



**PLANNING COMMISSION WORK SESSION**  
**117 South Main Street, Monticello, Utah 84535. Commission Chambers**  
**December 16, 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 6:00 pm.

**PRESENT:**

Chairman Trent Schafer  
Vice-Chair Lloyd Wilson  
Commissioner Cody Nielson  
Commissioner Shea Walker  
Commissioner Melissa Rigg  
Commissioner Ann Austin  
Planning Administrator Kristen Bushnell  
County Attorney Jens Nielson  
County Administrator Mack McDonald (online)  
County Commissioner Silvia Stubbs

**Pledge of Allegiance**

**Conflict of Interest Disclosure**

No conflicts of interest were disclosed at this time.

**ADMINISTRATIVE ITEMS**

**1. Review of the 2025 DRAFT Land Use, Development and Management Ordinance**

**Time Stamp 0:02:00 (audio)**

Administrator Bushnell explained that a lot of the language in the original draft overlapped with the State of Utah County Land Use, Development and Management Ordinance. In an effort to reduce conflicting overlap the State Code was referenced as much as possible. Bushnell also reminded the commission of the upcoming meetings and public hearings scheduled for Planning Commission on January 9<sup>th</sup> and County Commission on January 21<sup>st</sup>.

Planning Commissioners first discussed the upcoming Subdivision Ordinance adoption set for December 30<sup>th</sup>. Administrator Bushnell explained generally that the largest change was to remove the Planning Commission and County Commission from being legislative bodies and place the responsibility of approval on the Planning Administrator and staff review team. This has pro's and con's. One of the largest challenges our small county faces with the new state laws is to streamline subdivisions at a faster pace. Commissioner Rigg raised concerns about not having the information on subdivisions and it was discussed that this could be mitigated internally by including approved subdivisions within the monthly departmental report.

The Commission revisited the density standards for Accessory Dwelling Units and the areas in which short-term rentals would be allowed as per the Use Table. Short-term rentals is a complex situation, we debated again if they should be in the Residential Zone. Commissioners discussed the current fee structure and vestiture points for non-conforming. This will have to be carefully considered as we shift the short-term rental applications to the updates in the Business License Ordinance that will hopefully run in tandem, or shortly thereafter, with the Land Use Ordinance adoption. There was some debate over the balance between short-term rental as an economic opportunity and maintaining affordable housing options.

The type of RV uses was discussed and clarified. Commissioner Wilson raised the point that with such tight restrictions of RV's being in an RV Park, the ability to set up hunting camps on private property is being taken away. We discussed several variations of this situation verses people living full time, year-round in RV's. The main concerns from a county perspective is the sanitation, building and fire safety of the situation. RV's are not meant for long term use, they do not follow the same building codes as affixed dwellings. They are not meant for our snow and wind loads. While we would like to make this option available for longer term housing, we also must assure that sanitation requirements are being met. Administrator Bushnell explained that allowing for "hunting camp" models makes it more difficult to figure out what situations need to be addressed as a nuisance. She explained that if we adjust RV camping up to 180 days we would have to rely heavily on community comments for nuisance violations to be reported.

RV's were also discussed as accessory dwelling units outside a primary residence. This would be allowed but would count as the one accessory dwelling unit that is permitted per parcel. Commissioner Austin suggested that if we allow this within the Residential Zone that we should add language that this cannot be rented out. Additionally, Commissioners wanted to add the language that while available in many zone, living long term in an RV unit would require a 1 acre lot size minimum.

The Air Transport Overlay Zone was explained by Administrator Bushnell. These updates were mandated by the State of Utah. Once the Land Use Ordinance is passed, we will have to take the next steps in applying this overlay zone to the airports and airstrips in our county. Some of these will have exceptional considerations as we move forward due to the existing surrounding vicinities.

The number of animals was increased as to constitute a kennel. Animal density standards were also revisited to negotiate a rate that would allow smaller lots to have livestock animals while larger lots would be openly permitted. The acreage required for unregulated use was lowered to 20 acres.

Commissioner Austin asked to address the “truck stop” language again and define this better in detail within the definitions section. Commissioners discussed that language of “or any combination of these uses” needs to be added to the Use Table to allow for a variety of potential developments and to be less restrictive.

There were several changes for clarification, coordination of logical uses, grammatical corrections or formatting within the ordinance document or the use tables. All changes from this work session are noted in **red** within the final documents.

## **ADJOURNMENT**

**Time Stamp 3:52:30 (audio)**