

City of Green River

460 East Main Street, Green River, Utah

Planning Commission Minutes
Special Meeting
Monday, September 16, 2013

ATTENDING: Amy Wilmarth, Samuel Bassett, Kim Andrus and Chris Lezama; Kathy Ryan from the City Council; Employees, Conae Black and C.J. Vetere; from Utah Community Planners, Ken Young

CONDUCTING: Chair, Samuel Bassett, the meeting began at 4:02 p.m.

ORDER OF BUSINESS:

1. Discussion on General Plan. Ken Young introduced himself and what his services are. He tends to work with smaller cities and towns. He was shown the city's General Plan that was adopted on January 10, 2006. It is currently outdated and should be updated every five years. Ken Young said the plan could be strengthened by making the goals a guiding document for the city council. He recommended that the planning commission look at Kanab and Price City's General Plans. They both have those available on line. He does like to use a similar format on how we put these plans together. It may or may not be necessary to have an economic development plan but address economic development in the General Plan.

With component of the plan we will create a goals chart so that whatever is talked about in that chapter there are goals and objectives set. There will be larger goals as a general statement and each of those can be broken down into strategies and from there these can be broken down into specific actions taken in order to have accomplished this goal. If you don't pin it down then you are just throwing out a comment and there is not anyone responsible for doing it. An agency or person or the planning commission is assigned to take this action and a time set on when this will be done. All of this so that we can understand who is going to do it, when it is going to happen and what is the ladder on how to get there.

This will on the last page of each chapter and should be looked at yearly. He can do a land use map that is different from a zoning map. It gives guidance to future zoning areas. We expand the public services chapter by talking about each one of the services and department that the city has. There are several things that can be added into the plan depending on what the priority is for the community. The public should be involved as much as possible.

We invite the community to attend and give input on what is important to them. He would recommend a citizen advisory committee to identify certain stakeholders in the community and get input from each stakeholder. He likes to hold a community visionary and stakeholder's workshop. He likes to hold a public open house showing the draft to get their input and after that is complete then there is a good idea on what the community wants. There is a lot that can be done to prepare to make this a working document. He stated that he is not nearly as expensive as the larger firms because his overhead is much smaller. He provided some pricing options with different levels but stated that they are not solid because he did not know where Green River City was at in the General Plan process. Amy Wilmarth said this information will have to be taken to the City Council for a decision. Ken Young stated that some benefits of a General Plan is the ability of some entity, organization or business will look at them to gather information on the community another one is it puts the city in line for potential grants for the federal government by having a good working plan with good objectives. Conae Black and Amy Wilmarth did feel that his prices were unreasonable.

Conae Black explained the purchasing policy. Expenditures of less than \$2,000 does not require bids, expenditure of more than \$2,000 but less than \$5,000 requires three telephone bids, expenditures over \$5,000 require sealed bids. Mr. Young said he has an assistant that helps with mapping but other than that he is the only other one. He does not have much overhead. The larger companies have much more overhead. He said he would keep the expenses down to \$5,000. Amy Wilmarth said the planning commission would get very involved in this plan. Mr. Young said for any maps such as a land use map or a parks trails

map the cost would be \$100 an hour. Amy Wilmarth aid perhaps the planning commission could provide some exhibits for the public meetings. Mr. Young said he would hope that the planning commission would contact someone from Price City and Kanab whom he has worked with to see if they were happy with the results of their plans. That would be Mayor Nina Laycook from Kanab and Nick Tatton from Price.

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2. Adjourn. The meeting adjourned at 4:47 p.m.

Samuel Bassett, Chair

Conae Black, City Recorder

Approved: _____