

## **Meeting Procedures**

### **Outline of Meeting Procedures:**

- ❖ The Chair will call the meeting to order, read the opening meeting statement, and then introduce the item.
- ❖ The typical order is for consent items, old business, and then any new business.
- ❖ Please respect the right of other participants to see, hear, and fully participate in the proceedings. In this regard, anyone who becomes disruptive, or refuses to follow the outlined procedures, is subject to removal from the meeting.

### **Role of Staff:**

- ❖ Staff will review the staff report, address the approval criteria, and give a recommendation on the application.
- ❖ The Staff recommendation is based on conformance to the general plan and meeting the ordinance approval criteria.

### **Role of the Applicant:**

- ❖ The applicant will outline the nature of the request and present supporting evidence.
- ❖ The applicant will address any questions the Planning Commission may have.

### **Role of the Planning Commission:**

- ❖ To judge applications based upon the ordinance criteria, not emotions.
- ❖ The Planning Commission's decision is based upon making findings consistent with the ordinance criteria.

### **Public Comment:**

- ❖ The meeting will then be open for either public hearing or comment. Persons in support of and in opposition to the application or item for discussion will provide input and comments.
- ❖ The commission may impose time limits for comment to facilitate the business of the Planning Commission.

### **Planning Commission Action:**

- ❖ The Chair will then close the agenda item from any further public comments. Staff is asked if they have further comments or recommendations.
- ❖ A Planning Commissioner makes a motion and second, then the Planning Commission deliberates the issue. The Planning Commission may ask questions for further clarification.
- ❖ The Chair then calls for a vote and announces the decision.

## **Commenting at Public Meetings and Public Hearings**

**Public comment may NOT be heard during Administrative items, the Planning Division Project Manager may be reached at 801-399-8371 before the meeting if you have questions or comments regarding an item.**

### **Address the Decision Makers:**

- ❖ When commenting please step to the podium and state your name and address.
- ❖ Please speak into the microphone as the proceedings are being recorded and will be transcribed to written minutes.
- ❖ All comments must be directed toward the matter at hand.
- ❖ All questions must be directed to the Planning Commission.
- ❖ The Planning Commission is grateful and appreciative when comments are pertinent, well organized, and directed specifically to the matter at hand.

### **Speak to the Point:**

- ❖ Do your homework. Obtain the criteria upon which the Planning Commission will base their decision. Know the facts. Don't rely on hearsay and rumor.
- ❖ The application is available for review in the Planning Division office.
- ❖ Speak to the criteria outlined in the ordinances.
- ❖ Don't repeat information that has already been given. If you agree with previous comments, then state that you agree with that comment.
- ❖ Support your arguments with relevant facts and figures.
- ❖ Data should never be distorted to suit your argument; credibility and accuracy are important assets.
- ❖ State your position and your recommendations.

### **Handouts:**

- ❖ Written statements should be accurate and either typed or neatly handwritten with enough copies (10) for the Planning Commission, Staff, and the recorder of the minutes.
- ❖ Handouts and pictures presented as part of the record shall be left with the Planning Commission.

### **Remember Your Objective:**

- ❖ Keep your emotions under control, be polite, and be respectful.
- ❖ It does not do your cause any good to anger, alienate, or antagonize the group you are standing in front of.



## WEBER COUNTY PLANNING COMMISSION MEETING

### WORK SESSION MEETING AGENDA

February 10, 2026

12:30 pm



*This Work Session will be held in the field, the public is welcome to attend, but will need to arrange their own transportation in accordance with the schedule below*

**12:30pm – Meet at Weber Center (2380 Washington Blvd. 2<sup>nd</sup> Floor Suite 240, Ogden UT 84403)**

- Drive to **3632 N Wolf Creek Drive, Eden UT** — base of the mountain

**1:00 - 1:15 PM | Arrival at Peddler's Cafe — 3632 N Wolf Creek Drive, Eden UT — base of the mountain**

- Guests park at Peddler's. If top lot is full, please park in lower lot and take stairs up (see image below).
- Grab a drink at leisure, use the restrooms, etc.
- Shuttle to greet visitors.



**1:15 – 2:15 PM | Guided Mountain Tour Led by Brooke and the Powder Mountain team, with stops at:**

1. Sundown (Public Side + Ski School) – Showcase public recreation, community access.
2. Timberline + Maintenance Shed – Highlight recent infrastructure investments and operations.
3. Hidden Lake (Private Side) – Contrast with public side; discussion on balancing access; Art Loop trail

**2:15 - 2:30 PM | Return to Peddler's**

- Open discussion/Q&A

Adjourn

*The Work session will be held at Powder Mountain meet at Weber Center at 12:30pm  
2380 Washington Blvd. 2nd Floor Suite 240, Ogden UT 84401 to Join or at 1:00pm at 3632 N Wolf Creek Drive, Eden UT  
— base of the mountain*

*Public comment may not be heard during administrative items. Please contact the Planning Division Project Manager at 801-399-8371 before the meeting if you have questions or comments regarding an item.*

*In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call the Weber County Planning Commission at 801-399-8371*