

**PLANNING & ZONING MEETING MINUTES**  
**20 Jan 2026**  
**SNOWFLAKE TOWN COUNCIL CHAMBERS**

**PRESENT:** Michael Lunt (chair), Justin White, Derek Flake (vice chair), Bruce Meyer, Jeff Greer (absent)  
Staff: Scott Allen

Call to order at 7:01 p.m.

**Prayer:** Bruce Meyer

**Pledge:** Michael Lunt

**Approval of Previous Meeting Minutes:**

18 Nov 2025 meeting minutes, 16 Dec 2025 meeting minutes; Derek Flake made the motion to accept both meeting minutes as presented, Justin White seconded the motion, **motion passed unanimously**

**Commission Reports:**

Bruce Meyer reported that this would be his last P&Z meeting as a commissioner; he has taken on the part-time role of Community Development Director. Bruce mentioned that other commissioners might know/suggest candidates to the council to take his position.

Michael Lunt, nothing to report

Derek Flake, nothing to report

Justin White, nothing to report

**Call to the Public:**

No public requests submitted

**Open Public Hearing:**

Michael Lunt motioned to open public hearing for agenda item 6A, second by Derek Flake; **motion passed unanimously.**

6A. Consider an ADU setback and square footage variance request pertaining to Town Code Section 10-8-7 for Scott Crosby.

Mister Crosby presented plans to the commission. Bruce Meyer requested Mister Crosby speak to each of the four requirements in Town Code Section 10-8-7 for each of the two requested variances.

Main question asked by commissioners; why not a smaller ADU that would meet both the setback requirement as well as the size requirement?

Mister Crosby indicated that he expected his son, recently diagnosed with MS, to move into the ADU in addition to the in-laws. The square footage desired is to accommodate anticipated needs.

Mister Crosby indicated that the neighbors had no objections to the proximity to the northern fence (5' rather than the code required 15'). There are also no windows along the northern length of the ADU on the second floor.

No comments from the public.

**Close Public Hearing:**

Michael Lunt motioned to close the public hearing for agenda item 6A, second by Bruce Meyer; **motion passed unanimously.**

Commissioners discussed each element of 10-8-7; all agreed that A, C, D, of the code are met, Justin White and Bruce Meyer indicated that B could really be argued both ways with more arguments indicating B is not met in this situation.

Justin White suggested **these variance requests should be sent to the council for consideration** with the notes from P&Z that commissioners were split on agreement that 10-8-7 B is met. Derek Flake so moved, Michael Lunt seconded the motion; **motion passed unanimously.**

**Open Public Hearing:**

Michael Lunt motioned to open public hearing for agenda item 6B, second by Derek Flake; **motion passed unanimously.**

6B. Consider a variance request to build an accessory structure prior to the primary structure, pertaining to Town Code Section 10-8-7 for Abram Bawden.

Mister Bawden was not present; no comments from the public.

**Close Public Hearing:**

Michael Lunt motioned to close the public hearing for agenda item 6B, second by Justin White; **motion passed unanimously.**

Commissioners discussed variance request with submitted information; all agreed that none of required elements of 10-8-7 are met.

Derek Flake moved that the **variance request be denied**, second by Justin White; **motion passed unanimously.**

**Adjournment:**

Michael Lunt adjourned the meeting at 7:43 p.m.