

Town Council Meeting
July 15, 2025
FINAL Minutes

Council

Jean Krause-Mayor
Paul Luwe
April McKeon
Valerie Wenz

Attendance

Krystal Percival-Clerk
Heath Snow- Attorney
Tom Lacrosse
Monica Bowcutt
Cindy Escude
Kent Peterson
Darlene Pope

Online

Jeff Miller
Mark Iphone
Jim Bacis
Carol Clark
T. Mark
Iphone
T

REGULAR MEETING: 6:00pm

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE -Jean Krause

B. DECLARATION OF CONFLICTS OF INTEREST -NONE

C. CONSENT AGENDA

1. Approval of Minutes from March 12, 2025, March 18, 2025, April 09, 2025, and April 15, 2025, Town Council Meeting

Paul Luwe made a motion to table the consent agenda to next month/ Jean Krause seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously

D. REVIEW OF CHECKS AND INVOICES – JUNE

No questions or concerns from Town Council members

E. REPORTS

1. Planning Commission Chair - Darlene Pope

Darlene Pope provided an update on the most recent Planning and Zoning meeting. She stated that the parking ordinance is still under review and development by the Commission.

2. Zoning Administrator- Gene Garate

Gene Garate was excused by the mayor

F. OPEN FORUM

Limit 2 minutes per speaker, may talk about anything NOT on the agenda.

Public Comment – Town Complaint Software

Cindy Escude addressed the Council regarding two code violations in Town reported in June. She stated that she submitted complaints using the new software on the Town website on June 8th and June 9th. She received emails acknowledging that the complaints were under review, but the

software does not provide a means for further communication. Ms. Escude noted that six weeks have passed without any additional updates.

Public Comment – Duplex Ordinance

Tom LaCosse addressed the Council regarding a duplex ordinance he presented 11 months ago. He noted that the proposal received a positive response and that it requires a permitted use designation for commercial zones to allow duplexes as a permitted use. Mr. LaCosse emphasized that the initiative is simple and important for promoting affordable housing in Virgin.

He expressed concern that he was being perceived as the cause of delays and noted that there are currently two draft ordinances: one brief, submitted by Cameron Spendlove, and another longer, more complex draft. He asked the Council what measures can be taken to establish a time limit for consideration and expressed concern that the matter does not appear to be a current priority.

G. COUNCIL COMMENTS

Councilmember Paul Luwe expressed his appreciation to Cindy for her comment, and it allowed the mayor to address the issue. He also commended Staci Kroff and Darcey Spendlove for their efforts in making the 4th of July celebration a success.

ACTION ITEMS:

A. MOTION AND VOTE FOR ITEMS 1 - 7

1. ORDINANCE 2025-09 - AN ORDINANCE AMENDING VIRGIN TOWN'S OFFICIAL ZONING MAP BY RE-ZONING V-97, (RURAL RESIDENTIAL ZONE) TO COMMERCIAL ZONE.

Valerie Wenz made a motion to approve Ordinance 2025-09 -A an ordinance amending Virgin Town's official zoning map by re-zoning V-97, rural residential zone - to commercial zone with the amendment fixing section two to say from RR to C / April McKeon seconded the motion

Roll Call Vote

Jean Krause – AYE

Paul Luwe – AYE

April McKeon – AYE

Valerie Wenz – AYE

Result: Motion carried unanimously.

2. ORDINANCE 2025-10 - AN ORDINANCE REINSTATING OPEN SPACE ZONE

The Town Council discussed and approved Ordinance 2025-10, which reinstates open space requirements with a reduction in the minimum lot size from 40 acres to 10 acres. The Council also agreed to send the ordinance back to the Planning Commission for the specification of prohibited uses.

The Council noted several typographical errors in the document, which will be corrected prior to final adoption.

April McKeon made a motion to approve ORDINANCE 2025-10 - An ordinance reinstating open space zone with the typo errors being corrected and add the number 16 in front of 48 and send the ordinance back to Planning Commission to add the prohibited uses 16.48.10. / Valerie Wenz seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously

3. ORDINANCE 2025-11 - AN ORDINANCE AMENDING TITLE 16 OF VIRGIN MUNICIPAL CODE TO RENAME 'LIMITED COMMERCIAL HABITATION' TO 'LIVE-WORK'; TO ADD AND AMEND DEFINITIONS ACCORDINGLY, TO EXPAND AVAILABILITY OF THE USE, AND TO AMEND ASSOCIATED STANDARDS

The Council discussed the classification of live-work dwellings in the zoning ordinance, considering whether they should be designated as permitted or conditional uses. The Council reviewed the merits of each option, considering factors such as enforcement, compliance, and the intent of the Planning Commission.

The Council agreed to table the decision for one month to further evaluate the implications of both approaches and to explore how other communities handle similar situations.

The Council also discussed the need for permanent standing conditions on live-work permits, particularly regarding parking, designated habitation areas, and allowable business types.

Paul Luwe made a motion to table this to next month / Jean Krause seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously

4. ORDINANCE 2025-12 - AN ORDINANCE REQUIRING DRC REVIEW OF HOMES IN THE SHORT-TERM RENTAL OVERLAY AND PROHIBITING DRC REVIEW OF UNLISTED USES

April McKeon made a motion to approve ordinance 2025-12 - An ordinance requiring DRC review of homes in the short-term rental overlay and prohibiting DRC review of unlisted uses / Valerie Wenz Seconded / **Vote:** All Aye; No Nay. The motion carried unanimously

5. ORDINANCE 2025-13 - AN ORDINANCE REMOVING 16.2.22 SECTION B COMPLAINTS FROM THE VMC Title 16 CHAPTER 2, GENERAL PROVISIONS AND DEFINITIONS INCLUDING THE RENUMBERING THE SECTION, AND REVISING VMC 16.2.22, IN ORDER TO UPDATE THE PROCESS FOR REPORTING CONCERNS TO THE TOWN

Paul Luwe made a motion to approve 2025-13 An ordinance removing 16.2.22 section B complaints from the VMC Title 16 Chapter 2, general provisions and definitions including the renumbering the section, and revising VMC 16.2.22, in order to update the process for reporting concerns to the town / April McKeon seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously

6. AWARD PROST BID

April McKeon made a motion to award the PROST to SE group on conditional if we can make an agreement with negotiation / and to go with GSBS if cannot come to an agreement with SE Group / Paul Luwe seconded the motion
Roll Call Vote

Jean Krause – AYE
Paul Luwe – AYE
April McKeon – AYE
Valerie Wenz – AYE

Result: Motion carried unanimously.

7. POSSIBLE APPROVAL OF LAND SWAP BETWEEN V-2-1-21-2342 and V-97

Paul Luwe made a motion with approval of the land swap agreement with amendment of the price of 328K / Jean Krause seconded the motion

Roll Call Vote

Jean Krause – AYE
Paul Luwe – AYE
April McKeon – AYE
Valerie Wenz – AYE

Result: Motion carried unanimously.

DISCUSSION ITEMS:

A. NON-ACTION ITEMS / NO VOTE

1. FIVE-YEAR CAPITAL IMPROVEMENTS PLAN FOR FISCAL YEARS 2026-2030 FOR THE TOWN OF VIRGIN – No Discussion

2. ADOPTING REVISIONS TO THE TOWN OF VIRGIN’S CAPITAL IMPROVEMENTS PROGRAM (CIP) POLICY – No Discussion

CLOSE PUBLIC MEETING AND OPEN CLOSED MEETING 7:10PM

52-4-205(1)(m) deliberations, not including any information gathering activities, of a public body acting in the capacity of;

- (i) an evaluation committee under Title 63G, Chapter 6a, Utah Procurement Code, during the process of evaluating responses to a solicitation, as defined in Section 63G-6a-103

52-4-205(1)(d) strategy sessions to discuss the purchase, exchange, or lease of real property, if public discussion would:

- (i) disclose the appraisal or estimated value of the property under consideration;
or
- (ii) prevent the public body from completing the transaction on the best possible terms

Paul Luwe made a motion to close the Public Meeting and open the Closed Meeting / April McKeon seconded the motion

Roll Call Vote

Jean Krause – AYE
Paul Luwe – AYE
April McKeon – AYE
Valerie Wenz – AYE

Result: Motion carried unanimously.

Valerie Wenz made a motion to close the Closed Meeting and open the Public Meeting / April McKeon seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously

ADJOURN MEETING 8:43pm

Motion to adjourn public meeting

Paul Luwe made a motion to adjourn / Valerie Wenz seconded the motion / **Vote:** All Aye; No Nay. The motion carried unanimously


Krystal Percival Clerk/Recorder

November 10 2025
Approved Date