



Planning & Zoning Meeting

Minutes

Monday, June 8, 2026 at 6:00 pm

AGENDA

1. Roll Call, Prayer, Pledge

Minutes:

Katrina Spencer - Present

Becky Weimer - Present

Valorie Mclean – Present

Jerry Alred – Present

Nate Robinson – not present at time of roll call. Arrived later

Public Attendance

Cody Jenkins, Mike Jenkins

Katrina offered the Prayer, Valorie McLean led the Pledge of allegiance

2. Minutes

Minutes:

Valorie McLean motioned to approve the minutes for 5-11-26, Jerry Alred seconded the motion. Motion passed.

3. City Alleyways

Minutes:

Codi Jenkins asked “what the probability would be to have to alleyway rewarded back to property owners, just because it hasn’t been accessible.” Valerie asked what the purpose of that would be, what she planned to do with the land. Codi Stated it would just divide the alley and be given back to the property owners. It would just be added onto the property owners yards. Valerie asked if there was any plans for using this space. Codi said ‘no, not necessarily. I just figured we don’t have access to the alleyway, well we have it just hasn’t been used. There’s no utilities going down as far as I know. About 18-19 years ago roughly give or take a few years. We opened it back up because we had Chinese elm trees growing in it. Then it has just been blocked off here and there since then Jerry said “so can I make some comments there. That alleyway was in a block of the new bench addition, and was something that the land owners gave up to start with, that was part of the original plan. It provides access to our back lots and Tanner’s back lots. So as part of a broader comment, I think that whenever we consider an annexation of the street or alleyway we need to have 100% of the land owners to request that. Because we are asking to deny a right of some landowners in order to increase the right of others. There’s always a trade-off. So I think before we consider taking alleyways, we need to make sure that all the landowners are on board

with it because we're taking rights from those that if we vacate the alleyway our back lots are inaccessible, Tanner's back lots are inaccessible, and I don't think we have the authority to do that. It's part of the background initially when the city vacated the street north of that block, where the canal is. and used the north half of it to replat those lots. That denied access to our backlots by using the street. So from my position, I think we shouldn't be vacating that particular alley. I think all landowners need to be in agreement before we can make such a change.

Valorie - I checked the state code and the state code defines what we can do. The city doesn't have a code so, I can go over this with you. A signature of each owner under the subsection, who consent to the vacation, so you submit the petition to vacate, and it should include the owners, name and address of each owner of record of land that is adjacent to the public street or alleyway. Or within 300 ft. Then if the petition is submitted, contains a request of vacation. Then we would hold a public hearing. We would have to find a good cause, and it can't hurt or impede on the land owners to their property.

Codi replied I've lived there for 23 years and it's been blocks for all 23 year. So if its going to be a city access or an alleyway the city ought to be responsible for keeping it open right? For property owners are not allowed to park stuff in there or plant stuff along it. I guarantee of we measured along it, there's going to be trees or there's going to be shrubs or there's going to be something that's going to be blocking that alleyway. I was told quite sometime ago, so I may or may not be right, but I was told that they didn't want people using that alleyway that way they put trailers and stuff there.

Valorie - that should be a public use of a street or alleyway. Codi - it's probably in general with all the city alleyways. Nate- well no, its actually an easement that has been vacated between 300 and 400 south, and now a property owner back behind him. They said they want to build a house there, they can no longer run the sewer line down that alleyway. So they have to run it down the street to access that new house. So now that is an unforeseen, I can see that takes that away from anything whether its usable or unusable at the current moment. That is a detriment to the city. I know because at the same time I lived on the street at that time. They ended up when I ran my power over to my house, it actually ended up costing me \$10,000 for power when I built my house. Because the alleyway had been vacated. I didn't vacate it. They vacated it in like 1973 or something. So it might seem right now but is it going to be right in the future. There are 2 vacant lots back there on two different property owners that could at some point change hands, could be used as building lines, which would need sewer, water and power.

Jerry - if we wanted to build a shop or garage or anything like that, the alley was vacated, we wouldn't have access to our lots and Paul Tanner has the same issue.

Nate- as far as parking along the alleyway, that shouldn't be happening Katrina - that's actually a city ordinance that cannot be blocked. Nate- the city should be liable to do upkeep on all of them because there is an issue on a lot of these alleyways around town that the landowners are taking care of themselves to keep up with them. Jerry - we started parking our 4-wheeler trailer there because some years ago we had someone and I don't know who they were, young kids, going up and down the alleyway on 4-wheelers and caused kind of a disturbance. Our grandkids were playing, so we thought, if we park our trailer there, it can be moved easily enough. Kind of a message this isn't something we want wore up and down. Nate - I understand that 100% because I don't know people running 4-wheelers up and down my street either, but it is

a city right of way and therefore, it should, its kind of a deal that we've gotta talk about in the future regarding the police presence in the town. I think that the city council issue not a planning & zoning issue

Valorie – have we confirmed if there are any utilities in the alley Katrina – if you look at the picture is what the city guys and I walked through and looked at this, the only thing that is in here is the power pole, there's a power pole here which moon lake would have to have access to. There can't be trees growing in the alley in case they had to cut things down. So they have to have access to that. Also in the new master plan, they want to eventually bring in the new ditch water that's pressurized, and it might be going through that back alley. Jerry – one other item there too is on the west end of that alley in that intersection, at VanTassles, after they got through Williams sewer last year, they got under that canal. They had to come back to put in a manhole so that they can go down that street to the west. They don't need it now but planning for the future that's the only way they can provide sewer services to those lots. So the problem with vacation is that we limit any future needs

The discussion moved to the city's responsibility for keeping alleyways clean and usable. Valorie informed Codi that she could file a petition and bring all the neighbors signatures. Then we could move from there.

4. Building permit for Shandon and Codi Jenkins

Minutes:

Katrina – they want to bring in a modular home and build on that lot. The only question I have is are you aware that it has to have a permanent foundation? Codi – yes and it's going to get a permanent foundation. We wouldn't do it any other way because a lot of banks won't loan if we ever wanted to sell it. Katrina asked about a shed that would be out of code. Codi responded that when they went to move the shed it crumbled so the shed is no longer an issue.

Jerry made a motion to grant the building permit Nate seconded the motion The motion passed unanimously

The commission moved discussions to what our role is in residential building permits. We agreed that we would like to see the permit's so we know what is going on in town. Katrina would check the setbacks then, the building inspector would make sure everything was up to code and it would be allowed. Anything outside of single family homes would need to come to a vote.

Nate – made a motion that we take our primary residences and allow them to be approved by the building inspector Jerry seconded the motion Motion passed unanimously

5. Work Meeting Discussion

Minutes:

Katrina proposes that we have a work meeting. She doesn't feel like we have enough time to talk about the things that are needing to be worked on. After the discussion it was decided to have a work meeting after the planning and zoning meeting starting on July 13th. Katrina makes a motion to add "work meeting" after the planning and zoning meetings. Becky seconds the motion. Motion passed

6. Annexation Plans

Minutes:

Katrina handed out booklets of the general plans. We was shown examples of the different fees Duchesne has for building permits vs. Roosevelt. We discussed check list for building permits and different ways that could be presented. Valorie suggested having an over lay on the Duchesne city parcel viewer.

7. 15-Minute Open Session**Minutes:**

Some members won't be available for the following meeting so we will have our next meeting on July 13th. Katrina made a motion for the following meeting for July 13th Valorie second the motion

The City of Duchesne welcomes you and thanks you for your time and concerns. If you wish to address the Planning & Zoning Commission, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address then address the Commission. Your comments will be limited to three (3) minutes. The Commission may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and provide direction to the appropriate member of City Staff for follow-up. Thank you.

8. Adjournment**Minutes:**

The meeting adjourned at 8:13pm.