

Planning Commission April 7, 2026

Meeting Minutes

April 7, 2026, 1:00 PM - 3:00 PM

CALL TO ORDER

The regular meeting of the Brian Head Town Planning Commission was called to order on Tuesday, April 7, 2026 at 1:00 PM.

PLEDGE OF ALLEGIANCE

The commission stood and joined in the Pledge of Allegiance.

DISCLOSURES

Chair disclosed that while the Aspen Meadows project rents space from his family's building, he did not see any conflict with the day's agenda items. No other commissioners reported conflicts with the agenda.

APPROVAL OF THE MINUTES

Commissioner made several corrections to the March 17, 2026 meeting minutes: on page 3, line 119, "Hidden Lakes" should replace "Pine Lakes" regarding visibility improvements; line 123 should read "Burts Road" instead of "Birch Road"; and on the February 3rd minutes approval, line 26 needed to insert the commissioner's name where it simply stated "commissioner moved."

Commissioner moved to approve the minutes from the March 17, 2026 planning commission meeting with corrections as noted. Motion seconded and carried 4-0.

PUBLIC INPUT/ REPORTS

No members of the public were present for public input, and no staff reports were presented.

AGENDA ITEMS

1. PUBLIC HEARING: Revised Mountain Zone District

Chair opened the public hearing for the revised mountain zone district. No public comments were received either in person or online, and no written comments were submitted. The public hearing was closed.

2. PUBLIC HEARING: Aspen Meadows General Plan Amendment and Zone Change

Chair opened the public hearing for the Aspen Meadows general plan amendment and zone change. No public comments were received in person, online, or in writing. The public hearing was closed.

3. ADMINISTRATIVE ACTION: Revised Mountain Zone District

Planning and Building Administrator Greg Sant explained that nothing had changed from the previous meeting's discussion of the proposed language for the mountain zone. The town council had reviewed the proposal and preferred option number 1, which was discussed at the last meeting. Sant clarified that while the document referred to this as a "revision," they were actually eliminating the existing mountain zone overlay district and creating an official mountain zone district instead.

Commissioners indicated they had no questions or comments, having discussed the matter extensively in previous meetings.

Commissioner moved to recommend option 1 be approved by town council of the revised mountain zone district. Motion seconded and carried 4-0.

4. ADMINISTRATIVE ACTION: Aspen Meadows General Plan Amendment and Zone Change

Sant explained that he combined both the general plan amendment and zone change in one staff report because the requirements and standards for review are identical for both actions. He referenced eight standards of review outlined on the first page of the staff report, noting that both the general plan amendment and zone change meet these standards.

Sant showed commissioners a map of the town boundaries, indicating that the 1,700 contiguous acres would be zone changed to the mountain development zone, creating one large area labeled "Aspen Meadows Mountain Zone" on both the general plan and zoning maps. When people want to understand what this zoning allows, they would be provided with a copy of the development agreement and exhibits.

Commissioner asked about the procedures for general plan amendments versus rezonings. Sant clarified that typically when doing a rezoning, the general plan must also be updated, which is why both are required in this case.

Chair sought clarification about whether separate public hearings were needed for each change. Sant confirmed that the public was allowed to comment on both items simultaneously, and that while the council may need separate motions, the planning commission could forward both recommendations together.

Commissioner moved to recommend approval to the town council that the Aspen Meadows Annexation Area receive a general plan and zoning map amendment to Aspen Meadows Mountain Zoning. Motion seconded and carried 4-0.

5. ADMINISTRATIVE ACTION: Town Hall Remodel and Shuttle Stop Design Review

Sant presented the design review for both the town hall remodel and shuttle stop projects. For the town hall, he showed renderings of the proposed exterior changes, explaining that one modification from earlier plans was the elimination of a lean-to structure with a shed roof that would have housed boilers for a concrete ramp de-icing system, which was cut due to cost overruns.

The main changes include replacing two small stair openings with one large opening, repairing existing stucco areas with new colors, and adding significant amounts of real stone with minimal grouting. Sant explained they chose real stone because salt deteriorates grout and fake stone. The project also includes adding a window on the south side and the town logo. The roof will not be redone as it's not yet at the point of needing replacement.

For the shuttle stops, Sant explained three locations: one at the corner of Hunter Ridge and Highway 143 (across from Apple Annie's), one in the town hall parking lot where the trash dumpster currently sits, and one at Giant Steps Lodge by the ticket office. The stops will feature the same stone as the town hall with the town logo.

A commissioner expressed concerns about the crosswalk location near Cedar Breaks Lodge, noting that cars often accelerate in that area to make it up the hill in winter conditions. Sant assured that UDOT had reviewed and approved the crosswalk locations and that appropriate signage and lighting systems would be installed.

Town Manager confirmed that legal agreements would be established for the stop on resort property to ensure the town's investment is protected.

Commissioner inquired about the project timeline, learning that contracts had already been let for the building. Sant explained that while this might seem out of order, the design review is required for the building permit process, not the bidding process. The town council had already approved taking the project to bid.

Sant clarified that the project aims to bring the building into compliance with the land management code, which prohibits buildings from being predominantly stucco. The remodel will make the building predominantly non-stucco through the addition of stone, siding, board and batten, and some steel elements.

Commissioner moved to approve the design colors and materials for the remodel of the town hall as well as design, site plans, and colors and materials for the shuttle stops as presented. Motion seconded and carried 4-0.

ADJOURNMENT

Commissioner moved to adjourn. Motion seconded and carried.

The meeting was adjourned.