



Dutch John Planning & Zoning Work Session

Minutes

Wednesday, June 18, 2025 at 7:00 pm

Work Session Agenda

1. Call to Order / Pledge of Alligence

Minutes:

- Call to order at 7:12pm

2. Attendance

Minutes:

- Committee and Town Members: James McGuirk, Rachel Albritton, Dave McDonald, Allen Parker, Butch Johns, Harriet Dickerson

3. Work Items

Minutes:

iWorqs Renewal - Discussion and Possible Action

- \$5,500 for one year - Due Jul 2, 2025.
- James noted that the system is not fully operational and questioned if the town should give it another year. From a personal perspective, he has used the system to recently submit a building permit application and found that it was user friendly. From a Committee member perspective he does see some issues like the contractor database that he helped an applicant with but believes this can be resolved overtime. He's not sure about payment systems. Dave thinks we don't have enough work to justify this. He thinks we need to get good at permits, certificates of occupants and inspections in a manual way.
- Allen raised the point that he believes we signed a three year contract with iWorqs, and may be obligated to resign as a result. He was able to find a non-signed version of the contract but has reached out to his contact with iWorq to get a copy of the signed contract.
- Rachel believes that the Town should consider not renewing. The fact that it has been a year and the system is still not fully operational is an issue. There are issues with application layout and inputs for the user. For the Town, additional work arounds are needed to print out building permits and certificates of occupancy which are tedious and frustrating. The payment system is still not set up. There is a long list of items that need to be resolved that take time several hours outside of working and regular meetings that the committee hasn't had time to address. She does admit that either way the Town goes, substantial work will be needed to get a working system in place which will take time that volunteers do not have. She also questioned the amount of the next payment. She believed that the original price told to the committee was somewhere around \$3k for the first three years. The value of \$15k (\$5k per year for the first three years), was never mentioned.

NEXT STEPS / ACTION ITEMS - Allen will continue to follow up with iWorq to get a copy of the contract. . - Rachel will provide Butch list of three major issues that need to be resolved with iWorqs.

Future Zoning Map - Discussion and Possible Action

- Butch provided background on his work with the RDA to refine future land use zoning. He asked the group to focus specifically on a section of town located north of Little Hole Road, extending north across Highway 191 and westward.
- Allen Parker presented a future land use map of Vernal, UT, to illustrate the broader vision. He explained that while zoning exists within the city boundaries, the surrounding unincorporated land also has proposed land uses. These include a range of uses such as low to high-density residential, parks, industrial, and commercial.
- James used a laminated map on the wall to present a concept that transitions from commercial to high-density, then to medium- and low-density residential areas. Rachel expressed agreement with this vision. No significant opposition was noted during the discussion.
- Next steps - this gets presented to the RDA then to a development agency.

4. Adjournment

Minutes:

- Adjournment at 8:51pm

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Rachel Albritton, Deputy Clerk