

MINUTES of the Vernal City PLANNING COMMISSION

Vernal City Council Chambers - 374 East Main Street, Vernal, Utah

May 12, 2026

5:30 pm

Members Present: Stephen Lytle, Aaron Bancroft, Samantha Chapoose, Hailee Todich, Ryan Balch & Troy Allred

Members Excused: Brittany Young

Alternates Present:

Alternates Excused:

Staff Present: Braeden Christofferson, Assistant City Manager; Taylor Munguia, Planning Technician

WELCOME AND DESIGNATION OF CHAIR AND MEMBERS: Chair Stephen Lytle welcomed everyone present to the meeting.

APPROVAL OF MINUTES FROM, April 14, 2026: Chair Stephen Lytle asked if there were any changes to the minutes from, **April 14, 2026**. The minutes were approved with there being no corrections. *Samantha Chapoose moved to approve the minutes of, April 14, 2026 as presented. Hailee Todich seconded the motion. The motion passed with Stephen Lytle, Aaron Bancroft, Samantha Chapoose, Hailee Todich, Ryan Balch & Troy Allred voting in favor.*

RECOMMENDATION TO CONSIDER APPROVAL OF AN AMENDMENT TO THE UTAH HEIGHTS PRELIMINARY PLAT FOR PROPERTIES LOCATED AT 70 EAST 500 SOUTH; 76 EAST 500 SOUTH; AND 80 EAST 500 SOUTH, PARCEL #(S): 050520125; 050520126; AND 050520127 – 2026-016-SUB

Braeden Christofferson explained that this amendment modified a previously approved plat by redistributing the townhome layout and relocating the retention pond. The original layout included eight (8) townhomes on the lower portion of the property and four (4) on the upper portion with the retention pond planned for the northwest corner of the parcel. After reviewing the site elevations and contour lines the developer determined that the most suitable location for the retention pond was the southeast corner of the property because the site naturally sloped toward the southeast. The revised layout also allowed for the addition of a 13th unit by adjusting setbacks and spacing, which remained compliant with both the previous and current zoning density standards. Mr. Christofferson noted that the property consisted of approximately 0.91 acres, or about thirty nine thousand (39,000 sqft) square feet, and that the previously existing Jacob Fleming Minor Subdivision had already been vacated and consolidated into one parcel. The development continued to meet fire safety requirements and included a stormwater drainage feature through the center of the plat leading to the retention pond. Hailee Todich raised a question regarding the

public utility easement (PUE) and utility access at the entrance. Mr. Christofferson explained that adjustments have been requested to relocate the water line away from the property line to meet city maintenance standards, and that utility easements for water, sewer, electrical, gas, and telecommunications would be finalized prior to final plat approval.

Samantha Chapoose moved to approve the amendment to the Uintah Heights Preliminary Plat for properties located at 70 East 500 South; 76 East 500 South; and 80 East 500 South, Parcel #(s): 050520125; 050520126; and 050520127 – 2026-016-SUB, subject to completion of final engineering, utility, and agency approvals for the final plat. Troy Allred seconded the motion. The motion passed with Stephen Lytle, Aaron Bancroft, Samantha Chapoose, Hailee Todich, Ryan Balch, & Troy Allred voting in favor.

RECOMMENDATION TO CONSIDER APPROVAL OF AN AMENDMENT TO THE QUAIL RUN II PRELIMINARY PLAT FOR PROPERTIES LOCATED AT 1621 WEST 500 SOUTH, PARCEL #050670044 – 2026-015-SUB

Braeden Christofferson began the discussion by explaining that the amendment resulted from adjustments to property lines and modifications to the internal layout of the development since the original approval. Changes included updates to the lot layout, the removal of one building, modifications to the floodplain mapping, updates to townhome dimensions, and overall design improvements to the project layout. The development was reduced from one hundred thirty two (132) units to one hundred twenty eight (128) units. Mr. Christofferson also noted that the updated floodplain map affected the location of the clubhouse and one of the buildings on the southwest portion of the site, requiring minor adjustments. Stephen Lytle raised a question regarding the Steinaker Service Canal and whether planned piping of the canal would eliminate the floodplain designation. Mr. Christofferson explained that the area remained classified as a FEMA Zone A floodplain because it had historically been identified as a potential flood area, despite no base flood elevation having been established. Mr. Christofferson then invited the applicant, Joshua Flake, to provide additional clarification regarding the floodplain designation and proposed amendments. Mr. Flake stated that the project engineer was currently working to determine a base flood elevation and noted that FEMA was also conducting a study of the area. Mr. Flake explained that, although the property likely should not remain within the floodplain designation, the classification would remain in effect until formally revised through the appropriate process. Mr. Flake also provided additional details regarding the proposed amendments and confirmed the information previously presented by Mr. Christofferson. Mr. Flake mentioned the retention pond from the development to the north was originally constructed to support the development being proposed but it was noted that requirements have changed and they may need to add a retention pond to support their development. Further review would be conducted by the applicant and their engineer to ensure they meet this requirement if necessary. Mr. Christofferson explained to the Planning Commission the distinction between the rezoning process and the preliminary plat process, noting that rezoning addressed land use compatibility and neighborhood character, while the preliminary plat review focused on technical requirements such as utilities, roads, setbacks, and compliance with city code.

Vernal City Planning Commission Minutes
May 12, 2026

Hailee Todich moved to approve the amendment to the Quail Run II Preliminary Plat for Properties Located at 1621 West 500 South, Parcel #: 050670044 – 2026-015-SUB. Ryan Balch seconded the motion. The motion passed with Stephen Lytle, Aaron Bancroft, Samantha Chapoose, Hailee Todich, Ryan Balch, & Troy Allred voting in favor.

ADJOURN: There being no further business, *Samantha Chapoose moved to adjourn. Ryan Balch seconded the motion. The motion passed with a unanimous vote, and the meeting was adjourned.*

Stephen Lytle, Planning Commission Chair