

# Meadow Town Planning and Zoning Meeting

October 14, 2025  
Meadow Firehouse  
7:00 pm

**\*\*\*THESE MINUTES HAVE NOT BEEN APPROVED\*\***

**Attendance:** Commission Chairman Andrew Flake, Committee Member Sean Kelly, Committee Member James Wilcox, Committee Member Rex Williams, Planning and Zoning secretary Haley Abplanalp, Lloyd Robison, Mark Cowley, Tony Cowley, Andee Holdaway, Ralph Maxfield, Town Council Member Justin Jensen, Jace Jensen.

**1. Opening Ceremonies (three-minute limit)** Andrew led the pledge of allegiance and James gave an opening prayer.

**2. Review of minutes for September 16, 2025 Planning and Zoning Meeting.** Sean made the motion to accept the minutes and James seconded.

**4. Discuss the short term rental ordinance.** Andrew lets people know that he did send the revised Subdivision ordinance to the council and he will let everyone know if there are any changes from the council.

Andrew leads the discussion about going through the short term rental.

- The first paragraph is covering not just air bnb but any kind of short term rental.
- There is a business license fee in section 4 and section 5
- James asked who does the inspection according to section 3 C. Andrew said that has been part of the discussion and if they hire or pass it on do the business pay the fee of the third party or the town? The question would be how much \$50-\$100 through sunrise? Town members voice to pass it on and add it to our fee information.
- Ralph asks “what” are we inspecting and James reads from the ordinance on what is required.
- A- if we were to change the business license fee is it set by resolution. Mark says it has to be a town official of some type to be the inspector when James asks if they could get their own and show proof? Could some one in town be or some one already working for the town to inspect it?
- Ralph- would suggest a \$50 dollar fee and amend the business license fee and have a short term rental fee that only applies to short term and not a general business license.
- Maybe have an inspection fee per unit and one business license.

- Section 3- C annual inspection fee per unit will be issued which will be set by resolution. That way it can be modified without needing to open up the ordinance each time.
  - 3-1-4 aligns with the town codes.
  - Section 5 add it informations about the annual inspection fees
  - Sect 6 A. 2. James feels like that line should be removed. Conversation was had about the number of people that could stay in the rental. Sean said it was carried over. The question was also asked how that could be enforced. It was decided to get rid of this section.
  - Section 8 A 1 Andrew- the town currently already has 2 and he thinks we should do one more than what we currently have. James is wondering why there is even a limit? Justin the main focus of the town is to stay a small town small community. Not in favor of having “transient” housing. How does that benefit our little town? Mark said it goes back to zoning. It creates an issue.
  - Andrew we still keep it as a number but we write it as a “resolution” gives it a case by case basis. “ will be set by resolution”
  - Keeping it at a resolution it covers the hypotheticals and keeps things in control. Justin- just as long as it reads that the town has the decision to accept or deny.
  - Ralph recommends that there should be a limit. Andrew isn't sure if the town has liability insurance.
  - Andrew will go through and rewrite it with notes for next month. One more meeting before having a public hearing.
- 5. Other Business:** None
- 6. Adjourn:** Sean makes a motion to adjourn and Rex seconds it.

Haley Abplanalp  
 Planning & Zoning Secretary