

Sanpete County Planning Commission Meeting

October 8, 2025 6:30 P.M.

Sanpete County Courthouse, 160 North Main, Room 101, Manti, Utah

Attendees: Planning Commission Board Members: Claudia Jarrett, Gene Jacobson, Justin Atkinson and Reed Hatch. Sanpete County Zoning Administrator Steven Jenson and Sanpete County Deputy Clerk Heather Pyper. Also in attendance is Sanpete County Commissioner Jim Cheney. Recorder Talisha Johnson joined via ZOOM. Sanpete County Planning Commission Chair Curtis Ludvigson, Co-Chair Cody Harmer and Board Member Jo-Anne Riley are excused.

Meeting is called to order by acting Chair Gene Jacobson. Thanking all those in attendance.

Approval of the Agenda

The motion is made by Claudia Jarrett to approve the Agenda.

The motion is seconded by Reed Hatch. All in favor, none opposed and the motion passes.

Vote by voice: Gene Jacobson, yes; Claudia Jarrett, yes; Reed Hatch, yes and Justin Atkinson. aye.

Mr. Jacobson states that he has listened to the recordings of the past two meetings and has spoken with Ms. Pyper, apologizing for issues with the recordings. He asks the Commission Members to avoid speaking over each other during the meeting.

Discussion for possible recommendation of approval for an application of Cory and Lacey Rosenlof to amend and add two lots to the Rosenlof Estates Subdivision. The proposed subdivision would consist of three lots as follows: Lot 1 – 5.64 acres, Lot 2 – 3.81 acres and Lot 3 – 1.00 acre. The affected property is located east of Mount Pleasant in the RA-2 Zone. The Rosenlof Estates Subdivision is recorded and an approved subdivision, more specifically described as Lot 1, Parcel #S-259901X1 at 10.00 acres.

Steven Jenson presents the item. Ms. Rosenlof is present. Mr. Jenson explains that a Public Hearing is not required for this agenda item because, effective May 7, 2025, Utah State Code 17-27a-608 regarding Subdivision Amendments states: (2) “The Public Hearing requirement of Subsection (1)(d) does not apply, and a land use authority may consider in a public meeting an owner’s petition for a subdivision amendment if: (ii) The amendment subdivides one or more of the petitioning fee owner’s lots, provided the subdivision does not result in a

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violation of a land use ordinance or development condition.” Mr. Jenson states that since this is an existing one-lot subdivision and the property owner is subdividing their own property, a Public Hearing is not required. The Mylar copy of the survey has been reviewed and approved by the Recorder’s Office and submitted for final review by the Planning Commission. An Owner’s Affidavit has been signed, notarized, and submitted. A letter from the Central Utah Health Department indicates approval for three total septic systems within the subdivision. Power is available to the subdivision due to the existing home and power located on Lot 3. The Utah Division of Water Rights has approved three additional domestic uses. The subdivision meets the minimum requirement of one acre-foot of water per lot, and the water rights are in the applicant’s name. There is a shared well that has been drilled, and a Shared Well Agreement is on file with the application. The well is located on Lot 3. Existing easements run along the fence line to Lots 1 and 2. There is also an existing 33-foot easement on the County Road, as well as a 66-foot easement for driveway access. Access from the County Road was approved when the subdivision was originally created. A Police/Fire/Ambulance Waiver has been signed, notarized, and submitted by the applicants. Property taxes are current, and all fees have been paid. This application meets all ordinance requirements, and the Zoning Department recommends approval by the Planning Commission. Ms. Jarrett points out that, after adding up the acreage of the three lots, the total comes to 10.45 acres rather than 10 acres as advertised. Ms. Rosenlof confirms that is correct—the original parcel is 10.45 acres. Mr. Jenson states that the plat map he reviewed lists 10 acres. Mr. Jacobson asks if there are any additional questions. Mr. Atkinson clarifies that there is an existing house on Lot 3 and that the driveway will serve as ingress and egress for all three lots. Mr. Jenson explains that originally there was no 33-foot easement off the County Road, so to meet County Ordinance requirements, it had to be added. The subdivision was created before the current Subdivision Ordinance was updated. Ms. Johnson states that the plat map she reviewed shows 10.45 acres, consistent with the original plat map. Mr. Hatch notes that the discrepancy is simply due to the advertised acreage being listed incorrectly at 10 acres. Ms. Jarrett asks if the incorrect acreage listing is a critical issue. Mr. Jenson responds that it is not, as the parcel number and all other identifying information are correct.

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Motion is made by Reed Hatch to approve the Rosenlof Estates Subdivision Amended Plat consisting of 3 lots. Lot 1- 5.64 acres, Lot 2- 3.81 acres and Lot 3- 1.00 acres. ***Parcel #S-259901X1.***

The motion is seconded by Claudia Jarrett. All in favor and the motion passes.

As the time is not yet 7:00 PM and the Public Hearing is scheduled for that time, the Commission moves on to the South Field Heights agenda item.

Public Hearing to discuss and possibly make a recommendation regarding and application by Kevin Merrithew to amend the Land Use Matrix to include the Agriculture Zone for Airport/Helipad/Airstrip as a Conditional Use Permit.

Mr. Merrithew is present. Mr. Jacobson asks for public comment. Kasey Petersen states, “Sounds cool to me!” Ms. Jarrett notes that the information sent to the Commission members stated, *“This proposed use is in accordance with the provisions of the General Plan.”* She asks whether this proposal does, in fact, concur with the General Plan. Mr. Jenson responds that it does, explaining that the General Plan references a “Public Airport,” while this proposal is for a “Private Airstrip.” He continues, stating that this application is to allow an airstrip in the Agricultural Zone under a Conditional Use Permit. Mr. Hatch asks if this permit is reviewed annually. Mr. Jenson confirms that it is. Mr. Jacobson suggests eliminating the term “*Helipad*” so that it is not included in the matrix. Mr. Hatch asks for clarification on why Mr. Jacobson is making that suggestion. Mr. Jacobson explains that, in his research, counties that initially allowed helipads later amended their ordinances to prohibit them. He references Wasatch County, which held a Public Hearing to remove “*Helipad*” from its ordinance due to citizen concerns. Mr. Hatch notes that Wasatch County is much more densely populated than Sanpete County. Mr. Jacobson responds that the complaints in Wasatch County came from residents living up the canyon who were disturbed by helicopters flying over their homes in search of wildlife. Mr. Merrithew states that, according to the FAA, there is no specific height requirement for helicopters—only a

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recommendation of maintaining 500 feet or more. However, Air Traffic Control discourages flights above 500 feet in some cases for safety reasons related to airplane traffic. Kasey Petersen from the public comments that there is a gentleman in the Gunnison/Fayette area who operates a successful business using a helicopter for farm spraying and crop control.

Mr. Jacobson then closes the Public Hearing and asks for a motion.

Motion is made Reed Hatch to approve the application by Kevin Merrithew to amend the Land Use Matrix to include the Agriculture Zone for Airport/Helipad/Airstrip as a Conditional Use Permit.

The motion is seconded by Claudia Jarrett. All in favor, none oppose and the motion passes.

Discussion and possible recommendation of approval for a 4-Lot Major Subdivision (South Field Heights) application by Grant and Decia Andersen. The property is located South of Mayfield, in the RA-2 Zone. The proposed subdivision would consist of the following lots: Lot 1 – 6.85 acres, Lot 2 – 3.09 acres, Lot 3 – 3.33 acres and Lot 4 – 3.80 acres. Parcel #S-11117.

Mr. Jacobson asks for clarification on the location of the property. Ms. Jarrett asks for clarification regarding the information sent to the Commission Members, noting that it stated “Small Subdivision,” while the item was advertised as a “Major Subdivision.” Mr. Jenson explains that there is another subdivision located less than one thousand feet south of this one. Steven Jenson presents the item. Grant and Decia Andersen are present. The Mylar copy of the survey has been reviewed and approved by the Recorder’s Office and submitted, along with a PDF file of the preliminary survey, for final review by the Planning Commission. An Owner Affidavit has been signed, notarized, and submitted. A letter from the Central Utah Health Department indicates approval for four total septic systems within the subdivision. There is an existing home on Lot 1. A letter from Rocky Mountain Power confirms that power will be provided to the property. Power currently exists on Lot 1 but not on Lots 2, 3, or 4. The Utah Division of Water Rights shows approval for four domestic uses. The applicants meet the minimum requirement of one acre-foot of flow per lot, and the water

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rights are in the applicants' names. The well has been drilled, and a copy of the Shared Well Agreement is on file. The Sanpete County Road Supervisor has signed off on the access from the County Road. A Police/Fire/Ambulance Waiver has been signed, notarized, and submitted by the applicants. Property taxes are current, and a copy of the current Title Search has been submitted. All fees have been paid. This application meets all ordinance requirements, and the Zoning Department recommends approval by the Planning Commission. Mr. Hatch asks about the Water Rights. Mr. Jacobson explains that when there is a Shared Well Agreement, up to seven acre-feet of water can be placed in the well to serve up to seven households. Mr. Jacobson then asks why the water is not divided into four separate water rights. Ms. Andersen responds that she was not informed that separating them was required. Mr. Jacobson explains that in order to file a Final Plat, the water must be deeded to the individual lots. Ms. Andersen states she has paperwork showing four individual water right numbers for each lot. Mr. Jacobson requests that she provide that documentation to Mr. Jenson. Discussion ensues regarding the water rights. Mr. Jacobson notes that the Title Report submitted is dated January 25, 2025, and asks if a more current one is available. He also asks if percolation tests were completed for the septic systems. Mr. Jenson confirms that a letter from the Health Department was submitted approving three additional septic tanks. Mr. Jacobson asks for a motion. Ms. Jarrett notes that power still needs to be stubbed to the other three lots, as required. Ms. Andersen asks if that is a requirement for Minor Subdivisions. Mr. Jenson clarifies that it is a requirement for Major Subdivisions. Mr. Jacobson reads from the Sanpete County Subdivision Ordinance, Section 13.16.1 — Preliminary Plan; Requirements for Submission, Subsection (f)(iv): "The location of percolation test holes and proposed septic systems and drain fields as applicable." Ms. Pyper asks whether the applicants were under the assumption that this was a Small Subdivision and if the error was only caught because Mr. Hatch identified it. Mr. Jenson states that it had been explained to the applicants and their son that it could qualify as a Major Subdivision. Ms. Andersen replies that she did not understand it to be a Major Subdivision and only realized it when she arrived at the meeting. Mr. Jacobson states that the power must be stubbed to each lot. Ms. Jarrett recommends approving the application but holding it from being placed on the County Commissioners' agenda until verification of the power being stubbed is received.

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Ms. Andersen asks for clarification regarding the requirement for curb and gutter installation. Mr. Jenson states that the Mayor of Mayfield requested it not be required since the property lies within the Mayfield Buffer Zone, where curb and gutter are not required. Discussion ensues regarding the power being stubbed. Ms. Jarrett informs Mr. Jacobson that it is nearly time for the Public Hearing. Mr. Merrithew advises the Commission to finish the agenda item currently under discussion. Mr. Andersen asks whether three separate electrical lines are required or if all lots can be serviced from the same transformer with the lines running along the fence line. The Commission Members discuss the power layout and requirements. Mr. Andersen then asks if the trench specifications are outlined in the Subdivision Ordinance. Mr. Jacobson confirms that they are.

Motion is made by Claudia Jarrett to approve the application by Grant and Decia Andersen for a 4-Lot Major Subdivision (South Field Heights). The property is located south of Mayfield in the RA-2 Zone. The proposed subdivision would consist of the following lots: Lot 1- 6.85 acres, Lot 2- 3.09 acres, Lot 3 -3.33 acres and Lot 4 -3.80 acres. ***Parcel #S-11117***. Pending confirmation of the power being stubbed to the property, an updated Title Search and the water right numbers being submitted.

The motion is seconded by Reed Hatch. Mr. Atkinson asks for clarification on if we need the Percolation testing report. Mr. Jacobson states the letter from the Health Department is sufficient. All in favor and the motion passes.

The Commission proceeds to the Public Hearing Agenda Item. (See line 70-101)

Discussion and possible recommendation of approval for a 3-Lot Small Subdivision (Corner Junction Subdivision) application by Blue Damsel Holdings, LLC (Kasey Petersen). The property is located west of Centerfield in the RA -2 Zone. The proposed subdivision would consist of the following lots: Lot 1 – 1.67 acres, Lot 2 – 1.67 acres and Lot 3 – 1.66 acres. Parcel #S-10227X.

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Steven Jenson presents the item. Mr. Petersen, Managing Member of Blue Damsel Holdings, LLC, is present. The Mylar copy of the survey has been reviewed and approved by the Recorder's Office and submitted, along with a PDF file of the preliminary survey, for final review by the Planning Commission. An Owner Affidavit has been signed, notarized, and submitted. A letter from the Central Utah Health Department indicates approval for three total septic systems for the subdivision. A letter from Rocky Mountain Power confirms that power will be provided to the property. The Utah Division of Water Rights shows approval for three domestic uses. The applicants meet the minimum requirement of one acre-foot of flow per lot, and the water rights are in the applicants' names. The well has been drilled; however, the Shared Well Agreement still needs to be submitted. The Sanpete County Road Supervisor has signed off on the access to the property from the County Road. Mr. Hatch asks for clarification as to why the width of the road is less than County standards. Mr. Jenson explains the reasoning and states that there is a 33-foot center-of-road easement. Mr. Jenson then asks where the easement is located for the well access going to each lot. Mr. Petersen states that they have a Public Utility Easement (PUE) and that all three property lot lines adjoin each other. Mr. Jacobson asks about two easements listed on the Title Search that are not shown on the Preliminary Plat. Mr. Petersen explains that those easements date back to before the County was formally established. Ms. Jarrett adds that the easements are from 1917. Mr. Hatch comments that such historical easements may not specify locations and could possibly be blanket easements covering the entire property. Mr. Jacobson brings up Mr. Petersen's Water Right Number. Mr. Petersen explains that the water right is deeded at the time of purchase. Mr. Hatch asks why that would be described on the deed. Mr. Petersen responds that each property has a Water Right Number, and the title company files a form with the State describing the specific water right. Discussion ensues regarding water rights and documentation. Mr. Jacobson states that the County Ordinance should be updated to specifically require submission of Water Right Numbers. A Police/Fire/Ambulance Waiver has been signed, notarized, and submitted by the applicants. Property taxes are current, and a copy of the current Title Search has been submitted. All fees have been paid. This application meets all ordinance requirements, and the Zoning Department recommends approval by the Planning Commission. Ms. Jarrett asks about the ownership of the property being listed

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under two names when other documents list only Mr. Petersen. Mr. Petersen explains that Mr. Edwards is a shareholder in the company. Mr. Jenson clarifies that the property is under the corporation's name. Mr. Hatch states that the documents should be signed by members of the corporation. He further notes that the Owner Affidavit states "Owner" rather than "Managing Member" of Blue Damsel Holdings, LLC. Discussion ensues regarding the Owner Affidavit and appropriate signature designation.

Motion is made by Justin Atkinson to approve the application of (Kasey Petersen) Blue Damsel Holdings, LLC (Corner Junction Subdivision). The property is located west of Centerfield in the RA-2 Zone. The proposed subdivision would consist of the following lots: Lot 1- 1.67 acres, Lot 2- 1.67 acres and Lot 3- 1.66 acres. ***Parcel #S10227X***
Noted changes on the plat of Ownership and the easements updated on the Preliminary plat, and the updated Owner Affidavit.

The motion is seconded by Reed Hatch, All in favor and the motion passes.

Approval of August Minutes

Motion is made by Claudia Jarrett to approve the Planning Commission minutes from September 10, 2025, with no corrections.

The motion is seconded by Reed Hatch. All in favor, none oppose. The motion passes.

Adjournment

With no further business before the Planning Commission, a motion to adjourn is made by Reed Hatch. The motion is seconded by Justin Atkinson. All in favor, none opposed, and the motion passes. The meeting is adjourned at 9:00PM.