

ORANGEVILLE CITY
PLANNING AND ZONING COMMISSION MEETING

Thursday,
September 4, 2025
7:00 PM

Present: Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay, Doug Stilson, Seth Manning, Sandra and Doug Huntington, Janice Winn

Open Meeting 7:00 pm

Pledge of Allegiance

Motion to approve the minutes from August 7, 2025 was made by Bill Dellos and seconded by Travis Richards. Aye- Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay. Nay: none

CITIZEN CONCERNS: Doug and Sandra Huntington:

Sandra said that her family would like to use her late mother's home as a Short-term rental. They would like to keep it in the family, so they could meet there once a year for reunions. She was given a Conditional Use Permit so she can follow the steps and bring back to this committee to be approved. She was informed on that she will need to contact all of the neighbors and inform them of their plans.

SHORT-TERM RENTAL application- Meran Kay

Seth presented the conditional use permit and all mandatory paperwork that Meran had turned into him. He has the completed application, the plan of the space, proof of insurance, a plat map of their property, the tax roll and the master record. There was also an email from the Health Dept stating that there is no need for health dept inspection inside the owner's home. She handed out the letters and completed all the other stuff. She would like to set up her basement of her house into a short-term rental. Seth did an inspection of it today. They are still doing some building onto it, but right now it is legal and compliant with the codes. They have onsite parking. Doug had someone with concerns with this short-term rental, but were unwilling to come to this meeting. If they are not willing to come to this meeting, there is nothing to address. Bill Dellos made the motion to approve this business license for their Short-term rental and Chad Larsen seconded. Aye- Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen. Nay: none Tyler Kay abstained from voting.

BUSINESS LICENSE – Amanda Lake

Amanda is applying for a business license for a home-based business. The name of her business is Sage & Twine, it is an online boutique. Seth has done the inspection. Travis Richards made the motion to approve this license with Bill Dellos seconding. Aye: Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay Nay: None.

CITY WATER ON COUNTY PROPERTY – Luke (310 W SR 29)

There is culinary water that runs up by their property. There was discussion of whether we should require proof of water shares before this be okayed. They must have the shares before the Water District will put the connection in. Bill Dellos made a motion to approve this and Tyler Kay seconded. Aye - Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay, Nay- None

BUSINESS LICENSE – Jordan Hussey- JH Haul-a-way

He wants to rent out his dump trailer. He wants a business license so he can advertise this trailer for to be rented. Tyler Kay made the motion to approve this motion. Bill Dellos second. Aye- Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay, Nay- None

TIME CHANGE RESOLUTION:

This was brought up to see if we wanted a time change this meeting from 7 pm to 6 pm. The only way we can change is to pass an ordinance. After discussion, it was decided to leave it at 7.

3 LOT SUBDIVISION ORDINANCE:

After discussion at the meeting on August 26th, they had questions. They would like to discuss these with Todd Thorne from the Carbon County Planning Administrator. Bill Dellos moved to table this decision. Leland Sasser second. Aye: Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay, Nay - None

ACCESSORY DWELLING UNITS:

They also have questions that they would like to ask Todd Thorne. Bill Dellos moved to table this decision. Leland Sasser second. Aye- Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay Nay- None

CONDITIONAL USE PERMIT ADDITION:

After discussing making a change to this ordinance paperwork for short-term rental, there was a vote to put add that applicants must send certified letters to their neighbors. Bill Dellos made a motion to make the changes. Travis Richards second. AYE: Kris Bell, Bill Dellos, Travis Richards, Chad Larsen, Tyler Kay NAY: Leland Sasser, Abstain: Carolyn Carrasco.

Because this was listed as discussion only on the Agenda, this vote is null and void.

ZONING ADMINISTRATOR REPORT: Okayed projects for Joseph Piche, Cody Westenskow, Joe Peterson, Brad Orgill and Meran Kay.

CITY COUNCIL REPORT: We must post any meetings, including working meetings on the public website and posted in two places.

Motion to adjourn the meeting Bill Dellos and seconded by Chad Larsen. AYE: Kris Bell, Carolyn Carrasco, Bill Dellos, Travis Richards, Leland Sasser, Chad Larsen, Tyler Kay NAY: None

Meeting adjourned at 8:30 pm.



Planning Committee Chairman