



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# 812 0694 2992
TUESDAY, JANUARY 2, 2024 @ 1:00 PM

MINUTES OF THE PLANNING COMMISSION

Roll Call.

Members Present: Chair Pro Tem Jeff Morgan, Commissioner Carrie Dever, Commissioner Cecile Wallis, Commissioner Sheri Brown, Alternate Commissioner Rachelle Lee.
Members Absent: Chairperson Doug Deutschlander.
Staff Present: Lester Ross, Building and Planning Official; Nancy Leigh, Town Clerk; Bret Howser, Town Manager.

A. CALL TO ORDER

Chair Pro Tem Morgan called the regular meeting of the Brian Head Planning Commission to order at 1:00 p.m. on January 2, 2024.

B. PLEDGE OF ALLEGIANCE

Chair Pro Tem Morgan led the Commission and others in the Pledge of Allegiance.

C. SWEARING IN OF COMMISSIONERS.

Nancy Leigh, Town Clerk, swore in Sheri Brown, Rachelle Lee, and Carrie Dever as Planning Commission Members.

D. DISCLOSURES

There were no conflicts of interest with today's agenda items. Chair Pro Tem Morgan stated that the disclosure statements are on file with the Town Clerk and are available for public inspection during normal business hours.

E. APPROVAL OF THE MINUTES:

December 5, 2023 Planning Commission meeting.

Motion: Commissioner Dever moved to approve the December 5, 2023 Planning Commission minutes as presented. Commissioner Wallis seconded the motion.

Action: **Motion carried 4-0-1 (summary: Yes = 4, No = 0, Abstain = 1 Vote: Yes:** Commissioner Brown, Commissioner Dever, Commissioner Wallis, Chair Pro Tem Morgan. **Abstained:** Alternate Commissioner Lee who was not present for the meeting. **Absent:** Chairperson Deutschlander).



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

Bret Howser, Town Manager, reported that the annual Strategic Planning Retreat is scheduled for January 23 & 24, 2024 at the Brian Head Public Safety Building. The Retreat will be a day and a half with lunch provided. The Planning Commission is invited to attend the Strategic Retreat.

Lester Ross, Building and Planning Official, reported that the Commission will need to listen to the online seminar of the Land Use Planning training that was first presented to the Commission in November 2023. Lester explained that the Commission is required to have three (3) hours of land use training per year. There are two parts to the training and the Commission will need to listen to part 1 by February 2024. Part 2 of the training will be presented in a Commission meeting.

G. AGENDA ITEMS:

- 1. CHAIR & VICE CHAIR SELECTION FOR THE 2024 YEAR.** A vote for the Chair and Vice Chair for the 2024 year.

Chair Nomination

Motion: Commissioner Carrie nominated Commissioner Deutschlander as Chair for the 2024 year. Commissioner Wallis seconded the nomination.

Action: Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Dever, Commissioner Wallis, Commissioner Brown, Chair Pro Tem Morgan, Alternate Lee. Absent: Chairperson Deutschlander).

Vice-Chair Nomination

Motion: Commissioner Wallis moved to nominate Commissioner Morgan as Vice Chair for the 2024 year. Commissioner Brown seconded the nomination.

Action: Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Commissioner Dever, Commissioner Wallis, Commissioner Brown, Chair Pro Tem Morgan, Alternate Lee. Absent: Chairperson Deutschlander).

Chairperson Deutschlander and Commissioner Morgan will be the Chair and Vice-Chair of the Planning Commission for the 2024 year.

- 2. INTRODUCTION AND PUBLIC HEARING - CONDITIONAL USE PERMIT FOR 235 E. SNOWSHOE CIRCLE, HOME OCCUPATION, SNOW REMOVAL / GET PLOWED.** A Public Hearing for a Conditional Use Permit for a Home Occupation for a snow removal business with outdoor equipment storage for Get Plowed located at 235 E Snowshoe Circle.

Lester Ross, Building and Planning Official, gave a brief explanation of the Conditional Use Permit for 235 E. Snowshoe Circle for a Home Occupation for snow removal. Lester reported that the home occupation is for a snow removal business with a piece of heavy equipment that will allow them to house the equipment at their home. Lester reported that there is currently one piece of heavy equipment that is being proposed for the Conditional Use Permit.

Pro Tem Morgan recessed the regular meeting of the Planning Commission and opened the public hearing at 1:11 p.m. to receive public comment on the proposed Conditional Use Permit for a Snow Removal Business, Home Occupation at 235 E. Snowshoe Circle.



Nancy Leigh, Town Clerk, reported that one written comment was submitted from Glen Myers (see attached). Mr. Myers' letter stated he is not opposed to the home occupations but has concerns on the screening of the equipment and if the amount of heavy equipment could increase.

There were no other comments. Chair Pro Tem Morgan closed the public hearing and reconvened the regular meeting of the Planning Commission at 1:12 p.m.

3. ADMINISTRATIVE ACTION - CONDITIONAL USE PERMIT FOR 235 E. SNOWSHOE CIRCLE, HOME OCCUPATION, SNOW REMOVAL / GET PLOWED. A Conditional Use Permit for Get Plowed a Home Occupation for snow removal business with outdoor equipment storage located at 235 E Snowshoe Circle.

Lester Ross, Building and Planning Official, reported that Mr. Eagen is present today to answer any questions the Commission may have regarding the snow removal business he is proposing for a Conditional Use Permit at 235 E. Snowshoe Circle. Lester reported that staff has proposed the following conditions to mitigate any potential issues from the snow removal business:

1. Must hold a valid Brian Head business license.
2. One (1) piece of equipment with two (2) attachments for the commercial and private snow removal business.
3. The loading and unloading of the heavy equipment cannot be done on Steam Engine Drive or Snowshoe Circle. This is due to a blind curve on the road and is a safety factor.
4. Screening will be applied for all equipment:
 - a. Screening: All outdoor storage, including vehicles, machinery, and equipment, shall be screened from the public view as seen from any public roadway.
 - b. Existing trees and landscaping along with building orientation are acceptable methods to minimize the adverse visual impacts.
5. Equipment cannot exceed an idle time of 5 minutes between 10 pm and 7 am, and no backup alarms will be used on the premises.

Shane Eagan, Get Plowed Owner, reported that the tractor that will be used for the business is smaller and will be stored under the deck of their home. Mr. Eagan presented a picture of the tractor stored under the deck (see attached). Mr. Eagan reported that he understands the condition regarding the loading and unloading of the tractor on Steam Engine Drive and Snowshoe Circle and will load the tractor in Town. Mr. Eagan reported that he intends to only plow residential driveways since his equipment is not as large as other snow removal equipment companies are.

Lester reported the shape of the load, they are not able to back up onto the driveways and would need to bring the tractor to the Town Hall or somewhere close to unload the tractor.

Motion: Commissioner Dever moved to approve the Conditional Use Permit for 235 E. Snowshoe Circle for a snow removal home occupation with the following conditions:

1. Must hold a valid Brian Head business license.
2. One (1) piece of equipment with two (2) attachments for the commercial and private snow removal business.



3. The loading and unloading of the heavy equipment cannot be done on Steam Engine Drive or Snowshoe Circle.
4. Screening will be applied for all equipment:
 - a. Screening: All outdoor storage, including vehicles, machinery, and equipment, shall be screened from the public view as seen from any public roadway.
 - b. Existing trees and landscaping along with building orientation are acceptable methods to minimize the adverse visual impacts.
5. Equipment cannot exceed an idle time of 5 minutes between 10 pm and 7 am, and no backup alarms will be used on the premises.

Commissioner Wallis seconded the motion.

Action: Motion carried 5-0-0 (summary; Yes = 5 Vote: Yes: Commissioner Dever, Commissioner Wallis, Commissioner Brown, Chair Pro Tem Morgan, Alternate Commissioner Lee. Absent: Chairperson Deutschlander).

H. ADJOURNMENT

Motion: Commissioner Wallis moved to adjourn the regular meeting of the Planning Commission. Commissioner Brown seconded the motion.

Action: Motion carried 5-0-0 (summary; Yes = 5 Vote: Yes: Commissioner Dever, Commissioner Wallis, Commissioner Brown, Chair Pro Tem Morgan, Alternate Commissioner Lee. Absent: Chairperson Deutschlander).

The regular meeting of the Brian Head Planning Commission was adjourned at 1:24 p.m. on January 2, 2024.

January 16, 2024

Date Approved

Nancy Leigh, Town Clerk

