



The Regular Meeting of the
Brian Head Planning Commission

Town Hall - 56 North Highway 143 - Brian Head, UT 84719

Zoom Meetings ([click here](#))

Zoom Meeting ID# 875 5230 8970

TUESDAY, JANUARY 16, 2024 @ 1:00 PM

MINUTES OF THE PLANNING COMMISSION

Roll Call.

Members Present: Chairperson Doug Deutschlander, Commissioner Carrie Dever, Commissioner Jeff Morgan, Commissioner Sheri Brown, Commissioner Cecile Wallis, Alternate Commissioner Rachelle Lee.

Staff Present: Lester Ross, Building and Planning Official; Nancy Leigh, Town Clerk; Bret Howser, Town Manager.

A. CALL TO ORDER

Chairperson Deutschlander called the regular meeting of the Brian Head Planning Commission to order at 1:30 p.m. on January 16, 2024.

B. PLEDGE OF ALLEGIANCE

Chairperson Deutschlander led the Commission and others in the Pledge of Allegiance.

C. APPROVAL OF THE MINUTES:

January 2, 2024, Planning Commission meeting.

Motion: Commissioner Dever moved to approve the January 2, 2024 Planning Commission minutes. Commissioner Morgan seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Chairperson Deutschlander, Commissioner Brown, Commissioner Dever, Commissioner Morgan, Commissioner Wallis).**

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

Nancy Leigh, Town Clerk, reminded the Planning Commission that the annual Strategic Retreat of the Town Council is scheduled for January 23rd and 24th beginning at 9:00 a.m. at the Public Safety Building and the Planning Commission is invited to attend.

Lester Ross, Building and Planning Official, reported he emailed Part 1 of the Land Use Training video to the Planning Commission Members this morning and encouraged the Commission Members to watch the video since the Commission will be reviewing Part 2 of the Land Use Training video during the next Commission meeting on February 6, 2024.

E. AGENDA ITEMS:

1. ADMINISTRATIVE ACTION - PLAT AMENDMENT FOR LOTS 4,5,6,7, AND 8 OF THE SKI HAVEN CHALETS UNIT B SUBDIVISION, 238 TOBOGGAN LANE.

A minor plat amendment for lots 4-8 in the Ski Haven Chalets, Unit B Subdivision, located at 238 Toboggan Lane.

Lester Ross, Building and Planning Official, reported an application was submitted for lot line vacation for lots 4,5,6,7, and 8 of the Ski Have Chalets Unit B subdivision (see attached). Lester reported that the plat map identified the adjustment of the lots after a survey was completed and a topography map was drafted to determine where building pads could be built on the property and realigned the lots to accommodate building pads.

Lester explained that the Single-Family Residential (R1) zones do not allow for a "flag lot" which is a lot with a short, small frontage that goes into a larger lot which is why lot 5 flares out to meet the 45' of frontage. Also included in the lot line vacation is a utility easement to access lots 6 and 7 for utility and driveways. Lester recommended the Commission approve the proposed Plat Amendment.

The Commission discussed the following:

1. Commissioner Dever clarified that this proposed plat amendment is Block D, Unit B of the Ski Haven Chalets Subdivision, and would like it identified on the plat amendment. Staff will verify that Block D, Unit B of the Ski Haven Subdivision will be identified on the plat amendment.
2. Alternate Commissioner Lee inquired as to the small, shaded area on the proposed plat. Lester explained that it is a power easement.
3. Alternate Commissioner Lee inquired as to the shaded area identified on the proposed Plat Amendment off of Toboggan along the 10' easement in lot 4. Lester explained they widen the shared easement for access to the lots.
4. Commissioner Dever commented that the lots would be renumbered on the proposed Plat Amendment but would not require a signature block on the plat. Lester explained that the sequence of lots has changed, but the number of lots has not changed.
5. Lester explained that each of the new lots would have a new legal description identified for them.
6. The property owner will keep lot 8 where his cabin is located and the address of 238 Toboggan is identified and may sell the other lots.

Motion: Commissioner Dever moved to approve the Plat Amendment for Lots 4,5,6, 7, and 8 of the Ski Haven Chalets Unit B, Block D Subdivision realigning the lot lines between the properties and creating the easement as proposed on the final plat. Commissioner Wallis seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Brown, Commissioner Dever, Commissioner Morgan, Commissioner Wallis, Chairperson Deutschlander.**

1 **2. INTRODUCTION AND PUBLIC HEARING FOR A ROAD VACATION FOR 105**
 2 **FEET OF HIGHLAND DRIVE.** A Public Hearing on a Road Vacation that is part of the Plat
 3 Amendment for Steam Engine Meadows Phase 1, Lot 55 and adjoining Properties vacating 105 feet of
 4 Highland Drive and creating a Cul-de-sac.

5
 6 Lester Ross, Building and Planning Official, gave a brief introduction to the public hearing.
 7 Lester explained that a road vacation is for 105' off of Highland Drive and changed into a cul-
 8 de-sac. (see attached). Lester explained that originally Highland Drive was platted as a
 9 through street but as Aspen Meadows was platted it was determined that Highland Drive
 10 needed to be changed to a cul-de-sac. The Town is initiating the application for the Plat
 11 Amendment and is working with Aspen Meadows on this project.

12
 13 Chairperson Deutschlander recessed the regular meeting and opened the public hearing at 1:16
 14 p.m.

15
 16 There were no written comments submitted and no comments were given. Chairperson
 17 Deutschlander closed the public hearing and reconvened the regular meeting at 1:16 p.m.

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 19
 20 **3. LEGISLATIVE ACTION - ROAD VACATION FOR 105 FEET OF HIGHLAND**
 21 **DRIVE.** A recommendation to the Town Council on a Road Vacation for a portion of Steam Engine
 22 Meadows Phase 1, Lot 55, and Adjoining Properties Plat Amendment.

23
 24 Lester Ross, Building and Planning Official, reported that the legislative body is the only one
 25 who can vacate a road easement, is the Town Council, but the Planning Commission will need
 26 to give their recommendation to the Town Council.

27
 28 Chairperson Deutschlander reported that the cul-de-sac has already been completed and this
 29 is more of a housekeeping item.

30
 31 The Commission discussed the following:

- 32 1. Commissioner Dever inquired as to the remaining property that was vacated. Lester
 33 explained that the property would be dedicated to the adjacent property owners and
 34 would take the vacated land and split it between the three properties.
 35 2. Chairperson Deutschlander explained the three property owners gave up property to
 36 make the cul-de-sac and in return received a portion of land that was vacated.

37
 38 **Motion:** Commissioner Dever moved to forward a recommendation of approval for the
 39 Road Vacation of 105' of Highland Drive and a 50' turnaround easement to the
 40 Town Council. Commissioner Morgan seconded the motion.

41 **Action:** Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Brown,
 42 Commissioner Dever, Commissioner Morgan, Commissioner Wallis, Chairperson
 43 Deutschlander.

44
 45
 46 **4. ADMINISTRATIVE ACTION - PLAT AMENDMENT FOR STEAM ENGINE**
 47 **MEADOWS PHASE 1 LOT 55 AND ADJOINING PROPERTIES.** A Minor Plat
 48 Amendment for Lot 55 and Adjoining Properties in Steam Engine Meadows Phase 1 located at 369 North
 49 Highland Drive.
 50

Lester Ross, Building and Planning Official, presented a Plat Amendment for Steam Engine Meadows Phase 1 lot 55 (see attached). Lester reported that the Planning Commission is the Land Use Authority and will review the Plat Amendment and not eliminate the road easement.

The Commission discussed the following:

1. Alternate Commissioner e inquired why there is a temporary 50' turnaround easement. Lester reported that it is a common process and this process will eliminate that temporary easement and create a permanent road.
2. Lester reported that the language on the Amended Plat will identify the elimination of the temporary easement.

Motion: Commissioner Dever moved to approve the Plat Amendment for Steam Engine Meadows Phase 1 Amended, Partial Amendment and Extension A, Amending Phase 1 Lot 55, and adjoining properties as presented. Commissioner Brown seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Brown, Commissioner Dever, Commissioner Morgan, Commissioner Wallis, Chairperson Deutschlander.**

H. ADJOURNMENT

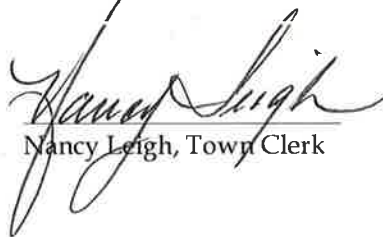
Motion: Commissioner Morgan moved to adjourn the regular meeting of the Brian Head Planning Commission. Commissioner Dever seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Brown, Commissioner Dever, Commissioner Morgan, Commissioner Wallis, Chairperson Deutschlander.**

The regular meeting of the Brian Head Planning Commission was adjourned at 1:23 p.m. on January 16, 2024.

February 6, 2024

Date Approved


Nancy Leigh, Town Clerk

