



DELTA CITY PLANNING & ZONING COMMISSION MEETING

Wednesday, June 10, 2026 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Commission Chair Tamara Stewart
Council Liaison Kelly Carter
Commission Member Derek Curtis
Commission Member Eric Kartchner
Commission Member Frank Lathrop
Commission Member Don Smith
Commission Member Darlene Webb

ABSENT

Commission Member Chris Christensen

ALSO PRESENT

Sherri Westbrook
Angie Dewsnup
Justin Ashby
Jessica Anderson

Rene Umana
Ron Larsen
Rendon Hughes
KC Bogue

Adam Richins
Cristi Lovell

CALL TO ORDER

Commission Chair Stewart called the meeting to order at 7:05 p.m. She stated that notice of the time, place, and agenda of the meeting had been posted at the Delta City Complex, on the Delta City website, and on the Utah Public Notice website and had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council at least 24 hours before the meeting. Chair Stewart conducted a roll call. Council Liaison Carter and Commission Members Curtis, Webb, Lathrop, Smith, and Kartchner were present. Commission Member Christensen was absent.

MINUTES APPROVAL

1. P&Z Public Hearing I Minutes Approval 2026.05.13

Council Liaison Carter MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing I held on 05/13/2026, regarding the proposed updates to the City's Annexation Policy Plan DRAFT and Expansion Area Map. The motion was SECONDED by Commission Member Lathrop. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Council Liaison Carter, Seconded by Commission Member Lathrop.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb
Commission Member Christensen was absent.

2. P&Z Public Hearing II Minutes Approval 2026.05.13

Commission Member Webb MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing II held on 05/13/2026, regarding the proposed rezoning of the real property East of 705 W Main Street, Delta, Utah (aka Coyote Gulch). The motion was SECONDED by Council Liaison Carter. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Webb, Seconded by Council Liaison Carter.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb

Commission Member Christensen was absent.

3. P&Z Public Hearing III Minutes Approval 2026.05.13

Commission Member Smith MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing III held on 05/13/2026, regarding Ordinance 26-332, an ordinance amending Delta City Code 18.52 Travel Trailers, Campers, and Recreational Vehicle Standards. The motion was SECONDED by Commission Member Kartchner. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Smith, Seconded by Commission Member Kartchner.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb

Commission Member Christensen was absent.

4. P&Z Commission Regular Meeting Minutes 2026.05.13

Planning & Zoning Commission Regular Meeting Minutes from 05/13/2026 need to have Chair Stewart's vote on storage containers corrected to "nay".

Council Liaison Carter MOVED to approve the minutes of the Planning and Zoning Commission Regular Meeting held on 05/13/2026, with a change noted in the voting of storage containers. The motion was SECONDED by Commission Member Lathrop. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Council Liaison Carter, Seconded by Commission Member Lathrop.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb

Commission Member Christensen was absent.

BUSINESS – Any such business as may come before the Commission.

5. Rendon J. Hughes: Annexation Inquiry

Action: Discussion/Consideration for Approval

Hughes would like to annex property with an RV Park, horse training facility, and cattle. He would also like to build a home on this property. Upon discussion and research by the Commission, it was confirmed that there is not currently a zone that would allow all of the uses that Hughes requested. If he would like his property to continue with the uses of an RV Park, horse training facility, cattle and a home, it would not be possible to do so within Delta City.

6. Cristi Lovell: Preliminary Plat Approval
Action: Discussion/Consideration for Approval

Cristi Lovell introduced herself to the Chair and Commission Members. She presented her Preliminary Plat for approval. Lovell would like to subdivide parcels currently in the R-2 Zone on the corner of 400 S. 200 E. in Delta. Lovell shared that all lots will meet requirements in the zone. Public Works Director Justin Ashby stated that he has worked with Lovell and she is aware of all improvement requirements that are triggered by a subdivision of property, such as sidewalks, curb, and gutter.

Commission Member Lathrop MOVED to approve Lovell's Preliminary Plat. Commission Member Curtis SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Lathrop, Seconded by Commission Member Curtis.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb
Commission Member Christensen was absent.

7. Chair Tamara Stewart: Annexation Policy Plan Draft
Action: Discussion/Consideration for Approval

Ron Larsen greeted the Commission. He stated that this Annexation Policy Plan Draft is something that will drive processes. Larsen stated that maps will be incorporated in as time goes; Commission Chair Stewart asked to get a copy of those included in the appendix at this time.

Commission Member Curtis MOVED to positively recommend the Annexation Policy Plan DRAFT to the City Council. Commission Member Smith SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Curtis, Seconded by Commission Member Smith.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb
Commission Member Christensen was absent.

8. Chair Tamara Stewart: Recommendation on Delta City Code Land Use Table Updates
Action: Discussion/Consideration for Approval

The Planning and Zoning Commission went through the Delta City Code Land Use Table to discuss and update the uses in Highway Commercial Zone (H-C) and Industrial Light Zone (I-L). Attorney Jessica Anderson will update the current Land Use Table to include the items discussed. This will be presented to the Commission once she has made the changes.

Council Liaison Carter MOVED to table the recommendation of Delta City Code Land Use Table Updates for additional discussion and time to make changes. Commission Member Lathrop SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Council Liaison Carter, Seconded by Commission Member Lathrop.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb
Commission Member Christensen was absent.

9. Chair Tamara Stewart: Recommendation on Sidewalk Improvements on Unimproved Roads
Action: Discussion/Consideration for Approval

Attorney Anderson shared Ordinance 26-335, Sidewalk Improvements Required on Improved Roads. This includes the definition of an “improved road” and clarified requirements of a sidewalk on these roads.

Commission Member Lathrop MOVED to positively recommend Ordinance 26-335, Sidewalk Improvements on Improved Roads to the Delta City Council for approval. Council Liaison Carter SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Lathrop, Seconded by Council Liaison Carter.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb

Commission Member Christensen was absent.

10. Chair Tamara Stewart: Recommendation on Repeal of Delta City Code 18.64.032, Fronting Narrow Right-of-Way
Action: Discussion/Consideration for Approval

Council Liaison Carter MOVED to positively recommend to Delta City Council to repeal Delta City Code 18.64.032, Fronting Narrow Right-of-Way. Commission Member Curtis SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Council Liaison Carter, Seconded by Commission Member Curtis.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb

Commission Member Christensen was absent.

11. Council Liaison Kelly Carter: City Council Update
Action: Discussion only

Council Liaison Kelly Carter addressed the Commission with an update from Delta City Council. There will be a fly-over of jets for the beginning of the Parade on the 4th of July.

GovWell software implementation has begun and is in process to support streamlining building permitting and requirements. The next phase will include other processes such as zoning and possibly later, business licensing.

Public Works Director Ashby and Mayor Bogue have been working on plans to schedule double chip-seals on roads this year.

ADDITIONAL ITEMS

Utah League of Cities and Towns (ULCT) have the “Powers & Duties” books available for \$30.00 each in either hard-copy or Kindle formats. Commission Members would all like to have a hard-copy of this.

ADJOURN

Commission Member Webb MOVED to adjourn the meeting at 8:08 p.m. Commission Member Kartchner SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Webb, Seconded by Commission Member Kartchner.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Smith, Commission Member Webb
Commission Member Christensen was absent.
The meeting was adjourned at 8:08 p.m.


Angie Dewsnap, Deputy Recorder