

Mayor
Kenneth Romney

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

**Community
Development**
Addison Jenkins

WEST BOUNTIFUL PLANNING COMMISSION

550 North 800 West
West Bountiful, Utah 84087

Phone (801) 292-4486
FAX (801) 292-6355
www.WBCity.org

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, NOVEMBER 28, 2023, AT THE CITY OFFICES.

1. Prayer/Thought – Commissioner Malan;
Pledge of Allegiance – Commissioner Sweat.
2. Confirm Agenda.
3. Conditional Use Permit Application –Flag Lot at 647 N 800 West
4. Meeting Minutes from November 14, 2023.
5. Staff reports
 - a. Engineering (Kris Nilsen)
 - b. Community Development (Addison Jenkins)
6. Adjourn.

*This agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCity.org),
and provided to the Davis Journal on November 9, 2023, by Cathy Brightwell, City Recorder.*

**West Bountiful City
Planning Commission Meeting**

November 28, 2023

Posting of Agenda - The agenda for this meeting was posted on the State of Utah Public Notice website, on the West Bountiful City website, and at city hall on November 24, 2023, per state statutory requirement.

Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, November 28, 2023, at West Bountiful City Hall, Davis County, Utah.

Those in Attendance:

MEMBERS ATTENDING: Chairman Alan Malan, Commissioners Corey Sweat, Dennis Vest, Dell Butterfield, Laura Mitchell, and Council member Kelly Enquist.

MEMBERS EXCUSED:

STAFF ATTENDING: Kris Nilsen (City Engineer), Addison Jenkins (Community Development), Remington Whiting (Recorder), and Debbie McKean (Secretary).

PUBLIC: Tristina Bown, Marty Vowles, April Vowles, and Betty Vowles

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

**1. Prayer & Thought by Commissioner Malan
Pledge of Allegiance- Commissioner Sweat**

2. Confirm Agenda

Chairman Malan reviewed the proposed agenda. Corey Sweat moved to approve the agenda as presented. Dennis Vest seconded the motion. Voting was unanimous in favor among all members present.

3. Conditional Use Permit Application- Flag Lot at 647 North 800 West

Commissioner packets included a memorandum from City Staff dated November 21, 2023 regarding a conditional use permit application and site plan for a Flag Lot at 647 North 800 West for Troy Salmon.

Addison Jenkins explained that Troy Salmon is under contract to purchase the nearly 1-acre parcel located at 647 N 800 West. His intent is to subdivide the parcel into two lots and build a new home on the second lot. Prior to completing the purchase and with the consent of the current owner, he is requesting approval for a flag lot.

Mr. Jenkins further explained that there is currently one home on the parcel, and the parcel does not have sufficient frontage for an additional lot without the approval of a flag lot.

Addison Jenkins and Kris Nilsen reviewed the following with the Commission, noting whether or not the proposed flag lot would be in compliance:

WBMC 16.12.060 – states that Flag lots will only be allowed where traditional lot development is not feasible. Such lots shall meet the following criteria:

1. The staff of the lot shall not be less than twenty feet (20') wide and shall not exceed the design length requirements for a cul-de-sac. **In Compliance** (it is proposed to be 20 ft wide and 140 ft long).
2. The staff of the lot shall serve one lot only and shall have direct access to a dedicated and improved public street. **In Compliance.**
3. The staff of the lot shall be owned, fee simple, as part of the lot. **In Compliance.**
4. The staff of the lot shall approach the public street at an angle of not less than 80 degrees. **Mr. Nilsen noted that the submitted plan showed the angle at 71 degrees but that it would be corrected during the subdivision approval process.**
5. The staff of the Flag lot cannot extend from intersections, street corners, or cul-de-sacs. **In Compliance.**
6. The body of the lot shall meet the lot size and dimensional requirements of the applicable zone. The staff area shall not be used in computing lot size. Proposed buildings shall comply with the minimum setbacks required for the zone. Determinations as to which are the front, side, and rear setbacks shall be made at the time of the subdivision application and shall be designated on the plat. **In Compliance.**
7. Flag lot must comply with fire code requirements including access width, driving surface, parking, and fire hydrant placement. **In Compliance (to be partially addressed as part of a Subdivision Review).**
8. Flag lots cannot be used where traditional methods of development could occur. **In Compliance.**
9. Subdivisions which contain more than four (4) lots cannot contain a flag lot. **In Compliance.**
10. The lot shall be graded so storm water runoff does not negatively impact neighboring properties. **In Compliance, (to be partially addressed as part of a Subdivision Review).**
11. All flag lots shall have the street address displayed on private property in a prominent location where the staff abuts the public street. **In Compliance, (it will be assigned address 619 North 800 West).**
12. A flag lot may not be created which would negatively impact the future continuation of existing stub streets. **In Compliance.**
13. Other requirements imposed by the Conditional Use Permit to mitigate the potential negative impacts caused by the proposed use; the Conditional Use Permit and plat review cannot waive requirements 1 through 12 of this Section.

Commissioner Mitchell inquired how the permit is issued. Mr. Jenkins responded that the permit is attached to the property, not the owner or petition filer.

Mr. Jenkins noted some unique aspects of this proposed flag lot and listed possible mitigating measures to deal with the potential negative impacts. He pointed out some conditions must be met at the time the subdivision is approved rather than when the conditional use is approved.

Staff explained that the staff of this flag lot will run immediately parallel and adjacent to the non-public road labeled "600 North" which is the staff of the lot at 850 W 600 North (Anderson), but which is also used as the access to the lot at 830 W 600 North (Bangerter) via an easement. This private 600 N road is paved with black asphalt. Due to this, the Planning Commission may want to apply conditions so that visitors, delivery vehicles, or emergency vehicles can easily identify which house they are going to.

The following was noted and discussed by staff and the commission:

- Consider requiring lighting and street numbers at the flag lot staff entrance to help guide emergency vehicles and other persons to the correct address; **(Required)**
- Consider lighting along the staff driveway. **(Not Required)**
- Consider requiring fencing, landscaping, curbing, or other physical separation between the two lot staffs / driveways. **(Not Required)**
- Commissioners emphasized that the flag lot must meet requirement #4 which states that the driveway approach be 80 degrees or greater, and per Kris Nilsen's comments must be 20 feet from the south property line to avoid interfering with existing utilities, poles, and mailbox, and to create clear separation from the non-public road 600 North. **(Required)**

Action Taken:

Corey Sweat moved to approve the flag lot application at 647 North 800 West noting all of the staff notes and given that it meets all of the requirements listed in WPMC 16.12.060 1-12, in particular number 4, that the road comes in at not less than 80 degrees, and at least 20 feet away from the south property line, and with the following condition: that there is an address monument that has a type of lighting or reflective lettering that shows the address for the proposed flag lot. Laura Mitchell seconded the motion and voting was unanimous in favor.

4. Meeting Minutes from November 14, 2023

Action Taken:

Dell Butterfield moved to approve the minutes from November 14, 2023 with no changes. Corey Sweat seconded the motion and voting was unanimous in favor.

5. Staff Report

a. Engineering (Kris Nilsen)

- The City Administrator, Duane Huffman, is gathering comments and information to bring to the commission regarding the Home Occupation Ordinance.
- A rough draft of the new Subdivision Ordinance will be included in the packet of the December 12th meeting. Addison noted that he listened to a webinar regarding the subdivision ordinance and various cities' frustrations. It is probable that the state legislature will adopt a new bill to address these issues and concerns.
- Staff is still working on the design for 660 West regarding curb, gutter, and sidewalk.

b. Community Development (Addison Jenkins)

- The city, in coordination with the South Davis Sewer District, will wait to approve their conditional use permit until the annexation of the rest of their property is completed. Staff will be meeting with North Salt Lake to discuss items related to their experience with the sewer plant expansion in their city a few years ago.

Commissioner Vest requested that the detached ADU ordinance be put on the agenda again.

6. Adjourn.

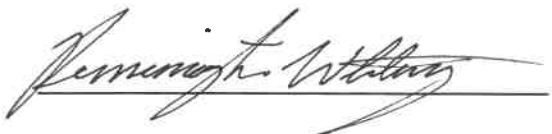
136
137
138
139
140
141
142
143
144
145
146
147

Action Taken:

Laura Mitchell moved to adjourn the regular session of the Planning Commission meeting at 8:15 pm.
Corey Sweat seconded the motion. Voting was unanimous in favor.

.....

*The foregoing was approved by the West Bountiful City Planning Commission on December 12, 2023, by
unanimous vote of all members present.*

A handwritten signature in cursive script, appearing to read "Remington Whiting", is written over a horizontal line.

Remington Whiting, City Recorder