



Dutch John Planning & Zoning Work Session & Regular Meeting

Minutes

Wednesday, September 2, 2026 at 6:00 pm

Work Session

Electronic participation will be available. See <https://dutchjohn.gov/pages/calendar> for more details.

1. Attendance

Minutes:

- Call to order at 6:05 pm
- Pledge Of Allegiance

2. Work Items

a. Ordinance Updates

Minutes:

- No Work Performed

b. General Plan Update Recommendations

Minutes:

- Rachel and Jamie reviewed a marked draft of the General Plan and discussed revisions to its executive summary, housing, land use, open space, recreation, and transportation sections. Their comments were working recommendations for a later draft.
- They proposed clearer wording about tourism as an economic driver and replacing the broad reference to “all types of development” with language about an appropriate mix of development. They discussed keeping growth aligned with the town’s capacity for services, infrastructure, and protection of natural resources.
- For housing, they discussed mixed commercial and residential development throughout town, workforce and affordable housing, seasonal workers, and starter homes for young families. They wanted the key strategies to match the housing needs described in the plan.
- For land use, they questioned language describing population decline and wanted the plan to reflect demand for full-time and seasonal housing. They discussed protecting the town’s rugged character and natural setting, retaining coordination with Daggett County on nearby lands, and adding open spaces, parks, and trails to the plan’s priorities. New

development should connect to existing trails where feasible. • For open space and recreation, they discussed maintaining, improving, and expanding existing assets, family-friendly opportunities, wildlife habitat, visual quality, and environmentally sensitive areas. They also proposed a walkable community goal under transportation. • They discussed describing infrastructure improvements as a shared responsibility of the town, developers, and potentially the county. Several passages remained to be refined in the marked draft; no formal recommendation was adopted during the work session.

3. Adjournment

Minutes:

- The work session adjourned at approximately 6:56 p.m. before the regular meeting.

Notice of Public Meeting & Agenda, 7:00 pm

Electronic participation will be available. See <https://dutchjohn.gov/pages/calendar> for more details.

4. Call to Order / Pledge of Allegiance

Minutes:

- Rachel Albritton called the regular meeting to order at approximately 7:02 p.m. The Pledge of Allegiance had been recited during the preceding work session.

5. Attendance

Minutes:

- Planning and Zoning: Rachel Albritton and Jamie Barrus (online). Julie Handy joined online and was sworn in under item 10.a. • Town staff and officials: Allen Parker (online) and Mayor Butch Johns (in person).

6. Establishment of Voting Members

Minutes:

- Rachel confirmed that a quorum was present.

7. Consent Agenda

Minutes:

- Rachel motioned to accept consent agenda, motion seconded by Jamie and approved.

Vote results:

Ayes: 2 / Nays: 0 / Abstains: 0

a. Minutes of Meeting

Minutes:

- Minutes from the preceding meeting were not yet available for review.

b. Correspondence

Minutes:

- No correspondence was reported.

c. Building Permits

Minutes:

- The commission noted a DJR application to replace a gas water heater. The application fee needed to be invoiced and paid; Rachel said no further plan review was needed before issuance. • Rachel planned to follow up on another previously invoiced permit to confirm payment.

8. Public Comment

Minutes:

- No public comment was offered.

9. Committee / Staff Reports

a. Mayors Report

Minutes:

- Mayor Johns reported discussions with representatives of the proposed development JOMAC, about an amendment to the existing development agreement, property boundaries, and the sequence of Planning and Zoning and Town Council review. He said a current, complete agreement and related documents were needed before a public hearing or recommendation could be properly considered. • The commission furthered the discussion and conveyed to Mayor Johns that in order to make a decision or the potential changes requested by JOMAC, the commission would need the complete agreement and related documents, as well as a formal request for changes from JOMAC for review and potential action. Commission discussed with Major Johns that any timeline goals or deadlines would solely rest on how quickly JOMAC was in submitting the proper request and necessary documents. • The commission discussed keeping the potential agreement requests separate from Allen's proposed Transient Resort (TR) and Mixed Use Residential (MXR) ordinance changes and any later parcel rezone. Participants discussed possible public hearing dates, contingent on receipt of the documents and notice requirements; no hearing date or agreement approval was set at this meeting.

b. Land Use Administrator

Minutes:

- Allen Parker reported that remodeling of the town building was progressing, with plumbing and electrical work largely complete and drywall approaching. He had no additional zoning report beyond the ordinance item below.

10. New Business

a. Swear In Julie Handy: Discussion and Possible Action.

Minutes:

- Rachel administered the oath of office to Julie Handy as a member of the Planning and Zoning Commission. Julie repeated the oath. Rachel explained that Julie should complete the conflict of interest and ethics forms, with

notarization as required, and return them to the town.

b. Dark Sky Initiative: Discussion and Possible Action.

Minutes:

- The commission discussed Julie's presentation to the Town Council and examples of outdoor lighting rules from other communities. Members favored reviewing stronger Dark Sky provisions for the ordinance and adding related recommendations to the General Plan.
- Julie agreed to send her presentation to the commission, inquire about DarkSky certification requirements, review possible ordinance wording, and explore Daggett County outreach on a countywide initiative. The commission will review the materials in a future work session. No motion was made on this item.

11. Old Business

a. Ordinance Updates: Discussion and Possible Action

Minutes:

- Allen reviewed concepts for a Transient Residential (TR) zone and a Mixed Use Residential (MXR) zone. The discussion covered zero lot line homes, minimum lot dimensions, front, rear, and side setbacks, and how lot coverage limits should work on minimum size and larger lots. He suggested approximately 57 percent coverage for traditional lots and 75 percent for zero lot line lots as figures to examine in the draft; these were not adopted standards.
- Members discussed the use tables, a proposed dispersed motel use, and the purpose of locating transient lodging in suitable zones while reducing conflicts with permanent residential areas. They also discussed the future land use map as guidance for later rezoning decisions and asked Allen to consider whether acreage or other limits could address over-concentration without creating unintended restrictions.
- The commission favored removing or clarifying the temporary dwelling unit entry in the proposed commercial or mixed use zones. Rachel also asked that the short-term rental provisions be revisited outside the conditional use permit chapter and that cross references to the proposed new zones be updated.
- Rachel moved that Allen proceed with the suggested changes, including possible modifications to minimum or maximum acreage provisions for mixed use zero lot line development, and return a revised ordinance for further Planning and Zoning review. Jamie seconded. The motion carried by voice vote. No ordinance amendment was adopted.

Vote results:

Ayes: 2 / Nays: 0 / Abstains: 0

b. General Plan Update Recommendations: Discussion and Possible Action.

Minutes:

- Rachel and Jamie reported that they had worked on recommendations during the work session. The commission discussed reviewing the future land use map with Allen so that the plan and proposed zoning changes express a consistent long-term vision.
- Members planned to continue individual review and hold another work session at the next meeting. Alan said the commission could

prepare a map and plan amendment for recommendation to the Town Council through the usual process. No formal General Plan amendment was recommended or adopted.

12. Closed Session, if necessary* Pursuant to 52-4-204

Minutes:

- No closed session was held.

13. Adjournment

Minutes:

- Rachel moved to adjourn, and Jamie seconded. The meeting adjourned at approximately 8:37 p.m.

Vote results:

Ayes: 2 / Nays: 0 / Abstains: 0

| Minutes published on 09/28/2026, adopted on 09/30/2026



Deputy Clerk