

BRIAN HEAD

The Regular Meeting of the
Brian Head Planning Commission
TUESDAY, May 20, 2025 @ 1:00 PM

Planning Commission Meeting Minutes

Roll Call.

Present: Commissioner Dever, Commissioner Morgan, Commissioner Wallis, Commissioner Brown.

Absent: Chairperson Deutschlander, Alternate Commissioner Lee.

Staff Present: Greg Sant; Building and Planning Administrator, Ciera Claridge; Deputy Clerk

A. CALL TO ORDER

Pro Tem Chair Morgan called the regular meeting of the Planning Commission to order at 1:02PM.

B. PLEDGE OF ALLEGIANCE

Pro Tem Chair Morgan led the Planning Commission and others in the Pledge of Allegiance.

C. DISCLOSURES

Pro Tem Chair Morgan stated the disclosure statements are on file with the Town Clerk and available for public

D. APPROVAL OF THE MINUTES

May 6, 2025 Planning Commission Meeting

Motion: Commissioner Dever moved to approve the minutes of the May 6, 2025 Planning Commission meeting. Commissioner Brown seconded the motion.

Action: Motion carried 3-0-1 (Summary: Yes = 3, Abstain = 1; Vote: Yes: Pro Tem Chair Morgan, Commissioner Dever, Commissioner Brown. Abstain: Commissioner Wallis)

E. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items

Commissioner Wallis noted a planned power outage on May 27 2025 for a few hours.

Town Manager Bret Howser reminded the Commission of the upcoming Town Cleanup Day and noted that Trail Maintenance Day would take place the Tuesday following Memorial Day. He mentioned that work may include construction of a bridge and other manual labor tasks.

There was no other public input at this time.

F. AGENDA ITEMS:

- 1. MINOR PLAT AMENDMENT at Elevate Town Homes -** Greg Sant, Planning Administrator. The Commission will consider a Minor Plat Amendment regarding Buildings 4, 6, and 11.

Greg Sant summarized updates to the proposed plat amendment, specifically noting that Building 11 will remain in its original location. He reviewed six key items identified in the staff report (see attached) and concluded with a recommendation to approve the amendment.

Pro Tem Chair Morgan stated that some of the previous issues seem to be cleaned up and resolved. Commissioners briefly discussed the matter, with consensus that previous concerns regarding Building 11 had been addressed.

Motion: Commissioner Dever moved to approve the Minor Plat Amendment for Elevate Town Homes located at 160 W Ridge View Street, as presented. Commissioner Wallis seconded the motion.



Action: Motion Carried 4-0-0 (Summary: Yes = 4; Vote: Yes: Pro Tem Morgan, Commissioner Dever, Commissioner Wallis, Commissioner Brown.)

2. RETAINING WALL at 365 E Trail Road – Greg Sant, Planning Administrator. The Commission will review the design for a Retaining Wall that is currently built.

Greg Sant provided an overview of the retaining wall, which had been constructed prior to his employment. He confirmed the wall was engineered and explained it would be incorporated into the existing building permit. He also addressed inspection practices and noted that because the wall exceeds 3 feet in height, a safety railing is required.

Discussion included the following:

- Commissioner Dever asked whether the structure had been engineered. Greg confirmed it was.
- Commissioner Brown inquired about inspection timing. Greg explained that inspections often occur with long gaps in between, but he would now be conducting inspections at each step.
- Commissioner Wallis asked about required landscaping and requested color samples for the wall. Greg recommended including these elements in the motion and stated that earth tones were previously requested. He also confirmed that two pine trees were removed and would be replaced with pine trees at least six feet in height.
- Pro Tem Chair Morgan asked if there was a policy in place to ensure that what is expected is actually complied with. Greg explained that there will be a Certificate of Occupancy that will require a final inspection to confirm that expectations were followed.
- Additional discussion involved whether there should be requirements regarding the trees' survival. Commissioner Brown suggested including a condition for the trees to survive at least one year.

Motion: Commissioner Dever moved to approve the retaining wall at 365 E Trail with the following conditions:

- Trees shall be planted at the lower level and must survive for a minimum of one year.
- Owner must stain the wall using an approved earth-tone color; samples must be submitted for approval
- A safety railing meeting building code shall be installed on top of the concrete block wall.

Commissioner Brown Seconded the Motion.

Action: Motion Carried 4-0-0 (Summary: Yes = 4; Vote: Yes: Pro Tem Morgan, Commissioner Dever, Commissioner Wallis, Commissioner Brown.)

G. ADJOURNMENT

Motion: Commissioner Dever moved to adjourn the meeting. Commissioner Wallis seconded the motion.

Action: Motion Carried 4-0-0 (Summary: Yes = 4; Vote: Yes: Pro Tem Morgan, Commissioner Dever, Commissioner Wallis, Commissioner Brown.)

The meeting adjourned at 1:30 PM.

6/3/25
Date Approved


Ciera Claridge, Deputy Clerk