



Planning and Development Services

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MEETING MINUTE SUMMARY TOWN OF BRIGHTON PLANNING COMMISSION MEETING Wednesday, September 16, 2026, 6:00 p.m.

Approximate meeting length: 1 hour 7 minutes

Number of public in attendance: 1

Summary Prepared by: Wendy Gurr

Meeting Conducted by: Commissioner Ward

***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	x	
Don Despain (Chair)			x
Ulrich Brunhart	x	x	
Tom Ward (Vice Chair)	x	x	
Ben Machlis	x	x	
Brian Reynolds (Alternate)	x	x	
John Carpenter (Alternate)			x

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

BUSINESS MEETING

Meeting began at – 6:03 p.m.

- 1) Approval of Minutes of August 19, 2026, Planning Commission Meeting.

Motion: To approve Minutes of August 19, 2026, Planning Commission Meeting as presented.

Motion by: Commissioner Brunhart

2nd by: Commissioner Machlis

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.

OAM2026-001672 – (Continued from August 19, 2026) - 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 staff report.

Commissioners and staff had a brief discussion regarding flat roofs and tight lots, criteria you don't have to be an engineer to plead your case, just math. Measuring from the ground to the roof surface at the eave, multiplied by 1.5, setback to be measured from the dripline. When ground slopes away, it needs to be considered. What is slope at the lowest point and add into the height. If insisting on dropping towards the road or neighbor's property, add snow brakes. If slope design meets the criteria, the snow stays on your property when it slides, that would be sufficient. If not, have other means of slow pack. If unsuccessful, would need to work with engineering and mitigate risk and impact of snow shed.

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

PUBLIC PORTION OF HEARING OPENED

Speaker # 1: Citizen

Name: Chad Smith

Address: Not provided

Comments: Mr. Smith said he agrees with the premise we are headed. At the time of build or remodel, ideal people think about snow shedding. Come up with rules where lots and houses FCOZ restructure, maybe unanticipated consequences. Like the idea of working around. Have carport on slide side with depression to hold snow. Looking at the options, with a little area, effectively going from one story with natural grade. Add causes allowing clarity with instances.

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

PUBLIC PORTION OF HEARING CLOSED

Commissioners and counsel had a brief discussion regarding open-ended solutions, snow dumps and retaining walls. Exception requests would be decided by the Planning Commission, as it would be hard to predict the nuances of every property. Planning Commission would take recommendation from town engineers and decide if plan is sufficient to solve the problem. No matter the setback, step one flat roof, if can't meet the setback and permission to adjoining property line, need an engineering solution.

If the slope of the ground is 15% or more, add 25% to setback, and snow storage easement needs to be a recorded permanent easement.

- 1) Clarify height is to the roof surface/dripline*
- 2) Setback from the dripline/edge of overhang*
- 3) If slope exceeds 15%, increase setback increases to 1.75 times height the dripline/overhang*

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 to the October Planning Commission Meeting.

Motion by: Commissioner Reynolds

2nd by: Commissioner Brunhart

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

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

MEETING ADJOURNED

Time Adjourned – 7:10 p.m.

DRAFT