

ENOCH (UTAH) [348]

PLANNING AND ZONING COMMISSION MINUTES, 1980-ongoing

DESCRIPTION: Utah law authorizes each municipality to establish a planning commission (UCA 10-9-201(1)(a), 1997), and outlines the responsibilities of that commission. The planning commission is responsible for preparing and recommending a general plan for municipal growth and development, and for recommending zoning ordinances. The commission may be responsible for administering the provisions of the zoning ordinances. It can recommend approval or denial of subdivision applications, advise the legislative body, and hear or decide any matters that the legislative body designates, including the approval or denial of conditional use permits (UCA 10-9-204, 1997). The Enoch city council passed an ordinance creating a planning commission in 1980, and the Enoch planning commission held its first meeting on October 7 of that year (Enoch, city council minutes, October 1980). The planning commission immediately began gathering information for a general plan. The Enoch planning commission deals with issues such as annexation, building permits, conditional use applications, subdivision requests, and zoning ordinances. The minutes tell the date and place of meeting, list those in attendance, and summarize the business discussed.

ARRANGEMENT: Enoch planning commission minutes are arranged chronologically by date, with extraneous documents filed after each set of minutes.

RESEARCH NOTE: From 1980 through mid-1992 the Enoch planning commission minutes are reasonably clean. However, from 1992 through 1995 numerous additional documents have been included at the end of minutes for each meeting. These include primarily requests for actions by the city council, notices of actions taken by the city council or the planning commission, and numerous applications for conditional use permits along with other materials which might have been submitted by the applicant. There are as many as 50 pages of

additional material included after each set of minutes for 1992-1995. Thereafter, the minutes are once more clean of extra material.

RELATED RECORDS: The planning commission supervised the creation of a general plan by creating committees to make recommendations on various topics. Materials or minutes collected by the assigned subcommittees are found in **GENERAL PLAN COMMITTEES MINUTES**, series 23609. **CITY COUNCIL MINUTES**, series 23605, contain a summary of the discussion around the creation of a planning commission, the minutes of the first planning commission meeting as well as documentation of the ongoing interaction between the planning commission and the city council. **BOARD OF ADJUSTMENT MINUTES**, series 23611, contain a lengthy discussion of a community conflict over the planning commission's decision to allow commercial zoning and construction of multi-family housing.

PROCESSING NOTE: Enoch planning commission minutes were microfilmed at Southern Utah University under the direction of Utah State Archives in July 2001 and processed by Rosemary Cundiff in September 2001.

PREFERRED CITATION: Cite the Utah State Archives and Records Service, the creating agency name, the series title, and the series number.

CONTAINER LIST

Reel	Description
1	Oct 1980-Dec 1993
2	Jan 1994-Dec 1996
3	Jan 1997-Dec 2001