



PLANNING COMMISSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
September 10, 2026 at 6:00 PM

AGENDA

Google Meet – Joining Information

meet.google.com/oco-znwg-gbt

Phone: (US) +1 478-292-3950 PIN: 675 750 213#

WELCOME

ROLL CALL

PLEDGE OF ALLEGIANCE

CONFLICT OF INTEREST DISCLOSURE

PUBLIC COMMENT - *Time reserved for public comment on items or issues not listed on the agenda.*

GENERAL BUSINESS

1. Approval of Planning Commission Meeting Minutes from August 13th, 2026 (Corey Coleman, Planning)

LEGISLATIVE ITEMS

2. Discussion and possible action regarding a Conditional Use Permit request submitted by Curtis Wells (Wilson Arch II) .

Estimated Time: 20 minutes

ADMINISTRATIVE ITEMS

3. LUDMO UPDATE

Estimated Time: 10 minutes

4. Training (County Attorney Office)

Estimated Time: 30 minutes

BUILDING PERMIT(S) REVIEW

- [5.](#) Proposed Building Fees (ICC valuation method)

Estimated Time: 5 minutes

- [6.](#) Building permit & Inspection report

Estimated Time: 5 minutes

ADJOURNMENT

****In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice****



PLANNING COMMISSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
August 13, 2026

Minutes

CALL TO ORDER AND ADMINISTRATIVE ITEMS

WELCOME (6:00) Chair Trent Schaefer called the San Juan County Planning Commission meeting to order.

COMMISSION MEMBERS PRESENT

Trent Schafer, Melissa Rigg, Ann Austin, T.C. Garcia, Lloyd Wilson, and Cody Nielson.

STAFF IN ATTENDANCE

Corey Coleman and Tamra Lewis

ONLINE

Chas Jacobson and Lori Maughan

PLEDGE OF ALLEGIANCE

TC Garcia

PUBLIC COMMENT

(00:06:20) Chair Schaefer opened public comment and stated that comments could address items on or off the agenda and would be limited to three minutes.

Ed Williamson, San Juan County Estates, addressed the Commission regarding development and subdivision requirements in his area. Mr. Williamson discussed the history of development in San Juan County Estates, including the lack of infrastructure when properties were originally

developed. He expressed frustration with current requirements associated with subdividing property, particularly requirements involving signatures or notification of neighboring property owners.

Mr. Williamson encouraged the County and Planning Commission to facilitate responsible development rather than create unnecessary barriers. He asked the Commission to consider ways to improve the process and allow the area to continue developing.

GENERAL BUSINESS

(00:12:24) The Commission reviewed the minutes from the July 9, 2026 Planning Commission meeting.

Several corrections were identified, including:

- Correction of a timestamp associated with public comment.
- Correction of Marjorie's name.
- Correction of Shay Walker's name.
- Addition of the affirmative votes to a previous motion.
- Correction of language regarding a tied vote to reflect that the motion **failed**, rather than being denied.

Motion: Cody Nielson moved to approve the July 9, 2026 minutes as corrected.

Second: Lloyd Wilson.

Vote: All in favor.

Motion carried.

LEGISLATIVE

DISCUSSION AND POSSIBLE ACTION – DIAMOND PROPANE

(00:18:22) Corey Coleman presented the staff report regarding a request from **Diamond Propane, LLC** for an approximately two-acre unmanned bulk propane storage and refill facility along State Road 46 in northern San Juan County near La Sal.

The proposed facility would primarily serve Diamond Propane delivery trucks and would not include public retail sales. The proposal included a 30,000-gallon above-ground propane tank, a secured operational area, gravel circulation and access, safety equipment, limited downward-facing lighting, and associated improvements.

Staff discussed potential impacts including truck traffic, fire safety, lighting, dust, noise, visual impacts, emergency access, and site security. The facility would be required to comply with applicable Utah State Fire Marshal requirements and obtain any required UDOT access approval.

The Commission reviewed the zoning of the property and discussed whether the proposed facility should be processed as a conditional use or could be considered a permitted use within the Highway Commercial Zone.

Commission members discussed language in the 2011 ordinance allowing uses approved by the Planning Commission as being in harmony with the intent of the commercial zone. The Commission determined that the propane storage facility was compatible with the surrounding area and consistent with the intent of the Highway Commercial Zone.

The Commission also discussed the proximity of other industrial-type uses in the area and the required setbacks and safety regulations that would apply to the propane facility.

Staff indicated that if the use were determined to be permitted, the conditional use permit application fee would not be required. Diamond Propane would then proceed through the applicable building permit process and coordinate with UDOT and the Utah State Fire Marshal.

Motion: Lloyd Wilson moved to approve the Diamond Propane facility as a permitted use in the Highway Commercial Zone, finding that the proposed use is in harmony with the intent of the Highway Commercial Zone.

Second: Cody Nielson.

Vote: All in favor.

Motion carried.

Staff will work with the applicant regarding the building permit, UDOT access requirements, and Utah State Fire Marshal requirements.

The Commission also requested that propane storage facilities and data centers be considered for inclusion in the use tables as the updated Land Use Development Management Ordinance (LUDMO) is developed.

BUILDING PERMIT FEES – DISCUSSION

The Commission discussed current building permit fees and the methodology used to determine permit valuations.

Corey Coleman explained that staff is working on a revised fee structure using International Building Code Building Valuation Data. Under the proposal being developed, residential permit fees would generally be calculated at approximately 1% of the established project valuation, with

commercial projects proposed at a higher percentage due to additional review, engineering, and inspection requirements.

Commission members expressed concern about the cumulative cost of building in San Juan County, including building permit fees, utility connection fees, impact fees, and other development costs.

The Commission emphasized the importance of balancing the need for the Building Department to support its operations with the County's goal of encouraging development and economic growth.

Staff stated that additional information and data regarding the proposed building permit fee structure would be presented at a future meeting.

ADMINISTRATIVE ITEMS

LAND USE DEVELOPMENT MANAGEMENT ORDINANCE (LUDMO) CHAPTER 1 REVIEW

(00:40:50) Corey Coleman presented the working draft of Chapter 1 of the San Juan County Land Use Development Management Ordinance (LUDMO).

Staff explained that the draft was developed following direction from the Planning Commission to return to the 2011 ordinance as the primary framework while incorporating applicable resolutions, administrative decisions, state law changes, and relevant portions of the 2025 draft.

The intent of the revision is to reorganize and update the ordinance for clarity and consistency while emphasizing property rights, voluntary compliance, reasonable enforcement, and a clear path to compliance.

Staff explained that administrative provisions currently located in multiple chapters would be consolidated into Chapter 1, while definitions would be relocated to the definitions chapter.

The Commission discussed several areas of the proposed chapter, including:

- Responsibilities and authority of the Planning Commission.
- Responsibilities of the Planning Administrator.
- Responsibilities of the Building Official.
- Conditional use permit authority.
- Administrative interpretations.
- Appeals and variances.
- Subdivision authority and recent changes in state law.

- Building permits and certificates of occupancy.
- Agricultural building exemptions.
- Alternative means and methods under the building code.
- Enforcement procedures and voluntary compliance.
- Public nuisance and emergency enforcement provisions.
- The role of the Administrative Law Judge.

The Commission discussed the process that should occur when a property owner disagrees with an interpretation made by staff. There was general agreement that the ordinance should clearly establish a process allowing disputed interpretations to be presented to the Planning Commission for discussion and clarification before further action, where legally permissible.

The Commission requested that the duties and responsibilities of the Planning Commission be more clearly identified in Chapter 1.

The Commission also discussed subdivision requirements, including requirements for signatures and notification of property owners within subdivisions. Members expressed concern regarding whether certain existing requirements were mandated by state law or had been adopted locally.

Staff stated that the County Attorney's Office is reviewing the subdivision requirements and applicable state law. The Commission requested clarification regarding which requirements are mandated by state statute and which may be amended locally.

The Commission emphasized that the updated LUDMO should remain practical and avoid unnecessary regulation. Members expressed support for a "less is more" approach while maintaining sufficient standards to protect property rights and provide a predictable development process.

Direction to Staff

Staff was directed to continue revising Chapter 1, including:

- Clarifying the authority and responsibilities of the Planning Commission.
- Addressing the process for disputed staff interpretations.
- Clarifying appeal and variance authority.
- Reviewing subdivision responsibilities and applicable state requirements.
- Clarifying Building Official responsibilities, including inspections.
- Continuing legal review of the proposed language.
- Incorporating Commission comments into the next working draft.

No formal action was taken on Chapter 1.

PUBLIC ACCESS TO LUDMO DRAFTS AND MEETING MATERIALS

(2:40:44)The Commission discussed public access to Planning Commission packets and draft LUDMO chapters.

Members expressed concern that full meeting packets had not consistently appeared on the Utah Public Notice Website. Staff explained that meeting materials are also posted on the San Juan County website but that the County was undergoing a website transition that temporarily affected posting.

The Commission emphasized that the public should have convenient access to the same supporting information provided to the Planning Commission.

The Commission requested that clean copies of each working LUDMO chapter be posted on the Planning and Zoning section of the County website as chapters are developed. The drafts should be presented without the extensive strikeout/reference materials used internally by the Commission so the public can more easily review the proposed language.

Staff agreed to make the draft chapters available on the County website and to follow up regarding the posting of packets on the Utah Public Notice Website.

BUILDING PERMITS

(2:51:36) Staff provided departmental updates and discussed ongoing Planning and Zoning and Building Department activities.

Staff discussed efforts to provide additional training opportunities for local contractors. An upcoming electrical/code training was discussed that would be broadcast through Utah State University locations, allowing local contractors to obtain training without traveling to Salt Lake City. Staff indicated that additional training opportunities, including possible fire protection training, may be offered in the future.

The Commission also reviewed the format of the monthly building permit and inspection reports. Members requested that the inspection report provide clearer location information similar to the building permit report.

Staff agreed to revise the report format to make the information more useful and consistent.

ADJOURNMENT

Motion: Cody Nelson moved to adjourn the meeting.

Second: Lloyd Wilson.

Vote: All in favor.

Motion carried.

The meeting was adjourned.



STAFF REPORT

MEETING DATE: September 10, 2026

ITEM TITLE, PRESENTER: Wilson Arch Phase 2

RECOMMENDATION:

- 1. Approval Motion** - I move to approve the Conditional Use Permit for Wilson Arch Resort Community Phase II for lodging and overnight accommodations, with a maximum of 73 units, subject to the conditions contained in the staff report and a five-year review period.
- 2. Denial Motion - Statement of Reasons:**
*I move to deny the Conditional Use Permit for the following reason.
 (state the reasons)*

SUMMARY

Staff has reviewed the application and believes the proposed use can be considered subject to appropriate conditions.

The property appears to be within the A-1 zoning district, with a possible commercial overlay. Staff believes the 2011 San Juan County Zoning Ordinance provides the best basis for review. The ordinance recognizes private recreational uses, including accessory or supporting dwellings, dwelling complexes, and related commercial service uses.

The application proposes lodging and overnight accommodations within Wilson Arch Resort Community Phase II, with a maximum of 73 units. Staff believes the proposal is generally consistent with the type of recreational and supporting uses contemplated by the ordinance.

Because the project is expected to develop over time, staff recommends a five-year review period, provided there is ongoing progress and compliance with the conditions of approval.

The County is also reviewing its zoning maps and land-use regulations, and this type of use appears consistent with the direction of those updates. The current application, however, should be reviewed under the regulations presently in effect.

PROPOSED CONDITIONS OF APPROVAL

1. The project shall be limited to a maximum of 73 lodging or overnight accommodation units. Any proposed increase above 73 units shall require separate review and approval by the County before any additional units may be approved or developed.
2. Approval of the Conditional Use Permit does not eliminate or replace the requirement for future subdivision, building, fire, health, utility, business licensing, or other applicable approvals.
3. The project shall comply with all applicable County, State, fire, health, utility, and other regulatory requirements as development proceeds.
4. The approval shall be subject to a five-year review period.
5. The approval shall remain active during the five-year period provided there is ongoing, demonstrable progress toward development and the project continues to move forward.
6. Prior to the end of the five-year review period, the applicant shall return to County staff and the Planning Commission for review of the project, including development completed to date, remaining phases, compliance with the conditions of approval, and any material changes to the development.
7. Any material change to the approved use, unit count, development concept, or conditions may require additional County review or amendment of the Conditional Use Permit.

Wilson Arch PHASE II HOSPITALITY DEVELOPMENT CONDITIONAL USE PERMIT APPLICATION NARRATIVE

Requested Authorization: Lodging / Overnight Accommodations on All 73 Approved Units
Requested Platting Action: Vacation of the Existing Phase II Plat, excluding the separately owned northeast parcel, followed by a replacement final plat

Applicant: Curtis Wells

Property: Wilson Arch Resort Community, Phase II (plat vacation excludes the separately owned northeast parcel)

Jurisdiction: San Juan County, Utah

Date: August 2026

Prepared for the San Juan County Planning & Building Department and Planning Commission

Submission Memorandum

Item	Information
To	San Juan County Planning & Building Department and Planning Commission
From	Curtis Wells, Applicant
Re	Phase II Hospitality Development - Project-Wide Conditional Use Permit
Date	August 2026

The Applicant respectfully submits this detailed narrative in support of a Conditional Use Permit for the property presently known as Phase II of the Wilson Arch Resort Community. The central purpose of the application is to obtain clear, project-wide authorization for lodging and overnight accommodations on a maximum of seventy-three (73) approved development units. The Applicant has also selected the subdivision pathway for implementation: vacation of the recorded Phase II plat as to the property included in the Applicant's development, express exclusion of the separately owned parcel at the northeast corner shown on the aerial ownership exhibit, and recording of a replacement final plat for the Applicant-controlled development area.

For avoidance of doubt, the phrase "permitted use" in this application means a use affirmatively authorized by the County through the approved Conditional Use Permit. It does not mean that the use is exempt from CUP review, building permits, fire and health approvals, overnight-accommodation licensing, business licensing, transient-room-tax requirements, utility approvals, or other generally applicable regulations.

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1. Executive Summary

Phase II of the Wilson Arch Resort Community is an existing, recorded development containing seventy-three (73) platted residential lots. A May 12, 2026 will-serve letter issued by the Wilson Arch Water and Sewer Special Service District references the Phase II property and a 73-ERC utility framework. Through this application, the Applicant requests land-use authorization for lodging and overnight accommodations on all 73 approved units and approval of a phased, integrated hospitality development. The Applicant will pursue vacation of the existing Phase II plat as to the property included in the project, while leaving the separately owned northeast parcel outside the vacation and undisturbed by the replacement platting action.

The Applicant proposes to reposition the property as a low-density, terrain-responsive hospitality destination known for entitlement purposes as the Phase II Hospitality Development. The proposed project will contain a maximum of seventy-three (73) lodging units. Every approved unit will be eligible for lodging and overnight accommodations, regardless of whether the final unit is configured as a smaller detached landscape-hotel suite or a larger casita-style home.

The project does not contemplate a conventional multi-story hotel building. Instead, the hotel component will consist of detached, individual guest units dispersed in a landscape-hotel configuration, together with modest shared facilities such as reception, dining, pool, spa/wellness, guest services, housekeeping, and maintenance. The balance of the 73-unit capacity will consist of larger detached casita-style units that may be privately owned, centrally managed, professionally rented, or operated under another lawful ownership and management structure.

Core Entitlement Request

Approve lodging and overnight accommodations as an authorized use for all 73 development units on the property, subject to an aggregate maximum of 73 units and the conditions stated in the CUP. The authorization should apply to the property and approved capacity even if the recorded lots are later consolidated, relocated, amended, vacated, or replatted through a County-approved platting action.

2. Applicant, Property, and Existing Entitlement

Project Data	Description
Applicant	Curtis Wells
Applicant Capacity	Prospective purchaser / owner authorization to be submitted or confirmed as required by the County.
Current Record Owner	Wilson Arch Properties, LLC, subject to current title and County-record confirmation.
Project Name	Phase II Hospitality Development
Existing Platted Name	Wilson Arch Resort Community, Phase II
Legal Location	Within Sections 15, 16, 21, and 22, Township 29 South, Range 23 East, Salt Lake Base and Meridian, San Juan County, Utah, as shown on the recorded final plat.
Approximate Gross Area	134.07 acres, as identified in the May 12, 2026 Wilson Arch Water and Sewer Special Service District will-serve letter.

Project Data	Description
Existing Development Lots	73 platted residential lots (Lots 20 through 92), together with roadways, easements, utility areas, and septic/leach-field parcels shown on the recorded plat.
Requested Maximum Capacity	73 lodging / overnight-accommodation units.
Current Development Status	Substantially undeveloped; existing plat, access, utility framework, and service-district relationship are in place.
Zoning / Land-Use Classification	To be confirmed by County staff on the application form. The County has directed the Applicant to proceed through a Conditional Use Permit and associated platting action.

The CUP request is intended to authorize the use of the Applicant's development property and the approved 73-unit capacity. The chosen platting procedure is vacation of the recorded Phase II plat as to all property subject to the Applicant's application, excluding the separately owned northeast parcel identified on the current aerial ownership exhibit, followed by approval and recordation of a replacement final plat or replat for the Applicant-controlled property. The exact legal description and parcel identification of the excluded northeast parcel will be confirmed by the title report and licensed surveyor. No alteration of that excluded parcel's ownership, boundaries, access, easements, utility rights, or existing development rights is requested.

3. Precise Approval Requested

The Applicant requests that the County approve the following land-use authorizations and expressly include them in the written CUP decision:

Project-wide approval for lodging, overnight accommodations, transient occupancy, short-term guest stays, and resort lodging on all seventy-three (73) approved development units.

An aggregate cap of seventy-three (73) lodging units for the property, with no increase above 73 without a subsequent land-use approval.

Authority to select one of the three development scenarios stated in this application without reopening the CUP solely because the mix between landscape-hotel units and casita-style units changes.

Confirmation that each of the 73 approved units may be used for lodging regardless of ownership structure, including common ownership, separate lot ownership, condominium ownership, fractional or other lawful ownership, provided all applicable management and operating conditions are met.

Confirmation that the lodging authorization is nonexclusive and does not eliminate any residential occupancy that is otherwise legally permitted, unless the County determines that a specific unit must be restricted to lodging occupancy for building-code, utility, platting, financing, or other legal reasons.

Authority for accessory resort uses, including reception, lobby or arrival pavilion, restaurant or food service, bar service subject to separate licensing, pool, spa, wellness facilities, fitness, trails, outdoor gathering areas, guest parking, employee parking, maintenance, housekeeping, storage, service buildings, utilities, and open-space amenities.

Approval of phased development, so units and infrastructure may be constructed in logical stages without requiring a new CUP for each phase, provided the cumulative project remains within the approved 73-unit capacity and all phase-specific requirements are met.

Approval that attaches to the property and approved development capacity, to the extent allowed by law, and may be relied upon by successors, assigns, lenders, operators, homeowners' associations, and individual unit owners subject to continuing compliance with all CUP conditions.

Approval of the selected subdivision pathway: vacation of the recorded Phase II plat as to the Applicant-controlled development property; express exclusion and preservation of the separately owned northeast parcel shown on Exhibit C; and subsequent recording of a replacement final plat or replat establishing the

hospitality development parcels, access, utilities, septic area, open space, and other required tracts without altering the approved lodging use or 73-unit capacity.

Requested Clarification in the Approval Letter

“Lodging and overnight accommodations are an authorized use on each of the 73 approved development units within the Phase II Hospitality Development. The total number of lodging units shall not exceed 73, regardless of ownership, building type, or plat configuration.”

4. Regulatory Framework

San Juan County’s published Conditional Use Permit instructions state that a conditional use may be approved in a district where the use is allowed as a conditional use, subject to conditions necessary to protect adjacent property and the public welfare. Section 6-4 of the County Zoning Ordinance requires evidence that the use will not be detrimental to health, safety, or general welfare; will not injure nearby property or improvements; will comply with the intent, spirit, regulations, and conditions of the ordinance and applicable zoning district; and will be harmonious with neighboring uses. The ordinance also requires the Planning Commission to itemize, describe, or justify conditions imposed on the use.

The County Zoning Ordinance separately recognizes several land-use concepts relevant to the proposal, including hotels, motels, tourist courts, lodging houses, individual sleeping or living units, private recreational camps or resorts, and accessory or supporting dwellings, dwelling complexes, and commercial-service uses. The precise classification selected by the County may depend on the final zoning determination and platting structure; the Applicant requests approval broad enough to encompass the dispersed, detached-unit hospitality program described herein without being defeated by a label that assumes a single conventional hotel building.

The ordinance defines a motel as a building or group of buildings providing individual sleeping or living units for transient guests and serving the motoring public. It defines a tourist court as a building or group of buildings containing sleeping rooms for temporary use by tourists or transients, including motels or motor lodges. Those concepts are particularly relevant because the proposed landscape hotel consists of multiple detached guest structures rather than one primary lodging building.

Where the property is regulated under the MU-1, A-1, or RR-1 use table, the ordinance lists a private park, recreational grounds, private recreational camp, or resort - including accessory or supporting dwellings, dwelling complexes, and commercial service uses owned or managed by the recreational facility - as a conditional use. If a portion of the property is determined to be within a Controlled District or Highway Commercial sub-zone, the ordinance also recognizes hotels and motels among the commercial lodging uses. The Applicant requests the County to select and document the most appropriate classification while approving the proposed use and capacity.

5. Project Description and 73-Unit Lodging Capacity

The Phase II Hospitality Development is proposed as a unified destination resort with a maximum of 73 detached lodging units distributed across the property in a manner that responds to actual topography, sandstone formations, drainage features, ridgelines, views, existing roads, utility areas, and the recorded boundary. The project will be planned as a single integrated development even if units are sold or owned separately.

All 73 units are requested to be approved for lodging and overnight accommodations. The distinction between “landscape-hotel suites” and “casita-style units” relates to size, physical form, location, market segment, ownership, and guest experience; it is not intended to create a class of units that lacks overnight-accommodation rights. The CUP should therefore authorize lodging on every unit and allow the final mix to be selected from Scenarios A, B, or C.

The existing 73-lot plat establishes a reasonable maximum capacity and provides a direct relationship to the District's 73-ERC utility framework. The application does not request more than 73 lodging units. The proposal changes the allowed occupancy and development concept while remaining at or below the number of units already represented by the recorded subdivision and service-district planning.

6. Development Scenarios

Scenario	Landscape-Hotel Units	Casita-Style Units	Total Lodging Units
A	60	13	73
B	40	33	73
C	50	23	73

The Applicant may select Scenario A, B, or C during final design and financing. The selected scenario will be identified in the final site plan or first phase of vertical construction. Any later change among Scenarios A, B, or C should be processed administratively, rather than as a new CUP, if the total remains 73 units and the revised plan satisfies parking, access, fire, utilities, drainage, building-code, and other applicable requirements.

7. Landscape Hotel Units

The landscape-hotel component will consist of forty (40) to sixty (60) detached guest units, depending on the selected scenario. Each unit is anticipated to contain approximately 800 to 1,200 square feet. The operating concept is modeled after high-end landscape resorts in which individual guest units are carefully placed within natural terrain instead of being consolidated into a large central hotel building.

There is no proposed conventional main lodge building containing all hotel rooms.

Each hotel unit will be a standalone lodging structure used for transient guest occupancy.

Units will be connected through a combination of limited internal roads, guest cart paths, pedestrian paths, and service access appropriate to final engineering and fire review.

Building pads, roads, and trails will follow natural benches and avoid significant sandstone, steep slopes, washes, and drainage features to the greatest practical extent.

Common facilities will be modest in scale and subordinate to the detached lodging units.

Final unit design, height, materials, glazing, roof form, and foundation strategy will be submitted with architectural and building-permit materials.

8. Casita-Style Lodging Units

The casita component will consist of thirteen (13) to thirty-three (33) larger detached units, depending on the selected scenario. Each casita is anticipated to contain approximately 1,800 to 3,000 square feet, although final size may vary based on architecture, site conditions, building code, and market requirements.

The casitas may have a single-family-home architectural character and may be separately owned.

Nevertheless, the Applicant requests that every casita be expressly authorized for lodging and overnight accommodations. Casita units may be offered through a unified resort rental program, a third-party hospitality operator, an owners' association rental platform, individual professional managers, or another lawful management arrangement that satisfies the CUP and County licensing requirements.

Casitas are not required to operate as full-time primary residences in order to retain lodging rights.

Casitas may be occupied residentially where residential occupancy is otherwise allowed, but the approved lodging right should remain available to the unit.

Casita development should be clustered near the hospitality core and along suitable western, eastern, and northern development areas, rather than unnecessarily extending development along sensitive eastern sandstone and drainage features.

Final casita lots or development parcels will be established through the County-approved platting action and a professionally prepared site plan.

9. Accessory Resort Uses and Amenities

The CUP should authorize reasonable accessory uses necessary for a complete resort operation. The specific size and location of these uses will be established during site-plan and building review.

Anticipated accessory uses include:

Reception, check-in, concierge, and guest-services pavilion;

Restaurant, cafe, private dining, bar, or food-and-beverage service, subject to separate health, business, and alcohol licensing where applicable;

Pool, spa, wellness, fitness, yoga, treatment rooms, and related guest amenities;

Outdoor gathering areas, fire pits, overlooks, trails, lawns, and recreational areas;

Housekeeping, laundry, maintenance, storage, employee support, administrative office, and back-of-house functions;

Guest, employee, service, accessible, and temporary check-in parking;

Water, sewer/septic, power, telecommunications, fire-protection, stormwater, and other utility improvements;

Wayfinding, code-required, development-identification, and business signage;

Open-space, habitat, native landscaping, drainage, and restoration areas.

Accessory facilities may serve both landscape-hotel guests and casita occupants. Their approval should not depend on whether the project is held in single ownership or divided into development parcels, units, lots, or condominiums.

10. Ownership, Management, and Rental Operations

The project may be developed and operated under a flexible ownership structure. The CUP should not require permanent single ownership of all 73 units. A combination of resort ownership, lot ownership, condominium ownership, homeowners' association governance, shared amenities, and professional rental management may be used.

Regardless of ownership, the Applicant proposes unified minimum operating standards designed to protect guests, neighboring properties, the Wilson Arch community, and County interests. Those standards are expected to include:

A designated local or regional manager and a continuously available emergency contact;

Written guest rules addressing parking, noise, fires, pets, trash, occupancy, and protection of natural areas;

Centralized or coordinated reservation, check-in, guest communication, and complaint-response procedures;

Housekeeping, maintenance, snow or weather response, and property-inspection protocols;

Compliance with County overnight-accommodation permits, business licenses, health permits, transient-room-tax registration, and other required operating approvals;

A governance document or operating covenant ensuring that separately owned units remain subject to CUP conditions and common operational standards.

The Applicant requests that changes in hotel brand, property manager, rental manager, ownership structure, or project entity not require a new CUP, provided the approved use, unit cap, conditions, and material impact limits remain unchanged.

11. Plat Vacation, Excluded Northeast Parcel, Replacement Plat, and Phased Development

The Applicant has selected plat vacation followed by a replacement final plat as the preferred subdivision mechanism. The intent is to retire the existing residential lot pattern where the Applicant controls the land and replace it with a coherent hospitality plat that supports the 73-unit lodging entitlement, phased infrastructure, development parcels, common areas, utilities, septic facilities, access, and preserved open space.

11.1 Requested Vacation of the Existing Phase II Plat

The Applicant requests that San Juan County process a subdivision amendment that vacates the existing Phase II plat only as to the property owned, controlled, or joined in the application by the participating owner or owners. The vacation is requested to remove the obsolete residential lot configuration, internal lot lines, and related plat geometry that would otherwise conflict with the proposed integrated hospitality development. The vacation instrument shall be prepared by a licensed surveyor and shall comply with County notice, consent, signature, hearing, approval, and recording requirements.

11.2 Excluded Separately Owned Northeast Parcel

The separately owned parcel located at the northeast corner of the property is expressly excluded from the requested plat vacation. On the current aerial ownership exhibit, the parcel is identified as "KELLEN BRIAN D." That label is used only to identify the parcel shown on the exhibit; the current title report and survey shall control the legal owner name, parcel number, and legal description. This application does not request vacation, alteration, dedication, encumbrance, transfer, or modification of the excluded parcel or any valid access, utility, drainage, or other rights serving it. The replacement plat shall preserve the excluded parcel as an intact exception and shall provide any legally required continuity of access and easements.

11.3 Replacement Final Plat and Development Parcels

Following approval of the plat vacation, the Applicant will submit and record a replacement final plat or replat for the Applicant-controlled development area. The replacement plat may consolidate former residential lots and establish larger development parcels for landscape-hotel units, casita-style lodging units, common amenities, reception and guest services, roads and trails, open space, utilities, septic facilities, drainage, and other required tracts or easements. The replacement plat will be supported by a current survey, title work, engineering, utility approvals, and the supplemental site plan required by the County.

The requested vacation does not reduce the requested maximum authorization for seventy-three (73) lodging units. The 73-unit lodging capacity is intended to be allocated within the replacement development area. If title or survey review determines that the separately owned northeast parcel presently carries a lot number or other interest within the historical 73-lot count, the final replacement plat and any development agreement will reconcile the numbering and allocation without exceeding 73 lodging units, without imposing lodging use on the excluded parcel, and without impairing the excluded owner's property rights. The CUP should remain valid throughout the plat-vacation and replacement-plat process and should attach to the approved replacement development area and 73-unit capacity rather than to the exact geometry or numbering of current Lots 20 through 92.

The project will be phased according to infrastructure availability, financing, market conditions, and construction sequencing. A phase may include landscape-hotel units, casita-style lodging units, amenities, utilities, or a combination of components. Each phase will provide adequate access, parking, fire protection, water, septic or sanitary-sewer capacity, power, stormwater facilities, and other infrastructure necessary for the units placed into operation in that phase.

CUP Duration and Substantial Action

Because this is a large, phased project, the Applicant requests that the County recognize platting, engineering, utility approvals, infrastructure construction, building-permit applications, financing, and vertical construction as substantial action. The Applicant further requests that commencement of substantial action preserve the CUP for the remaining approved phases, or that the CUP be coordinated with a development agreement establishing a practical phased schedule.

12. Site-Planning Principles and Supplemental Plan Commitment

The Applicant is intentionally withholding a proposed concept site plan until a qualified land planner, surveyor, landscape architect, civil engineer, or coordinated design team prepares a plan using the recorded survey, accurate contours, natural features, drainage, sandstone formations, utility constraints, and bridge/access geometry. The final plan will be terrain-led rather than generated from a generic resort layout.

The supplemental plan will apply the following principles:

Locate the primary landscape-hotel area in the northwest portion of the property, near the general location previously identified by the Applicant, subject to topographic and engineering confirmation;

Cluster development close to the lodging core and along buildable terrain rather than distributing buildings along every outside boundary;

Concentrate casita development principally along suitable western and northern areas and avoid unnecessary homes along the sensitive eastern boundary;

Preserve significant sandstone, ridgelines, steep slopes, washes, natural drainage, and prominent views;

Use roads, paths, and building pads that follow natural benches and minimize grading, retaining walls, and visible disturbance;

Retain and clearly identify the existing designated septic/leach-field area; label it simply as “Septic” or “Septic Lot,” and do not depict a wastewater-treatment building unless later required and separately approved;

Provide open space and restoration areas as meaningful components of the plan rather than residual undeveloped land;

Demonstrate the selected Scenario A, B, or C and confirm that the total unit count does not exceed 73.

13. Access, Circulation, and Parking

Primary access to Phase II will use the existing Wilson Arch road and bridge system shown on the recorded plat and bridge-location exhibit. No new direct access to U.S. Highway 191 is requested through this narrative. Final access design will be coordinated with San Juan County, the Wilson Arch community, emergency-service providers, the service district, and UDOT if any state-highway approval becomes necessary.

The circulation plan is expected to distinguish between guest vehicle movement, guest cart movement, pedestrian trails, service access, emergency access, and casita access. The landscape-hotel experience is intended to reduce routine private-vehicle movement within the guest-unit areas through centralized or distributed parking, check-in procedures, carts, walking paths, or similar operational strategies.

Parking will be shown on the supplemental site plan and will meet or exceed the applicable County requirement. The current County ordinance establishes parking standards for individual sleeping or living units, hotels, restaurants, employees, and other uses. Final parking calculations will account for guest units, casitas, employees, reception, restaurant/food service, spa/wellness uses, accessible spaces, loading, service vehicles, and overflow needs.

No routine guest or employee parking will be permitted to obstruct fire lanes, internal roads, bridge approaches, neighboring lots, or public rights-of-way.

Loading and service areas will be located and screened to avoid interference with guest circulation and nearby properties.

Road width, grade, turnarounds, bridges, culverts, and emergency-access geometry will be engineered to applicable standards.

Pedestrian and cart routes will be designed to reduce conflicts with vehicles and respond to terrain.

14. Water, Sewer, Septic, and Other Utilities

The Wilson Arch Water and Sewer Special Service District issued a will-serve letter dated May 12, 2026 for Phase II. The letter identifies approximately 134.07 acres and 73 residential lots, with each lot constituting one ERC. It states that the District will provide water and sewer service subject to District conditions, infrastructure requirements, applicable laws, and a maximum of 73 ERCs.

The Applicant intends to remain within the 73-ERC framework and acknowledges that the final lodging program, occupancy assumptions, water demand, fire flow, storage, wastewater loading, and infrastructure design must be reviewed and approved by the District, San Juan County, the Health Department, Utah DEQ, the Division of Drinking Water, the Division of Water Rights, and other agencies with jurisdiction.

14.1 Water

Water service will be coordinated with the District and will not exceed the approved 73-ERC capacity without separate approval.

The developer will install and pay for required Phase II infrastructure, including connections, wells, storage tanks, pumps, fire-flow facilities, or other improvements required by the District or DEQ.

The current will-serve commitment is for indoor use only. Landscaping will therefore emphasize native, drought-tolerant, low-water plantings and non-potable strategies if separately authorized.

Final water-system plans will be approved before construction and conveyed or dedicated as required by the District.

14.2 Sewer and Septic

The wastewater component should be described as a septic or septic-sanitary-sewer system consistent with the District's will-serve letter and the existing designated septic/leach-field parcel. No wastewater-treatment building is proposed as part of this CUP narrative. The existing northeastern septic/leach-field parcel will remain reserved or be reconfigured through the final plat as necessary.

Final septic, collection, dispersal, treatment, or sanitary-sewer design will be prepared by qualified professionals and approved by the District, County, Health Department, and State agencies.

No occupied structure will be located within required septic, leach-field, replacement-area, utility, or health setbacks.

Any additional septic area or utility easement needed for the selected scenario will be shown on the final plan and plat.

All system improvements will be installed, inspected, accepted, and transferred as required by the District's will-serve conditions.

14.3 Power, Communications, and Site Utilities

Power, telecommunications, propane or other fuel, solid-waste facilities, stormwater systems, and related infrastructure will be located to minimize visual impact and will be underground where practical. Utility corridors will be coordinated with roads, trails, landscaping, septic areas, and fire-protection requirements.

15. Fire Protection and Life Safety

The Applicant will coordinate final design with San Juan County Fire, the Building Department, the service district, and other emergency providers. All structures will comply with applicable building and fire codes, including occupancy classification, alarms, sprinklers where required, fire separations, emergency lighting, addressing, access, water supply, and wildland-urban-interface requirements.

Provide approved fire-apparatus access, turnarounds, grades, clear widths, and load capacity;
Provide fire-flow, storage, hydrants, pumps, or other facilities required by the fire authority and water district;
Use defensible-space, vegetation-management, ember-resistant, and ignition-resistant measures appropriate to the site;
Post visible addressing and wayfinding for emergency response;
Adopt operational restrictions for outdoor fires, grills, and fire pits during fire restrictions or hazardous conditions;
Prepare emergency-response and evacuation procedures before opening lodging units to the public.

16. Topography, Natural Features, Drainage, and Geotechnical Review

The property is defined by substantial topography, sandstone features, natural benches, ridgelines, washes, drainage channels, native vegetation, and long views. These features are central to the project identity and will govern the final site plan. The Applicant is not asking the County to approve building locations that have not yet been tested against accurate survey and topographic data.

The County ordinance prohibits construction within natural waterways as determined by the Building Inspector and authorizes the County to require geologic and soils reports for CUPs, PUDs, and building permits where hazards may exist. The Applicant accepts those requirements and will submit appropriate drainage, geotechnical, slope, erosion, and hazard analyses before construction.

Avoid or bridge natural drainage rather than placing buildings in active channels;
Use stormwater controls that protect downstream property and the Sandstone Wash corridor;
Minimize cut-and-fill grading and preserve natural landforms where feasible;
Stabilize disturbed soils and revegetate with native or adapted species;
Identify rockfall, slope, expansive-soil, erosion, flood, and other hazards and mitigate them through design;
Protect prominent sandstone and views through setbacks, clustering, height limits, material selection, and landscape restoration.

17. Lighting and Dark-Sky Protection

The project will use low-level, shielded, warm-spectrum exterior lighting designed for safety, code compliance, and wayfinding while preserving the rural night sky. Final lighting plans will be submitted with site-plan or building materials.

Fully shield exterior fixtures and direct light downward;
Limit lighting to the minimum intensity and duration necessary for safe operation;
Use timers, occupancy controls, or dimming where practical;
Avoid architectural floodlighting of cliffs, sandstone, ridgelines, or the night sky;
Screen parking and service lighting from adjoining property;
Coordinate sign illumination with County and highway requirements.

18. Noise, Events, and Guest Conduct

The project is intended as a quiet, high-quality lodging destination rather than an entertainment venue. The Applicant proposes guest rules and operating standards to prevent unreasonable impacts.

Quiet hours anticipated from 10:00 p.m. to 7:00 a.m., subject to final County conditions and operating rules;
No sustained amplified outdoor music or large public event without any separately required approval;
Outdoor gathering areas positioned and managed to reduce noise transmission;
Prompt response by management to guest complaints, trespass, unsafe fires, or disruptive conduct;
Compliance with County nuisance, noise, fire, and public-safety regulations.

19. Solid Waste, Deliveries, and Service Operations

Trash, recycling, housekeeping, deliveries, laundry, food service, and maintenance will be organized to avoid litter, wildlife conflicts, odors, traffic conflicts, and visual impacts. Central or distributed collection areas will be screened and serviced on a schedule appropriate to occupancy.

Use wildlife-resistant or enclosed refuse containers where appropriate;
Locate service areas away from prominent views and neighboring homes;
Schedule major deliveries during reasonable daytime hours;
Provide adequate loading and turnaround space;
Control construction debris and require regular removal during each phase.

20. Landscaping, Open Space, and Visual Compatibility

The final plan will use clustering and terrain-responsive design to preserve meaningful open space and avoid the appearance of a conventional subdivision lining every boundary. Landscape treatment will favor native vegetation, restoration of disturbed areas, limited irrigation, naturalistic grading, and preservation of existing landforms.

Building architecture will use low-profile forms, subdued natural colors, nonreflective materials, controlled glazing, and landscape integration. Final design guidelines may be recorded or adopted through project governance to maintain visual compatibility across separately owned units.

21. Signs and Wayfinding

Project identification, directional, safety, address, and business signs will comply with County and UDOT requirements. Signage will be coordinated as a unified system and designed to avoid visual clutter, excessive brightness, flashing, moving elements, or obstruction of views and traffic safety.

22. Licensing, Taxes, and Continuing Compliance

Before operation, each applicable unit, business, operator, and common facility will obtain the permits and licenses required by San Juan County and other agencies. The project will comply with transient-room-tax collection and remittance, business licensing, overnight-accommodation permits, health and food-service permits, building and fire approvals, and any required inspections.

The CUP should establish the land-use entitlement for all 73 units while allowing administrative licensing and inspections to occur as units are completed and placed into service. Failure of an individual owner or operator to maintain a required business or overnight-accommodation license should not automatically extinguish the project-wide land-use approval for other compliant units, although the County may enforce against the noncompliant unit or operator.

23. Public Benefits and Planning Rationale

Converts an existing, substantially undeveloped 73-lot subdivision into an integrated hospitality project without increasing the approved 73-unit count;
Creates lodging inventory near an established tourism corridor and major regional recreation destinations;
Generates transient-room tax, sales tax, property tax, business activity, and employment;
Supports investment in water, septic/sanitary sewer, fire protection, roads, utilities, and other Wilson Arch infrastructure;
Encourages professional management and enforceable operating standards across all 73 units;
Preserves flexibility to cluster development and protect topography, washes, sandstone, views, and open space;
Reduces the need for repeated land-use applications whenever the market-driven mix between smaller hotel suites and larger casita-style units changes;
Provides the County with a clear maximum capacity and enforceable conditions while allowing responsible phased development.

24. Conditional-Use Findings

24.1 No Detriment to Health, Safety, or General Welfare

The proposed use can be operated without detriment to health, safety, or general welfare because it is limited to the existing 73-unit capacity, will use professionally engineered access and utilities, will comply with fire and building codes, will obtain health and overnight-accommodation approvals, and will be subject to unified management and enforceable operating standards. Potential impacts related to traffic, parking, fire, water, septic, noise, lighting, drainage, and refuse can be mitigated through the conditions proposed in this application and final technical review.

24.2 No Injury to Property or Improvements in the Vicinity

The property is already platted for 73 lots and lies within the established Wilson Arch development area. The project does not request more than 73 units. Clustering, natural-feature protection, dark-sky lighting, controlled access, adequate parking, septic and utility approvals, and professional management will reduce impacts compared with uncoordinated lot-by-lot development. Infrastructure investment and a unified resort identity are expected to support surrounding property values and the Wilson Arch community.

24.3 Compliance with the Ordinance and Harmony with Neighboring Uses

The County ordinance contemplates resorts, recreational camps, supporting dwellings, commercial services, motels, tourist courts, hotels, and individual sleeping or living units. Wilson Arch already contains a mix of residential, commercial, and tourism-oriented uses near U.S. Highway 191. A low-density hospitality project with detached units and protected open space is compatible with that context. The final project will comply with applicable setbacks, height, parking, access, natural-waterway, fire, building, health, utility, and platting requirements.

24.4 Conditions Are Specific and Justified

The proposed conditions below are tied to identifiable impacts and compliance obligations. They establish the 73-unit cap, authorize lodging on all units, require final site and plat review, protect utilities and natural features, ensure fire and access compliance, and establish ongoing operational standards. They are intended to mitigate impacts without unnecessarily dictating final architecture, ownership, branding, unit mix, or phasing.

25. Applicant-Proposed Conditions of Approval

1. The approved project shall be known for entitlement purposes as the Phase II Hospitality Development.
2. Lodging, overnight accommodations, transient occupancy, short-term guest stays, and resort lodging are authorized uses on all 73 approved development units within the property.
3. The total number of lodging units shall not exceed 73 unless the County approves a subsequent amendment or land-use application.
4. The project may be developed under Scenario A (60 landscape-hotel units and 13 casita-style units), Scenario B (40 and 33), or Scenario C (50 and 23).
5. A change among Scenarios A, B, or C may be approved administratively if the total remains 73 and the final plan complies with all applicable standards.
6. The lodging authorization applies to the Applicant-controlled replacement development area and approved 73-unit capacity following vacation of the existing plat and recording of the replacement final plat. Renumbering, consolidation, or reconfiguration of lots and development parcels shall not terminate the approved lodging authorization.
7. The final site plan shall identify unit locations, roads, bridge access, emergency access, parking, trails, utilities, septic areas, drainage, natural waterways, sandstone and slope constraints, open space, common facilities, and development phasing.
8. No building shall be placed within a natural waterway or required drainage, septic, utility, geologic-hazard, or fire-safety setback.
9. The existing Phase II plat shall be vacated only as to property included in the Applicant's plat-vacation petition. The separately owned northeast parcel shown on Exhibit C shall be excluded and left unaffected. The final vacation instrument and replacement plat shall identify the excluded parcel by controlling legal description and preserve its lawful access, easements, utilities, and property rights. No sale or development of reconfigured lots or units shall occur before required plat documents are approved and recorded.
10. Water and septic/sanitary-sewer service shall comply with the Wilson Arch Water and Sewer Special Service District's requirements and all County, Health Department, DEQ, Division of Drinking Water, Division of Water Rights, and other applicable standards.
11. No wastewater-treatment building is approved by this CUP. The wastewater area shall be identified as septic or septic/sanitary-sewer infrastructure unless a different facility is later required and separately approved.
12. The project shall not exceed 73 ERCs without separate District and regulatory approval.
13. Each phase shall provide adequate access, parking, fire protection, water, wastewater/septic, power, stormwater, and other infrastructure for the units placed into service in that phase.
14. All buildings and operations shall comply with applicable building, fire, health, accessibility, safety, and licensing requirements.
15. Exterior lighting shall be shielded, downward directed, and designed to minimize glare and night-sky impacts.
16. Guest and operational rules shall address noise, quiet hours, parking, trash, outdoor fires, natural-area protection, and emergency contacts.

18. Outdoor amplified entertainment and large events shall require any separate approval applicable under County law.
19. The project shall maintain a designated management and emergency contact available to the County and public-safety agencies.
20. Parking, loading, and circulation shall be provided in accordance with the final approved plan and applicable County standards; parking shall not obstruct roads, fire lanes, bridge approaches, or neighboring property.
21. Signs shall comply with County and UDOT requirements and any separate sign permit.
22. Each applicable unit and business shall obtain and maintain required overnight-accommodation permits, business licenses, inspections, and tax registrations before operation.
23. Material increases in unit count, materially different land uses, or material changes that create unmitigated impacts beyond the approved development envelope shall require County review and any amendment required by law.
24. Changes in ownership, operator, brand, property manager, rental manager, or financing shall not require a new CUP if all approved uses, capacity limits, and conditions remain satisfied.
25. The County shall recognize platting, engineering, utility approval, infrastructure construction, building-permit applications, financing, or vertical construction as substantial action for purposes of maintaining the CUP, subject to applicable law and any development agreement.

26. Proposed Planning Commission Motion and Decision Language

Proposed Motion

I move to approve the Conditional Use Permit for the Phase II Hospitality Development, subject to the conditions stated in the staff report and approval letter, based on the findings that the proposed use can be mitigated so that it will not be detrimental to health, safety, or general welfare; will not be injurious to property or improvements in the vicinity; will comply with the intent, spirit, regulations, and conditions of the San Juan County Zoning Ordinance and applicable district; and will be harmonious with neighboring uses.

Proposed Operative Approval Language

The County approves lodging and overnight accommodations as an authorized conditional use on all seventy-three (73) approved development units within the property presently known as Wilson Arch Resort Community Phase II. The aggregate number of lodging units shall not exceed 73. The approved units may be configured as Scenario A, B, or C described in the application. The lodging authorization applies to units created or reconfigured through any County-approved plat amendment, vacation, replat, consolidation, or planned-unit-development action, subject to the approved 73-unit cap and all conditions of approval.

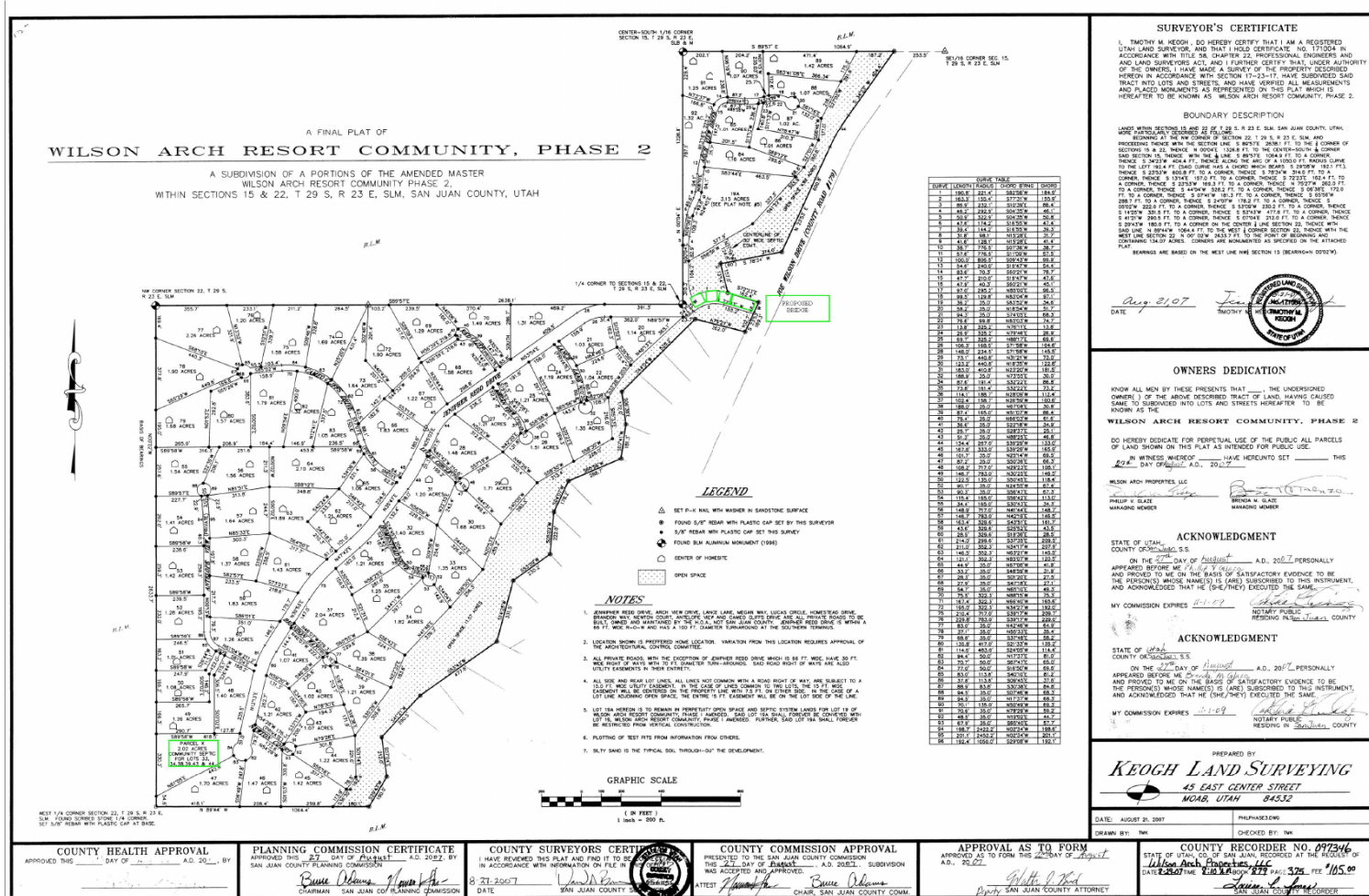
The Applicant requests that the final written decision expressly include the operative language above, rather than referring generically to “the proposed use,” so that future owners, lenders, operators, County staff, the service district, and title professionals can identify the specific approved use and capacity.

Item 2.

[illegible]

Item 2.

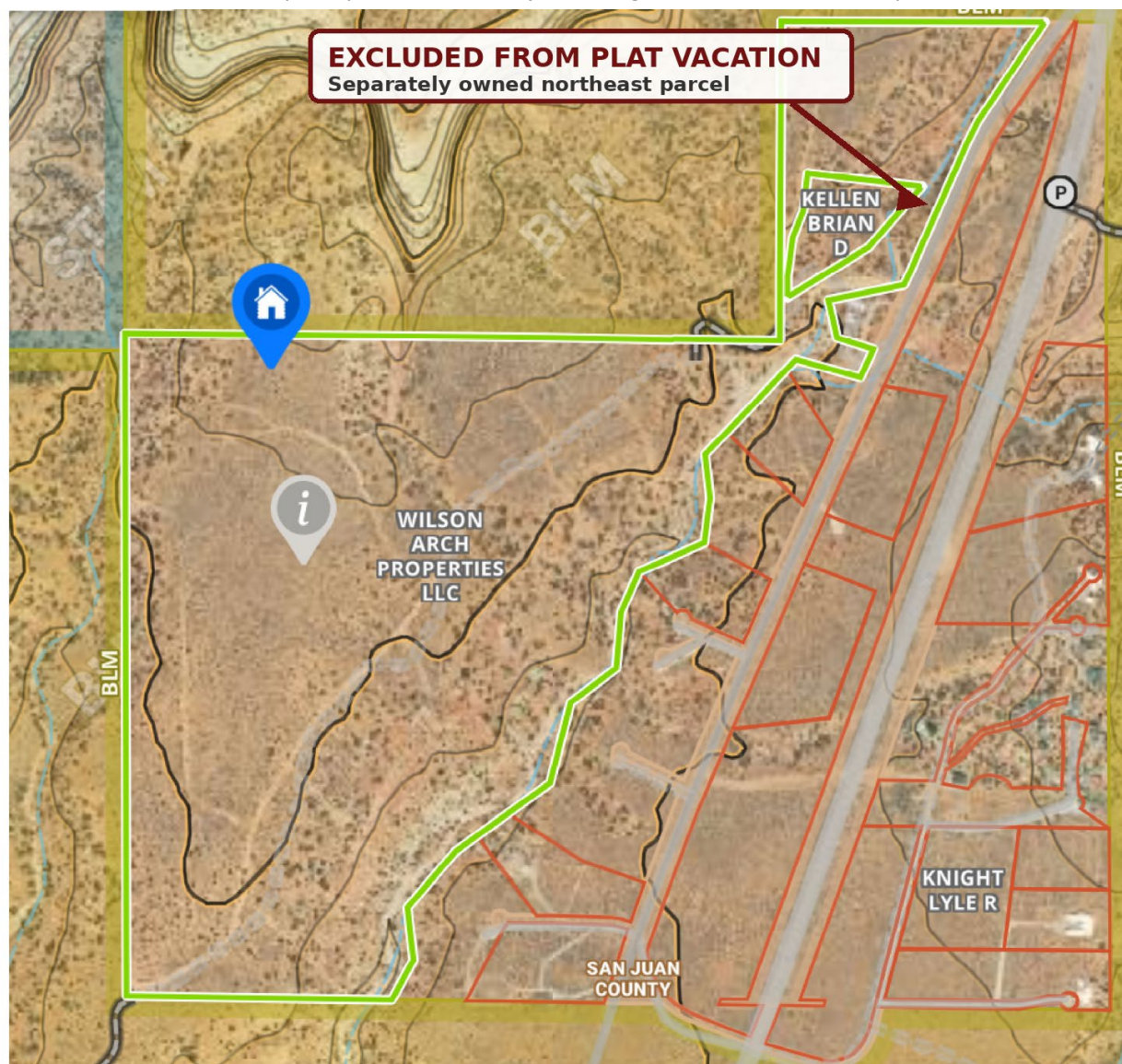
29



Appendix C - Existing Aerial / Topographic Ownership Reference and Excluded Northeast Parcel

Item 2.

Existing-condition aerial and ownership reference only. The callout identifies the separately owned northeast parcel that is excluded from the requested plat vacation. This is not a proposed concept site plan; title and survey control legal boundaries and ownership.



Appendix D - Wilson Arch Water and Sewer Special Service District Will-Serve Letter

Public will-serve letter dated May 12, 2026. Included for convenience; the controlling document is the original executed letter and any later amendment or replacement issued by the District.



Will-Serve Letter

Wilson Arch Water and Sewer Special Service District

San Juan County
P.O. Box 97
La Sal, Utah 84530

Date: May 12, 2026

Phase II, Wilson Arch Resort Community

This Will-Serve Letter is issued in connection with a development located within the boundaries of the Wilson Arch Water and Sewer Special Service District (the "District"), which development is known as **Phase II, Wilson Arch Resort Community** ("Phase II") and consists of approximately 134.07 acres and 73 residential lots, with each lot constituting an Equivalent Residential Connection ("ERC").

Phase II is currently owned by Wilson Arch Properties, LLC, a Utah limited liability company ("WAP"), and is listed for sale. Strictly subject to the terms and conditions stated herein, the District agrees to provide water service and sewer service to Phase II at the time the property is developed.

This Will-Serve Letter and any future will-serve letters are subject to the terms and conditions established by the District, including but not limited to conditions, limitations, and requirements set forth in policies and procedures and/or rules and regulations and construction specifications established from time to time by the District.

Water service is dictated by allowable ERCs by the Utah Department of Environmental Quality, which includes the Division of Drinking Water and the Division of Water Rights ("DEQ"), not to exceed 73 ERCs in Phase II. In addition, the Phase II infrastructure shall include a connection to the current west side storage tanks on Lot F, Phase I, Wilson Arch Resort Community ("Lot F") and may, as required by DEQ, include the drilling of a new well and the installation of water storage tank(s) needed to meet water system demands, for which the Phase II owner/developer will be responsible.

If the water storage tanks located on Lot F need to be resized, or if new water tanks, water pumps, or any other infrastructure are required to accommodate Phase II development, the owner/developer of Phase II shall be responsible to install and pay for the same.

Further, the owner/developer of Phase II shall:

1. Bear the entire cost of installing all infrastructure, including a water well, required to provide culinary water and sanitary sewer services to Phase II;
2. Obtain the District's approval in advance of construction/installation of the Phase II water and sewer infrastructure; and

3. Meet all applicable District, San Juan County, Health Department, and Utah State (including but not limited to DEQ and the Utah Division of Water Rights) laws, ordinances, rules, regulations, and specifications including but not limited to:
 - District Rules, Regulations, and Specifications
 - Requirements of Phase II Development Agreement(s) with the District and/or San Juan County
 - San Juan County Fire and Health Department Rules and Regulations
 - Utah DEQ Rules and Regulations

Prior to District inspection, acceptance, and approval of the Phase II water or septic sanitary sewer system improvements, and conveyance of the same to the District (which is a mandatory requirement of this Will Serve Letter), the owner/developer of Phase II shall:

1. Prove to the District that system infrastructure has been installed pursuant to District specifications and is free and clear of liens and encumbrances; and
2. Obtain all necessary permits, licenses, and authorizations for the water and sewer systems.

Nothing in this Will Serve Letter, including the obligation of the owner/developer to install and pay for the Phase II water and septic infrastructure, shall be deemed to waive the payment of impact fees, hookup fees, or other fees and charges that may be due to the District at the time each lot in Phase II is connected to the District's system.

The District's commitment in this Will Serve Letter is limited to water for indoor use only, and there is to be no secondary or irrigation use of water provided by the District. The District's obligation to serve individual lots within Phase II shall be conditioned upon the lot owner's adherence to all Rules and Regulations of the District and the timely payment to the District of all applicable fees and charges.

The District's commitment herein shall expire on December 31, 2030, if the owner/developer of Phase II has not, by that date, installed, paid for, and obtained the approval of the District for the required Phase II water and sewer infrastructure.

Wilson Arch Water and Sewer Special Service District

Eric Linscheid
Chair, Administrative Control Board

Craig Simpson
Treasurer, Administrative Control Board

Jim Kopp
Secretary, Administrative Control Board

Appendix E - Regulatory and Planning References

This narrative is a land-use application document and not a substitute for legal, engineering, surveying, architectural, fire, health, utility, or environmental review. The Applicant will supplement the record as directed by San Juan County and other reviewing agencies.

Reference	Relevance
San Juan County Zoning Ordinance (Amended September 2011)	Relevant provisions include definitions, parking and access (Chapter 5), conditional uses (Chapter 6), PUD provisions (Chapter 7), natural hazards (Chapter 9), MU-1/A-1/RR-1 use table (Chapter 11), and Controlled District provisions (Chapter 12). Official County source: https://sanjuancountyut.gov/sites/default/files/fileattachments/planning/page/27025/2011_old_zoning_ordinance.pdf
San Juan County Conditional Use Permit Instructions and Application	Official County source: https://sanjuancountyut.gov/sites/default/files/fileattachments/planning/page/3401/conduusepermforms15.pdf
San Juan County Planning and Zoning Page	Current application portal, fee information, and Planning Department contact information. Official County source: https://sanjuancountyut.gov/planning
Wilson Arch Water and Sewer Special Service District Will-Serve Letter	Dated May 12, 2026; identifies approximately 134.07 acres, 73 residential lots, and a maximum of 73 ERCs, subject to stated conditions.
Wilson Arch Resort Community Phase II Recorded Final Plat	Recorded subdivision plat showing the existing 73-lot configuration and associated roads, easements, and utility/septic parcels.



STAFF REPORT

MEETING DATE: September 10, 2026

ITEM TITLE, PRESENTER: Building Fee 2026 Update

RECOMMENDATION: No formal action

SUMMARY

Staff is proposing to use the current ICC Building Valuation Data as the basis for determining construction valuations and permit fees. The ICC data provides average construction costs by building type and is intended to help jurisdictions establish permit valuations.

In addition, staff will be asking the County Commission to consider adopting simple flat-rate fees for common projects such as roofing, siding, water heaters, window replacements, and similar work. The goal is to make the fee schedule easier for both applicants and staff to understand and use.

Building Valuation Data – AUGUST 2026

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in February 2027. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2024 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again, it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural building

components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$277.56/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$277.56/sq. ft x 0.0075
= \$33,307.20

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.

- For purposes of establishing the Permit Fee ^{Item 5.}, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	360.96	348.39	337.35	324.27	303.54	294.94	313.17	283.31	272.34
A-1 Assembly, theaters, without stage	331.90	319.33	308.29	295.21	274.24	265.63	284.12	254.01	243.04
A-2 Assembly, nightclubs	281.26	272.80	264.60	254.37	238.42	231.98	245.62	216.53	208.41
A-2 Assembly, restaurants, bars, banquet halls	280.26	271.80	262.60	253.37	236.42	230.98	244.62	214.53	207.41
A-3 Assembly, churches	335.11	322.54	311.50	298.42	277.94	269.33	287.32	257.71	246.74
A-3 Assembly, general, community halls, libraries, museums	278.93	266.35	254.32	242.24	220.51	212.90	231.14	200.28	190.31
A-4 Assembly, arenas	330.90	318.33	306.29	294.21	272.24	264.63	283.12	252.01	242.04
B Business	312.15	300.92	289.96	277.56	252.72	243.79	266.86	225.87	215.44
E Educational	298.97	288.31	278.58	266.87	247.78	235.15	257.69	216.87	209.85
F-1 Factory and industrial, moderate hazard	171.67	163.34	153.02	147.14	131.07	124.79	140.28	110.60	101.94
F-2 Factory and industrial, low hazard	170.67	162.34	153.02	146.14	131.07	123.79	139.28	110.60	100.94
H-1 High Hazard, explosives	160.14	151.81	142.49	135.61	120.87	113.59	128.75	100.40	N.P.
H234 High Hazard	160.14	151.81	142.49	135.61	120.87	113.59	128.75	100.40	90.74
H-5 HPM	312.15	300.92	289.96	277.56	252.72	243.79	266.86	225.87	215.44
I-1 Institutional, supervised environment	286.01	275.76	265.91	255.86	234.19	227.89	255.32	210.91	203.38
I-2 Institutional, hospitals	489.97	478.73	467.77	455.38	429.56	N.P.	444.67	402.71	N.P.
I-2 Institutional, nursing homes	338.00	326.76	315.81	303.41	280.56	N.P.	292.71	253.71	N.P.
I-3 Institutional, restrained	329.08	317.84	306.89	294.49	272.63	262.70	283.79	266.32	233.35
I-4 Institutional, day care facilities	286.01	275.76	265.91	255.86	234.19	227.89	255.32	210.91	203.38
M Mercantile	209.97	201.51	192.31	183.08	166.72	161.29	174.33	144.83	137.71
R-1 Residential, hotels	289.33	279.08	269.24	259.18	237.00	230.71	258.65	213.72	206.19
R-2 Residential, multiple family	241.56	231.31	221.47	211.41	190.52	184.22	210.88	167.24	159.71
R-3 Residential, one- and two-family ^d	226.80	220.77	215.47	210.87	203.82	196.56	215.12	189.52	177.63
R-4 Residential, care/assisted living facilities	286.01	275.76	265.91	255.86	234.19	227.89	255.32	210.91	203.38
S-1 Storage, moderate hazard	159.14	150.81	140.49	134.61	118.87	112.59	127.75	98.40	89.74
S-2 Storage, low hazard	158.14	149.81	140.49	133.61	118.87	111.59	126.75	98.40	88.74
U Utility, miscellaneous	126.44	119.24	110.43	105.97	94.40	88.43	100.90	75.13	71.79

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.



STAFF REPORT

MEETING DATE: September 10, 2026

ITEM TITLE, PRESENTER: Building Permit and Inspection Report

RECOMMENDATION: No formal action

SUMMARY

Attached is the Building and Inspection Report for your review. In addition, included are several photographs highlighting ongoing projects and development activity currently underway throughout San Juan County. Staff will continue working to identify and highlight projects and inspections that may have a broader impact on the County moving forward.

In addition, the regional building departments partnered with Utah State University to provide continuing education for licensed electricians in the area. The training was instructed by the Director of Codes and Regulatory Services for UL Solutions. San Juan County staff received 32 hours of training, while Moab City staff received 16 hours. In addition, 17 licensed electricians were able to attend and complete their required continuing education locally.

Permit Report

08/01/2026 - 08/31/2026

Permit #	Permit Date	Residential or Commercial	Building Address	Building CityStateZip	Description	Main Status
26132	8/1/2026	Residential	24 Deer Haven Park Drive	Old La Sal Utah 84530	Single Family Primary	P-OPEN
26133	8/3/2026	Residential	2186 S. Main Street	Blanding, Utah 84511	Power	P-OPEN
26134	8/4/2026	Commercial	1512 n Grayson Parkway	Blanding Utah 84511	Observation tower	P-OPEN
26135	8/5/2026	Residential	18 West Pine View Drive	Monticello UT 84535	Temporary Use for power to camper	P-CLOSED
26136	8/6/2026	Residential	5010 Spanish Valley Dr.	Moab, UT, 84532	Rooftop solar	P-OPEN
26137	8/7/2026	Residential	71 Egnar Cutoff	Monticello, UT, 84535	Primary Residence	P-PENDING
26138	8/10/2026	Residential	459 S Coal Bed Canyon Rd	Monticello, UT 84535	Steel Shop Building	P-IN REVIEW
26139	8/11/2026	Residential	55 Mt Peale	Moab, Ut, 84532	Installation of new waterline and sewer to connect the customer to municipal supply and no longer well/septic	P-OPEN
26140	8/12/2026		37S22E01360 2	Blanding, Utah, 84511	Water filtration and treatment	P-IN REVIEW
26141	8/20/2026		Hwy 191 & Sunny Acres Lane	Moab, UT 84532	outdoor storage units	
26142	8/25/2026	Residential	928 E 350 N	Blanding, UT 84511	Building new home	P-IN RE

26143	8/27/2026	Residential	38.07031, -109.56114	Monticello, Utah 84535	Replacing an asphalt roof with a metal panel roof.	P-IN Item 6. REVIEW
26144	8/27/2026	Residential	3240 E Blue Mountain Ridge	Monticello, UT 84535	Electrical / Solar	P-OPEN
26145	8/31/2026	Residential	2845 N Blue Mountain Road, Blanding, Utah, 84511	Blanding, Utah, 84511	Main home	P-IN REVIEW

Showing 1 to 14 of 14 entries

09/05/2026

Permit Inspection Report

08/01/2026 - 08/31/2026

Permit #	Date	Permit Type	Building Address	Building CityStateZip	Inspection Type	Inspection Status
21100	8/4/2026		81 S Wray Mesa Rd	La Sal, UT 84530	Final	I- CONDITONAL APPROVAL
21100	8/12/2026		81 S Wray Mesa Rd	La Sal, UT 84530	*Inspection	I-APPROVED
23102	8/7/2026		1512 Grayson Pkwy	Blanding Ut 84511	Final	I-APPROVED
24102	8/5/2026		1358 S. 1100 E.	Blanding Ut, 84511	Final	I-APPROVED
24109	8/19/2026		17 Mill Creek Gorge Rd	Moab 84532	Final	I- CONDITONAL APPROVAL
25010	8/25/2026		1821 E 1150 S	Blanding, UT, 84511	*Inspection	
25038	8/10/2026		23 Bridger Jack Trail (Lot 3 Bridger Jack Mesa)	Moab, UT 84532	*Inspection	I- CONDITONAL APPROVAL
25083	8/19/2026		1849-B W North Creek Rd	Monticello	*Inspection	
26018	8/4/2026		381 E 500 S	Blanding UT 84511	*Inspection	I- CONDITONAL APPROVAL
26018	8/11/2026		381 E 500 S	Blanding UT 84511	*Inspection	I-APPROVED
26033	8/3/2026		33 C N. McElhaney Ln.	Moab, Utah 84532	*Inspection	I-NOT APPROVED
26033	8/11/2026		33 C N. McElhaney Ln.	Moab, Utah 84532	*Inspection	I-NOT APPROVED
26033	8/17/2026		33 C N. McElhaney Ln.	Moab, Utah 84532	*Inspection	
26039	8/31/2026		417 E Coronado	Moab, UT 84532	*Inspection	I-APPRC

			Lane			Item 6.
26041	8/4/2026		SEC 24 T34S R25E: parcel 34S25E24540 4	Monticello, UT 84535	*Inspection	
26043	8/25/2026		4690 Luna Circle	Moab UT 84532	*Inspection	
26043	8/27/2026		4690 Luna Circle	Moab UT 84532	Plumbing	I-APPROVED
26043	8/27/2026		4690 Luna Circle	Moab UT 84532	Final	I-APPROVED
26066	8/10/2026		Lot #6 Spring Draw	Old La Sal, Utah, 84530	*Inspection	I-APPROVED
26069	8/24/2026		148 Rio Grande Drive	Moab Utah 84532	*Inspection	
26090	8/10/2026		32 N IO Lane	La Sal Utah 84530	*Inspection	I- CONDTIONAL APPROVAL
26099	8/17/2026		305 N Bobbie Ln	La Sal, UT, 84530	*Inspection	I- CONDTIONAL APPROVAL
26099	8/31/2026		305 N Bobbie Ln	La Sal, UT, 84530	4 way	I-APPROVED
26105	8/4/2026		1105 S. Montezuma Canyon Rd	Monticello, UT 84535	4 way	I-APPROVED
26111	8/20/2026		19 N Entrada Cir	Moab UT 84532	*Inspection	
26117	8/20/2026		2112 E. Browns Canyon Rd	BLANDING	*Inspection	
26125	8/31/2026		1087 Coal Bed CYN Rd.	Monticello, UT 84535	*Inspection	I-APPROVED
26128	8/25/2026		71 E Hickman Flats Rd	Monticello, UT 84535	*Inspection	
26130	8/3/2026		928 N. 350 E.	Blanding, UT 84511	Electrical	I-APPROVED
26133	8/5/2026		2186 S. Main Street	Blanding, Utah 84511	*Inspection	I-APPROVED

Showing 1 to 30 of 30 entries

