



500 E Main St. Duchesne, Utah 84021
PO Box 974, Duchesne, Utah 84021
phone (435) 738-2464
fax (435) 738-5394
office@duchesnecity.com

PLANNING AND ZONING MEETING MINUTES

Opened meeting at 6:04 pm, July 22, 2024

- **Commission Attendees:** Valorie McLean, Danita Hinton, Deborah Herron, Clay Crozier
- **Guest Attendees:**

Agenda Items:

1. Prayer by Clay Crozier, Pledge of Allegiance
2. 7.8.2024 Meeting minutes accepted by unanimous vote.
3. Jerry Allred residential lot front set-back - Deb Herron
 - a. Deb discussed with Jerry pushing the residential set-back lines to 30' instead of 20'.
 - b. Jerry believes we need to provide extra space in front of properties to park extra large vehicles.
 - c. Jerry said set-backs used to be 30'.
 - d. Deb motioned to recommend to city council they change the front set-back from 20' to 30', Danita seconded, vote unanimous.
4. Lot Split - Clay
 - a. Clay reviewed that questions on lot splits should be directed to minor subdivision 11-4-7 ordinance where the process is outlined.
 - b. Chase chamberlain wasn't ready to present.
 - c. Deb presented her discussion with Lane and Jerry regarding the lot reorginzation on D Hill
 - o Lane is concerned with the streets only being 56' wide'. Does the city want/need to require a wider street size? Could make the loop an arterial street width of 60' wide.
 - o Jerry is also seriously concerned for the existing 15' water line easement on the west side lots.
 - o Is the city on the hook for moving that? What does the easement say?
 - d. Valorie and Deb request to get plats for large projects in advance to prepare and study.
5. City Survey Questions
 - a. Discussed the tiny home survey questions:
 - o Do you think there should be a minimum sq footage requirement on homes in Duchesne? Y/N
 - o A tiny home is defined as a residence 400 square feet or smaller.
 - o How do you feel about a tiny home being built as a stand alone residence next to your home?
 - o - Strongly support
 - o - Somewhat support
 - o - Neutral
 - o - Somewhat oppose
 - o - Strongly oppose
 - o How do you feel about a tiny home development being built in Duchesne City?
 - o - Strongly support
 - o - Somewhat support
 - o - Neutral
 - o - Somewhat oppose
 - o - Strongly oppose
 - o Where do you think tiny homes should be allowed in town?
 - o Residential zones as stand alone residences
 - o Residential zones as a tiny home development

- Commercial/mixed zones as a tiny home development
 - I don't think tiny homes should be allowed in town.
 - Other
- What benefits do you see in allowing tiny homes in our city?
 - - Affordable housing
 - - Minimal environmental impact
 - - Increased housing options
 - - Other (please specify)
- What concerns do you have about tiny homes in our city?
 - Decreased property values
 - Overcrowding
 - Infrastructure strain
 - Other (please specify)
- a. Discussed the short term rental questions:
 - A short term rental is defined as: a residential unit or any portion of a residential unit that the owner of record or lessee of the residential unit offers for occupancy of fewer than 30 consecutive days. By state statute Duchesne city cannot prohibit short-term rentals but we would like your feedback on how they should be regulated.
 - What benefits to you see in allowing short-term rentals?
 - - Tourism and economic boost
 - - Additional income for residents
 - - Increased accommodation options
 - - Other (please specify)
 - What concerns do you have for short-term rentals?
 - - Noise and disturbances
 - - Safety and security
 - - Impact on long-term rental availability
 - - Other (please specify)
 - How should short-term rentals be regulated in our city?
 - - Licensing and permits
 - - Limiting the number of rentals per host
 - - Restricting rentals in certain areas
 - - Enforcing safety and health standards
 - - Other (please specify)
 - What suggestions do you have for regulating short-term rentals to balance community needs and economic benefits?
- b. Deb made motion that we recommend the tiny home and short-term rental survey questions to city council, vote unanimous.
- 6. Open Session: Deb reminded Clay we need to create a flow chart for the city office ladies for the building permit process. Clay suggested we create at our next meeting.
- 7. Adjournment at 7:12 pm by unanimous vote.

Action Items:

1. Clay Crozier will present at City Council.
2. Danita will create google form with the tiny home and short-term rental questions to be ready to distribute once city council approves.

Motions:

1. Motion made by Danita Hinton to accept the minutes, seconded by Deb Herron, vote: unanimous.

2. Motion made by Deb Herron to recommend the city council change the residential lot front setbacks to 30'. Danita Hinton seconded, vote: unanimous.
3. Motion made by Deb Herron to recommend the city council approve the survey questions as written. Valorie McLean seconded, vote: unanimous.
4. Motion made by Danita Hinton at 7:12 pm to adjourn, seconded by Deb Herron, vote: unanimous.