

Glendale Town
PLANNING AND ZONING MEETING

Wednesday Aug 12, 2026

MINUTES

Attendance: Chair Rulon Dutson, Don Jensen, Swanny Jacobs **Board Chair:** Raleigh Franklin

Call to Order: Planning and Zoning was called to order at 7:00 pm

Previous Monthly Minutes: N/A

ADMINISTRATIVE ITEMS:

1: KELLY BOWEN – CONDITIONAL USE PERMIT

First item on Planning and Zoning agenda is a Conditional Use Permit for Kelly Bowen at 346 East Overlook Lane. The board asked Kelly about his property and plans for property use. Kelly Bowen explained that they intend to utilize the property for personal use when not being rented.

The board notes that the permit must be resubmitted annually to maintain accurate town records.

Don Jensen made a motion to pass the conditional use permit, and Swanny Jacobs seconded the motion.

All in favor voted 'AYE' - Motion passed

2: MONA PERNISCO– CONDITIONAL USE PERMIT

Mona Pernisco requests a Conditional Use Permit for a rental property located at 336 East Overlook Lane near a previously discussed location. She explained that they visit the property approximately six times per year. Currently she has been here for over a month trying to finish things up. She and her husband love it here and have plans to be here full time eventually.

The board notes that the permit must be resubmitted annually to maintain accurate town records.

Don Jensen made a motion to pass the conditional use permit, and Swanny Jacobs seconded the motion.

All in favor voted 'AYE' - Motion passed

3: ALTON AND DARCIÉ CHAMBERLAIN– CONDITIONAL USE PERMITS

Darcie Chamberlain requests a Conditional Use Permit for a duplex located at 155 East Center St. They outline a plan to maintain the *front of the property as an Airbnb while utilizing the back for a wellness clinic*, including IV therapy and massage services. Chair Dutson advises the applicant to consult an inspector to ensure the property meets safety and handicap accessibility standards. Right now they are living in the Airbnb while their house is being renovated. Chair Dutson requested that if there is a problem they come back to planning and zoning next month. Darcie said she would come into the office and make sure everything was squared away.

The board moves to recommend approval conditioned upon the property passing this inspection.

Don Jensen made a motion to pass the conditional use permit, and Swanny Jacobs seconded the motion.

All in favor voted 'AYE' - Motion passed

The second half of the Darcie Conditional Use Permit. 1680 Lydia's Canyon Road. Is this all you're doing is changing names on it? Basically name and master. It is a campground that has been ran by someone else while we were not living here, so we will be taking it over and changing the name. You're not adding anything? Well, we might be adding more activities and things like that, maybe a wedding venue or receptions. There won't be more rentals or anything like that. If we do decide to add more then we will have to come back to planning and zoning, right? This does have the maximum number of occupants as 55 lots.

The board moves to recommend approval conditioned upon the property passing this inspection.

Don Jensen made a motion to pass the conditional use permit, and Swanny Jacobs seconded the motion.

All in favor voted 'AYE' - Motion passed

4: JODI PALMER– CONDITIONAL USE PERMIT

This used to be our permanent residence, so that's not an impact. Chair Dutson asked what year was it built? Jodi wasn't sure on the year. Jodi asked who she would talk to about getting an inspection permit. She would just need to talk with Mike Chamberlain so he can make sure there's no safety issue. The board asked if she was going to do long-term rentals or Airbnb? Well, so we were wondering about the difference on the long-term rental. So, we'd like to do a long-term like three or four of the bedrooms to rent. And then we have a second entrance. This is the master bedroom / bathroom that we're wondering if we could use that just for ourselves or as a short-term vacation rental. But we're not ready to do that yet. So, I don't know if we're like if we need to ask for it now or if we need it in the clause down the road.

We'd like to start renting it like the long-term rent next month if possible, but if not will short-term cover both? Chair Dutson asked how many rental properties are there by her? Long-term rental or Airbnb's by the bottom of the canyon. So how many people? So five max. Maybe only like three or four people and then if you did a short-term rental, then like two people maybe. The board asked if she knows where her septic is and when the last time you serviced it was? Jodi wasn't sure on the last service or how big the septic was. Chair Dutson recommends it's good to have pictures beforehand so we can site any concerns like hand railing or anything. Also make sure you know if there's fire there's good ways to get in and out and if the windows are adequate for it and things like that. Have Mike check all that and pass inspection

The board moves to recommend approval conditioned upon the property passing this inspection.

Don Jensen made a motion to pass the conditional use permit, and Swanny Jacobs seconded the motion.

All in favor voted 'AYE' - Motion passed

Chair Dutson requested that each property submit pictures of the property to attach to the CUP's and that the office staff add that as part of the application. Also as part of the application, he would like it to say that it can be subject to inspection before renting.

****The board notes that CONDITIONAL USE PERMITS must be resubmitted annually to maintain accurate town records.***

5: JEREMY AND NATHAN CHAMBERLAIN – LOT SPLIT

Jeremy attended via Google Meets link. Okay. So, my dad, it's actually a lot split for my dad. My dad owns the property. He is the one that is splitting the lot or splitting the parcel into two separate parcels.

The board asked if it was that the same one we've already went through or is this a totally separate one?

Jeremy explained that this is the one that was already approved as a zone change. It's not part of a subdivision. They're just parcels. We went through the zone change to make it to where we could split the parcel into two separate parcels. And now we're just asking to do that. The board asked if it still meets the minimum acreage. Jeremy replied that it did. Now that it's zoned five acres, one parcel is 6.91 and the other one's 7.3 or something like that. They haven't been assigned parcel numbers yet. That was part that was on the application. They haven't been assigned tax ID number or parcel numbers yet because it hasn't been recorded. So, we'll have those assigned as soon as it is recorded.

Part of the reason why it we're doing it as well is our two silos that we have built up there are already on this parcel of land. There was a mix up between me and my dad, we messed up the lot line and so we're off about 110 ft. This is realigning that lot line to where we actually own the land now where our silos are.

Swanny Jacobs made a motion to pass the conditional use permit, and Don Jensen seconded the motion.

All in favor voted 'AYE' - Motion passed

6: ADDRESS ORDINANCES FOR A UNIFORM SYSTEM

Lori Jensen introduced a proposal regarding a county ordinance to create a uniform address system for the town, noting that current addressing is inconsistent and causes confusion for deliveries. The county has sent an email requesting that we look at our address system. I'm not sure what Glendale address ordinances are, but I know that you're able to pick your own address until I came along. So, I think this is a wonderful thing. But the information I gave you is the county ordinance. And then, like I said, there's some other information. There's a pamphlet from Washington City on how they do theirs, which granted it's a lot bigger than us, but still some good information in there. The board asked who else is attempting to adopt this and we could probably make one of our own if we don't already have one. Like I said the addresses right now don't make sense because down here on Main Street the West side should be even, I think. And one of the houses is 55 South and it should be 50 South.

The board asked if the town board had asked planning and zoning to look at the address ordinance. Lori replied that she hadn't presented it to the city council yet because their meeting was early this month. So, just basically review it and see what our recommendations are? We'll have to research our ordinances that we have currently. I think it would be a good thing though.

The board agrees to research existing ordinances to determine the appropriate next steps for implementation.

7: GENERAL PLAN - SURVEYS FOR PUBLIC INPUT

Kevin Smedley from Five County addressed the board. They discussed the importance of the town's General Plan. Lori Jensen presents informational materials regarding public surveys and suggests utilizing the "text my gov" app for community engagement. The board commits to reviewing the current goals and policies to update the plan Infrastructure Goals and Septic Capacity:

The board identifies critical infrastructure issues, specifically drainage and septic capacity, that should be formalized in the town's General Plan. Members note that the existing septic system is outdated and that future growth necessitates proactive planning for sewer infrastructure.

The board discusses the town's water system, noting that manual operation of the well is currently required. Kevin highlights that federal and state funding, such as USDA sources, requires a clear, up-to-date General Plan to be considered for grants. Office staff are available to assist the town with the grant application process to ensure favorable wording for funding agencies.

The board discusses potential town improvements, including sidewalks, park enhancements, and ball fields. Lori plans to apply for an Outdoor Initiative grant for park and ball field projects, while confirming that cemetery improvements are not eligible for this specific recreational funding.

The board discusses economic development and the current focus on commercial zoning along Main Street. They express concerns regarding the proliferation of short-term rentals versus the need for long-term housing. Don Jensen notes that water system limitations—with only 4 to 6 hookups currently available—provide a practical reason to regulate and potentially cap the number of short-term rentals to prevent overwhelming the town's resources.

The board explores mechanisms to regulate short-term rentals, including implementing caps or issuing cease and desist orders for non-compliant properties. Kevin explains that while historical enforcement relied on neighbor complaints, the town now has better methods to identify and address illegal rentals.

Lori Jensen reported that current office efforts are focused on auditing businesses that have not paid for their licenses or are operating without a valid license despite being known to the town.

Simultaneously, the team is addressing a backlog of conditional use permits; although there are approximately 50 permits outstanding, only four have been processed over the last year. Lori Jensen indicated that as businesses renew or apply for new licenses, the team is prioritizing the issuance of these permits to ensure they are properly regulated, with a specific goal of preventing residential properties from being converted into high-occupancy Airbnb rentals.

Chair Dutson proposed adding the topic of limiting the number of Airbnb's in town to the agenda for the upcoming town board meeting to secure a formal decision. To draft the appropriate regulations,

The board will determine the best approach, which may include capping the total number of permits, restricting rentals to specific geographic areas, or utilizing a "grandfather" clause for existing units that would expire once those specific rentals cease operation.

The discussion highlighted the increasing prevalence of Airbnb's in the valley, which is driven by high visitor traffic in areas near Zion and Bryce. Lori Jensen compared unregulated residential rentals to professionally designed rental complexes, such as those in Florida, which operate like hotels within homeowners' associations and are specifically built to accommodate high volumes of short-term guest.

Kevin offered to compile a list of regulatory options and ideas for the town board to consider, acknowledging that the small town could benefit from exposure to different planning strategies, like there may be a way to say you only want 20 and there's 30. You can limit it at 20 and grandfather the ones in. You have those that are grandfathered in but as soon as they go away then that you can't issue another one.

Lori requested that the group consider questions they might want to ask the community for future public feedback.

Motion made to adjourn and seconded. --**Adjourned.**