



DUCHESNE COUNTY PLANNING COMMISSION MEETING MINUTES

September 2, 2026 | 5:00 PM

Duchesne County Administration Building, Commission Chambers

ATTENDANCE

PLANNING COMMISSION	COUNTY STAFF
Terry Nelson — Chair	Mike Gottfredson, AICP
Annette Miller — Vice Chair	Duncan Kading
Connie Sweat	Josh Felter — Planning Commission Secretary
Kevin Yack	

Absent: Spencer Turnbow, Reed Van Wagoner, Judy Wilkerson

CALL TO ORDER & DISCLOSURES

Chair **Terry Nelson** welcomed those in attendance. **Kevin Yack** led the Pledge of Allegiance.

Chair Nelson requested disclosure of any pre-hearing contacts, site visits, or conflicts of interest. No disclosures were made.

PUBLIC HEARINGS

1. Arrowhead Distribution, LLC - Solar Power Generation Facility Conditional Use Permit

Staff Presentation

Mike Gottfredson presented the application and staff recommendation. Findings of fact are on file with the Duchesne County Planning Division.

Questions & Discussion

Connie Sweat asked about the project location in relation to the Moon Lake Electric office and whether the site was outside the airport overlay. Staff clarified the roadway reference and confirmed the project was outside the airport overlay.

Terry Nelson asked about the mapped ditch and easement areas. Staff explained that the site plan identified potential easement areas but was not authoritative as to ownership; coordination with easement holders would be required before crossing or construction.

Annette Miller asked whether the generated power would be sold. Applicant representative **Danny Loveland** stated that the project was being developed in anticipation of future energy demand and that any future off-taker would proceed through the applicable County process.

Public Comments

No public comments were received.

Motion

Annette Miller moved to approve the application subject to Conditions 1 through 11 as stated in the Findings Report. **Kevin Yack** seconded the motion. The motion carried unanimously.

2. Chet Young - Short-Term Rental and Commercial Campground Conditional Use Permit

Staff Presentation

Mike Gottfredson presented the application and staff recommendation. Findings of fact are on file with the Duchesne County Planning Division.

Questions & Discussion

Connie Sweat asked whether the cabins and RV pads were already constructed and later raised the locked gate serving the subdivision. Staff stated that the improvements were constructed under an active building permit, with final operating approvals still required before commercial operation.

Terry Nelson asked about the access road and the applicant's responsibility for road maintenance. Staff explained that the Class D portion of the access must be maintained to the required emergency-access/WUI standard while the commercial use is operating.

Annette Miller asked about ownership and operation of the subdivision gate and whether recorded CC&Rs restricted the proposed use. It was stated that property owners currently use keys to the gate, and Jennifer Holbert stated that there were no recorded CC&Rs.

Chet Young stated that he was willing to address road impacts associated with the operation, comply with required fire and signage measures, complete the outstanding Tri-County Health water-sample requirement, and take reasonable measures to address noise. He described a lockbox/code system intended to preserve existing owners' keyed access.

Public Comments

Jennifer Holbert expressed concerns about gate access and garbage disposal. After discussion, the applicant stated that trash would be removed after rentals and agreed that an animal-resistant waste container could be provided.

Charles Holbert raised concerns regarding additional traffic, emergency response, the proximity of another campground, and whether the existing construction had been reviewed for the proposed commercial use. Staff clarified the active building permit, remaining operating and wastewater approvals, and that the request was a conditional use permit rather than a rezone.

Jeff Fox expressed concern about the timing of the conditional-use process relative to construction, increased gate traffic, the number of expected visitors, and preserving the quiet character of the area. Staff explained that constructing before obtaining the conditional use permit was at the applicant's risk and clarified that the existing subdivision lock/key system would remain available to property owners.

Written objections from Jennifer Holbert and Charles Holbert were read into the record.

Motion

Connie Sweat moved to approve the conditional use permit with the staff-recommended conditions. **Kevin Yack** seconded the motion. The motion carried.

3. Defa Dude Ranch - Preliminary Plat

Staff Presentation

Mike Gottfredson presented the preliminary plat and staff recommendation. Findings of fact are on file with the Duchesne County Planning Division.

Questions & Discussion

Annette Miller asked about the structures shown on the plat. Staff identified the mapped structures, wells, and associated wastewater areas.

Judy Price explained that the proposed six-lot subdivision was intended to separate ownership among family members and descendants while retaining the historic Defa Dude Ranch in the family.

Connie Sweat asked whether the ranch and cabins would remain while ownership of individual lots was divided among family members. **Judy Price** confirmed that was the intent.

Public Comments

No public comments were received.

Motion

Annette Miller moved to approve the preliminary plat subject to the three conditions set forth in the Findings Report. **Connie Sweat** seconded the motion. The motion carried.

ADMINISTRATIVE ITEMS

1. Staff Recognition

Mike Gottfredson recognized **Duncan Kading** for his service to the Planning Division and thanked him for his work as he prepared to leave the County.

2. General Plan Update

Staff reported that work on the General Plan was temporarily paused due to workload and vacations and stated that work would resume.

3. Approval of July 29, 2026 Minutes

Annette Miller moved to approve the July 29, 2026, Planning Commission meeting minutes. **Kevin Yack** seconded the motion. The motion carried unanimously.

4. Upcoming Meetings & Items

Horse 1 Appeal. Staff advised the Commission that an appeal of the Horse 1 oil and gas development administrative conditional use permit was expected for an October meeting and explained that the Planning Commission remained the appeal authority until the recently passed appeal-authority ordinance became effective.

Planning Conference. Commission members were reminded of the planning conference scheduled for September 9-10, 2026.

ADJOURNMENT

Annette Miller moved to adjourn. Chair Nelson adjourned the meeting at 6:45 PM.