

# Meeting Minutes, Boulder Town Planning Commission

## June 9, 2016

Commissioners present: Loch Wade, Donna Jean Wilson, Tabor Dahl, and newly appointed commissioner Carla Saccomano. (Alyssa Thompson was absent.) Also present: Pete Benson, Town Council Liaison; Peg Smith, Sec.; and visitor Ann Saccomano.

Loch called the meeting to order at 7: 03 p.m.

### ***Gladys LeFevre Request for Info***

Gladys wants to put a guest ranch on the former AJ Martinez property and needs to know the requirements. This would be a conditional use in a low-density residential zone. All that is needed is to fulfill the process for applying for a conditional use.

### ***General Plan Timeline and Ideas***

Loch said he and Alyssa did a little homework together following their participation in a planning workshop in Hurricane. Assuming the process starts in August, they determined it should be completed by June 2018, in line with 5-year update cycle required of town master plans. They'd like to kick it off with a joint meeting of Town Council and Planning Commission and also invite professional planners from Springdale who had volunteered their expertise. The first action would be to pull together a working group to finalize project goals. The next step would be to appoint a citizen's advisory committee, spend some time working with them, then let the committee begin holding series of facilitated public meetings about town goals. Once the goals are narrowed down and accepted, the committee would establish action steps for accomplishing the goals. (The current GP has goals, but no action plan toward accomplishing them.)

Once the contents are well established, General Plan can be written, including sufficient graph, charts, photos, and maps to effectively illustrate the contents. Expertise from outside Boulder, in terms of facilitated meetings, assistance with formulating and analyzing the survey, generating and printing maps, etc. would also cost money.

Loch said an example of why the General Plan needs additional work is this: the current Plan does state a goal of promoting agriculture. But it doesn't include any actions on that's to be accomplished or even evaluated as to effectiveness.

One of the initial challenges will be picking a citizen's advisory committee of people who want to participate and are willing to put in the time.

### ***Planning Commission Budget Request***

Last year's budget for the Planning Commission budget was \$2K for training, travel, and expenses. Adding work on the GP revision, including hiring a meeting facilitator, printing materials, putting together a survey, etc., would be approximately \$12K, so a total budget of \$14K should be requested, said Loch. Pete thought that would probably be a reasonable request. So far, the Commission's budget is underspent. The budget hearing is occurring next week.

Tabor thought this is too much money for a thing most people don't care about. Loch said we're supposed to use our General Plan every time we make a decision. If we have a tool that's actually accurate, we'd use it a lot. We don't have to spend it all, but it needs to be in the budget. Maybe

## Boulder Town Planning Commission, Meeting Minutes

we could divide \$7 this year and \$7K next year. We'd try to anticipate expenditures while looking at as much free labor as possible, but we want to end up with an accurate, easy-to-read, attractive and usable document that is a useful tool for the Town. Donna Jean said the initial land use ordinance cost the town \$20K. Loch asked the Commission if they were ok putting in that request to the Town budget. Carla asked how the process works with changing the amount up or down or moving money between years, based on what we find the actual expenses to be. Donna Jean said it's a matter of amending the budget and is fairly simple.

Tabor: It seems we don't have any idea right now about what it's going to cost. I haven't had much time to think about the need for a new general plan. I don't feel good asking people for that much money. I know the budget meeting is next week. It's just asking for money to do something I still don't know that is worth that much to the town.

DJ: It won't be quite the same as starting all over. What we want is a future map and a future plan. Are you going to have commercial here or commercial there? That is what planning is for: what you're planning to do in the next several years.

Tabor: As people have brought ideas to the commission, we've thought about how these requests keep the small town feel. So I've thought about it as we've made decisions. Maybe there are some points to be added, but it's not so broken as you think.

Loch: I don't think it's broken. Hopefully all this comes out in the community discussions, we'll get a better idea of how to amend it, if at all. That's where we need is to let the community have a voice. Facilitating the community to have a voice costs money. A good facilitator will have the skills to break the ice, get the ideas flowing, make people feel comfortable talking.

Tabor: What will the Springdale people charge to come here? (Travel expenses likely--- \$500?) Are those types of people necessary? Tabor asked about other likely expenses.

Loch: The presenter [in the Hurricane workshop] had all sorts of exercises to get ideas bubbling up. All the ideas seemed like good tools to start up. I don't know any of these things myself. That's why it would be great to hire someone.

Tabor: If you pay someone, say from Salt Lake, you get an outsider's plan.

Pete: The outside person is just a facilitator, not the idea person; they're not creating the ideas. There's free stuff out there but you get what you pay for.

Loch: I don't want to just spend money on silly things and not end up with anything. But at the same time, cutting corners and not getting a good product isn't a good thing either.

Pete: For budget purposes now, it's probably better to estimate high. Loch: We don't just get a big check at the beginning. The town would approve each expense.

Tabor: I'm looking at expenses for next year, mainly being the printing of some maps and travel. I don't feel good asking for money So far, that's my vote. Loch: Should we just ask for money as it comes up? Tabor: It really feels that asking for a lot of money without knowing more detail... I'm not comfortable with. Tabor: On this facilitator, when we have a hot issue in town, we don't have trouble filling this room. I don't understand what the facilitator will do that we haven't been able to do.

Carla: The General Plan now is a good one. I don't think it's comprehensive going forward. Listening to the discussions about the Accessory Dwelling Units, it's not hard getting people in here. The thing is, the General Plan doesn't support the ADUs, despite the feeling of people in the room for the ideas. It's not so much getting a new General Plan, it's identifying the actions to get to where the goals are. That will give us the foundation for going forward in housing and business and all those other things. I've been in this room when there are all sorts of deeply held beliefs and conflicting ideas. What a good facilitator does is to get all those things out but also

## Boulder Town Planning Commission, Meeting Minutes

help the group work toward some sort of consensus on general growth direction. So that when something like the ADU or another specific issue comes up, that foundation has been laid in the town. A good facilitator will help people hear what others are saying and help them hear commonalities, and then find a way to help people give here and give there to find a way through that they can all support. So it's not so much coming up with an updated general plan, it's coming up with the goals and actions for the town that the town will support, and that will let you have the support for the specific zoning things that come up. A good facilitator helps the town come together, to get the general acceptance of what it wants to move toward and so that it's not the free for all when something comes up.

Loch: We have a lot of conflicting goals. We want housing, but don't want growth. I don't know how to navigate some of those conflicting goals. It would be nice to open the General Plan and get some guidance. What's our priority? Do we want a small town feel first, with single family homes? Do we want to provide housing within that bigger goal? Right now, if someone came in with a new idea, we don't have any guidance in the GP to help make a decision. I'm advocating a GP we can use as a planning tool. We can always ask for money as we go along. Why don't we just spend the \$2000 like last year and see how far we get with that?

Tabor: Or \$3K, which would be same as last year, plus some additional. We won't go to other trainings. Loch said he'd still encourage members to attend at least one training per year.

Loch: Look, the town got a grant for the design of the tract park for about \$40K; that was just a drawing. The Zoning Ordinance cost \$20K a long time ago. Things do cost money. I don't think a plan for the future of the town is a frivolous thing to spend money on. Besides, we don't have to spend the full allocation if it's not needed.

DJ: \$5K is more reasonable.

Carla: Because of the time constraints [of the budget hearing next week], asking for \$5K would give us the room to do what we need to do, while continuing to work to identify what else we need. We need a budget in hand. We can negotiate and sound like adults rather than say, "wait, let me go check if I can get the money." The town approves the expenditure anyway.

Loch: If you're comfortable with \$5K then that's what we can ask for. I appreciate your desire to be fiscally responsible, I'll do my best to figure out the line items. \$5K total is what we'll request.

Loch will write an email to Judi to ask for \$5K this fiscal year, and next year we may need more. He'll copy everyone on the request.

### ***Follow-up discussion on ADUs***

Loch: The town had asked planning consultant Bruce Parker to review the proposal the Commission had recommended for approval. Bruce suggested holding on the vote and he cited some concerns. Loch said his suggestion to the mayor was for the town to return it to the Commission for more work. They may or may not do that. He then read Bruce Parker's comments (from Judi's forwarded email.)

### ***Upcoming business for July 14 meeting***

- TBD

Tabor moved to adjourn, Carla seconded, motion carried. Loch adjourned the meeting at 8:14 p.m.

---

Peg Smith, Planning Commission Clerk

Date