

**PRICE CITY PLANNING AND ZONING MEETING
MINUTES OF JANUARY 9, 2012**

PRESENT: Commissioners:
Larry Bruno, Chairperson
Frankie Sacco
Rick Davis
Alfred Richens
Judy Beacco
Robert Oliver
Grady McEvoy, Alternate

Nick Tatton, Community Director
Laurie Tryon, City Recorder

EXCUSED: Commissioner Holt

OTHERS PRESENT:

1. **SWEARING IN OF APPOINTEES**-Swearing in of Grady McEvoy, Judy Beacco, Larry Bruno and Robert Oliver.
The City Recorder gave the Oath of Office to the new Planning and Zoning Commissioner, Robert Oliver and to each reappointed member.
2. **CHAIR AND VICE-CHAIR ANNUAL SELECTION**-Nomination and approval of the 2012 Price City Planning Commission Chair and Vice-Chair.
Commissioner Richens nominated Larry Bruno to serve as the Planning and Zoning Commission Chairperson. Commissioner McEvoy closed the nominations. A unanimous vote by all Commissioners was passed for Larry Bruno to serve as Commission Chairperson. Motion carried.
Commissioner Sacco nominated Errol Holt to serve as the Planning and Zoning Commission Vice Chairperson. Commissioner McEvoy closed the nominations. A unanimous vote by all Commissioners for Errol Holt to serve as Vice Chairperson. Motion carried.
3. **CUSTOMER SERVICE REPRESENTATIVE**-Selection and appointment of Commission member to provide customer service activities and customer follow-up.
The Planning and Zoning Commission members voted unanimously for the Vice Chairperson to serve as the Customer Service Representative to follow up with customers regarding items such as Conditional Use Permits and other activities with the City in relation to Planning and Zoning. Nick Tatton stated that a form will be created for use on the customer service reviews.
4. **MINUTES**-December 12, 2011
MOTION. Commissioner Davis to approve the minutes of December 12, 2011 as read. Motion seconded by Commissioner Beacco and carried.
5. **PUBLIC COMMENT ON AGENDA ITEMS**
No comments were received.
6. **GENERAL BUSINESS**
FEE SCHEDULE-Consideration and possible approval of the 2012 Planning and Zoning Fee Schedule. Nick Tatton stated that a new fee has been added to the City's fee schedule. He stated that customers requiring a recording of a plat with the Carbon County Recorder will pay the fee with the Planning and Zoning fees so that when the project is approved, the plat can be taken to the County Recorder's office to be recorded. He stated that this ensures that the plat is followed through and recorded. **MOTION.** Commissioner Richens moved to accept the changes to the new fee schedule. Motion seconded by Commissioner McEvoy and carried.

7. RESOLUTION 2012-01PZ-ANNUAL CONFLICT OF INTEREST-Consideration and possible approval of the 2012 Price City Planning Commission and Individual Member Conflict of Interest Resolution and Statements.

The City Recorder stated that all 2012 Conflict of Interest statements had been received from everyone on the Commission. **MOTION**. Commissioner Davis moved to approve Resolution 2012-01PZ and for the Chairperson and City Recorder to sign the Resolution on behalf of Price City. Motion seconded by Commissioner Sacco and carried.

8. CONDITIONAL USE PERMIT AND ACKNOWLEDGEMENT FORMS AND PROCEDURE REVIEW.

Nick Tatton stated that the new forms will be used between the Planning Commission and customers when a Conditional Use Permit is granted. A certificate will also be provided to list the conditions of the permit. He stated that the certificate will be signed by the Mayor and should connect Planning and Zoning and the City Council and keep City standards current when verifying a permit.

9. UNFINISHED BUSINESS:

- Anadarko will be at the next meeting for final approval.
- Landlord Policy will also be on the next agenda.

Meeting adjourned at 6:20 p.m. pursuant to a motion by Commissioner McEvoy.

APPROVED: _____
Chairman, Larry Bruno

ATTEST: _____
City Recorder, Laurie Tryon