

Mayor
Kenneth Romney

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

**Community
Development**
Addison Jenkins

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Alan Malan

Commissioners
Laura Mitchell
Corey Sweat
Dennis Vest

**City Council
Representative**
Dell Butterfield

THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, JANUARY 9, AT THE CITY OFFICES.

1. Prayer/Thought – Commissioner Vest;
Pledge of Allegiance – Commissioner Mitchell
2. Confirm Agenda
3. Consider Recommendations to the City Council on Home Occupations Ordinance
4. Approve Meeting Minutes from December 12, 2023
5. Staff Reports (Engineering, Community Development)
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 January 5, 2024, Remington Whiting, City Recorder.*

**West Bountiful City
Planning Commission Meeting**

January 9, 2024

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 January 5, 2024 per state statutory requirement.

Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, January 9, 2024, at West Bountiful City Hall, Davis County, Utah.

Those in Attendance:

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

MEMBERS EXCUSED:

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

PUBLIC: Aimee Hinojosa, Dan McConkie, Richmond Thornley, Robert Merrick, Rod Wood, Kelly Enquist, Tyler Ruyme.

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

1. **Prayer by Commissioner Vest
Pledge of Allegiance- Commissioner Mitchell**
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. Consider Recommendations to the City Council on Home Occupations Ordinance

Commissioner packets included a memorandum from Addison Jenkins on January 5, 2024, RE: Home Occupations – Land Use Updates with an updated clean copy of the Home Occupation Ordinance draft with a list of Home Occupation Requirements for Consideration which consisted of the past 5 years (2019-2023) recurring conditions the planning commission has imposed.

Addison Jenkins provided a clean draft for WBMC 5.04 Business Licenses in General and WBMC 5.28 Home Occupations for the commission to review. In addition, he provided a list of Home Occupation Requirements for consideration that he compiled from former conditional use permits from 2019 to 2023. He noted that the commission should consider any additional requirements to the draft ordinance, or make any further changes, corrections, or edits before a final review and vote at this or a future meeting.

Chairman Malan led the discussion as they reviewed the document page by page.

The following changes were made:

WBMC 5.04 Business Licenses in General

"Business" - Change "corporate" to "incorporated"

5.28.030-Application for License Section "C" – Strike language "If the home occupation (last sentence)

5.28.040-Requirements

Section "C" - Strike the entire section and replace it with "Upon reasonable notice, the city can inspect the premises periodically with the owner present as was a previous conditional use requirement.

Commissioners asked Addison to check with legal counsel to see if inspections could be done by city staff on an unannounced basis if a complaint were issued.

Section "N" - Delete language "by reasons of color, design, materials, construction, lighting, odors, sound, noise, or vibrations.

5.28.050 Specific Businesses Prohibited

Discussion took place regarding whether or not to add language including "Construction, Welding, and storage of yellow iron. After a lengthy discussion and review it was decided by the majority of the commission to not include that language.

Commissioners added the language "except daycare/preschools" to Item 16.

Addison Jenkins informed the commissioners that they have found some new tools that can help them enforce the ordinances.

Rod Wood stated that he feels that the commissioners have done a thorough review of this ordinance and have properly addressed any concerns that the former city council may have had.

Action Taken

Corey Sweat moved to table this item until legal counsel can review the changes and suggestions made to the document this evening. Laura Mitchell seconded the motion and voting was unanimous in favor.

4. Meeting Minutes from December 12, 2023

Action Taken:

Corey Sweat moved to approve the minutes from December 12, 2023. Dennis Vest seconded the motion and voting was unanimous in favor.

5. Staff Report

a. Engineering (Kris Nilsen)

- Google Fiber has been released and permit has been closed out with a 3-year extension for them to fix things back to original conditions if necessary.

- Capital Projects this year consist of 1200 North (Northside) and 1100 West. The project on 660 West has been moved to another year as far as construction, but preliminary design is still in the planning stage.
- Commissioners asked that the Sewer Department discussion providing a pedestrian pass way be addressed as part of their project/permit. Bountiful City owns the road by the Sewer Plant. Our city owns and maintains the road in front of the Sewer Plant. Our city will require improvements on site but will need to address with other entities regarding any other pedestrian trails.

b. Community Development (Addison Jenkins)

- City Council has a retreat next Friday. Some items discussed there may come back to the Planning Commission.
- South Davis annexation fell into the cracks, but it has been jump started again.
- UDOT has given the city an updated plan to accommodate the requests of our city.
- ULCT meeting presented updates to zonings regarding moderate income housing. Could be up to 8 lots per acre for consideration. Legislature recognizes the great need to provide more affordable housing.

6. Adjourn

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 9:08 pm. Laura Mitchell seconded the motion. Voting was unanimous in favor.

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The foregoing was approved by the West Bountiful City Planning Commission on November 14, 2023, by unanimous vote of all members present.

