



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, November 19, 2025**. The meeting will begin at 6:30 PM.

Welcome/pledge of allegiance and thought/prayer by Sarah Price.

1. Approval of Planning Commission Meeting Minutes from October 22, 2025.
2. Public comment on items not on the agenda or not requiring a public hearing during the meeting.
3. Discussion and possible vote on the request by Jesse Vega for approval of the Preliminary Plat for the Gregory Stables Phase 3 Subdivision, an (8) lot/unit subdivision located at approximately 370 North 250 West.
4. Introduction and Public Hearing for the purpose of discussing Ordinance 2025-24, an Ordinance rezoning Cache County Parcel Number 08-080-0008 from R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone) to R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone). The parcel is approximately 1.74 acres and is located at approximately 370 North 250 West. The request was submitted by Jesse Vega.
5. Discussion and possible vote on Ordinance 2025-24.
6. Discussion and possible vote on the Conditional-Use Permit request by Ryan Stone to operate a bed and breakfast facility on Cache County Parcel Number 08-085-0009 located at 14 North 400 West. The parcel is approximately 0.18 acres. Zoned GC (General Commercial).
7. Introduction and Public Hearing for the purpose of discussing Ordinance 2025-23, an Ordinance amending the Smithfield City Municipal Code Title 16 "Subdivision Regulations", Chapter 16.04 "General Provisions", Section 16.04.060 "Compliance Required".
8. Discussion and possible vote on Ordinance 2025-23.
9. Introduction and Public Hearing for the purpose of discussing Ordinance 2025-22, an Ordinance amending the Smithfield City Construction & Design

Standards, Part I “Design Standards”, Chapter 2.0 “Street Design”, Section 2.1 “General”.

10. Discussion and possible vote on Ordinance 2025-22
11. Introduction and Public Hearing for the purpose of discussing Ordinance 2025-21, an Ordinance amending the Smithfield City Municipal Code Title 5 “Business Licenses and Regulations”, adding Chapter 5.34 “Firearms & Ammunition” and Section 5.34.010 “Business License”, and amending Title 17 “Zoning Regulations”, Chapter 17.120 “Use Matrix Table”, Section 17.120.010 “Use Allowance Matrix”.
12. Discussion and possible vote on Ordinance 2025-21.

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.

The meeting will be streamed at the following link: [YouTube Channel](https://www.youtube.com/@smithfieldutah/streams) or <https://www.youtube.com/@smithfieldutah/streams>



SMITHFIELD CITY PLANNING COMMISSION MINUTES October 22, 2025

The Planning Commission of Smithfield City met in the City Council Chambers at 96 South Main, Smithfield, Utah, at 6:30 p.m. on Wednesday, Oct. 22, 2025.

Welcome/Pledge of Allegiance & thought/prayer by Lane Henderson

Members Present: Jamie Anderson, Lane Henderson, Klydi Heywood, Bob Holbrook, Jim Marshall, Chris Olsen, Brad Thatcher

Members Excused: Sarah Price

City Staff: Brian Boudrero

Others in Attendance: Brian Fillmore, Brian Carver, Todd Orme, Alyson, Rich Richard Fairchild, Michelle Anderson, Randy Mitchell, Ricky & Cristen McBride, Lisa Nielson, Ronny Nielson, Luke Downs, George Downs, Spring Esplin, Matt Esplin, Jaime Nelson, Josh Nelson, Brittany Oakes, Danny Oakes, Steven Coebel, Aaron Rudie, Robert Hansen, Chris Chambers, Lynn Godderidge, Allen Dawes, Jeff Strate, Jon Meier, Jay Downs, Kathy Toolson, Jeff Barnes, Elizabeth Thain, Vicki Read, Debbie Zilles

6:30 p.m. Meeting called to order by Chairman Anderson

Approval of the Planning Commission Meeting Minutes from September 24, 2025

Chairman Anderson declared the minutes from the September 24, 2025, meeting to stand as submitted.

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

There were no comments or questions.

AGENDA ITEMS

Discussion and possible vote on the Conditional Use Permit request by Ryan Stone to operate a bed and breakfast facility on Cache County Parcel Number 08-085-0009 located at 14 North 400 West. The parcel is approximately 0.18 acres. Zoned GC (General Commercial).

The Commission decided that this will be continued until next month's meeting, when the applicant can attend to discuss and answer questions.

MOTION: *****Motion by Commissioner Marshall to continue this request to the next meeting when the applicant can be in attendance. Commissioner Olsen seconded the motion.***** **The motion was approved by a vote of 7-0.**

Vote:

Yes: Anderson, Henderson, Heywood, Holbrook, Marshall, Olsen, Thatcher

No: None

Introduction and Public Hearing for the purpose of discussing Ordinance 2025- 20, an Ordinance rezoning Cache County Parcel Numbers 08-105-0017 and 08- 105-0009 from RA-1 (Residential Agricultural 1-Acre) and A-3 (Agricultural 3- Acre) to R-1-12 (Single Family Residential 12,000 Square Feet). The parcels are located at 438 and 468 South 400 West. The parcels total approximately 8.13 acres. The request was submitted by Brian Fillmore.

Brian Fillmore is requesting a rezone from A-3 (Agricultural 3-Acre) and RA-1 (Residential Agricultural 1-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet) with the intent to subdivide. Their property is directly bordered on the west by 400 West and the railroad. Mr. Fillmore said the intention is to put in a small subdivision on the two properties.

6:35 p.m. Public Hearing Opened

Luke Downs is adamantly opposed to this request. This is not something the neighborhood wants or needs. He does not see any benefit to his family, the neighbors, or the citizens of Smithfield by allowing this to be rezoned. If approved, it will be at everyone's expense. There have been many examples of developers coming in to develop a project, then leaving, with the adjacent neighbors "stuck with it," and this project seems like a candidate for that type of situation. His concerns include safety; 400 West is only 19-20 feet wide with little-to-no shoulder. As he understands the standards correctly, it is not wide enough for two lanes of travel. To meet all applicable regulations and include a sidewalk, this road would need to be 60-65 feet wide. From the west side of 400 West to the west corner of the Fillmore's house is about 67 feet. From the west side of 400 West to the west corner of Josh Nelson's house is 77 feet. The lack of sidewalks poses a significant concern for children walking to school. Elementary children in this area are not bused to Summit Elementary. The kids in this proposed subdivision will have to walk to the Summit Elementary. The two closest continuous sidewalks are located at 200 South (3 blocks or 2,400 feet north) or 100 West (4 blocks or 3,000 feet northeast). This proposal does not align with Smithfield's newly updated General Land Use Plan, which shows Fillmore's lot as General Commercial or Light Industrial.

Chairman Anderson advised that if the reference is to the new plan currently under development, it has not been formally adopted yet.

Mr. Downs believes access is a huge problem. He would assume it will be from 400 West, where there is not enough room. There have been past developments that had issues with access controlled by the developer and/or HOA (Homeowner's Association), which then became the City's responsibility over time. It should not become a cost to the City for continued upkeep. Access will likely be problematic for emergency vehicles, fire trucks, snowplows, and stormwater as it is in other developments. This proposal conflicts with the "small town feel" being emphasized in Smithfield's General Plan update. The homes currently there, along with the open space they maintain, are a better fit for this rural part of town. Smithfield City sent out a survey to all citizens. Question 2: "*Which*

aspects of community life are most important to preserve a 'small town feel'?" The top answer was *walkable neighborhoods*. Question 3 *"What City planning decisions are most important to maintaining a 'small town feel'?"* The top answer was *green space*. We currently have both of these things on 400 West. Ordinance 2025-20 will not preserve the "small town feel" that we all love in this neighborhood. Lastly, agricultural land is a non-renewable resource. Once the decision is made to convert agricultural land to non-agricultural use, the resources are lost forever. The State of Utah has classified a majority of the soil in Smithfield City as important farmland soil. This soil is critical for community self-reliance for animals, gardens, pastures, orchards, crops, etc. Preservation of productive agricultural land should be considered when land-use decisions are made to retain its environmental and economic value. By doing so, this will also enhance the visual aesthetics and the rural lifestyle, which are important to the community's well-being, both culturally and socially. Where possible, agricultural lands should be fiercely protected to save and maintain the opportunities for a rural lifestyle. He said many of the citizens on the west side of Smithfield do not want this kind of development. We like living on the edge of town on larger lots, with animal rights, gardens, farming, and open space. He asked the Commission to reject Ordinance 2025-20

Robert Hansen opposes the request for the rezone to R-1-12. Access in the area is not good. The whole feel of the area is for larger lots. This change will not fit and will be too dense for this area. He shared a suggestion that might help with access in the future. Above the Nelson's lot, the City has a right-of-way for 300 South to keep going south. One option could be to have a road that goes all the way through to 400 West, up, and then connect to that right-of-way. This would require some arrangements with property owners near the right-of-way. It would provide better access and be more suitable for any development.

Michael Hansen owns the property to the west and runs a dairy. He opposes this proposal and believes that, if approved, it would open "Pandora's box". The area needs to remain agricultural. He has millions of dollars tied up in his dairy. If this is allowed, eventually his dairy will look like the one to the north that the City destroyed.

Jeff Strate has property that borders the subject property. When he first moved there, he was told that this area was a buffer between the City and agriculture. He agrees with all the comments. Another dairy farmer cannot be lost; Mike Hansen is the last one in Smithfield. The concern is that this type of development will drive farmers out of the area; it should remain open space.

Chris Chambers has a hard time with the R-1-12 zone in this area. Although he believes in property rights and in landowners' ability to choose what to do with their land, he does not think this request is a good fit for the location. Denser housing can create many problems with what is already there.

Michael Gibbs is not going to take a formal stance and understands that sometimes development has to happen. He is concerned that, just as the subdivision that has gone in just up the street, he is now receiving complaints about his chickens. Over eight years ago, he tried to subdivide his property to build another house but was told no because the area was a buffer zone. He wants to keep the "small town" feel of the area.

Dale Pratt is against this request. He has worked for Mike Hansen. He asked the Commission to consider the smells in the area associated with dairy operations. He thinks that less dense residential development in this area is a good idea.

Ronny Nielson owns two acres on 300 South just to the north of this location and is completely opposed to the request. He agrees with all comments made and believes encroachment will cause issues.

Christen McBride opposes the request. Her family farm is there, and her children go down the lane to her brother's home. Putting in apartments will create complaints, and Mike Hansen is the only dairy farmer in the City. She wants to keep it a safe place for her children to play in the area. She agrees that 400 West is too narrow and has always been so. She would like it to stay the way it is.

Ricky McBride is 100% against this proposal. He grew up there, and there were always things to do. The remaining agriculture needs to be preserved.

Allen Dawes does not live in this area, but he loves it. It is essential to keep open spaces. The large crowd of residents in attendance shows their love for the area. He hopes the Commission will listen to the residents and reject this request.

Ruth Green lives on 300 South, and her family owns a dairy on 200 South. She travels on 400 West multiple times a day with farm equipment. She has lived in Smithfield her entire life. She is against this request and agrees with everything that has been said. She is good friends with Mr. Fillmore and is sad to oppose this request.

Steven Goble works for the company that will be developing the land. Valid points have been made. He personally enjoys open spaces; however, landowners do have the right to do what they want with their property. There is no intention of chopping up the property; the request for R-1-12 allows for more design flexibility. The preliminary plan is for 0.5 acre lots, which is what Mr. Fillmore wanted because he will continue living in the area. There will be an HOA because it will be a private road and will not require City maintenance. The homes that could go in will not cause nearly as much traffic as the LDS Temple will. Allowing nine homes to be built on seven acres will enable others to develop and live in Smithfield. It will also generate more tax revenue for the City than an empty lot would. The required infrastructure is well within the required boundaries. The road will have to be widened with curb, gutter, and sidewalk installed, which will improve the area. As for the smell, homeowners will have to decide whether they want to live there.

Kathy Toolsen is an administrator in the schools in Smithfield. She is concerned that 400 West is too narrow, and asking children to walk along that road to school is a huge safety concern.

Danny Oakes has lived in the area for a short time and feels somewhat hypocritical about speaking out because his property probably should not have had a house built on it, and they have learned of a long history of aggravation with it. His family and his parents feel lucky to live in the area, and they like that it serves as a buffer for agriculture. He agrees that Mr. Fillmore has the right to do what he wants with his property, and he respects that, but there should be some responsibility to the neighbors

regarding what is wanted, and their opinions and concerns should be considered. The residents value this community because this space is remarkably different, and, as good stewards, they would leave it as open space, which would have greater long-term value.

7:06 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2025-20.

Mr. Fillmore thanked everyone for their comments. Those who have spoken are, and will remain, his friends. The property is relatively self-contained, and the proposal is to create a cul-de-sac. This might add a few more cars accessing 400 West which, as agreed, is too narrow a road, but the small number of homes will not have much more of an impact than the vehicles that currently use it. Homes will not be packed in the area. He would have preferred to propose an R-1-20 zone (Single Family Residential 20,000 Square Feet), but, against his wishes, the developer applied for an R-1-12 zone to allow for flexibility. Currently, only four neighbors can see the open space; the others cannot see it from their homes. He has grandchildren living with him who attend Summit Elementary; they are driven to school. The few children who may move in have options to get to school; if they have to walk, they will have to be careful as all people who walk on 400 West are. There are nearby routes and streets such as 400 South that can be accessed. North Cache Middle School students are bused to school. He does not personally believe this will change the character of the area but appreciates all the honest comments and opinions.

Mr. Boudrero confirmed for Chairman Anderson that there is an R-1-20 zone, but it has not been used very much.

Commissioner Holbrook asked if the road would be maintained by the HOA as noted. Mr. Boudrero said the interior road will have to meet the minimum 60-foot ROW (Right-of-Way) and will be a public road. Mr. Fillmore said it would be unusual for the internal street to be larger than 400 West.

Commissioner Heywood asked whether, with this information, an HOA would still be required if the road were to be a City road. Mr. Fillmore said he would have to discuss that with the developer. Mr. Boudrero noted that if the property is approved for a rezone, the plat would have to meet all applicable regulations.

Commissioner Olsen drove the area a couple of days ago and pointed out that the road is relatively narrow and he had to almost move off the road to let a truck pass. Part of his concern is that the road improvements would only be in that small section, which does not solve the issue for the entire road. He has received more texts and calls for this project than any other in his two years serving on the Planning Commission. The residents care about this area, and that should be respected.

Commissioner Holbrook said the inference is that the lots would be larger than R-1-12, but once a rezone is passed, a developer is not obligated to honor that. They will only have to meet the standards of the approved zone. Mr. Boudrero said residential plans go to the Land Use Authority for approval; only MPC and PUD plans come to the Commission for review and approval.

Commissioner Holbrook asked about animal rights. Mr. Boudrero said they have to follow City Code, which is reviewed on a case-by-case basis.

Commissioner Marshall said there is an intense, robust industrial corridor being built from Airport Road to the south side of Smithfield, with intense land use. The Land Use Map in the current General Plan (2017) for this area is identical to that being drafted in the new General Plan. This specific area is the intended buffer between intense industrial uses on the south end and the residential areas to the north. The current General Plan states: *“Locate industrial development in areas that will not diminish the desirability of existing and planned non-industrial areas. This means separating the industrial areas from residential uses, either with physical buffers or with buffers of land uses that make a gradual transition from one type to the next.”* Agriculture is a good buffer, and he has consistently advocated over his two years on the Commission that the City plan ahead for these industrial areas and buffer them from impacting residential areas. In this application, the size of the lots does not affect his conclusion.

Commissioner Thatcher has similar thoughts about buffer areas. He lives in this area and agrees that the road is very narrow. Widening it only in this small section will not be a real benefit; it will likely just make the road more complicated.

Commissioner Holbrook said R-1-12 seems too small for this location.

Commissioner Olsen received several comments that, if developed, it should be on no less than 1-acre lots, which would fit better.

Chairman Anderson said the small house to the north, carved out of the RA-1 zone, was built in 1977. The Commission cannot always account for past sins. He is a big believer in property rights; a property owner should be allowed to do what is permitted within the zone they are in, subject to all requirements and ordinances. With that said, if this is denied, it will set a precedent for every other property owner in that area and future owners.

Commissioner Heywood is not in favor of the R-1-12 zone in this location.

Commissioner Olsen also agreed with property owner rights; however, they should fit within the zone they are in. In this case, the applicant is seeking a rezoning to use the property differently. Chairman Anderson agreed but also noted that this has been done before in areas close to this property.

MOTION: *Motion by Commissioner Olsen to forward a recommendation to the City Council for DENIAL of Ordinance 2025-20, an Ordinance rezoning Cache County Parcel Numbers 08-105-0017 and 08-105-0009 from RA-1 and A-3 to R-1-12, seconded by Henderson and the motion to DENY was approved by a vote of 7-0*****

Vote:

Yes: Anderson, Henderson, Heywood, Holbrook, Marshall, Olsen, Thatcher

No: None

Chairman Anderson noted that this has been discussed for several months. Tonight's discussion should focus on the content; grammatical and typo changes can be made later. The goal is to forward this to the City Council so they can begin their review. Brian Carver from J-U-B Engineers was present for the discussion. He mentioned that he had no additional information at this time but offered to answer questions from commission members to help move the process forward.

Commissioner Marshall stated in Table 1 (Housing Occupancy) that the number of rented properties increased from 12.4% to 19.8%, a 7.4% rise—equivalent to a 60% increase. If this trend continues at the same rate for another seven years, the ownership-to-rental ratio will reach 70/30, which is the lower limit of a healthy community. Mr. Carver has received these comments and discussed them with the City Manager. Commissioner Marshall appreciated the buildout analysis and has created some spreadsheets he is willing to share. Over the last several meetings, the Commission has discussed fostering a “small town” or “old town” atmosphere and how to incorporate that into the General Plan. In the past two meetings, he has proposed specific language with three key components: identifying which parts of town should be preserved; pinpointing specific elements that give those areas their unique character; and taking concrete steps to achieve these goals. At the last meeting, he proposed the following:

Commissioner Marshall recommends adding a new subsection in the Growth and Land Use section entitled “Old Town” and including the paragraph “Smithfield residents treasure the small town feel conferred by the architecture and streetscape in the older, central part of town. We will take measures to identify and preserve the characteristics that make this neighborhood special.” He recommended adding the following policies to that section (some of these move over from the residential section):

- *Identify the specific blocks to which “Old Town” policies apply.*
- *Identify the specific elements that give it its particular character.*
- *Develop appropriate design standards.*
- *Move “Multi-family uses on undeveloped interior blocks should be subject to height limitations” from the Residential section on page 10 into this new section.*
- *Insert “Prohibit multi-family housing development within the interior of older city blocks.”*

Move “Encourage medium-density housing developments within the interior of older city blocks” from the Residential section to this new section.

Commissioner Marshall believed there was consensus last month to include this in the Plan, but he did not see it in the latest draft.

Chairman Anderson noted that the commissioners generally agreed on the proposed language and inquired about the timeline for completion. He expressed concern that defining the item might become a lengthy process and wanted to avoid delaying forwarding the draft to the Council. Commissioner Marshall shared Chairman Anderson's concern and suggested adding an action item to the Plan stating that the

language would be defined later. Commissioner Olsen recommended including survey information to introduce this section.

Commissioner Olsen mentioned that this revision has changed many page numbers, increasing the total from 58 to 142. Mr. Carver noted that the change included the appendices, such as the current Parks & Recreation Plan and the current Hazard Mitigation Plan. These items are not directly relevant to tonight's discussion about the content of the update—they are independently adopted plans used as references. Commissioner Olsen spoke with City Manager Justin Lewis about the importance of maintaining a cohesive document, and he agrees; however, this does not mean the Commission should ignore how the various components relate to the overall General Plan. He has had limited time to review the document thoroughly and does not want to delay its progress to the City Council. He also understood that the grant funding for the project had been exhausted, and moving the document forward could prevent additional City costs. He asked if the Commission could access an editable version of the Plan to make minor revisions. Mr. Boudrero explained that this was not possible, as the consultant had been contracted to complete the Plan. Commissioner Olsen expressed concern with this approach, stating that several of his prior suggestions and questions—submitted during his comparison of the draft with the current version—had not been addressed. He noted he still has several pages of proposed revisions, some of which are significant, including goals, objectives, and action items in the updated sections. Mr. Boudrero clarified that many items are codified and therefore will not be incorporated into the General Plan. The Plan is intended to serve as a framework, with specific, codified details to be added later. He emphasized that staff value and consider all suggestions, even if some are not included.

Commissioner Olsen asked for clarification on whether his comments were ignored or intentionally left out and requested a brief written response. He offered to resend his list of suggested changes, mainly aimed at ensuring consistency throughout the Plan. He also mentioned that reviewing the latest update was hard because hyperlinks were missing. Mr. Boudrero said that technical details like hyperlinks and formatting will be finalized later. The focus of the Commission should be on reviewing the main part of the Plan, not the Table of Contents or appendices.

Commissioner Olsen responded that adding goals should be part of the current review and recommended that sources and references also be properly cited. He expressed reservations about moving the plan forward without the ability to make direct edits, citing possible cost implications if revisions are needed later.

Mr. Boudrero reiterated that the Plan is a living document that can be updated over time as needed, with such changes managed in-house after final approval. Commissioner Olsen acknowledged that he may have misunderstood the previous answer regarding editing the Plan. Mr. Carver added that maintaining a single master document prevents discrepancies across versions and offered to review Commissioner Olsen's written comments again. Procedurally, if specific items need to be addressed, they can be discussed at this meeting. If the Commission is prepared to recommend the draft to City Council, final edits can still be made in the coming weeks before the Council's review. Commissioner Olsen reiterated that many of his suggested revisions have not yet been incorporated and may require additional time to review in detail.

Mr. Boudrero said the Commission has the option to table the discussion, and J-U-B Engineers can come back with notes on each specific suggestion. Commissioner Olsen said that is what he has been asking for. He would like to hear the other members' thoughts. He and Commissioner Marshall were part of the steering committee which only met three times.

Commissioner Thatcher initially had questions about economic growth, which were addressed, and he has no other concerns at this time.

Chairman Anderson stated that the Commission has had access to the Plan since July, and he has reviewed it several times. He has not found any grammatical or typographical errors, as he understands they will be addressed during the process. He is comfortable recommending that it be forwarded to the Council for their review. He recognizes that some issues may be updated over time.

Commissioner Henderson said that after all his concerns were addressed, he agrees with the overall content. He also agrees with Commissioner Marshall about including the phrase "old town."

Commissioner Heywood hoped to see the survey results included, but she does not think they are integral information to include before it moves to the Council.

Commissioner Holbrook said Commissioner Marshall's suggestions about "old town" are valid but may be difficult to implement. He supports moving it forward now. Most of Commissioner Olsen's comments seem very detailed; this is a general framework for the City, and it's required by the state. Adjustments can be made over time when necessary.

Commissioner Olsen is exploring all options to move forward but is unsure if it is ready yet. He asked whether goals could still be added if it is forwarded. Mr. Boudrero said the Council will review it and can send it back if they want the Commission to add something more. Commissioner Marshall suggested that Commissioner Olsen find a City Council member to sponsor his suggestions.

Commissioner Olsen likes the opportunity for the Commission and Council to work on it together as a team.

Chairman Anderson asked about adding an "old town" section as an action item and questioned the timeframe and who would be assigned to complete it. Commissioner Marshall suggested making a motion to proceed with the changes regarding "old town," including an action to define the area(s), specify the characteristics of the area that should be preserved, and take concrete measures to preserve it.

MOTION: *Motion by Commissioner Holbrook to forward a recommendation for APPROVAL to the City Council for the 2025 General Plan Update, with Commissioner Marshall's recommendation to add an action for "old town" and to define the area(s), the specific characteristics of the area that should be preserved to move forward and take concrete measures to protect it. Commissioner Marshall seconded the motion.*** The motion was approved 7-0.**

Vote:

Yes: Anderson, Henderson, Holbrook, Marshall, Olsen, Thatcher

No: None

Mr. Boudrero reminded members about the upcoming Cache Summit for those that want to attend.

Commissioner Marshall expressed gratitude for the ability to work on the Plan and provide input.

Commissioner Olsen is thankful for the citizens who have provided valuable input and opinions. He also commended City Manager Justin Lewis for implementing permanent parcel-specific mailings for all rezones. Something he has been a strong advocate of.

MEETING ADJOURNED at 8:07 p.m.

Jamie Anderson, Chairman



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

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Welcome/pledge of allegiance and thought/prayer by Lane Henderson.

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5. Discussion and possible vote on Ordinance 2025-20.
6. Discussion and possible vote on the 2025 General Plan

Update. 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 Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

Gregory Stables 3 PUD Preliminary Plat

November 19, 2025

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

Project Information

Parcel ID: 08-080-0008

Applicant: Scott Archibald

Action Type: Administrative

Staff Recommendation: Approval

Project Location

Location:
370 North 220 West
Smithfield, Utah

Lot Size:
1.74 Acres

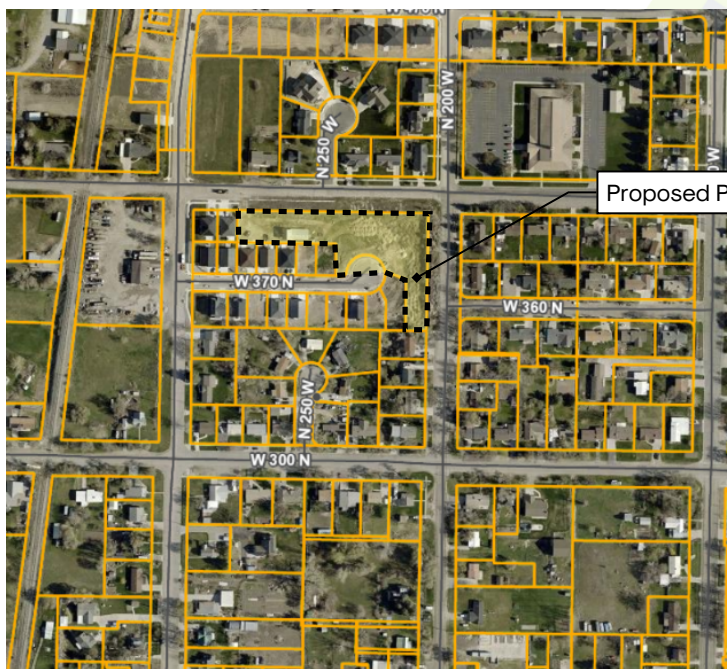
Surrounding Uses:
North - R-1-10 Residential
South - R-1-10 Residential
East - R-1-10 Residential
West - R-1-12 Residential

Current Zoning:
R-1-10 Residential (PUD)

Proposed Zoning:
R-1-10 Residential (PUD)

Project Summary

Scott Archibald has submitted preliminary plans for the remainder of the units in the existing Gregory Stables PUD. The submitted plans, correspond with the R-1-10 Residential and Planned Unit Development rezone located at 370 North 280 West. In addition to the site and development plan, they have included, (as required) a landscape plan and stated that they will build in one final phase. The updated plans include the same amount of units as previously proposed.



Findings of Fact

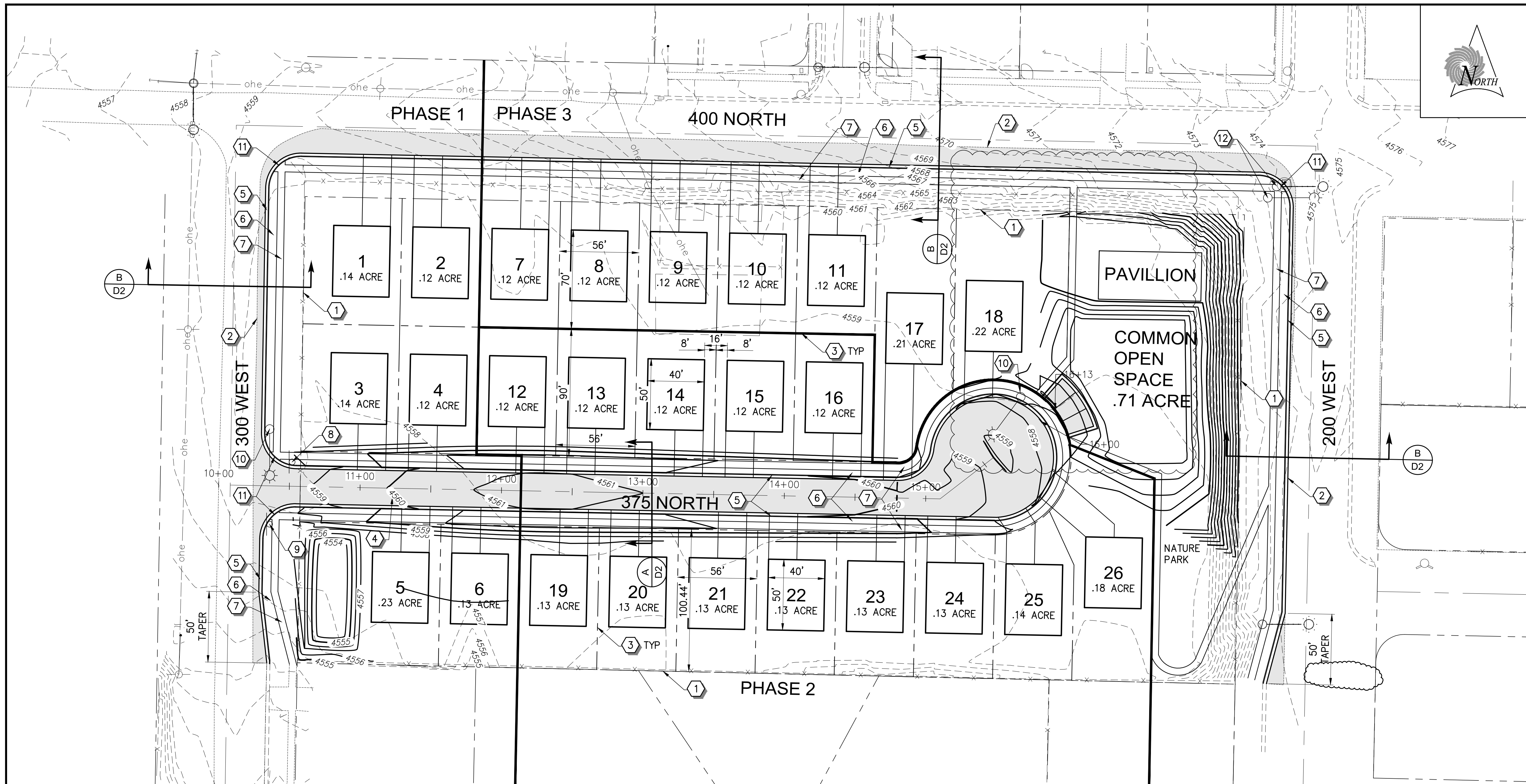
1. The details and information in this plat meets the requirements found in the major subdivision chapter. §16.07
2. The preliminary site plan meets all the required development standards found in the Planned Unit Development overlay zone. §17.88
3. All open space, trail corridors and pedestrian circulation, complies with the required code in section §17.88.060, §17.88.070, §17.88.110 and §17.88.120.
4. The preliminary landscape plan conforms to chapter §17.81.090
5. All applicable codes in §16.09 have been addressed.

Conclusion and Recommendation

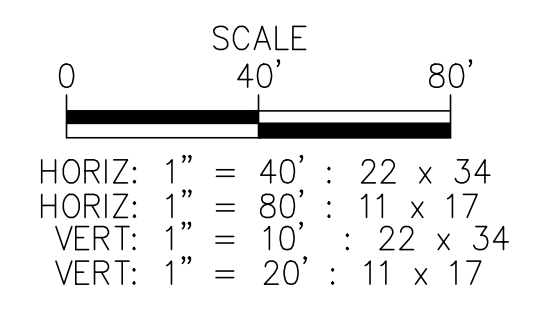
Based on the findings of fact listed above, the staff recommends **approval** of the Gregory Stables 3 PUD preliminary plans as follows:

- All the minimum requirements have been met as found in the Smithfield City Code, sections §17.88 and §16.09. The updated plans include the same amount of units as previously proposed.

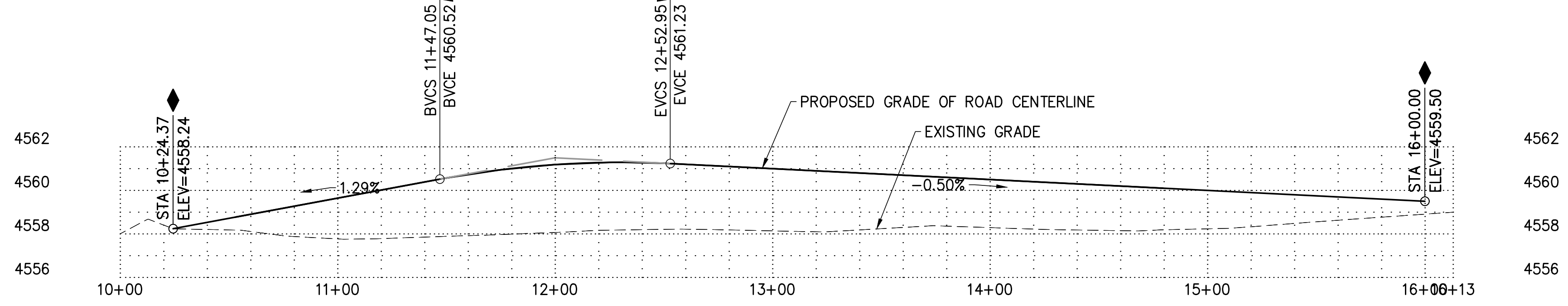




- KEY NOTES:**
- 1 EXISTING PROPERTY LINE
 - 2 EXISTING EDGE OF PAVEMENT
 - 3 NEW PROPERTY LINE
 - 4 PROVIDE NEW ASPHALT PAVEMENT TO MATCH EXISTING
 - 5 PROVIDE NEW CONCRETE CURB AND GUTTER
 - 6 PROVIDE 4' MIN. WIDE PARK STRIP
 - 7 PROVIDE 5' MIN. WIDE SIDEWALK
 - 8 PROVIDE NEW STOP SIGN
 - 9 PROVIDE NEW STREET SIGN
 - 10 PROVIDE NEW STREET LIGHT
 - 11 ADA RAMP
 - 12 RELOCATE EXISTING POWER POLE



HIGH PT STA 12+30.47
 HIGH PT ELEV=4561.29
 PVI STA 12+00.00
 PVI ELEV=4561.50
 K=45.00
 L=105.91



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REV NO.	COMMENT	DATE

LICENSED PROFESSIONAL ENGINEER
 No. 334535
 Scott L. Archibald
 STATE OF UTAH

SUNRISE ENGINEERING
 2100 NORTH MAIN STREET
 NORTH LOGAN, UTAH 84341
 TEL 435.563.3734
 www.sunrise-eng.com

GREGORY STABLES
GREGORY 5 ACRES
 PLAN AND PROFILE
 ROAD AND GRADING PLAN

SEI NO. 000000	DESIGNED SLA	DRAWN JJ	CHECKED SLA	SHEET NO. 1 of 13	RD1
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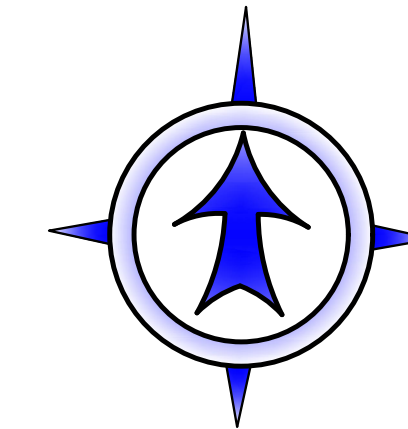
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A PRELIMINARY PLAT FOR: GREGORY STABLES SUBDIVISION PHASE 3

A PART OF THE NORTHEAST QUARTER OF SECTION 28, T13N, R1E, S.L.B.&M.
ALSO LOTS 7,8,9, and 10, BLOCK 37, PLAT "A"
SMITHFIELD CITY SURVEY

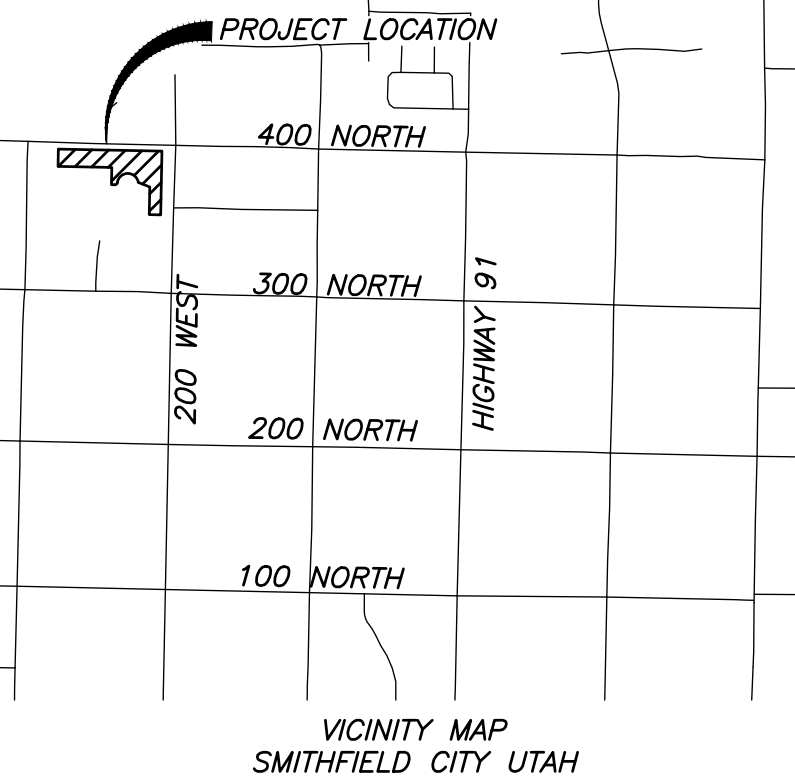
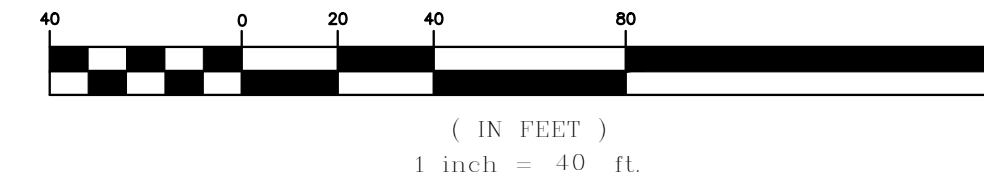
SURVEYOR'S CERTIFICATE

I, JEFF C. NIELSEN, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. 5152661 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT BY AUTHORITY OF THE OWNERS I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, AND HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS AND STREETS HEREAFTER TO BE KNOWN AS: GREGORY STABLES SUBDIVISION PHASE 2 AND THE SAME HAS BEEN CORRECTLY SURVEYED AND ALL STREETS ARE THE DIMENSIONS SHOWN.



November 10, 2025

GRAPHIC SCALE



Record Owners: Gregory Stables LLC,
64 South Main Street
Smithfield, UT. 84335

LEGEND:

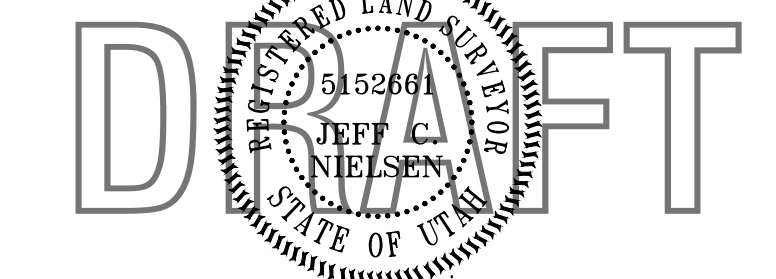
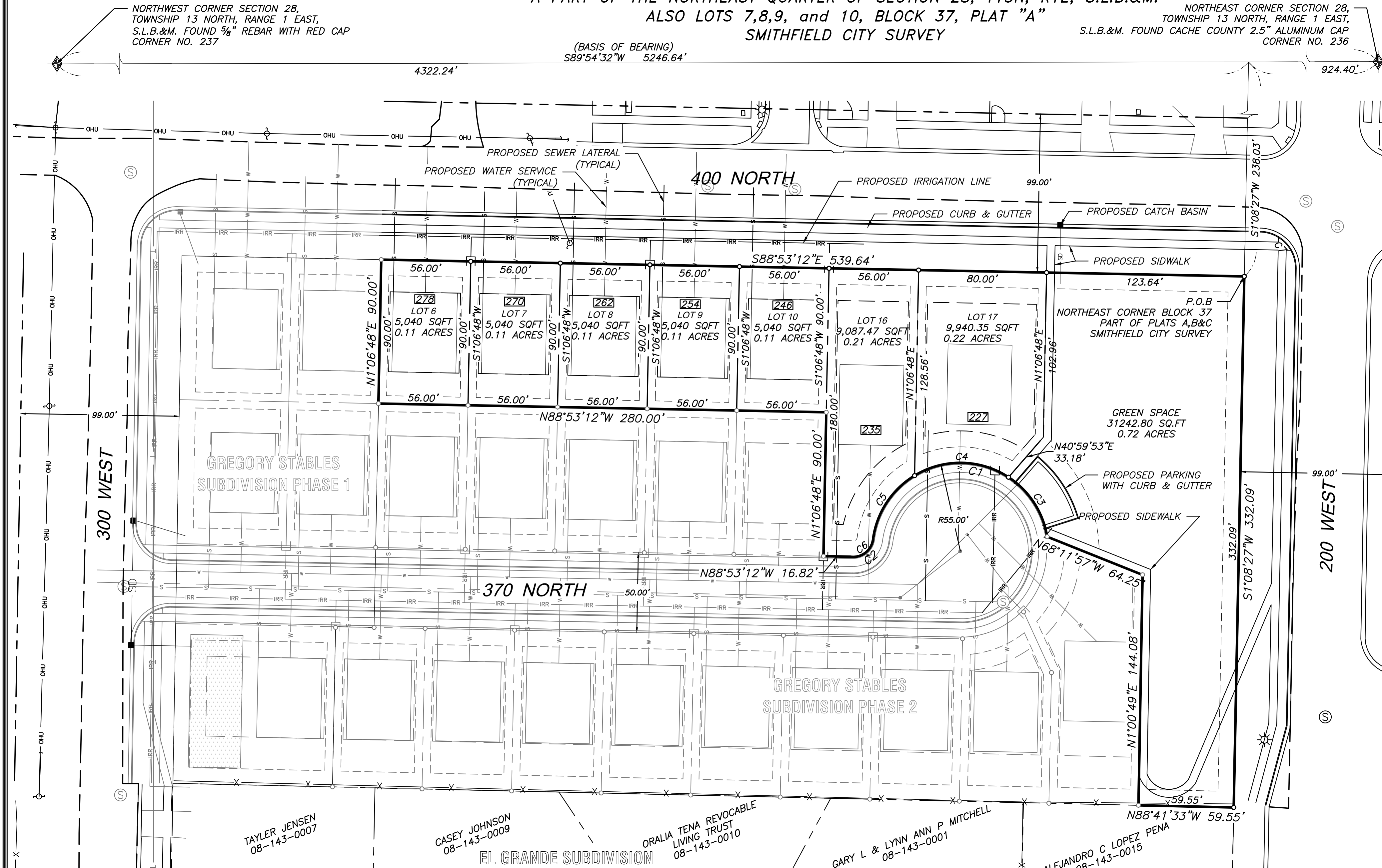
	PROPERTY LINE
	PROPOSED PROPERTY LINES
	CENTER LINE
	SETBACK
	PUBLIC UTILITY EASEMENT
	CURB
	EDGE OF PAVEMENT
	EDGE OF CONCRETE
	FENCE LINE
	OVERHEAD UTILITY
	WATER LINE
	SEWER LINE
	IRRIGATION LINE
	STORM DRAIN LINE
	POND
	WATER VALVE
	FIRE HYDRANT
	WATER METER
	SEWER MAN HOLE
	STORM DRAIN MAN HOLE
	UTILITY POLE
	TELEPHONE PEDESTAL
	LIGHT POLE
	SECTION MONUMENT
	SET % REBAR W/CAP

Notes:

- Building setback lines as follows:
Front and rear setback=20.00'
Side yard setback=6.00'
Side yard along road=20.00'
Rear along the El Grande Subdivision=30.00'
Minimum distance between buildings=15.00'
- Public utility easements as follows:
Along the El Grande Subdivision=10.00'
Side along road=10.00'
Front=10.00'
Side=5.00'
- Storm water detention shall be the two ponds on the west side of the subdivision and the green space area.
- The green space shall be maintained by the HOA of the subdivision.

Curve Table

Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	156.80	55.00	163°20'33"	S89° 04' 52"W	108.84
C2	19.82	12.50	90°50'58"	S52° 50' 04"W	17.81
C3	45.60	55.00	47°30'27"	N33° 00' 06"W	44.31
C4	61.94	55.00	64°31'29"	N89° 01' 04"W	58.72
C5	49.25	55.00	51°18'36"	S33° 03' 53"W	47.62
C6	19.82	12.50	90°50'58"	S52° 50' 04"W	17.81
C7	35.34	22.50	90°00'14"	N43° 51' 40"W	31.82



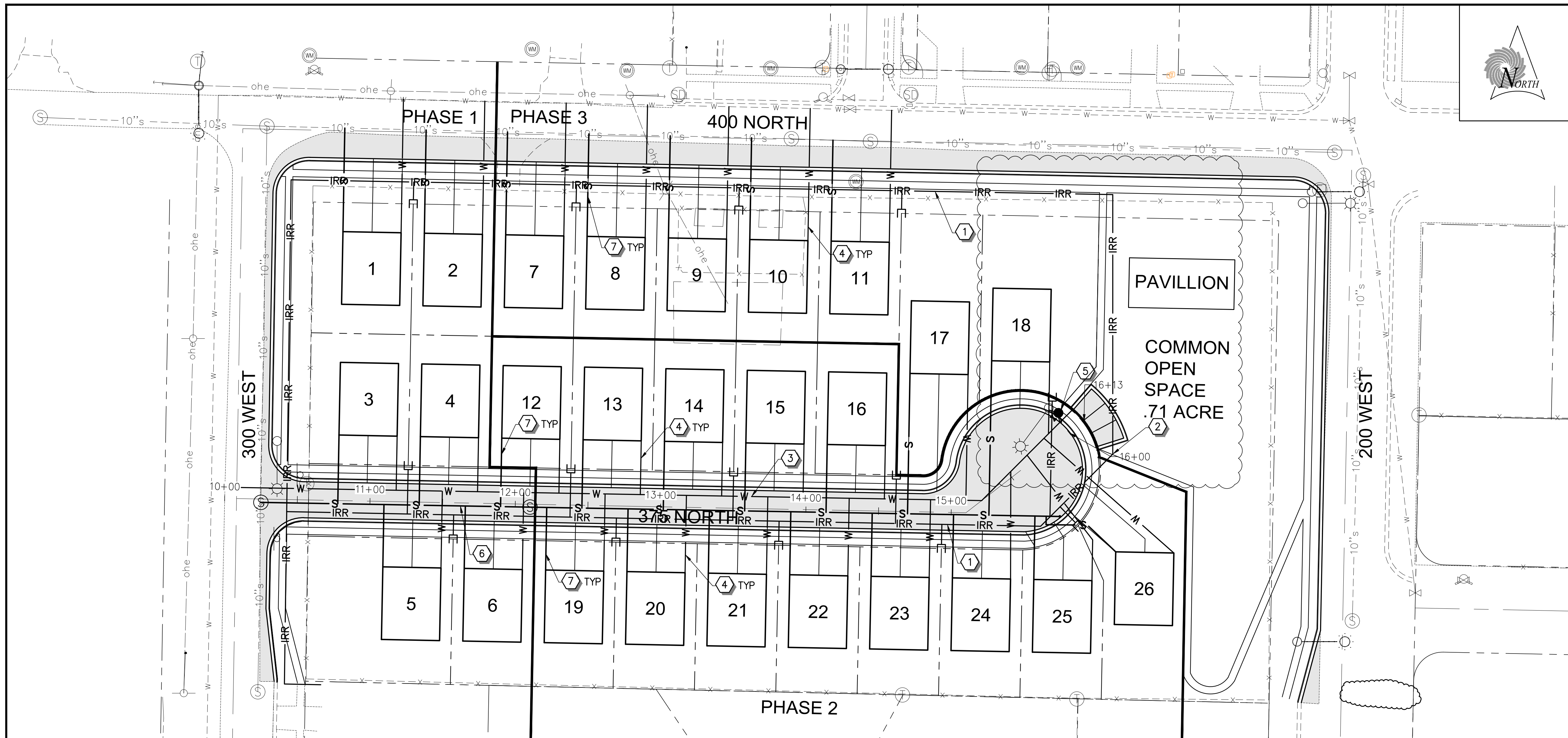
OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF THE ABOVE-DESCRIBED TRACT OF LAND, HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS AND STREETS, TOGETHER WITH EASEMENTS TO HEREAFTER BE KNOWN AS GREGORY STABLES SUBDIVISION PHASE 3, DO HEREBY DEDICATE FOR PERPETUAL USE OF THE PUBLIC ALL ROADS AND AREAS INTENDED FOR PUBLIC USE AS SHOWN ON THIS PLAT TO SMITHFIELD CITY. FURTHER, WE CONVEY TO ANY AND ALL PUBLIC UTILITY COMPANIES A PERPETUAL, NON-EXCLUSIVE EASEMENT OVER THE PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT, THE SAME TO BE USED FOR INSTALLATION, MAINTENANCE AND OPERATION OF UTILITY LINES AND FACILITIES. WE ALSO CONVEY ANY OTHER EASEMENTS AS SHOWN ON THE PLAT TO THE PARTIES INDICATED AND FOR THE PURPOSES SHOWN. IN WITNESS WHEREOF, WE HAVE HERETO SET OUR SIGNATURES THIS DAY OF _____, 2025.

GREGORY STABLES LLC



2005 North 600 West, Logan, Utah
435-753-1910
Drawn by JH 21-021.dwg 11/10/25

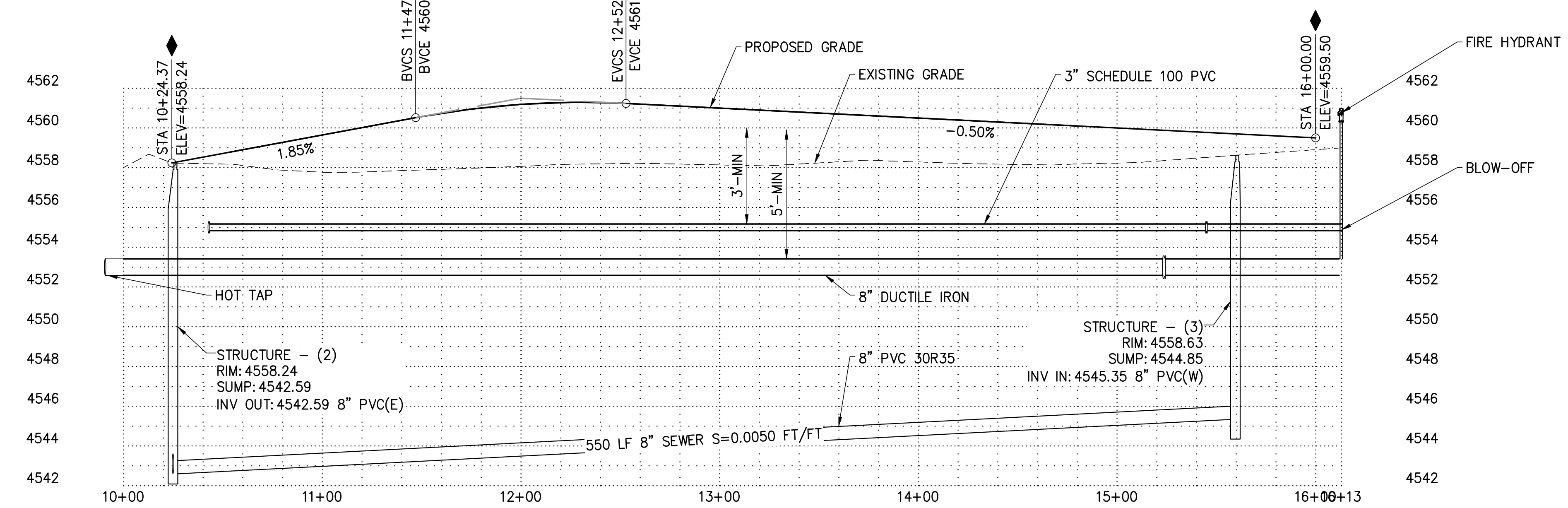


- KEY NOTES:**
- 1 PROVIDE 3" SCHEDULE 100 PVC IRRIGATION LINE TO EACH PROPERTY AND OPEN SPACE
 - 2 PROVIDE BLOW-OFF FOR IRRIGATION LINE
 - 3 PROVIDE 8" DUCTILE IRON WATER LINE - HOT TAP INTO EXISTING WATER LINE
 - 4 PROVIDE 1" WATER SERVICE TO EACH PROPERTY
 - 5 PROVIDE FIRE HYDRANT
 - 6 PROVIDE 8" PVC 30R35 SEWER LINE
 - 7 PROVIDE SEWER STUB TO EACH PROPERTY

HIGH PT STA 12+30.47
 HIGH PT ELEV=4561.29
 PVI STA 12+00.00
 PVI ELEV=4561.50
 K=45.00
 L=105.91

SCALE
 0 40' 80'
 HORIZ: 1" = 40' : 22 x 34
 HORIZ: 1" = 80' : 11 x 17
 VERT: 1" = 10' : 22 x 34
 VERT: 1" = 20' : 11 x 17

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REV NO.	COMMENT	DATE

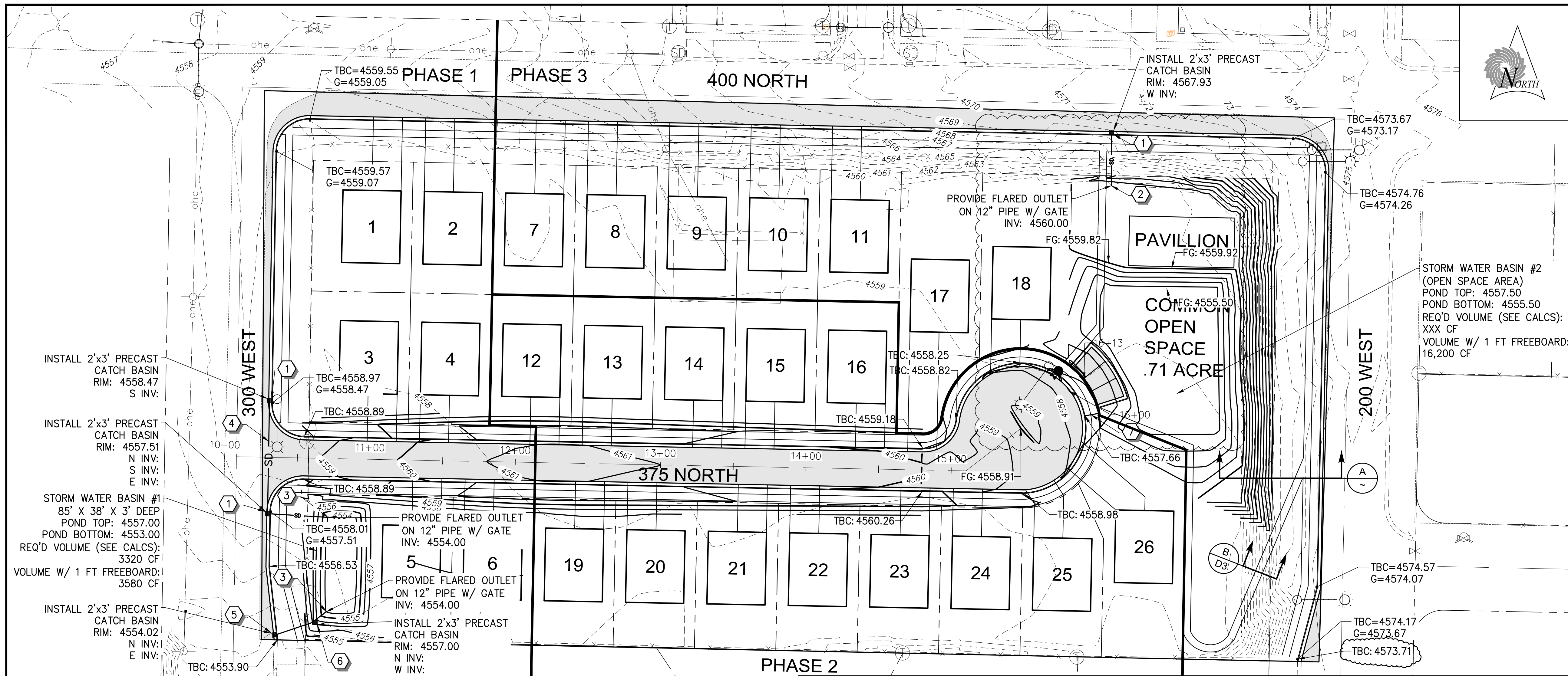
LICENSED PROFESSIONAL ENGINEER
 No. 334535
 Scott L. Archibald
 STATE OF UTAH

SUNRISE ENGINEERING
 2100 NORTH MAIN STREET
 NORTH LOGAN, UTAH 84341
 TEL 435.563.3734
 www.sunrise-eng.com

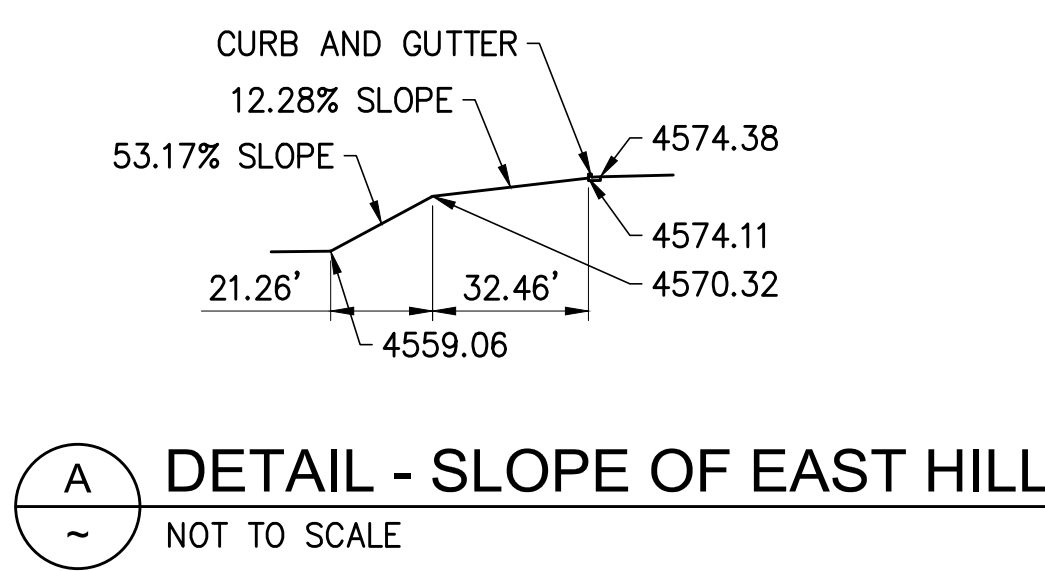
GREGORY STABLES
GREGORY 5 ACRES
 PLAN AND PROFILE
 UTILITIES PLAN

SEI NO. 000000	DESIGNED SLA	DRAWN JJ	CHECKED SLA	SHEET NO. 2 of 13	UT1
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- KEY NOTES:**
- 1 PROVIDE NEW 2'x3' PRECAST CATCH BASIN IN GUTTER (B D4)
 - 2 PROVIDE 12" ADS STORM DRAIN PIPE TO DAYLIGHT IN PARK - INSTALL SCREEN
 - 3 PROVIDE 12" ADS STORM DRAIN PIPE TO DAYLIGHT IN POND - INSTALL SCREEN
 - 4 PROVIDE 12" ADS STORM DRAIN PIPE UNDER ROAD
 - 5 PROVIDE NEW 2'x3' BUBBLE UP PRECAST CATCH BASIN IN GUTTER
 - 6 PROVIDE NEW 2'x3' OUTLET PRECAST CATCH BASIN IN POND (C D4)
 - 7 CURB CUT WITH 12" WIDE TRENCH BOX IN SIDEWALK WITH GALVANIZED COVER



Subdivision/Development Storm Water Review

Subdivision Name: Gregory Stables Date: 4/30/2021

Type of Storm Water Storage: Detention

Drainage Basin: 1

Site Elevation: 4558 ft

Site Area: 1.524 Acres
66385.706 ft²

Pre-Development Curve Number: 79

Post-Development Curve Number: 84.45 Average CN

Acres	%	CN	Description
1.084	71%	79	Pasture, Grassland, or Range - Soil C
0.44	29%	98	Paved Roads and Roofs - Soil C
1.52	100%	84.45	Total

Mandatory Onsite Management: 3319.2853 ft³ As dictated by the "Cache Valley Storm Water Design Standards" Section B.5.a

Storage Required for 100-Year Event: 9008.8 ft³ Evaluated using Autodesk Storm and Sanitary Analysis 2018

Storage Required w/ Discharge: 2675.45 ft³

Historic Runoff Flow: 0.39 cfs As dictated by the "Cache Valley Storm Water Design Standards" Section B.5.b

Standard Limit of 0.2 cfs/acre: 0.3048 cfs

Minimum Required Storage Volume: 3319.2853 ft³

Maximum Discharge Allowed: 0.3048 cfs

Subdivision/Development Storm Water Review

Subdivision Name: Gregory Stables Date: 4/30/2021

Type of Storm Water Storage: Retention

Drainage Basin: 2

Site Elevation: 4558 ft

Site Area: 4.8 Acres
209088.84 ft²

Pre-Development Curve Number: 79 Pasture, Grassland, or Range: Fair - Soil C

Post-Development Curve Number: 88.50 Average CN

Acres	%	CN	Description
2.4	50%	79	Urban Industrial - Soil C
2.40	50%	98	Paved Roads and Roofs - Soil C
4.80	100%	88.50	Total

Mandatory Onsite Management: 10,454.44 ft³ As dictated by the "Cache Valley Storm Water Design Standards" Section B.5.a

Storage Required for 100-Year Event: 35,156.10 ft³ Evaluated using Autodesk Storm and Sanitary Analysis 2018

Storage Required w/ Discharge: N/A ft³

Historic Runoff Flow: 1.22 cfs As dictated by the "Cache Valley Storm Water Design Standards" Section B.5.b

Standard Limit of 0.2 cfs/acre: 0.96 cfs

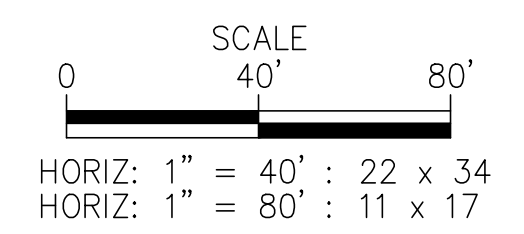
Infiltration Rate: 0.28 in/hour

depressed open space area: 0.130 cfs

Minimum Required Storage Volume: 35,156.10 ft³

Required Storage Volume with Infiltration: 25,858.80 ft³

Maximum Discharge Allowed: N/A cfs



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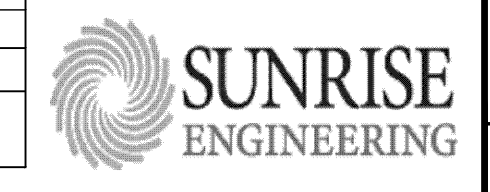
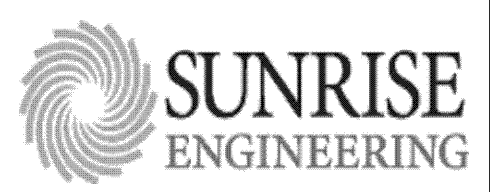
REV NO.	COMMENT	DATE

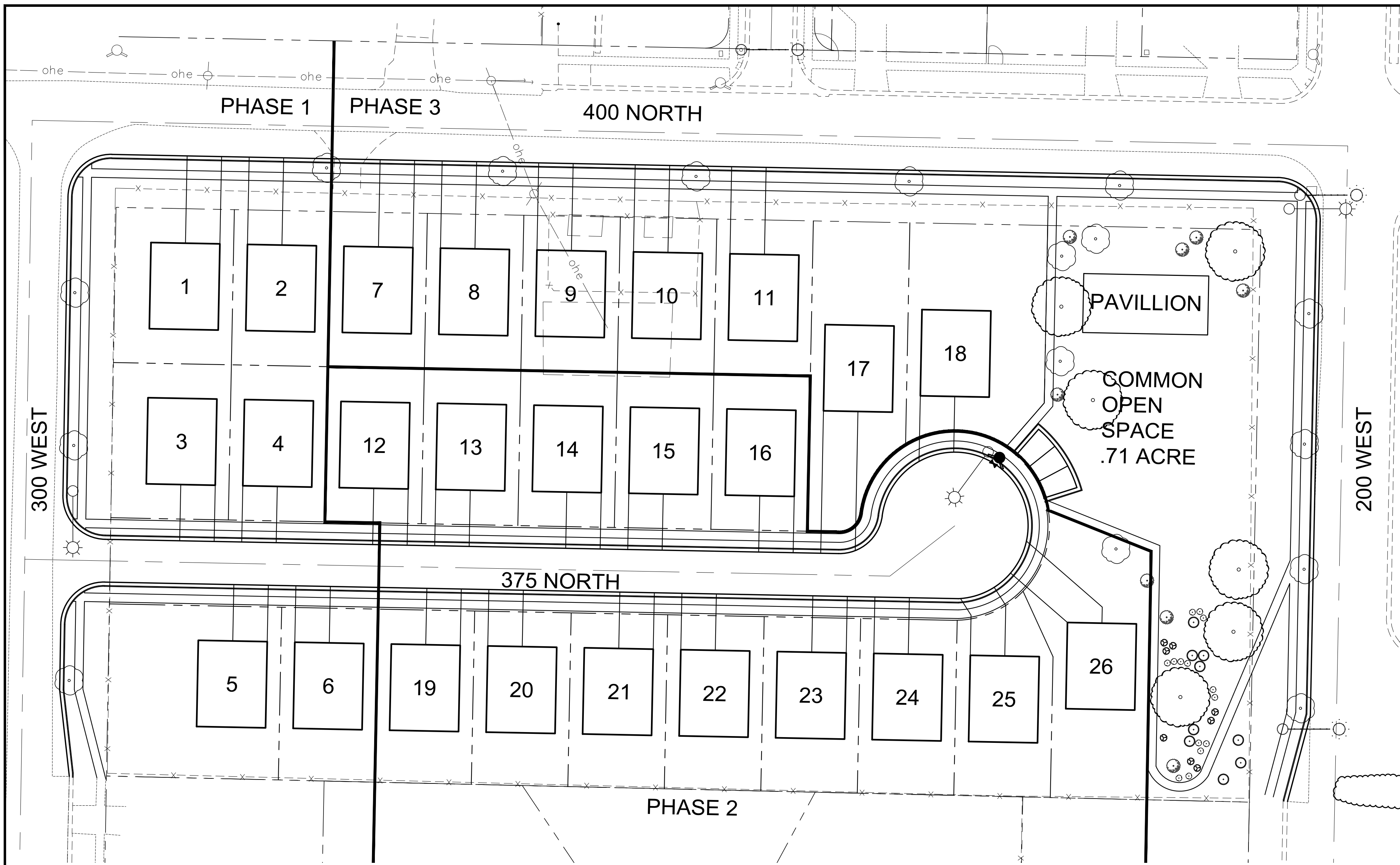
LICENSED PROFESSIONAL ENGINEER
 No. 334535
 Scott L. Archibald
 STATE OF UTAH

SUNRISE ENGINEERING
 2100 NORTH MAIN STREET
 NORTH LOGAN, UTAH 84341
 TEL 435.563.3734
 www.sunrise-eng.com

GREGORY STABLES
GREGORY 5 ACRES
 PLAN AND PROFILE
 GRADING AND STORM WATER PLAN

SEI NO.	DESIGNED	DRAWN	CHECKED	SHEET NO.	
000000	SLA	JJ	SLA	3 of 13	GP1





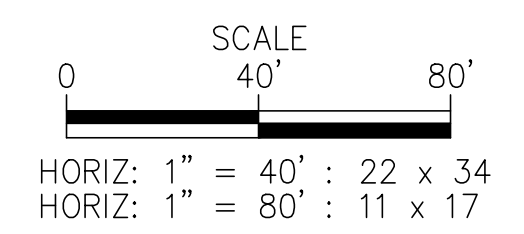
- LANDSCAPE NOTES:**
1. NEW AUTOMATIC UNDERGROUND IRRIGATION SYSTEM TO BE INSTALLED PRIOR TO LANDSCAPE INSTALLATION.
 2. INSTALL LANDSCAPE AND IRRIGATION PER SMITHFIELD CITY GENERAL PUBLIC WORKS CONSTRUCTIONS STANDARDS AND SPECIFICATIONS.
 3. 3" DEPTH OF 1" SCREENED CRUSHED MULCH TO BE INSTALLED IN ALL PLANTER AREA. MULCH TO BE SELECTED BY OWNER.
 4. WEED BARRIER FABRIC TO BE PLACED UNDER ALL MULCH.
 5. LANDSCAPE BOULDERS TO BE SELECTED BY OWNER.
 6. THERE ARE NO EXISTING PLANTS OR LANDSCAPE ON SITE THAT ARE TO BE PRESERVED.

TREE LEGEND

SYMBOL	BOTANICAL / NAME	QTY	SIZE
	ACER PSEUDOPLATANUS SYCAMORE MAPLE	6	2" CAL.
	PYRUS CALLERYANA FLOWERING PEAR	16	2" CAL.
	PICEA GLAUCA 'PENDULA' WEEPING WHITE SPRUCE	7	6' TALL

SHRUB LEGEND

SYMBOL	BOTANICAL / NAME	QTY	SIZE
	FORSYTHIA CORTASOL 'GOLD TIDE' GOLD TIDE FORSYTHIA	8	5 GAL.
	PHYSOCARPOS OPULUS 'LITTLE DEVIL' LITTLE DEVIL NINEBARK	14	5 GAL.
	SYRINGA MEYERI 'PALIBAN' DWARF KOREAN LILAC	9	5 GAL.



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REV NO.	COMMENT	DATE
2100 NORTH MAIN STREET NORTH LOGAN, UTAH 84341 TEL 435.563.3734 www.sunrise-eng.com		
GREGORY STABLES GREGORY 5 ACRES SITE PLAN LANDSCAPE PLAN		
SEI NO. 000000	DESIGNED SLA	DRAWN JJ
CHECKED SLA	SHEET NO. 4 of 13	LP1

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ALLOWED UNITS:
 5 AC X 5.25 UNITS / ACRE = 26.25 UNITS

BONUS DENSITY CALCULATION:

BASE DENSITY INCENTIVE

2 CAR GARAGE	10%
RECREATION	10%
BUILDING MATERIAL	10%
FENCING	5%
OPEN SPACE	10%
PEDESTRIAN CIRCULATION	5%

TOTAL INCREASE 50%

REQUIRED OPEN SPACE:

50% - 35% = 15%

5.0 ACRES	TOTAL ACREAGE
-0.40 ACRES	ROADWAY
4.6 ACRES	DEVELOPED ACREAGE

4.6 ACRES x 0.15 = 0.69 ACRES REQUIRED OPEN SPACE

AVAILABLE OPEN SPACE

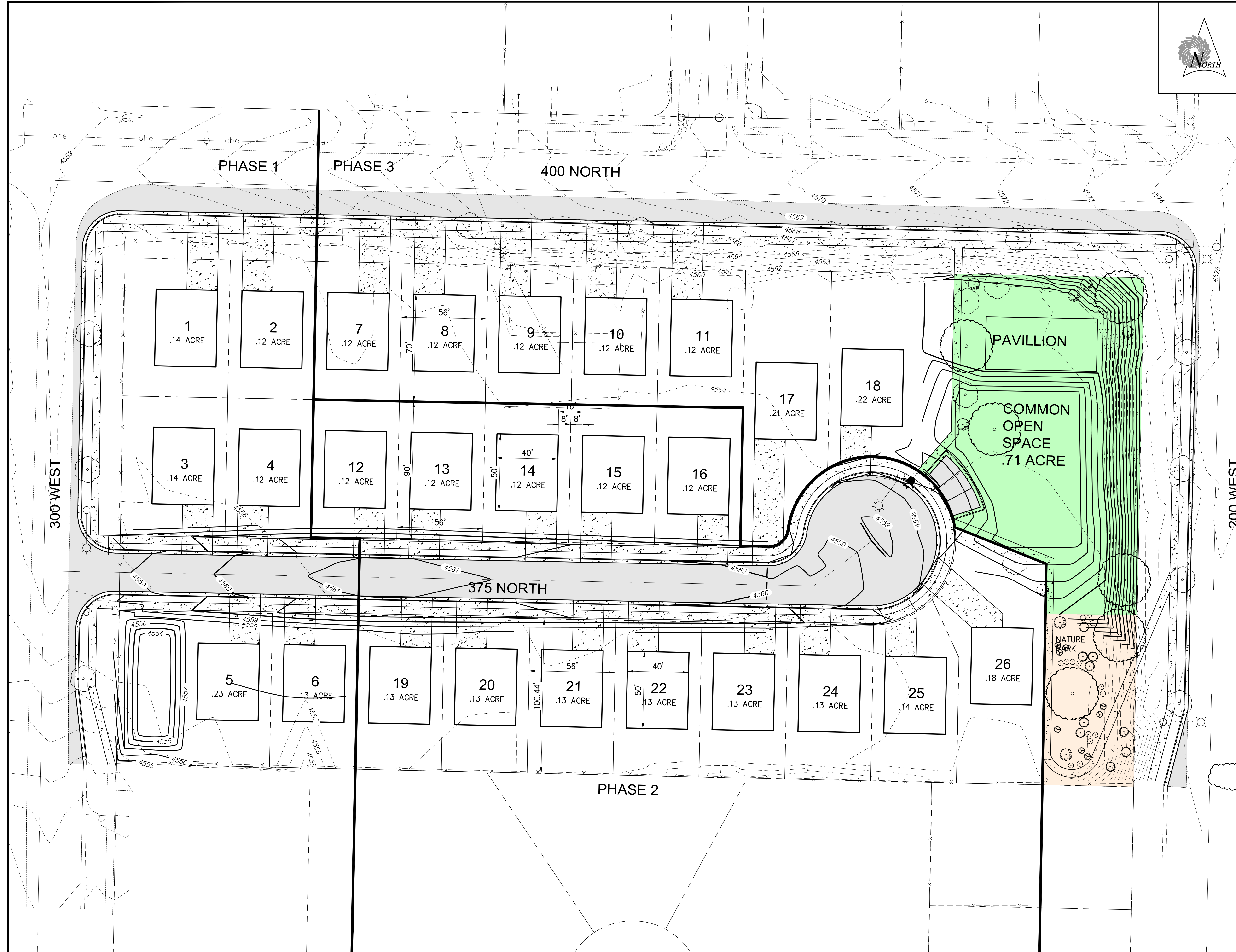
HATCH LEGEND:

	PARK	.71 ACRES
	TOTAL OPEN SPACE	.71 ACRES

SCALE
 0 30' 60'

HORIZ: 1" = 30' : 22 x 34
 HORIZ: 1" = 60' : 11 x 17
 VERT: 1" = 10' : 22 x 34
 VERT: 1" = 20' : 11 x 17

811 Know what's below.
 Call before you dig.
 1-800-662-4111



REV NO.	COMMENT	DATE
2100 NORTH MAIN STREET NORTH LOGAN, UTAH 84341 TEL 435.563.3734 www.sunrise-eng.com		
GREGORY STABLES GREGORY 5 ACRES SITE PLAN OPEN SPACE PLAN		
SEI NO. 000000	DESIGNED SLA	DRAWN JJ
CHECKED SLA	SHEET NO. 5 of 13	SP1

P:\Gregory Stables\07946 Gregory Stables 5 Acres\DWG\Sheets\GS-SP3.dwg Nov 11, 2025 8:27am jjoiley



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

Gregory Stables 3 PUD Rezone

November 19, 2025

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

Project Information

Parcel ID: 08-080-0008

Applicant: Scott Archibald

Action Type: Legislative

Staff Recommendation: None

Project Location

Location:
370 North 220 West
Smithfield, Utah

Lot Size:
1.74 Acres

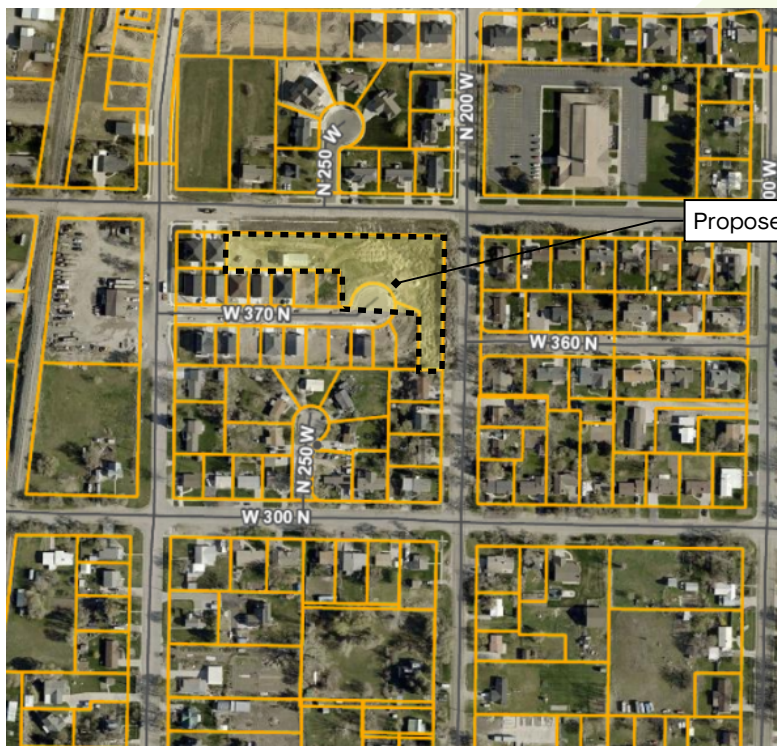
Surrounding Uses:
North - R-1-10 Residential
South - R-1-10 Residential
East - R-1-10 Residential
West - R-1-12 Residential

Current Zoning:
R-1-10 Residential (PUD)

Proposed Zoning:
R-1-10 Residential (PUD)

Project Summary

Scott Archibald is requesting a rezone from an R-1-10 PUD (Planned Unit Development) to another R-1-10 PUD (Planned Unit Development). They have resubmitted preliminary plans for the remainder of the units in Gregory Stables Subdivision.



ORDINANCE NO 2025-24

AN ORDINANCE AMENDING TITLE 17, ZONING OF THE SMITHFIELD MUNICIPAL CODE, BY AMENDING THE ZONING MAP OF SMITHFIELD CITY.

BE IT ORDAINED by the City Council of Smithfield City, Utah as follows:

That certain map or maps entitled "Zoning map of Smithfield City, Utah" is hereby amended and the following described properties are hereby rezoned from R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone) to R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone).

Approximate Property Location: 370 North 250 West

Cache County Parcel Number: 08-080-0008

LOTS 6-7-8-9-10 BLK 37 PLAT A SMITHFIELD CITY SVY SIT SEC 28 T 13N R 1E CONT 5.0 AC LESS GREGORY STABLES SUBDIVISION PHASE 1 CONT 0.84 AC NET 4.16 AC LESS GREGORY STABLES SUBDIVISION PHASE 2 CONT 2.42 AC NET 1.74 AC SUBJ TO ESMNT SEE ENTRY #1296897

APPROVED by the Smithfield City Council this 10th day of December, 2025.

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

Stone Bed and Breakfast Conditional Use Permit

October 22, 2025

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

Project Information

Parcel ID: 08-085-0009

Applicant: Ryan Stone

Action Type: Administrative

Staff Recommendation: Approve

Project Location

Location:
14 North 400 West
Smithfield, Utah

Lot Size:
0.18 Acres

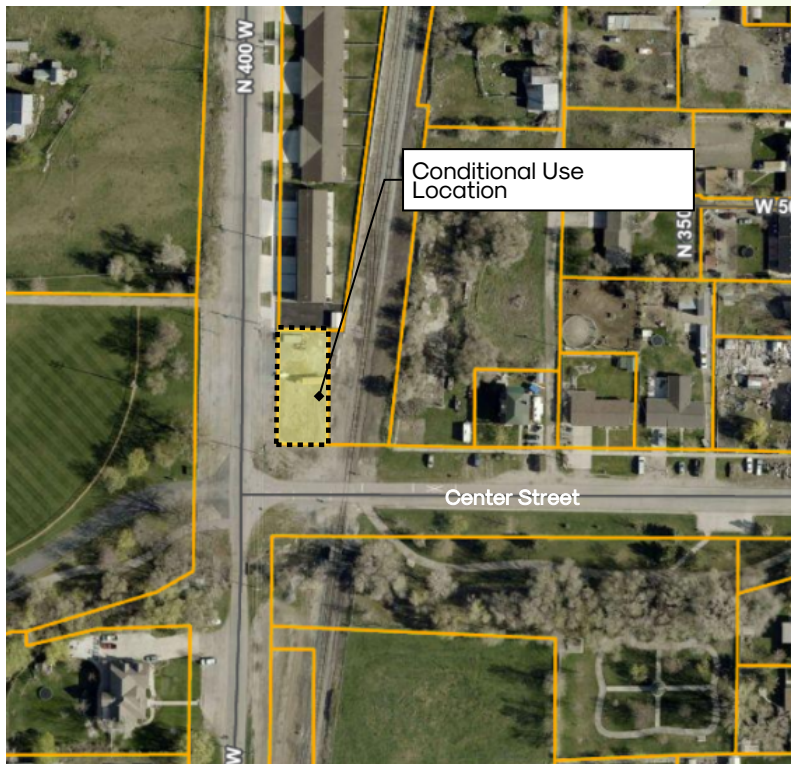
Surrounding Uses:
North - Residential (RM)
South - Residential (R-1-12)
East - Residential (R-1-12)
West - Residential (R-1-12)
Institutional (I-1)

Current Zoning:
GC General Commercial

Proposed Zoning:
None

Project Summary

Ryan Stone is requesting a conditional use permit for a bed and breakfast business at the address listed above. The "Use Matrix" found in the city code allows for this use as conditional. To review the hours and days of operation, please see the conditional use application provided.



Findings of Fact

1. The Use Matrix Table shows a "Bed and Breakfast Inn" to be a conditional use in GC General Commercial Zone. §17.120.010
2. The definition of conditional use is found in the General Provisions of our zoning code. §17.04.070
3. Review criteria and general information for conditional uses can be found in §17.32.00.
4. The proposed business must meet all the state and city code requirements for a commercial business. §17.72 and §17.100.030

Conclusion and Recommendation

Based on the findings of fact listed above, the staff recommends **approval** of the Bed and Breakfast conditional Use Amendment.



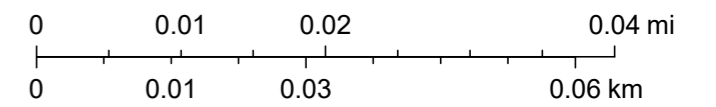
ArcGIS Web Map



10/14/2025, 7:58:49 AM

1:1,128

- Override 1
- Dirt
- Municipal Boundaries
- Future
- County Boundary
- Asphalt
- Private
- Cache Parcels
- Gravel



Maxar, Microsoft



Smithfield City Staff Report

Community Development Department
Administration • Engineering • Planning • Zoning

Ordinance 2025-23 Subdivision Fire Access

November 17, 2025

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.

Code Changes Subdivision Fire Access

The fire access requirements are found in two locations in the code, both in the subdivision section of the city code (§16.04.06) and in the Construction Design Standards (§CDS 2.1). Each of the individual codes read different requirements and need to coincide in order eliminate confusion.

- The subdivision code currently reads that a subdivision must have two (2) vehicular access points for 100 multi-family units and 30 single family units.
- The Construction Design Standards currently read that any subdivision must have two (2) vehicular access points for 10 dwelling units.

We are proposing that the code in both locations conform to one single requirement. As listed in the ordinance, a subdivision must have (2) two vehicular access points to an existing city road for fifty (50) multi-family dwelling units and fifteen (15) single family or two family units.



ORDINANCE NO. 2025-23

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 16 “SUBDIVISION REGULATIONS”, CHAPTER 16.04 “GENERAL PROVISIONS”, SECTION 16.04.060 “COMPLIANCE REQUIRED”.

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.

16.04.060 COMPLIANCE REQUIRED

G. Multiple-family residential projects having more than **fifty (50)** ~~one hundred (100)~~ dwelling units shall be equipped throughout with two (2) ~~separate and approved~~ **and dedicated** fire apparatus ~~access~~ **city** roads. Developments of one (1) or two (2) family dwellings where the number of dwelling units exceed **fifteen (15)** ~~thirty (30)~~ shall be provided with two (2) ~~separate and approved~~ **and dedicated** fire apparatus ~~access~~ **city** roads.

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 10th day of December, 2025

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder

ORDINANCE NO. 2025-22

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

~~F. Access to developments: Subdivisions containing ten (10) lots or more shall have at least two (2) street connections with existing public streets on an approved final plat for which a financial guarantee has been filed.~~

F. Access to developments: See SMC 16.04.060 “Compliance Required”.

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 10th day of December, 2025

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

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FFL Types and Fees

You need to select the FFL type that aligns with your planned business activities. The fees listed cover a three-year license period.

Type 01: Dealer in firearms (gunsmiths) The most common license for retail and home-based businesses.

An FFL Type 1 license, officially the [Type 01 FFL](#), allows individuals or businesses to act as a dealer in non-[National Firearms Act \(NFA\)](#) firearms and to perform gunsmithing (repairs and modifications) on them. This entry-level license is for selling and servicing standard firearms and comes with limitations, including prohibiting the sale or manufacturing of NFA items like [silencers](#) or [short-barreled rifles](#).

Business Activity

Selling firearms at wholesale or retail and providing gunsmithing services.

Scope

Deals with standard firearms and certain repairs but does not cover NFA firearms or their manufacture.

Cost

Typically it costs \$200 to apply, with a \$90 renewal fee every three years.

Regulations

Permits the sale and transfer of non-NFA firearms and allows for repairs, fitting of barrels, stocks, or trigger mechanisms.

Limitations

Cannot manufacture firearms (including assembling kits) or sell NFA items. To deal with NFA firearms, a separate [Special Occupational Taxpayer \(SOT\)](#) license is required.

Type 02: Pawnbroker in firearms For pawnbrokers dealing in firearms; includes Type 01 privileges.

An FFL Type 2 license is a [Federal Firearms License](#) for pawnbrokers of firearms that are not destructive devices. It allows the licensee to operate as a pawnbroker, meaning they can take firearms as security for a loan, in addition to the activities permitted for a standard Type 01 FFL.

Pawnbroker Authorization

The primary distinction of a Type 2 FFL is its authorization for pawning firearms.

Type 01 FFL Equivalency

A Type 2 FFL holder can also perform all the functions of a Type 01 FFL, such as selling, repairing, and performing other duties related to firearms.

Loan Security

Licensees can hold a pawned gun as collateral for a loan.

Business Specificity

It is designed for businesses specifically engaged in the pawnbroking of firearms.

ATF Oversight

Due to the nature of their business, Type 2 FFL holders are subject to more frequent inspections by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).

Type 03: Collector of curios and relics (C&R) A non-business license for collecting qualifying firearms that are at least 50 years old or on the ATF's list.

An FFL Type 3 is a Collector of Curios and Relics license issued by the ATF. This non-commercial license allows holders to acquire, possess, and transfer qualifying firearms that are at least 50 years old or have historical significance, including the ability to purchase from out-of-state sellers without requiring a background check for the firearm transfer. It is for personal collecting and does not permit buying or selling firearms for profit or business.

What is a Curio and Relic?

A curio and relic firearm is defined by the ATF as a firearm that is at least 50 years old or listed on the ATF's official C&R list due to its historical or collectible value. This includes firearms manufactured in or before 1898 or those with unconventional firing mechanisms, such as antique black powder and percussion weapons.

Type 06: Manufacturer of ammunition Permits manufacturing ammunition only.

An FFL Type 6 license authorizes the holder to manufacture ammunition for firearms, but it specifically excludes the manufacture of ammunition for destructive devices or armor-piercing ammunition. This license is for the commercial production of ammunition and is required for businesses, not for individuals reloading ammunition for personal use.

Key aspects of an FFL Type 6

Purpose

Allows for the manufacturing of ammunition.

Restrictions

Does not cover the manufacture of ammunition designed for destructive devices or armor-piercing rounds.

Scope

It is a business license for commercial sales, not for personal reloading.

Inclusions

Allows for the production of standard commercially available ammunition, like hollow points.

Type 07: Manufacturer of firearms Allows manufacturing and selling firearms and ammunition and dealing in firearms.

An FFL Type 7 is a Federal Firearms License for businesses that manufacture firearms other than destructive devices and also allows for the manufacturing of ammunition. This license, issued by the [Bureau of Alcohol, Tobacco, Firearms and Explosives \(ATF\)](#), permits the licensee to build or assemble firearms from component parts and sell them, along with the ability to manufacture ammunition.

Firearm Manufacturing

The primary purpose is to manufacture firearms, including assembling them from parts.

Ammunition Manufacturing

It also allows the holder to manufacture ammunition.

Business Operations

The license enables the holder to engage in the business of buying and selling firearms.

A Type 7 FFL Does Not Permit

The manufacturing of destructive devices. For those, a [Type 10 FFL](#) is required. To manufacture National Firearms Act (NFA) items like silencers or machine guns, the Type 7 holder must also register as a Special Occupational Taxpayer (SOT).

Type 08: Importer of firearms/ammunition For importing firearms and ammunition (excluding destructive devices) for sale.

An FFL Type 8 is a Federal Firearms License that allows a business to import firearms and ammunition that are not classified as [destructive devices](#) or [armor-piercing ammunition](#). This license enables businesses to import standard firearms, such as pistols, rifles, and revolvers, and their related ammunition from overseas into the United States.

Activity Allowed

Importing standard firearms and ammunition and acting as a dealer for these imported items.

Restrictions

It does not permit the import of destructive devices (e.g., bombs, grenades) or armor-piercing ammunition.

Purpose

It's ideal for businesses with overseas connections that want to import firearms and ammunition into the U.S. for sale.

Duration and Cost

The license is typically valid for three years and requires a \$150 application fee.

Type 09: Dealer of destructive devices Allows dealing in items like bombs and grenades.

An FFL Type 9, officially a Type 09 license, is a Federal Firearms License from the [Bureau of Alcohol, Tobacco, Firearms and Explosives \(ATF\)](#) that permits a business to deal in destructive devices at wholesale or retail. This includes items such as grenades, bombs, certain large-bore firearms, and other explosives or similar devices. The Type 09 license allows the purchase, sale, and occasional import of these devices but does not grant permission for manufacturing them.

What it covers

Allows dealing in destructive devices, such as grenades, explosives, rockets, and non-sporting firearms with a bore over half an inch in diameter.

What it doesn't cover

Does not permit the manufacturing of destructive devices, which requires a Type 10 FFL.

Customer base

Includes military contractors, government agencies, law enforcement, and collectors of unique and rare weapons.

Cost

This license has a high application and renewal fee, currently set at \$3,000 for both, with renewals every three years.

Additional Requirements

Engaging in the business of destructive devices may also require a Special Occupational Taxpayer (SOT) status and potentially a Federal Explosives License.

Market

Fills a niche market with unique and high-value items, but it's a less saturated and highly specialized area compared to other FFLs.

Type 10: Manufacturer of destructive devices Covers manufacturing destructive devices and ammunition.

An FFL Type 10 is a [Federal Firearms License](#) for the [Manufacturer of Destructive Devices, Ammunition for Destructive Devices](#), or [Armor Piercing Ammunition](#). It is a specialized manufacturer's license that allows the licensee to produce these specific types of regulated items, distinguishing it from other manufacturer licenses like the [Type 07 FFL](#).

Manufacturing Destructive Devices

This category includes non-sporting firearms with a bore over a half-inch, grenades, rockets, missiles, mines, and similar devices, as well as certain combination parts designed to convert other devices into destructive devices.

Manufacturing Ammunition for Destructive Devices

You can produce ammunition that is specifically designed to be used with or is for a destructive device.

Manufacturing Armor Piercing Ammunition

This license allows for the production of ammunition with a projectile or bullet core made from materials that can penetrate body armor.

Requirements

To obtain this license, you must meet federal requirements, such as being at least 21 years old, and have a clear intent to operate a business that involves the activities covered by the Type 10 FFL.

Business Focus

This license is for manufacturers who intend to produce destructive devices and armor-piercing ammunition, often for military contractors, government agencies, or collectors of unusual weapons.

Type 11: Importer of destructive devices Permits importing destructive devices and ammunition.

An FFL Type 11 is a [Federal Firearms License](#) (FFL) that authorizes the licensee to import destructive devices, ammunition for destructive devices, or armor-piercing ammunition. This license is one of nine FFL types issued by the [Bureau of Alcohol, Tobacco, Firearms and Explosives](#) (ATF) and is similar to a Type 10 FFL, which allows for the manufacture of these same items.

Purpose

To import and deal with specific types of firearms and ammunition, including items like grenades or rocket launchers.

Related Licenses

Holders of a Type 11 FFL often need to become a Class 1 Special Occupational Taxpayer (SOT) to handle [National Firearms Act](#) (NFA) items, as well as obtain a [Federal Explosives License](#) (FEL).

Application Process

To obtain this license, you must apply through the federal process, meet state and local requirements, be at least 21 years old, and be legally permitted to own firearms.

ORDINANCE NO. 2025-21

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 5 “BUSINESS LICENSES AND REGULATIONS”, ADDING CHAPTER 5.34 “FIREARMS & AMMUNITION” AND SECTION 5.34.010 “BUSINESS LICENSE”, AND AMENDING 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.

5.34 FIREARMS & AMMUNITION

5.34.010 BUSINESS LICENSE

Any individual requesting a business license for the purchase, sale or manufacturing of firearms and ammunition must comply with all city, state and federal laws.

- A. Any business license associated with the sales or manufacturing of firearms and ammunition must be directly bound to a specific Federal Firearms License (FFL), issued and inspected by the ATF (Bureau of Alcohol, Tobacco, Firearms and Explosives). The FFL license will be submitted and recorded on the city business license.

1. **Commercial firearm business licenses** are not allowed in any residential zone. A commercial firearm license is only allowed with a conditional-use permit, which will be renewed every three (3) years and must be tied to one of the following federal firearm license types:

- a. Type (1) One – Sales and repair of standard firearms
- b. Type (2) Two – Firearm sales for pawnbrokers
- c. Type (6) Six – Commercial ammunition manufacturing
- d. Type (7) Seven – Manufacture of firearms and ammunition

2. **Home Occupation firearm business licenses** are allowed in residential zones.

Home Occupation Firearms Licenses are required to have a conditional-use permit, which will be renewed every three (3) years and must be tied to one of the following federal firearm license types:

- a. Type (1) One – Sales and repair of standard firearms
- b. Type (3) Three – Curio and relic firearm collector
- c. Type (7) Seven – Manufacture of firearms and ammunition
 - i: Allowed Use include:
 - 1. Light manufacturing
 - 2. CNC – Customizations of specific parts and pieces to adapt to other styles
 - 3. Laser engraving
 - 4. 3D printing of metal or plastic parts.

17.120 USE ALLOWANCE MATRIX

~~Gun Shop~~ Commercial Firearms Sales – Conditional in CB, CC, GC, Gateway & MU Zoning Districts

Home Occupation Firearm Sales – Administrative Conditional (AC) in RA, R-1, RM and MPC 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 10th day of December, 2025

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department
Administration • Engineering • Planning • Zoning

Ordinance 2025-21 Firearm and Ammunition License

November 17, 2025

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.

Firearm and Ammunition Business License Addition

There is a need to clarify both allowable and prohibited city licenses, in regard to the sale and production of firearms and ammunition. This ordinance proposes to tie a city firearm license directly to an allowed federal firearm license.

Any individual seeking to sell, manufacture or distribute firearms must apply for an FFL (Federal Firearms License). As part of the federal application process, an ATF (Bureau of Alcohol, Tobacco, Firearms and Explosives) officer will call and confirm that the requested license is allowed in city zoning. The process of application for city licensing and federal licensing run simultaneously.

A typical federal firearm license must be renewed every three years and it is proposed that we require a conditional use permit for any city firearm license that must be renewed in the same time frame.

In addition to adding information to §17.120 Use Matrix Table, detailed information will be added to §5.34 Business Licenses for specific license requirements.

