

**Preliminary Municipality Board of Echo Canyon, Utah**

Ordinance No. 2025-O-01

DATE: June 12, 2025

**AN ORDINANCE OF THE PRELIMINARY MUNICIPALITY BOARD OF ECHO CANYON, UTAH, ESTABLISHING A PLANNING COMMISSION AND APPOINTING THE INITIAL MEMBERS**

**RECITALS**

WHEREAS, the Echo Canyon, Utah (“**Echo Canyon**”) is a preliminary municipality and political subdivision of the state of Utah; and

WHEREAS, Echo Canyon was incorporated as a preliminary municipality pursuant to Utah Code Title 10, Chapter 2a, Part 5 on June 9, 2025; and

WHEREAS, on June 12, 2025, after providing notice of the public hearing pursuant to Utah Code Title 52, Chapter 4, the Preliminary Municipality Board of Echo Canyon (“**Board**”) met, in part, to establish a planning commission; and

WHEREAS, the Board finds it is necessary to constitute a Planning Commission as the Land Use Authority for Echo Canyon in accordance with Utah Code Title 10, Chapter 9a, and to appoint the initial members of the Planning Commission; and

WHEREAS, the Board finds it is necessary to adopt rules of order and procedure for Echo Canyon Board and Planning Commission Meetings; and

WHEREAS, the Board finds it is necessary to adopt an electronic meetings policy for the Board and Planning Commission; and

WHEREAS, the Board finds it is necessary to enact a land use regulation for Echo Canyon pursuant to Utah Code Section 10-9a-501; and

**NOW, THEREFORE, BE IT ORDAINED** by the Board, effective immediately upon posting as required by law:

- 1- That the attached Echo Canyon Planning Commission Ordinance attached hereto be and hereby are adopted.
- 2- That the attached rules of order and procedure for Board and Planning Commission Meetings be and hereby are adopted.
- 3- That the attached electronic meetings policy for the Board and Planning Commission be and hereby are adopted.
- 4- That a Planning Commission is hereby constituted as the Land Use Authority for Echo Canyon to act upon land use applications in accordance with Utah Code Title 10, Chapter 9a, and that the following persons are hereby appointed and/or ratified as

members of Planning Commission:

- Cody Larkin, as Chair, for an initial term of 3 years
  - Chris Houghton, as a planning commission member, for an initial term of 2 years
  - Thaxter Sharp, as a planning commission member, for an initial term of 1 year
- 5- That, pursuant to Utah Code Section 10-9a-203, the Planning Commission is directed to provide 10 calendar days' notice of Echo Canyon's intent to prepare a proposed general plan; to create a General Plan for Echo Canyon in compliance with Utah Code Section Title 10, Chapter 9a, Part 4; and to give notice of, and conduct, a public hearing to consider adoption of the general plan in accordance with Utah Code Section 10-9a-204.
- 6- That the Planning Commission is hereby directed to create and make recommendations to the Board regarding land use regulations for Echo Canyon, including without limitation:
- i. Building Code
  - ii. Fire Protection Code
  - iii. Excavation and Grading Code
  - iv. Subdivision Ordinance
  - v. Land Use Code
- 7- That the Planning Commission shall schedule and hold a public hearing on the proposed land use regulations in accordance with Utah Code Section 10-9a-204 or amendment and shall then forward the proposed land use regulations to the Board for consideration.
- 8- That staff, including professional staff such as municipal counsel, is authorized to carry out the appropriate and necessary administrative functions in accordance with this Ordinance.

ADOPTED AND APPROVED, AND ORDAINED at a duly called meeting of the Board of the Preliminary Municipality of Echo Canyon on this 12<sup>th</sup> day of June 2025.

[execution on following page]

## **Preliminary Municipality of Echo Canyon**

By: \_\_\_\_\_  
\_\_\_\_\_, Chair

### **ATTEST**

\_\_\_\_\_  
Clerk/Recorder

### **VOTING:**

Craig Weston	Chairman of the Board	voting	aye
Thomas Gottlieb	Board Member	voting	aye
Trent Arnold	Board Member	voting	aye
Jonathan Hoffman	Board Member	voting	aye
(n/a)	Grand County Board Member	voting	absent

## **EXHIBIT A**

### **ECHO CANYON PLANNING COMMISSION ORDINANCE**

**ADOPTED JUNE 12, 2025, BY THE PRELIMINARY MUNICIPALITY BOARD OF ECHO CANYON**

#### **TITLE 1 - PLANNING COMMISSION**

##### **CHAPTER 1**

**Sec. 1.01.010. - Establishment of the Planning Commission.**

There is hereby created a planning commission pursuant to Section 10-9a-301, Utah Code Annotated 1953, as amended. The Planning Commission shall perform such duties as are assigned to it by law and/or ordinance relating to planning and zoning and land use administration. The Planning Commission is to be composed of three members who are appointed by the Chair with the advice and consent of the Echo Canyon Board.

**Sec. 1.01.020. - Appointment-term.**

The terms of the Planning Commission shall be staggered. Each member of the Planning Commission shall serve for a term of three years and until their successor is qualified and appointed, provided that the term of the members shall be such that the term of one member shall expire one year, the second member the next, and the third the following year. Terms of members of the Planning Commission shall begin on the first day of January each year, or immediately upon appointment if a vacancy exists. In the event of any vacancy on the Planning Commission, the Echo Canyon Board Chair with the advice and consent of the Echo Canyon Board may appoint an individual to fill the vacancy for the remainder of the unexpired term. No member of the Echo Canyon Board may serve concurrently on the Planning Commission.

**Sec. 1.01.030. - Powers and duties.**

The Planning Commission shall:

1. Prepare and recommend a general plan and amendments to the general plan to the Echo Canyon Board.
2. Prepare and recommend land use ordinances and maps, and amendments to the land use ordinances and maps, to the Echo Canyon Board.
3. Administer provisions of the land use ordinance, where specifically provided for in the land use ordinance.
4. Prepare and recommend subdivision ordinances and amendments to those subdivision ordinances to the city council that regulates the subdivision of land in Echo Canyon.
5. Recommend approval or denial of subdivision applications.
6. Recommend approval or denial of conditional use permits to the Echo Canyon Board as provided in the Echo Canyon land use ordinance.
7. Recommend an appeal authority for Echo Canyon to the Echo Canyon Board.
8. Advise the Echo Canyon Board on matters as the Echo Canyon Board directs and hear or decide any matters that the Echo Canyon Board designates, including those powers authorized by state law.
9. Conduct such public hearings as are required by law or as may be deemed necessary by the Planning Commission.
10. Exercise any other powers that are necessary to enable the Planning Commission to perform its functions or delegated to it by the Echo Canyon Board.

Sec. 01.01.040. - Organization.

The Planning Commission may adopt such rules that it deems necessary for the conduct of its proceedings. Meetings of the Commission shall be held at the call of the chairperson and at such times as the Planning Commission may determine. The Planning Commission shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall immediately be filed in the office of the Echo Canyon recorder/clerk, which shall be the office of the Planning Commission, and shall be a public record.

1. Meetings. The Planning Commission shall meet as necessary and at such times as the Planning Commission may determine. Meetings shall be held at the Echo Canyon offices or at such other reasonable location(s) within Echo Canyon as the Planning Commission may deem necessary. Meetings shall be held in accordance with the provisions of Title 52, Chapter 4, Utah Code Annotated 1953, as amended, entitled "Open and Public Meetings Act," or any successor statute enacted in its place.

2. Quorum. Two members of the Planning Commission shall constitute a quorum. A majority of the voting members present at a meeting at which a quorum is present shall be required for any action. No fewer than two yes votes are required for passage of any action.

Sec. 01.01.050. - Compensation

The Planning Commission members shall be compensated One Hundred Dollars (\$100.00) for each meeting attended and for reasonable expenses incurred in performance of duties as members of the Planning Commission, which shall be established by resolution of the Echo Canyon Board. Appointments shall be nonpolitical and appointees shall be selected from different vocational interests insofar as possible.

Sec. 01.01.060. – Removal

The Echo Canyon Board Chair, with the advice and consent of the Echo Canyon Board, may remove or suspend any Planning Commission member for violation of Title 10, Chapter 3, Utah Code Annotated 1953, as amended, entitled the "Municipal Officers' and Employees' Ethics Act", or any successor statute, felony or misdemeanor offenses, or any other misconduct that undermines the integrity and legitimacy of the Planning Commission. Vacancies resulting from removal shall be filled in the accordance with Sec. 1.01.020. - Appointment-term.