

Minutes of the Regular Trenton Town Planning and Zoning Meeting held on Tuesday October 21, 2025, at 7 p.m., in the Trenton Town Hall, 17 East Main, Trenton, Utah.

Present:	Chairperson	Meghan Downs
	Commissioners:	Darrin Mathis
		Anne Spackman
		Linda Spackman
		Darris Page
	Councilmember:	Kyle Kingston

Guests: Mayor Lynn Payne and Scott Vollmer.

Chairperson Downs called the meeting to order at 7:03 p.m.

Approval of Agenda

COMMISSIONER LINDA SPACKMAN MOVED TO APPROVE THE OCTOBER 16, 2025, MEETING AGENDA AS PRINTED WITH COMMISSIONER DARRIS PAGE SECONDING THE MOTION AND ALL COMMISSIONERS IN ATTENDANCE VOTING AYE.

Approval of Minutes

COMMISSIONER ANNE SPACKMAN MOVED TO APPROVE THE, 2025 MEETING MINUTES WITH THE NOTED CHANGES WITH COMMISSIONER DARRIN MATHIS SECONDING THE MOTION AND ALL COMMISSIONERS IN ATTENDANCE VOTING AYE.

Public Comment

There was no public comment at this time.

Zoning Clearance- Scott Vollmer

Scott Vollmer shared that the Zoning Clearance is on a lot with water already hooked up. Commissioner Anne Spackman asked if this was a manufactured home. COMMISSIONER ANNE SPACKMAN MOVED TO APPROVE THE ZONING CLEARANCE OF SCOTT VOLLMER WITH COMMISSIONER PAGE SECONDING THE MOTION AND ALL COMMISSIONERS IN ATTENDANCE VOTING AYE. Mr. Vollmer paid the \$50 Zoning fee.

Internal Accessory Dwelling Unit Ordinance

The Commission reviewed State Code regarding internal accessory dwelling unit. The Commission discussed what connectivity and what requirements could be made on an internal accessory dwelling unit. Chairperson Downs stated that she would call and talk with the County about the issue. They determined to hold off and get some information from the County prior to adopting the ordinance.

Subdivision Update Discussion

Commissioner Mathis reviewed what he had found out about the Subdivision update. He stated that there is a pre-application meeting which is optional and then the required preliminary application and a final review application. He asked if the commission wanted to have the preliminary and the final review applications run concurrently or separately. He stated that this is important because a municipality only has 4 cycles between the two required application periods to complete the review of a subdivision application. The Commission asked what his opinion was and he stated that the Town may want to hire outside help to write the ordinance, the commission discussed the options. The Commission considered having the optional pre-application meeting held with representatives from Planning & Zoning, which would need to be held 15 days after the initial application. They determined to have the full Planning Commission review the preliminary application with one 40-day cycle allotted to this application and the final review done by a representative from Planning and Zoning, a representative from public works and the town engineer with 3 cycles being allotted to this application review. Commissioner Mathis stated that because Trenton's population is under 5000 people they have double the time that is allowed in the State Code. Councilmember Kingston asked what the definition of a review cycle was. Commissioner Mathis stated that Lewiston's Ordinance does a pretty good job with this. The Commission reviewed the timeline for the application review cycle; they noted

that code states that it must be done no more than 40 business days after the day the applicant submits a complete application. Commissioner Mathis stated that he felt like state code made each cycle period 40 days, but he was going to review this before finalizing the Ordinance. Commissioner Anne Spackman stated that a “road” map would be helpful for the applicants. Councilmember Kingston stated that Commissioner Mathis is doing a great job. The Commission discussed whether they wanted to have the town attorney be a part of the 2nd cycle review. They pointed out that the Council is not part of the process. They discussed what would be the structure of an appeal board.

The Commission discussed the parts of the current ordinance that they like and wanted to be sure to have as part of the updated ordinance.

Adjournment

There being no further business to come before the Commission, COMMISSIONER ANNE SPACKMAN MOVED TO ADJOURN THE MEETING AT 8:05 PM WITH COMMISSIONER PAGE SECONDDING THE MOTION AND ALL COMMISSIONERS IN ATTENDANCE VOTING AYE.