



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield Planning Commission will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, July 15, 2026**. The meeting will begin at 6:00 PM.

Welcome/pledge of allegiance and thought/prayer

1. Approval of the Planning Commission Meeting Minutes from May 20, 2026.
2. Public comment on items not on the agenda or not requiring a public hearing during the meeting.
3. Introduction and Public Hearing for the purpose of discussing Ordinance 2026-10, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.120 "Use Matrix Table", Section 17.120.010 "Use Allowance Matrix".
4. Discussion and possible vote on Ordinance 2026-10.
5. Introduction and Public Hearing for the purpose of discussing Ordinance 2026-09, an Ordinance amending the Smithfield City Construction & Design Standards, Part I "Design Standards", Chapter 2.0 "Street Design", Section 2.1 "General".
6. Discussion and possible vote on Ordinance 2026-09.
7. Introduction and Public Hearing for the purpose of discussing Ordinance 2026-11, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.08 "Administration", Section 17.08.070 "Violation; Penalty".
8. Discussion and possible vote on Ordinance 2026-11.
9. Commissioner Reports

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.



SMITHFIELD CITY PLANNING COMMISSION MINUTES May 20, 2026

The Planning Commission of Smithfield City met in the City Council Chambers at 96 South Main, Smithfield, Utah, at 6:00 p.m. on Wednesday, May 20, 2026.

Welcome/Pledge of Allegiance & thought/prayer by Jim Marshall

Members Present: Mike Beckstead, Jim Marshall, John Meier, Sarah Price, Brad Thatcher

Members Absent: Klydi Heywood, Lane Henderson

City Staff: Brian Boudrero, McKenzie Nelson

Visitors: Jessica Higginbotham, Becky Eck

6:00 p.m. Meeting called to order by Chairman Jim Marshall

Approval of the Planning Commission Meeting Minutes from April 15, 2026.

After review, Chairman Anderson declared the minutes from the April 15, 2026 meeting to stand as submitted; unanimously approved.

Public comment on items not on the agenda or not requiring a public hearing during the meeting.

Jessica Higginbotham representing the Smithfield Arts Council said their future goal is to get an arts center built in Smithfield so she is here to listen to the discussion on the Future Land Use Map.

Becky Eck hopes art is something that is important to the community because mental and social health is vital. Chairman Marshall asked about the vision for the center. Mrs. Eck said ideally it would have a place to present theater, display art, areas for classes and hands-on projects and a space for a choir.

Commissioner Reports

Chairman Marshall said the City has submitted application for Tier 1 status in the Utah Main Street Program. This is program is where grants can be received for assistance in upgrading and improving the Main Street corridor. Their methodology begins with an inventory of the parcels in the designated area.

The City Council has adopted the General Plan Update. There were a few changes from the version the Planning Commission had recommended but those changes will not affect the Commission's upcoming work. He thanked the members for all their hard work. The link for the General Plan can be found on the City's website.

The Community Planning & Engagement Committee met on Tuesday, May 12th. This is a new committee that consists of two members from the City Council, two members of the Planning Commission, Jim Marshall and Klydi Heywood, the City Manager and will include long term residents representing different neighborhoods in the City. The goal is to provide better communication between all the stakeholders. The identified priorities include The Master Transportation Plan which is anticipated to be completed within 60 days. The Commission will be able to review the draft plan. The committee would like to see an area plan for the southwest part of town. A plan for the southeast area, infill throughout the City, a Central Business District plan, and an entire City vision.

Discussion on the future land use map

The area west of Highway 91 between North Logan, Hyde Park and Smithfield has an industrial corridor that is rapidly building out. Industrial development is good for the City's tax base. One consideration is that industrial may be close to residential on the west side of the corridor and may take over agricultural land. The Commission viewed the land uses in that area. One of the concerns/questions is the best way to buffer the residential area.

Chairman Marshall tasked the Commission with an action item:

Assignment (for 2-3 Planning Commission Members) Beckstead, Thatcher

- Review the Future Land Use Map and parcel map for this area: roughly 100 East – 800 East and 300 South to the annexation boundary which long term will be 4400 North.
- Consider whether buffers are needed, and how that can be accomplished.
- Buffer zones drawn on the map.
- Revised code at Section 17.80 (M-1) and 17.72 (GC)
- Revised design standards.
- Consider where lines are drawn between future uses on the Future Land Use Map.
- Look at Hyde Park's code and standards and consider using similar their standards to some extent.
- Bring back recommendations in a 1-2 months that can be reviewed and then forward to City Council for consideration and review.

Commissioner Thatcher is happy to volunteer because this area of town has been discussed many times the last few months. He would like to see better clarification about what uses can be approved and where.

Commissioner Beckstead volunteered as well.

Chairman Marshall said Utah Land Institute and ULCT (Utah League of Cities and Towns) are both good sources.

Commissioner Beckstead stated that, in addition to aesthetics, buffer requirements should consider situations where existing agricultural fields are already incorporated into the

surrounding area. He asked whether, and if so how, potential impacts such as odors can be addressed.

Chairman Marshall responded that most communities have nuisance ordinances to address such concerns. He noted that typical impacts associated with commercial development include traffic, noise, odors, and pollution.

Mr. Boudrero stated that some of these issues can be mitigated through the Conditional Use Permit process.

Chairman Marshall pointed out where the Land Use Matrix is located in the City Code.

Update on the City Vision Project.

The City Council met with the USU LAEP Department on May 6th. Smithfield will be engaging with them on a visioning project over the next year.

The specific scope of the project is to be determined.

One of their final project reports, a project with Nibley City, can be reviewed to understand what the project could encompass.

USU will assign undergraduate and graduate students to work with the City. The project will begin in September 2026 once school is back in session.

Some of the ideas that were mentioned include the recently-purchased Tuveson property, on the northeast bench on 600 East, which will become a city park. The property where the old City offices were located at 69 North Main, parking downtown. The gateway area by the LDS Temple, the southwest part of the city, the southeast traffic corridor. Hyde Park and North Logan are proposing more high-density along this route, Wolfpack Way, Main Street, and possibly an Arts Center.

The more prepared the City is, the better the process will be. He encouraged members to provide ideas and bring back some suggestions that can be forwarded to the Community Engagement Committee. All comments can be emailed to staff.

MEETING ADJOURNED at 7:03 p.m.

Planning Commission Chair/Designee



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Welcome/pledge of allegiance and thought/prayer by Klydi Heywood.

1. Approval of Planning Commission Meeting Minutes from April 15, 2026.
2. Public comment on items not on the agenda or not requiring a public hearing during the meeting.
3. Commissioner Reports
4. Discussion on the future land use map
5. Update on the City Vision Project.

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.

ORDINANCE NO. 2026-10

WHEREAS, the City Council of Smithfield City, Cache County, Utah, passed and adopted the Smithfield Municipal Code on November 11, 2015; and

WHEREAS, the City Council has determined there is a need to update, repeal, amend and/or modify certain provisions contained in the referenced Municipal Code;

NOW, THEREFORE, the City Council of Smithfield City, Utah hereby adopts, passes and publishes the following:

**AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE
TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.120 “USE MATRIX
TABLE”, SECTION 17.120.010 “USE ALLOWANCE MATRIX”.**

BE IT ORDAINED BY THE CITY COUNCIL OF SMITHFIELD CITY, CACHE COUNTY, UTAH, AS FOLLOWS:

1. The following sections shall be amended as indicated. Those portions which are ~~struck out~~ shall be deleted and those that are highlighted in yellow shall be added.

17.120.010	USE ALLOWANCE MATRIX
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Taxidermy Shop/Studio – Conditional in “M-1”, “GC”, and “A” Zoning Districts

2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.
3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
4. This ordinance shall become effective after the required public hearings and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Smithfield Municipal Code above referred to.

Approved and signed this 12th day of August, 2026

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

2026-10 Taxidermy Use Matrix

July 15, 2026

This summary analysis of the proposed ordinance is based on previously adopted city codes and standard city development practices. This report is to be used to review and consider the proposed changes to the Smithfield Municipal Code. This proposal constitutes a [legislative](#) decision and should be considered as such.

Addition of Taxidermy to the Use Matrix Table

We have been receiving questions and inquiries about the potential for a taxidermy business in city limits. As this has not been considered before, we want to make sure that we are prepared for the eventual application. We are proposing to add "taxidermy" to the Use Matrix Table as a conditional use in the manufacturing, agricultural and general commercial zones.

The DWR (Division of Wildlife Resources) and Utah State Code have specific rules and limitations that currently govern taxidermy businesses within the state. They require a state license, mandatory animal tag review and record keeping that are all inspected by the DWR, for code reference see [UCA§23A-5-204](#) and [UAC R657-5-43](#).

Industrial and related uses:	CB	CC	CG	M-1	A	RA	R-1	RM	I-1	Gateway	Mixed-Use	MPC
Taxidermy	-	-	C	C	C	-	-	-	-	-	-	-



ORDINANCE NO. 2026-09

WHEREAS, the City Council of Smithfield City, Cache County, Utah, passed and adopted the Smithfield Municipal Code on November 11, 2015; and

WHEREAS, the City Council has determined there is a need to update, repeal, amend and/or modify certain provisions contained in the referenced Municipal Code

NOW, THEREFORE, the City Council of Smithfield City, Utah hereby adopts, passes and publishes the following:

AN ORDINANCE AMENDING THE SMITHFIELD CITY CONSTRUCTION & DESIGN STANDARDS, PART I “DESIGN STANDARDS”, CHAPTER 2.0 “STREET DESIGN”, SECTION 2.1 “GENERAL”.

BE IT ORDAINED BY THE CITY COUNCIL OF SMITHFIELD CITY, CACHE COUNTY, UTAH, AS FOLLOWS:

1. The following sections shall be amended as indicated. Those portions which are ~~struck out~~ shall be deleted and those that are highlighted in yellow shall be added.

2.1 GENERAL

- C. The arrangement of streets in new developments shall make provision for the continuation of the existing streets in adjoining areas and shall provide access to adjoining land that is not subdivided, insofar as such may be deemed necessary for public use by the Smithfield City Planning and Zoning Commission ~~or STRC~~. Streets shall be designed and constructed to the points of the compass. If geographical/geological conditions prevent this from being observed, any deviations must first be approved by the Smithfield City Planning and Zoning Commission ~~or STRC~~. The street arrangement shall not cause unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Minor streets shall approach the major or collector streets at an angle of not less than eighty-five (85) degrees.

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2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.
 3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
 4. This ordinance shall become effective after the required public hearings and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Smithfield Municipal Code above referred to.

Approved and Signed this 12th day of August, 2026.

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

2026-09 STRC Code Modification

July 15, 2026

This summary analysis of the proposed ordinance is based on previously adopted city codes and standard city development practices. This report is to be used to review and consider the proposed changes to the Smithfield Municipal Code. This proposal constitutes a [legislative](#) decision and should be considered as such.

Removal of the Term STRC from Construction and Design Standards

In the street design portion of the Construction and Design Standards [[CDS§Part 1 \(2.1\)\(C\)](#)], there is a requirement for a review and approval by the STRC (Subdivision Technical Review Committee). As this committee no longer exists and we use the Administrative Land Use Authority ([SMC§16.12.050](#)) the term needs to be removed from the city code. In addition, we are removing the words "and Zoning" from the Planning and Zoning Commission.

CDS§Part 1 (2.1)(C)

2.1 GENERAL

- C. The arrangement of streets in new developments shall make provision for the continuation of the existing streets in adjoining areas and shall provide access to adjoining land that is not subdivided, insofar as such may be deemed necessary for public use by the Smithfield City Planning ~~and Zoning~~ Commission. ~~or STRC~~. Streets shall be designed and constructed to the points of the compass. If geographical/geological conditions prevent this from being observed, any deviations must first be approved by the Smithfield City Planning ~~and Zoning~~ Commission. ~~or STRC~~. The street arrangement shall not cause unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Minor streets shall approach the major or collector streets at an angle of not less than eighty-five (85) degrees.



ORDINANCE NO. 2026-11

WHEREAS, the City Council of Smithfield City, Cache County, Utah, passed and adopted the Smithfield Municipal Code on November 11, 2015; and

WHEREAS, the City Council has determined there is a need to update, repeal, amend and/or modify certain provisions contained in the referenced Municipal Code

NOW, THEREFORE, the City Council of Smithfield City, Utah hereby adopts, passes and publishes the following:

**AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL
CODE TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.08
“ADMINISTRATION”, SECTION 17.08.070 “VIOLATION; PENALTY”.**

BE IT ORDAINED BY THE CITY COUNCIL OF SMITHFIELD CITY, CACHE COUNTY, UTAH, AS FOLLOWS:

1. The following sections shall be amended as indicated. Those portions which are ~~struck out~~ shall be deleted and those that are highlighted in yellow shall be added.

17.08.070 VIOLATION; PENALTY PROCESS

~~Any person, firm or corporation whether as principal, agent, employee or otherwise, violating or causing or permitting the violation of the provisions of this title shall be deemed guilty of a class C misdemeanor and subject to fines and penalties as provided. Upon conviction shall be sentenced to pay a fine not exceeding five hundred dollars (\$500.00) or by imprisonment in the county jail for a term not exceeding ninety (90) days. If the person violating this title is a corporation, association, partnership or other governmental instrumentalities, then upon conviction, said corporation, association, partnership or other governmental instrumentality shall be subject to a fine not to exceed one thousand dollars (\$1,000.00). Every person, firm or corporation shall be deemed guilty of a separate offense for each and every day during which any portion of any violation of this title is committed, continues or permitted by such person, firm or corporation.~~

Any individual or company, whether as the principle, agent or employee, who violates or permits the violation of the provisions of this title, will be subject to fines found in the prevailing fee schedule and the penalties as described in the process below.

- A. A warning notice in the form of a written letter will be sent, indicating the violation of a local zoning ordinance.
 1. The warning letter will indicate the violation, municipal code reference, in addition to the deadline and requirements for compliance. It will also include the contact information of a city official that can answer potential questions.
 2. The provided deadline will vary, depending on the type and situation of each violation.

B. If the recipient does not comply by the required deadline, a second letter will be sent, constituting a final notice of the zoning infraction.

1. The final notice letter will include the violation, municipal code reference in violation, a new deadline for compliance and cost of the fine that will be assessed for continued noncompliance. It will also include the contact information of a city official that can answer potential questions.
2. The provided deadline will vary, depending on the type and situation of each violation.

C. If the violation persists, zoning citations will be issued. The fines for violations are found in the approved prevailing fees and can be paid at the city office. All citations will be paid within ten (10) days after the date the citation is given.

1. The first citation will include the fine amount, the municipal code reference and the deadline for payment.
2. The final citation will include an increased fine amount, the municipal code reference and the deadline for payment.

D. In the event of further noncompliance and nonpayment, the city may;

1. Cause suit to be brought in an appropriate court of law by Smithfield City, together with reasonable attorney fees, interest and court costs;
2. Refer the matter to the county treasurer for inclusion in the tax notice of the property owner, said property lien will be placed on the parcel for the amount of the combined citations.

E. An appeal of the administrative decision may occur within ten (10) days of the first warning notice. An application and payment must be submitted to the city. The city appeal authority shall conduct such proceedings as an appeal of an administrative decision and shall uphold the decision of the City unless the decision is arbitrary and capricious, not supported by substantial evidence, or plainly illegal.

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2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.
 3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
 4. This ordinance shall become effective after the required public hearings and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Smithfield Municipal Code above referred to.

Approved and Signed this 12th day of August, 2026.

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

2026-11 Zoning Violation Process

July 15, 2026

This summary analysis of the proposed ordinance is based on previously adopted city codes and standard city development practices. This report is to be used to review and consider the proposed changes to the Smithfield Municipal Code. This proposal constitutes a [legislative](#) decision and should be considered as such.

Zoning Violation Process

The current municipal code utilizes a mix of criminal and civil statutes to enforce the zoning ordinances set by the city ([§17.08.070](#)). The vast majority of infractions that are received and reviewed in zoning code, do not need to be criminally enforced as is currently written. In addition, the process used to issue and administer these violations is vague and obscure.

This ordinance is proposed to implement and clarify the *process* for penalizing the violation of zoning code of Smithfield City. It is also proposed to reduce the cost of current fees adopted by the original code formed in 1995 ([§1.01.060](#)).

It is recommended that this ordinance includes the process (below) and the ability of appeal to said process.

1. An initial warning letter of the infraction or violation.
2. A second warning letter of the infraction or violation.
3. The issuance of a citation for the infraction or violation.
4. The second issuance of a citation for the infraction or violation.
5. A civil suit or property lien for nonpayment and noncompliance.

*For a more detailed description of the process, please review the corresponding ordinance.

