

Sterling Town Planning & Zoning Minutes

Tuesday March 11, 2025

7:00 PM

Council members attending:	Judy Wadley, Terry Brewer, and Laura Patton
Council members excused:	Kaden Hanks
Staff attending:	Kris Winkel
Community attending:	Cade Penney, Laurie Allen, Mike Allen and Julie Strickland.
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 7:16 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 February 11, 2025 as presented. Laura seconds the motion. Motion passed.	Motion: Terry Second: Laura Vote: Unanimous
5. Discussion and vote on Annexation Policy	Judy introduces the annexation policy. There are a couple issues that Mike Allen would like to address. 1. Mike suggests adding language that requires a survey of the legal	Motion: Second: Vote: Unanimous

	property description otherwise it leaves it open to a fence-line survey which is not the same as a property description. Judy asks if Mike has any recommendations and Mike states he has not had good experience with them. Cade suggests a licensed certified or third party surveyor. Julie Strickland suggests using a GPS survey system. 2. Mike asks if there is a building inspector to ensure when someone builds a home that it is on their land? Terry states that the building inspectors are supposed to ensure this. Terry thinks the states may have some accepted surveyors that are good and he does not feel a fence line is one of them. Cade suggests adding Section Title 10 Utah Municipal Code section 10-403. In the policy, they may have left out a zero. Due to the changes talked about tonight, we will look into finalizing another draft ensuring the right terminology is used. This item is tabled until the next meeting.	
6. Discussion on a plan to ensure that the water meter on new builds is accessible.	Terry states that the city guy has not returned his call and that the town will be responsible for where the meter will be installed and sets the rules and regulations. Cade suggests this being added to the checklist, and explains that this is a duty of the Planning and Zoning to ensure accessibility of water meters. The City is responsible for the water line to the property and Planning & Zoning from the property line to the home. The Commission agrees that this item should be added in the checklist and determines where it should be added and the appropriate wording. Cade Penney and The Commission agree this satisfies this issue.	
7. Review Checklist for subdivision	Commission further discusses the checklists	

8. Update the building application form	The Commission reviews the proposed building application and discusses changes and revisions from a template they have agreed upon.	
9. Begin a plan to bring water to the buffer zone.	Judy explains that they have not identified the buffer zone on the map and she has not heard back from Ryker who had suggested waiting on this item until the annexation policy is in place.	
10. Additional Discussion(s) not to be voted on.	TPA Grant Judy shares that she has not heard an update on the TPA grant that will help cover the costs of updating our land use ordinances. Judy asks Cade if he has heard anything about this grant yet? He will get back to her on this.. Commercialization Discussion on the need for Sterling having more income while protecting the smallness of the town at the same time.	
11. Adjournment	Laura makes a motion to adjourn the meeting. Terry seconds the motion. Meeting adjourned at 7:56	Motion: Laura 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: _____

: _____