



Planning and Development Services

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MEETING MINUTE SUMMARY TOWN OF BRIGHTON PLANNING COMMISSION MEETING Wednesday, August 19, 2026, 6:00 p.m.

****Meeting minutes approved on September 16, 2026****

Approximate meeting length: 1 hour 17 minutes

Number of public in attendance: 0

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 (Vice Chair)	x	x	
Ben Machlis	x	x	
Brian Reynolds (Alternate)			x
John Carpenter (Alternate)	x	x	

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

BUSINESS MEETING

Meeting began at – 6:02 p.m.

- 1) Approval of Minutes of July 15, 2026, Planning Commission Meeting.

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

Motion by: Commissioner Brunhart

2nd by: Commissioner Ward

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

- 2) Other Business Items. (As Needed)

No other business items to discuss.

PUBLIC HEARING(S)

Hearings began at – 6:04 p.m.

OAM2026-001644 – (Continued from July 15, 2026) - 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)

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

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

Commissioners and staff had a brief discussion regarding interface with USFS.

Commissioner Despain opened the public hearing.

PUBLIC PORTION OF HEARING OPENED

No one from the public is present to speak.

Commissioner Carpenter motioned to close the public hearing, Commissioner Brunhart seconded that motion.

PUBLIC PORTION OF HEARING CLOSED

Motion: To recommend 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 to the Town of Brighton Council for approval, amending 9.90.025.3 reflecting Utah to International 2024 edition and change city recorder to town clerk.

Motion by: Commissioner Ben

2nd by: Commissioner Brunhart

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

OAM2026-001672 – Amendments to sections 19.24.050, 19.24.060, and 19.46.070 to create clear standards to protect roadways from snow shedding off rooftops in the Town of Brighton. **Planner:** Curtis Woodward (Discussion, Hearing, Action)

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

Commissioners and staff had a brief discussion regarding remove vehicular right-of way to say “right-of-way, adjoining driveways, and adjoining properties”. Discussed setbacks and right-of-way, building official, new construction and remodel, neighbor shed clause, retention devices, height of eve above grade, minimum height of the wall times 1.75 your eve at the highest point for setback. Roof Cleats, building higher rating, projection of roofline to the ground and multiply by 1.5, anything other than a flat roof and identify not shedding on to neighbor’s property and road or snow brakes, subsection G.b i, either no brakes or an engineering survey.

Commissioner Ward advised it would be great to include one of the great diagrams the MSD does to include profile elevation of the roof, projection of snowshed, setback, etc. showing what we mean. I would like that included in the motion/ordinance

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

PUBLIC PORTION OF HEARING OPENED

No one from the public is present to speak.

Commissioner Brunhart motioned to close the public hearing, Commissioner Carpenter seconded that motion.

PUBLIC PORTION OF HEARING CLOSED

Motion: To continue file # OAM2026-001672 Amendments to sections 19.24.050, 19.24.060, and 19.46.070 to create clear standards to protect roadways from snow shedding off rooftops in the Town of Brighton with recommendations to staff to bring back with schematics, engineering consultations how snow brakes work, what would be a safe distance with or without the snow brakes for a safe distance and Building official for safety to the September planning commission meeting.

Motion by: Commissioner Brunhart

2nd by: Commissioner Carpenter

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

Commissioner Brunhart adjourned.

MEETING ADJOURNED

Time Adjourned – 7:19 p.m.