

BIG WATER PLANNING AND ZONING COMMISSION
Big Water Town Hall, 60 Aaron Burr, Big Water, Utah 84741

APPROVED MINUTES

6:00 PM WORK SESSION

7:00 PM MEETING

May 4, 2026

6:00 PM WORK SESSION

1. Call to Order: at 6:13 pm Robert Wilkes, Mark Burkett, Jack Brisbin, Wryht Short (phone), Nicole Wood arrived at 6:22 pm.

2. Discuss Meeting Agenda Items – The Commission discussed potential amendments to municipal code regarding recreational vehicle (RV) use, drawing comparisons to regulations adopted by Iron Co.

Purpose of Code Update: Address long-term RV occupancy within town limits. Provide options for: Property owners building homes, residents experiencing temporary hardship and ensure compliance with sanitation, safety, and zoning standards.

Conditional Use Permit (CUP): Strong consensus that RV habitation should require a CUP. Suggested permit duration: Current draft: 180 days and preferred revision: Up to 1 year, with renewal requirements.

Occupancy & Use Limitations: RVs not to be recognized as permanent dwellings. Use limited to: Temporary housing and owner-occupied property only, prohibition on rentals, including Airbnb-type uses.

Health & Safety Requirements: RV sites must meet standards for: Waste disposal and sewer management, fire safety compliance and electrical safety. Discussion included requiring: Septic capacity verification and electrical system evaluation.

Enforcement: Expected to occur through; Complaint-based system and zoning administrator oversight and coordination with law enforcement, county health department, and fire department.

Zoning Considerations: in R1 and R2 zones: RVs permitted for storage only without CUP and CUP required for occupancy. Suggestion to consider lot size rather than zoning designation.

Temporary Use Allowances: 72-hour allowance for temporary parking (e.g., visitors) and consideration of 16-day camping allowance (Iron County model).

Accessory Use / ADU Concept: RVs may function similarly to Accessory Dwelling Units (ADUs) in limited cases; family care situations and temporary occupancy. They must meet infrastructure capacity requirements and setback considerations when used as living space.

3. Adjourn – at 6:52 pm

7:00 PM MEETING

1. CALL TO ORDER – at 7:02 pm

2. ROLL CALL – Robert Wilkes, Mark Burkett, Jack Brisbin, Wryht Short (phone) and Nicole Wood

3. APPROVAL OR AMENDMENT OF AGENDA - Motion to approve the agenda made by Nicole Wood and seconded by Jack Brisbin, all in favor.

4. APPROVAL OF APRIL 2026 MINUTES – Motion to approve the April minutes made by Jack Brisbin and seconded by Nicole Wood, all in favor.

5. CONFLICT STATEMENT - none

6. ADMINISTRATOR COMMENTS – Building Permits: Two new permits received, ongoing review of permit statuses and closures. Ordinance Review: Continued efforts to update and align ordinances with current standards, ongoing clarification of land use authority. Permit Application Update: new streamlined building permit form created, consolidated into a single-page checklist format. Compliance Efforts: preparation of compliance letters for non-compliant properties, continued response to public inquiries.

Newsletter Input: suggested recurring “Did You Know” or zoning information section, deadline for submissions: 24th of each month

7. CITIZEN COMMENTS – Tom Raneau: suggested restructuring code language regarding R1 and R2 zoning references for clarity.

8. OLD BUSINESS –

A) Discussion and Possible Action on Special Events and Ordinance/Temporary Use Permits –

Continue to June meeting

B) Discussion and Possible Action on Amending Off Street Parking spaces – Continue to June meeting

C) Discussion and Possible Action on Definitions – Continue to June meeting

D) Discussion and Possible Action on Amending Table of Uses – Continue to June meeting

E) Discussion and Possible Action on Land Use Ordinance – Continue to June meeting

F) Discussion and Possible Action on Timeshare and Camp Resort Act – Continue to June meeting

G) Discussion on Residential Setback Requirements- Continue to June meeting

10. NEW BUSINESS–

A) Discussion and Possible Action on Proposed Amendment to Zoning Codes 15.20 and 15.24

Regarding Recreational Vehicle (RV) Use and Permitted Regulations- Continue to June meeting

B) Presentation for Design Concept for Metal Building by Kevin Collins- Denise Wood presented pictures of proposed ideas for a metal building as the applicant was absent. Discussion on what aesthetics are allowed in residential areas per our zoning verbiage. No objection to use if constructed properly. Continue to June meeting.

11. FINAL CITIZEN COMMENTS- none

12. FINAL COMMENTS – Commission mentions seeing Tom Raneau here and also thank Tara Chiasson for being here and our liaison for the Town Council.

13. ADJOURNMENT– Motion to adjourn made by Nicole Wood and seconded by Jack Brisbin, all in favor at 7:24 pm.