Sterling Town Planning & Zoning Minutes

Tuesday February 11, 2025
7:00 PM

Council members attending:	**Judy Wadley, Terry Brewer, and Kaden Hanks**
Council members excused:	**Laura Patton**
Staff attending:	**Kris Winkel**
Community attending:	**Tami Privett, Mark Otten**
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 7:00 PM.	
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 Jan 14, 2025 as presented. Kaden seconds the motion. Motion passed.	Motion: Terry Second: Kaden Vote: Unanimous
5. Discussion and vote on Mark Otten shop building application.	Mark Otten presents a copy of his plan to the commission and clerk. Mark reviews his plan to build a 30 ft wide by 40 ft deep Ag shop. Since it is in the city limits he needs approval from the town first. Mark reviews the dimensions and states it will be a 2-year project. Judy agrees that is is zoned	

	residential/rural. Commission approves the build, commissioner and Mark sign the plan. Kris obtains the signed form and makes a copy of the original, puts the Sterling stamp and provides the original to Mark. Copy will be filed.	
6. Review checklist for subdivision	Commission discusses the Preliminary, simple and final plat submittal checklist for subdivisions. Commission discusses the concern of preventing water meters being buried by driveways during builds. Terry suggests that the town have parameters to follow. Discussion on having the water master inspect the placement of water meters before installation. Commission agrees that if the builder/contractor puts a driveway over the water meter then the builder/contractor would have to incur the cost of moving it. Commission discussed not installing the meter box until after the house plans are known. Terry states that water meter installations should not happen until the impact fees are received. Terry states the town should determine the easements and what goes in them. The fees include the town installing the meter and the homeowner will incur the cost of running the line from the meter to the house. ACTION ITEMS: Terry will collaborate with Jim Egnar (Water Operator) to put together a plan for water service installation. Judy will call Ryker with Sunrise engineering with some questions.	
7. Begin a plan to bring water to the buffer zone.	Terry states that it's not the P&Z commission that would create this plan. Tami states the importance of planning for the buffer zone. She explains that Manti has lost a lot of their buffer zone to Ephraim. It is important for Sterling to protect our buffer zone and get an annexation plan. Kaden makes a motion to suspend this discussion indefinitely. Terry seconds the motion. This item is removed from future agenda’s.	

8. Additional Discussion(s) not to be voted on.	ANNEXATION PLAN: Judy brings up two points: 1. She received a call from Ryker Seglich about plans for water and that it's best to first have an annexation policy in place. 2. Due to the new Administration the monies that were for support of recreation grants are "dried up". This will help give us breathing room to set up our annexation policy. Judy will soon hear if the grant that helps pay for the annexation policy goes through. Tami states that we can use an existing annexation policy and taylor it to Sterling. Judy provides a copy of the Mayfield Annexation Plan. The Commission reviews and discusses the plan and agrees they would like to implement this plan for Sterling. The plan is well thought out and informative. Terry asks when we want to start working on this? Kaden states he would like some time to review it. Terry asks if we use the Mayfield annexation plan, what would it take to change it later if they wanted to. Tami explains that it would require the commission getting together discussing and and making the plan CULINARY WATER IMPACT FEE: Tamie states that the council is working on having the public hearing before the council meeting in March and then vote for it at council after. ACTION ITEMS: Judy will put together the annexation policy and send it to the Commission and Kris. Kris will post the Public Hearing for the annexation policy at least 10 days prior to March 11th.	
9. Adjournment	Kaden makes a motion to adjourn the meeting. Terry seconds the motion. Meeting adjourned.	Motion: Kaden Second: Terry 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: __________
: __________