

ROCKY RIDGE TOWN PUBLIC HEARING and PLANNING AND ZONING MEETING

November 12, 2024

7:30 p.m.

M.L.A. Building

MINUTES: Approval of July, September, October Minutes

NEW BUSINESS:

1. Adoption of Proposal of Subdivision Ordinance to Town Council
2. Planning & Zoning Training; Zipflow & Land Use Responsibilities
3. Planning & Zoning Membership – Town Policy

***OPEN FLOOR:**

1. Citizen Items:
2. Board Items:

/s/ Marilyn Allred

Town Clerk/Recorder; UCC, CMC

Posted: 11-11-2024

*** Please contact Chair Lane Allred or Town Clerk/Recorder Marilyn Bronson to place items on the Agenda.**

***Supported documentation for this Agenda is posted on the Town's Website at www.rockyridgetown.com**

*** The Open Floor session of Town Meeting is an open forum for our Citizens to present concerns or ideas to the Town Council. This session is limited to the time available. No formal action can be taken on these items**

*** All Town Meetings are recorded according to State statute and are available to any Citizen requesting a copy.**

*** In compliance with the Americans with Disabilities Act, Rocky Ridge Town will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the Town Clerk Marilyn Bronson at (435) 610-0395 at least 48 hours in advance of the meeting.**

***The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.**

**PUBLIC HEARING NOTICE
FOR THE TOWN OF ROCKY RIDGE**

**NOTICE OF PUBLIC HEARING
NOVEMEER 12th, 2024**

NOTICE IS HEREBY GIVEN that the Town Rocky Ridge will hold a Public Hearing at the next Planning & Zoning Commission Meeting on

TUESDAY, NOVEMBER 12th, 2024 at 7:30pm

at the

Town Hall 195 East Mountain Ridge Road, Rocky Ridge, Utah

The purpose is to accept comments concerning amendments to the Town's Land Management and Development Code.

The Planning Commission is proposing various amendments to the Land Management & Development Code to address various clarity/correctness issues and ensure consistency and compliance with current State requirements regarding land use review/approval processes and subdivision platting requirements.

Please contact the Town of Rocky Ridge at clerk@rockyridgetown.com or call 435-623-1249 for additional information.

/s/ Marilyn Allred
Town Clerk/Recorder

Posted: 10/24/2024

SAMPLE SUBDIVISION ORDINANCE AND CODIFICATION

An Ordinance Revising the Subdivision Ordinance of _____, Utah

WHEREAS the **Town** Council of _____, Utah, pursuant to the provisions of §10-3-707 of Utah State Code, as amended, has the authority to revise ordinances of the municipality of a general and permanent character;

WHEREAS the **Town** Council has reviewed the proposed revisions and has made such changes, alterations, modifications, additions, and substitutions as it deems best; and

WHEREAS the **Town** Planning Commission has held a public hearing on the proposed revisions and provided a recommendation on the same to the **Town** Council.

NOW, THEREFORE, BE IT ORDAINED BY THE **TOWN COUNCIL** OF _____, UTAH:

SECTION I: The document titled "_____", attached as Exhibit 'A', is hereby adopted as a replacement for the currently existing Title _____ of the **Town's** ordinances (governing the subdivision of land within the **Town**), subject to any immaterial changes that may occur post-adoption during the codification process. This document shall be accepted in all courts without question as the official subdivision ordinances of the **Town** as enacted by the **Town** Council.

SECTION II: If any provisions of the **Town's** code previously adopted are inconsistent herewith, they are hereby repealed.

SECTION III: This ordinance being necessary for the peace, health, and safety of the municipality, shall become effective immediately upon posting.

PASSED AND ADOPTED by the **Town** Council of _____, Utah, this ____ day of _____, 2024.

Mayor of _____, Utah

ATTEST:

_____, _____ Town Clerk

COUNCIL Vote As Recorded:

AYE NAY ABSENT

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

RECORDED this _____ day of _____, 2024.

PUBLISHED / POSTED this _____ day of _____, 2024.

CERTIFICATE OF PASSAGE AND PUBLICATION / POSTING

In accordance with §10-3-713 of Utah State Code, as amended, I, _____ of _____, Utah, hereby certify that the foregoing ordinance was duly passed and published or posted on the above referenced dates at:

- 1) _____ Town Hall
- 2) Utah Public Notice Website

Exhibit 'A': Title 12 – Subdivision and Development

[Attached as Follows.]

Recommendation

Commercial and Industrial Zone Requirements 11/12/2024

For: Rocky Ridge Town Council

From: Rocky Ridge Town Planning and Zoning

Subject: Subdivision Ordinance and Codification

Whereas...

1. The existing municipal code for Subdivisions permitting is required to be updated according to state law via H.B. 476 by end of 2024
2. The existing municipal code for Subdivision permitting is non-existent for the town of Rocky Ridge
3. All Subdivisions with a municipality are required by law to be permitted through the Land Use Authority of the municipality and that land use authority is Rocky Ridge Planning and Zoning.
4. Current Codifications of the Town needs to be more clearly, uniformly, and organized to accommodate required changes above

Therefore, The Planning and Zoning Board...

1. Deems it necessary to add and change the language to requirements for Rocky Ridge Code, section 12-15.
2. Deems it necessary to adopt The Subdivision Ordinance and codification as required by state law and were lacking.

ROCKY RIDGE PLANNING AND ZONING HEREBY RECOMMENDS THAT THE ROCKY RIDGE TOWN CONCIL ADOPT....

- See attached addendum

2.28 Planning And Zoning Commission

In accordance with Utah Code Annotated §10-9a-301, Rocky Ridge Town hereby establishes a planning commission as follows:

1. **Membership and appointment.** The Planning Commission is composed of up to seven (7) members who shall be residents and registered voters of Rocky Ridge Town duly appointed by the Mayor, subject to the advice and consent of the Town Council. The Mayor may appoint as many alternate Planning Commission members as needed, pending the advice and consent to the Municipal Council. Alternate planning commissioners may vote on all actions before the Planning Commission as any other planning commission member.
2. **Term.** Each member of the Planning Commission shall serve a four (4) year term to expire in December staggered so that no more than three (3) commissioners expire in a given year. A planning commissioner shall remain in office after expiration of his or her term until duly reappointed, or until a replacement has been duly appointed.
3. **Procedures for filling vacancies and removal from office.** Any vacancy in the Planning Commission membership shall be filled for the remainder of the unexpired term by appointment from the Mayor with the advice and consent of the Town Council. A member of the Planning Commission may be removed by the Mayor for high crimes and misdemeanors, dereliction of duties, for egregious violations of rules of ethical conduct, or for failing to complete required training curriculum as established by the Town or failure to attend three consecutive regular meetings or eighty percent of regular and special planning commission meetings.
4. **Authority.** In addition to any authority delegated or further defined by ordinance, regulation, rule, or policy, the Planning Commission is vested with all authority set forth in Utah Code Annotated §10-9a-302, 1953, as amended.
5. **Organization, voting, and procedures of the Planning Commission.**
 1. Land use authority. Except where otherwise provided or designated by the municipal code, the Planning Commission shall serve as the land use authority.
 2. Chair and vice-chair. The Planning Commission shall annually elect a chair and vice-chair from its membership. The chair shall serve as the presiding officer. The chair shall appoint another member to preside in the chair's absence.
 3. Quorum and voting. A quorum of the Planning Commission shall consist of the majority of the total number of planning commissioners appointed to the planning commission, excluding alternates. Alternate planning commission members shall count as part of the quorum, but do not count to determine the number of planning commission members required to constitute a quorum. A decision shall be rendered by the planning commission based upon the majority vote of those planning commission members, including alternates, present and voting at a particular meeting. Each member present at a meeting shall vote on an issue, yea or nay, except when a member declares a conflict of interest.

4. Agenda. Action cannot be taken on an agenda item unless a meeting has been properly noticed and the items placed upon the agenda in accordance with law.
5. Records. Minutes of each meeting shall be kept and preserved in accordance with law. A copy of the minutes from each meeting shall be provided to the planning commission for approval, correction or amendment, if necessary.
6. Rules of procedure. Robert's Rules of Order, newly revised, and as adapted by the presiding officer, shall govern all meetings as far as such do not conflict with applicable law.
7. Ethics. Each member shall abide by the rules of ethical conduct adopted by the Town.