



Planning and Development Services

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MEETING MINUTE SUMMARY TOWN OF BRIGHTON PLANNING COMMISSION MEETING Wednesday, October 16, 2024 6:00 p.m.

****Meeting minutes approved on November 20, 2024****

Approximate meeting length: 1 hour 27 minutes

Number of public in attendance: 5

Summary Prepared by: Wendy Gurr

Meeting Conducted by: Commissioner Despain

***NOTE:** Staff Reports referenced in this document can be found on the State website, or from Planning & Development Services.

ATTENDANCE

Commissioners and Staff:

Commissioners	Public Mtg	Business Mtg	Absent
Donna Conway	x	x	
Don Despain (Chair)	x	x	
Ulrich Brunhart	x	x	
Tom Ward	x	x	
Ben Machlis (Vice Chair)	x	x	
Phil Lanuette (Alternate)			x
John Carpenter (Alternate)			x

Planning Staff / DA	Public Mtg	Business Mtg
Wendy Gurr	x	x
Brian Tucker	x	x
Curtis Woodward	x	x
Jay Springer	x	x
Kara John	x	x
Cameron Platt	x	x

BUSINESS MEETING

Meeting began at – 6:05 p.m.

- 1) Approval of Minutes from the September 18, 2024 Planning Commission Meeting.

Motion: To approve Minutes from the September 18, 2024 Planning Commission Meeting as presented.

Motion by: Commissioner Conway

2nd by: Commissioner Brunhart

Vote: Commissioners voted unanimous in favor (of commissioners present)

- 2) Other Business Items. (As Needed)

No other business items to discuss.

PUBLIC HEARING(S)

Hearings began at – 6:07 p.m.

OAM2024-001256 – Amendment to 19.12.030 of the Brighton Code to change the term of service for planning commission members from four (4) years to five (5) years. **Planner:** Curtis Woodward

(Discussion/Motion)

Greater Salt Lake Municipal Services District Planning Manager Brian Tucker provided an analysis of the Code Amendment.

Commissioner Brunhart motioned to open the public hearing, Commissioner Ward seconded that motion.

PUBLIC PORTION OF HEARING OPENED

No one from the public present to speak.

Commissioner Despain closed the public hearing.

PUBLIC PORTION OF HEARING CLOSED

Motion: To recommend file #OAM2024-001256 Amendment to 19.12.030 of the Brighton Code to change the term of service for planning commission members from four (4) years to five (5) years to the Town of Brighton Council for approval.

Motion by: Commissioner Ward

2nd by: Commissioner Brunhart

Vote: Commissioners voted unanimous in favor (of commissioners present)

OAM2024-001271 – Public Hearing on Drafted Title 18 (Subdivisions). MSD Staff has been working on draft amendments to Title 18 (Subdivisions) of the Town of Brighton Municipal Code in response to comply with 2024 Utah State Legislative Mandates. This change affects all areas within the Town of Brighton. The drafted sections of Title 18 will be proposed as a repeal and replacement of existing Title 18 of the Municipal Code. This change covers ordinance text amendments ONLY. There is no map amendments proposed at this time. **Planner:** Brian Tucker, Planning Manager (Discussion/Motion)

Greater Salt Lake Municipal Services District Planning Manager Brian Tucker and Jay Springer, Attorney provided an analysis of the Code Amendment.

Commissioners, Counsel, and staff had a brief discussion regarding town administrator will be designated by the council, anticipate MSD staff member. Include director of local sewer district and president of the water company, not the MSD responsibility, put upon the developer. Preliminary submittal isn't complete until a water letter is obtained. 18.10.030, subsection B, goes through existing conditions and should move to preliminary plat portion. Connect to sewer if within 300 feet, health department requirements. Technical report requiring an avalanche study, define when necessary. Engineer should certify whether you live within these sites and areas. Every survey is a mess. 18.10.050 subsection D has may and should be changed to shall and part of the approval.

Commissioner Brunhart motioned to open the public hearing, Commissioner Ward seconded that motion.

PUBLIC PORTION OF HEARING OPENED

No one from the public present to speak.

Commissioner Despain closed the public hearing.

PUBLIC PORTION OF HEARING CLOSED

Motion: To continue file #OAM2024-001271 Public Hearing on Drafted Title 18 (Subdivisions). MSD Staff has been working on draft amendments to Title 18 (Subdivisions) of the Town of Brighton Municipal Code in response to comply with 2024 Utah State Legislative Mandates. This change affects all areas within the Town of Brighton. The drafted sections of Title 18 will be proposed as a repeal and replacement of existing Title 18 of the Municipal Code. This change covers ordinance text amendments ONLY. There is no map amendments proposed at this allowing staff to make changes discussed.

Motion by: Commissioner Brunhart

2nd by: Commissioner Machlis

Vote: Commissioners voted unanimous in favor (of commissioners present)

OAM2024-001275 - Amendment to Section 19.04.020 (30), the definition of “Lot of Record” and to Section 19.04.030, the definition of “Lot” of the Town of Brighton Municipal Code. MSD Staff is proposing to combine these two definitions into one to create consistency in the code. **Planner:** Brian Tucker, Planning Manager (Discussion/Motion)

Greater Salt Lake Municipal Services District Planning Manager Brian Tucker provided an analysis of the Code Amendment.

Commissioner Ward motioned to open the public hearing, Commissioner Brunhart seconded that motion.

PUBLIC PORTION OF HEARING OPENED

No one from the public present to speak.

Commissioner Despain closed the public hearing.

PUBLIC PORTION OF HEARING CLOSED

Motion: To recommend file #OAM2024-001275 Amendment to Section 19.04.020 (30), the definition of “Lot of Record” and to Section 19.04.030, the definition of “Lot” of the Town of Brighton Municipal Code. MSD Staff is proposing to combine these two definitions into one to create consistency in the code to the Town of Brighton Council for approval with proposed amendment with Polly consider reasoning with lot of record defined in 19.04.020 in general definitions and cross reference.

Motion by: Commissioner Ward

2nd by: Commissioner Machlis

Vote: Commissioners voted unanimous in favor (of commissioners present)

Commissioner Despain adjourned.

MEETING ADJOURNED

Time Adjourned – 7:32 p.m.