

MINUTES of the work session of the Uintah County Commission held **February 4, 2026** in the large Commission conference room of the Uintah County Building at 152 East 100 North, Vernal, Utah. The meeting commenced at 10:03 a.m.

PARTICIPANTS: Commissioners John Laursen, Sonja Norton, and Willis LeFevre.

ATTENDANCE: Mike Wilkins, Karen England, Wendi Long, Deanna Nyberg, Angela Hawkins, Loren Anderson, Matt Cazier, Crystal Clark, Ryan Mattson
Minutes by Sheri Allen.

WELCOME: Commissioner Laursen, Chair, welcomed everyone to the meeting.

1. ORDINANCE #02-04-2026 O1: Amendments to Title 17 – Code clean-up and corrections, removing duplicate and contradicting language, clarifying obscure language.

Deanna Nyberg, Community Development, led the discussion on Ordinance #02-04-2026 O1 which clarifies language in Title 17 of the code. The ordinance is primarily a "clean-up" effort, aimed at resolving repetitive and contradictory language and clarifying confusing sections. Crucially, there are no changes to enforcement or regulatory standards. Key ordinance clarifications are for Residential Fence Height, Flag Lots, Home Businesses and Administrative Approval. The issues with the Residential Fence Height include previous wording that was confusing, leading people to believe they could obtain a building permit for fences taller than what is allowed in the International Residential Building Code (IRC). This was problematic as it resulted in inconsistent approvals. To align with the IRC, any fence that would require a building permit under the IRC (i.e., over seven feet) is prohibited. The revised language states: *"nor shall any fence or wall be erected if the height thereof requires the fence to have a building permit according to the IRC."* Specifics of the Residential Fence are: front yard fences are limited to four feet, and backyard/side fences can be up to seven feet. Any residential fence over seven feet is not allowed (though a variance could still be requested through the Hearing Officer process, which is difficult to obtain). The seven-foot limit applies only to residential zones; agricultural uses are exempt. The Commissioner's concerns centered on the clarity of the seven-foot limit and ensuring no obstruction of clear vision at intersections (which is currently covered by other sections in Title 12 and the front yard setback requirements).

The issues with the Flag Lots were that the code stated that "required setbacks for existing buildings or structures" should not count as part of the flag lot's access strip. The change removes the word "existing" to clarify that all building setbacks—whether for existing or planned buildings—cannot be counted as part of the access strip. The next change was to the Home Businesses/Home Occupations ordinance. The existing rule limited the floor area of the home that could be used for a business within the home (no more than 25% or 500 square feet, whichever is less). However, it did not specify a limit for outbuildings. The ordinance adds a limit for outbuildings: no more than 25% of the outbuilding or home (or 500 square feet) can be used for the business. The use table correctly lists professional services (like beauty/nail salons) as permitted uses, but a section under the "in-home professional services" heading incorrectly referred to them as conditional uses. The language was corrected to reflect that these are permitted uses. A line in the code stated that if the Community Development Director denied a conditional use permit application, the decision "shall be forwarded to the Board of County Commissioners for final decision." This conflicted with the established appeals process and the fact that the department is the land use authority for administrative permits. That line was removed. A denial will now follow the existing appeals process, rather than automatically going to the County Commissioners.

The Commissioner's would like to have further discussion on the Residential Fence Height before it goes to the Commission meeting.

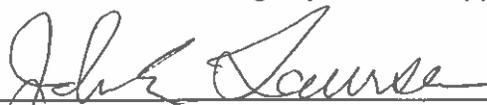
2. ORDINANCE #02-04-2026 O2: Historic Preservation And Museum Advisory Board And Library Board - Karen England, Library

Karen England, Library, led the discussion for Ordinance #02-04-2026 O2, which proposes amendments to Chapter 2.25 (Historic Preservation And Museum Advisory Board) and Chapter 2.26 (Library Board). The goal of these changes is to clarify governance and establish clear lines of authority for the Regional History Center. Library Board (Chapter 2.26) is granted full authority over all Regional History Center operations, including budget, staffing, facilities, policy, collections, and programs. Historic Preservation and Museum Advisory Board (Chapter 2.25) is assigned an advisory role. The Library Board and Regional History Center staff will consult with the Advisory Board for guidance on the disposition of historical documents, archival materials, and artifacts. Chapter 2.25 (Historic Preservation Board) - Adding Section S: "Upon request from the library board or archive staff provide advisory recommendations regarding the disposition of historical documents, archival materials, photographs, manuscripts and other items in the archive collection." Chapter 2.26 (Library Board) - Adding New Section 2.26.001 (Library Name and Branches Established): The public library system will be known as the Uintah County Library which consists of the main library facility (204 East 100 North, Vernal, Utah), the Regional History Center (hereafter the archives), a specialized branch for the collection, preservation, and public access of archival and historical materials of the Uintah Basin, Bookmobile, a mobile branch serving Uintah County and surrounding areas, and any additional branches established by the County Commission upon Library Board recommendation. All branches and facilities operate under the authority and governance of the Library Board. The main library, archives, and bookmobile are collectively referred to as "library" in this chapter, encompassing all components unless specified otherwise. Chapter 2.26.050 (Responsibility and Duties of the Library Board) - Adding Section F: This section formalizes the establishment of policies and procedures for the disposition and deaccessioning of library materials. It requires consultation with the Historic Preservation Board before a final decision on the disposition of such materials is made. Chapter 2.26.060 (Responsibilities of the Library Director): Requires the Library Director to ensure that the appropriate consultation with the Historic Preservation Board takes place.

Commissioner Norton commended Karen England for her outreach efforts with the bookmobile, noting that services are also extended to Daggett County, which lacks a library facility.

Loren clarified that while the item is listed as Ordinance O2, it will actually result in two separate ordinances: O2 and O3 for the Commission Meeting to be held February 10, 2026.

ADJOURN: The meeting adjourned at approximately 10:26 am.



JOHN LAURSEN, CHAIR



MICHAEL W. WILKINS, CLERK – AUDITOR

