

Torrey Planning and Zoning Commission Meeting Wednesday, May 10, 2017; 6:30 PM Minutes

Members Present: Mary Bedingfieldsmith, Pearl Thorndal-Stewart, Richard Jensen, Tracy Potter, Aaron Jensen, Donita Pace, and Diane Borgerding

Torrey Town Board Member Present: Doug Robinson

Members Absent: None

Guests: Beth Peisner, Duane Platt, Annie Holt, Jim and Coral Coffee, and Dayanna Varney were present and welcomed at the beginning of meeting.

1) Minutes Approval

- Aaron moved to approve minutes of last meeting, Tracy 2nd, unanimously approved

2) Message from Duane Platt concerning plans to build a commercial kitchen on the southeast corner of Main Street (Highway 24) and Sandcreek Road.

- Building will have a kitchen area, indoor dining area, bathrooms, and outdoor dining area.
- Access is proposed to be off Sandcreek Road.
- Annie Holt voiced concern about congestion up Sandcreek Road; parking would be for 20-30 cars. The reasoning for access off Sandcreek Road is due to the stopping and turning off Highway 24. Mr. Platt previously owned an RV park business off Highway 24 and saw many close calls with cars stopping to turn off Highway 24.
- Outdoor lighting plan was discussed, very minimal lighting is proposed and will be only during business hours, mostly summer time.
- Exterior will be rustic with siding and stucco.
- Motion by Tracy to accept the plans as drawn with the agreement that Eric Torgerson, Town Building Inspector, will oversee the construction and the concerns on Sandcreek Road are noted, 2nd Aaron, unanimous approval.

3) Message from Shawn Saunders, Fremont River Guides and Fly Shop, concerning the sign ordinance for his business on Main Street.

- All signs have been taken down to put the business within compliance of sign ordinance with two signs on the building and the monument sign.
- Proposed to have an extra sign 4x4 on the protruding part of the building; Shawn will go to the Town Council to discuss a variance for a sign on the protruding part of the building.
- Lighting was discussed, several bulbs have been taken out to be in compliance with the lighting ordinance. Discussion about current lighting in the back and west side; overhead lighting in back of building has been there for several years.
- Motion to accept by Pearl, 2nd by Diane, unanimously approved.

4) Discussion about other signs on Main Street.

- Primary discussion concerned the Chuckwagon signs that are set on poles outside the building.
- Commission will look at signs and have conversation about compliance to sign ordinance.

- Tracy and Mary will drive by to look at the signs.
 - Annie Holt discussed her plans for signs and lighting at house across Main Street from the Chuckwagon. All signs and lighting will be in compliance with town ordinances.
 - Sign ordinance can be found at Title 9 Chapter 3 on the Torrey Town Website.
- 5) Message from John Benson concerning the annexation proposal East of Torrey.
- Proposed annexation is on the east side of Torrey Town along Highway 24, goes to and includes Capitol Reef Resort then across the street to include the Rim Rock property.
 - A member from the annexation committee plans to update the P&Z Committee each month on progress.
 - The annexation proposal includes about 51 property owners, initial assessment had about 12 yes's and 14 maybe's to proposed annexation plans.
 - The annexation committee will have a "neighbor meeting" on May 19th at Capitol Reef Resort conference room, all property owners and Torrey Town P & Z committee members are invited.
 - 51 % of property owners and 1/3 of the market value is required to be in approval before the committee can apply for annexation.
 - The committee contacted a surveyor, they have to survey the area and document the dimensions. The annexation committee will ask the people who are being annexed to help pay for the survey, they may also apply for a grant.
 - There would be approximately 20 full-time people added to the town through the proposed annexation.
 - Expenses to town were discussed, they include: road expenses, fire hydrants, and water. Private property roads are not maintained by the town. Roads of 66' would have to be dedicated to the town to be maintained by town funds.
 - Businesses included in the proposed annexation are: all businesses to the east of Torrey on the North and West sides of Highway 24, annexation crosses Highway 24 at the Capitol Reef Resort and takes in the Rim Rock on the south and east side of Highway 24.
- 6) Short term rental – Pearl reported:
- Short term rental properties are permanent structures and are required to have a commercial water rate as a part of the Torrey Town Ordinances.
 - Wording of the proposed short-term rental ordinance was discussed and clarifications were made on wording of the document.
 - Proposed ordinance for short term rental properties will be forwarded to the Town Council after recommended changes are included.
 - Discussion followed about "Tiny Houses", sewer and water hookups, days of short-term-rental (30 days or three weeks), and other specific wording to be included in the document.
 - Motion by Tracy to accept with revisions and present to council, 2nd by Richard, unanimous approval.
 - Pearl will complete revisions and present to Town Council.
- 7) Clarify the procedure of request to be on the P & Z agenda.
- Procedure will continue for people to call any committee member to be on the agenda, the committee member who receives request will e-mail request to the committee. Mary will contact Pearl for inclusion in the agenda.

- 8) Report from Tracy about assignment to talk with residences of the Hickman Property on North Center Street about trash in their yard, they were receptive to coming into compliance and headway has been made to remove nuisance trash from yard.
- 9) Assignments completed:
- Minutes completed and approved, May agenda was posted.
 - Pearl and Diane attended council meeting to present minutes.
 - Pearl addressed the non-compliance issue of sign ordinance and new transfer of ownership compliance.
 - Tracy and Town Maintenance/Council Person, Dustin Oyler, went to the Hickman property on 4th and Center to discuss trash in yard (report included in minutes).
- 10) Assignments for April:
- Donita will prepare the minutes.
 - Pearl and Diane will go to the Town Council Meeting tomorrow night to present Draft Short Term Rental Ordinance.
 - Pearl will post the June agenda.
 - Mary will conduct the June meeting.
 - Tracy and Mary will go to the Chuckwagon to inspect signage on poles and additional signs and report to the next meeting.
- 11) Next meeting - June 7, 2017 at 6:30 PM at Torrey Town Hall.
- 12) Meeting adjourned - Motion by Pearl, 2nd by Mary, unanimous agreement.