

Duchesne County Planning Commission Meeting Minutes

Date: March 5, 2025

Location: Duchesne County Administration Building, Commission Chambers

Time: Meeting called to order at 5:00 PM

Adjourned: 7:45 PM

Commissioners Present:

- Chairperson Connie Sweat
- Commissioner Reed Van Wagoner
- Commissioner Annette Miller
- Commissioner Thomas Winterton
- Commissioner Terry Nelson
- Commissioner Shilo Hatch

Commissioners Absent:

- Commissioner Kelsey Carter

Staff Present:

Mike Hyde, Mike Gottfredson, Josh Felter

Call to Order:

Chairperson Connie Sweat called the meeting to order at 5:00 PM, welcomed attendees, and reminded those present to silence their cell phones, sign in if attending in person, and introduce themselves if attending online.

Disclosures:

Chairperson Sweat asked for any disclosures regarding pre-hearing contacts, site visits, or conflicts of interest.

- Commissioner Reed Van Wagoner disclosed that citizens had contacted him about Ordinance 25-418.
 - Chairperson Connie Sweat noted she had spoken to individuals regarding ord# 25-418 prior to the last meeting.
 - Neither commissioner felt that the contacts created a bias for them and no one objected to their participation in the hearing.
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Agenda Item A: Conditional Use Permit – Felix Sandoval

Applicant: Felix Sandoval

Location: Coleman Road, Fruitland (Pinon Ridge)

Request: Conditional use permit for a home-based business, including equipment and material storage.

Staff Presentation:

Presented by: Mike Gottfredson

Findings of fact are on file with the Community Development Department.

Questions and Discussion:

- **Commissioner Shilo Hatch** inquired about road damage near Old Highway 40 and whether access to the property would be from that route or from Coleman Road.
 - **Mike Gottfredson** confirmed that access would be from Coleman Road.
 - **Felix Sandoval** added that driveways on his property are pre-existing and compliant, and that Old Highway 40 damage was due to unrelated construction.
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Public Comments:

- **Brad Wardle** supported the applicant, describing him as a responsible and safety-conscious neighbor.
- **Felix Sandoval** detailed site operations, fire mitigation efforts, and clarified that:
 - No customers would access the property.
 - Equipment and materials would be screened and stored discreetly.

- Firewood operations would be limited to approximately 25 cords per year for sale.
 - Fire prevention equipment includes mobile water tanks, fire extinguishers, and machinery for emergency response.
 - Additional comments focused on safety, compliance with fire marshal recommendations, and site maintenance.
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Motion:

Commissioner Shilo Hatch moved to approve the conditional use permit with the following conditions:

- The existing Duchesne County business license must be amended to include proposed activities before commencing operations.
- All roads, driveways, and parking must have a durable and dustless surface.
- No junk or solid waste may be stored on-site; any reported accumulation must be promptly removed.
- Signs must comply with County code.
- The business must adhere to County noise ordinances.
- The fire marshal must approve required fire protection equipment.
- The applicant must comply with Wildland Urban Interface Code standards.

Seconded by: Commissioner Terry Nelson

Vote: Unanimous

Agenda Item B: Continued Public Hearing – Ordinance 25-418 (Subdivision Ordinance Amendment)

Staff Presentation:

Presented by: Mike Hyde

Findings of fact are on file with the Community Development Department.

Questions and Discussion:

- **Commissioner Reed Van Wagoner** raised concerns about water hauling provisions and clarity in the ordinance language.
 - **Mike Hyde** and **Mike Gottfredson** explained that water hauling is permitted under certain conditions and agreed to revise Section 5C3 to clarify acceptable water sources, including hauled water.
 - **Commissioner Annette Miller** asked about the purpose of waiting periods and how water hauling works.
 - **Mike Hyde** explained that the waiting periods are intended to discourage piecemeal development. He also confirmed that developers must work with Tri-County Health and the Division of Water Rights. If those authorities confirm water availability (including by hauling), minor subdivisions may be approved
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Public Comments:

- **Treaven Grant** voiced concerns about reducing minor subdivision limits from 10 to 4 lots and requested updates to the County's Class D road map. He also presented data from other Utah counties showing average minor subdivision lot numbers and supported flexibility in development.
- **Keith Goodspeed** read portions of the Tri-County Health Department's water hauling rules and asked for clearer language in the ordinance to reflect allowance for water hauling under approved circumstances.
- **Susan Hamilton** advocated for creation of a West Duchesne water district and encouraged securing federal funding for rural water infrastructure.
- **Elisha Blair** expressed concerns about limiting rural development and how that conflicts with the state's affordable housing goals.
- **Felix Sandoval** commented as a certified water hauler, explaining the strict safety standards they must follow and emphasized that water hauling is feasible if regulated properly.
- **Nathan Hall**, District Engineer for the Department of Environmental Quality, clarified that the state only regulates public water systems and reaffirmed that Tri-County Health sets

rules for private water hauling.

- **Brad Wardle** suggested inviting a Tri-County Health representative to future meetings and encouraged the Commission to recommend water system improvements to the County Commission.
- **Gabby Blackburn**, Sunrise Engineering, noted during her comment that House Bill 255 had recently passed and would reduce agricultural exemption parcel sizes from 100 acres to 50 acres. She explained that while the ordinance includes language such as “as amended,” the County may need to formally update its code once the new law takes effect in May 2025.

Motion:

Commissioner Reed Van Wagoner moved to recommend that the County Commission approve Ordinance 25-418 with the clarification in Section 5C3 to explicitly include hauled water as a possible source when approved by the appropriate culinary water authorities.

Seconded by: Commissioner Annette Miller

Vote: Unanimous

Other Business:

Gabby Blackburn of Sunrise Engineering gave a presentation on the Duchesne County General Plan update process. She explained that the update is intended to modernize outdated policies, ensure alignment with state law, and proactively guide future land use and development in Duchesne County. Sunrise Engineering is leading the project, with Gabby serving as the point of contact and lead rural planner.

Key points from the presentation included:

- The Planning Commission will serve in an expanded advisory role throughout the general plan update process instead of establishing a separate advisory board.
- Public engagement will rely on targeted outreach at existing community events rather than traditional open houses, making participation more accessible.
- The project timeline extends through early 2026, with the final plan anticipated for adoption by February 2026.
- A project website and community survey are being developed to gather public input.
- Gabby emphasized that this introductory meeting was intended to stay high-level and that more detailed discussions will occur in future sessions and support group meetings.

Commissioners were asked to provide immediate feedback if they identified any major issues with the proposed approach. None were raised during the meeting.

Approval of Minutes:

Commissioner Thomas Winterton moved to approve the minutes of the February 5, 2025 meeting.

Seconded by: Commissioner Annette Miller

Vote: Unanimous

Information Only Items:

- Staff noted that future meetings regarding the General Plan update will include opportunities for more focused discussion on specific topic areas. Commissioners were encouraged to review draft materials and prepare feedback for upcoming sessions.
 - Staff also informed the Commission about the upcoming APA (American Planning Association) Utah Spring Conference. Commissioners interested in attending were encouraged to notify staff so registration arrangements could be made.
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Adjournment:

Motion to Adjourn: Commissioner Shilo Hatch

Meeting Adjourned: 7:45 PM