



NOTICE AND AGENDA BRIGHAM CITY LAND USE AUTHORITY

Monday, June 15, 2026, 9:30 AM
City Council Chambers, 20 North Main

AGENDA

1. Approval of Minutes
2. Application #26-049 / No-Dedication Subdivision / QuikTrip – Brigham City Subdivision / 1152 S and 1100 W / Steve Borup

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids or services for this meeting should contact Destry Larsen (435-734-6604) at least 48-hours in advance of the meeting.

CERTIFICATE OF POSTING

The above notice and agenda were posted in three places within Brigham City Limits. A copy was posted on the State Public Meeting Notice website on June 9, 2026.

BRIGHAM CITY LAND USE AUTHORITY
2nd Floor Council Chambers, City Hall
April 30, 2026, 10:00 a.m.

PRESENT:	Tom Kotter	Community & Economic Development Director
	Mark Bradley	City Planner
	Zane Billings	Assistant City Planner
	Destry Larsen	Administrative Assistant

REGULAR MEETING

The meeting was called to order at 10:05 a.m. by Tom Kotter, Land Use Authority.

Approval of Minutes

Mr. Kotter approved the minutes of the December 22, 2025, Land Use Authority meeting.

Application #26-028 / No-Dedication Subdivision / Staker Parson – Brigham City Parcel Re-Alignment Subdivision / 1455 E. Power Plant Road / Brigham City Corporation

City Planner Mark Bradley provided an overview of the application, noting it had been presented to the Planning Commission on April 21, 2026. He referenced prior background provided by Tyler Pugsley, Assistant City Manager and Public Power Director, regarding coordination with Staker Parson to realign the parcels, including associated easements, access, and overall benefits. Mr. Bradley explained that the subdivision plat serves as the formal instrument documenting the parcel adjustments and maintenance responsibilities.

Mr. Bradley stated that the Planning Commission recommended approval of the application, as no street right-of-way dedication is required. He confirmed that all items identified in the staff evaluation have been addressed and that all required signatures have been obtained, with the exception of the Land Use Authority's signature and a forthcoming signature from Jake Goodliffe with Staker Parson.

Mr. Kotter, acting as the Land Use Authority, approved Application #26-028

MOTION TO ADJOURN

Motion: Tom Kotter adjourned the meeting at 10:08 a.m.

This certifies that the regular meeting minutes of April 30, 2026, are a true and accurate copy as approved by the Land Use Authority on _____.

33

Signed: _____

34

Destry Larsen, Administrative Assistant

Unapproved



MEMORANDUM

To: Tom Kotter, Land Use Authority

From: Zane Billings, City Planner

Subject: QuikTrip – Brigham City Subdivision
No-Dedication Combined Preliminary/Final Plat Subdivision
Application #26-049

Date: June 15, 2026

Land Use Authority Meeting:

June 15, 2026

Staff Recommendation:

On May 26, 2026, the No-Dedication Combined Preliminary/Final Plat Application for the QuikTrip Brigham City Subdivision was reviewed through the Staff Development Review Team (DRT) process and recommended for approval to the City Land Use Authority (Director), Tom Kotter, as no additional road dedication is required. The Staff DRT recommends approval subject to addressing Staff Review Comments.

Land Use Authority Consideration:

Approval of this subdivision should consider the recommendation of the Staff Development Review Team (DRT) and be subject to:

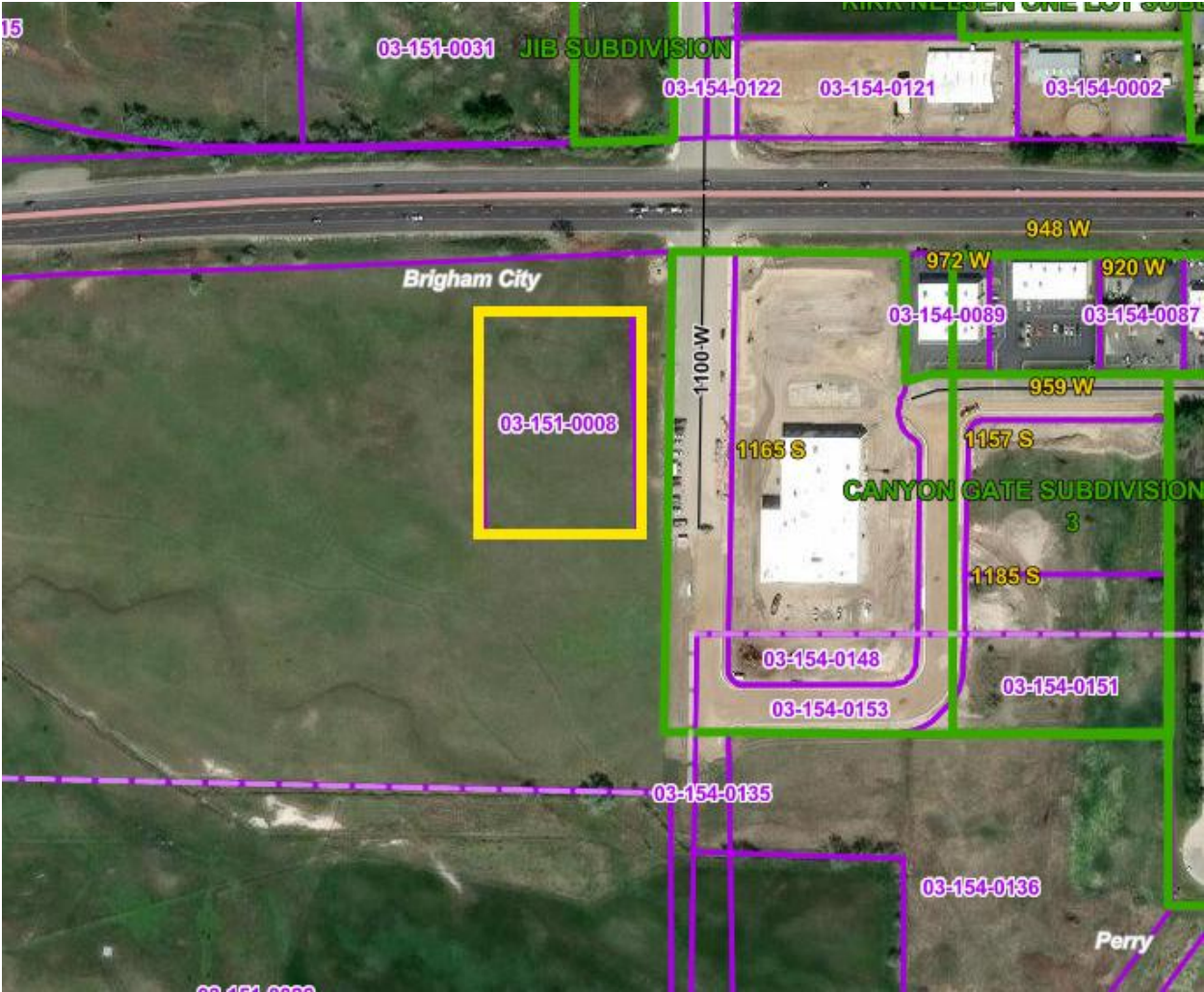
- A. Update plat for final review and approval of outstanding comments.
- B. City Attorney review and approval.

Note: An escrow agreement is not required for this application.

Attachment:

1. Staff Evaluation dated May 26, 2026
2. QuikTrip – Brigham City Subdivision

LOCATOR MAP/PARCEL MAP



**BRIGHAM CITY, UTAH
PLANNING COMMISSION
STAFF EVALUATION**

APPLICANT: Steve Borup
OWNERS: Steve Borup
ADDRESS: Approx 1150 S and 1150 W
PARCEL NO: 03-151-0008

APPLICATION NO.: 26-049
OVERALL AREA: 3.40 acres
ZONING DISTRICT: GC
DATE: May 26, 2026

STAFF DRT MEETING:
May 26, 2026

NATURE OF REQUEST:
No-Dedication Subdivision Plat:

OVERVIEW:

The proposed QuikTrip Brigham City Subdivision is a no-dedication subdivision plat intended to create a single 3.4-acre commercial lot located at approximately 1150 S and 1150 W. The plat is being processed to establish clear property boundaries and easements associated with the future QuikTrip development site. A shared access easement is anticipated to be recorded separately as part of the overall project.

STAFF COMMENTS:

Box Elder County Recorder's Office/GIS:

1. In notes/narrative, it does not mention that the subdivision falls within a wetland area.
2. Is lot 1 going to be assigned an address?
3. The legend has conflicting line types. Tie lines in legend is not being represented as a tie line. The boundary doesn't tie to that line. Section line and adjoiner line are the same.
4. The 50' access easement is missing the recording information.
5. The S/4 corner does have a BECO monument there as well as the calculated point from Cornerstone.
6. The note about the calculated S/4 corner is duplicated.

Community and Economic Development Department:

1. Please ensure consistency between the stated lot area of 148,121 square feet shown within Lot 1 and the Boundary Description stating 148,122 square feet.
2. Owner's Dedication. Revise the Owner's Dedication language to identify Brigham City, Box Elder County, and the State of Utah and remove references to streets or public use. The dedication should emphasize easements only. Please update the language to include the following:

"... HEREBY DEDICATE, GRANT AND CONVEY TO BRIGHAM CITY, BOX ELDER COUNTY, UTAH, ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS EASEMENTS FOR PUBLIC UTILITY AND DRAINAGE PURPOSES AS SHOWN HEREON, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND DRAINAGE AS MAY BE AUTHORIZED BY BRIGHAM CITY."

3. 50' Access Easement.
 - A. Revise the easement label to read: "50' Access and Utility Easement"
 - B. Add "Private" to the easement label so it reads: "50' Access and Utility Easement (Private)"
 - C. Record the easement document concurrently with the plat. The easement document should address access, maintenance responsibilities, and utility installation within the easement area.
4. 15 ft PUE along north property line. Please verify that the 15 ft PUE is sufficient to accommodate the proposed sewer and power lines shown on the QT civil plans.
5. Signature Blocks.
 - A. Remove the Planning Commission Approval block.
 - B. Revise the Approval and Acceptance block to the following:

APPROVAL AND ACCEPTANCE
 PRESENTED TO THE BRIGHAM CITY LAND USE AUTHORITY
 THIS _____ DAY OF _____, 2026,
 AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.
 BY: _____
 LAND USE AUTHORITY
 ATTEST: _____
 CITY RECORDER

Engineering Department:

1. Please add the address to Lot 1 beneath the acreage note.
2. Please label the roadway as "Olive Way (Private)."
3. Please correct the spelling of "Certificate" in the City Engineers signature block
4. There is a 10" water main within the access easement. If this line is to be owned and maintained by the city, it also requires a dedicated easement.
5. The relocated fire hydrant and proposed power fixtures within the northeast corner need to be within a dedicated easement.
6. There is an existing power switchgear near the northwest corner that needs to be within an easement.
7. Please ensure that the proposed City power conduits and cabinets are within a designated utility easement.
8. In the boundary description, please update 100 WEST to 1100 WEST.
9. Please update the Owners Dedication to dedicate the streets and PUE's directly to Brigham City.
10. Please update the corporate acknowledgment to not read as if the property owner/signer is the notary public.

Fire Department:

1. No Comment.

GIS Division:

1. Please confirm the distance on the call (particularly the westing) to the Point of Beginning as it relates to the westerly right of way line for 1100 West street, this is landing a bit east (15-20' or so) of what I would expect to see here.
2. -Boundary Description, Paragraph 2, Line 4: typo, "100 West" should be 1100 West.
3. -Boundary Description, Paragraph 2, Line 6: US Highway 89 should instead read "US Highway 91" (same for the label on the plat).

Police Department:

1. No Comment

Public Power Department:

1. No Comment for the plat.

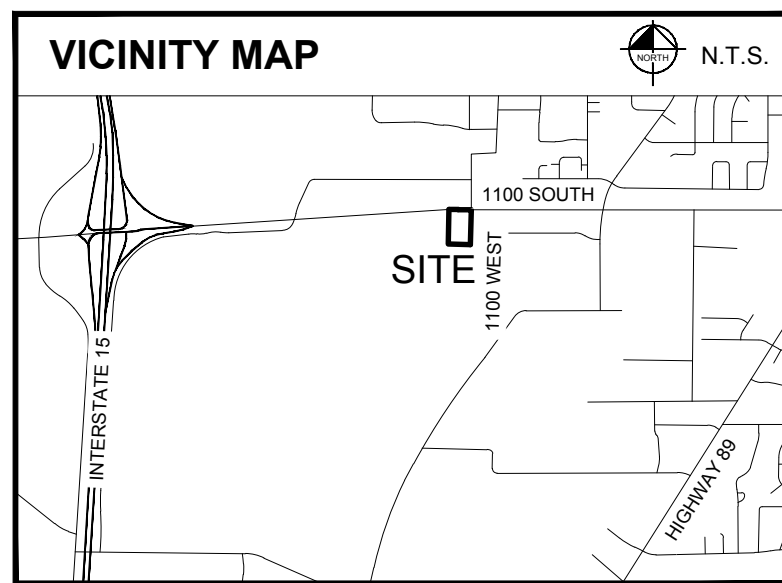
Public Works Department:

(Culinary Water, Street, and Wastewater Treatment/ Storm Drain Divisions)

1. No comments on the plat.
-

ATTACHMENTS:

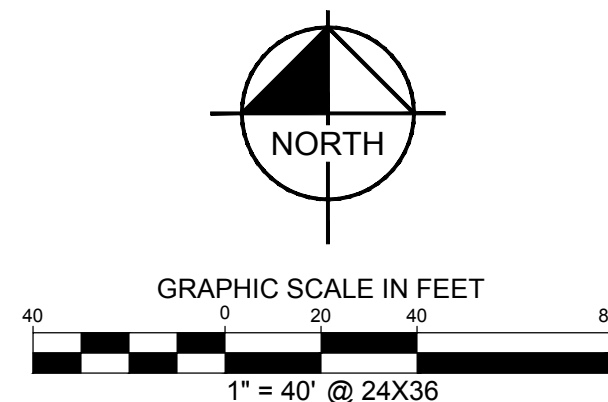
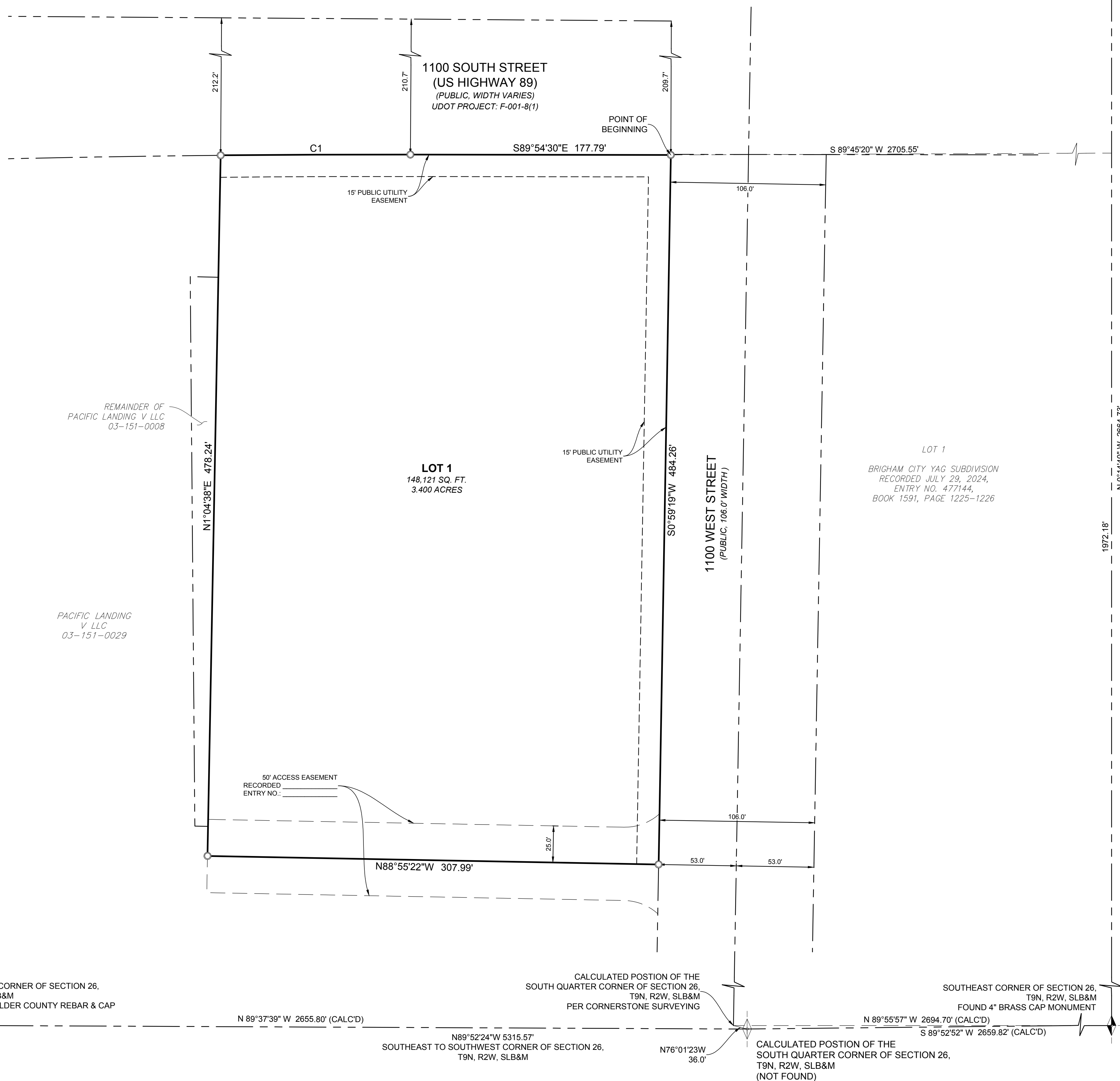
1. Locator and Parcel Map
2. QuikTrip Bigham City Subdivision
3. Preliminary Title Report



QUIKTRIP BRIGHAM CITY SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 26,
TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
BRIGHAM CITY, BOX ELDER COUNTY, UTAH
MAY 2026

EAST QUARTER CORNER OF SECTION 26,
T9N, R2W, SLB&M
FOUND BRASS CAP MONUMENT



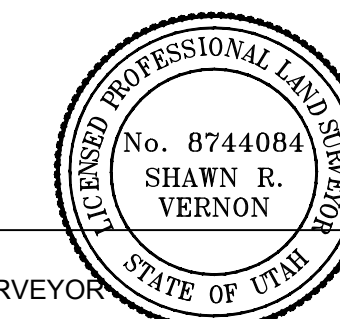
LEGEND	
	BOUNDARY LINE
	SECTION LINE
	TIE LINE
	ADJOINER LINE
	15' PUBLIC UTILITY EASEMENT
	FOUND SECTION CORNER AS NOTED
	CALCULATED SECTION CORNER AS NOTED
	PROPERTY CORNER

CURVE TABLE				
NO.	LENGTH	RADIUS	DELTA	CHORD BEARING
C1	129.50'	11372.16'	0°39'09"	N89°45'55"E

OWNER:
PACIFIC LANDING V LLC
1881 EAST JEREMY DRIVE
MURRAY, UTAH 84121

SURVEYOR'S CERTIFICATE:

I, SHAWN R. VERNON, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. 8744084 IN ACCORDANCE WITH TITLE 58, CHAPTER 22 OF UTAH STATE CODE. I FURTHER CERTIFY BY AUTHORITY OF THE OWNER(S) THAT I HAVE MADE A SURVEY OF THE LANDS SHOWN ON THIS PLAN AND THAT IT CORRECTLY REPRESENTS THE EXISTING CONDITIONS AS SHOWN. THIS PLAN DOES NOT REPRESENT A CERTIFICATION TO THE TITLE OR OWNERSHIP OF THE LANDS SHOWN HEREON.



SHAWN R. VERNON
PROFESSIONAL LAND SURVEYOR
CERTIFICATE NO. 8744084

DATE _____

BOUNDARY DESCRIPTION

A PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, BRIGHAM CITY, BOX ELDER COUNTY, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF 1100 WEST STREET, SAID POINT BEING 1972.18 FEET NORTH 0°14'40" WEST AND 2705.55 FEET SOUTH 89°45'20" WEST FROM THE SOUTHEAST CORNER OF SAID SECTION 26; AND RUNNING THENCE SOUTH 0°59'19" WEST 484.26 FEET ALONG THE WESTERLY LINE OF SAID 100 WEST STREET; THENCE NORTH 88°55'22" WEST 307.99 FEET; THENCE NORTH 1°04'38" EAST 478.24 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF 1100 SOUTH STREET (US HIGHWAY 89); THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE THE FOLLOWING TWO (2) COURSES: (1) EASTERLY 129.50 FEET ALONG THE ARC OF A 11372.16 FOOT RADIUS CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 0°39'09", CHORD BEARS NORTH 89°45'55" EAST 129.50 FEET; AND (2) SOUTH 89°54'30" EAST 177.79 FEET TO THE POINT OF BEGINNING.

CONTAINS 148,122 SQ. FT. OR 3.400 ACRES

OWNER'S DEDICATION

(I) WE, _____ BEING THE UNDERSIGNED OWNER(S) OF THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREON AND SHOWN ON THIS MAP, HAVE CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS, STREETS, AND EASEMENTS AND DO HEREBY DEDICATE THE STREETS AND OTHER PUBLIC AREAS AS INDICATED HEREON FOR PERPETUAL USE OF THE PUBLIC.

IN WITNESS WHEREOF WE HAVE HEREUNTO SET OUR HANDS THIS _____ DAY OF _____ A.D. 20____

PACIFIC LANDING V, LLC, A LIMITED LIABILITY COMPANY

BY: _____ (PRINTED NAME)

ITS: _____

CORPORATE ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF _____

ON THE _____ DAY OF _____ A.D. 20____ PERSONALLY APPEARED BEFORE ME, _____ WHOSE IDENTITY IS PERSONALLY KNOWN TO ME OR PROVEN IN THE BASIS OF SATISFACTORY EVIDENCE AND WHO BY ME DULY SWORN/AFFIRED DID SAY THAT THEY ARE THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF _____ IN SAID _____ OF PACIFIC LANDING V, LLC, A LIMITED LIABILITY COMPANY, AND THAT SAID DOCUMENT WAS SIGNED BY THEM IN BEHALF OF SAID _____ LLC, BY AUTHORITY OF ITS BYLAWS, OR RESOLUTION OF ITS BOARD OF DIRECTORS, AND SAID _____ ACKNOWLEDGED TO ME THAT SAID _____ EXECUTED THE SAME.

A NOTARY PUBLIC COMMISSIONED IN THE STATE OF UTAH

COMMISSION NUMBER / EXPIRES: _____ PRINTED FULL NAME OF NOTARY _____

SURVEYOR'S NARRATIVE

THE PURPOSE OF THIS SUBDIVISION PLAT IS TO SUBDIVIDE THIS PROPERTY INTO A SINGLE (1) LOT COMMERCIAL SUBDIVISION PLAT.

THE BASIS OF BEARING IS NORTH 0°14'40" WEST BETWEEN MONUMENTS FOUND IN THE SOUTHEAST CORNER AND THE EAST QUARTER CORNER OF SECTION 26, TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN.

THE SOUTH QUARTER CORNER WAS NOT LOCATED, AND WAS CALCULATED BY RECORD INFORMATION.

THE NORTHERLY LINE WAS ESTABLISHED BY HOLDING THE SOUTHERLY RIGHT-OF-WAY LINE OF 1100 SOUTH STREET (US HIGHWAY 89).

THE EASTERLY LINE WAS ESTABLISHED BY HOLDING THE WESTERLY RIGHT-OF-WAY LINE OF 1100 WEST STREET.

THE SOUTHERLY AND WESTERLY LINES WERE PROVIDED TO THE SURVEYOR TO ESTABLISH A 3.400 ACRE SINGLE COMMERCIAL LOT.

QUIKTRIP BRIGHAM CITY SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 26,
TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
BRIGHAM CITY, BOX ELDER COUNTY, UTAH
MAY 2026

BOX ELDER COUNTY RECORDER

RECORDED # _____

STATE OF UTAH, COUNTY OF BOX ELDER, RECORDED AND FILED AT THE REQUEST OF:

DATE: _____ TIME: _____ BOOK: _____ PAGE: _____

\$ _____
FEE _____ BOX ELDER COUNTY RECORDER

Kimley»Horn

1850 WEST ASHTON BOULEVARD
LEHI, UT 84048
(385) 212-3184

DATE: 5-12-2026	SCALE: 1"=40'	PROJECT NO.: 193276000
DESIGNED: JRF	DRAFTED: JRF	CHECKED: SRV

CITY ENGINEER'S CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS REVIEWED, AND APPROVED AND ACCEPTED BY THE BRIGHAM CITY ENGINEER'S OFFICE.

THIS _____ DAY OF _____, A.D. 20____

BRIGHAM CITY ENGINEER

PLANNING COMMISSION APPROVAL

I HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS REVIEWED, AND APPROVED AND ACCEPTED BY THE BRIGHAM CITY PLANNING COMMISSION.

THIS _____ DAY OF _____, A.D. 20____

CHAIRMAN, BRIGHAM CITY PLANNING COMMISSION

APPROVAL AND ACCEPTANCE

I HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS REVIEWED, AND APPROVED AND ACCEPTED BY THE BRIGHAM CITY COUNCIL.

THIS _____ DAY OF _____, A.D. 20____

MAYOR, BRIGHAM CITY ATTEST: RECORDER

APPROVAL AS TO FORM

I HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS REVIEWED, AND APPROVED AND ACCEPTED AS TO FORM

THIS _____ DAY OF _____, A.D. 20____

BRIGHAM CITY ATTORNEY