

Daggett County Planning and Zoning Meeting Minutes
June 16, 2026 @ 6:00 PM
Daggett County Courthouse, Commission Chambers
95 North 1st West, Manila, Utah 84046

Members Present:

Chad Reed-Chair (by phone)
Allan Wood-Vice Chair
Tamara Twitchell
Carrie Poulsen-secretary and alternate

Guest:

Kathi Knight-Manila Mayor
Sara Marz-Manila Town Council
Jeremy Larsen-Sunrise Engineering

Allan Wood welcomed everyone and called the meeting to order at 6:00 PM.

No public comments.

Discussion and consideration of minutes from May 19, 2026 for work and regular session. Chad Reed wanted one change on the regular minutes in the first paragraph to add road damage. Tamara Twitchell motioned to approve the minutes from May 19, 2026 regular meeting and the work meeting with that change. Chad Reed seconded the motion. All in favor, motion carried.

Discussion and consideration of short term rental conditional use permits renewal application from Greg & Michelle Petersen, 1538 E. Steinaker Way, Manila and Jeremy Barker/Barker Properties, 1489 E. Steinaker Way, Manila. Carrie Poulsen stated that both applications are complete. Both properties are required to be changed to only 8 occupants as the homes are each 3 bedrooms. Matt Tate, building inspector, stated that only 2 occupants per bedroom and 4 could be allowed in one room. Chad Reed motioned that the board approve both the short term rental application from Petersens and Barkers. Tamara Twitchell seconded the motion, all in favor, motion carried.

Discussion and consideration of short term rental conditional use permit application from Andrew and Brooke Jewkes DBA Red Rock Retreat LLC, 1521 Manila, Utah 84046. Chad Reed asked if the application was complete. Carrie Poulsen stated the application is complete. Tamara Twitchell motioned to approve the Andrew and Brooke Jewkes short term rental application. Chad Reed seconded the motion, all in favor, motion carried.

Discussion Sunrise Engineering presenting information on changes with easement location within the County Airport Property for the Town of Manila's Sewer Distribution Project for Ylincheta Road. Mayor Knight presented the map showing the easement changes and

explained the changes. Jeremy stated that they are coordinating with airport regulations and CIVCO for maintenance and engineering. The Daggett County Road Department is also aware of these changes. Mayor Knight stated this has been presented to the County Commissioners and still in the rough stages. Discussion of easements within the county roads. Mayor Knight will keep this board informed of any changes to this proposal.

Discussion and consideration of accessory dwelling unit ordinance. A public hearing was held tonight regarding the ADU draft ordinance. After discussion Tamara Twitchell motioned to accept the Accessory Dwelling Unit Ordinance and forward it to the County Commissioners. Chad Reed seconded, all in favor, motion carried.

Discussion and consideration of updates and changes to the commercial and industrial zone code. A public hearing was held tonight. After discussion Chad Reed motioned to accept the changes and forward it to the County Commissioners. Tamara Twitchell seconded the motion, all in favor, motion carried.

Discussion update resolution 04-04 flood plain management. Chad Reed would like to see how other counties have done this and have a resolution and possibly see a copy on how to form a resolution for Daggett County. Discussion on Flood Plain map from the State. Will continue this topic in work sessions.

Discussion and consideration of updated Planning and Zoning Bylaws. Carrie stated that she fixed the formatting that the county attorney stated needed done. Mr. Reed said if it was only the formatting he would like to approve them conditional on the county attorneys review. Tamara Twitchell motioned to forward the Planning and Zoning Bylaws to the County Attorney with the condition that it is approved by the County Attorney. Chad Reed seconded, all in favor, motion carried.

Building Permit report. The board reviewed the report. Discussion on Mr. Hoonaker setbacks for a garage. He is meeting the setbacks so the board approved him moving forward with a garage. Discussion on Mr. Cowley demolition permit for a mobile home. Matt Tate, building inspector, said he has to get Tri County Health sign off.

Land Use Violations. Discussion regarding a park model home that has been placed on a lot in Indian Fountain Estates illegally. Follow up with the county attorney regarding this. The VanTassell property has not been cleaned up yet. Follow up with the county attorney.

The next Planning and Zoning meeting for July 21, 2026 is cancelled. If something comes up the meeting could be rescheduled for July 14, 2026.

The meeting adjourned at 7:19 PM.