

**MINUTES TO BE APPROVED AT SEPTEMBER PLANNING COMMISSION MEETING**

**Boulder Town Planning Commission Special Meeting**

**August 22nd, 2024 7:00 PM**

**Meeting Minutes**

Planning Commission Members present- Tina Karlsson, Elena Hughes, Nancy Tosta, Darrell Fuller

Town staff present or on Zoom- Zoning Administrator, Erin Smith, Deputy Clerk Lacy Allen

Meeting was called to order at 7:00 PM mountain standard time

**Approve agenda**

Commissioner Karlsson made a motion to approve the agenda. Commissioner Fuller seconded the motion.

All in favor.

Motion carries.

**Conflict of interest disclosure**

None

**Approve Meeting Minutes**

None to approve.

**Town Council Liaison Report**

Nothing from the Town Council.

**Staff Reports**

Nothing.

**Public comments on agenda items**

None

**Discussion and Possible Action Items on Subdivision Code Review**

Councilmember Veranth commented on the Planning Commission wanting to remove reference to the General Plan under the Subdivision Code. He stated that under state law the General Plan is not binding and the Ordinance takes precedence over the General Plan.

Minor Lot Subdivisions were discussed along with Surveys. Refer to recording minutes 8:00 - 10:21

Building Lots - Councilmember Veranth added definitions and now the definitions are updated and unique to Boulder Town.

Commissioner Hughes questioned “Commercial Structure” on the “Building Lot” definition and a discussion on the verbiage ensued. Some debate was had and the verbiage is to stay and to be discussed later.

Commercial Lots were discussed on the recording at 10:22 - 16:50

Driveways were addressed with no changes.

Administrative Land Use Authority. The Planning Commission wants to be able to make recommendations as to who is considered for Planning Commission and it doesn’t belong in the ordinance that the Planning Commission can make recommendations.

Exceptions were discussed and changing “Minor Lot Subdivisions” to “Small Lot Subdivisions” was recommended. Other exemptions and infrastructure requirements were discussed.

The takeaway from the discussion was: Taking out Minor Lot Subdivisions and changing it to “Small Lot Subdivisions.

Requirements are a Platt, Access, feasibility for Septic and Water. Dry Subdivisions are not allowed and a Fire Protection Plan needs to be considered for the land to be insured. The discussion can be found on the recording: 18:24 - 54:50.

Agricultural Land Exemption - The Commission agreed to use the Tropic language here. Councilmember Veranth stated he will review what State Law to be discussed later.

Meets & Bounds - To be platted and surveyed is the agreement.

Public Subdivision and Right-of-Way - added that Public Entity needed to notify Zoning Administrator before recording.

Notifying Garkane and Southcentral was added under “Utilities”.

Storm Drainage Plans, Road Standards and the remainder of the highlighted items were discussed. Please refer to minutes 64:04 - 1:43:03

Road Standards were discussed to be a 40 ft easement.

152009 - Penalties: Commissioner Tosta read the new wording added in by Micahel Winn. Commissioners agreed it sounded good.

**Discussion and Possible Action Items on Possible Zoning Code Changes Related to Subdivision Code Changes**

This was rescheduled for the next meeting.

**Review Meeting Actions/Decisions**

Notes will be updated on the Draft on the Subdivision Ordinance.

**Upcoming business/Future Agenda Items**

Final Version of the Subdivision Ordinance and possible Zoning Ordinance changes.

**Final Public Comments**

Councilmember Veranth thanked everyone for their efforts and all the comments. He stated that the Tropic Code is not State Law and there should be a discussion offline.

**Adjourn**

Commissioner Karlsson made a motion to adjourn the meeting. Commissioner Hughes seconded.

All in favor.

Motion Carries.