

**BRIGHAM CITY PLANNING COMMISSION
BRIGHAM CITY COUNCIL CHAMBERS
Tuesday, 6/3/2025 6:00 p.m.**

PRESENT:	Roger Manning	Commissioner- Chair
	Jason Coppieters	Commissioner
	Kristina Lenderman	Commissioner
	Donny Constantineau	Commissioner
	Isaac Herbert	Commissioner
	Mandi Richens	Commissioner
	Vince Crane	Commissioner
EXCUSED:	Cindy McConkie	Commissioner- Vice Chair
	Kristen Bogue	Commissioner
	Garl Waldron	Commissioner
ALSO PRESENT:	Mark Bradley	City Planner
	Destry Larsen	Administrative Assistant
	Dave Putnam	Whitaker Construction
	Mike Jensen	Hansen & Associates
	Jim Flint	Hansen & Associates

AGENDA

Pledge of Allegiance

Approval of Minutes

Application #25-037 / Permitted Use Permit / New Office Building and Parking Lots / 44 South 1050 West / Judd Hamson, Whitaker Construction

Training: Subdivision Improvement Guarantees

REGULAR MEETING

Regular session opened at 6:01 p.m. by Commissioner Manning and the Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Commissioner Lenderman moved to approve the minutes for May 20, 2025, meeting. Commissioner Coppieters seconded the motion and it passed unanimously.

Application #25-037 / Permitted Use Permit / New Office Building and Parking Lots / 44 South 1050 West / Judd Hamson, Whitaker Construction

City Planner Mark Bradley introduced the project proposed by Whitaker Construction Company, located at 44 South 1050 West. He explained that this application was an administrative action, meaning the Planning Commission serves as the land use authority for its approval. Mark noted that Judd Hamson, the company's usual representative, was unable to attend, and that Dave Putnam would be presenting on behalf of Whitaker Construction. Mark also introduced Mike Jensen and Jim Flint from Hansen & Associates, the engineering firm handling the site's design.

The proposed development involves the addition of a three-story office building situated west of the current Whitaker campus, near the intersection of 1100 West and 100 South. Mark pointed out a stormwater retention pond already on-site, which the applicant intends to preserve and integrate into the project as both a functional stormwater solution and an aesthetic employee amenity.

The site plan includes an expansion of parking facilities, organized into three main areas—Parking Lots A, B, and C—to accommodate company growth and eliminate the need for street parking. Parking Lot A is located west of the pond; Parking Lot B wraps around the new building; Parking Lot C is an existing lot being updated to reflect accurate stall counts. In addition to new parking, a pedestrian bridge is being considered over the pond to provide safe and efficient access between the office spaces.

Mark highlighted that the building height—44 feet—is well below the industrial zone's 75-foot maximum, and that Brigham City code does not regulate materials or color choices for buildings in this zone. Design review at this level is limited to general conformance, and approval would not be withheld based on subjective aesthetic preferences.

Mark walked through comments from the staff review, emphasizing that while some departmental concerns remained unresolved, these were minor and could be addressed during the finalization phase. Mark explained that the city does not expect full resolution of all comments prior to Planning Commission review; instead, it is standard practice to approve applications conditionally, with city staff ensuring completion and compliance before permits are issued.

A few key engineering concerns were noted by the commissioners:

- Two entrance driveways on the west parking lot are closer together than typically allowed; however, the unique 70-foot right-of-way and a planned overpass project may influence final decisions. The city engineer and public works director will make the final call or grant a variance if needed.
- There were drainage concerns, particularly regarding ponding, curb elevations, and ensuring water flow directs toward the south storm inlet. These details will need to be addressed in the updated grading plan.

A question regarding requirement for a dry secondary irrigation line was raised based on Engineering Department comments. Mark explained it is a requirement with

subdivision improvements but not this project. The applicants are considering extending the line to their property while connecting other utilities in the street. While this system is not yet active in the area, the city is planning for future buildout, and new developments must be prepped accordingly.

Mark closed his presentation by reaffirming that staff supports the application and views the new office and site improvements as a positive contribution to the area's industrial zone.

Representing Whitaker Construction, Dave Putnam addressed the commission to express the company's support for the application and appreciation for the planning process. He confirmed that the development team had reviewed the staff and engineering comments in full and had no objections to the listed requirements and conditions.

The discussion then turned to the project engineers from Hanson Associates. Mike Jensen, the lead design engineer, offered additional technical insight into the site's grading and stormwater strategy. Jensen assured the commission that most of the engineering department's comments were minor issues, involving routine refinements such as curb adjustments and grading tweaks. He expressed confidence in their team's ability to address all outstanding items quickly and work closely with the city to finalize the plans.

After all questions and comments had been addressed, the commission expressed general consensus in support of the project, appreciating both the applicant's responsiveness to city requirements and the high standard of development demonstrated throughout the site design.

Motion: Commissioner Coppieters moved that the Planning Commission, acting as the Land Use Authority, approve application #25-037 subject to Staff comments, Findings of Fact, and stipulations. Also noting that the spacing between the two entrances and the western parking lot needs to be addressed per public work standards, or a variance approved, as well as addressing anything else that has been indicated that needs to be addressed as part of this plan. Commissioner Herbert seconded the motion and it passed unanimously.

Training: Subdivision Improvement Guarantees

Mark began by grounding the discussion in Utah State Code (10-9a-604.5), which governs how cities may require and manage assurances that public infrastructure improvements will be completed by developers. These improvements typically include utilities, roadways, stormwater systems, sidewalks, curbs, and landscape features that become part of the public domain once construction is complete.

Mark explained that before any subdivision plat can be recorded—and before a developer can legally sell individual lots—cities require a form of improvement completion assurance. This requirement ensures that the public improvements

shown on the approved plans will be installed, even if unforeseen circumstances (like financial issues or project abandonment) arise.

Mark outlined the three main types of financial guarantees accepted by Brigham City:

1. Cash Deposit in Escrow
2. Cash Held by the City
3. Surety Bond

Mark concluded by reminding commissioners that while Planning Commission members don't directly manage bonds or assurances, they play a critical role in understanding how development is regulated and protected. Their knowledge of these systems supports sound decision making and helps ensure that public infrastructure is installed and maintained to the city's standards.

Commissioners thanked Mark for the thorough and practical overview, noting how useful it was to better understand the financial mechanics behind new development approvals.

Motion to adjourn

Motion: Commissioner Richens moved to adjourn the meeting. Commissioner Constantineau seconded the motion, which passed unanimously.

The meeting was adjourned at 6:48 p.m.

This certifies that the regular meeting minutes of June 3, 2025, is a true and accurate copy as approved by the Planning Commission on July 15, 2025.

Signed: Destry Larsen

Destry Larsen, Administrative Assistant