

Duchesne County Planning Commission

Meeting Minutes

Date: March 4, 2026

Location: Duchesne County Event Center

Time: 5:00 PM – 5:31 PM

Commissioners Present

Chairperson Terry Nelson

Commissioner Annette Miller

Commissioner Connie Sweat

Commissioner Judy Wilkerson

Commissioner Spencer Turnbow

Commissioner Kevin Yak

Commissioners Absent

Commissioner Reed Van Wagoner

Staff Present

Mike Gottfredson

Duncan Kading

Josh Felter

Call to Order

Chairperson Terry Nelson called the meeting to order at **5:00 PM** and asked Commissioner Kevin Yak to lead the Pledge of Allegiance.

Disclosures

Chairperson Nelson asked if any members of the commission wished to disclose any pre-hearing contacts, site visits, or conflicts of interest regarding the agenda item. No disclosures were made.

Agenda Item A

Conditional Use Permit – Brock Hamond and Courtney Hamond – Short-Term Rental

Staff Presentation

Duncan Kading presented the application. The findings of fact are on file with the Duchesne County Community Development Department.

Questions and Discussion

- **Commissioner Annette Miller** asked about the zoning classification and whether additional residential structures could be constructed on the parcels.
- **Duncan Kading** explained the parcels are zoned A-5 but treated as R1 for land use purposes due to the residential water connection.
- **Commissioner Annette Miller** asked about water availability for additional structures.
- **Commissioner Judy Wilkerson** stated water rights were being acquired that could allow additional connections.
- **Commissioner Connie Sweat** asked about Transient Room Tax (TRT) requirements for short-term rentals.
- Commissioners discussed occupancy limits for resort lodge uses and when commercial fire suppression would be required.
- **Chairperson Terry Nelson** asked about the requirement for durable and dustless driveway and parking surfaces.

Staff responded that the standard is consistent with county code requirements.

Public Comments

No public comments were received.

Motion

Commissioner Annette Miller moved to approve the Conditional Use Permit with the recommended conditions and the addition of a condition requiring the operator to collect Transient Room Tax.

Second: Commissioner Judy Wilkerson

Vote: Motion passed unanimously.

Information Only Items

April Meeting Schedule

Staff discussed the scheduling conflict between the April 1 Planning Commission meeting and the Government in the Basin event.

Motion

Commissioner Connie Sweat moved to reschedule the April Planning Commission meeting from **April 1 to Thursday, April 2 at 5:00 PM.**

Second: Commissioner Annette Miller

Vote: Motion passed unanimously.

Approval of Minutes

The Planning Commission reviewed the minutes for **February 18, 2026.**

A correction was noted changing a reference from **east of Roosevelt** to **west of Roosevelt.**

Motion

Commissioner Annette Miller moved to approve the February 18, 2026 minutes with the correction.

Second: Commissioner Spencer Turnbow

Vote: Motion passed unanimously.

General Plan Update

Mike Gottfredson provided an update on the county General Plan process, including work on the water element, recreation element, and other required sections. Staff reported the goal is to complete the updated General Plan by mid-year.

Commissioner Annette Miller asked about rumors regarding a potential dam project in Uinta Canyon. Commissioners and staff discussed the topic briefly and noted that the information circulating is rumor and not confirmed.

Adjournment

Commissioner Connie Sweat made a motion to adjourn the meeting.

The meeting adjourned at **5:31 PM**.