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3 The Regular Meeting of the
4 Brian Head Town Council
5 Acting as the Governing Boards for the
6 Redevelopment Agency & Special Service District &
7 Municipal Building Authority
8 Brian Head Town Hall - 56 North Highway 143
9 Brian Head, UT 84719
MONDAY, JUNE 11, 2018 @ 1:00 PM

10
11 **Roll Call.**

12 **Members Present:** Mayor Clayton Calloway, Council Member Freeberg, Council Member Hunter,
13 Council Member Mulder, Council Member Marshall

14 **Staff Present:** Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Cecilia Johnson, Town
15 Treasurer; Wendy Dowland, Public Works Assistant; Chief Dan Benson, Public
16 Safety Director; Tom Gurr, Public Works
17

18 **1. CALL TO ORDER**

19 Mayor Calloway called the regular meeting of the Brian Head Town Council acting as the
20 governing body of the Brian Head Redevelopment Agency, Special Service District and Municipal
21 Building Authority to order at 1:00 pm. for June 11, 2018
22

23 **2. PLEDGE OF ALLEGIANCE**

24 Mayor Calloway led the Council in the Pledge of Allegiance.
25

26 **3. DISCLOSURES**

- 27 • Council Member Marshall stated she may have a potential conflict with Agenda Item F-8: LMC
28 amendments as it pertains to parking in which she is building a new business in Brian Head.
29

30
31 There were no other conflicts of interest with today's agenda items. Mayor Calloway stated that
32 the disclosure statements are on file at the Town Clerk's office and are available for public
33 inspection during normal business hours.
34

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

36
37 **Nancy Leigh, Town Clerk,** reported the town's annual clean up day is scheduled for June 13,
38 2018. Participants can pick up their garbage bags and gloves at the town hall and there will be a
39 bbq at the public safety building. After lunch, there will be an Arbor Day celebration in which a
40 tree will be planted at Bristlecone Pond.
41

42 **Council Member Mulder** reported she is a member of the Brian Head Fire Council Community
43 Preparedness Plan. This is a committee is made of up of residents to get involved in preparing
44 for the eventuality of a wildland fire. A meeting was held in Cedar City that was very informative
45 and was tailored to the Brian Head community. Mayor Calloway reported he also attended the
46 meeting and explained this is a community organization and not a town organization.
47

48 **Cecilia Johnson, Town Treasurer,** reported the Brian Head Arbor Day is in conjunction with the
49 annual clean up day scheduled for June 13th. Cecilia reported the local Arborist will be giving a
50 presentation at the bbq. Mayor Calloway reported he and his wife, Shelly, purchased a Colorado
51 Spruce to donate for Arbor Day.
52



Chief Dan Benson, Public Safety Department

1. The Public Safety Department update was not included in the Council packets but was emailed to Council (see attached updated).
2. The department has made strides last month on medical services in which a Combat Casualty Care Course training was held. As part of the course, the police vehicles will now carry a small medical pack which attaches to the back of the headrest. This will give the officer the ability to quickly access a first responder medical kit for emergencies. This course is similar to the Emergency Medical Technician (EMT) course but is half of the required hours to complete and will benefit the community for medical training purposes. Mayor Calloway commented he would like to meet with Chief Benson to see what the medical pack contains. Council Member Freeberg suggested the public works department also be equipped with the medical packs. Chief Benson explained they will be outfitting the county officer's first after they are trained and then the department will work with the volunteer firefighters.
3. Fire season has begun in which the weather has become hotter and dryer. Last week's report identified moisture is rapidly coming out of the trees and the wood is drying out quickly which can contribute to wildland fires. Council Member Freeberg reported last year at this time, Bristlecone Pond had twice the amount of water running into the creek which is an indication of drought.
4. Council Member Mulder thanked the department for their enforcement on the OHV's in town. Chief Benson explained the officers have been educating the OHV users on the town's regulations.

Wendy Dowland, Public Works Assistant, reported the building department has approximately four active building permits and about six more permits scheduled to be submitted. The town has received a lot of inquires on building this year.

F. APPROVAL OF THE MINUTES:

1. May 14, 2018 Closed Session of Town Council Meeting Minutes

Motion: Council Member Mulder moved to approve the May 14, 2018 Town Council Closed Session minutes. Council Member Hunter seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council Member Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).

2. May 29, 2018 Town Council Meeting Minutes

Motion: Council Member Marshall moved approve the May 29, 2018 Town Council minutes with changes. Council Member Mulder seconded the motion.

Action: **Motion carried 3-0-2 (summary: Yes = 3, No = 0, Abstain = 2 Vote: Yes:** Council Member Marshall, Council Member Mulder, Mayor Calloway. **Abstain:** Council Member Freeberg, Council Member Hunter).

3. May 29, 2018 Closed Session of Town Council Meeting Minutes

Motion: Council Member Mulder moved to table the May 29, 2018 Town Council Closed Session minutes until they had more time to read them. Council Member Marshall seconded the motion.

Action: **Motion carried 3-0-2 (summary: Yes = 3, No = 0, Abstain = 2 Vote: Yes:** Council Member Marshall, Council Member Mulder, Mayor Calloway. **Abstain:** Council Member Freeberg, Council Member Hunter).



G. AGENDA ITEMS:

1. PUBLIC HEARING FOR AMENDING THE FISCAL YEAR 2018 BUDGETS FOR THE TOWN, RDA, SSD & MBA. A public hearing for FY2018 Budgets for the town, Redevelopment Agency (RDA) and Special Service District (SSD) and Municipal Building Authority (MBA).

Cecilia Johnson, Town Treasurer, presented the proposed fiscal year 2018 amended budget (see attached). Cecilia explained staff will continue to amend the budget with the incoming expenditures over the next month.

Bret Howser, Town Manager, explained the state requires the town to amend the budget at the end of the fiscal year to ensure no department goes over their bottom line in the budget. The town went over the public safety budget last year in which the staff did not anticipate the large payroll that was paid on the last day of the fiscal year due to the 2017 Brianhead wildland fire. Bret reported he and Cecilia will be reviewing the amended budget which is scheduled to be adopted by the Council at the next Council meeting on June 25, 2018.

Mayor Calloway recessed the regular meeting of the Town Council and opened the public hearing for the fiscal year 2018 amended budget for the Town, Redevelopment Agency, Special Service District and Municipal Building Authority at 1:20 pm.

No comments were received on the amended budget. Mayor Calloway closed the public hearing and reconvened the regular meeting of the Town Council at 1:21 pm.

2. ORDINANCE & RESOLUTIONS ADOPTING THE FISCAL YEAR 2019 BUDGETS FOR THE TOWN, RDA, SSD, MBA. Fiscal year 2019 budgets for the town, Redevelopment Agency, Municipal Building Authority and Special Service District.

Cecilia Johnson, Town Treasurer, presented the fiscal year 2019 budgets for the Town, Redevelopment Agency, Special Service District and Municipal Building Authority (see attached). Cecilia reported the budgets have been reviewed by staff and the changes the Council requested have been made to the budget.

Changes the Council requested are General Ledger #46.4560.751 the name has been changed from the "Skier Bridge Project" to "Chair #1 Parking/Restroom Project". Mayor Calloway inquired if staff can add some details such as previous years for the strategic plan so Council can see the trends. Bret reported he can show the budget amounts and the actual expenses by strategies and will draft something for the Council.

Town Budget

Motion: Mayor Calloway moved to adopt Ordinance No 18-005, an ordinance adopting the fiscal year 2019 town budget as presented and will include the strategic budget as part of the budget documents. Council Member Freeberg seconded the motion.

Action: Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Council Member Mulder, Council Member Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).

Redevelopment Agency Budget

Motion: Mayor Calloway moved to adopt Resolution No. RDA-033, a resolution adopting the fiscal year 2019 Redevelopment Agency budget as presented and will



include the strategic plan as part of the budget documents. Council Member Marshall seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council Member Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).

Special Service District Budget

Motion: Mayor Calloway moved to adopt Resolution No. SSD-023, a resolution adopting the fiscal year 2019 Special Service District budget as presented and will include the strategic plan as part of the budget documents. Council Member Hunter seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council Member Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).

Municipal Building Authority

Motion: Mayor Calloway moved to adopt Resolution No. MBA-007, a resolution adopting the fiscal year 2019 Municipal Building Authority budget as presented and will include the strategic plan as part of the budget documents. Council Member Mulder seconded the motion.

Action: **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder, Council Member Hunter, Council Member Freeberg, Council Member Marshall, Mayor Calloway).

3. WAYFINDING SIGNAGE APPROVAL. A review the town’s wayfinding signage proposal.

Bret Howser, Town Manager, explained the town created a wayfinding committee to look at new designs from a new design company, Yesco and present the options to Council for their consideration. The committee consisted of Council Member Marshall, Council Member Mulder, Shane Williamson, Public Works Director. Bret explained Ryan from Yesco is here to present some options for the Council to consider.

Ryan from Yesco presented a power point presentation (see attached) showing options for the town’s wayfinding signage. The different wayfinding signs include the two entry way signs on the north and side end of Brian Head; map signs and lead in signs which are the signs that lead the guests off the highway to the desired location identifying the service, if applicable.

The Council held discussion on the following:

1. The signs will be made out of aluminum which will give longevity and will be reflective and will have simple symbols on them for the lead in signs.
2. The signs are designed to be raised a few feet during the winter season in order to stay above the snow line.
3. Color options are light blue, dark blue or green.
4. There are signs that are ‘leaving’ signs, such as going to Parowan or Cedar Breaks National Monument which shows the distance.
5. Council Member Freeberg suggested a “red dot” of “you are here” be identified on the signs to give the guest an idea of where they are when looking on the map.
6. Council Member Mulder suggested not all of the signs identify the town’s logo due to the expense.
7. The large map will be located on the town hall kiosk and would be double sided. The committee discussed changing the town hall kiosk to be more of a “V” shape versus parallel with the highway. This would give the guests two sides of the kiosk to view. Bret explained staff would need to review the area to determine if there is enough room for the acute V shape to fit within the area. Mayor Calloway commented the current parallel sign



- 1 works in which the guests stop to review the map and the Council should consider saving
- 2 costs and keep the kiosk parallel with the highway and keep it single sided with the
- 3 “information” located on the side of the kiosk which catches the eye.
- 4 8. Council Member Freeberg inquired if the company or committee has met with Utah
- 5 Department of Transportation (UDOT) since the lead in signs will be located within
- 6 UDOT’s right of way. Bret explained the town has a permit for the existing wayfinding
- 7 signage located within the right of way and in speaking with UDOT, the town was asked
- 8 to bring their designs to UDOT for review and the town has submitted the designs to
- 9 UDOT.
- 10 9. Bristlecone Park Sign matches the theme for the park and would be located on the corner
- 11 of Vasels and Highway 143.
- 12 10. Every major street that has public services on it is identified on the signs. There are a
- 13 handful of roads that are not identified since they go to private property.
- 14 11. The town trail will have signage on it that is identified specifically with that project. Bret
- 15 explained the town could try to incorporate those with the wayfinding sign designs. Ryan
- 16 explained the town can always add panels identifying trail information on them.
- 17 12. Council Member Freeberg commented the lead in signs should set the panels
- 18 approximately one to two inches apart for an easy read.
- 19 13. Mayor Calloway stated he may have a potential conflict of interest with the wayfinding
- 20 signs since one of the signs specifically identify “Apple Annies”. Mayor Calloway stated
- 21 the town may want different wording and not list the individual businesses but identify the
- 22 services.
- 23 14. Council Member Marshall reported the committee identified services such as equipment
- 24 rentals, but she would like to ensure what services are offered and address them as a
- 25 group.
- 26 15. Bret suggested the signs currently identify “Apple Annies” identify “post office, liquor store
- 27 and shopping” instead of the individual business.
- 28 16. Both entryway signs will identify the base elevation of Chair #2 and will have the logo
- 29 identified on the rock area.
- 30 17. Sign Color: consensus of the Council: #5 – Blue. Council Member Freeberg suggested
- 31 the white color of the lettering be soften a little.
- 32 18. Shaun Kelly suggested the Council review the night sky lighting when addressing the
- 33 wayfinding sign lighting. Bret reported the town’s lighting is a action step in the strategic
- 34 plan and will be addressing it.
- 35 19. Mayor Calloway stated he has a concern about raising the signs during the winter season
- 36 which could be problematic. He would like to stay with one height for the sign which
- 37 would also save on the costs.
- 38 20. The aluminum signs have a life span of approximately 15 to 20 years.
- 39 21. Ryan explained he will address the issue of snow being thrown at the signs from snow
- 40 removal services with the engineer and they could overengineer the signs which would
- 41 be a thicker wall.

Consensus of the Council:

- 42
- 43
- 44 1. The town hall and Bristlecone Pond signs will have the town logo on them.
- 45 2. Both entryway signs will identify the town logo on the rock area of the sign. The white
- 46 lettering will be softened a little.
- 47 3. No logo will be identified on the informational signs.
- 48 4. No logo will be identified on the lead in signs
- 49 5. The color scheme will be #5 of the presentation – Blue and will be administrative decision
- 50 on the exact color blue.
- 51 6. No signs will identify specific businesses.
- 52 7. Words will be drafted to show appreciation for guests leaving Brian Head on the back of
- 53 the signs leading out of town.
- 54 8. Yesco will bring samples of the actual paint color before beginning construction.
- 55 9. Bristlecone Park sign will match the entryway signs, identifying the #5 and toning down
- 56 the white lettering.



- 10. Town hall kiosk will be parallel with the highway and have the wording “information” on both sides of the sign and will be single sided.
- 11. The signs will remain stationary at one level.

Bret reported staff will be pricing out the options chosen by Council to determine the budget for the project. Mayor Calloway thanked the committee for their time and efforts with the wayfinding signage.

4. TOWN RECYCLING DISCUSSION. A discussion on the town’s recycling services and results from a recent survey.

Wendy Dowland, Public Works Assistant, explained that during the last Council meeting, staff was directed to do some research on recycled products and update the staff report. Wendy reported she has contacted Washington County who indicated the numbers have changed, but they did not have the time to put the numbers together for the town but reported Cedar City’s recycling costs have doubled. Staff has been unable to determine what the actual costs are. There was a minimum of 30% of delivered recycled materials that end up going to the landfill.

Wendy reported Parowan City and Cedar Breaks National Monument have indicated they will not be participating with the town for recycling services. Wendy reported the town receives \$3,000 from Parowan City and \$900 from Cedar Breaks annually for recycling service. Tom Gurr, Public Works, reported the town received \$39 for one load of recycling and one other time the town received \$225, but the majority of the recycled materials are taken to the landfill due to the load being contaminated.

The Council held discussion on the following:

1. Mayor Calloway commented the town is losing revenue by recycling and the town should discontinue recycling with Cedar Breaks National Monument and Parowan City.
2. Council Member Freeberg reported the article from the New York Times discouraged him from supporting recycling services for the town (see attached article) and believes that recycling is not for Brian Head since the cost is too high. Council Member Freeberg suggested the town suspend the recycling service until we know what the recycling industry is going to do and the town could re-evaluate it and send out a survey to the community.
3. Tom Gurr reported Washington County is spending money in order to get rid of the recycling and the public needs to be educated on recycling.
4. Council Member Mulder agreed with Council Member Freeberg on suspending the town’s recycling service for town and hope for a better future.
5. Council Member Marshall suggested the Council revisit it in a year or so to see what happens with the market.
6. Council Member Freeberg commented the public would need to be educated if the town were to consider recycling services in the future, and he would also support recycling plastic and bottles along with the cardboard in the future.

Consensus of the Council: The town will no longer pursue recycling services until the recycling industry figures out the market. Staff will provide public information on the town website along with social media explaining the reasons for discontinuing the recycling services and that the town may bring it back at a later date. Cedar Breaks National Monument and Parowan City will be phased out over the next few months.

5. VILLAGE WAY SEWER PROJECT BID AWARD. The bid award the Village Way Sewer Project.



1 Bret Howser, Town Manager, presented the bid tabulation for the Village Way Sewer Project
 2 (see attached). Bret explained John Orton Excavation was the low bidder for the project at a
 3 bid of \$327,170. Bret reported the town has \$519,000 in reserves for this project which were
 4 the figures from a previous engineer for the project. The remaining amount will be rolled into
 5 the next sewer project.
 6

7 Bret reported he will speak with the other contract to see why their figures were so much
 8 higher, but it could also be the way they identified some costs in their bid. Staff will follow up
 9 on their costs for the bids.

10
 11 **Motion:** Council Member Freeberg moved to award the Village Way Sewer Project to
 12 John Orton Excavating not to exceed \$327,170 as presented. Council Member
 13 Marshall seconded the motion.

14 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member Mulder,
 15 Council Member Hunter, Council Member Freeberg, Council Member Marshall,
 16 Mayor Calloway).
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20 **6. RESOLUTION ADOPTING THE BRIAN HEAD AREA SUSTAINABLE**
 21 **RECREATION AND TOURISM MASTER PLAN.** A resolution adopting the Brian Head
 22 Sustainable Recreation and Tourism Master Plan.
 23

24 Bret Howser, Town Manager, presented a draft resolution for the Brian Head
 25 Area Sustainable Recreation and Tourism Master Plan (see attached). Bret
 26 explained this draft of the plan identified the Council’s changes from a
 27 previous meeting.
 28

29 The Council held discussion on the following:

- 30 1. Mayor Calloway commented the ATV picture that was previously requested to be
 31 changed was not changed.
- 32 2. Council Member Freeberg commented he understands this is a regional plan but was
 33 disappointed the plan wasn’t as focused on Brian Head as much as he believed it should
 34 be but did notice snowmobiling was now identified as a primary activity.
- 35 3. Council Member Marshall commented the winter picture identified another ski resort and
 36 suggested they contact local resident Mike Saemisch Photography who specializes on
 37 local pictures.
- 38 4. Council Member Marshall commented one change that had not taken place was the map
 39 identifying Minnersville Creek on page 98, which was requested to be taken off since
 40 there isn’t a Minnersville Creek.
- 41 5. Council Member Hunter commented the pictures in the document are still pixelated and
 42 would like to see more local pictures in the plan.
- 43 6. Council Member Hunter suggested the picture of the disc golf should identify the Cedar
 44 City disc golf area since it is a nationally ranked course.
 45

46 **Motion:** Mayor Calloway moved to atop resolution No. 474, a resolution adopting
 47 the Brian Head Area Recreational and Tourism Master plan with the
 48 following changes to be made: 1. Minnersville Creek will be removed.
 49 2. More local area pictures will be identified. 3. The pixilation on the
 50 pictures will be improved. Council Member Mulder seconded the
 51 motion.

52 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Council Member
 53 Mulder, Council Member Hunter, Council Member Freeberg, Council
 54 Member Marshall, Mayor Calloway).
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7. ADVICE AND CONSENT FOR THE HIRING OF A NEW PUBLIC WORKS DIRECTOR. The Council will give their advice and consent to the hiring of a new Public Works Director.

Bret Howser, Town Manager, reported he has been negotiating with the top two candidates for the Public Works Director position and has offered the job to Aldo Biasi who is the current Assistant Public Director for Parowan City. Bret explained he believes Aldo will be a good fit since he understands the community and challenges and will be a hands-on field director. Bret requested the Council’s advice and consent for Aldo Biasi for the Public Works Director.

Consensus of the Council: The Council gave their advice and consent for Aldo Biasi as the town’s Public Works Director.

8. ORDINANCE AMENDING THE LAND MANAGEMENT CODE, CHAPTERS 7, 12 & 14. An ordinance amending the Land Management Code (LMC) for Chapter 7 (Single Family Residential) Chapter 12 (Design Standards for Construction) and Chapter 14 (Signage)

Bret Howser, Town Manager, presented a draft ordinance amending the Land Management Code, Chapters: 7, 12, and 14 (see attached). Bret explained the Council tabled this agenda item during a previous Council meeting.

The Council discussed the following:

Chapter 14 – Sign Code and Chapter 12 – Design Standards

9.14.4 – Sign Code: Backlit signs:

1. Mayor Calloway suggested the name be changed from “backlit sign” to “halo lit sign” signs. Mayor Calloway distributed an informational sheet on the halo lit signs (see attached). Mayor Calloway commented the illustrations on page 2 of the handout are more of an internal lit sign and he wanted to ensure that a definition for backlit signs was identified in the LMC. Mayor Calloway commented the Council could not address the definition of backlit or halo lit sign since the advertisement for the Public Hearing did not identify Chapter 2 (definitions) of the LMC. Bret explained that Chapter 14 identifies definitions for signs within the chapter and believes the existing definition for backlit signs is internally lit sign which reflects off an opaque surface.
2. Bret explained there is an added provision “shall conform” which applies to signs in both chapter 12 and chapter 14 and ties them together.
3. Council Member Freeberg commented the sentence identifies maximum wattage and is now immaterial with LED lighting. Bret explained the Planning commission will be reviewing illuminist in a future amendment to the LMC.
4. Bret explained the Planning Commission will be addressing the night sky ordinance which will address some of the issues in the lighting as it pertains to illuminist in the LMC in the near future.

Consensus of the Council: The council will adopt the proposed changes for the backlit signage identified in Chapter 12 and Chapter 14, no additional changes identified.

Chapter 7 – Zone District Regulations

Hardscapes and setbacks:

1. Bret explained the current code identifies driveways and walkways are exempt from setbacks and the Planning Commission recommended some clarification and limit to exceptions. Currently the setback requirements are 25’ in the front and 20’ in the side



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and rear and the Planning Commission recommended 10' in the side and rear leaving a 10' buffer between properties.

- 2. Mayor Calloway stated he believes this recommendation is an overreach of government on dictating how someone can access their property. Mayor Calloway stated he is not in favor of this proposed change.
- 3. Council Member Freeberg stated he is not disagreeing with Mayor Calloway and would look at it as if needing a rule and he would be open to exceptions if the Planning Commission can be reached in a reasonable manner.
- 4. Mayor Calloway inquired as to what problem is the Planning Commission trying to fix with these proposed changes to the hardscapes? Shaun Kelly, Planning Commissioner, responded he is not as stringent as some of the other Commissioners and to him it comes down to how to legislate the look and feel of the town.
- 5. Bret explained the Planning Commission members overall feeling was to reduce the amount of spalling hardscape and to keep to more undisturbed area abutting the neighbor's property. Discussion was held regarding the prevention of parking RV's on the property line. Bret explained the issue with RV's can be addressed in other codes if enforcement needs to be identified.
- 6. Wendy Dowland, Public Works Assistant, explained Commissioner Deutschlander brought it up and they wanted to see more undisturbed areas between the property and thought they needed more undisturbed areas in the setbacks. Staff suggested the Planning Commission consider increasing the undisturbed area instead of identifying it in the setbacks.
- 7. Mayor Calloway suggest the Council skip over this item and move on to the next proposed change and believes that this issue is a legal right.

Chapter 7 – Single Family Residential – Conditional Uses: Mother-in-Law / Guests House

- 1. Mayor Calloway agreed with the proposed change in which the lot must be greater than one acre or more and as long as they meet the parking requirements.
- 2. Bret explained the Council may want to clarify the change: "Mother-in-law / Guest House added as an accessory use.
- 3. Wendy proposed to take out the habitable in the accessory provision.
- 4. Bret proposed the following change: **ADD:** "Mother-in-Law/Guest House is an accessory use on one lot that is equal to or greater than one acre shall comply with accessory structure requirements".

Consensus of the Council: ADD: "Mother-in-law / Guest house is an accessory use on one lot that is equal to or greater than one acre shall comply with accessory structure requirements".

Chapter 12 – Design Standards

12-15: Parking:

Bret explained staff has marked out parking spaces in the town hall parking lot so the Council can get a better view of the proposed change in parking spaces from 10'x20' to 9'x18'. This was a request of the Council in a previous meeting. Council Member Freeberg commented that in looking at the Mall parking spaces, the LMC would require 16 parking spaces and they do not have 16 parking spaces.

Motion: Mayor Calloway moved to recess the regular meeting to view proposed parking spaces in the town hall parking lot. Council Member Freeberg seconded the motion.

Action: **Motion carried 5-00 summary: Yes = 5 Vote: Yes:** Mayor Calloway, Council Member Freeberg, Council Member Hunter, Council Member Mulder, Council Member Marshall).



The regular meeting of the Brian Head Town Council was recessed at 3:40 pm.

The regular meeting of the Brian Head Town Council was reconvened at 3:50 pm.

Chapter 12: Design Standards

Parking Space Discussion:

1. Mayor Calloway commented he was comfortable with a proposed change to the parking spaces to 9'x19' since he thought the 18' length was too short and 19' would be a better fit.
2. Council Member Mulder stated she would prefer the 10'x20' space since it would give more room to exit the vehicle.
3. Council Member Marshall commented she did not think the proposed small space would be a problem since she noticed the doors opened without hitting the other vehicles and it did not look like the vehicles were too close together.
4. Council Member Freeberg commented that Brian Head is a resort town with a lot of families with children and having a narrow parking space would be difficult for families to exit their cars and if they have a negative experience in parking their vehicles, it would negatively impact Brian Head as a whole. Council Member Freeber proposed leaving the existing requirement in place for parking spaces. Council Member Hunter agreed.
5. Rick Valentine, shuttle bus driver, commented there are lot of families using vans and surbans which are large vehicles and the small parking space would negatively affect them.

Consensus of the Council: The parking spaces will remain 10'x20'. No change to the exterior parking space provision. The parking spaces for interior and exterior will be 10'x20'

Number of parking spaces as it pertains to dining areas:

1. Bret explained the Planning Commission is proposing to reduce the number of parking for restaurants to address parking for the dining area only instead of the square footage of the entire building.
2. Mayor Calloway proposed a change to the recommendation of the Planning Commission which is one parking space for every 1,000 square feet of finning area. Mayor Calloway proposed 1.1 parking spaces for every 100 square feet of dinning area.

Consensus of the Council: Change parking spaces required for restaurants will be 1.1 parking spaces for every 100 square feet of dining area, or 11 parking spaces for every 1,000 square feet of dining area.

Chapter 7 – Single Family Residential: Hardscapes and setbacks:

Consensus of the Council: No change to the existing provisions addressing hardscapes and setbacks in Chapter 7 (Zone District Regulations).

Motion: Mayor Calloway moved to adopt Ordinance No. 18-006, an ordinance amending Chapter 7 (Zone District Regulations), Chapter 12 (Design Standards for Construction) and Chapter 14 (Signage) with the following changings:

1. **9-7-1-C: Single Family Residential – Conditional Uses: ADD:** "Mother-in-law / guest house is an accessory use on one lot that is equal to or greater than one acre and shall comply with accessory structure requirements in this title"
2. **9-12-6 Design Standards: Lighting: to read as follows:** It is the intent of this section to encourage lighting practices and systems which will minimize light pollution, glare and light trespass, and will conserve energy while maintaining nighttime safety, utility, security and productivity. All light fixtures, including security lighting and sign lighting, except streetlamps, shall be aimed



or shielded so that the direct illumination shall be confined to the property boundaries of the source

3. **9-12-15-F (1): Parking Stall Dimensions (1) Width (a):** A minimum width of ten feet (10') shall be provided for each interior (protected from weather) parking stall and ten feet (10') for exterior parking stalls.

4. **9-12-15 Design Standards – Parking: F1(): Parking Stall Dimensions (2) Length:** A minimum length of twenty feet (20') shall be provided for each interior and exterior parking stall. Parallel parking stalls shall be a minimum twenty-two feet (22') in length

5. **9-12-15: Design Standards – Parking: Table 1: Off Street Parking Schedule: Restaurant/food beverage establishment:** 1.1 for every 100 square feet of dining area.

6. **9-14 Signage: General Provisions: ADD: K. Lighting Restrictions: All externally illuminated signs, including backlit signs, shall conform to the lighting requirements contained in Chapter 12 of this Title**

Council Member Freeberg seconded the motion.

Action: Motion carried 5-00 summary: Yes = 5 Vote: Yes: Mayor Calloway, Council Member Freeberg, Council Member Hunter, Council Member Mulder, Council Member Marshall).

9. POTENTIAL FUTURE AGENDA ITEMS. The Council will discuss potential future agenda items

Mayor Calloway commented this agenda item is for the Council to discuss any issues or items they would like to see on a future Council agenda.

• **Brian Head Cemetery**

Mayor Calloway explained that Brian Head could use a cemetery and he understands there are obstacles and instead of a traditional type of cemetery, maybe a memorial area that someone could bury ashes or place a headstone. Mayor Calloway inquired if the Council would be open to a future discussion on this item. Council Member Freeberg commented he would consider a future discussion as long as there are not graves, but small plot areas for headstones or something like it. Mayor Calloway explained it would depend on the details and would need further research by staff.

Consensus of the Council: This will be a future Council discussion. Staff will conduct the research on cemetery requirements.

• **Pop-up Business & Mobile Food Vendors**

Mayor Calloway commented the town has a deficit of dining establishments and it is difficult to get a small business to purchase property and build in Brian Head. He would like to have a discussion on pop-up businesses in which a business can begin to operate in temporary buildings such as trailers, connex boxes (sea containers). A suggested time limit on how long they can operate as a temporary establishment should be identified but would like to hold a discussion on this item. Mayor Calloway explained pop-up businesses are those like the snocone businesses or pizza carts and the town can look at it as a band aid in order to attract more businesses to town who could then look at building a permanent structure for their businesses. Council Member Freeberg commented this could conflict with the brick and mortar businesses that are already established along with concerns with the structure of the temporary business. Council Member Marshall commented that food trucks are a big



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business right now, but as long as they address the water and sewer issues, it would be worth a discussion.

Bret explained he has done some research on this topic and it would be addressed in the business license code under mobile food vendors. Bret went on to explain the town is having difficulty attracting restaurants to establish a business permanently, but if the town allowed mobile food vendors, it would give them a chance to explore opening a temporary business in Brian Head with the hopes of establishing a permanent business later.

Consensus of the Council: This will be a future Council agenda item. Staff will conduct the research necessary for the discussion.

- **Dog Park**
Council Member Marshall commented she would like to hold a future discussion on a potential dog park in Brian Head. It could be fencing a small area for dogs to run around unleashed.

Consensus of the Council: This will be a future Council agenda item.

H. ADJOURNMENT

Motion: Council Member Freeberg moved to adjourn the regular meeting of the Brian Head Town Council acting as the governing body of the Brian Head Redevelopment Agency, Special Service District and Municipal Building Authority for June 11, 2018. Council Member Mulder seconded the motion.

Action: **Motion carried 5-00 summary: Yes = 5 Vote: Yes:** Mayor Calloway, Council Member Freeberg, Council Member Hunter, Council Member Mulder, Council Member Marshall).

The regular meeting of the Brian Head Town Council acting as the governing body of the Brian Head Redevelopment Agency, Special Service District and the Municipal Building Authority was adjourned at 4:15 pm for June 11, 2018.

June 25, 2018
Date Approved

Nancy Leigh, Town Clerk

