

Planning and Zoning Work Meeting
September 17, 2025
FINAL Minutes

Commission

Lee Ballard
Kent Peterson
Cameron Spendlove

Attendance

Krystal Percival

Online

Monica Bowcutt

WORK MEETING: 5:30pm

A. CALL TO ORDER

DISCUSSION:

B. DISCUSSION

1. Chapter 16

Lee Ballard presented several changes including the addition of the Director of Community Development role and modifications to the low-impact CUP process. The commission reviewed proposed changes to application completeness reviews and inspection procedures, with Lee Ballard explaining that the Director of Community Development would handle certain responsibilities. The conversation ended with Cameron Spendlove raising questions about the proposed changes. Cameron Spendlove and The Commission discussed the challenges of defining and measuring low-impact conditional uses versus regular conditional uses, particularly focusing on traffic impact with the zone change. They agreed that a standardized application form asking about operating hours, number of cars, and deliveries would be beneficial. Cameron Spendlove raised concerns about the lack of a good comparison of traffic impacts, noting that current permitted uses in the commercial zone do not provide a suitable baseline. The Commission acknowledged this issue and suggested finding a list of standards to design a more comprehensive application process.

2. K and K Zone Change

Discussion of public hearing input, potential uses on the parcel, pending ordinances that may affect it and the excavation that has been done on the parcel.

3. Mayor's ordinance

The Commission discussed changing the timeline for Planning Commission recommendations, agreeing to allow 4 months with the possibility of extension of town-drafted ordinances, and 2 months for pre-drafted ones.

4. General plan amendment for water conservation.

They considered how to incorporate water conservation language into their general plan to meet the October deadline set by the Water Conservancy District, with Cameron Spendlove suggesting they could simply amend the general plan through a public hearing and vote rather than creating a new ordinance.

5. Open Space amendment

The Commission discussed concerns about ATV access on BLM land and how the open space amendment might affect existing uses. Cameron Spendlove suggested adding language clarification that the regulations apply only to private open space properties, not public lands, unless sold or converted to private use. Kent Peterson and Cameron Spendlove explored potential issues with land sales and access rights, noting that negotiations between the landowner, town, and BLM would be necessary if BLM land

is sold for development. The Commission agreed to consider adding clarifying language to the location section of the ordinance, but Cameron Spendlove pointed out that the current ordinance doesn't address scenarios where BLM land is sold for housing development. The Commission discussed the regulation of ATV and UTV use in open spaces, focusing on whether existing trails should be grandfathered in if sold to new owners. Cameron Spendlove expressed concern that the ordinance might prohibit landowners from maintaining existing ATV trails, leading to a suggestion to allow legally existing uses at the time of sale. The discussion also touched on prohibited uses in open space, with the Commission agreeing to add a clause allowing uses not explicitly listed but deemed similar by town officials.

6. Village Overlay & 7. Multi Family Dwelling Housing

The meeting focused on discussing two proposed ordinances related to housing in commercial zones. (items 6 and 7) Lee Ballard presented a village overlay ordinance allowing two-family dwellings and other residential uses in commercial areas, with specific size and impact restrictions. Cameron Spendlove advocated for a simpler approach of allowing two-family housing as permitted use in commercial zones without an overlay. The group debated the size requirements for dwellings, with suggesting a reduction to 3,000 square feet. They agreed to schedule public hearings for both ordinances and for Lee Ballard to update the definition of two-family dwellings.

ADJOURN MEETING

Motion to adjourn work meeting- No Motion


Krystal Percival Clerk/Recorder

November 12, 2025
Approved Date