

Daggett County Planning and Zoning Meeting Minutes
January 20, 2026 @ 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-secretary and alternate

Guest:

Kent Snider-County Attorney
Bill West

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

Public Comments: Mr. West asked if there has been any follow up on a verbal complaint he made. He stated that there have been some garages and buildings that have been built in front of homes and he didn't know if they were ever issued building permits or not. Carrie has forwarded this information to the building inspector but no follow up has been made.

Discussion and consideration of minutes from December 15, 2025, work, public hearing and regular session. Tamara Twitchell made a motion to accept the work, public hearing and regular session minutes from December 15, 2025. Mr. Wood seconded. All in favor, motion carried.

Discussion: Bill West would like to discuss removing a mobile home and replacing it at 140 N. Bear Paw Lane, Manila Utah. Mr. West stated that the mobile home has mold and is potentially uninhabitable. He said that with the ordinance of no dwelling in front of a home, how can he replace the home and meet code since currently the mobile home is behind the garage. The board advised him that if he replaced the home and met the same footprint that it could possibly be grandfathered in because of the mold. If he wants to build a bigger home and not meet the current footprint he may be able to get a variance due to the circumstances on the property, Mr. Snider concurred. Mr. West was advised of how to apply for a variance and if he was demolishing the mobile home he needs to apply for a demo permit.

Discussion and Consideration of Legislative requirements in adopting a Water Conservation Plan into the Daggett County General Plan. This was reviewed in the work session. Discussion on where the public can find the Town of Manila's plan and the 2021 Dutch John Preliminary Engineering report. Mr. Snider said as long as it's referenced then that should suffice. Tamara Twitchell motioned to table number 3 legislative requirements in adopting a water conservation plan into the Daggett County General Plan, Allan Wood seconded. All in favor, motion carried.

Discussion and Consideration of updated re-zone application. Carrie Poulsen presented the updated application. Mr. Snider said it needs to state that the application is for amending a zoning designation. Also the date of the monthly meeting needs to be the third Tuesday not the second Tuesday. Mr. Wood motioned to accept the new application, with the corrections. Tamara Twitchell seconded. All in favor, motion carried.

Old Business:

Short Term Rental Ordinance update. No discussion.

Planning and Zoning Bylaws. No discussion.

Accessory Dwelling Unit Ordinance. No discussion.

Permitted and Conditional uses in residential and commercial zones. No discussion.

Building Permit Report. The board reviewed the report.

Land Use violation. Mr. Snider suggested working with the sheriff's office in regards to gathering any evidence on potential violations. It is suggested to send a list to Katie and Leonard. That way there is a procedure in place, then Carrie and Mr. Snider can discuss if the property is in compliance or not. Currently there are 3 that need to be investigated. Mr. Snider said he has asked the sheriff office to take pictures of one of these properties that was discussed.

The next meeting is scheduled for February 17, 2026. Work meeting at 5:00 PM to discuss The Water Conservation Plan and the Short Term Rental ordinance draft. The meeting adjourned at 6:58 PM.