

**TOWN OF PAYSON  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE PUBLIC MEETING  
January 14, 2008**

**CALL TO ORDER - 3:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Jere Jarrell, James Scheidt, Hal Baas, Russell Goddard, Joel Mona, Gary Bedsworth, and Lori Meyers.

**ABSENT:** None

**STAFF PRESENT:** Jerry Owen, Community Development Director, Ray Erlandsen, Zoning Administrator, Tim Wright, Deputy Town Attorney, and Chris Floyd, Secretary.

**A. APPROVAL OF MINUTES**

1. Public Meeting 12-10-07 Pages 1-4

The minutes were approved as submitted.

**B. PUBLIC COMMENTS - Comments concerning items not on the agenda. Note: Those wishing to address the Planning and Zoning Commission during this time need not request permission in advance. Action taken as a result of public questions and comments shall be limited to directing staff to study the matter or rescheduling the matter and decision at a later date. There shall be no discussion regarding any issues presented.**

There were no public comments.

**C. SCHEDULED HEARING(S)**

1. P-343-07 Unified Development Code Amendment  
Filed by: Town of Payson  
Location: All of Payson  
Purpose: To amend Section 15-09-004, Conditional Use Permit, of the Unified Development Code to allow revisions for simplification and clarification.

Ray Erlandsen, Zoning Administrator, summarized the staff report. He noted that the main reason for the revision was the time element for conditional use permits.

The Commission asked questions, which were answered by staff.

Chairman Scheidt opened the public hearing.

Chairman Scheidt closed the public hearing.

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Chairman Scheidt directed staff to bring the proposed changes back to the February 11, 2008, meeting.

#### **D. SCHEDULED DISCUSSION/POSSIBLE ACTION**

1. Regarding proposed changes/additions to the Commission's operations manual.

Chairman Scheidt commented that he had worked with the legal department on the proposed changes to the Commission manual. He noted that there were a couple of typographical errors that would be fixed.

There was discussion regarding the proposed changes/additions to the Commission's manual. There were further recommended changes to the document.

Chairman Scheidt asked if staff would make these corrections to which the reply was they were noted. It was noted under the Table of Contents that several new tabs would be added.

Jere Jarrell moved, seconded by Gary Bedsworth, to approve the Conduct and Department rules and direct staff to insert them where appropriate in the Planning and Zoning Commission manual, subject to the changes made today.

Motion carried 7-0.

Item number D.4 was taken out of order.

2. Regarding the Airport Land Exchange process. (Discussion only)

Jerry Owen, Community Development Director, gave an overview of the Airport Land Exchange that was just completed. He noted that it had taken approximately 12 years to complete the exchange. It is approximately 222 acres west and south of the west end of the airport. Mr. Owen stated that he had been talking to some of the property owners and they were trying to plan a logical planning process for this project which could include a general plan amendment. Mr. Owen suggested that an analysis and assessment of this property be completed to see what type of development would be feasible.

The Commission asked questions, which were answered by staff.

Chairman Scheidt commented that staff wanted the Commission to know that this land has been acquired and now the process will be started to designate what the land use could be. The Chairman suggested that staff work with the property owners and see what their ideas are for the property.

Jerry Owen, Community Development Director, commented that he recommends to first study the land and look at some of the key factors like where are the steep slopes, the current utilities, the heavily vegetated areas, what are the most intensive uses, etc.

It was also suggested getting the utility companies involved early in the process and also

consider what affect it would have on police and fire services.

A member of the audience voiced concern with runoff in the area once this property is developed and also having a buffer between the existing residential.

Kevin Sokol, a property owner, stated that some of the possibilities would be for the commercial areas be along Airport Road, some areas would remain residential and some multi-family.

Ray Jones commented that he would like to see the land division, into three (3) parcels, completed first then work on the general plan update.

3. Regarding notices to Commission members for all citizen participation meetings.

Ray Erlandsen, Zoning Administrator, stated that this was an item brought forward by the Commission as a suggestion that Commissioners be notified when a citizen participation meeting is occurring so they could decide whether to attend or not. He said it was decided that the Commission could be noticed if that was your desire. There was discussion regarding attendance at these meetings and the reason for it with regards to the meeting notes.

Tim Wright, Deputy Town Attorney, reminded the Commission what the purpose of these meetings are. He also reviewed the open meeting law in this situation. Mr. Wright suggested that if you attend one of these meetings, you go as an observer.

Chairman Scheidt asked for a roll call as to who wanted to be notified of these meetings.

Roll Call - Joel Mona, aye; Gary Bedsworth, aye; Russell Goddard, no; Lori Meyers, aye; Jere Jarrell, aye; Vice-Chairman Baas, aye; and Chairman Scheidt, aye.

4. **Regarding Guest Quarters report. (Discussion only)**

Ray Erlandsen, Zoning Administrator, summarized a report, regarding guest quarters, from the different Town departments and the Sanitary District.

There was discussion regarding possible changes to the UDC, clarify the definition of a guest quarter, and the possibility of charging a portion of the streets, parks, public safety impact fees. A water impact fee is already charged in some instances.

**E. REQUESTS TO STAFF FOR THE PLACEMENT OF ITEMS ON FUTURE PLANNING & ZONING COMMISSION AGENDAS**

Joel Mona asked if a powerpoint slide of the land use map and zoning map could be available during meetings, to which the reply was in the affirmative.

**F. INFORMATION TO COMMISSION (Not for Discussion)**

Ray Erlandsen, Zoning Administrator, noted that the latest update, dated October 1, 2007, of the UDC is on the Town website. He asked if the Commission wanted a printed copy of the update,

to please let him know.

Also the Commission has a copy of the Master List For Packets for New Commission Members. On the list are the items that a newly appointed Commission member receives.

**G. ELECTION OF OFFICERS**

Jere Jarrell moved, seconded by Russell Goddard, to reappoint Hal Baas as Vice-Chairman and Jim Scheidt as Chairman.

Motion failed 3-4 With Joel Mona, Gary Bedsworth, Lori Meyers and Hal Baas casting the dissenting votes.

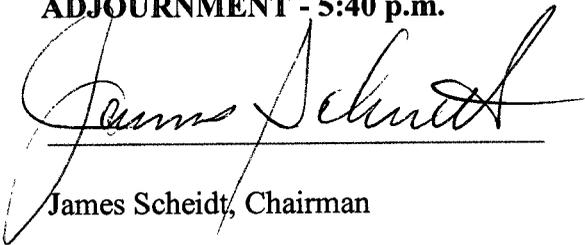
Gary Bedsworth nominated Hal Baas for Chairman, seconded by Joel Mona.

Motion carried 7-0.

Hal Baas nominated Gary Bedsworth for Vice-Chairman, seconded by Joel Mona.

Motion carried 7-0.

**ADJOURNMENT - 5:40 p.m.**

  
James Scheidt, Chairman

2-11-08  
Approved

  
Chris Floyd, Secretary