

**Daggett County Planning and Zoning Public Meeting Minutes**  
**November 18, 2025 @ 6:00 PM**  
**Daggett County Courthouse, Commission Chambers**  
**95 North 1st West, Manila, Utah 84046**

**Members Present:**

Chad Reed-Chair  
Allan Wood-Vice Chair  
Tamara Twitchell  
Carrie Poulsen-Alternate and Secretary

**Guest:**

Bob Ford-Osprey Landing Subdivision  
Matt Tippets-Eagles Landing Subdivision, Daggett County Commissioner

Chad Reed welcomed everyone and called the meeting to order at 6:00 PM.

Public Comments. Matt Tippets thanked the board for their work and dedication to the Planning and Zoning board.

Discussion and consideration of minutes from October 21, 2025 work and regular session. Allan Wood made a motion to accept the work and regular session minutes from October 21, 2025. Tamara Twitchell seconded the motion. All in favor, motion carried.

Discussion and consideration of Plat amendment for a change of right of way access and utility access in Eagles Landing Subdivision, on property owned by 3Z Ranch LLC % Matt Tippets. The property parcel numbers are 01-0003-0276, 01-0090-0294, 01-0090-0293 and 01-0090-0292. Public notice was sent to adjacent property owners of the requested Right of Way 10 days before the hearing.

Matt Tippets presented the mylar showing the change of right of way into Eagles Landing Subdivision. He stated he owns lots 3, 4, and 5 in Eagles Landing Subdivision. The current right of way was vacated by recording an abandonment and termination of road and utility easement by Matt Tippets on November 4, 2025. Lots 1 and 2 will still have the same access off of State Line Rd. The new right of way will enter from Utah State Highway 43. Chad Reed contacted UDOT 2 weeks prior to this meeting regarding their review and he was told the review would not be completed in time for this meeting. The road is existing now but the use will change. After discussion Allan Wood motioned to approve the application from 3Z Ranch change of right of way contingent on any changes or modifications that UDOT may require. Tamara Twitchell seconded the motion, all in favor. Motion carried. Chad Reed did not sign the plat amendment until approval from UDOT. Carrie Poulsen will send a letter of recommendation to the County Commissioners.

Discussion and consideration of Plat amendment application from SES 461 LLC % Bob Ford. Application is to combine lots 01-0090-0300 osprey-01 and 01-0090-0301 ospreys-02 in Osprey Landing Subdivision. Public notice was sent to adjacent property owners, no comments were received back. Bob Ford presented the mylar showing the plat amendment. After discussion Allan Wood motioned to approve the plat amendment of lot 1 and 2 in Osprey Landing Subdivision. Tamara Twitchell seconded. All in favor, motion carried. Chad Reed signed the plat amendment. Carrie Poulsen will send a letter of recommendation to the County Commissioners.

Discussion and consideration of Legislative requirements in adopting a Water Conservation Plan into the Daggett County General Plan. Allan Wood asked Carrie Poulsen to send him any information she has gathered and he will work on it. No motion made.

Discussion and consideration of Short Term Rental ordinance review and any updates. Chad Reed commented that the draft of changes has been completely reviewed. Allan Wood motioned to table, Tamara Twitchell seconded. All in favor, motion carried. Schedule a public hearing on December 16, 2025 at 5:55 PM. Carrie Poulsen will send out the updated draft to the board for review.

Discussion and consideration of Planning and Zoning Bylaws update. Allan Wood motioned to table, Tamara Twitchell seconded. All in favor, motion carried.

Discussion of the open building permits. The board reviewed the spreadsheets. Carrie Poulsen will send out letters the first of the year to expired permit holders to ask them to either get an extension or a final.

Discussion of land use violations and there is no update.  
The next meeting agenda will have the Short Term Rental and Water Conservation Plan.

The meeting was adjourned at 6:44 PM.