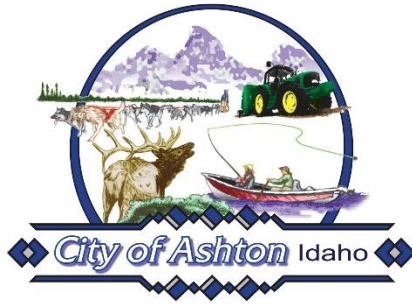




Planning and Zoning Commission City of Ashton Minutes

**714 Main St
5/21/2026
6:00 p.m.**

In Attendance: Rosie Owens, Trena Howell, Audrey Tibbitts, and Dallas Hill.

Also in attendance: Administrator Aaron Denney, Deputy Clerk Denise Vega, Carlos Huerta, Christine Huerta, and City Clerk Cathy Stegelmeier

Chairwoman Owens opened the meeting at 6:00 p.m.

1. Approve Minutes from April 16th, 2026: ACTION ITEM

Commissioner Owens made a motion to approve the minutes as submitted. Commissioner Hill seconded the motion. The motion passed.

2. Public Hearing – Request for Zone Change at 115 N 2nd Street. ACTION ITEM

Chairwoman Owens brought the public hearing to order. The purpose of the hearing was for the Planning and Zoning Commission to receive public comments and testimony concerning a request for a zone change at 115 N 2nd Street. The public hearing was published in the Standard Journal and a copy of the proof of publication was given to each commissioner. She asked the commission if any of them had a conflict of interest. The commission answered as follows: Commissioner Hill, no. Commissioner Howell, no. Commissioner Owens, no. Commissioner Tibbitts, no.

Administrator Denney presented his report on the proposed zone change. He reminded the commission that the Huerta property had previously been issued a conditional use permit. He stated that we received an application to fully change the zone to residential. After reviewing the comprehensive plan and the city's ordinances, he felt the request would be a good fit. The property is surrounded by multiple residential zones, therefore presenting no concerns regarding spot zoning, and he recommended approval of the request following deliberation.

Chairwoman Owens opened the floor to the commission for questions. Commissioner Hill had questions about the lot surveys included in the packet, and whether the request would later cause any spot zoning concerns/issues in the future considering the empty lots nearby. Administrator Denney clarified with the property being surrounded by existing higher and lower density residential

zones, it wouldn't appear as spot zoning. Denney offered examples to the commission of spot zoning to clarify. The commission discussed the proposed zone changes and had no further questions.

Chairwoman Owens turned over the time to applicant Carlos Huerta. Huerta clarified some previous questions with the surveys. He explained to the commission that the entire lot was under his ownership, it had since been subdivided and sold as individual parcels, which explained the confusion with the surveys, as some of them may be outdated. He explained that he was basing his request on the existing Fremont County GIS plat.

Chairwoman Owens reminded all present that the city requests that comments address the proposed conditional use permit as measured by its compliance or lack of compliance with the comprehensive plan and the city code. Each speaker will be given three minutes to speak, and each person must state their full name and physical address. No one signed up to comment.

Chairwoman Owens asked Administrator Denney if he wished to give any rebuttal statements or clarify any earlier statements, to which he responded no. Chairwoman Owens closed the public hearing and called for a discussion amongst the commission. Commissioner Hill felt it would be good to act on the opportunities presented to expire existing conditional use permits amongst the community, to prevent any liability of lawsuits and such against the city from future buyers.

Commissioner Hill made a motion to recommend approval of the change to the official zoning map for the applicant's parcels from community core zoning district to lower density residential zoning district. Commissioner Tibbitts seconded the motion. The motion passed unanimously with a roll call vote.

3. Comprehensive Plan Discussion

Chairwoman Owens moved the meeting to Item 3.

Administrator Denney informed the commission he had sent the consultant an updated version of the draft with the edits from the last meeting. Several maps and edits had been updated; however, the sidewalk information had not yet been updated.

Chairwoman Owens suggested switching out the stock pictures for local pictures. Commissioner Hill agreed and volunteered to take a few local pictures to possibly use for pages 13-14. Commissioner Howell suggested including the meaning behind Ashton's name, and Commissioner Hill stated that he could elaborate further including that information in the historical overview section. Commissioner Tibbitts requested a change on page 4, noting a typo ("is is") under the "Ashton City Goals" section, and on page 30 updating the classes/services that are offered by the public library. Tibbitts requested to have the last sentence on page 30 under "Public Library" rephrased to read as follows "The library offers a wide variety of classes for further education and community development."

The commission discussed meeting once more to review any changes and aims to have another public hearing for the comprehensive plan in July. The requested changes would be emailed to Administrator Denney.

4. Schedule next Meeting

Chairwoman Owens moved the meeting to Item 4.

Administrator Denney discussed meeting more regularly with the Planning and Zoning Commission, approximately twice per month, if we continue to have an increase in applications during the summer. Denney has reviewed the codes and found that City Code requires the Commission to review the sketch plan information for an applicant before proceeding forward to the plat process. The plat process requires a preliminary plat meeting, followed by a final plat meeting. The Commission agreed to meet more regularly as needed with adequate notice.

Meeting adjourned at 6:39 p.m.

Next Scheduled Meeting: June 18, 2026, at 6:00 p.m.

Minutes respectfully submitted by Deputy Clerk Denise Vega