



PLANNING COMMISSION MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
May 14, 2026

Minutes

CALL TO ORDER AND ADMINISTRATIVE ITEMS

WELCOME (0:00) Trent Schafer

COMMISSION MEMBERS PRESENT

Ann Austin, TC Garcia (online), Melissa Riggs (online), Lloyd Wilson (online), Trent Schafer.

STAFF IN ATTENDANCE

Corey Coleman, Tamra Lewis, Jens Nilsson.

PLEDGE OF ALLEGIANCE

Jens Nilson led the Pledge of Allegiance.

GENERAL BUSINESS

1. A motion to approve the April 9, 2026, meeting minutes with a correction passed unanimously. The correction will add the reasoning for Ann Austin's prior dissenting vote, and staff will circulate the amended minutes for review.
2. The next Planning Commission meeting was rescheduled to June 4, 2026, due to staff unavailability on the original date.

PUBLIC COMMENT (0:10)

Entrada Estates CC&Rs: Residents Craig and Mary Nelson reported violations of their subdivision's Covenants, Conditions, and Restrictions (CC&Rs), including lot splitting and multiple RVs being rented out. The commission clarified that it does not enforce private CC&Rs but noted that overnight rentals require permits. Staff will follow up with the Nelsons.

Lot Vacation: Resident Hillary Anadiadis (H. Beth Jones) requested the commission review the convoluted language in regulations for vacating a lot from an HOA plat, as she intends to combine her lot with an adjacent property. She argued her interpretation only requires notification, not signatures from other owners at this stage.

RV Living: Joy Howell from Mexican Hat spoke in strong opposition to any proposed ban on living in RVs on private property, citing the area's history of diverse dwelling types and viewing RVs as an affordable housing option. She warned against "overbearing" county overreach and compared potential regulations to a "countywide HOA."

ADMINISTRATIVE ITEMS (0:30)

Staff is seeking direction on regulating temporary and long-term RV occupancy on private property due to receiving 7 to 10 calls per week on the matter. The issue has two sides: opposition concerned with property values and sanitation, and support from those facing housing affordability challenges.

- Current county interpretation only allows RVs in approved parks, during home construction, or via a conditional use permit, but not as a long-term primary residence.
- Commission opinions were divided:
 - Some expressed concern over RVs not being built for full-time living, citing poor septic/water conditions and potential for squatters.
 - Others suggested that long-term RV use could be appropriate in some parts of the county but not in dense residential areas like Spanish Valley, emphasizing the need for minimum quality and sanitation standards.
 - A contrasting view supported property rights, suggesting people should live as they see fit as long as safety standards for water and septic are met.
- A potential solution discussed was requiring a building permit for RVs used as residences to mandate proper utility connections and skirting. However, the high cost of permits and connections (estimated at \$32,000) was raised as a significant barrier.
- Staff will take the feedback to draft a clearer ordinance focused on health and safety and will review the 2011 RV ordinance for context.

Policy on Short-Term and Overnight Rentals (STRs) (1:15)

- The commission debated where to allow STRs, with some viewing them as a commercial operation unsuited for residential zones due to impacts on housing availability, noise, and neighborhood character. Others noted their prevalence and the need to consider homeowner rights.
- Staff will move forward with a new ordinance that:
 - Permits STRs in commercial zones with basic requirements (fire safety, licensing).
 - Allows STRs in rural residential zones under strict development standards (e.g., quiet hours, lighting rules), replacing the conditional use permit system.
 - Prohibits STRs in standard residential zones.

Discussion on Subdivision and Lot Line Adjustments (1:50)

- Staff identified concerns with past lot line adjustments that may have created non-compliant lots, increasing density without proper approval. Staff is now requiring written consent from all property owners in a subdivision for any amendment that increases density.
- The state statute governing lot line adjustments was reviewed, outlining scenarios for simple adjustments, minor plat adjustments, and boundary agreements. However, the legal requirements for signatures remain unclear.
- The county's historical approach has varied, and the current process is a "moving target." Staff is researching how other counties handle this, consulting legal counsel, and preparing an RFP to hire a planning consultant for a professional interpretation of subdivision laws.

Zoning Maps and Code Ordinances Review (2:20)

- **Zoning Map Discrepancy:** A discrepancy was found between the 2011 map in use and the officially adopted October 2023 map. The 2023 map will now be used, and staff will update it to correct missing overlay information. Residents who believe their property is incorrectly represented are asked to contact staff.
- **Variance and Appeal Ordinances:** A 2011 ordinance in the meeting packet was identified as obsolete and superseded by a 2024 ordinance. The commission will discuss at the next meeting whether the new rules for variances and appeals should be in the administrative chapter or in separate chapters of the new code.
- **Subdivision Ordinance Oversight:** The 2024 subdivision ordinance inadvertently omitted design standards (e.g., lot width, size) from the 2016 standards. Staff will use the 2024 ordinance for procedures and the 2016 standards for design until the code is fully updated.
- The staff committed to a more agile process of fixing code issues monthly as they are identified.

LEGISLATIVE

Permit Reviews and Staff Reports (2:50)

- **Sally Jones's Conditional Use Permit:** A motion passed to approve a 365-day conditional use permit for Sally Jones to temporarily occupy a self-contained van on her property while she plans for a future tiny home.

Conditions of this Approval are:

1. Approval shall be limited to temporary occupancy of one self-contained van by the applicant/property owner only, shall remain accessory to preparation of a future building permit application for a permanent residence, and shall not exceed one (1) year (365 days) from the date of issuance unless otherwise extended or modified by the County.
2. No permanent residential occupancy, structure, utility installation, septic system, or dwelling construction is authorized under this approval. Separate permits and approvals shall be required.
3. The applicant shall maintain all wastewater, greywater, and refuse in fully self-contained systems and dispose of all waste at approved facilities in compliance with Health Department requirements. No wastewater discharge, dumping, or disposal shall occur on the property.
4. Defensible space shall be maintained around the occupancy area in accordance with applicable fire code requirements and any direction provided by the local fire authority.
5. All generators, propane systems, fuel containers, and heating equipment shall be operated and stored in compliance with applicable fire safety standards.
6. Any future dwelling, cabin, tiny home, septic system, driveway improvements, or utility systems shall require separate review, permits, and inspections as applicable.
7. Any modifications to access or ingress/egress may require a road encroachment permit and approval from the San Juan County Road Department.
8. The applicant shall comply with all County, State, and Federal regulations. Failure to comply may result in revocation of the Conditional Use Permit.

Approval of CUP for Sally Jones

Motion: Lloyd Wilson

Second: TC Garcia

Vote: Unanimous approval

BUILDING PERMITS (2:50)

- **Building & Inspection Report:** Staff is updating the report format to include more detail, such as project photos, better location descriptions, and town names, to improve public information.

Specific Properties:

- **Permit 26060:** Work is nearly complete on a property required to install separate utility connections for two houses. Requirements were made by Administrative Law Judge and we required a building permit.
- **Grant Sturkol Properties:** These properties have conditional approval for residential use. If they are operated as STRs, legal action will be considered. The Special Service District requested notification before any business license for overnight accommodation is issued for these properties.

Public Information(3:05)

- A public service announcement was made reminding citizens they can sign up for meeting notifications on the Utah Public Notice website, accessible via the county's planning department page.

ADJOURNMENT

Motion: Lloyd Wilson

Second: Melissa Rigg

Vote: Unanimous approval