



PLANNING COMMISSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
February 12, 2026

Minutes

CALL TO ORDER AND ADMINISTRATIVE ITEMS

Date: February 12, 2026

The meeting was called to order at approximately 6:00 PM by Chair Trent Schafer. Roll call was taken. Commissioners present included Melissa Rigg, Ann Austin, TC Garcia, Trent Schafer, and Lloyd Wilson (remote).

Planning staff present included Corey Coleman, Jens Nielson, Mack McDonald, and Tamra Lewis (remote).

The Pledge of Allegiance was led by Ann Austin. Chair Trent Schafer requested disclosure of conflicts of interest. No conflicts were disclosed.

Approval of January 08, 2026 Minutes

Motion by Melissa Rigg to approve the minutes as amended. Second by Trent Schafer. Motion passed unanimously.

GENERAL BUSINESS

Informational Item: Phishing Scam Warning

Corey Coleman reported on phishing emails impersonating county staff and requesting wire transfers. Residents were advised to verify email addresses and report suspicious messages. Commissioners recommended additional public outreach.

(6:15) – Binder Updates & Ordinance Consolidation

Updated commissioner binders were introduced to improve consistency and efficiency. Staff completed significant work converting ordinances into an editable format and compiling adopted ordinances into appendices.

General Plan Update: The General Plan was approved following public hearing and County Commission review. The land use section was updated and will be maintained digitally.

Training Announcement: Land-use training from the Ombudsman scheduled for March 2.

PUBLIC COMMENT

(6:25) Connor Simmons commented on affordable housing challenges, zoning limitations, and economic development concerns. Public comment was closed.

ADMINISTRATIVE ITEMS

(6:40) – Conditional Use Permit: Stephen Alba Campground – Where the Wild Things Are Hip Campground

Staff presented a re-application due to permit expiration. Discussion included fire safety requirements and access via an unmaintained county road.

Decision: The Planning Commission approved the CUP with revised fire safety and road coordination conditions.

(07:00) – Motion on CUP Approval

Motion by TC Garcia to approve the Where the Wild Things Are Hip Campground CUP. Second by Ann Austin. Motion passed unanimously.

(07:10) – Conditional Use Permit Reform Discussion

Staff discussed statewide efforts to reduce conditional uses and create a unified development code with clear standards.

(07:35) – Code and Definitions Update Process

Commission reviewed draft ordinance revisions and outlined a multi-reading adoption process. Discussion included ADU standards, short-term rentals, and ordinance definitions.

LEGISLATIVE ITEMS

None

BUILDING PERMITS

February permits discussed.

ADJOURNMENT

Motion by Melissa Rigg to adjourn. Second by TC Garcia. The motion passed unanimously.

MAJOR MOTIONS AND ACTION SUMMARY

Item	Motion	Outcome
Jan 8 Minutes	Approve as amended	Passed
CUP – Stephen Alba	Approved with revised conditions	Passed