

Torrey Town Planning and Zoning Commission
Torrey Town Pavilion and Zoom
Agenda
February 17, 2021
5:30 PM

1. Roll Call
2. Who will take minutes for this meeting
3. Approve minutes of January 25, 2021 regular meeting and public hearing
4. Ron Moosman – Building permit application
5. Vince Hanseen – Building permit & outdoor lighting plan
6. Eduardo and Karina Nava – Outdoor lighting and sign plans
7. Aaron and Carrie Torrey – building permit application and lighting plan
8. Determine new P&Z officers
 - a. Chair
 - b. Secretary
9. Determine date / time of 2021 P&Z meetings
10. Who will do the following and what will be the process
 - a. Be responsible for acquiring P&Z information from Mary Bedingfieldsmith
 - b. Create agendas
 - c. Post agendas (as directed by state law)
 - i. In town
 - ii. On town website
 - iii. On state website
 - d. Create Zoom invitations and send to commission members and attendees
 - e. Be the IT facilitator during meetings
 - f. Monitor and respond to P&Z email (Zimbra account)
 - g. Write, keep (electronic and hard copies), and distribute minutes (as directed by state law) to
 - i. Paula / state website
 - ii. Town website
 - iii. Commission members
 - h. Ensure meeting recordings are posted and distributed (as directed by state law) to
 - i. Paula / state website
 - ii. Town website
 - i. Insider article
 - i. Coordinate with Diane Hamilton
 - ii. Send to Insider by Friday 5:00 PM for inclusion in next edition
 - j. Attend town council meeting

- k. Coordinate and assist with building permit applicants
 - l. Coordinate and assist with outdoor lighting plan applicants
 - m. Coordinate and assist with sign applicants
 - n. Coordinate and assist with applications related to newly amended zoning ordinance (landscape and buffering plan, parking, etc.)
 - o. Ensure all commission members have a 2020 Powers & Duties Handbook
11. What is /might be on future P&Z docket (Utah Code Title 10, Chapter 9a - Municipal Land Use, Development, and Management Act, referred to as LUDMA – is an important source of information.)
- a. Public hearing for sign ordinance amendment (in accordance with state law requirements)
 - b. Amend planning commission section of current ordinance
 - c. Complete review of the remainder of the zoning ordinance and amend (in accordance with state law and Torrey Code requirements) This might include, among other things, clarifying, if necessary, the nonconforming use/building section.
 - d. Create a subdivision ordinance – Torrey is required to have one.
 - e. Establish, through ordinance, a land use authority – Torrey is required to have one.
12. FYI
- a. Dawn House historic plaque
 - b. Sign ordinance amendment has been sent to the Town Council for a legal review.
13. Comments from Public
14. Next meeting – March ?, 2021, ? PM

The Torrey Town Planning Commission will hold their regular meeting on February 17, 2021, 5:30 PM. This will be a hybrid meeting via Zoom teleconference and in-person at the Torrey pavilion. If you would like to attend the meeting via Zoom, please contact Paula Pace at paula@torreyutah.gov/435.425.3600 to receive an invitation. Thank you for your interest in planning commission efforts on behalf of Torrey Town.