

Sterling Town Planning & Zoning Minutes

Tuesday January 14, 2025

7:00 PM

Council members attending:	Judy Wadley, Terry Brewer, Laura Patton and Kaden Hanks
Council members excused:	N/A
Staff attending:	Kris Winkel
Community attending:	Tami Privett, Zeb Wignall (Mayor), Yvonne Larsen
Conducting:	Judy Wadley

Agenda item number	Discussion and action items	Result
1. Welcome by Commission Chairman, Judith Wadley	Judy welcomes commission, staff and community present. Meeting called to order at 7:00PM	
2. Pledge of Allegiance	Council, staff and community present stand and recite the pledge of allegiance.	
3. Roll Call	See above for attendance.	
4. Approval of minutes from previous meetings(s)..	Terry makes a motion to approve the minutes from Dec 10, 2024 as presented. Kaden seconds the motion. Motion passed.	Motion: Terry Second: Kaden Vote: Unanimous
5. Discussion on a plan to ensure that the water meter on new builds is accessible.	Terry explains that when they build subdivisions, they generally install the water meters before the home is built in the utility easement. Terry suggests that the water meter location be approved by the water operator and if the water meter needed to be moved, it could.	

	The Commission discusses possible alternatives and solutions and easements. Terry states that it should be the towns responsibility to determine where water lines/meters go and not the Planning and Zoning. Terry states that approval of the location of water meters is on the check-off list for subdivisions.	
6. Review checklist for subdivision	Judy states since everyone has not been able to review this checklist, we should review and finalize this during the next commission meeting. This item has been tabled until next month. ACTION ITEMS: Kris will print up the check off list with the town logo.	
7. Update the building application form	Kris provides a copy of the current building application form. Judy states it does need to be updated. The Commission reviews the current application form and suggests some revisions. Kris updated the requests and provided the new version to the commission who all have access to it.	
8. Begin a plan to bring water to the buffer zone.	Zeb states that he would encourage annexation before talking about bringing water to the outer areas. Discussion on the added cost that would be required. Terry asks if the water would come down from Palisade under hwy 89 or from the town and go under the river. Zeb states that eventually, probably both and the line does loop IMPACT FEE: Yvonne has been working with Justin at Sunrise Engineering on the impact fee. Tami explains that the impact fee comes from the previous and current costs in maintaining the current water system, not the cost to upgrade the current water system. Tami shares that the council has learned that many things they felt should be included in the impact fee are not allowed and that our impact fee will be lower because our infrastructure is old and the size of	

	the town is so small. The council has learned a lot going through this process. Discussion on the difference between a water meter and a stock meter.	
9. Additional Discussion(s) not to be voted on.	BIKE PATH: Zeb Wignall states that tomorrow at 5pm Mathew from Jones and DeMille is coming to present on the bike path and invites the Planning Commission to attend. STERLING WEBSITE: Tami give an update. She has been with Cade Penny at R6 in getting access to the town website. There is a deadline coming up and she is taking care of what needs to happen before that deadline. Zeb adds the various services residents will be able to do once the website is up and running such as pay your water bill, download a building application etc. ANNEXATION: Tami states that many are interested in annexing and at this point the town has encouraged them to begin the process.	
10. Adjournment	Laura makes a motion to adjourn the meeting. Kaden seconds the motion. Meeting adjourned at 8:01	Motion: Laura Second: Kaden Vote: Unanimous

Minutes Approval

By: _____ Date: _____ Attest: _____ Date: _____
Commission Chair: Judy Wadley Kris Winkel, Clerk/Recorder

Commission Members Initials:

Terry Brewer _____

Laura Patton: _____

Kaden Hanks: _____
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