

Boulder Town, Utah Minutes

Boulder Town Planning Commission

Regular Meeting

Tuesday, November 18, 2025

7:00 PM at Boulder Town Community Center

Boulder Community Center, 351 North 100 East, Boulder, UT 84716 Phone: 435-335-7300

The time stamp (0:00:00) marks the beginning of this item in the meeting's recording.

1. Call to Order and Roll Call (0:09)

Planning Commission Chair Nancy Tosta called the Boulder Town Planning Commission regular meeting to order at 7:01 PM on Tuesday, November 18, 2025. Roll call was taken.

- Commissioner Colleen Thompson - Present
- Commissioner Elena Hughes - Present
- Alternate Commissioner Nick Vincent - Present
- Commissioner Tina Karlsson - Present
- Chair Nancy Tosta - Present
- Commissioner Darrell Fuller - Absent

A quorum was established. Town Clerk Elizabeth Julian was also in attendance.

2. Adoption of Agenda (0:53)

Motion: *Commissioner Tina Karlsson moved to adopt the agenda. Commissioner Colleen Thompson seconded the motion.*

Vote: *With no discussion, the motion was approved by voice vote.*

Motion Passed Unanimously.

3. Conflict of Interest Disclosure (1:20)

Chair Nancy Tosta asked if any commissioners had conflicts of interest to disclose. No conflicts were declared.

4. Meeting Minutes Approval: September 16 Regular Meeting (1:28)

Chair Nancy Tosta asked for comments on the September 16 meeting minutes. After some discussion and clarification regarding the commissioner's review and preparedness to vote on the minutes, the commissioners agreed they had not adequately reviewed them. The commission decided to defer approval of the September 16 minutes to their December meeting.

5. Public comments on agenda items - 3 minutes per person (3:19)

Chair Nancy Tosta asked for public comments from those in the room and online. No public comments were offered at this time.

6. Town Council Liaison Report (3:58)

Town Council Member John Veranth, participating via Zoom, provided the liaison report. He reminded the Planning Commission that in March, the Town Council had given them a charge regarding the area north of the town hall, with a December deadline.

Town Council Member John Veranth apologized for not reminding them sooner but noted that, since this was a survey topic, a progress report at the December meeting would be appreciated. He referenced Utah Code 52-4-206(b), explaining that the topic could be discussed during the meeting even though it wasn't on the agenda, as long as no final action was taken. This is permissible under the Open Public Meeting Act (OPMA) for a short discussion without action.

Chair Nancy Tosta noted that the Planning Commission's requests about general plan guidance and the annexation policy had been deferred by the Town Council for a couple of meetings. She indicated these items might appear on the Town Council's January agenda.

7. Staff Reports (6:22)

Staff member Elizabeth Julian presented key points from the written staff report from the November 4, 2025, Town Council meeting, as well as new items since the report was provided.

She reported on two upcoming Planning Commission vacancies: Seat 3 (currently held by Commissioner Elena Hughes) expiring at the end of the year, and Seat 4 (currently held by Commissioner Tina Karlsson) becoming vacant when Commissioner Tina Karlsson joins the Town Council. The appointment process has been posted with appointments scheduled for January.

Staff member Elizabeth Julian noted that Chair Nancy Tosta attended ULCT training and recommended that all commissioners participate in the upcoming online and virtual ULCT training sessions approved for reimbursement by the Town Council on November 13.

Attendees were informed that the town website had been updated to reflect ordinances and updates to the Planning Commission page.

Regarding project and application permits, she explained that applicants had explicitly requested that Planning Commissioners review the status of applications, as there had been instances of misinformation about permit statuses from their perspectives.

Chair Nancy Tosta stated that several requests for specific information had been directed to Erin Smith for presentation to the Planning Commission. She also asked that the staff report, which details the status of permit information provided to the Town Council, be included in the Planning Commission's meeting materials, along with the materials prepared for the Town Council.

It was reported that the discussion on hiring a deputy clerk/recording secretary to manage advisory board operations was postponed at the November regular and special meetings, along with the discussion on the town clerk.

8. Discussion of Economic Development and Commercial Use in the Boulder Town General Plan (16:49)

Chair Nancy Tosta opened the discussion by noting that while they haven't received overall direction from the Town Council on the general plan, there is a recognized need to address the commercial component. She explained that the Town Council had passed the Planning Commission's recommended ordinance deleting the commercial row from the table of uses, with the expectation that more work would be done to define commercial use.

Chair Nancy Tosta shared research on how other communities of a similar size handle commercial development. She noted that Castle Valley and Rockville (both similar in size to Boulder) prohibit commercial and industrial uses while allowing home businesses with Conditional Use Permits (CUP) and business licenses. In contrast, Fayette, Utah, has a list of about 300 permitted commercial uses, ranging from telegraph offices to taxidermists to ornamental iron sales.

The discussion explored whether Boulder wants to encourage commercial development, with commissioners offering various perspectives:

Commissioner Elena Hughes suggested the topic warranted additional public input beyond the survey and forum already conducted, though she acknowledged significant input had already been gathered.

Commissioner Nick Vincent brainstormed potential needs, such as USDA-approved meat processing facilities, noting that certain commercial activities might be appropriate outside the town center rather than on Highway 12.

Commissioner Colleen Thompson expressed skepticism about commercial viability in Boulder, noting the town's small population (200 people) makes it difficult to support existing businesses, let alone new ones. She emphasized challenges, including a lack of infrastructure, water limitations, and insufficient housing for workers. She remained neutral on whether to encourage or discourage commercial development, but stressed the difficulty small businesses face in Boulder.

Commissioner Tina Karlsson suggested that commercial development should prioritize businesses owned by town residents, proposing that commercial rezoning could be granted on request for properties adjacent to existing commercial zones rather than establishing new commercial districts.

Commissioner Elena Hughes, responding to Commissioner Colleen Thompson's question about how the town could help her commercial business, suggested creating an ordinance explicitly allowing farm stands in any zone, noting they currently exist in a "gray area". Chair Nancy Tosta notes that they are allowed temporarily in the GMU zone.

Commissioner Elena Hughes advocated for promoting home businesses and cottage industry while remaining undecided on larger commercial questions. She cautioned against the Planning Commission deciding what businesses

would or wouldn't work, preferring to let individuals determine their own business viability.

The discussion turned to agriculture's role in Boulder's future. Chair Nancy Tosta asked whether agriculture should remain prominent in Boulder's identity, even though it no longer drives the economy. Commissioner Colleen Thompson distinguished between agriculture (growing hay and alfalfa) and farming (growing food for local consumption), questioning whether people can make a living farming in Boulder. She acknowledged that while some residents farm, they typically need multiple jobs to survive. Chair Nancy Tosta emphasized the importance of all agricultural activities - growing hay, ranching, growing food, and maintaining open space - as significant components of Boulder's culture.

Commissioner Tina Karlsson suggested reaching out to large property owners to understand their vision for their land beyond selling it. Commissioner Elena Hughes strongly supported agriculture's importance and expressed interest in brainstorming ways to build support for local agriculture into ordinances. She suggested reviewing the table of uses, noting that farm stands are classified only as temporary uses, limited to 120 days, which doesn't reflect their actual use or community needs. She proposed examining what's currently allowed and whether those uses should be expanded to more zones.

Commissioner Nick Vincent reflected on the limited commercial development in Boulder over time and noted it's clear what the community doesn't want (McDonald's or large grocery stores). He suggested considering conditional commercial zoning that might concentrate stores in the town center to attract tourists, while locating more industrial uses, such as auto shops, away from Highway 12. He gave the example of a lot they rent from Rachel Levinson that previously served as a county shed, suggesting it could be rezoned for commercial use, such as an auto shop, since it's already been used for commercial purposes.

Town Council Member John Veranth encouraged the commission to examine available statistics on Boulder's economy, noting the importance of sales tax and resort tax to the town budget. He emphasized that working-age families won't be able to rely primarily on agriculture for income.

9. Discussion and Action on changing meeting start time to 6 PM for Dec, Jan, Feb PC meetings (49:40)

Chair Nancy Tosta proposed changing meeting times during daylight saving time months. She indicated she'd like to include this in the bylaws eventually.

Motion: Commissioner Nick Vincent moved to set meeting times to 6:00 PM from November through February and to 7:00 PM from March through October. Commissioner Colleen Thompson seconded the motion.

Vote: With no discussion, the motion was approved by voice vote.

Motion Passed Unanimously.

10. Discussion and Action on Utah League of Cities and Towns (ULCT) Trainings (55:47)

Staff member Elizabeth Julian reminded the commissioners of the training opportunities that had been emailed to them. These opportunities were supported by the Town Council's November 13th approval of registration fee reimbursement.

She reiterated the mandatory training obligations for January, emphasizing that the Local Government 101 training (offered in-person on December 6 in North Salt Lake or online on December 13) would satisfy one of these requirements. She highlighted that completing this course would provide access to Land Use 101 Part 2, which is particularly relevant to the Planning Commission's activities.

Commissioner Colleen Thompson expressed appreciation for Staff member Elizabeth Julian for including training information in their folders, and encouraged continuing this practice.

Chair Nancy Tosta noted her regular attendance at the ULCT legislative policy committee meetings, which meet monthly and cover state legislation impacting local communities. She proposed sharing insights from these meetings with fellow commissioners.

Commissioner Colleen Thompson mentioned watching the Hinckley Report on Friday nights, which provides multiple perspectives on legislative actions.

11. Summary of Meeting Actions (62:24)

Chair Nancy Tosta summarized the meeting's actions:

- Changed meeting time to 6 PM for the upcoming months
- Commissioners to continue reviewing survey results on commercial development.
- Chair Nancy Tosta will redistribute the forum results on commercial use and package responses regarding land north of the town hall for discussion at the December meeting.
- Deferred September 16 minutes to the December meeting.
- Staff reports to be included in meeting materials going forward

12. Potential Business at Tuesday, December 16, 2025 Meeting (68:15)

Items identified for the December meeting include:

- September 16 meeting minutes approval
- Current meeting minutes approval
- Discussion of land north of the town hall
- General plan template review
- Mandatory training in January

Commissioner Hughes noted that the existing project permit forms are outdated and inconsistent with current town ordinances. Staff acknowledged this and confirmed that the forms are currently being updated, a task recently assigned by the Town Council, to address these issues and enable electronic submissions.

13. Final public comments - 3 minutes per person (68:37)

Mark Nelson expressed confidence in the Planning Commission's direction, particularly agreeing with Chair Nancy Tosta's comments. He urged the commission to "think rural," warning that much state training focuses on urban growth and on converting rural areas to urban ones, which could negatively impact Boulder.

Town Council Member John Veranth commented that it was an excellent meeting with good discussion about the importance of agriculture to the local lifestyle, and that it encouraged future examination of economic statistics.

14. Adjourn (72:12)

Motion: *Commissioner Elena Hughes made a motion to adjourn. Commissioner Tina Karlsson seconded the motion.*

Vote: *With no discussion, the motion was approved by voice vote.*
Motion Passed Unanimously.

The meeting adjourned at 8:11 PM.

Minutes Approved: November 16, 2026

/s/[specific_clerk]
Boulder Town Clerk