BRIAN HEAD

The Regular Meeting of the

Brian Head Planning Commission

TUESDAY, June 17, 2025 @ 1:00 PM

Planning Commission Meeting Minutes

Roll Call.

Present: Pro Tem Chair Morgan, Commissioner Dever, Alternate Commissioner Lee, Commissioner Brown, Chairperson Deutschlander **(after 1:14pm).**

Absent: Commissioner Wallis.

Staff: Bret Howser; Town Manager, Ciera Claridge; Deputy Clerk, Amanda Hunter; Code Enforcement, Greg Sant; Planning and Building Administrator, Jon Ficken, Public Works Director.

A. CALL TO ORDER

Pro Tem Chair Morgan called the regular meeting of the Planning Commission to order at 1:00 PM

B. PLEDGE OF ALLEGIANCE

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

D. DISCLOSURES

Commissioner Dever wanted to disclose that their office was located in the building where the property in question was situated, but it was determined that this did not present a conflict. Pro Tem Chair Morgan stated the disclosure statements are on file with the Town Clerk and available for the public.

E. APPROVAL OF THE MINUTES

June 3, 2025 Planning Commission Meeting

The commission reviewed the minutes from the June 3, 2025 Planning Commission meeting. Commissioner Dever requested a correction on line 62. The corrected text should read "and now seeks to record the 4 units as a separate parcel" instead of "and now seeks to record the remaining 4 units."

Motion: Commissioner Dever moved to approve the meeting minutes of June 3, 2025 with the correction on line 62. Commissioner Lee seconded the motion.

Action: Motion Carried 4-0-0 (Summary: Yes: Pro Tem Chair Morgan, Commissioner Brown, Commissioner Dever, Alternate Commissioner Lee.)

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

Amanda Hunter, Code Enforcement, wanted to notify that Tom Gurr, Public Works Staff Member, will have his retirement party on Thursday, June 26, 2025 here at Town Hall.

There were no other inputs or reports at this time.

G. AGENDA ITEMS:

1. **DISCUSSION ONLY – Ice Rink CUP Amendment –** Greg Sant, Planning and Building Administrator, review existing CUP and requested changes – Ice Rink, applicant.

Chairperson Deutschlander joined the meeting at 1:14PM

Greg Sant, Planning and Building Administrator, introduced the discussion about the ice rink's Conditional Use Permit (CUP) amendment. He explained that the purpose of this discussion was to address issues with the old CUP and prepare for a new application. The overall purpose of the meeting was to provide a clear structure of what is expected in the new CUP amendment.

Kade Bryant, representing the ice rink, presented the proposed changes and improvements additional to a handout that was provided to the Planning Commission:

- **Bathrooms:** Kade stated that bathrooms, which were part of the original CUP, would be finished by November or December at the latest, as part of their ongoing addition.
- **Parking:** This issue has been resolved with a development agreement between the ice rink and the town.
- **Shed and Appearance:** The proposal is to keep the existing shed but potentially turn it 90 degrees to set it back further from the road. The shed would be used to store both the Zamboni and a newly acquired skid steer for snow removal. The Planning Commission requested the shed to become a permanent structure and improve the aesthetics by painting the shed to match the Mall and provide documentation if the roof color meets Town Code.
- **Lighting:** With the new addition, permanent lighting will be installed on the building to illuminate the rink. Some temporary lighting on the north end was proposed to remain. The Planning Commission agreed that there needs to be a permanent fix to the lighting.
- **Operations:** Kade explained that the ice rink operates for about 2.5 months a year, from a week or two after Thanksgiving until the end of January. The Zamboni is used once an hour during operating hours.
- **Water Usage:** The ice rink currently uses a fire hydrant for initial filling and occasional refills, which raised some concerns among the commission members. However, clarification was provided that Kade uses a meter and pays for the water that is obtained to fill the ice rink.
- **Fencing and Screening:** Jon Ficken, Public Works Director, joined the meeting. He provided clarification on what the setback allowance would be. Jon explained that the screening fence would just need to be set back enough to prevent any impeding in plowing during the winter.

Greg Sant concluded that based on the discussion, they would work with Kade to develop a new CUP application. He ensured that all departments, including public works, will have input before bringing it back to the commission.

Bret mentioned that the town council had given preliminary approval for a joint project with the mall to expand the pavement in front of the mall by about 15 feet. This project aims to improve safety and traffic flow in the area. This addressed concern of parking and potential parking issues.

H. ADJOURNMENT

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

Action: Motion Carried 5-0-0 (Summary: Yes = 5; Vote: Yes: Pro Tem Chair Morgan, Chairperson Deutschlander, Commissioner Brown, Commissioner Dever, Alternate Commissioner Lee.)

The meeting adjourned at 2:04 PM.

8/5/25

Date Approved

Ciera Claridge, Deputy Clerk