

MOAB CITY PLANNING COMMISSION MINUTES
REGULAR MEETING
June 12, 2025

Call to Order and Attendance: Moab City Planning Commission held its regular meeting on the above date in City Council chambers. Audio is archived at www.utah.gov/pmn and video is archived at www.youtube.com/watch?v=wZxi_dNFYWY. Commission Chair Kya Marienfeld called the meeting to order at 6:06 p.m. Commission Members Miles Loftin and Jill Tatton were in attendance. Community Development Director Cory Shurtleff, Planning Technician Kelsi Garcia, Associate Planner Johanna Blanco, Treasurer Marcy Mason and Council liaison Luke Wojciechowski also attended.

Approval of Minutes: Commission Member Loftin moved to approve the draft minutes of the June 4, 2025, Special Planning Commission meeting. Commission Member Tatton seconded the motion. The motion passed unanimously.

Master Fee Schedule Update—Positive Recommendation to Council

Presentation and Discussion: Treasurer Mason stated there is an updated master fee schedule modification process. She asked for feedback from the Commission members and Community Development Director Shurtleff explained there was new state legislation guiding the adjustment of planning and engineering fees. He said there were adjustments to the plan review and expedited fee process, resulting in higher fees that still do not enable the City to break even on expenses related to inspections and plan reviews. He said Moab charged the lowest fees of similar municipalities in Utah. Mason stated a fee study was desirable to provide to Council. Shurtleff pointed out proposed fees for master planned developments, commenting that the proposed fee did not cover the costs incurred for plan review. Commission Chair Marienfeld suggested showing the fees from other municipalities for comparison. Shurtleff stated demonstrating the City's actual costs would be pertinent. Mason said it had been years since a comprehensive review of fees had occurred. She said that a minimum \$85.00 fee would encompass costs for a plan review. Shurtleff reiterated the fees reflect new state requirements for the planning department.

Motion and Vote: Commission Member Loftin moved to forward a positive recommendation to Council for **Ordinance 2025- 08:** an ordinance amending Title 3 of the Moab Municipal Code to update Chapter 3.50, Master Fee Schedule and without modifications to the proposed fees and rates charged by the City. Commission Member Tatton seconded the motion. The motion passed unanimously.

Future Agenda Items: Code updates were discussed, including providing Commission members materials in advance of meetings. Commission members discussed planned absences that precluded a quorum at the next regular meeting date. July 10 was discussed as the next meeting date.

Adjournment: Commission Chair Marienfeld adjourned the meeting at 6:33 p.m.