



**PLANNING COMMISSION MEETING**  
**117 South Main Street, Monticello, Utah 84535. Commission Chambers**  
**June 04, 2026**

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## **Minutes**

### **CALL TO ORDER AND ADMINISTRATIVE ITEMS**

**WELCOME** (0:00) Trent Schafer

#### **COMMISSION MEMBERS PRESENT**

Trent Schafer, Melissa Rigg, Ann Austin and TC Garcia

#### **STAFF IN ATTENDANCE**

Corey Coleman, Tamra Lewis, Jens Nielson.

#### **PLEDGE OF ALLEGIANCE**

Corey Coleman led the Pledge of Allegiance.

### **PUBLIC COMMENT**

No conflicts of interest were declared, and no public comments were received.

### **GENERAL BUSINESS**

1. The Commission reviewed the May 14 minutes and identified a few spelling corrections. Discussion also occurred regarding including commissioners' explanations for votes in future minutes, particularly dissenting votes.

(10:45) Motion to approve minutes by Melissa

Second by Ann

Vote: Unanimous approval. Motion Carries.

## 2. (11:17) RV Enforcement and Code Update Discussion

Staff provided an update regarding ongoing concerns about illegal RV occupancy throughout the county. Key points included:

- Enforcement remains difficult without a dedicated code enforcement officer.
- Existing regulations are scattered across multiple ordinances, maps, and resolutions, creating inconsistencies.

Staff emphasized the importance of completing the Land Use Development and Management Ordinance (LUDMO) update to create a single, clear source of regulations.

3. The Commission discussed holding **two meetings per month beginning in August** to accelerate completion of the code update process. General support was expressed for meetings on the second and fourth Thursdays at 6:00pm.

## ADMINISTRATIVE ITEMS

### (16:57) Land Use Code (LUDMO) Reorganization

The Commission discussed three options for reorganizing the administrative chapter of the county's land use code:

1. Maintain the 2011 code structure.
2. Merge the 2011 code with relevant portions of the 2025 draft code.
3. Adopt the 2025 draft code structure entirely.

After discussion, the Commission favored using the **2011 ordinance as the foundation while incorporating beneficial language and legal protections from the 2025 draft code.**

(34:00) Additional direction included:

- Planning Commission bylaws should remain a separate document.
- Appeals and variances should be moved into their own chapter.
- Staff will continue merging the two versions and identify any provisions that may be missing.

### Appeals and Variances

The Commission discussed the organization of appeals and variances within the code and clarified that:

- Appeals generally go to the Administrative Law Judge (ALJ).
- Variances are reviewed through a separate process involving the ALJ.

- Staff will create a dedicated chapter for appeals and variances and ensure it aligns with current state law.

### **Zoning Map Review and Corrections**

(44:14) Staff presented what is believed to be the most accurate version of the county zoning map currently available.

Discussion focused on:

- Missing overnight accommodation overlays.
- Overlay districts that may not have completed all required approval steps.
- Discrepancies between zoning maps, GIS data, and recorded plats.
- The need to preserve vested property rights where appropriate.
- Ongoing coordination between Planning, Surveyor, GIS, and Recorder offices to improve mapping accuracy.

(1:02) Staff reported that GIS implementation is helping identify long-standing zoning and parcel discrepancies that were previously difficult to track.

### **(1:05:30) RV Occupancy as Housing**

The Commission held an extensive discussion regarding long-term RV occupancy on private property.

Topics included:

- Affordable housing challenges.
- Health and sanitation concerns, particularly sewage disposal.
- Fire safety and emergency access issues.
- Differences between rural areas and higher-density areas such as Spanish Valley.
- Whether RVs should be allowed as accessory dwelling units (ADUs).
- Possible requirements for utility hookups, septic systems, and timelines for compliance.
- The importance of enforcement and public education.

While no official resolutions were passed, the Planning Commission engaged in a detailed exchange of perspectives regarding the use of RVs for long-term residency.

### **Commissioner Ann Austin (1:11:45)**

- Reported calling some Spanish Valley Residents and the residents expressed concerns about high-density RV developments.

- Stated that enforcement of existing regulations is a key issue.
- Expressed concerns regarding fire hazards, particularly when RVs are located near existing homes.
- Noted concerns about illegally parked or occupied RVs and questioned how enforcement and cleanup efforts would be handled.

**Commissioner TC Garcia (1:14:34)**

- Agreed with concerns regarding high-density RV developments.
- Suggested that tax revenue should not be the primary factor driving land-use decisions.
- Recommended reviewing other counties' approaches to RV ordinances.
- Referenced concerns previously expressed by first responders.
- Stated that RVs should maybe be ADUs in low-density residential areas.

**Corey Asked the Question:** Do you think it would benefit citizens to educate them with affordable housing and education?

**Commissioner Melissa Rigg (1:19)**

- Questioned why the County would not simply prohibit permanent RV living if enforcement challenges and expense to hook-up the correct way (\$32,000) continue. "Why don't we just say no and just keep things the way they are." (meaning if they want to live in an RV they need to be in an RV park)
- Stated that permanent RV residency may not be a reasonable long-term housing solution.
- Suggested that if someone is there and it is a legal use then a timeline should be set to get hookups. If they are there and it is not a legal use they have a timeline to get out.

**Chair Trent Schafer (1:31:38)**

- Stated support for allowing RV use on private property in certain circumstances.
- Expressed opposition to permanent RV residency and indicated he would likely vote against proposals allowing permanent occupancy.
- Noted that RVs can provide a temporary housing option, referencing self-help housing situations and examples of individuals working while living temporarily in RVs.
- Discussed concerns regarding fire safety and ensuring he would not be able to escape an RV window in an emergency.

### **Additional Discussion(1:34)**

- Commissioner Austin suggested coordinating with housing authorities and self-help housing programs to provide alternatives for residents seeking affordable housing options.
- Commissioners discussed the need for improved communication and coordination between agencies to assist residents while maintaining compliance with County regulations.
- Reference was made to available homeless assistance and housing support programs that may help address housing needs without relying on permanent RV occupancy.

### **General Consensus**

- Commissioners generally expressed concerns regarding permanent RV residency, fire safety, enforcement challenges, and maintaining low-density residential character.
- Discussion focused on balancing affordable housing needs with public safety, enforcement capabilities, and long-term land-use planning objectives.

Staff will:

- Research ordinances from rural Utah counties such as Wayne, Sevier, and Piute Counties.
- Compare those regulations with urban examples such as Spanish Fork and Springville.
- Continue researching options and bring additional information back for future discussion.

### **BUILDING PERMITS (1:41:31)**

- Building & Inspection Report: Report was added late to packet so staff will email it out to Commissioners so they can review it.

### **ADJOURNMENT (1:42:40)**

Motion: TC Garcia

Second: Melissa

Vote: Unanimous approval