

BRIGHAM CITY APPEAL AUTHORITY
Brigham City Council Chambers
September 9, 2015 – MEETING MINUTES

PRESENT:	Richard Kimber	Chair
	Barbara Poelman	Vice Chair
	Barbara Stokes	Member
	Jay Naumann	Member
EXCUSED:	Leisa Bertine	Member
ALSO PRESENT:	Mark Bradley	City Planner
	Cindy Tugaw	Applicant

REGULAR MEETING:

Richard Kimber opened the meeting and the pledge of allegiance recited. The Commission members introduced themselves. Barbara Stokes made a motion to approve the agenda as written; the motion was seconded by Barbara Poelman and passed unanimously.

APPROVAL OF MINUTES

Minutes of May 13, 2015:

MOTION: Barbara Poelman made a motion to approve the minutes of May 13, 2015 as written, seconded by Barbara Stokes and passed unanimously.

APPLICATION #627: Mark Bradley presented the application information to the Board members. The proposal is for an increase to five parking stalls. City Code requires that with five or more parking spaces there is a minimum 5' wide landscaping strip requirement. The role of the Appeal Authority is not to help design the project, but to consider the proposal and go through the variance schedule established by the State.

The applicant has amended her request to four stalls. Because of this change, there is no variance requirement. The drainage and design will need approval from the City Engineer.

Mr. Naumann indicated that the only variance we are talking about is the 5' landscaping requirement with five parking stalls. Mr. Kimber agreed that it is his understanding that the purpose of the meeting was to determine whether variance should be granted on the five parking stalls.

Ms. Tugaw thought the application would cover the parking as well as the

slightly modified border and drainage.

The appeal authority is not the body to approve the parking lot and drainage. That is the job of city staff. The only issue this body has before it is the appeal for the landscape strip based on the five parking stalls. Where the application has changed to four parking stalls, this body has no authority.

MOTION: Barbara Stokes made a motion with regard to Application #627 that since the applicant has decided to decrease the number of parking stalls from five to four the matter is no longer under the jurisdiction of the appeal authority and the remaining questions and concerns that the applicant has need to be reviewed by staff. The motion was seconded by Barbara Poelman and passed unanimously.

MOTION: Jay Naumann made a Motion to adjourn, seconded by Barbara Stokes and passed unanimously.

This certifies that the minutes of September 9, 2015 are a true and correct copy as approved by the Appeal Authority on _____ .

*Signed: _____
Donna Pett, Administrative Assistant*