



DELTA CITY PLANNING & ZONING COMMISSION MEETING

Wednesday, May 13, 2026 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Chairperson Tamara Stewart
Council Liaison Kelly Carter
Commission Member Don Smith
Commission Member Darlene Webb
Commission Member Frank Lathrop
Commission Member Eric Kartchner - via ZOOM
Commission Member Derek Curtis - arrived at 7:33

ABSENT

Commission Member Chris Christensen

ALSO PRESENT

Sherrri Westbrook	Phil Diaz	Adam Richins
Angie Dewsnup	Russell Anderson	Margarita Phillipson
Justin Ashby	Carl Anderson	Shane Church
Jessica Anderson	Becky Anderson	

CALL TO ORDER

Planning and Zoning Chairperson Stewart called the meeting to order at 7:00 p.m. She stated that notice of the time, place, and agenda of the meeting had been posted at the City Municipal Complex, on the Utah Public Notice website, on the Delta City website, and had been provided to the Millard County Chronicle-Progress and each member of the Commission at least 24 hours before the meeting.

MINUTES APPROVAL

1. Meeting Minutes Approval: Planning & Zoning Commission Public Hearing (1) 2026-04-08

Council Liaison Carter MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing 1 held on 04/08/2026, regarding Ordinance 26-327 amending Title 18 of the Delta City Code pertaining to minimum lot and development standards in Public/Quasi-Public (P/QP) Zone. The motion was SECONDED by Commission Member Lathrop. 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 Lathrop.

Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

2. Meeting Minutes Approval: Planning & Zoning Commission Public Hearing (2) 2026-04-08

Council Liaison Carter MOVED to approve the minutes of the Planning and Zoning Commission Public Hearing 2 held on 04/08/2026, regarding Ordinance 26-328 amending Delta City Code 18.52 Travel Trailers, Campers, and Recreational Vehicles to increase the percentage of cabins or park trailers allowed and to include design standards. 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: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

3. Meeting Minutes Approval: Planning & Zoning Commission Regular Meeting 2026-04-08

Commission Member Smith MOVED to approve the minutes of the Planning and Zoning Commission Regular Meeting held on 04/08/2026. The motion was SECONDED by Commission Member Lathrop. 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 Smith, Seconded by Commission Member Lathrop.

Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

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

4. Chair Tamara Stewart; Recommendation on Annexation Policy Plan Draft
Action: Discussion/Consideration for Approval

Not necessary at this time, because this was not a public hearing, but just a meeting to go over information and updates on the draft of the Delta City Annexation Policy Plan. Commission will follow Jones & DeMille Engineer Devan Fowles' recommendation to go over Annexation Plan Draft and connect with him on any edits, changes, questions, or concerns.

5. Chair Tamara Stewart; Recommendation on Zone Change for Coyote Gulch RV Park
Action: Discussion/Consideration for Approval

Commission Member Lathrop MOVED to positively recommend the Zone Change for Coyote Gulch RV Park from Residential and Agriculture to Highway Commercial Zone to Delta City's City Council for approval. Council Liaison Carter 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 Lathrop, Seconded by Council Liaison Carter.

Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

6. Chair Tamara Stewart; Recommendation on Ordinance 26-332, an ordinance amending Delta City Code 18.52 Travel Trailers, Campers, and Recreational Vehicle Standards.
Action: Discussion/Consideration for Approval

The Commission agreed with Russell Anderson's comments during the Public Hearing earlier in the evening. They agreed that single-level language should be removed from Delta City's Code and a height restriction of 14 feet should be added.

Council Liaison Carter MOVED to positively recommend Ordinance 26-332, an ordinance amending Delta City Code 18.52 Travel Trailers, Campers, and Recreational Vehicle Standards for approval by Delta City's City Council. Commission Member Webb 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 Council Liaison Carter, Seconded by Commission Member Webb.

Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

7. Public Works Director Justin Ashby; Public/Quasi-Public (P/QP) Zone Use Table Update
Action: Discussion/Consideration for Approval

Delta City Public Works Director Justin Ashby greeted the Commission Chair and members. He shared that the current Public/Quasi-Public (P/QP) Zone Use Table needs to be updated, specifically for allowing stables and concessions.

Council Liaison Carter requested that the Commission go over the Use Table to make changes to anything that is needed at one time with one ordinance, rather than going one individual piece at a time.

Council Liaison Carter MOVED to positively recommend making changes to Public/Quasi-Public (P/QP) Zone Use Table to allow stables and concessions. Commission Member Smith 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 Council Liaison Carter, Seconded by Commission Member Smith.

Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.

Commission Members Christensen and Curtis were absent.

8. Public Works Director Justin Ashby; Sidewalk Improvements on Unimproved Roads
Action: Discussion/Consideration for Approval

Delta City Public Works Director Justin Ashby addressed the Commission Chair and Members. Concerns were noted about sidewalks not qualifying for variance requests; this is just not doable under the standards required for a variance. Ashby's recommendation would be to change code to only needing sidewalks on improved roads; those roads that are unimproved would not require sidewalks. The Commission or City Council would then need to define "improved road" and "unimproved road" in the code, as well.

City Attorney Jessica Anderson agreed with Ashby that sidewalks currently do not qualify for variance.

Commission Member Webb asked how many places would be affected by this change in Delta City Code. Public Works Director Ashby confirmed that it would not affect many. Commission Member Lathrop agreed that this change in Code makes more sense than a variance.

Discussion was had about what would constitute "improvement" of a road for definition in Code. Ashby stated that any solid surface should be considered "improvement". This would include chip-seal or Magnesium Chloride.

Commission Member Webb MOVED to positively recommend amending Delta City Code that sidewalks not be required on unimproved roads, as well as adding a definition for "improved road" and "unimproved road". Commission Member Lathrop 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 Lathrop.
Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, and Kartchner.
Commission Members Christensen and Curtis were absent.

9. Council Liaison Kelly Carter; Storage Containers
Action: Discussion/Consideration for Approval

City Council Liaison Kelly Carter addressed the Commission Chair and other Commission Members and requested a roll call vote to determine whether the Planning & Zoning Commission wanted to move forward with additional discussion of changing code for Storage Containers in Delta City.

Chairperson Tamara Stewart	Nay
Council Liaison Kelly Carter	Abstain
Commission Member Chris Christensen	Absent
Commission Member Derek Curtis	Absent
Commission Member Eric Kartchner	Aye
Commission Member Frank Lathrop	Nay
Commission Member Don Smith	Aye
Commission Member Darlene Webb	Nay

10. City Attorney Jessica Anderson; R6 Regional Summit
Action: Discussion Only

Commission Member Derek Curtis arrived at 7:33 p.m.

Delta City Attorney Jessica Anderson addressed the Commission Chair and members. She shared some Legislative updates from a couple of conferences and the R6 Regional Summit that she had attended.

Any Ordinance that is adopted by the City Council must have notation that impact on families has been considered.

City Council can take decisions from Planning & Zoning Commission if they feel a decision and recommendation has not been made in a timely fashion.

Appeal Authority cannot be City Council. There are individuals with R6 Council that are willing to do this. Anderson also stated that Justice Court Judge Probert would be a great option.

Anderson reminded the Commission about the laws surrounding Public Meetings and meeting together outside of a scheduled public meeting.

ADDITIONAL ITEMS

Commission Member Frank Lathrop shared with the Commission that Klell Ekins and Todd Tolley would like to add Boarding, Kennel, and Grooming services near Gunnison Bend Veterinary Clinic. This would require a change to the use table for Highway Commercial (H-C) Zone. Council Liaison Carter made a suggestion to take time to go over Use Table and make multiple changes at once rather than individually one at a time.

ADJOURN

Commission Member Lathrop MOVED to adjourn the meeting at 7:45 p.m. Commission Member Webb 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 Lathrop, Seconded by Commission Member Webb.
Voting Yea: Chairperson Stewart, Council Liaison Carter, and Commission Members Smith, Webb, Lathrop, Kartchner, and Curtis.
Commission Member Christensen was absent.
The meeting was adjourned at 7:45 p.m.





Sherri Westbrook, Recorder