



MINUTES OF THE CARBON COUNTY PLANNING COMMISSION MEETING
-September 10, 2024

IN ATTENDANCE

Gary Taylor, Chairman
Trapper Burdick
Lisa Simmons
Paul Anderson
Kurt McFarlane
Oran Stainbrook
Scott Bruno
EXCUSED
Jeff Peters

ABSENT

Bradley Marston

STAFF

Todd Thorne, Planning & Zoning Administrator
Doris Johnston, Administrative Assistant

OTHERS ATTENDING

None

1 The meeting began at 4:30 pm
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3 1) Call to Order and Roll Call

4 Chairman Gary Taylor took a roll call and a quorum was present. Lisa Simmons joined virtually.

5 2) Pledge of Allegiance

6 3) Meeting Minutes

7 *Paul Anderson made a motion to approve the minutes from August 6, 2024. Lisa Simmons seconded. By*
8 *unanimous decision, motion carries.*

9 4) Conflict of Interest on Agenda Items

10 No conflicts

11 5) Review and discussion of annual updates to the Carbon County Development Code

12 Todd Thorne said the Legislature is requiring all communities to have an updated subdivision ordinance
13 by the end of the year. Some of the changes are:

- 14 • Planning Commission cannot require a concept review meeting.
15 • Planning Commission cannot give final approval on a subdivision, only a preliminary review.

16 Todd said many communities have been holding developer's hostage by going through multiple review
17 cycles and making the process take a very long time.

18 Todd added one other thing they took away that the County did years ago is:

- 19 • The legislative body cannot approve subdivisions anymore

20 Todd said we gave this authority to the Planning Commission around seven years ago. Many cities are

21 struggling with this because the city councils and commissions want to have final approval. Todd
22 continued with the Planning Commission will do the big preliminary review for subdivisions. The
23 Planning Commission will have four review cycles to review it and then it must go to final approval.
24 Todd added the final approval is usually minor corrections.
25 Scott Bruno commented that they would have to complete all the tasks given to move forward. Todd
26 Thorne agreed and added we will define the review cycle in the ordinance update.
27 Todd said the wording states a developer may prepare a concept plan. The County can ask them to
28 come to a meeting, but we cannot require them to. Todd said he does not think a concept plan review
29 ever hurts. Scott Bruno said it makes a difference to him when they come talk to us first and we
30 understand what they want to do. Todd Thorne said we will start giving a report in County Commission
31 meeting on any large subdivision updates for informational purposes only. Todd said we could give a
32 project update from an application received to the Planning Commission as an agenda item. Scott Bruno
33 suggested 30, 60, 90 packages to show progress. Todd Thorne said concept will be our 60%, and
34 preliminary will be 90%. Scott Bruno said it would benefit the developer to have time to review it so
35 there is no delay to the next month.
36 Oran Stainbrook asked the Bill number of these changes. Todd will find the number.
37 Todd said he will add the update of adding the review cycle definition and gave an example. Todd
38 added we will outline the requirements and until they address each item, it is not a complete review
39 cycle.
40 Todd Thorne said another update is a change to the appeal authority for a conditional use permit
41 extension.
42 Todd added another item to update is to allow for smaller lots to allow for infill development.
43 Todd said he would like a public hearing by December and do more review in October and November.
44 Scott Bruno suggested putting requirements on certain building standards that must be met in existing
45 neighborhoods. Todd said we can put as many architectural standards in a zone as we like and gave an
46 example. Todd said curb, gutter and sidewalk should be required in the smaller subdivisions. This is
47 only required in less than half acre zones and Todd questioned if we could do it based on density versus
48 the zone requirement. Todd added having curb would help since we have had more drainage issues
49 because we allow open ditches.
50 Trapper Burdick asked about landscaping requirements. Todd Thorne said there is some limitation on
51 landscaping due to affordability to home owner. Trapper Burdick suggested landscaping guidelines for
52 commercial areas to improve our community. Todd agreed. Oran Stainbrook asked if the landscaping
53 would fall more on the CCR's. Todd said if a subdivision has CCR's, they can enforce this. Todd

54 added he does not know any of the subdivisions that enforce their CCR's.

55 Todd Thorne answered the previous question and said this is House Bill #476.

56 Todd asked if there were any other areas of the code that we need to amend. Trapper Burdick said the
57 number of requirements on small subdivisions. Trapper said this affects the whole area. Todd Thorne
58 said the main water line is usually there already and they are teeing off for these one and two lot
59 subdivisions. Todd added we have people that want to do additional lots, but it would trigger a
60 hydrology review, so they have not done more lots.

61 Oran Stainbrook commented on Senate Bill 258, Municipal and Corporation amendments and referred
62 to the Kane Creek Subdivision in Moab and creating a new municipality. Todd Thorne explained this
63 would be a change to annexation policies. Todd said we have not been impacted much with this and
64 would have to read through the Bill more.

65 Scott Bruno commented on the concept plan. Scott said we would not approve a zone change if we
66 didn't understand what the use was. Todd said yes, we would need to know what they are doing for the
67 zone change and the use before it moves forward. Todd added even if we give them a zone change, it
68 doesn't mean their concept will be approved.

69 Todd Thorne explained this (no concept) only applies to residential developments. Commercial
70 subdivisions will still need a concept plan.

71 Lisa Simmons asked about the Recreation Subdivision. Todd Thorne said this is Section 6.9. Todd
72 explained the idea of the recreation subdivision is to allow dividing 40-acres off for a cabin or
73 recreation. Ideally it would be a quarter-quarter of a section. Todd added they would be required to have
74 access but do not need to develop a water system or have power. Solar or a well is allowed.

75 Todd said he will make some more redline versions and we can keep addressing the items.

76 Todd added we are doing a Countywide Transportation Master Plan update. Todd said the draft version
77 should be coming to the Planning Commission in the next six months. Also, we are hoping for some
78 funding to help with the Master Plan update.

79 **6) Updates on Previous Items and Upcoming Projects - Todd Thorne**

80 Trapper Burdick asked about the status of the Kenilworth project. Todd Thorne said they are working on
81 the final costs estimates and the contractor. Todd predicted Summer 2025 to start digging.

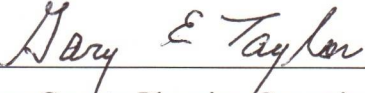
82 Kurt McFarlane asked about the gas station past Wellington. Todd said they are trying to start
83 construction Spring 2025. He needs to acquire more water shares.

84 Trapper Burdick asked if the Maverik being constructed would have a Café Rio. Todd Thorne said
85 Maverik will not have a Café Rio. It will be similar to the Helper Maverik. There was more discussion
86 on possible future businesses.

87 7) **Adjourn**

88 **Motion:**

89 Trapper Burdick made a motion to adjourn at 5:07 pm. Kurt McFarlane seconded. By unanimous decision,
90 motion carries.

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93 Carbon County Planning Commission Chairman/Vice-Chairman