



MINUTES

September 10, 2025

Planning Commission/Land Use Authority

Kane County Commission Chambers

76 N. Main Street, Kanab, Utah

VICE-CHAIRMAN:	Mason Haycock	
MEMBERS PRESENT:	Mason Haycock, Doug Heaton, Julie Millard, Lara Clayson, Larry Crutchfield	
MEMBERS ABSENT:	John Reese, Matt Cox	
EX-OFFICIO MEMBER:	Commissioner Gwen Brown	
STAFF PRESENT	Shannon McBride, Land Use Administrator; Kresta Blomquist, Land Use Administrative Assistant	
6:00 PM	Meeting called to order Invocation Pledge of Allegiance	Mason Haycock Julie Millard Lara Clayson

GENERAL BUSINESS

1. Update on Commission Actions

Commissioner Gwen Brown was driving home from UAC when this came up on the agenda. This item was skipped but later addressed between items number 5 and 3, when the Commissioner arrived. At the time of arrival, Commissioner Gwen Brown reported on a recent zone change approval related to a project in Sky Haven that was previously recommended for denial by the Planning Commission.

2. Approval of Minutes

August 13, 2025

MOTION: Julie made a motion to approve the minutes of August 13, 2025.
Lara seconded the motion.

VOTE: The **motion passed** unanimously.

MOTION: A motion was made by Lara to go in and out of public hearing at the call of the chair.
The motion was seconded by Julie.

VOTE: The **motion passed** unanimously.

3. Amendment to the Development Agreement/Reserve at Swains Creek

Amending the original development agreement for the Reserve at Swains Creek, including a revised site plan, approved on October 25, 2022

Project Phase One Density Reduction and Deed Restrictions

Tom Avant representing the developer, presented updates on phase one of a project, noting a decrease in lot numbers from 14 to 9, which effectively reduces density and increases open space. The Development Committee is working closely with Daniel Cole, with Southwest Utah Public Health Department, to address septic design issues related to groundwater levels, and deed restrictions will be implemented during the platting process to ensure compliance with environmental regulations.

Shannon McBride indicated that the changes to the development agreement had been reviewed and were in order.

Vice-Chairman Haycock called the commission into public hearing.

No Comments.

Vice-Chairman Haycock called the commission out of public hearing.

MOTION: Lara made a motion to recommend approving the amendment of the development agreement for the Reserve at Swains Creek.

Larry seconded the motion.

VOTE: The vote was unanimous.

4. Ordinance 2025-26 Chapter 20 - Planned Unit Development

An Ordinance revising Kane County Land Use Ordinance Chapter 20, Planned Unit Development, sections 2, 3, 11 and 12; including changes to the procedural process when applying for a planned unit development

Shannon McBride outlined changes to the Kane County Land Use Ordinance that affect the planned unit development (PUD) process, emphasizing the need for clarity and compliance with new state regulations. She noted that previously, the PUD and zone change process came to the Planning Commission so combining the process with PUD and zone changes made sense. With recent changes in state regulations, zone changes still go to the Planning Commission but PUDs no longer do. The revisions in the ordinance today aim to separate the 2 procedures and streamline the process for developers, reducing confusion caused by overlapping administrative and legislative stages.

Vice-Chairman Haycock called the commission into public hearing.

8. Discuss policy regarding board members appearing electronically.

Shannon McBride addressed the need for a discussion on the potential for electronic participation among board members, citing previous issues with communication during meetings. Commissioner Heaton supported the idea, advocating for better technology to ensure all members can contribute, regardless of their location. The conversation also touched on the importance of maintaining in-person attendance while accommodating those unable to attend physically.

- * Public participation in meetings and its implications
- * Electronic participation in meetings
- * Input from absent commissioners on proposed ordinances
- * An ordinance is required to hold electronic meetings


Vice Chairman Mason Haycock recommended tabling this item until next meeting. The Land Use Administrator was instructed to bring this back next month in ordinance format.

MOTION: Lara made a motion to adjourn.
Julie seconded the motion.

Vote: The motion passed unanimously.
Meeting was adjourned at 7:17 pm.



Land Use Authority Chair
John Reese



Land Use Administrative Assistant
Kresta Blomquist