

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

APPROVED MINUTES

6:00 PM WORK SESSION

7:00 PM MEETING

January 5, 2026

6:00 PM WORK SESSION

1. Call to Order: at 6:10 PM Present: Mark Burkett, Nicole Wood, Wryht Short, Jack Brisbin and Robert Wilkes

2. Discuss Meeting Agenda Items- The Commission held an extensive work session discussion focused primarily on commercial zoning ordinance revisions, including:

- Review of proposed commercial zoning updates and consolidation of prior amendments
- Comparison of Big Water zoning provisions with Kanab’s zoning code for consistency and clarity
- Discussion of transitioning from Mixed Use zoning to a Commercial/Residential Overlay model
- Consideration of commercial building design standards, including:
 - Use of reflective or high-gloss metal
 - Chain-link fencing placement
 - Setback requirements
 - Earth-tone color guidance
- Discussion of downtown commercial vision and potential future design standards
- Identification of remaining items to be addressed before advancing ordinance revisions, including industrial zoning definitions

3. Adjourn – at 7:09 PM

7:00 PM MEETING

1. CALL TO ORDER – at 7:09 PM

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

3. APPROVAL OR AMENDMENT OF AGENDA- Motion to approve the agenda made by Wryht Short and seconded by Nicole Wood. All ayes.

4. APPROVAL OF DECEMBER 2025 MINUTES – Motion to approve the minutes made by Mark Burkett and seconded by Jack Brisbin. All ayes.

A clarification was discussed regarding a previously suggested traffic improvement concept related to roadway markings and its inclusion in the Transportation Master Plan.

5. CONFLICT STATEMENT – none

6. ADMINISTRATOR COMMENTS –

Denise Wood, The Administrator reported:

- Two building permit applications had been received:
 - One for a manufactured home, which complied with ordinance requirements and was approved
 - One for a metal building, currently under review
- Continued assistance to applicants to ensure projects comply with code requirements
- Ongoing work to align ordinances throughout the municipal code

7. CITIZEN COMMENTS – Tom Raneau: Landscaping Standards; Recommended replacing “native species” language with terms such as *climate-appropriate*, *drought-tolerant*, or *non-invasive* to allow more flexibility and improve commercial aesthetics.

Social Clubs and Lodges; Noted that permitted uses for social clubs appeared to be incorrectly assigned to Commercial Zone 3 instead of Commercial Zones 1 and 2 and recommended correcting the designation.

The Commission acknowledged the comments and agreed revisions were needed.

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 Action of Appointment of the Open Seat on Planning and Zoning – Motion to recommend Jack Brisbin's name to Town Council made by Wryht Short seconded by Nicole Wood. All ayes.

10. FINAL CITIZEN COMMENTS- none

11. FINAL COMMENTS – Commission members welcomed the Town Council's representative in attendance and expressed appreciation for public participation.

12. ADJOURNMENT– Motion to adjourn made by Nicole Wood and seconded by Jack Brisbin at 7:32 pm