

The Regular Meeting of the
Brian Head Planning Commission
TUESDAY, October 7, 2025 @ 1:00 PM

Planning Commission Meeting Minutes

Roll Call.

Present: Commissioner Morgan, Alternate Commissioner Lee, Commissioner Wallis,
Commissioner Brown.

Absent: Chairperson Deutschlander, Commissioner Dever.

Staff Present: Amanda Hunter; Code Enforcement, Greg Sant; Building and Planning Administrator,
Ciera Claridge; Deputy Clerk.

A. CALL TO ORDER

Pro Tem Chair Morgan called the regular meeting of the Planning Commission to order at 1:00PM.

B. PLEDGE OF ALLEGIANCE

Pro Tem Chair Morgan led the Planning Commission and others in the pledge of allegiance.

C. DISCLOSURES

Pro Tem Chair Morgan stated that disclosure statements are on file with the Town Clerk and are available for public inspection during normal business hours. No additional disclosures were made.

D. APPROVAL OF THE MINUTES

September 16, 2025 Planning Commission Meeting

Alternate Commissioner Lee requested a change a spelling error and verbiage on lines 63 & 85. The commission agreed to those changes.

Motion: Commissioner Wallis moved to approve the September 16, 2025 minutes with the correction noted on lines 63 and 85. Alternate Commissioner Lee seconded the motion.

Action: Motion Carried 4-0-0 (Summary: Yes = 4, Vote: Yes: Commissioner Morgan, Commissioner Wallis, Commissioner Brown, Alternate Commissioner Lee).

E. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items

Commissioner Wallis reported that she will be vacating her seat in December upon completion of her term and thanked the Commission and staff for their service and collaboration. No other public input or reports were presented under this item.

AGENDA ITEMS:

1. PUBLIC HEARING - Conditional Use Permit Amendment for Ice Rink 249 S Village Way – Greg Sant, Planning and Building Administrator.

Planning & Building Administrator Greg Sant introduced the request for an amendment to the Conditional Use Permit (CUP) for the seasonal ice rink located at 249 South Village Way. He explained that the original CUP required adjustments to bring current operations into full compliance with conditions previously discussed and to reflect changes implemented by the applicant. The public hearing was opened at 1:04 PM to receive comment on the proposed amendment. No public comment was offered, and the hearing was closed at 1:05 PM.

2. CONDITIONAL USE PERMITAMENDMENT - Consideration of a Conditional Use Permit Amendment for Ice Rink 249 S Village Way – Greg Sant, Planning and Building Administrator.

Applicant Kade Bryant was present and responded to Commission questions. Greg summarized

staff's analysis and findings contained in the staff report (five findings in total) and noted that several previously identified issues had been addressed to staff satisfaction. During Commission discussion, Kade provided the following clarifications for the record. First, regarding lighting, the fixtures themselves will remain in place; however, permanent power service will be installed to correct prior temporary power arrangements. Second, with respect to water usage, the ice rink will utilize the nearby fire hydrant only for the initial filling at the beginning of the season and will not use hydrant water for routine maintenance thereafter. Third, related to site operations and equipment, the Zamboni will access Village Way solely for maintenance purposes associated with the rink; otherwise, it will not be operated on the roadway.

Commissioners discussed drainage and stormwater management. In response to a question from Commissioner Wallis, Kade referenced the submitted site plan and described the designated staging and cleaning area and the manner in which runoff will follow the existing natural slope. He further clarified that while there is not a standalone engineered drainage plan specific to the rink, a drainage plan is included with the building permit for the adjacent Mall project and governs stormwater handling for the site.

The Commission expressed appreciation for the continued operation of the community ice rink and its contribution to winter recreation opportunities in Brian Head while emphasizing clear operating conditions.

Motion: Commissioner Wallis moved to approve the Conditional Use Permit Amendment for the Ice Rink at 249 South Village Way as recommended by staff with the following provisions:

1. removal of Item #1 from the staff recommendations;
2. authorization to utilize the fire hydrant one time at the beginning of the season for the initial fill of the rink;
3. permission for the Zamboni to be on Village Way for maintenance purposes only.

Alternate Commissioner Lee seconded the motion.

Action: Motion Carried 4-0-0 (Summary: Yes = 4, Vote: Yes: Commissioner Morgan, Commissioner Wallis, Commissioner Brown, Alternate Commissioner

Lee).

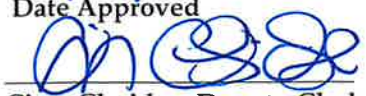
3. DISCUSSION ITEM - Planning Commission Training - Greg Sant, Planning and Building Administrator

Greg reviewed annual training requirements for Planning Commissioners, noting the four-hour minimum, Open and Public Meetings Act (OPMA) compliance, and available training opportunities. He encouraged Commissioners to complete required hours locally at Town Hall where it was feasible to reduce travel demands and shared additional recommendations for credible training sources. The Commission discussed recent training participation, and staff noted that Commissioner Brown completed ULMI training and that staff can facilitate scheduling to ensure compliance by year-end.

F. ADJOURNMENT

Motion: Alternate Commissioner Lee moved to adjourn. Commissioner Wallis seconded.

Action: Motion Carried 4-0-0 (Summary: Yes = 4, Vote: Yes: Commissioner Morgan, Commissioner Wallis, Commissioner Brown, Alternate Commissioner Lee).

11/4/25
Date Approved

Ciera Claridge, Deputy Clerk