

**BIG WATER PLANNING AND ZONING COMMISSION
Big Water Town Hall, 60 Aaron Burr, Big Water, Utah 84741**

APPROVED MINUTES

5:30 PM WORK SESSION

7:00 PM MEETING

December 1, 2025

5:30 PM WORK SESSION

1. Call to Order: at 5:47 PM Present: Robert Wilkes, Jack Brisbin, Wryht Short, Mark Burkett; Absent: Nicole Wood

2. Discuss Meeting Agenda Items- Discussion on the draft of the Transportation Master Plan prepared by Sunrise Engineering as part of a grant-funded project.

The discussion focused on the following:

A) Purpose of the Plan

- The plan compiles traffic data, road conditions, and proposed future road improvements for Big Water.
- Completion of the plan fulfills grant obligations and will enable the Town to pursue future grants and impact fee studies for road infrastructure.

B) Key Discussion Points

• Roadway Designations & Widths:

Commissioners noted inconsistencies in stated right-of-way widths (listed as 66 feet throughout). Actual existing local roads are often 50 feet wide, while frontage roads and collector routes are closer to 66 feet. Discussion confirmed that 66 feet should be considered a maximum for future development, with 50 feet remaining standard for local roads.

• Surface Types:

Commissioners reviewed the proposed surfacing priorities. Heavily used roads such as Aaron Burr, Ethan Allen, and Buena Vista (in front of the gas station and boat storage) would receive thick asphalt paving, while other residential roads would receive chip seal resurfacing as needed.

• Future Road Connections:

Discussion emphasized the need for connectivity between Old and New Big Water, particularly through proposed frontage and loop roads to improve east–west traffic flow and safety.

• Highway 89 Safety & Access:

Members reviewed UDOT data showing over 340 vehicles per hour during peak counts.

Commissioners discussed the proposed roundabouts at key intersections (Ethan Allen and the gas station area) and turn lanes to improve safety.

Katie's recent email survey from UDOT requesting municipal input on intersection safety and design was discussed; members agreed to forward individual feedback.

• Pedestrian & Trail Facilities:

The plan identifies potential trail connections to scenic areas such as Toadstool Hoodoos and Mushroom Rock, supporting recreation and tourism goals. Members supported maintaining these in the plan for potential future grants.

• Budget & Pavement Management:

Commissioners reviewed sections on road inventory, maintenance priorities, and pavement management, noting that no active roadway improvements are currently budgeted pending plan adoption.

- Commissioners agreed to forward the finalized version of the Transportation Master Plan to Town Council for their December agenda, contingent on minor corrections and notes

3. Adjourn – at 7:00 PM

7:00 PM MEETING

1. CALL TO ORDER – at 7:00 PM

2. ROLL CALL – Robert Wilkes, Jack Brisbin, Wryht Short, Mark Burkett Absent: Nicole Wood

3. APPROVAL OR AMENDMENT OF AGENDA- Motion to approve the agenda made by Wryht Short and seconded by Jack Brisbin. All in favor.

4. APPROVAL OF NOVEMBER 2025 MINUTES – Motion to approve the October minutes made by Jack Brisbin and seconded by Wryht Short. All in favor.

5. CONFLICT STATEMENT – none

6. ADMINISTRATOR COMMENTS – Several new development inquiries are under preliminary review. Ongoing work on land use updates and compliance issues. Continued coordination with applicants and departments on zoning matters and business licensing.

7. CITIZEN COMMENTS – Adam Wagner: Presented a written statement regarding short-term rental renewal fees. Reported that tourism and occupancy have decreased significantly (down 60% from 2024). Requested the Commission consider reducing renewal fees by 50% or offering multi-property discounts to ease the financial burden and encourage compliance.

Tom Reneau: Commented on design standards under consideration for future zoning updates. Raised questions about: Eliminating chain-link fencing along commercial corridors and whether existing properties would be grandfathered. Enforcement of new storage and debris regulations. Proposed lot coverage limits in industrial zones (60% in I-1, 70% in I-2) possibly restricting property use.

Urged the Commission to consider the financial impact on existing property owners and to ensure fairness.

Adam Wagner: (follow-up) Noted several unlicensed short-term rental operators in Big Water. Suggested the Town use Airbnb listings and property address matching (as done previously) to identify unregistered rentals for compliance and additional revenue.

8. OLD BUSINESS –

A) Discussion and Possible Action on Special Events and Ordinance/Temporary Use Permits – Tabled

B) Discussion and Possible Action on Amending Off Street Parking spaces – Tabled

C) Discussion and Possible Action on Definitions – Tabled

D) Discussion and Possible Action on Commercial/Industrial/Mixed Use – Tabled

E) Discussion and Possible Action on Amending Table of Uses – Tabled

F) Discussion and Possible Action on Land Use Ordinance – Tabled

G) Discussion and Possible Action on Timeshare and Camp Resort Act – Tabled

H) Discussion and Possible Action on Amending Municipal Code 14.20.030 Lot Line Adjustments

Within a Recorded Plan and 14.20.020 Parcel Joinder (Lot Consolidation) – Tabled

I) Discussion and possible Action on Amending Zoning Code 15.10.160 Procedures for Lot Line Adjustments and 15.10.150 Standards and Requirements for Parcel Joinder (Lot Consolidation) – Tabled

J) Discussion on Residential Setback Requirements - Tabled

9. NEW BUSINESS–

A) Discussion and Possible Action on Transportation Master Plan- Reviewed during the preceding work session. Clarifications made regarding roadway width designations (50 ft local, 66 ft maximum). Members confirmed all questions and discrepancies had been resolved. Motion made by Mark Burkett to

approve the Transportation Master Plan and forward it to Town Council for adoption and seconded by Jack Brisbin. All in favor.

10. FINAL CITIZEN COMMENTS- Tom Reneau expressed appreciation for the Commission's efforts and dedication, noting the complexity of balancing community growth with regulatory compliance.

11. FINAL COMMENTS – Robert Wilkes: Discussed anonymous reporting of illegal short-term rentals, encouraging residents to submit anonymous letters or drop notices at Town Hall. He thanked residents for their participation and ongoing feedback. Appreciation expressed to Council Member Luke for attending and supporting Commission efforts. Noted the importance of resident involvement in shaping Big Water's future plans.

We don't want to be up here making every single decision, but it's stuff that's got to get done. And having people in here kind of giving ideas, that helps big time. We do appreciate it. That is one of the differences that's pretty obvious between town council, the water board, and planning and zoning. I changed that. I put two extra citizen comments on our agenda.

Wryht Short: Appreciate Tom double-checking and bringing stuff up to our attention that could go unnoticed or missed. I appreciate you double-checking and keeping us informed what's actually in there.

12. ADJOURNMENT– Motion to adjourn made by Wryht Short and seconded by Mark Burkett at 7:18 PM