



DELTA CITY PLANNING & ZONING COMMISSION MEETING

Wednesday, September 09, 2026 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Commission Chair Tamara Stewart
Council Liaison Kelly Carter
Commission Member Derek Curtis
Commission Member Eric Kartchner
Commission Member Frank Lathrop - via Zoom
Commission Member Donald Smith
Commission Member Darlene Webb
Commission Member Kris Peterson
Commission Member Alternate Chris Christensen

ALSO PRESENT

Sherri Westbrook	Larry Dutson
Angie Dewsnap	Rob Droubay
Jessica Anderson	Sandi Greathouse
KC Bogue	Russell Greathouse
Ron Larsen	Nate Taylor – via Zoom

CALL TO ORDER

Commission Chair Stewart called the meeting to order at 7:07 p.m. She stated that notice of the time, place, and agenda of the meeting had been posted at the Delta City Complex, on the Delta City website, and on the Utah Public Notice website and had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council at least 24 hours before the meeting. Chair Stewart conducted a roll call. Council Liaison Carter and Commission Members Curtis, Kartchner, Lathrop, Peterson, Smith, and Webb were present. Alternate Commission Member Christensen was also present.

MINUTES APPROVAL

1. P&Z Public Hearing (1) UTHC Zone Change Request Meeting Minutes Approval; 2026-08-12

Council Liaison Carter MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing (1) held on 08/12/2026, regarding the Utah Housing Corporation's (UTHC) Zone Change Request. The motion was SECONDED by Commission Member Smith. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Council Liaison Carter, Seconded by Commission Member Smith.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Peterson, Commission Member Smith, and Commission Member Webb

2. P&Z Public Hearing (2) Sandoval Zone Change Request Meeting Minutes Approval; 2026-08-12

Commission Member Kartchner MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing (2) held on 08/12/2026, regarding Reynaldo and Hector Sandoval's Zone Change Request. The motion was SECONDED by Commission Member Peterson. Chairperson Stewart

asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Kartchner, Seconded by Commission Member Peterson.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Peterson, Commission Member Smith, and Commission Member Webb

3. P&Z Commission Meeting Minutes Approval; 2026-08-12

Commission Member Curtis MOVED to approve the minutes of the Planning and Zoning Commission Regular Meeting held on 8/12/2026. The motion was SECONDED by Commission Member Webb. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Curtis, Seconded by Commission Member Webb.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Peterson, Commission Member Smith, and Commission Member Webb

BUSINESS – Any such business as may come before the Commission.

4. Rob Droubay, NotchPeak Subdivision; Phase 5 Preliminary Plan
Action: Discussion/Consideration for Approval

Rob Droubay introduced himself to the Commission Chair and Members and presented his Notch Peak Subdivision Phase 5 Preliminary Plan. He had questions about road width and sidewalk width requirements. Concerns were raised by Commission Members about water pressure in this area. Council Liaison Carter explained that funding for upgrades to the water system is being sought and it would be several years for the project to be completed. Droubay asked about a point of contact within Delta City and was directed to Sherri Westbrook, Angie Dewsnap, and Kelly Carter.

Attorney Anderson stated that preliminary plan can be approved and improvements can be started, but lots cannot be sold until water pressure concerns are resolved. Droubay offered to come back with a more detailed preliminary plan. Attorney Anderson stated that this preliminary plan should be worked through with administration and Public Works and a decision would be made within 20 business days.

5. Russell & Sandi Greathouse, Sandridge Subdivision
Action: Discussion/Consideration for Approval

Russell and Sandi Greathouse addressed the Commission Chair and Members. Greathouse presented the final plat map for the Sandridge Subdivision. Due to extenuating circumstances, the County required the plan to be redone and the plat map to be brought back to the Planning and Zoning Commission.

Commission Member Curtis MOVED to approve the updated Sandridge Subdivision Plat Map. The motion was SECONDED by Commission Member Kartchner. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Curtis, Seconded by Commission Member Kartchner.
Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Peterson, Commission Member Smith, and Commission Member Webb

7. Chair Tamara Stewart; Pioneering Agreement
Actions: Discussion/Consideration for Approval

*Commission Chairperson Stewart moved this agenda item up in the Agenda.

Discussion was made on number of years to include in the Pioneering Agreement. Liaison Carter asked whether it should be 10 or 15 years. Decision was made to put 15 years in the code. Attorney Anderson would like some criteria on when a Pioneering Agreement would be appropriate. Ordinance will include that when a request is made, the request will be sent to City Council for approval.

8. Chair Tamara Stewart; Use Table Review
Action: Discussion/Consideration for Approval

Commission Chairperson Stewart addressed the Commission about working through the Use Table one section at a time until it has all been reviewed and updated. It was agreed that October meeting will cover Agriculture Zones; November meeting will be R-1-A, R-1-B, R2 Zones; the focus in December and January will be the remaining residential zones, and February will cover any remaining zones. Commission Members will go through definitions and zoning information for Ag Zones to be prepared for October meeting.

6. Chair Tamara Stewart; Exactions
Action: Discussion/Consideration for Approval

* This agenda item was moved to after Use Table Review per Commission Chairperson Stewart.

Commission Members talked about exactions and what is required by Delta City when improvements are made. The Ordinance will need to be amended to comply with state law and Attorney Anderson will draft the ordinance amendment for a Public Hearing in October.

9. Chair Tamara Stewart; Planning Commission Rules of Order & Procedure
Action: Discussion/Consideration for Approval

Commission Chairperson Stewart addressed the Commission Members and shared that she will go through the Rules of Order and Procedure for the Planning & Zoning Commission that is already part of Delta City Code and compare it to the update that was drafted by Jess Peterson with R6 Regional Council. She would like to compare them side-by-side and will present at the next Planning & Zoning meeting.

10. Recorder Sherri Westbrook; GovWell Presentation/Walk Through
Action: Discussion Only

City Recorder, Sherri Westbrook, addressed the Commission Chair and Members to introduce upcoming program, GovWell, which utilizes AI to compare application to Delta City code and standards required. This program will be utilized for building permits, land use and Planning & Zoning such as applications to appear, steps for subdivisions, zoning, etc. Commission Member Curtis asked about following up for verification and confirmation by the Commission. October 1st is set for go-live and future training will be implemented once available.

11. Council Liaison Kelly Carter; Council Update
Action: Discussion Only

Council Liaison Kelly Carter presented the Commission with an update from Delta City Council.

There was a work session with Creekstone last week and Attorney Anderson is working on a "Will Serve Letter" with stipulations and conditions if an agreement is made to provide water from Delta City. Carter stated that himself and the City Council will not send Delta City water outside of the service area, so that brings up annexation requirement. The Mayor and Council have other cities that

they are connecting with to learn what has worked and has not in working with data centers. This "Will Serve Letter" will be addressed in an October City Council meeting. Creekstone will be required to complete all steps of annexation petition, as any other developer or petitioner for annexation would.

Council Liaison Carter shared about possible Space Port in West Desert. Decision will be made between Green River and Delta site, with possibility of having it split between the two. Utah National Guard is also working to put in a military artillery range in the area.

ADJOURN

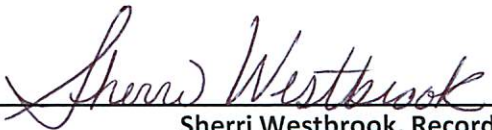
Commission Member Webb MOVED to adjourn the meeting at 8:34 p.m. Commission Member Curtis SECONDED the motion. Chairperson Stewart asked if there were any questions or comments regarding the motion. There being none, she called for a vote.

Motion made by Commission Member Webb, Seconded by Commission Member Curtis.

Voting Yea: Commission Chair Stewart, Council Liaison Carter, Commission Member Curtis, Commission Member Kartchner, Commission Member Lathrop, Commission Member Peterson, Commission Member Smith, and Commission Member Webb

The meeting was adjourned at 8:34 p.m.




Sherri Westbrook, Recorder