

Mayor
Kenneth Romney

**City Engineer/ Land
Use Administrator**
Kris Nilsen

**City Recorder/
Community
Development**
Cathy Brightwell

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Alan Malan

Commissioners
Dell Butterfield
Laura Mitchell
Corey Sweat
Dennis Vest

THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, APRIL 25, 2023, AT THE CITY OFFICES.

1. Prayer/Thought – Commissioner Mitchell;
Pledge of Allegiance – Commissioner Sweat.
2. Confirm Agenda.
3. Moderate Income Housing Strategy Update.
4. Open Meeting Training.
5. Meeting Minutes from April 11, 2023.
6. Staff report
 - a. Engineering (Kris Nilsen)
 - b. Community Development (Cathy Brightwell)
7. Adjourn.

*This notice has been sent to the Davis Journal and was posted on the State Public Notice Website
and the city website on April 21, 2023, by Cathy Brightwell, City Recorder.*

MEMORANDUM



TO: Commissioners

DATE: April 21, 2023

FROM: Staff & Consultants

RE: **2023 Moderate-Income Housing Strategy Update**

This memo describes the city's efforts to address its Moderate Income Housing Strategies for 2023.

Background

In 2022, the Utah legislature required the city to select and plan for the implementation of a minimum of three moderate income housing strategies. Updates were adopted to the housing section of the city's General Plan to help achieve goals toward increasing moderate income housing. Recent legislation requires the city to submit updates by August 1, 2023, regarding its success in accomplishing the Strategies.

The three Strategies selected by the city are listed below:

- Strategy 1 – Develop and Adopt a Station Area Plan in Accordance with Section 10-9a-403.1.
- Strategy 2 – Amend Land Use Regulations to Eliminate or Reduce Parking Requirements for Residential Development Where a Resident is Less Likely to Rely on the Resident's Own Vehicle, such as residential development near major transit investment corridors or Senior Living facilities.
- Strategy 3 – Reduce, Waive, or Eliminate Impact Fees related to Moderate Income Housing.

Proposal

We are working on Strategies 1 and 3 but they are not ready to present. A proposal for Strategy 2 is presented below.

The city's parking regulations have not been reviewed or updated for some time. Together with our planning consultants, John Janson and Jake Young, staff has reviewed parking ratios, shared parking options, and other city's parking regulations. The suggestions in Exhibits A-1 & A-2 provide modifications to WBMC 17.44 – Housing in Certain Commercial Areas Overlay, and WBMC 17.52 – Off-Street Parking to eliminate or reduce parking requirements where a resident is less likely to rely on their own vehicle, such as near a transit station or senior living facility.

WBMC 17.44.060 – Housing in Certain Commercial Areas Overlay – Site Design

G. Parking Requirements.

1. Location of Parking and Parking Garages. Parking for a multi-family residential or mixed-use building should be located underneath, within (as in podium-style parking), to the side, or to the rear of the building. An above or partially above grade parking garage within the interior of a building having more than 20 residential units, if located within 50 feet of a public right-of-way, should include commercial uses that wrap the street-facing façade. No visible podium parking is recommended fronting on 500 West, 400 North, 500 South or 1100 West unless such parking is wrapped with commercial uses on the street-facing facade. If an above grade or a partially above grade parking garage is incorporated into a building that is located more than 50 feet from a public street, any portions above ground should be designed to complement the building in a manner that the parking garage is not readily discernable as such or is surrounded with a five foot-wide intensive landscape treatment that includes trees and shrubs covering at least 75 percent of each parking garage façade.
2. All projects of any building type shall provide the following minimum number of parking spaces, [as per section 17.52.040](#). ~~Studio apartments—1 space per unit; One bedroom units—1.5 spaces per unit; Two or more bedroom units—2 spaces per unit.~~
All projects should provide additional guest parking spaces equal to one guest parking space for every four units. Any parking calculations that result in less than a whole number shall be rounded up.
3. To further evaluate the above parking space requirements for a particular project, the city may require an independent parking study where parking demand calculations exceed 50 spaces, shared parking is being considered, or the proposed use may impact previously calculated parking demands for adjacent uses. Any such study will be managed by the city but paid for by the developer. The city may adjust the above parking recommendations consistent with the parking study's conclusions to reflect such factors as shared parking and compatible uses. The Planning Commission shall make findings reflecting the study or discounting the study and may suggest modifications of the parking guidelines or simply leave the standards as-is. Parking stalls 9-feet by 20-feet are recommended but a parking study could also address compact car spaces in terms of size and as a percentage of the overall parking.
4. Shared parking is encouraged based on a parking study but recommended only for up to 30 percent of the parking demand. The development agreement shall include the terms of shared parking for both the existing uses and proposed new HCCO development. The shared parking requirement is for a minimum of ten years and shall be renewed thereafter.
5. Bike parking is encouraged for residential projects. Bike parking should be well lighted and secure, with a combination of indoor bike storage and exterior bike parking. Where a mixed-use building is proposed, a conveniently located permanently attached bike rack accommodating a minimum of four bikes per building is recommended for commercial patrons.
6. Residential portions of parking garages and structures, including carports, are strongly encouraged to include 220-volt outlets and associated infrastructure/conduit for personal vehicle charging. The suggested standard is one outlet for every ten residential units; however, the number shall be determined as part of the development agreement.

17.52 Off Street Parking**17.52.010 Off-Street Parking Purpose****17.52.020 Size****17.52.030 Access To Individual Parking Space****17.52.040 Number Of Parking Spaces Required****17.52.050 Access Requirements****17.52.060 Maintenance Of Parking Lots****17.52.070 Location Of Off-Street Parking****17.52.080 Landscaping In Parking Lots****17.52.010 Off-Street Parking Purpose**

The purpose of this chapter is to set a minimum standard for off-street parking to ensure that ample parking for the generated demand of each land use will be available.

Sufficient parking should be provided to assure maximum utilization of the facilities on site will not unduly impose on neighbors in the vicinity or create an unsafe environment.

Off-street parking is required for residential, commercial, industrial, and retail buildings and structures based on current use, size, and capacity in accordance with the requirements of this chapter.

17.52.020 Size

The dimensions of each off-street parking space, exclusive of access drives or aisles, shall be at least nine (9) feet by twenty (20) feet for diagonal and ninety (90) degree spaces, and ten (10) feet by twenty-four (24) feet for parallel spaces. Drive aisle widths shall be a minimum of twenty-two (22) feet for ninety (90) degree and parallel parking and sixteen (16) feet for angled parking.

17.52.030 Access to Individual Parking Space

Except for residential dwellings, direct access to each parking space shall be from a private driveway and not from a public street. All parking spaces shall have independent access not blocked by another parking space or other obstacle.

17.52.040 Number of Parking Spaces Required

An adequate number of off-street parking spaces shall be provided for all uses as follows. In no case, however, shall parking provided be less than one space for each employee projected for the highest employment shift plus additional parking for vehicles used in conducting the business and customer parking.

- A. Auto Dealer: one parking space for each two hundred (200) square feet of sales office area plus one space for every ten (10) vehicles displayed, or five spaces, whichever is greater. Separate storage space for vehicles for sale or under repair shall be provided.

- B. Business or professional offices: one parking space for each two hundred (200) square feet of floor area.
- C. Churches with fixed seating: one parking space for each four fixed seats, or one parking space for each seven feet of linear pew, whichever is greater.
- D. Churches without fixed seats, sports arenas, auditoriums, theaters, assembly halls, reception centers, meeting halls: one parking space for each four seats of seating capacity.
- E. Fast food dining: one parking space for each seventy five (75) square feet of floor area (excluding kitchen and storage), with a minimum of five (5) spaces, plus three (3) stacking spaces per drive-through lane.
- F. Furniture and appliance stores: one parking space for each six hundred (600) square feet of retail floor area.
- G. Grocery store: one parking space for each three hundred (300) square feet of retail floor space.
- H. Hospitals: one parking space for each two beds.
- I. Hotels and motels: one space for each living or sleeping unit, plus parking space for vehicles used in conducting the business.
- J. Medical/Dental office: one parking space for each two hundred (200) square feet of floor area or three parking spaces for each doctor/dentist, whichever is greater.
- K. Residential and Mixed-Use Buildings ~~dwelling~~s:
 - 1. In residential districts: two parking spaces for each dwelling unit located in a including garage and/or driveway.
 - 2. In commercial districts, Multi-Family and Mixed-use buildings:
 - a. Studio apartments – 1 space per unit; (alt. .5 for affordable projects at 80% of the AMI)
 - b. One bedroom units – 1.5 spaces per unit; (alt. .75 for affordable projects at 80% of the AMI)
 - c. Two or more bedroom units – 2 spaces per unit. (alt. 1 for affordable projects at 80% of the AMI)
 - d. All multi-family residential and mixed use projects shall provide additional guest parking spaces equal to one guest parking space for every four units. Any parking calculations that result in less than a whole number shall be rounded up.
 - 3. Transit adjacent multi-family residential and/or mixed use, if located within ¼ mile of enhanced transit services such as a station, BRT, or enhanced bus, may request up to a 20% reduction in parking spaces at the discretion of the applicant.
- L. Residential health care facilities including nursing homes: one parking space for each five beds.

- M. Restaurants, taverns, private clubs, and all other similar dining or drinking establishments (except for fast food dining establishments): one parking space for each four seats or one parking space for each one hundred (100) square feet of floor area (excluding kitchen and storage), whichever is greater.
- N. Retail stores (except as provided in subsection F and G of this section): one parking space for each one hundred (100) square feet of retail floor space.
- O. Senior Housing shall provide .5 spaces per unit. Do we need a definition?
- P. Shopping center or other groups of uses not listed above: one parking space for each two hundred (200) square feet of total floor space.
- Q. Wholesale establishments, warehouses, manufacturing establishments and all industrial uses: as determined by the zoning administrator.
- R. All other uses not listed above: as determined by the zoning administrator. All required determinations of the zoning administrator under this section shall be based on the nearest comparable use standards and information provided by the applicant.

17.52.070 Location of Off-Street Parking

Off-street parking in non-residential districts is allowed in the front setback, as long as the parking area is set back, and the frontage of the property is permanently landscaped in accordance with Section 17.52.080.

17.52.080 Landscaping in Parking Lots

The following landscape requirements apply to parking lots.

- A. Each parking lot adjacent to a public street shall provide along the entire frontage of the property (except for any drive approach) a minimum depth of ten (10) feet of permanently maintained landscaping.
- B. Each parking lot consisting of more than twenty (20) spaces, or 4,000 square feet shall include landscaped parking islands as follows:
 - 1. Office and commercial: 7 percent of total parking lot area.
 - 2. Industrial and warehouse: 5 percent of total parking lot area.
- C. Parking island areas are intended to define major drives and access ways, and to delineate ends of parking rows and aisle intersections. For every six required parking spaces, or portion thereof, a minimum of one tree shall be provided within each parking island. Additionally, each parking island shall contain:
 - 1. A minimum of 140 square feet;
 - 2. A minimum average width of 8 feet; and
 - 3. A minimum of one tree from the city's approved tree list.
- D. In all other respects, the landscaping of parking lots shall comply with Chapter 12.28 and Chapter 17.50.

UTAH OPEN & PUBLIC MEETINGS ACT

UTAH CODE ANN. §52-4-101 et seq.

Annual Training Per UCA §52-4-104
April 25, 2023

Declaration of Public Policy

- West Bountiful City exists to aid in the conduct of the people's business.
 - **Actions will be taken openly**
 - **Deliberations will be conducted openly**

ALL THOSE IN FAVOR OF WHAT WE DISCUSSED IN OUR E-MAIL THREAD AND AT LARRY'S SON'S BIRTHDAY PARTY SAY 'AYE'

'Aye'

'Aye'

'Aye'

I

... HAVE NO IDEA WHAT'S GOING ON

WINK NUDGE

I THOUGHT THIS MEETING WAS OPEN?



To Whom Does the Law Apply

- Any administrative, advisory, executive, or legislative body that:
 - Was created by statute, rule, ordinance, or resolution; and
 - Expend, disburses, or is supported in whole or in part by tax revenue; and
 - Is vested with the authority to make decisions regarding the public's business (including recommendations to the City Council)

For West Bountiful, This Includes:

- City Council
- Redevelopment Agency
- Planning Commission
- Emergency Preparedness Advisory Committee
- Architectural Review Board – Historic Overlay District
- Arts Council
- Youth City Council

What Is a Meeting?

- Quorum must be present
 - Including workshops
 - In person or electronically
- You are there to:
 - Discuss, or
 - Receive Comment, or
 - Act on anything you have jurisdiction or advisory authority over.

What is Not a Meeting?

- A chance meeting
- A social meeting
- Convening a public body with both legislative and executive responsibilities where no public funds are appropriated and meeting solely for discussion or to implement administrative/operational matters

Meetings

- Must be open to the public unless properly closed;
- Must be properly noticed;
- Must be properly recorded.

Notice

- Posted at City Office, City Website, and Utah Public Notice Website at least 24 hours before the meeting:
 - Agenda
 - Date
 - Time
 - Location
- Newspaper within Geographic Jurisdiction, or Local Media Correspondent
- Annual Notice of Meetings Scheduled for the year

Electronic Meetings

- An ordinance/rule/policy “governing the use of electronic meetings” must be adopted by Public Body
- Can meet by phone, computer, or other electronic means
- Notice requirements still apply
- Public must be able to attend or participate

Agenda

- “Shall provide reasonable specificity to notify the public as to the topics to be considered at the meeting”
- “Each topic shall be listed under an agenda item”
- Items not on the agenda that are raised by the public may be discussed, but cannot be acted upon

Minutes

- Minutes For All Open Meetings Must Include:
 - Date, time, place;
 - Names of members present and absent;
 - Substance of all matters proposed, discussed, or decided;
 - Record, by individual member, of each vote taken;
 - Name of each individual giving testimony or comments, and a summary of what was said; and
 - Any additional information requested by a member.

Minutes, continued

- Body must establish and implement procedure for approval of minutes
- Pending minutes must clearly indicate that the public body has not approved the minutes and are subject to change, e.g., “Pending” or “Not Yet Approved”
- Pending minutes, Approved Minutes, and a Recording of a public meeting are public records under GRAMA
- Must be available to the public within 3 days of approval
- Minutes must be retained permanently

Audio Recordings

- Each meeting must be recorded
- Recording of open meetings must be available to the public
- Recording of closed meetings are protected records under GRAMA

Emergency Meetings

- Emergency means emergency
- Must give as much notice as possible
- Must attempt to notify all members
- A majority of members must approve the meeting
- Minutes must include a statement of the unforeseen circumstances that made the meeting necessary.

Closed Meetings/Executive Session

- Closed meetings are used to discuss specific items that fall into one or more of the following categories:
 - An individual's character, professional competence, or physical or mental health;
 - Pending or reasonably imminent litigation;
 - The City's purchase, sale, lease, or exchange of real property
 - Deployment of Security personnel, devices or systems; or
 - Criminal misconduct.

Closed Meetings, continued

- Meeting must begin as an open meeting;
- Must have a 2/3 vote to go into a closed meeting;
- Purpose of the closed meeting must be publicly stated;
- The discussion cannot stray from stated allowed purpose;
- May not interview candidates applying to fill an elected position;
- Must be held at the regular meeting location if held on the same day; and
- No official actions can be approved or final votes taken.

Criminal penalty for closed meeting violation

- **52-4-305.** A member of a public body who knowingly or intentionally violates or who knowingly or intentionally abets or advises a violation of any of the closed meeting provisions of this chapter is guilty of a class B misdemeanor.

Enforcement/Violations

- Intentional closed meeting violation = Class B misdemeanor
- Court may:
 - Void an action taken
 - Compel compliance
 - Award attorney fees and court costs to successful plaintiff
- Attorney General and County Attorneys are charged with Enforcement
- Any aggrieved individual can bring suit

	Legislative	Administrative	Quasi Judicial
Characteristics	Very Broad Authority Broad Public Input	Restricted Authority Limited or No Public Input	Very Restricted Authority Input Restricted-Involved Parties
	<ul style="list-style-type: none"> • Creates New Law • Allows for Citizen Input as Basis for Decision • Vision/Goal Setting 	<ul style="list-style-type: none"> • Enforces Current Law • Bound by Law Rather than Public Opinion • Does Not Create or “Bend” Law 	<ul style="list-style-type: none"> • Based on Established State Law • No ex-parte communication
Responsible Body	<u>Land Use Authority (es)</u> <ul style="list-style-type: none"> • Planning Commission (advisory) • City Council 	<u>Land Use Authority (es)</u> <ul style="list-style-type: none"> • Planning Commission • City Council • City Engineer • City Recorder • Enforcement Officer 	<u>Land Use Authority (es)</u> <ul style="list-style-type: none"> • City Council <u>Courts</u>
Land Use Actions	<ul style="list-style-type: none"> • General Plan • Zoning Ordinances • Subdivision Ordinance • Amendments • Annexation Policy 	<ul style="list-style-type: none"> • Business License • Building Permit • Conditional Use Permit • Subdivision Approval • Variances 	<ul style="list-style-type: none"> • Appeals

Questions/Concerns?

3 **PENDING – NOT APPROVED**

4 **Posting of Agenda** - The agenda for this meeting was posted on the State of Utah Public Notice website,
5 on the West Bountiful City website, and at city hall on April 7, 2023, per state statutory requirement.

6 Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, April 11, 2023, at
7 West Bountiful City Hall, Davis County, Utah.

8 **Those in Attendance:**

9 **MEMBERS ATTENDING:** Chairman Alan Malan, Commissioners Corey Sweat, Dennis Vest, Laura
10 Mitchell, Mike Cottle, Dell Butterfield (Alternate), and Council member Kelly Enquist.

11 **STAFF ATTENDING:** Kris Nilsen (City Engineer), Cathy Brightwell (Recorder) and Debbie McKean
12 (Secretary).

13 **VISITORS:** Deby Marshall, Cindy Dransfield,

14

15 The meeting was called to order at 7:30 pm by Chairman Malan.

16 **1. Prayer by Commissioner Vest**
17 **Pledge of Allegiance- Commissioner Mitchell**

18
19 Chairman Malan thanked Mike Cottle for his 12 years of service on the Planning Commission and
20 wished him well on his mission to Australia.

21

22 **2. Confirm Agenda**

23 Chairman Malan reviewed the proposed agenda. Laura Mitchell moved to approve the agenda as
24 presented. Corey Sweat seconded the motion. Voting was unanimous in favor among all members
25 present.

26

27 **3. Public Hearing- Building Permit Fees**

28

29 Commissioner packets included a memorandum dated April 7, 2023, from Kris Nilsen and Cathy
30 Brightwell regarding Building Fee updates. An attached redline copy of the fee schedule was included.

31

32 **Action Taken:**

33 **Laura Mitchell moved to open the public hearing for Building Permit Fees at 7:35 pm. Corey Sweat**
34 **seconded the motion and voting was unanimous in favor.**

35

36 Cathy Brightwell explained the reason for the public hearing this evening is to update some of the
37 service fees. She reviewed the changes and noted that they will bring updates of other fees in the future
38 as they research costs more closely.

39

40 **Public Comment:**

41

42 No public comments were offered.

43

44 **Action Taken:**
45 ***Corey Sweat moved to close the public hearing at 7:43 pm. Dennis Vest seconded the motion and***
46 ***voting was unanimous in favor.***

47
48 **4. Consider Updates to Building Permit Fees**
49

50 Commissioner packets included a memorandum dated April 8, 2023 from Kris Nilsen & Cathy Brightwell
51 regarding updates to building permit fees and proposed updates to the consolidated fee schedule.

52
53 Fees the city charge for building permits have not been updated in many years and several frequently
54 used fees do not cover the costs associated with the work and staff feels these fees need to be changed
55 immediately.

56
57 Cathy Brightwell pointed out that there was discussion at the last meeting about the need to come up
58 with fees that are based on city-specific costs and that are calculated in a consistent manner. She noted
59 that staff is researching different methodologies including those recommended in the International
60 Building Code (IBC), International Code Council (ICC), and those used in other cities. In the meantime,
61 staff proposes updates to several frequently used fees to put us in a better position of covering our costs
62 until more information can be collected to address the costs and fees in more detail. New fees for fence
63 plans, Landscape plans, and Identical Plan review fees are also proposed.

64
65 Chairman Malan noted the amount of work that staff put into making these changes. He would like to
66 understand how they reached each of the fees that they are suggesting. Cathy Brightwell responded
67 that fees were calculated based on a combination of administrative, plan review, and inspection costs.
68 Staff was directed to note how each the fees were determined when taking the proposal to city council
69 so they don't appear to be reached arbitrarily.

70
71 There was discussion about some of the updates and housekeeping changes. Chairman Malan would like
72 language added under deposits for Accessory Structures to include Non-commercial structures.

73
74 **Action Taken:**
75 ***Corey Sweat moved to approve and move to city council the proposed changes in Exhibit A for the***
76 ***Consolidated Fee Schedule for Building Permits and to note the justification for each change made.***
77 ***Laura Mitchell seconded the motion and voting was unanimously in favor.***

78
79 **5. Discuss Blended Use Zone.**
80

81 Commissioner packets included a memorandum dated April 7, 2023 regarding the Blended Use Zone
82 with an attached copy of WBMC 17.26-Blended Use District for review and discussion.

83
84 Review of the Blended Use (B-U) Zone has been requested by the planning commission for some time
85 and is presented this evening for review and discussion.

86
87 Cathy Brightwell explained that the B-U zone was adopted in 2009 to address expected future
88 development around the new Legacy Parkway. There was a desire to encourage vibrant, active centers
89 through a variety of uses in a pedestrian, equestrian, and bicycle friendly environment and to promote
90 architectural quality in building designs. Development was to provide a blend of residential, commercial,

91 office, recreation, entertainment, technology-based enterprises, open space, and other types of uses
92 that create a quality design.

93
94 Ms. Brightwell pointed out that the B-U zone consists of two sections divided by the Davis County A-1
95 Canal. She explained the following:

- 96 • All development south of the canal is required to meet the development and design
97 requirements listed for the zone and a long list of permitted and prohibited uses.
- 98 • All development north of the A-1 canal is restricted to single family detached residential
99 dwellings, equestrian centers and associated facilities, parks and park amenities, trails and
100 related trail amenities, and other facilities that enhance the rural character of this area.
- 101 • The land use regulations for the underlying A-1 zone apply.
- 102 • The development of the area along Legacy Parkway has not materialized as expected.
- 103 • The majority of the regulations in the B-U zone do not apply to the northern area, which is
104 owned primarily by Ivory Land Corporation and West Bountiful City and intended for residential
105 development.
- 106 • The southern area intended for blended use development remains undeveloped except for a
107 portion owned and used for automobile storage.

- 108
109 Staff pointed out several options for the Commission to consider.
- 110 1. Re-write the regulations to better fit today's environment; or
 - 111 2. Eliminate the entire B-Use Zone and deal with future development on a case by case basis using
112 the underlying A-1 zone; or
 - 113 3. Change the boundaries of the B-U zone by removing the northern section.

114
115 Some discussion took place. Chairman Malan agreed that this zone was created when the Legacy
116 Highway was built with the intent to create something unique to the area and enable a variety of uses
117 that would be conducive to desirable development, but developers have not shown interest.
118 Commissioner Vest expressed his desire to do away with the B-U Zone entirely as it causes confusion to
119 developers by making them think they can do more than allowed, especially regarding commercial
120 development, mixed use, and higher density in the northern residential area.

121
122 After further discussion, there was consensus to proceed to eliminate the entire B-U zone. Future
123 development proposals can be addressed on a case by case basis which will give both developers and
124 the city more flexibility. There was also a desire to dissolve the Legacy Overlay Zone for the same
125 reasons. Both zones should be changed to A-1.

126
127 A public hearing will need to be scheduled after appropriate notification which will include all property
128 owners in both the B-U and L-O zones. A public hearing will tentatively be scheduled for May 9 if notice
129 has been completed.

130
131 **6. Consider Meeting Minutes from March 28, 2023**

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133 **Action Taken:**
134 ***Laura Mitchell moved to approve the minutes from March 28, 2023 as presented. Corey Sweat***
135 ***seconded the motion and voting was unanimous in favor.***

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7. Staff Report

a. Engineering (Kris Nilsen)

- A pour has been scheduled for the west side of the public works building and will continue on the east side in the near future; weather has caused a lot of delays. The tour for city council and the public was cancelled and instead an open house will be held when the building is completed.
- Spring clean-up is scheduled in mid-May and will take place at the new facility.
- Weber Basin reported that there will be no restrictions this year on water usage due to the amount of water we have received, but still encourage conservation of water.
- Last week’s Land Use Seminar covered changes by the legislature, especially with subdivisions and landscape bonds. Changes to the number of reviews by planning commission and city council will change and approvals will be more administrative. The ULCT will help define the regulations and assist in drafting new ordinances.

b. Community Development (Cathy Brightwell)

- Moderate income housing report needs to be completed by August 1st. The three strategies we selected last year need to be updated to show what has been accomplished.
- New legislation also requires an Airport Overlay Zone for cities that are within one mile of an airport. Chairman Malan doubted we were within the mile qualification and asked staff to verify.
- Annexation: The county is still working with property owners and will pay the required engineering fees needed to proceed with annexation. They have had difficulty contacting some of the property owners since they do not live on the properties in the annexation area.
- Both the Olsen Farms 8 subdivision and Doug Coons subdivision are moving forward. They have already been approved by planning commission so will go straight to city council for final approval.

8. Adjourn.

Action Taken:

Mike Cottle moved to adjourn the regular session of the Planning Commission meeting at 8:55 pm. Corey Sweat seconded the motion. Voting was unanimous in favor.

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The foregoing was approved by the West Bountiful City Planning Commission on April 25, 2023 by unanimous vote of all members present.

Cathy Brightwell – City Recorder