

Meadow Town Planning and Zoning Meeting

December 9th, 2025

Meadow Firehouse

7:00 pm

*****THESE MINUTES ARE APPROVED****

Planning and Zoning meeting minutes December 9,2025-

1. Opening Ceremonies : Andrew said the opening prayer and lead in the pledge of allegiance.
2. Review of the Minutes for 10.14.2025: James makes the motion to approve the minutes and Sean 2nd.
3. Finding a new chairman: Sean recommends Rex and James also thinks thats a good idea as well. Andrew seconds that. Andrew recommends that we vote on rex being the new chairman if we can nominate and Tony recommends that we schedule it as a work meeting which would need to be posted like a reg. meeting . Sean nominates Rex as chairman and James seconds Sean's nomination.
4. Comments from the Town Council and Mark Cowley regarding the subdivision ordinance.

Mark-

First page chapter two definition- administrative land use authority 10-9-6 "shall be the planning and zoning comm." The ordinance said that the town council can be the land use authority and they can't do that. It needs to be a separate party. He suggests that we could designate the planning and zoning to be the land use authority and can handle the preliminary review. For the final it has to be an administrator like the land use authority. Procedures and requirements would need to be put in place to fill this role. Designating the power of what the administrator would be and who would be appointing this administrator.

10-9-5 at the very end "appeal authority should be the town council"10-9-7 says it should be the appeals group. According to state law it should be only an appeals group not part of the town council.

Appeals- they just list the group but we are actually able to appeal this to the district court if we are not happy with their decision. There is a time limit. It is covered in state code but he thinks it's always good to have it in the town codes as well.

Andrew - the signing isn't for approval. Mark- its for the recording process.

Jess- if it's in the ordinance and both preliminary and final are approved there shouldn't be a stopping if someone doesn't want to sign. They can't say no. Once it meets all the qualifications there is no stopping it.

10-9-8 sect. G "Recordation"

Mark expresses concern about the 30 days to begin the preliminary. Andrew says that if there was this possibility then the committee would play it by ear and meet as often as needed during the process.

Andrew- Land Use Authority clarity on who it can be and what is the state code since Jess said that we can not go against the state code.

10-4-1 "The planning and Zoning shall be the land use authority" double check that it works with the state Code.

Andrew- beginning of the year double check every ones ordinance are up to date

Mark- make sure we put an amendment date on this ordinance.

Me- get the most up to date version. Andrew makes the changes, and I will get it to the town council.

5. Short Term Rental-

5A Residential- Table- Which Zone does this permit in? Both zones or one or the other for the permitted use. In the hearing we would have to amend that and put a date on it as well. Something like this is just included in the zoning ordinance. We could have the body of this ordinance included in the zoning ordinance. Andrew said he would keep that in mind to open that section too.

6. Other business: none. Sean moves that we move to adjourn and James seconds it.