

**Minutes of the Newton Planning Commission
held on March 13, 2025
at the Newton Town Hall, 51 South Center, Newton UT**

1. Welcome, Roll Call, and Opening Ceremony:
The Meeting was called to order by Cass Bleazard at 7:08pm
Commission Members present were: Cass Bleazard, Brock Call, Jadd Shelton
Commission Members Absent were: Holly Call
Other Present: Nicole Kunzler(recorder), Brenda Archer, Gaylen Maughan
2. No longer going to approve the agenda per Karla
3. Approve February 2025 Minutes from Planning and Zoning Commission Meeting
Cass Bleazard made a motion to approve the minutes as presented. Brock Call 2nd the motion. A vote was called and the motion passed unanimously.
4. Susan Newmyer – Jepps Subdivision
Committee members went through the new subdivision form and reviewed the documents brought in by Brenda Archer. What would need to be done by the applicant for the subdivision was discussed. The Committee wanted the following to be done and presented at next months planning and zoning meeting.
 - Need proof of water share for lot
 - Need approval from Jed Woodward that the proposed water connections are feasible
 - Sewer requirements: septic tank permit or a feasibility letter from Bear River Health Dept.
 - Need a school bus review
 - Electrical would need to be figured out: Service Request to Rocky Mtn PowerCommittee would like Susan Newmyer present at the next meeting where she is the legal property owner.
5. Gaylen Maughan Subdivision follow up
Discussed the feedback from the Town Engineer Eric Dursteler. After reviewing email from Town Engineer Eric it was decided to have Gaylen fill out the new Subdivision form and submit it to the town staff to have the Land Use Authority Committee review (Cass Bleazard, Brett Peterson, Eric Dursteler -Town Engineer)
In discussing the subdivision form one of the items is a School Bus Service Review, provided by the Cache County School District (Sec C-4). Jadd is going to contact the Cache School District for more information on how this is done for future reference.
6. Subdivision Zoning Clearance Letter
Town Staff will make changes to the template from review committee to Planning and Zoning Committee along with adding the Town name of Newton. It was discussed to have 30 business days. Also discussed to consult with Karla the Town Clerk regarding a filing fee cost.
7. Adjourn at 8:34 pm

Approved by Planning and Zoning Commission: _____ 4/10/2025 _____

Minutes prepared by: _____
Nicole Kunzler, Assistant Town Clerk, Newton, UT