**MOAB CITY PLANNING COMMISSION MINUTES**
**REGULAR MEETING**
**August 13, 2026**

***Call to Order and Attendance:*** Moab City Planning Commission held its regular meeting on the above date in City Council chambers. Audio is archived at www.utah.gov/pmn and video is archived at www.youtube.com/watch?v=l178x8-0h3k. Commission Chair Kya Marienfeld called the meeting to order at 6:05 p.m. Commission Members Jill Tatton, Matt Hebberd, Shalee Holland and Robin Vinson attended. Also in attendance were Community Development Director Cory Shurtleff, Associate Planner Johanna Blanco, Junior Planner Kate Poynter, City Council Liaison Miles Loftin and Planning Technician Kelsi Garcia.

***Approval of Minutes:*** Commission Member Tatton moved to approve the draft minutes of the July 9, 2026, regular Planning Commission meeting. Commission Member Holland seconded the motion. The motion passed unanimously.

***Public Hearing:***
Commission Chair Marienfeld opened a public hearing at 6:06 p.m. for proposed City **Ordinance 2026-16**, an ordinance of the Moab City Council amending Section 2.52.030 (Planning Commission), Chapter 16.08 (Subdivision Procedure), and Section 17.12.050 (Damaged Building Restoration) of the Moab Municipal Code to extend the recording deadlines for approved final plats and the related one-time extension for such plats, to eliminate the public hearing requirement for preliminary plats, to adjust planning commission attendance requirements, and to amend regulations on rebuilding or renovating nonconforming structures and uses after a fire or calamity. Associate Planner Blanco introduced the substance of the proposed ordinance. Discussion ensued regarding unexcused absences for Planning Commission members and subdivision public hearing requirements. Community Development Director Shurtleff explained the history of the subdivision public hearing requirement and the state-mandated administrative process. Commission Member Vinson asked whether there would be any public impact on the elimination of the public hearing. Shurtleff reinforced Blanco's characterization that subdivisions which meet City requirements are not subject to legislative action and are subject to an appeal process. Vinson asked about the changes in time extensions. There were no public comments and Commission Chair Marienfeld closed the public hearing at 6:28 p.m.

***Subdivisions and Damaged Building Restoration Code Revisions—Positive Recommendation***
***Motion and Vote:*** Commission Member Holland proposed a positive recommendation to City Council for **Ordinance 2026-16**, an ordinance of the Moab City Council amending, Section 2.52.030 (Planning Commission), Chapter 16.08 (Subdivision Procedure), and Section 17.12.050 (Damaged Building Restoration) of the Moab Municipal Code to extend the recording deadlines for approved final plats and the related one-time extension for such plats, to eliminate the public hearing requirement for preliminary plats, to adjust planning commission attendance requirements, and to amend regulations on rebuilding or renovating nonconforming structures and uses after a fire or calamity. Commission Member Tatton seconded the motion. The motion passed unanimously.

***Level II Site Plan for Property Located at 941 W 400 N, Moab UT—Conditionally Approved***
***Presentation and Discussion:*** Associate Planner Blanco introduced **Planning Resolution 13-2026**, a resolution conditionally approving a Level II Site Plan for the CHP Development for property located at 941 W 400 N, Moab UT. Blanco explained the subject parcel has an existing residence with a proposed 8,000-square-foot building for office space and storage of construction equipment. She explained the proposal includes a condition for approval for a sidewalk, curb and gutter fee-in-lieu for $29,590. Patrick Davis of CHP Properties introduced himself. Marienfeld explained that a denial would require cause. Commission Member Holland asked about the sidewalk fee-in-lieu requirement. Blanco explained this project does not meet the criteria for an exception. Mr. Davis explained background regarding the history of the property and his employees' need for RV hookups, which did not meet code. He explained the shift to business use. He added the proposed fee-in-lieu was objectionable due to the prohibitive cost for a small business the unsuitable setting for sidewalk and curb. Discussion ensued regarding the fee-in-lieu criteria and purpose, and the process of a code amendment regarding fee-in-lieu requirements. Commission Chair Marienfeld suggested staff review fee-in-lieu

requirements.
***Motion and Vote:*** Commission Member Holland moved to conditionally approve **Planning Resolution 13-2026**, a resolution conditionally approving a Level II Site Plan for the CHP Development for property located at 941 W 400 N, Moab Utah with a condition for approval for a curb and gutter fee-in-lieu at $29,590 and directed staff to review curb and gutter requirements and fee-in-lieu exemptions reflecting the discussion. Commission Member Tatton seconded the motion. The motion passed unanimously.

***Level II Site Plan for Henry Shaw Hotel—Conditionally Approved***
***Presentation and Discussion:*** Associate Planner Blanco explained the proposed project is the final vested project that is exempted from the short-term accommodation moratorium. She said the project would be subject to the workforce housing requirement or fee-in-lieu and would subsume the existing Silver Sage motel. The developer participated in the discussion via electronic means regarding **Planning Resolution 12-2026**, a resolution conditionally approving a Level II Site Plan for Henry Shaw Hotel for Property Located at 836 and 840 South Main Street, Moab UT, 84532. Blanco stated the approval conditions include a resubmittal of the retaining wall detail sheet, fee-in-lieu for workforce housing in the amount of $2,629,446.03 or construction of approximately 18 affordable housing units, and a boundary line adjustment combining 02-0012-0011 and 01-0012-0017. Commission Member Vinson asked about the workforce housing requirement. Commission Member Hebberd asked about the potential site for the workforce housing. The developer stated the proposed property is in the County near the Old Spanish Trail Arena, and Associate Planner Blanco explained a development agreement may be required to address the existing requirement to build the workforce housing within City limits.
***Motion and Vote:*** Commission Member Vinson moved to approve **Planning Resolution 12-2026**, a resolution conditionally approving a Level II Site Plan for Henry Shaw Hotel for property located at 836 and 840 South Main Street, Moab UT, 84532 with the condition of approval that all comments shall be addressed to the satisfaction of the Moab City Planning Coordinator prior to building permit application. Conditions include a resubmittal of the retaining wall detail sheet, fee-in-lieu for workforce housing in the amount of $2,629,446.03 or construction of affordable housing units, and a boundary line adjustment combining 02-0012-0011 and 01-0012-0017. Commission Member Tatton seconded the motion. Commission Member Holland amended the motion to correct two typographical errors. The motion passed unanimously.

***Sign Code Amendments—Workshop***
Associate Planner Blanco introduced signage code revision topics for sign height and size. Commission Chair Marienfeld reported that the Chamber of Commerce requested an open house to discuss the proposed code changes regarding signs. Community Development Director Shurtleff said the sign code is a minor part of the overall code but has a community-wide impact. Blanco presented the existing code of 28-foot height limitation with a maximum sign area not to exceed 260 square feet per any lot, and no individual sign face shall exceed 160 square feet; non-highway frontage would have a 20-foot height limitation with a cumulative sign area not to exceed 160 square feet. Discussion regarding lighting of signage ensued. Prohibited sign types were discussed, including feather signs, sandwich boards, and inflatable signs.

***Future Agenda Items:*** Associate Planner Blanco reported on a development agreement, fee-in-lieu changes for sidewalks for large commercial projects, and other discussion items.

***Adjournment:*** Commission Chair Marienfeld adjourned the meeting at 8:02 p.m.