, parcel legality is not applicable. However, the creation of new lots/parcels must follow the county subdivision regulations in title 16 of this code. Density is based solely on the Unit Equivalent Density as approved in the Master Plan and subsequently applied to subdivisions and/or development plan applications. It is the responsibility of the applicant/developer to track the density units and provide that information to the County as part of each application submittal.
- D. Development standards adopted for an approved Master Plan do not supersede any local, state or federal laws and/or regulations nor any state-adopted codes, including, but not limited to the International Fire Code, Uniform Building Code, and the like.

17.14.040: DEVELOPMENT AGREEMENT

~~(For a graphical description of the process outlined here, see section 17.14.120, "Appendix A- Approval Process", of this chapter.)~~

- ~~A. Creation Of Development Agreement: After the applicant has obtained approval of the master plan as described above, the approval shall be put in the form of a development agreement.
 1. The development agreement shall be in a form approved by the county attorney.
 2. The development agreement shall contain, at a minimum, the following:
 - a. A legal description of the land;
 - b. All relevant zoning parameters including all findings, conclusions and conditions of approval;
 - c. A description of approved density and uses for the project;
 - d. A copy of the approved plans, including master plan, site plans, architectural plans,~~

Exhibit B

~~landscape plans, grading plan, trails and open space plans, and other plans which are a part of the master plan approval by the planning commission;~~

- ~~e. A description of all developer exactions or agreed upon public and private dedications and commitments;~~
 - ~~f. The developer's agreement to pay specified service provider fees;~~
 - ~~g. The form of ownership anticipated for the project property owners' association and operating description;~~
 - ~~h. Project phasing plans and schedules;~~
 - ~~i. Other specific requirements, rights and peculiarities pertinent to the project;~~
 - ~~j. The development agreement shall contain language, which allows for minor, facility specific modifications to occur to the approval without revision of the development agreement.~~
- ~~3. Review of the master plan application or following approval of such master plan, the applicant will submit a completed development agreement reflecting the results of the master plan approval to the planning commission for review.~~
- ~~4. The planning commission will make a recommendation on the development agreement to the county council.~~

~~B. Signing Of Development Agreement: Upon the planning commission's recommendation, the development agreement shall be reviewed by the county council. The county council chairperson and the applicant(s) shall sign the development agreement as presented or as amended by the county council upon the recommendation of the county attorney's office within six (6) months of the date of the master plan recommendation by the planning commission. Failure to act by the county council shall constitute a denial. The development agreement shall be filed for recording with the county recorder's office at the applicant's expense.~~

~~(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)~~

17.14.050: SUBDIVISION OF MASTER PLANNED LAND

(For a graphical description of the process outlined herein, see section 17.14.120, "Appendix A - Approval Process", of this chapter.)

An approved master plan may be subdivided or resubdivided at any time. The subdivision approvals process will follow the county subdivision regulations in title 16 of this code.

Subdivision can take place either prior to or concurrent with a development plan application.

~~(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)~~

17.14.060: DEVELOPMENT PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS

(For a graphical description of the process outlined herein, see section 17.14.120, "Appendix A - Approval Process", of this chapter.) F15

- A. Submit Development Plan Application: The following information is required for development plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the director of development services or planning commission as necessary to evaluate the proposed development plan. The development plan application may be submitted

Exhibit B

for individual phases, individual parcels or for the entire master plan.

1. A development plan application, provided by the director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the development plan.
2. A development plan, at a convenient scale of not more than one inch equals one hundred feet (1" = 100'), or at a scale as approved by the director. ~~A minimum of eleven (11) paper copies shall be presented to the director, as part of the development plan application. The director may request additional copies if required.~~
3. The development plan shall show the following:
 - a. All mapped information shall be prepared in a neat and legible manner in ink. All map data shall be prepared at an engineer's scale not more than one inch equals one hundred feet (1" = 100'). The exterior tract dimensions and boundaries must be based on actual ground survey made by a registered engineer or registered land surveyor. The sheets prepared shall be numbered in sequence if more than one sheet is used and shall be of such size as is acceptable for filing in the office of the county recorder.
 - b. Contour lines based on USGS datum with intervals of not more than five feet (5') for parcels with a general slope of greater than thirty percent (30%), or intervals of not more than two feet (2') for parcels with a general slope of less than or equal to thirty percent (30%), which contour lines shall extend a minimum of one hundred feet (100') beyond the proposed development boundary.
 - c. If a drainage channel borders the proposed development, the additional distance necessary to show the far side of the drainage facility can be shown on an accompanying engineering drawing.
 - d. A vicinity map showing the proposed development and its location within the project.
 - e. Existing property description:
 - (1) Location of property by government lot, section, township and range and/or by metes and bounds description, with map indicating graphic scale, north arrow, acres and date.
 - (2) The location and dimensions of exterior boundary lines of the property to be expressed to the nearest hundredth of a foot and all other boundary lines to be expressed in feet.
 - (3) The location of property with respect to surrounding property and streets, the names of adjoining subdivisions or parcels, the land uses of the adjoining areas, and the names of adjoining streets.
 - (4) The location, width and names of existing rights of way.
 - (5) The location, width or dimensions, and purpose of existing easements.
 - (6) The location of existing water bodies, streams and other pertinent features such as swamps, drainage ditches, parks, cemeteries, buildings, railroad rights of way and bridges.
 - (7) The location and width of all proposed streets, street centerlines and easements, alleys, trails and other public ways, easement and proposed street rights of way, and building setback lines.
 - (8) The location, dimensions and areas of all proposed or existing lots.

Exhibit B

- (9) The location and dimensions of all property proposed to be set aside for park or playground use, or other public or private reservation, with designation of the purpose thereof, and conditions, if any, for the dedication or reservation.
- (10) All utility facilities existing and proposed throughout the development shall be shown on the development plan or on accompanying engineering plans.
- (11) Location of known geologic hazards, watercourses, rock outcroppings and existing wooded areas or trees eight inches (8") or more in diameter, measured four feet (4') above ground level.
- (12) Location and direction of flow of all watercourses on the property under consideration and abutting properties.
- (13) Location, sizes, elevations and slopes of existing sewers, water mains, culverts and other underground structures within the property under consideration and immediately adjacent thereto; existing permanent building and utility poles on or immediately adjacent to the site; and utility rights of way.

f. Property survey control:

- (1) Two (2) primary control points, approved by the county surveyor and "ties" to such control points. Primary control points must be public land survey corners or officially recognized corners with corner perpetuation and filing number shown.
- (2) Location, description and size of monuments that are set or found (all monuments found, existing or accepted and used in the survey shall be marked with the license number of the surveyor).
- (3) Location of street survey monuments.
- (4) Ties to all controlling corners.
- (5) Sufficient data acceptable to the county surveyor's office to determine readily the location, bearing and length of all lines and to reproduce such lines upon the ground.

g. If the applicant plans a phased development of the area contained in the development plan, the respective areas of development shall be shown on the development plan as to the area and priority of development.

h. Grading plan, noting the maximum street gradient, street sections, and all cuts and fills, which may be on an accompanying engineering drawing.

i. Indication of land uses within the property.

j. Proposed street names, and, if pertinent, the lot layout and numbering of all lots and blocks. All lots in each block shall be consecutively numbered. Outlots shall be lettered in alphabetical order. Include dimensions of each lot.

k. A plan designating limits of disturbance or building pads and utility corridors and connections for each parcel and for improvements, such as utilities and roads.

l. The name of the proposed development shall be shown.

m. All maps shall indicate the name of the person or firm responsible for the drawing and the date drawn in order to facilitate further reference to the information.

Exhibit B

4. Ownership:

- a. The name and address of the owner or owners, the name and address of the developer if other than the owner, the name of the land surveyors, the name of the author of the property report, and the citation of last instrument conveying title to each parcel of property involved in the proposed development.
 - b. Citation of any existing legal rights of way or easements affecting the property.
 - c. Existing covenants on the property, if any.
5. A copy of the project's architectural and design guidelines, if not part of the adopted development standards for the master plan.
6. A copy of the project's draft CC&Rs.
7. A copy of the declaration and bylaws of the development pursuant to the Utah condominium ownership act.
8. Any special agreements, conveyances, easements, restrictions or conditions, which will govern the use, maintenance and continued protection of the development and any of its common areas, open space and facilities.
9. Names of adjoining property owners from the latest assessment rolls within three hundred feet (300') of any perimeter boundary of the property under consideration.
10. If the development plan application includes a subdivision of property, application for subdivision shall be made under the applicable requirements and process of [Title 16, subdivision regulations](#), of the county ~~code subdivision ordinance 2000-16/17~~, either prior to or concurrent with the development plan application.

B. Approval Of Development Plan: After the applicant has submitted the development plan information as described above, the planning commission will approve, approve with conditions or deny the development plan application.

1. After receiving the applicant's submittal, the director will review the development plan application and determine if the required information provided is complete. The director will make a recommendation on the proposed plan to the planning commission and schedule the development plan for review on the planning commission's next available agenda.

If the director feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the director to continue the development plan approval process.

2. The planning commission will review the development plan and will approve, approve with conditions or deny the development plan.
 - a. Approval by the planning commission allows the applicant to proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing a building permit.
 - b. Approval with conditions by the planning commission allows the applicant to meet the conditions of the commission and proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing a building permit.
 - c. Denial of the development plan application by the planning commission means the applicant cannot proceed by developing the project and must either: 1) resubmit a revised development plan application and begin the process with the planning commission again; 2) appeal the decision to the board of adjustments; or 3) elect to not pursue a development plan application any further.

Exhibit B

3. The applicant must begin development within two (2) years from the time of receiving an approved development plan, unless otherwise designated by the county council in the development agreement.

C. Changes To Approved Plans: Minor changes in the location, site plan or character of buildings and structures may be authorized by the director if required by engineering or other circumstances not foreseen at the time the development plan was approved. No change authorized by the director under this section may increase the size of any building or structure more than ten percent (10%), nor change the location of any building or structure more than ten feet (10') in any direction. The planning commission must approve all other changes to the development plan application using the approval of development plan application procedure.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.070: OPEN SPACE

A. Functional and aesthetic open space (including buffer zones) are essential parts of the RR zone.

B. Participants in the approval processes shall identify what is to be considered as open space by using the following parameters as a guide:

1. Waterways, water bodies, manmade water features, wetlands, steep slopes, and other areas to remain undeveloped shall count toward the open space requirement.
2. Active, nonhard surface recreation areas, such as golf, skiing, hiking and biking trails shall count toward the open space requirement.
3. Common park areas with passive (landscaping, lawn areas, picnic and bench areas) and active areas (soccer fields, baseball diamonds, tennis courts, fishing ponds, playgrounds, and park gazebos) are encouraged and shall count toward the open space requirement, provided they are used for scenic, landscaping or recreation purposes and they are located on land which is accessible and available to all occupants of dwelling units for whose use the common park area is intended.
4. Buffer zones along the property boundaries shall count toward the open space requirement.
5. Portion of lots outside of designated building pads shall count toward the open space requirement if the area is preserved as natural forest, grasslands or pastureland.
6. Parking lots, parking area landscaping buffers, paved roads, service roads, private yards, buildings or structures, required setbacks for buildings or structures, and all subdivided parcels less than one acre shall not count toward the open space requirement.

C. Preservation, maintenance and ownership of open space within the development shall be accomplished by one or more of the following ~~(as rights and responsibilities are delineated in the development agreement)~~:

1. Designation of land to meet setback or other buffer zone requirements between the RR zone and adjacent properties; or
2. Designation of land as a park, parkway system or pasture for the use of resort property owners and resort guests using the resort's recreational facilities; or
3. Complying with the provisions of the condominium ownership act, Utah Code Annotated title 57, chapter 8, as amended, which provides for the payment of common expenses for the upkeep of the common area and facilities; or
4. The developer may retain ownership and responsibility for maintenance of the designated

Exhibit B

open space, and shall commit to such responsibility through written agreement with all parties who subsequently acquire ownership of property within the RR zone; or

5. The property owners' association may retain ownership and responsibility for maintenance of the designated open space, and shall commit to such responsibility through written agreement with all parties who subsequently acquire ownership of property within the RR zone.

D. Changes in the project's dedication of open space will be handled through the master plan amendment process.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.080: UNIT EQUIVALENT DENSITY

- A. Density of development is a factor of both number and the size of the structures built within a master planned development. Unit equivalents are used to better convey overall impacts of a project.
- B. As a physical limitation, total unit volume is a better determinant than number of units. Basing development density under the RR zone on a program of unit equivalents provides the county with clear expectations of the overall scope of development, yet enables the development flexibility to respond to changing market forces and demand.
- C. The unit equivalent structure outlined on the following page establishes the method for density determination within the RR zone:

DENSITY DATA CHART

	Use	Configuration	Unit Equivalent
Hotel commercial or multi-family residential	Hotel room	A room not to exceed 500 sq. ft., which includes bathroom areas, but not corridors outside of the room or foyers.	0.25
	Hotel suite/1 bedroom apartment	A suite or 1 bedroom apartment not to exceed 650 sq. ft., which includes bathroom and kitchenette areas, but not corridors outside of the room or foyers.	0.33
	Hotel or multi-family - A	An apartment with attached rooms not to exceed 1,000 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	0.50
	Hotel or multi-family - B	An apartment with attached rooms not to exceed 1,500 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	0.75
	Hotel or multi-family - C	An apartment with attached rooms not to exceed 2,000 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	1.00

Exhibit B

	Hotel or multi-family - D	An apartment with attached rooms not to exceed 2,500 sq. ft., which includes bathroom and kitchen areas, but not corridors outside of the room or foyers.	1.25
Single-family	Small single family lot	Separate, attached, or unattached homes with any number of rooms (e.g., patio homes, townhomes or condominiums), whose total area inside ranges from 2,500 sq. ft. to 5,000 sq. ft. (Permits 0 lot line units, shared wall units, and lockouts.)	1.00
	Single-family lot	1 single-family lot. (Permits 1 detached or attached accessory dwelling in addition to main house.)	1.00

Mixed use	Corporate retreat	A corporate retreat with residential uses and up to 10,000 sq. ft. of commercial uses with meeting and support space.	4.00
Commercial uses	Golf course facility	Clubhouse, bathrooms, maintenance, garage, food stand, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Equestrian facility	Stables, stalls, barn, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Ski area facility	Lodges, restaurants/bars, retail, and commercial space, maintenance areas, medical facilities, and all accessory buildings (per 1,000 sq. ft.).	1.00
	Commercial	Restaurant, retail, and other commercial space (per 1,000 sq. ft.).	1.00
	Recreation /a ctivity facility	Activity center, recreational courts, and accessory facilities (per 1,000 sq. ft.).	1.00
	Public facilities	Public facilities with human occupancy such as fire stations, police stations, utility plants, etc. (per 1,000 sq. ft.). Public facilities without human occupancy not counted in density determination.	1.00
	Air transportat io n facilities	Air terminal, commercial facilities, and accessory facilities (per 1,000 sq. ft.) and 1 hangar (maximum of 10,000 sq. ft.) = 1 UE with each additional 1,000 sq. ft. of hangar space = 1 UE	1.00

Exhibit B

17.14.090: ADDITIONAL REQUIREMENTS

When the planning commission ~~or county council~~ deems necessary, with the reasons for such request being identified, the applicant may be required to provide other information or letters of feasibility, conduct studies and provide evidence indicating suitability of the area for the proposed master plan, including, but not limited to, groundwater protection, plant cover maintenance, geologic or flood hazard, erosion control, and any other physical or environmental matters necessary to fully identify the suitability of the area for the proposed master plan.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.100: DEVELOPMENT IN PHASES AND TIME OF APPROVAL

- A. If development within the RR zone is to be phased, each phase shall be of such size, composition and arrangement that construction, marketing and operation is feasible as a unit independent of any subsequent phases.
- B. The applicant must begin development within two (2) years from the time of final approval, ~~unless otherwise designated by the county council in the development agreement~~. The planning commission may grant one 24-month extension to the approval without needing to modify the master plan ~~or associated development agreement~~.
- C. Subsequent phases of a multiphase master plan development may begin prior to completion of earlier phases, in accordance with ~~any the~~ phasing plan outlined in the development ~~plan application approval~~ ~~agreement~~.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.110: FEES

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee. See Consolidated Fee Schedule for amount of fee.[1]

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2021-22, 12-14-2021, eff. 1-1-2022)

17.14.120: APPENDIX A - APPROVAL PROCESS

See [process flow chart adopted as part 2026 ordinance amendment figures](#) on file in the [Development Services county](#) office.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.130: APPENDIX B - ENVIRONMENTAL SUMMARY

The master plan submittal shall include an environmental summary, which consists of the information provided in the checklist on the following page. This checklist must be completed to show the developer has responded to all required criteria listed. For each information category, the developer must fill in the appropriate boxes with a check. Additionally, all reports, agency letters and other supporting documentation shall be attached to this checklist. Staff will review the checklist and attached materials and check the "complete" box if no additional work is required by the developer. The planning commission will review the staff's recommendation and determine if the materials are complete.

ENVIRONMENTAL IMPACT ANALYSIS CHECKLIST

R = Required information/submittal, nonmarked boxes indicate required only if staff or planning commission deem necessary.

Exhibit B

Information Categories	Date Required	Report And Map	Agency Review And Comment	Best Management Practices	Complete Additional No Work Required	Documentation (Location within the submittal(s) that the information can be found, e.g., exhibit number or master plan page)
Topographic map	Map showing slopes, views and exposures	R	R	R		
Geological conditions and hazards	A map and brief statement and describing geologic conditions, structure and properties along with existing geological hazards	R	R	R		
Soils map and narrative	A map and brief statement describing soil types, properties and depths	R	R	R		

Hydrology map and narrative	A map and brief report describing site hydrology, drainage, watersheds, existing bodies of water, groundwater conditions, shorelines, and wetlands	R	R	R		
Water quality report	Identification and discussion of waters shown on the project's hydrology maps and potential for proposed development to affect the site's water quality. Mitigation of impacts and compliance with regulations	R	R	R		

Exhibit B

Air quality report	A brief statement describing climate and wind factors	R	R	R		
Vegetation report	Statement describing the site's vegetation considerations and a letter or review from the division of forestry-fire and state lands	R	R	R		
Wildlife report	Statement describing the site's wildlife and habitat considerations and a letter or review from the division of wildlife resources	R	R	R		
Cultural resources report	A brief statement describing cultural resources, including historic and archaeological sites and finds, and provide a letter from Utah State Historical Society with their findings (if any) on the site	R	R	R		
Traffic impact report	A statement describing road traffic impacts of the proposed development	R	R	R		

Environmental impact analysis checklist: To complete the checklist the following information is provided under each criteria to assist in contacting the appropriate agency. Not all agencies will provide review of comment but every effort should be made to respond to the needed information as possible. Different agencies have individual reviewing requirements and it is the responsibility of the applicant to work with these agencies.

TOPOGRAPHIC MAP

Summary: US geological survey 7.5 minute topographical quadrangle maps.

Contact Agencies:

Utah State Department Of Natural Resources
 Map Library
 1594 West North Temple, Suite 3110
 P.O. Box 146100
 Salt Lake City, UT 84114

GEOLOGIC CONDITIONS AND HAZARDS

Law/Regulation: Chapter 17.18, "Sensitive Areas", of this title. After January 1, 2003, all projects will need to document consistency with Bear River natural hazard mitigation plan.

Summary: Cache County has a very high potential for a number of different geologic hazards that may pose problems for development. Consideration of geologic conditions and hazards should involve both analyzing the impact of these conditions and hazards on the proposed project and impact of the existing environment on the proposed project. The report should identify all geologic conditions and potential

Exhibit B

hazards which include proximity to all earthquake faults, area of landslide potential, steep slopes and other geologic hazards.

Contact Agencies:

Utah State Department Of Natural Resources
Geological Survey
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

Bear River Association Of Governments
Community Development
170 North Main
Logan, UT 84321

SOILS

Summary: From the soil survey of the Cache valley area (USDA - natural resources conservation service, 1974) determine the type and quality of soil for your project and surrounding areas. Consideration should be given to the potential effects of the different soil types on the project and potential hazards that may exist: refer to table 4 - engineering interpretation for soil.

Contact Agencies:

United States Department Of Agriculture
Natural Resources Conservation Service
1860 North 100 East
North Logan, UT 84341

North Cache Or Blacksmith Fork Soil Conservation District
1860 North 100 East
North Logan, UT 84341

HYDROLOGY

Law/Regulation: Clean water act.

Summary: The hydrology of Cache County is a complex and critical natural resource. Consideration should be given to the potential impacts of a project on the hydrology of Cache County and protection of this critical natural resource.

Contact Agencies:

United States Army Corps Of Engineers
Salt Lake City, Utah

United States Environmental Protection Agency
Region VIII
Denver, Colorado

Cache County Water Advisory Board
160 North Main
Logan, UT 84321

Exhibit B

WATER QUALITY REPORT

Law/Regulation: All projects within Cache County are subject to the requirements of the EPA's national pollutant discharge elimination system regulations and state permits.

Summary: Projects of one acre or larger will be required to submit and receive approval of a discharge permit from the state division of water quality.

Contact Agencies:

Utah State Department Of Environmental Quality
Division Of Water Quality
288 N. 1460 W.
P.O. Box 144870
Salt Lake City, UT 84114

AIR QUALITY

Law/Regulation: Clean air act 42 USC 7400 et seq. Potentially applicable to all proposed activities. Air quality is an impact category for which specific federal and nonfederal governmental standards exist.

Summary: Consideration of air quality involves both analyzing the impact of the proposed project on air quality in the community and impact of the existing environment on the proposed project forecasting. It depends on project size, type and its location (i.e., the suitability of the particular location for the type of project planned).

Contact Agencies:

Utah State Department Of Environmental Quality
Division Of Air Quality
288 N. 1460 W.
P.O. Box 144870
Salt Lake City, UT 84114

VEGETATION

Law/Regulation: All applicable federal, state and local regulation.

Summary: Consideration should be given to the potential impacts of the project on existing vegetation to protect property from potential fire hazards that may exist for the project.

Contact Agencies:

Utah State Division Of Forestry-Fire And State Lands
Bear River Area
1780 N. Research Parkway, Suite 104
North Logan, UT 84341

WILDLIFE

Law/Regulation: Endangered species act.

Summary: Consideration should be given to the potential impacts of the project on the wildlife and potential endangered species that are within the project area and off site impact should be evaluated.

Exhibit B

Contact Agencies:

United States Department Of Agriculture
U.S. Fish And Wildlife Service
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

Utah State Department Of Natural Resources
Division Of Wildlife Resources
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

CULTURAL RESOURCES

Law/Regulation: The national historic preservation act of 1966.

Summary: Consideration should be given to any manmade structures that are fifty (50) years and older. These structures should be identified and determined if they are historically significant. All archaeological sites should be identified and documented.

Contact Agencies:

Utah State Department Of Community And Economic Development
State Division Of History
1594 West North Temple, Suite 3110
P.O. Box 146100
Salt Lake City, UT 84114

TRAFFIC IMPACT

Law/Regulation: Subject to current Cache County road policies and Utah state department of transportation requirements.

Summary: Considerations should be given to the impacts of all road systems within and accessing the project. A traffic impact analysis and/or study may be required of the applicant at the discretion of the county.

Contact Agencies:

Utah Department Of Transportation Region 1
169 North Wall Avenue
P.O. Box 12580
Ogden, UT 84412

Cache County Road Department
525 North 1000 West
Logan, UT 84321

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

17.14.140: APPENDIX C - FISCAL ANALYSIS

The master plan application shall include a fiscal analysis, which consists of the following information:

Exhibit B

A. Onetime Revenue Sources:

1. An estimate of fees (e.g., planning, engineering, subdivision, approvals, etc.) that will be generated to Cache County from processing the master plan, individual development plans, subdivisions and building permits with Cache County.

B. Ongoing Revenue Sources:

1. An estimate of annual tax revenue to Cache County (e.g., property taxes, sales taxes, transient taxes, etc.) generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
2. An estimate of annual tax revenue to Cache County schools generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
3. An estimate of annual tax revenue to Cache County service providers (e.g., service districts, public safety and health, etc.) generated from the master plan development at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out;
4. The analysis shall show the allocations of such tax revenue to various county funds, uses and organizations.

C. Expenses:

1. Introductory letters from all service providers based in Cache County outlining the anticipated costs for services;
2. Introductory letters from all service providers not based in Cache County outlining the anticipated terms and costs for necessary interlocal service agreements.

The fiscal analysis shall be prepared by the applicant using input from Cache County, Cache County service providers, non-Cache County service providers, and other relevant public agencies. Estimates shall be based on the full master plan at twenty five percent (25%), fifty percent (50%), seventy five percent (75%) and one hundred percent (100%) of build-out.

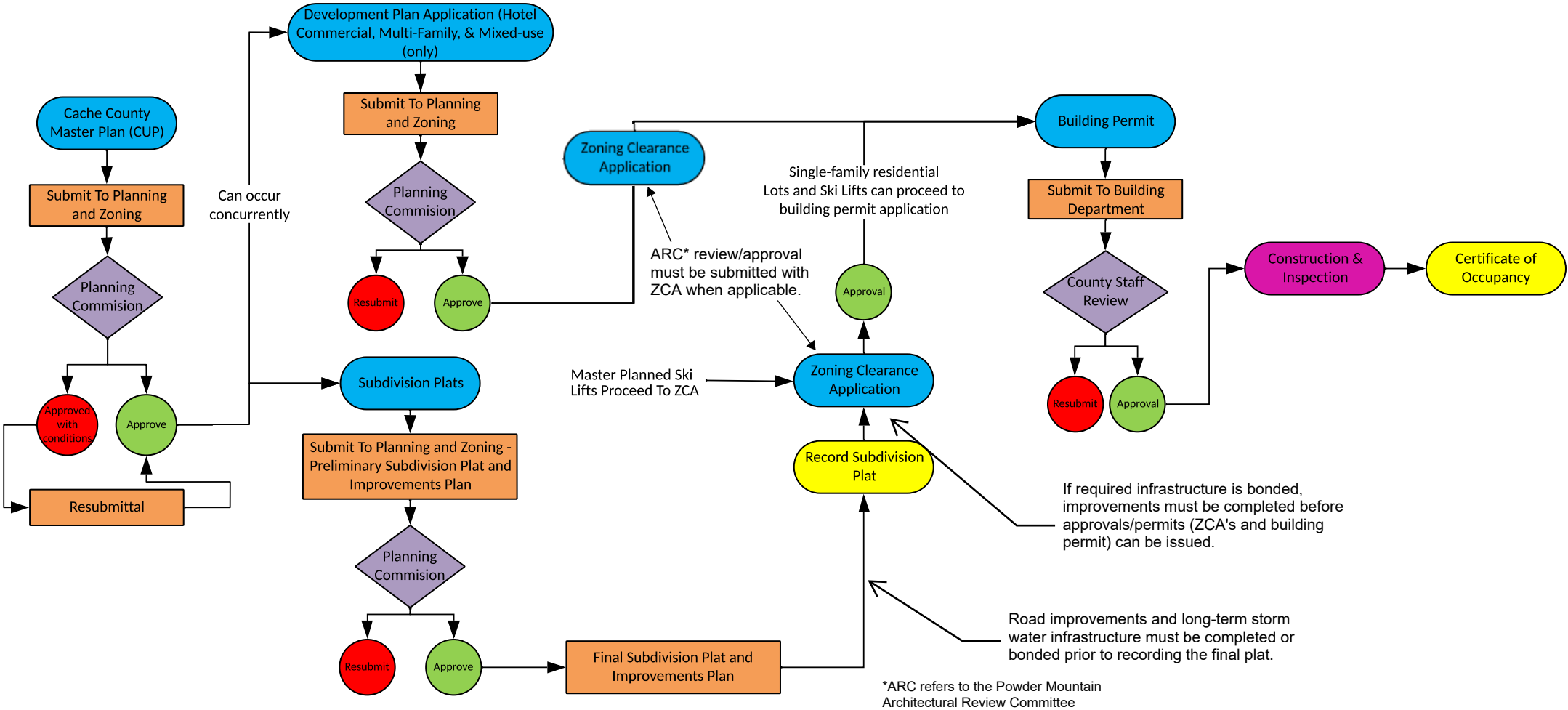
The analysis will be prepared in a printed, bound report containing an overall analysis summary page, summary pages for each subcomponent of the analysis and copies of the variables, assumption and backup material used to conduct the analysis.

The analysis will be presented to the director of development services for initial, detailed review as part of the master plan application required materials. The director will incorporate an assessment of the financial analysis in his or her recommendation to the planning commission.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

Cache County Development Process Chart

Chapter 17.14 Appendix A - Approval Process adopted per Ordinance 2026-21





Ordinance Amendment

Chapter §17.14
Resort Recreation (RR) Zone



Chapter 17.14 - Resort Recreation (RR) Zone

- Proposed amendments to Chapter 17.14 triggered by the Powder Mountain Master Plan application
- During the review & consideration of the Master Plan, it was noted that the County Code was not in compliance with State Code, specifically the section regarding Development Agreements (§17.14.040)
- The proposed amendments will remove that section of Chapter 17.14 and replace it with “Development Standards”
- Other minor clean-ups are proposed as well as adopting a new Appendix A - Approval Process

Proposed code changes - 17.14.040

17.14.040: DEVELOPMENT AGREEMENT

(For a graphical description of the process outlined here, see section 17.14.120, "Appendix A- Approval Process", of this chapter.)

- A. ~~Creation Of Development Agreement: After the applicant has obtained approval of the master plan as described above, the approval shall be put in the form of a development agreement.~~
 - 1. ~~The development agreement shall be in a form approved by the county attorney.~~
 - 2. ~~The development agreement shall contain, at a minimum, the following:~~
 - a. ~~A legal description of the land;~~
 - b. ~~All relevant zoning parameters including all findings, conclusions and conditions~~

Proposed code changes - 17.14.040

- ~~of approval;~~
 - ~~c. A description of approved density and uses for the project;~~
 - ~~d. A copy of the approved plans, including master plan, site plans, architectural plans, landscape plans, grading plan, trails and open space plans, and other plans which are a part of the master plan approval by the planning commission;~~
 - ~~e. A description of all developer exactions or agreed upon public and private dedications and commitments;~~
 - ~~f. The developer's agreement to pay specified service provider fees;~~
 - ~~g. The form of ownership anticipated for the project property owners' association and operating description;~~
 - ~~h. Project phasing plans and schedules;~~
 - ~~i. Other specific requirements, rights and peculiarities pertinent to the project;~~
 - ~~j. The development agreement shall contain language, which allows for minor, facility specific modifications to occur to the approval without revision of the development agreement.~~
- ~~3. Review of the master plan application or following approval of such master plan, the applicant will submit a completed development agreement reflecting the results of the master plan approval to the planning commission for review.~~
 - ~~4. The planning commission will make a recommendation on the development agreement to the county council.~~
- ~~B. Signing Of Development Agreement: Upon the planning commission's recommendation, the development agreement shall be reviewed by the county council. The county council chairperson and the applicant(s) shall sign the development agreement as presented or as amended by the county council upon the recommendation of the county attorney's office within six (6) months of the date of the master plan recommendation by the planning commission. Failure to act by the county council shall constitute a denial. The development agreement shall be filed for recording with the county recorder's office at the applicant's expense.~~

Proposed code changes - 17.14.040

17.14.040: DEVELOPMENT STANDARDS

- A. Development standards shall be specific to each approved Master Plan in the Resort Recreation (RR) Zone.
- B. As a condition of approval of a Master Plan, the proponent of the resort recreation use must submit proposed development standards as an ordinance amendment. The development standards must be adopted by the Land Use Authority into Chapter 17.14 as an appendix, prior to submitting applications for subdivisions, development plan applications, zoning clearances, building permits, and the like.
- C. Within the boundary of an approved Master Plan, parcel legality is not applicable. However, the creation of new lots/parcels must follow the county subdivision regulations in title 16 of this code. Density is based solely on the Unit Equivalent Density as approved in the Master Plan and subsequently applied to subdivisions and/or development plan applications. It is the responsibility of the applicant/developer to track the density units and provide that information to the County as part of each application submittal.
- D. Development standards adopted for an approved Master Plan do not supersede any local, state or federal laws and/or regulations nor any state-adopted codes, including, but not limited to the International Fire Code, Uniform Building Code, and the like.

Other minor proposed code changes

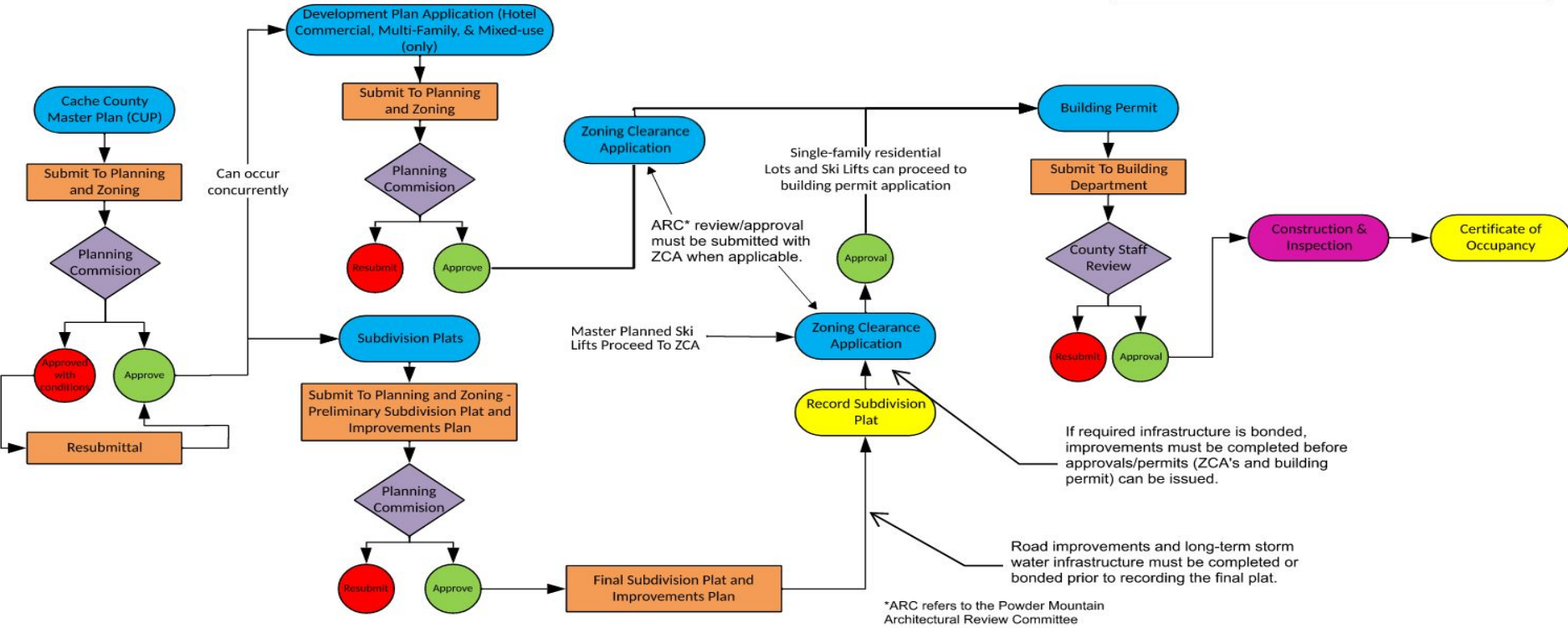
- Remove all references to Development Agreements
- Remove requirements to submit eleven (11) paper copies as part of the Master Plan application submittal
- Other miscellaneous language updates
- Appendix A - Approval Process

Appendix A - Approval Process

Exhibit C

Cache County Development Process Chart

Chapter 17.14 Appendix A - Approval Process adopted per Ordinance 2026-21



Planning Commission

- Public Hearing held April 2, 2026
- Recommended approval to County Council 6, 0