

Daggett County Planning and Zoning Meeting Minutes
September 16, 2025 at 6:00 PM
95 North 1st West, Manila Utah 84046
Commission Chambers

Members Present:

Chad Reed-Chair

Allan Wood-Vice Chair

Heidi Steele

Carrie Poulsen-Alternate & secretary

Members Excused:

Tammy Twitchell

Guest: Darrin Brown-by phone

Kent Snider-County Attorney

Chad Reed welcomed everyone and called the meeting to order at 6:10 PM

No public comments were made. The board discussed having an emergency meeting next Tuesday September 23, 2025 for Shavonne and Halley Bindl regarding a conditional use permit for a second home.

Discussion and Consideration of Minutes from August 19, 2025 work session and regular session. After review Heidi Steele motioned to approve the minutes from August 19, 2025 both work and regular sessions. Allan Wood seconded the motion. All in favor, motion carried.

Discussion and Consideration of a Short Term Rental conditional use application from Kirk and Mariah Simmonds located at 940 Parsons Point, Manila, Utah 84046. Carrie Poulsen presented the complete application from Mariah Simmonds. Mr. Reed called Darrin Brown, Tri County Health at this time and put him on speaker phone. Mr. Brown stated that a wastewater system is designed for 2 people per bedroom. The county code for Short Term Rental states a maximum of 4 occupants per bedroom. Mrs. Poulsen asked who applicants should speak to at Tri County Health regarding these applications as there seems to be some confusion. Mr. Brown stated that the people at the front desk need to ask the right questions regarding the use of the property. Heidi Steele asked if Mr. Brown would send a letter stating that wastewater systems are designed for a maximum of 2 occupants per bedroom. Heidi asked for this matter to be tabled until Tuesday September 23, 2025 at 5:30 PM.

Discussion and consideration ordinance review of permitted and conditional uses in all commercial and industrial zones. Discussion of why the county has so many different commercial zones. An example of zones from Duchesne County was presented as they only have 2 zones, commercial and industrial. The board would like to review a draft with only these two zones for commercial and industrial use in Daggett County. Heidi Steele made a motion to combine all commercial zones to one and industrial zones to one. Allan Wood seconded the motion, all in favor, motion carried. Carrie Poulsen will provide a draft of these changes and will

present at the next meeting. Motion amended to state a draft will be presented. All in favor, motion carried.

Discussion and consideration of short term rental ordinance review and any updates. Mr. Wood said that the information that Mr. Brown stated tonight needs to be in the updated ordinance. Continue review at the next work session.

Discussion and consideration of draft of accessory dwelling unit ordinance. Tabled for review by county attorney.

Discussion and consideration of updated Planning and Zoning By-Laws. Tabled for review by county attorney.

Old Business:

Building permit report. The board would like a letter sent out to some of these older open permits.

Land Use violations. Discussion on property on Rainbow Way, second lot in with a travel trailer on it. Discussion on Kane County's ordinance regarding recreational vehicles. Carrie will send the code to the board for review. Discussion on a possible permitting process for recreational vehicles on vacant lots.

Discussion on legislative requirements in adopting a Water Conservation Plan into the Daggett county General Plan. Carrie has sent the board and the County Commission the draft of the Town of Manila's water conservation plan. Mr. Wood asked if the county could just adopt the same plan since the county does not have a culinary water company.

Daggett County Ordinance 8-3-6 Building permit required: utility services. Review exempt form for agriculture purposes. Kent Snider presented his changes to the board and this will need to be on the next agenda for approval.

Ordinance draft of use changes in residential and agriculture zones. The board is still waiting for the review from the County Commission. Carrie will check with Jack Lytle to see if they have reviewed this yet.

Next meeting September 23, 2025 for an emergency meeting for the Bindls and Simmonds. Next regular meeting scheduled for October 21, 2025, work session at 5:00 PM and regular meeting at 6:00 PM. Agenda items possible funding for code enforcement. Meeting adjourned at 7:06 PM.