

Torrey Planning Commission - October 23, 2025

Approved Meeting Minutes

1. Commission Chair Bill Barrett called the meeting to order at 6:45 p.m.
2. Attending in person were: Steve Babbitt; Bill Barrett; Jack Kelly; Allison Moist; and Wendy Potter. Kate Chappell joined remotely. Nan Anderson was excused. No members of the public were in attendance.
3. Bill called for any conflicts of interest. There were none.
4. Bill then asked if there were any corrections or additions to the draft minutes of the September 25, 2025 meeting. There were none. Wendy made a motion to approve the minutes, Jack seconded, and the motion passed unanimously.
5. At the previous meeting, Allison had volunteered to upload prior building permit application material to the town's website. Bill reported he had spoken to the mayor about this and the mayor said the platform, Civic Review, was not yet functional. Meanwhile, Bill will send Allison the applications from the past 6 months and suggested she check with the town clerk to ensure the digital files are complete.

Bill announced with regret that Steve has said he will step down from P&Z at the end of December after four years of professional service to Torrey and P&Z. Bill said he will speak with the town clerk about a vacancy announcement so the position can be filled soon.

Jack offered to look into the state's requirements about annexation plans and then review the General Plan to ensure we are in full compliance when annexations come up in the future. The Commission members thought this was a great idea. Jack said he would also speak with Brock Jackson and then come back to P&Z with a report.

Bill recalled recent, informal discussions among the members about multi-family housing, moderate and low income housing, and workforce housing, sparked by concern about rising property prices in Torrey. He'd bumped into Claudia O'Grady recently and after a brief discussion with Claudia she offered to come to a P&Z meeting and present a primer on Utah housing categories, regulations, and funding. The members of the Commission agreed this would be very helpful. Bill said he would arrange it.

There was a brief discussion about including in public meeting notices the web link for remote access to P&Z meetings. Members felt this would be more convenient and that previous security concerns were no longer warranted.

6. The main item on the agenda was to discuss the remaining parts of Title 10. Bill suggested that the Planning Commission be renamed the Planning and Zoning Commission, because nearly all of the Commission's work involves zoning. The members agreed with that idea.

There was discussion about the "vesting" language. All agreed the language in Titles 9 and 10 should be made identical. And all agreed that the vesting should occur at the moment a

complete permit application has been submitted, and be governed by the regulations in effect on that date. The reasoning is that after submitting, for example, a full construction drawing set it would be unfair to force people to revise those plans after that based on new regulations.

The members then reviewed a revision of the criteria for making conditional use decisions. The current Chapter 8 has two slightly different texts on that topic and Bill had merged those two into one shortened section. The members agreed with the changes.

A discussion followed about variances. The current ordinance says variances are decided by the “appeal authority” (though there is none at this time) and may be taken to the district court if the person filing the variance request is not satisfied. However, state law requires that there be a municipality-run appeals process between the agency making the decision and the district court.

Some members felt P&Z should make the variance decision and then have the Town Council handle appeals. Others felt that ordinances are laws and variances are permission to waive a portion of the law. And since the Town Council is the legislative body that makes law it should probably be the agency decide waivers of the law. Members reached no conclusion and Bill said he would speak with the mayor.

The members then reviewed the Table of Uses. They agreed that all the food service properties should be conditional uses, so there is an opportunity to look at parking, noised, etc. And some thought the town should remove gas stations from the list of permitted uses because they are so unlike the rest of the properties and uses in Torrey, but there was no clear preference on this.

There was also some interest in creating a definition for a “bunk house” as a variant on an ADU. After a brief discussion, Allison volunteered to research other small towns to see if they permit such a use. And the members agreed that listing SRTs as an exception to the definition of a dwelling was not correct and agreed to remove it from that definition.

Finally, Bill said he would work with Colleen Allen at the courthouse to get maps that would help create a more accurate zoning map to be included in the ordinance.

7. There was no new business and no comments from the public. Wendy made a motion to adjourn, Jack seconded, and the motion passed unanimously.

The next P&Z meeting is Thursday, November 20, 2025 at 6:30 p.m.