

DRAFT MINUTES PENDING APPROVAL

BOULDER TOWN, UTAH PUBLIC NOTICE

Governing Body: PLANNING COMMISSION
Meeting Type: Regular Meeting
Date and Time: Tuesday, May 19, 2026, at 7:00 p.m.
Location: Boulder Community Center, 351 North 100 East, Boulder, Utah

In accordance with the Utah Open and Public Meetings Act, [Utah Code Ann. § 52-4-202](#), the minutes for the above-referenced meeting are provided below.

MINUTES

I. OPENING PROCEDURES

1.1. Call to Order

Chair Nancy Tosta called the May 19, 2026 Regular Meeting of the Planning Commission to order at 7:03 PM

1.2. Roll Call and Determination of Quorum

The Chair conducted a roll call and established a quorum.

Planning Commission Present:

Chair Nancy Tosta
Commissioner Phoenix Bunke
Commissioner Darrell Fuller
Commissioner Elena Hughes
Commissioner Nick Vincent, arrived at 7:05
Alternate Jen Bach

Staff Present:

Henry Davis, Deputy Clerk

1.3. Adoption of Agenda

Motion: Commissioner Darrell Fuller moved to adopt the agenda.
Commissioner Elena Hughes seconded.

DRAFT MINUTES PENDING APPROVAL

Vote: Voice Vote – All present members voted in favor.

Result: Approved unanimously

1.4. Declaration of Conflicts of Interest

No conflicts of interest were declared by any Commissioner.

II. PRESENTATIONS AND REPORTS

None scheduled

III. PUBLIC COMMENT ON AGENDA ITEMS

Chair Nancy Tosta opened public comment, noting that the primary agenda topic was the General Plan, and that the Commission was working to refine draft goals and actions in preparation for a broader open public meeting in the coming weeks.

Gladys LeFevre provided comments on several sections of the draft General Plan. Regarding the Economy section, she expressed concern that high public-sector wages may contribute to the town's low per-capita income, and cautioned against placing excessive tax burdens on the tourism industry. She opposed town funding of a land trust and raised concerns about the town taking any role in governing the distribution or use of irrigation water by private entities such as Boulder Farmstead Water Company and the Boulder Irrigation Company. She also cautioned that safety codes relating to the removal of dilapidated buildings should not be so strict as to discourage removal, and she objected to a provision requiring burial of utility lines for all new construction on affordability grounds. She further expressed opposition to town involvement in promoting land management practices on private agricultural land and to any town role in wildlife management.

Ray Gardner expressed broad concern that the tone of the draft General Plan implied the Planning Commission was better positioned to manage private land than the landowners themselves. He specifically objected to provisions calling for wildlife-friendly fencing requirements and the identification of wildlife corridors on private property, arguing these do not support agricultural operators. He questioned the intent of a provision that would have the town distribute land management guidance to landowners, calling it presumptuous. He stated his desire for less government intervention and recommended the Commission engage directly with residents before drafting policy rather than defending a document at a public meeting.

Mark Nelson acknowledged the significant work put into the document and reminded the public it was a working draft, not a final decision. He cautioned against overreach in action items and goals, particularly where property rights were

DRAFT MINUTES PENDING APPROVAL

concerned, and observed that public observers had not identified major problems with the existing plan. He emphasized that ranching represents a multi-generational heritage in Boulder and expressed concern that the document's emphasis appeared to be shifting toward tourism. He urged the Commission to preserve and appreciate the remaining rural and agricultural character of the town, and to proceed with caution and simplicity. With regards to the General Plan itself, he remarked, "if it's not broke, don't fix it."

Randy Catmull (speaking on behalf of Camille Ballard, President of Boulder Farmstead Water Company) stated that much of the information in the draft plan pertaining to the water company was incorrect. He requested that the Chair and relevant commissioners meet with the water company president before publishing any information about it, noting that no one from the Planning Commission had reached out to verify the information prior to drafting.

Chair Nancy Tosta summarized written public comment submitted by **Ward Combs** via PDF. His comments spanned multiple sections and included: support for lot size averaging and protection of open space; acknowledgment that water management is the responsibility of private entities and outside town jurisdiction; support for distributing best practices on a voluntary basis; caution regarding UDWR involvement; opposition to wildlife overlay zones as arbitrary; support for wildlife-friendly fencing only if voluntary; a request for clearer criteria on home business compliance; a suggestion to reword the tax options goal to avoid placing excessive burdens on local businesses rather than local residents; questions about the rationale for capping residential short-term rentals; support for more flexible lot creation and clearer ADU guidance; the view that capital improvement references to water are outside the town's jurisdiction; support for a town warning system that includes flood areas; opposition to a blanket requirement to bury utility lines; and questions about how the town would apply zoning to public lands and how a rezoning application process differs from the existing CUP process.

IV. DEPARTMENT REPORTS

4.1. Town Council

Town Council Liaison Tina Karlsson reported that the Town Council had not met since the Planning Commission's previous meeting and had no new items to report.

4.2. Staff

Zoning Administrator Erin Smith reported that she was continuing to refine the suite of application forms previously reviewed by the Town Council. The Council had requested that forms clearly reflect versioning and indicate which ordinance numbers correspond to each requirement. She noted this feedback would result in a formatting change across all forms, moving away from a uniform template to one that more clearly links each item to its relevant ordinance section. She indicated

DRAFT MINUTES PENDING APPROVAL

that the RSTR CUP application form, which had been identified as time-sensitive, would not need to return to the Planning Commission based on the Town Council's direction. One remaining step was a meeting with legal counsel to review affidavit language, after which the form would be ready to use.

4.3. Chair

Chair Nancy Tosta had no formal report.

V. APPROVAL OF PROPOSED MINUTES

5.1. April 21, 2026, Regular Meeting

Alternate Jen Bach requested two corrections to the draft minutes: that the word "readjust" in the SMARTER acronym explanation be changed to "reviewed," and that two redundant sentences on the same page be merged. Both corrections were accepted.

***Motion:** Commissioner Phoenix Bunke moved to approve the April 21, 2026 Regular Meeting minutes as amended. Commissioner Darrell Fuller seconded.*

***Vote:** Voice Vote — Unanimous.*

***Result:** Approved unanimously.*

VI. PUBLIC HEARING

None scheduled.

VII. DISCUSSION AND POSSIBLE ACTION ITEMS

7.1. Discuss the Goals and Actions in the General Plan

Chair Nancy Tosta opened discussion on the draft General Plan goals and actions, noting the intent was not to conduct a line-by-line review but to address specific provisions in need of refinement before the document is released for broader public comment. The following issues were discussed by section.

Land Use — Goal 1 (Public Lands): Chair Tosta noted that the town's current zoning map incorrectly designates public lands (Forest Service, BLM, SITLA) as GMU, a designation the town has no authority to apply to those lands. The goal was discussed as an effort to correct the zoning map and clarify which lands are public, which are private, and which are managed by other agencies. Commissioner Phoenix Bunke suggested the goal language be revised to focus on map accuracy

DRAFT MINUTES PENDING APPROVAL

and to address potential future land use scenarios should public lands be transferred to private ownership, rather than framing it as coordination with state agencies. The Commission agreed with this reframing.

Land Use — Goal 2 (Agricultural Heritage): Chair Tosta noted that preserving Boulder's agricultural and ranching heritage is a core theme throughout the draft document and invited the Commission and public to suggest stronger or clearer language to that effect. Discussion focused on two specific actions: Action LU-2-3 (agricultural production overlay zones) and Action LU-2-4 (promoting irrigation water management efforts). Regarding the overlay zone provision, several commissioners expressed concern that it would be perceived as a threat to private property rights and could be used to restrict development based on discretionary criteria. Commissioner Darrell Fuller moved to strike both provisions, while Commissioner Elena Hughes and Commissioner Nick Vincent supported leaving LU-2-3 in the draft for broader public comment before making a final decision. It was agreed to strike LU-2-4 as drafted, with Chair Tosta noting the language could be softened to "support" rather than "promote" the efforts of the Boulder Irrigation District. The Commission acknowledged these are tools for preserving agricultural land and invited further public input.

Land Use — Goal 3 (Rezoning and Commercial Development): Commissioner Darrell Fuller raised Ward Combs' question regarding Action LU-3-3, which would require a formal rezoning application for commercial uses proposed in residential, open space, or agricultural zones. Chair Tosta explained the intent was to prevent the town from being compelled to approve CUPs for large-scale commercial uses on commercially-zoned land. The Commission agreed the language should be softened from "require" to "explore" or "consider," and Commissioner Jen Bach suggested the provision could read something to the effect of "consider zoning and rezoning as tools," leaving specific procedures to the ordinances. Commissioner Phoenix Bunke recommended the upcoming public meeting prominently solicit feedback on whether residents support establishing a formal commercial zone.

Housing: Commissioner Nick Vincent identified several language changes in the Housing section. Action H-1-3, which called to "continue to limit residential short-term rentals," was discussed in the context of housing availability. Alternate Jen Bach and Commissioner Phoenix Bunke argued the more important goal was to promote long-term rental availability, and the Commission agreed to revise the action to reflect monitoring of RSTRs to determine their impact on the availability of long-term housing. Action H-2-3, calling for enforcement of building and safety codes regarding the removal of deteriorated or dilapidated buildings, was agreed to be struck from the draft as potentially contentious and unnecessary. Action H-3-1 language was revised to remove the word "adopt" in favor of less obligatory wording. A provision encouraging energy-efficient housing was agreed to be struck, as current building codes already address this. Chair Tosta proposed adding or clarifying language around ADUs to explicitly tie them to long-term housing availability, which the Commission generally supported. Action H-4-1, requiring

DRAFT MINUTES PENDING APPROVAL

that infrastructure be available prior to lot splitting, was discussed in the context of cost and feasibility; the Commission agreed to leave it in the draft for public comment but noted the action language should be reviewed further.

Environment: Commissioner Nick Vincent noted that the Environment section contained several action items using obligatory language such as "require," "adopt," and "manage," and recommended these be softened to words such as "encourage" or "explore" throughout. The Commission agreed with this general direction.

Regarding Action EN-2-1 (air quality guidelines), Commissioner Darrell Fuller questioned whether a town of Boulder's size should be setting its own air quality standards given the existing body of federal and state law. After discussion, the Commission agreed to remove the action while retaining the goal language.

Regarding Action EN-3-3 (lot size averaging and open space protection), the Commission agreed to revise the language to lead with exploring opportunities to protect large parcels and maintain open space, listing lot size averaging and clustering as examples of tools rather than leading with a mandate to adopt them.

Regarding Action EN-5-2 (development standards related to water quality), a member of the public, Jim Campbell, addressed the Commission to note that each privately drilled well represents a contamination point for Boulder's water supply and urged the Commission to consider including a provision that properties within proximity to the Boulder Farmstead Water system be required to connect to it rather than drill private wells. He also advocated for metering of all private wells. Chair Tosta and the Commission discussed whether to include an action about well meters and connections to the municipal system, noting the state is beginning to require meters on privately drilled wells. The Commission agreed to seek more information on the state's metering requirements before finalizing language, and to potentially include both a general pollution-minimization action and a separate action addressing well connections as options for public comment.

Action Item Assigned: Chair Tosta will research the state's requirements regarding meters on privately drilled wells. Randy Catmull (Boulder Farmstead Water Company) will also seek information from the Division of Drinking Water on well metering rules.

Regarding Goal EN-6 (land management best practices), Commissioner Phoenix Bunke suggested the goal language acknowledge the expertise of existing agricultural operators and emphasize a collaborative or advisory approach rather than a directive one.

Regarding Goal EN-7 (wildlife habitat and corridors), Commissioner Nick Vincent recommended avoiding wildlife overlay zones given the likely opposition from larger landowners and ranchers. Commissioner Elena Hughes noted the language as written used "encourage" and "explore" rather than mandatory terms, and the Commission agreed to leave it in the draft for broader public input.

DRAFT MINUTES PENDING APPROVAL

The Commission agreed to add a new goal to protect Boulder's quiet environment, without accompanying actions at this time, reflecting the value residents placed on quiet in prior survey results.

Regarding the provision on burial of utility lines (SC-16), the Commission agreed to change the language from "require" to "encourage" and to remove the qualifier "all new construction."

Economy: Commissioner Phoenix Bunke noted that the economy goal addressing tourism should be revised so that the action limiting excessive financial burdens referenced local businesses rather than local residents, consistent with a suggestion from Ward Combs. The Commission also agreed to remove the words "existing and potential" from the tourism revenue action, simplifying it to reference "tourism-related industries."

Regarding the cell tower colocation provision in the Services and Capital Improvements section, Commissioner Darrell Fuller noted that antenna design and technology evolve rapidly and recommended softening "require" to "encourage" or "explore," noting that it may already be addressed in existing code. **Action Item Assigned:** Chair Tosta will verify whether the cell tower colocation provision is already codified before finalizing the language.

Action Item Assigned: Chair Nancy Tosta will meet with Camille Ballard (President, Boulder Farmstead Water Company) and Randy Catmull to review and correct inaccurate information in the draft plan relating to the water system. Alternate Jen Bach will also participate. Alternate Jen Bach will follow up with Boulder Town EMT personnel to gather input on the services section. The Commission agreed to flag other organizations and entities referenced in the plan for similar outreach.

7.2. Discuss Scheduling a Public Meeting on the Goals and Actions

The Commission discussed the format and timing of an open public meeting to gather community input on the draft General Plan goals and actions. The proposed format involved posting large-format printed posters of each section's goals and actions, with community members invited to leave written comments on sticky notes over a multi-day period. One or more commissioners would be present during set hours to answer questions.

Commissioner Phoenix Bunke confirmed the ability to produce large-format printed posters with approximately 5–7 days of lead time. The Commission agreed to schedule the open public meeting for June 9, 2026, in the Boulder Community Center community room, with setup beginning at 5:30 PM and the public meeting running from 6:00 to 8:00 PM. The posted materials would remain available for public comment through Saturday morning, June 13, 2026, to allow input from

DRAFT MINUTES PENDING APPROVAL

residents with varied schedules, including those with agricultural obligations during the week of June 15.

The Commission agreed the meeting would not be conducted as a formal Planning Commission meeting and would not require Zoom access, though the question of whether a remote attendance option was legally required would be confirmed with Deputy Clerk Henry Davis. The materials would also be made available online so that community members could review them and submit written comments prior to or following the event, consistent with the format used by Ward Combs.

Action Item Assigned: Chair Tosta will finalize and retype the revised draft goals and actions document and transmit it to Commissioner Phoenix for poster production. Commissioner Phoenix will design and produce the large-format posters and create a flyer to be posted at the post office and community bulletin board. Deputy Clerk Henry Davis will reserve the community room for June 9, 2026, beginning at 5:00 PM, and will work with Deputy Clerk Elizabeth to post the required public notice and make materials available online before departing for travel on June 5.

7.3. Discuss Process and Changes for the Zoning Code

Chair Nancy Tosta introduced the topic of aligning the draft General Plan with the zoning code. She described an exercise she had begun of reviewing each goal and action to identify which provisions would need to be reflected in a revised zoning code. She asked each commissioner to undertake the same review before the June 16 meeting, noting which actions would require new or amended zoning code language. Chair Tosta stated her preference for repealing and replacing the current zoning code in its entirety rather than amending it piecemeal, consistent with the approach taken with the subdivision code. The Commission acknowledged this would be a substantial undertaking and that public hearings would be required. The item was deferred for further discussion at the June 16, 2026 Regular Meeting.

Action Item Assigned: Each commissioner will review the draft General Plan goals and actions and identify which items would require new or amended zoning code language, in preparation for discussion at the June 16 meeting.

VIII. GENERAL PUBLIC COMMENT

No public comments were offered.

IX. CLOSING BUSINESS

9.1. Review of Outcomes, Assignments, and Counsel Recommendations

Chair Tosta summarized the key outcomes: language revisions to be incorporated into the draft General Plan; an open public meeting scheduled for June 9, 2026;

DRAFT MINUTES PENDING APPROVAL

materials to be posted online and in printed poster format; and multiple outreach commitments to the water company, EMTs, and other stakeholders.

9.2. Future Agenda Items

Future agenda items identified include continued discussion of the General Plan following the June 9 public meeting and initial discussion of zoning code revisions.

9.3. Confirmation of Next Meeting: Tuesday, June 16, 2026, at 7:00

The next regular Planning Commission meeting was confirmed for Tuesday, June 16, 2026, at 7:00 PM. The Commission noted that Deputy Clerk Henry Davis would be unavailable and that Deputy Clerk Elizabeth would cover the meeting.

X. ADJOURNMENT

***Motion:** Commissioner Elena Hughes moved to adjourn. Commissioner Phoenix Bunke seconded.*

***Vote:** Voice Vote — Unanimous.*

***Result:** Meeting adjourned at 9:29 PM.*

CERTIFICATE

BOULDER TOWN, STATE OF UTAH

[First and Last Name], Title

ATTESTATION:

[First and Last Name], Title

Date Approved by the Town Council: _____