

DANIEL PLANNING COMMISSION MEETING MINUTES

Wasatch County Services Building, Conference Room B

55 S 500 E, Heber City, UT

Wednesday, August 19th, 2026, at 7:00 PM

Quorum Present: Chair Gary Weight, Vice Chair Byron Horner, Commissioners, Scott Long, Tim Jones, and Pam Skinner.

Commissioners Excused: T.J. McGeean, Heber Taylor

Town Officers Present: Planning Director Eric Bunker, Planning Secretary Jolene Munford.

Members of the Public Present: Drew Reilly, Paul and Lisa Dinga, Chip Polvoorde, Stefanie Grady, Jalayne Bassett.

Chair Gary Weight called the meeting to order at 7:00 PM.

1. PUBLIC COMMENT

Stefanie Grady provided information regarding reporting concerns related to dust and other conditions associated with mining operations. She stated that concerns regarding mines may be reported anonymously to the Mine Safety and Health Administration (MSHA). She also recommended Occupational Safety and Health Administration (OSHA) for any concerns regarding workers and public safety.

Residents reporting an issue should be prepared to provide the mine name, mine operator, location, description of the issue, frequency, severity, visible impacts, and whether the condition presents a hazard to workers or the public.

2. Summary of Town Council Meeting was read

3. BUSINESS LICENSE — CURBSIDE RV AND HOME MAINTENANCE, LLC

Paul Dinga introduced the proposed business, explaining that the company will specialize in Airstream panel repair and remodeling, along with mobile RV and home maintenance services. The applicants stated that the business will be operated by Paul, Lisa, and their family and that the business will be mobile, with an office at the listed location.

Motion: Byron Horner moved to recommend approval of the Curbside RV and Home Maintenance, LLC business license to the Town Council.

Second: Scott Long seconded the motion.

Vote:

Skinner — Yes, Long — Yes, Jones — Yes, Horner — Yes

Motion carried.

4. PUBLIC HEARING — CONDITIONAL USE PERMIT FOR ACCESSORY STRUCTURE OVER 1,500 SQUARE FEET

Chair Weight requested a motion to open the public hearing regarding an application for a conditional use permit for an accessory structure larger than 1,500 square feet at 1527 East Little Sweden Road, Parcel 22-07-53.

Motion: A motion was made to open the public hearing.

Vote: Skinner — Yes, Long — Yes, Jones — Yes, Horner — Yes

The Planning Commission reviewed the staff report and the updated site plan provided by Planner Eric Bunker. The updated site plan was received after the meeting packet had been prepared.

No members of the public provided comments.

Motion: Byron Horner moved to close the public hearing.

Second: The motion was second by Tim Jones.

Vote: Skinner — Yes, Long — Yes, Jones — Yes, Horner — Yes

Motion carried.

The Planning Commission discussed the proposed accessory structure and the requirement that an accessory dwelling unit (ADU) not be located within the accessory structure.

Planner Eric Bunker explained that the staff report identified an ADU shown within the upstairs portion of the accessory structure. He clarified that an ADU is permitted within a main structure under applicable state law but is not permitted within the proposed accessory structure.

The Commission also discussed the required separation between the main residence and accessory structure. Staff explained that the proposed separation had been increased from 15 feet to 20 feet to comply with the applicable code requirement.

The Commission discussed potential future alterations that could connect the accessory structure to the main residence. Planner Eric Bunker clarified that such an alteration was not part of the current application and would be subject to applicable requirements.

Motion: Byron Horner moved to approve the conditional use application for the accessory structure on Parcel 22-07-53, subject to the limitation that no ADU be located within the accessory structure and that a 20-foot separation between the main structure and accessory structure be maintained as identified in the staff report.

Second: Tim Jones seconded the motion.

Vote: Skinner — Yes, Long — No, Jones — No, Horner — Yes

The vote resulted in a tie. Chair Weight discussed the concerns raised and indicated that the existing code provides requirements governing an ADU if the applicant were to connect the accessory structure to the main residence.

Chair Weight then voted Yes, breaking the tie.

Motion carried.

5. TOWN HALL SCHEDULED FOR AUGUST 26

The Commission discussed the upcoming August 26 Town Hall meeting regarding land use, zoning, the General Plan, and potential code changes.

The Commission discussed ways to encourage meaningful public participation and provide residents with sufficient information to understand the purpose of the meeting.

Topics discussed included:

- Providing residents with a clearer description of the issues being considered.
- Requesting public concerns, comments, recommendations, and potential solutions relating to land use, zoning, code changes, and the General Plan.
- Providing a written comment form at the meeting for residents who prefer not to speak publicly.
- Continuing to advertise the meeting through the Town website, Public Meeting Notice system, Facebook, and posted signs.

- Providing information regarding recent code changes as examples of the type of issues being addressed.
- Making General Plan information and available to the public.
- Considering the formation of citizen committees to study particular issues and make recommendations to the Planning Commission.
- Allowing residents to submit comments electronically before the meeting.

The Commission discussed whether the Town should identify specific proposed code changes in advance. Members expressed concern that listing specific issues could unintentionally direct or limit public input. The general consensus was that the meeting should primarily seek to identify concerns and recommendations from residents rather than predetermine the issues to be addressed.

Planner Eric Bunker noted that the General Plan process is currently underway and that public survey results and other feedback are being incorporated into the process.

The Commission also discussed the distinction between:

1. Determining what the Town's residents want its land-use and zoning regulations to accomplish; and
2. Reviewing the existing code for clarity, contradictions, enforceability, and other legal or technical issues.

Planner Eric Bunker explained that the Town's attorney has recommended certain code changes and that the General Plan consultants may review additional code provisions if funding remains available.

6. PLANNER REPORT for July 2026

Planner Eric Bunker presented an updated map of proposed annexation boundaries in light of potential changes involving the Town of Independence.

Planner Eric Bunker explained that if Independence were to disincorporate, portions of the area could potentially become eligible for future annexation. Including the area within Daniel's annexation plan would preserve the Town's ability to consider future annexation, although inclusion in the plan would not obligate the Town to annex any property.

The Commission discussed the proposed boundaries, including the possibility of expanding the map to include all of the Independence area and additional property along the relevant section lines.

Planner Eric Bunker explained that annexation must meet applicable requirements, including contiguity, and that the Town is not obligated to approve an annexation simply because property is located within the Town's annexation plan.

The Commission expressed support for expanding the proposed annexation map to include the Independence area and directed Planner Eric Bunker to revise the map accordingly, including the applicable section-line boundaries.

7. APPROVAL OF PRIOR MEETING MINUTES- The Commission considered the minutes of the July 15, 2026 Planning Commission meeting.

Motion: Byron Horner moved to approve the July 15, 2026 Planning Commission meeting minutes.

Second: Scott Long seconded the motion.

Vote: Skinner - Yes, Long - Yes, Jones - Yes, Horner – Yes. Motion carried.

8. TRAINING

Planner Eric Bunker provided the Commission with a subdivision review flowchart reflecting recent changes to state subdivision requirements.

Planner Eric Bunker explained that the Town had adopted updated subdivision regulations to comply with state law. The updated process includes additional requirements for large-scale subdivisions, including additional technical and soil-related requirements.

Planner Eric Bunker noted that a large-scale subdivision application involving the Hobbs property is currently being developed and will be processed under the updated requirements.

10. ADJOURNMENT

Motion: Byron Horner moved to adjourn the meeting.

Vote: Skinner — Yes, Long — Yes, Jones — Yes, Horner — Yes

Motion carried.

The meeting was adjourned at 7:56 pm

Jolene Munford –

Planning Secretary

Approved September 16th, 2026