

Minutes of the Regular Meeting of the Ogden Valley Planning Commission for June 24, 2025. To join the meeting, please navigate to the following weblink at <https://webercountyutah.zoom.us/j/87659033458>, the time of the meeting, commencing at 5:00 p.m.

Ogden Valley Planning Commissioners Present: Janet Wampler (Chair), Jeff Barber (Vice Chair), Jeff Burton, Bryce Froerer, Mark Schweppe, Trevor Shuman, and Laura Warburton.

Staff Present: Rick Grover, Planning Director; Charlie Ewert, Principal Planner; Felix Lleverino, Planner; Tammy Aydelotte, Planner; Courtlan Erickson, Legal Counsel; Marta Borchert, Office Specialist.

- **Pledge of Allegiance**
- **Roll Call:** Chair Wampler conducted roll call indicated all Commissioners were present.

1. Minutes: April 29 and May 20, 2025.

Chair Wampler declared the minutes approved as presented.

Chair Wampler asked the Commissioners if they had any conflicts of interest or ex parte communications to declare; no declarations were made.

2. Administrative Items:

2.1 CUP 2024-13: Request for approval of a conditional use permit for a conference/education center located at 2630 North Highway 39, Huntsville. The project is known as Valo Refuge. Staff Presenter: Felix Lleverino

A staff memo from Planner Lleverino explained the applicant is requesting approval of a conditional use permit (CUP) for a conference/education center located in the Forest (F-5) zone. Each lot has a perfected well and a permitted septic system. Access to this land is from Highway 39, for which a UDOT Access Permit is obtained and included as Exhibit F to the application materials. The applicant intends to host conferences and educational courses with the option of overnight stays. The applicant has provided a detailed narrative that further describes the intended uses.

Mr. Lleverino reviewed her staff report and used the aid of a PowerPoint presentation to summarize staff's analysis of the proposal to ensure compliance with the following:

- General Plan
- Zoning regulations
- Conditional use standards
- Parking and loading space, vehicle traffic, and access regulations
- Design review standards

Mr. Lleverino concluded staff recommends approval of the Valo Refuge Conference and Education Center, subject to the applicant meeting the following conditions of approval in addition to any conditions of the various reviewing agencies or the Ogden Valley Planning Commission. Planning conditions of approval include:

1. The owner shall obtain and maintain a Weber County Business License.
2. The land use authority shall review any changes to the site or day-to-day operations beyond what is presented in the applicant
3. The site and all structures shall be kept and maintained for safety and good visual appearance.
4. Parking on Highway 39 is prohibited.
5. The water source and septic system are maintained, as directed by the Health Department.
6. The owner shall obtain final approval from the Weber Morgan Health Department before a conditional use permit is issued.
7. Requirements from the UDOT Access Permit are complete or escrowed before a conditional use permit is issued.
8. The hard surface parking lot is complete or escrowed before a conditional use permit is issued.

This recommendation is based on the following findings:

1. The proposed use is allowed in the F-5 Zone and meets the appropriate site development standards.
2. The criteria for issuance of a conditional use permit have been met because mitigation of potential detrimental effects can be accomplished.

The Commission engaged in high level discussion of the conditions of approval, specifically the conditions related to the water source and septic system.

Commissioner Shuman asked if the applicant has ever been in violation of the County's short-term rental (STR) regulations, to which Mr. Lleverino answered he is not aware of any violations.

Chair Wampler invited input from the applicant.

Mark Overdevest, property owner, stated he lives in Salt Lake City. He reported each of the units will have a kitchenette and small bathroom facilities with hot water. He was mindful of what would be easiest on the septic system when considering the design of the units. He addressed Commissioner Shuman's question, noting that the units have not been rented to date, so there should be no STR violations on file.

Vice Chair Barber asked if the units were present when Mr. Overdevest purchased the property. Mr. Overdevest answered no and indicated that only the pads upon which the units are located were present.

Commissioner Warburton asked Mr. Overdevest if he has any plans to expand the use of the property in the future. Mr. Overdevest indicated that he does not have any plans to expand at this time; he wants to follow all rules of the County and other service agencies. The current parking capacity is 10 vehicles and that will limit the use of the property. It would be nice to have a larger indoor area at some point, but he understands that may not be allowed.

Chair Wampler asked Mr. Overdevest if he reach out to adjacent properties to discuss access. Mr. Overdevest stated he has not had such discussions; his understanding is that the property behind his land is accessed by Causey Road, and it is mostly used for hunting.

Chair Wampler invited public input. There were no persons appearing to be heard.

Commissioner Shuman asked Mr. Lleverino if the number of parking spaces on the site is sufficient for the use. Mr. Lleverino stated there are some parking standard exceptions for seasonal operations; seasonal or agritourism uses have some exceptions to the concrete or paved parking requirements, but he does not see the conference/education center use listed as part of the uses that are eligible for an exception. For that reason, the applicant will likely be required to asphalt his parking area. Commissioner Shuman asked if the entire area would need to be asphalted, or if just the parking spaces could be asphalted; he asked if it is appropriate to include a condition of approval as part of the motion that would address parking standards. Mr. Lleverino stated that the parking area will need to be asphalted, and the Utah Department of Transportation (UDOT) wants the access to the site to be asphalted. The approach that leads from the access to the parking area could be compacted gravel, but the actual parking spaces must be hard surface. Mr. Overdevest stated the existing recreational vehicle (RV) parking pads are constructed of four-inch compacted gravel. Mr. Lleverino stated the applicant has requested that same material for the parking spaces because he feels it carries out the existing theme and nature of the property; he has also cited that it is more cost effective. The Commission discussed the parking standards and discretion they have, if any, to vary from the requirement for hard surface parking. Principal Planner Ewert state that the Commission does have some discretion for certain design standards, but not for the requirement for hard surface parking, which is concrete or asphalt. Commissioner Warburton asked if the Board of Adjustments (BOA) could consider the request to vary from the parking requirement. Mr. Ewert stated he would need to think about that a bit. Mr. Overdevest stated that other uses in the area have compacted gravel parking spaces and that was the basis for his request; he acknowledged, however, that those uses are classified as agritourism. Mr. Ewert stated that the BOA could consider a variance from the parking standards, or the applicant could pursue a land use code amendment that would allow for other materials for the parking area. Commissioner Warburton asked if the Commission could approve the application tonight, and Mr. Overdevest could apply for a variance after approval is granted. Mr. Ewert answered yes, specifically if the Commission does not include any condition of approval regarding the parking area. If the applicant does not pursue a variance, or if one is not granted, Planning staff will enforce the current ordinance, which requires hard surface parking spaces.

The Commission engaged in high level discussion with staff and the applicant regarding the reasoning behind a request to use compacted gravel for the parking areas;

Commissioner Froerer moved to approve application CUP 2024-13, a request for approval of a conditional use permit for a conference/education center located at 2630 North Highway 39, Huntsville. The project is known as Valo Refuge. Approval is based on the findings and subject to the conditions listed in the staff report, with the exception of condition #8 regarding hard surface parking. Commissioner Warburton seconded the motion. Commissioners Burton, Froerer, Schweppe, Shuman, Warburton, Vice Chair Barber, and Chair Wampler voted aye. (Motion carried on a vote of 7-0).

3. Public Comment for Items not on the Agenda:

There were no public comments.

4. Remarks from Planning Commissioners:

Chair Wampler stated she has a question regarding the brim trail; she was under the impression that it is a public trail on private land, and that impression was further solidified the last time Powder Mountain representatives came before the Commission to discuss an alteration to their road layout for the development and parking area at the brim. Powder Mountain communicated that the trail would stay open, but that they would remove the access points as part of the development. The word on the street now is that the brim trail is closed and she would like to know if that is the case. Mr. Ewert stated that he will need to research the matter and review the development agreement for the project; his understanding was that the trails were supposed to be open to the public, but he will look into the issue.

5. Planning Director Report:

Planning Director Grover was not present; however, Principal Planner Ewert reported on the timing of the development of a water conservation component to be included in the General Plan. Work on the project has begun in the Western Weber Planning Area, but not yet for the Ogden Valley Planning Area. Planning staff has asked the County Commission if they want to work on the project for the Ogden Valley or defer to the new city once incorporation is completed. The deadline for creating the element is 2025, so if the project is deferred to the new city, they will be noncompliant upon their incorporation. He will report back to the Planning Commission once he has more information.

6. Remarks from Legal Counsel

There were no remarks from Legal Counsel.

The meeting adjourned at 5:44 p.m.

Respectfully Submitted,

Cassie Brown

Weber County Planning Commission