



Planning and Development Services

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MEETING MINUTE SUMMARY TOWN OF BRIGHTON PLANNING COMMISSION MEETING Wednesday, July 15, 2026, 6:00 p.m.

****Meeting minutes approved on August 19, 2026****

Approximate meeting length: 1 hour 3 minutes

Number of public in attendance: 2

Summary Prepared by: Wendy Gurr

Meeting Conducted by: Commissioner Despain

***NOTE:** Staff Reports referenced in this document can be found on the State website, or from Planning & Development Services.

ATTENDANCE

Commissioners and Staff:

Commissioners	Public Mtg	Business Mtg	Absent
Donna Conway			x
Don Despain (Chair)	x	x	
Ulrich Brunhart	x	x	
Tom Ward	x	x	
Ben Machlis (Vice Chair)	x	x	
Brian Reynolds (Alternate)	x	x	
John Carpenter (Alternate)			x

Planning Staff / DA	Public Mtg	Business Mtg
Wendy Gurr		
Jim Nakamura	x	x
Curtis Woodward	x	x
Justin Smith		
Kara John	x	x
Cameron Platt	x	x

BUSINESS MEETING

Meeting began at – 6:01 p.m.

1) Election of Chair and Vice Chair 2026. (Motion/Voting)

Election of Chair for 2026

Motion: To nominate Commissioner Despain as Chair for 2026, Commissioner Despain accepted that nomination.

Motion by: Commissioner Brunhart

2nd by: Commissioner Machlis

Vote: Commissioners voted unanimously in favor (of commissioners present)

Election of Vice Chair for 2026

Motion: To nominate Commissioner Ward as Vice Chair for 2026, Commissioner Ward accepted that nomination.

Motion by: Commissioner Brunhart

2nd by: Commissioner Machlis

Vote: Commissioners voted unanimously in favor (of commissioners present)

2) Approval of Minutes of April 15, 2026, Planning Commission Meeting.

Motion: To approve Minutes of April 15, 2026, Planning Commission Meeting as presented.

Motion by: Commissioner Brunhart

2nd by: Commissioner Ward

Vote: Commissioners voted unanimously in favor (of commissioners present)

3) Other Business Items. (As Needed)

No other business items to discuss.

PUBLIC HEARING(S)

Hearings began at – 6:04 p.m.

OAM2026-001636 - Consideration of a resolution amending Brighton’s land use fee schedule. **Presenter:** Brian Hartsell (Discussion, Hearing, Action)

Greater Salt Lake Municipal Services District Senior Planner Curtis Woodward provided an analysis of the resolution.

Commissioners, counsel, and staff had a brief discussion regarding construction without permit fees and timeframe, cease and desist order, punitive reduction for non-compliance and justifiable amounts, fee types and building permits for electrical, appliances, and window and door replacement necessity, definitions, health and safety, and inspections. Defining Special Events and Short-Term Rentals.

Commissioner Ward motioned to open the public hearing, Commissioner Brunhart seconded that motion.

PUBLIC PORTION OF HEARING OPENED

No one from the public is present to speak.

Commissioner Despain closed the public hearing.

PUBLIC PORTION OF HEARING CLOSED

Motion: To recommend file #OAM2026-001636 Consideration of a resolution amending Brighton’s land use fee schedule to the Town of Brighton Council for approval with staff clarifying terms as discussed and fees remain the same.

Motion by: Commissioner Brunhart

2nd by: Commissioner Ward

Vote: Commissioners voted unanimously in favor (of commissioners present)

OAM2026-001644 - Consideration of amending Section 9.90.025 of the Brighton Municipal Code to adopt the 2024 Edition of the International Wildland-Urban Interface Code in accordance with H.B. 41 of the 2026 General Legislative Session of the State of Utah. **Planner:** Curtis Woodward (Discussion, Hearing, Action)

Greater Salt Lake Municipal Services District Senior Planner Curtis Woodward provided an analysis of the amendment.

Commissioner Brunhart motioned to open the public hearing, Commissioner Ward seconded that motion.

Commissioners and staff had a brief discussion regarding the state adoption of the code, but not appendices. Recommend adopting the code and pertinent appendices of defensible space and the worksheet. Deadline is January 1, 2027, for adoption.

PUBLIC PORTION OF HEARING OPENED

No one from the public is present to speak.

Motion: To continue file #OAM2026-001644 Consideration of amending Section 9.90.025 of the Brighton Municipal Code to adopt the 2024 Edition of the International Wildland-Urban Interface Code in accordance with H.B. 41 of the 2026 General Legislative Session of the State of Utah for staff to supply the appendices referenced in state mandated bill and advise of concerns and this is not regarding rating system for Firewise to the August 19th Planning Commission Meeting.

Motion by: Commissioner Ward

2nd by: Commissioner Brunhart

Vote: Commissioners voted unanimously in favor (of commissioners present)

Commissioner Brunhart motioned to adjourn, Commissioner Ward seconded that motion.

MEETING ADJOURNED

Time Adjourned – 7:04 p.m.