

# Meeting Minutes, Boulder Town Planning Commission

## November 9, 2017

Commissioners present: Carla Saccomano, Colleen Thompson, Tabor Dahl, Perry Tancredi. Secretary, Peg Smith; Town Council Liaison Pete Benson. Members of public: Jeff Sanders, Ray Nelson, Mark Nelson, Denise Pennington, Conrad Jepsen, Steve Cox, Dennis Bertucci. Carla called the meeting to order at 6:05 p.m.

### ***Review role of Planning Commission (LUAU video)***

Played video on planning roles: <https://luau.utah.gov/category/land-use/> Three branches: legislative, administrative, quasi-judicial. Planning Commission is partly administrative (evaluating, reviewing, deciding on applications), but the bulk of its duties should be PLANNING, that is making legislative recommendations on land use policies to the Town Council. This should be an ongoing activity, and does not need to be instigated by Town Council.

Back to agenda: approve October minutes: Tabor moved to approve, Perry seconded. All approved.

### ***Provide input to Ward Coombs on subdividing***

Carla: Difficulty dividing the property and meet the depth and width ration with Eddy's land in the middle. Carla has contacted town attorney, Mark McIff and Bruce Parker and is awaiting word from either. Ward knows he needs to formally submit a subdivision plan. Going to Board of Adjustment for a variance isn't really an option as the hardship would be self-inflicted (dividing a lot that doesn't meet lot requirements). Perry: The intent of the code is to avoid long, skinny lots. Most existing lots are not necessarily rectangles. The ordinance doesn't clearly spell out how to measure an odd-shaped lot. Based on available information, the consensus was for him to pursue his primary plan and measure the lot excluding the entry easement.

### ***Discuss the formulation of community work groups (for General Plan and ordinance updates)***

Carla reported on the Nov 6 joint strategy session with Town and Planning Commission: Steve, Pete, Perry, Colleen and Carla. The four work groups are Housing, Land Use, Economic Development, and Community Identity. Go out to talk to people; pair with resource people who have a lot of experience in these topics. Also partner with someone from planning who can help with ordinances. Perry's suggestion was to get groups going as soon as there are enough people for that group. They'd come to planning to report back periodically. We'd use that info to update ordinances and to see how ordinances line up with the general plan. There'd be an ongoing relationship with planning. Once they get to the recommendation stage, we'd hold public hearings. The work groups provide a way of involving public from the beginning and getting continual feedback.

Conrad: So you want us to go around and talk to the people? (Yes) As many people involved as possible. The committee can determine its own way of working

Tabor: Idea sounds good, to have committees focus on those areas makes sense. The process of public hearings really works. That's where it'll really happen is when the public has a chance to

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weigh in, and then come to a larger group meeting to discuss it. It will be a long process, but a good one.

Perry: We can kick off with a big round table with all the committees so the public has chance to talk to all groups. That is, if we kick off at same time. Carla said there could be the round table a little later in the process, after the groups have an idea of what to do with the input they'd receive. Perry: I can imagine several scenarios of how they'll do things.

Perry will be list keeper for the names on the work groups. We talked about starting after the Dec Planning Commission meeting. Carla said we will solicit volunteers, while trying to get a good cross section of people. Perry wants the groups to be really focused and not try to solve every housing issue. Perry 7667, or 415-601-3725.

Carla: We'll also scheduling additional work meetings during the month, to work on the administrative tasks, but also be able to discuss the legislative changes we know we need right away, such as fire suppression, short-term rentals, parallel road issues, etc.

### ***Discuss upcoming business and pick topic(s) for work meeting***

First work meeting topic? Parallel road/intersection, Tuesday 21, 6pm. Tabor: maybe have a comment time at the beginning? Then close comment time so we're not interrupted. That'll keep it focused. Tabor was going to inventory areas in town where the parallel road issue exists.

See what comes back from Ward Coombs.

Update where we are on working committees—membership, process, etc. Try to get the group or groups started by Dec 7 (next town council meeting).

### ***Discuss 2018 meeting schedule; public comments?***

Keep meeting schedule same as this year: second Thursday of each month; 7 p.m. during Standard Time and 6 p.m. during Daylight Savings Time.

Ray Nelson had a current concern regarding parallel drives: his and a new drive on Colleen's fenceline adjacent to him. Perry explained this doesn't apply to driveways, only to roads (serving more than one residence). We'll have to consider when a driveway turns into a road. Tabor said the point of doing this is to prevent two public roads side by side. Access to both sides of properties from one common road will be the goal. It's better to figure this out now than wait until a subdivision application is in and we're faced with it.

Tabor moved to adjourn, Perry seconded. All approved. Carla adjourned the meeting at 7:12 p.m.

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Peg Smith, Planning Commission Clerk

Date