



**Planning and Development Services**

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**MEETING MINUTE SUMMARY  
TOWN OF BRIGHTON PLANNING COMMISSION MEETING  
Wednesday, January 18, 2023 6:00 p.m.**

**\*\*Meeting minutes approved on February 15, 2023\*\***

**Approximate meeting length:** 1 hour 1 minute

**Number of public in attendance:** 4

**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	
Ulrich Brunhart		x	
Tom Ward		x	
Ben Machlis (Vice Chair)		x	
Phil Lanuoette (Alternate)			x
John Carpenter (Alternate)			x

Planning Staff / DA	Public Mtg	Business Mtg
Wendy Gurr		x
Jim Nakamura		x
Erin O’Kelley		x
Brian Tucker		x
Kara John		x
Polly McLean		x

**BUSINESS MEETING**

**Meeting began at – 6:03 p.m.**

- 1) Review 2023 Planning Commission Meeting Schedule.

*Commissioners, Counsel, and Staff had a brief discussion regarding hybrid and the electronic meetings policy. Commissioners are in agreement with the 2023 Planning Commission Meeting Schedule.*

- 2) **Brighton Comprehensive Code Update Discussion:** The Brighton Planning Commission is starting a new project that is estimated to be year-long and will start in February 2023. This comprehensive code update will review all existing language in Title 18 and Title 19 of Brighton’s adopted municipal code and recommend changes to the code to meet the goals outlined in the Scope of Work and further complete the goals outlined in the Town of Brighton General Plan. It is anticipated the Planning Commission will meet at their regularly scheduled monthly meeting to discuss these changes, but they will first review and approve an anticipated scope of work for the project, which will be forwarded to the Town of Brighton Council for review in February. **Planner:** Erin O’Kelley

*Ms. O'Kelley provided a PowerPoint presentation for the Scope of Work, Goals, reorganizing chapters and reformatting tables. Reviewed the Anticipated Timeline and changes.*

*Commissioners and staff had a brief discussion regarding FCOZ changes and updates, Brighton FCOZ, Planned Unit Developments and differences between Solitude Village and Master Plan.*

*Discussed grants for the transportation land use grant with WFRC and mobility action plan grant with CWC.*

*Timeline, chapters, and phases. Relying on general plan for public input. No public input opportunities until the end but can schedule them as needed. Approval from the Council on the Scope of Work, Commissioners agreed.*

*Next meeting will review existing from a report and March a whole draft of the ordinance.*

*Jenna Malone said will be under the microscope about changing setback from waterway ordinance to match Salt Lake Public Utilities. When working on land use ordinances under a microscope.*

*Commissioner Machlis said received questions regarding specific buildings authorized, received information for buildings being approved by staff and how they fit into existing ordinance. Would be nice to receive a report and be more informed. How it fits into existing ordinance and why it was authorized. Commissioner Conway wonders how many approvals there have been in the last 6-12 months. Mr. Nakamura said single family home permitted uses, not open for public meetings. Reviewed per FCOZ and applicable fire and building, hydrology and geology has input, this is the process. New builds in last 6 months, probably between 7-15.*

*Commissioner Conway said if council makes changes, does Jim follow their FCOZ. Mr. Nakamura said will be reviewed per their ordinance.*

***From chat:***

*from Jenna Malone to everyone: 6:37 PM*

*Solitude village is also MRZ: mountain resort zone. It's the only area in TOB w such a designation I believe*

*from Polly McLean - Town Attorney to everyone: 6:52 PM*

*Actually, I don't think Solitude is in the MRZ. It is just a MPD.*

3) Other Business Items (as needed)

*No other business items to discuss.*

*Commissioner Despain adjourned.*

**MEETING ADJOURNED**

**Time Adjourned – 7:04 p.m.**

