

MEADOW TOWN CORP.

PO BOX 88
MEADOW, UT 84644

Meadow Town Planning and Zoning Meeting

PUBLIC HEARING

March 10th, 2026
Meadow Firehouse
7:00 pm

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

Attendance: Committee Chairman Andrew Flake, Committee Member Rex Williams, Committee Member Sean Kelly, Planning and Zoning Secretary Haley Abplanalp, Lloyd Robison, Tony Cowley, Mark Cowley, Ed Zmitravich, Andee Holdaway, Zane Murnan, Allen Erickson

Excused members: Council member James Wilcox and Council Member Ralph Maxfield

1. Opening Ceremonies (three-minute limit)

- Andrew led the pledge and offered the prayer for the meeting.

2. Revising Chapters 2,4, and 9 in the town ordinances.

- Mark Cowley noted that we need to make a change in ch. 4 10/4/2 section G noting that we should add information about the appeals group and the list of their duties.
- Chairman Andrews response to this was in our revised ordinance and outlined. It was also discussed in our last meeting about adding this.
- Mark talks about “concept plans” and notes that there isn't a definition for this and says that it should be added into our list of definitions. Andrews says that the state code can be used as a reference to this. Andrew also adds that this ordinance is setting up the ground work. He then opens it up to the council for their opinion about adding this definition and council member Sean recommends that we add it. It is noted that with our ordinance that there will always be something that needs to be changed and revised.
- Mark Cowley mentions 10/9/3 the map section of the ordinance and how that can work with our annexation ordinance. Council member Sean asks what kind of legal authority do we as a town have and if/how we prevent

someone from building in the annexation areas. Mark explains that it's under the control of the county. Our annexation ordinance only defines but does not give us the authority. This map defines where we do have the authority and proposed streets, etc. which is why Mark recommended adding that in. Andrew- if someone wanted to annex in and build on those roadways that's when we have a say. If they don't want to annex and still build, that is when we do not as a town have a say. Our subdivision ordinance and our Annexation ordinance go hand in hand.

- 10/9/8 B Mark Cowley notices that there was a change made towards the administrator that the town council will choose that. He notices that there aren't any qualifications for that. In chapter 4 there is an example about the appeals group. Mark then reads the chapter for the committee. Shows that this section has qualifications listed. He suggests that we should go further in listing the qualifications needed for this position.
- Tony Cowley notes that we have not had an appeals member from Meadow Town for the last 4 years and we need to have one. That the appeals group should also be having their own meeting, etc.
- Andrew then asks Mark to read chapter 4. Which covers information about the Appeals Authority.
- Going back to the qualifications for the administrator Andrew suggests that we use some of the qualifications from this section in the list of qualifications for this position. I.E. "Should have prior 2 years experience on our Planning and Zoning committee."
- Andrew before closing the public hearing reiterates that there will be changes made to the concept plan definition and adding a planning and zoning appointee.
- Council member Rex makes a motion to adjourn the meeting and Council member Sean seconds it.

Haley Abplanalp
Planning and Zoning Secretary