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Midway
C.A.R.E.S.

**Midway City Planning Commission
Regular Meeting Minutes
May 12, 2026**

The Midway City Planning Commission held its regularly scheduled meeting at 6:00 p.m. on May 12, 2026 at the Midway City Community Center, 160 West Main Street, Midway, Utah.

Attendance

Commissioners

Laura Wardle – Chair
Kim Facer
Suellen Winegar
Genene Probst
Craig Knight
Travis Nokes
Steve Farrell (Alternate)
Tim Dougherty (Alternate)

Staff

Michael Henke – City Planning
Director
Wes Johnson – City Engineer
Andrew Osborne – City Council
Melissa Jones – Planning Asst.

Absent

Kelly Lineback – VC

Liaison Report

- Update given by Andrew Osborne, City Council Liaison, on Midway's upcoming America 250 celebration.
- Report given by Michael Henke, City Planning Director.

6:00 P.M. Regular Meeting

Call to Order

- Invocation by Commissioner Nokes; Pledge of Allegiance

Item 1: Approve Meeting Minutes of April 14, 2026

The Commission reviewed and approved the April 14, 2026 meeting minutes.

Motion: Commissioner Knight: "I'll make a motion to approve the meeting minutes of the April 14, 2026 Planning Commission regular meeting."

Seconded: Commissioner Farrell

Ayes: Commissioners Knight, Farrell, Facer, Winegar, Probst, Nokes, Dougherty

Nays: None

Motion: Passed

Item 2: Master Plan Amendment – Sunburst Ranch PUD, Phase 3

Review and provide a recommendation to City Council regarding an application by Dan Reeve of Toll Southwest LLC, agent for Crystal Springs Land & Cattle Company Inc., for a Master Plan Amendment of the Sunburst Ranch Planned Unit Development Phase 3, which contains 36 units. The proposal is to amend the planned location of building pads, open space, and amenities within the phase. The property is 16.52 acres in size and located at Ranch Way and Swiss Alpine Road in the R-1-22 and RA-1-43 zones.

Commissioner Craig Knight disclosed that he is a shareholder in Toll Brothers and recused himself from the discussion and vote. He left the room during consideration of this item.

Discussion:

- Staff presented the proposed Master Plan Amendment for Sunburst Ranch Phase 3, including updates to lot layout, open space, and amenities.
- The proposal maintains the approved density of 36 units but shifts from attached units to detached homes and reduces manicured open space in favor of native, low-maintenance landscaping.
- Concerns were raised regarding trail placement and steep slopes, including potential challenges with erosion and retaining walls.
- A public easement for emergency access was discussed, including wildfire and emergency response considerations.
- Final engineering, drainage, and stormwater plans will be reviewed in later phases to ensure compliance with City standards.
- The HOA–developer letter was discussed, including whether it should be incorporated into approval conditions.
- Concerns were raised regarding the non-binding language in the letter and enforcement of commitments if not adopted.
- Additional discussion addressed whether a formal agreement between the HOA and developer should be required to clarify commitments.
- Some items in the HOA letter, such as architectural approval and building heights, are easier for the City to enforce, while others, such as landscaping details and monumentation, may be more difficult.
- The proposed 80% build-out threshold for transferring maintenance responsibilities to the HOA

was discussed, including timing and landscaping establishment.

- Irrigation systems were discussed, including coordination between the developer and HOA and long-term maintenance responsibilities.
- The applicant confirmed that all major items in the HOA agreement had been resolved, including the number of stories allowed for certain lots.

Analysis & Possible Findings

- The proposed Master Plan Amendment is consistent with the Midway City Land Use Code and the approved Sunburst Ranch Master Plan.
- The proposal aligns with the goals and vision outlined in the Midway City General Plan for the R-1-22 and RA-1-43 zones.
- The revised plan incorporates native landscaping and lower-impact amenities, to reduce water usage and long-term maintenance.
- The developer and HOA have worked collaboratively, as outlined in their agreement letter.
- Certain elements of the proposal will require further evaluation during subsequent engineering and review stages.
- The proposed development must comply with all applicable Wildland Urban Interface (WUI) requirements, including fire safety and landscaping standards.
- Approval of the Master Plan Amendment is a discretionary action, and the Planning Commission may recommend conditions to address identified concerns.

Public Comment:

Although not scheduled for a public hearing, interested parties were allowed to comment.

- **Jeff Chevalier (Sunburst Ranch HOA)** expressed support for the proposal contingent upon the April 30 agreement and noted concerns regarding enforceability, retaining walls, trails, and HOA oversight.
- **Mary Lou Thackeray** expressed concern regarding the reduction of open space behind her property and encouraged consideration of impacts on adjacent homeowners.
- **Rachel Harvey** asked whether proposed trails would be private or publicly accessible and if they could connect to the City's trail system; she also referenced an existing historic orchard area on the site.
- **Jordan Olin (via phone)** requested that the Commission consider how open space is distributed across all phases of the development, noting concerns about whether the overall project meets a 50% open space expectation.

Motion by Commissioner Nokes: “I would like a make a motion we recommend approval for Dan Reeve and Toll Southwest LLC for the Master Plan Amendment of the Sunburst Ranch Planned Unit Development Phase 3, which contains 36 units. Sunburst is located 1232 West Swiss Alpine Road and is in the R-1-22 and RA-1-43 zones, with the following conditions added: 1) adopt a signed developer HOA agreement between both parties as a condition of final approval. 2) public access to the trail going from the Lundin property south.”

Second: Commissioner Probst

Ayes: Commissioners Nokes, Probst, Facer, Farrell, Winegar, Dougherty

Nays: None

Motion: Passed

Motion to adjourn: Commissioner Probst

Adjournment at 7:40 PM



Laura Wardle – Chair



Melissa Jones – Planning Asst.

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