



**PLANNING COMMISSION MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
July 11, 2024 at 6:00 PM

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**MINUTES**

**GENERAL BUSINESS**

**Welcome / Roll Call**

Planning Commission Chair Trent Schafer called the meeting to order at 6:03 pm.

**PRESENT:**

Chairman Trent Schafer  
Commissioner Cody Nielson  
Commissioner Thomas Garcia (online)  
Commissioner Shea Walker  
Commissioner Melissa Rigg  
Commissioner Ann Austin  
Planning & Zoning Administrator Kristen Bushnell  
County Attorney Jens Nielson  
County Attorney Mitch Maughan

**Pledge of Allegiance**

**Conflict of Interest Declaration**

No conflicts of interest were disclosed at this time.

**Approval of Minutes**

**1. Approval of Planning Commission Meeting Minutes from June 13th, 2024**

**Time Stamp 0:01:30 (audio)**

Motion made by Commissioner Walker to approve the meeting minutes. Seconded by Commissioner Austin.

Voting Yea: All in favor.

Motion Carries.

**2. Approval of Planning Work Session Meeting Minutes from June 24th, 2024**

**Time Stamp 0:03:30 (audio)**

Motion made by Commissioner Rigg to approve the meeting minutes. Seconded by Commissioner Nielson.

Voting Yea: All in favor.

Motion Carries.

Commissioner Rigg suggested that she needed more time to review materials and that staff needed to accommodate the three day prior to the meeting deadline as much as possible.

**PUBLIC COMMENT** - *Time reserved for public comment on items or issues not listed on the agenda.*

**Time Stamp 0:06:00 (audio)**

Steven Schultz of the La Sal area gave public comment regarding the lack of enforcement for building permits in his neighborhood.

TC Garcia of the La Sal area gave public comment regarding the enthused interest of the La Sal Community towards getting their voice heard and to staff for forwarding this information on to the Planning Commission.

Curtis Wells of the Moab area, regarding the La Sal area, gave public comment regarding the negative impacts that the proposed airstrip would have on his neighboring parcels.

**ADMINISTRATIVE ITEMS**

**3. 2024 Land Use, Development and Management Ordinance Update, Kristen Bushnell, Planning Administrator**

**Time Stamp 0:12:00 (audio)**

Administrator Bushnell gave an update of the 2024 LUDMO and zoning maps. The adoption process has been delayed due to legal review and the public outcry of needing more time to review the documents. The Planning Commission will be informed as we have public hearing dates scheduled and this item is back on the table.

**LEGISLATIVE ITEMS**

**4. Consideration and Approval of a Conditional Use Permit Allowing for a Primitive Camp & RV Park at the intersection of HWY 191 & HWY 262, Laurence Blewett & Monika Csaszari**

**Time Stamp 0:16:0 (audio)**

Administrator Bushnell gave an overview of the project. The Planning Commissioners discussed the Conditional Uses provided by staff. Commissioner Rigg pointed out that there needed to be a change in the language to include “and implement” for each of the conditions

listed. Commissioner Austin clarified that tent spots would not count toward the density standards.

Motion made by Commissioner Austin to approve the Conditional Use of this permit including:

- The density may not exceed the limit of nine (9) units per acre, except RV's may be clustered, provided that the total number of units does not exceed the number permitted on one (1) acre multiplied by the number of acres in the development.
- Must coordinate with the Division of Drinking Water for water system or for any water storage tanks on site and have an engineer design the appropriate wastewater system for such uses including toilet facilities (composting toilets are not allowed). Must include a plan to protect any existing well water sources from contamination by campers or hikers within the area.
- Must comply with San Juan County Health Department requirements.
- Must comply with all building code and permit requirements.
- Must comply with any state or federal fire restrictions and include a fire suppression plan for campsites.
- Must comply with all UDOT requirements and permits. Loop drive will consist of road base & gravel to accommodate emergency service vehicles and maintain egress during adverse weather conditions.
- Must provide a camp host during operational times for security and promote safety guidelines for dangers present in the surrounding areas.
- Must provide a plan and implementation of adequate trash removal (dumpsters, etc.).
- Must provide a plan and implementation of drainage during major flood events.
- Must comply with San Juan County business license requirements. Prior to construction, the applicant shall apply for and receive a San Juan County building permit.

Seconded by Commissioner Rigg.

All in favor.

Motion carries.

**5. Consideration and Approval of a Conditional Use Permit Allowing for an Airstrip for Pine Lodge, Old La Sal, Steven Redd**

**Time Stamp 0:35:00 (audio)**

Administrator Bushnell began to give an overview of the project. There were two individuals wanting to give public comment at this point in time. Administrator Bushnell stopped their comments to clarify that the appropriate time for comment would have been at the beginning of the meeting but that to allow open discussion at this point would be considered a Public Hearing and not allowed without proper advertisement. The Planning Commission made an exception to hear the individual due to unclarity of the process.

The Planning Commissioners wanted to gather more information on this application before making a decision.

Commissioner Nielson motioned to table the item and have a public hearing at the next regular meeting. Seconded by Commissioner Rigg.

All in favor.

Motion carries.

**6. Consideration and Approval of a Conditional Use Permit Allowing for a Heliport for Desert Rose Tours, Chimney Park Road and Highway 191, Amer Tumeh**

**Time Stamp 1:35:00 (audio)**

Administrator Bushnell gave an overview of the project. This applicant is working with SITLA to lease land for commercial use. The Planning Commissioners discussed safety mitigations, and the need for our airport engineer to give specific recommendations. The applicant was very agreeable to these conditions and maintaining positive relations with the Town of Bluff nearby. Tumeh clarified that fuel will be stored in a movable tanker truck and that there would not be any permanently affixed fuel storage.

Motion made by Commissioner Nielson to approve the Conditional Use of this permit including:

- Administrative Staff will coordinate with the County airport engineering firm on safety & hazards mitigation recommendations. This review will be approved by staff prior to issuance of building permit and/or business license. Engineering consultant expenses will be covered by the applicant at actual cost.
- Flight patterns must avoid current residential areas to the furthest extent possible to protect the public health, safety, and welfare of residents in this area.
- The extent of buffer and safety zones must be within owner's property boundary.
- Employee Housing units shall not be used as an over-night or short-term rental.
- Must comply with all building code and permit requirements.
- Must comply with any state or federal fire restrictions.
- Must comply with San Juan County business license requirements.

Seconded by Commissioner Rigg.

All in favor.

Motion carries.

**7. Consideration and Approval of a Sign Permit for Desert Rose Tours, Chimney Park Road and Highway 191, Amer Tumeh**

**Time Stamp 1:46:00 (audio)**

In association with the project above, the applicant would also like to get a sign permit approved for the Desert Rose Tours along HWY 191.

Motion made by Commissioner Nielson to approve the sign permit. Seconded by Commissioner Walker.

All in favor.

Motion carries.

## **BUILDING PERMIT(S) REVIEW**

**Time Stamp 1:48:00 (audio)**

9. July Building Permits

## **ADJOURNMENT**

**Time Stamp 1:56:00 (audio)**

Motion made by Commissioner Nielson to adjourn. Seconded by Commissioner Rigg.

Voting Yea: All in favor.

Motion Carries.