

**TOWN OF PAYSON  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE PUBLIC MEETING  
October 10, 2011**

**Chairman Goddard called the duly posted meeting of the Planning and Zoning Commission to order at 3:00 p.m. in the Town Council Chambers.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** James Scheidt, Russell Goddard, Lori Meyers, Jeff Loyd, Clark Jones, and Mark Waldrop.

**ABSENT:** Joel Mona

**STAFF PRESENT:** Sheila DeSchaaf, Zoning Administrator, LaRon Garrett, Assistant Town Manager, Doni Wilbanks, Planning Technician, Tim Wright, Town Attorney, and Chris Floyd, Executive Assistant.

**A. APPROVAL OF MINUTES**

1. Public Meeting 9-12-2011 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. P11-005 Unified Development Code Amendment  
Filed by: Town of Payson  
Location: Could affect all of Payson  
Purpose: To amend the Unified Development Code provisions pertaining to Design Review guidelines for government properties, government buildings and utilities.

Sheila DeSchaaf, Zoning Administrator, summarized the staff report.

Commissioner Loyd asked what the meaning was for "encouraged" to comply. Sheila DeSchaaf, Zoning Administrator, explained that the Town can't say "shall" comply but would request they comply with the purpose and intent of the guidelines. Tim Wright, Town Attorney, stated that an example would be Julia Randall Elementary

School. The school wasn't subject to the design review guidelines or even the zoning setbacks, etc. but the Town worked with the school and we have a nice result.

Chairman Goddard opened the public hearing.

Chairman Goddard closed the public hearing.

Motion: Recommend to the Town Council approval of P11-005, an amendment to the Unified Development Code Section 15-02-014-Design Review Overlay District, amending the design guidelines for government buildings and nongovernmental utilities as outlined in Exhibit A of this document.

Moved by James Scheidt, seconded by Clark Jones.

Vote: Motion carried 6 - 0

Yes: James Scheidt, Russell Goddard, Lori Meyers, Jeff Loyd, Clark Jones, and Mark Waldrop.

Absent: Joel Mona.

2. P11-006 Unified Development Code Amendment  
Filed by: Town of Payson  
Location: Could affect all of Payson  
Purpose: To amend the Unified Development Code provisions pertaining to Subdivision and Minor Land Division standards, procedures and required improvements.

Sheila DeSchaaf, Zoning Administrator, gave a brief overview of the proposed changes to the subdivision guidelines.

Chairman Goddard opened the public hearing.

Chairman Goddard closed the public hearing.

Commissioner Loyd asked what the purpose was for moving the level of authority to the Commission. Sheila DeSchaaf, Zoning Administrator, replied that it would take a duty away from the Council that they don't necessarily have to do and allows the Commission to review a submittal for compliance. Tim Wright, Town Attorney, also commented that it could be looked at as a reduction in regulations.

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

1. 2012 Meeting Schedule

Sheila DeSchaaf, Zoning Administrator, stated that this was for information only and would be approved at the first meeting in January.

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

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

1. Expiring terms, letters requesting reappointment

Sheila DeSchaaf, Zoning Administrator, commented that several members had terms expiring, if seeking reappointment they would need to notify the Town Clerk's department.

ADJOURNMENT - 3:20 P.M.

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Russell Goddard, Chairman

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Approved

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Chris Floyd, Executive Assistant