

Daggett County Planning and Zoning Minutes
July 15, 2025 at 6:10 PM
95 North 1st West, Manila Utah 84046
Commission Chambers

Members Present:

Chad Reed-Chair-Phone
Allan Wood-Vice Chair
Heidi Steele
Tamara Twitchell
Carrie Poulsen-Alternate & secretary

Guest Present:

Matt Tippetts-County Commissioner
Darrin Brown-Tri County Health

Mr. Wood welcomed everyone and called the meeting to order at 6:13 PM. Mr. Reed acknowledged that he will be joining the meeting by telephone.

Discussion and Consideration of June 17, 2025 regular meeting and work session minutes. After review Heidi Steele motioned to approve the minutes. Tammy Twitchell seconded. All in favor, motion carried.

Darrin Brown from Tri County Health was present to discuss septic systems and drinking water at short term rentals. Mr. Brown stated that Tri County Health has had to come up with policies regarding approvals of these. Mr. Brown has asked that there be Tri County signatures on the business license. Mr. Brown stated that there should be signatures from the water and sewer district as well. Approval is only based on what a typical residence would be, not commercial. Carrie Poulsen asked if this approval could be done during the approval process for the conditional use permit. Mr. Brown stated that it would be good to know how many people the application says the short term rental will house. The septic systems are based on bedrooms, not people. They would not approve if over the limit of people per bedroom or update the system based on that. Mr. Wood asked if a port a potty would suffice but Mr. Brown stated that they are not approved for short term rentals. Port-o-potties are not approved for permanent use. Heidi Steele asked if this process could be added to the conditional use permit application. The board agreed that this is the place to add it. Mr. Brown said onsite wastewater systems need to be approved upon construction. Mr. Brown stated that if there are no records on an existing onsite wastewater system then Tri County would have to pump it, tell them how big the tank is, where the drainfield is, and see that it meets code. There are companies that can provide this service. If the wastewater system can not be approved the property owners will have to bring it into compliance. Carrie Poulsen asked if it's a current STR applying for a renewal of a business license that could somehow be part of that process. Discussion if STR conditional use permits need to be renewed every year. Heidi Steele made a motion to update the CUP application for Short Term Rentals to include the requirements of the approval letter

from Tri County Health or Manila regarding wastewater systems and water supply. Tamara Twitchell seconded. All in favor motioned carried. Mr. Brown stated currently the rule is based on water usage if there are two people per bedroom. Wastewater systems need to be able to dispose of 150 gallons per day per bedroom. Discussion on accessory dwelling units and any requirements from Tri County Health. Mr. Wood asked if there has been any changes in Taylor Flats, Mr. Brown stated nothing yet. Mr. Brown stated that before a wastewater system can be installed the owner needs to have a construction permit from Tri County Health. The process is site assessment needs to be completed to see if it's feasible and that tells them what kind of system they need to build, then they turn in plans, then Tri County issues a construction permit, then the system will have a final inspection to see if it's operable, then Tri County issues an operating permit. Discussion on concrete wash outs. Mr. Brown stated that it should not be dumped on someone else's property, but not illegal to dump on your own property. After further discussion on topics not on the agenda Mr. Brown left.

Discussion and consideration ordinance review of permitted and conditional uses in residential and agricultural zones. There was a public hearing regarding this matter tonight, no comments regarding this were made. Discussion on what the question marks meant. The board wanted the commission to review these items. Heidi Steele made a motion to move the draft of the ordinance changes onto the County Commission, Tamara Twitchell second, all in favor, motion carried.

Discussion and consideration ordinance review of permitted and conditional uses in all commercial and industrial zones. No motion made. Tamara Twitchell made a motion to move this to the next meeting for continued work. Heidi Steele seconded, all in favor motion passed.

Discussion and consideration of accessory dwelling units ordinance. Tabled at this time pending the county attorneys review.

Discussion and consideration of review of Daggett County ordinance 8-3-6, building permit required for utility services. Carrie Poulsen suggested that maybe this needs to be on the next agenda for how to word this and how to handle it if it's for agriculture use. Mr. Tippetts suggested getting legal counsel regarding this issue. Perhaps there should be a form for exemptions if for agriculture use and there could be a form for this as well.

Discussion and consideration of legislative requirements in adopting a Water Conservation Plan into the Daggett County General Plan. No update at this time. Carrie has not heard back from Jay Olsen yet.

Old Business:

Discussion of building permit report. The board reviewed and discussed the report. Discussion on pending permits and what is required back from Red Canyon Resort regarding the buildings they have brought in, and the deck they have built. Matt Tate, the building inspector, is working with them.

Discussion on Land Use violations. No update other than one of the violations is going to trial.

No update on the board member vacancy. The board still needs one alternate and one full time member.

Planning and Zoning updated by-laws. Tabled pending review from the county attorney.

Discussion on Utah State Code 17-27a-522. Simple boundary adjustment-full boundary adjustment process-review by land use authority. Discussion on when a plat amendment is required.

The next meeting is August 19, 2025 at 6:00 PM. The next work session will be August 19, 2025 at 5:00 PM. The Meeting adjourned at 7:25 PM.