

Mayor
Kenneth Romney

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

City Recorder
Remington Whiting

**City Council
Representative**
Dell Butterfield

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Alan Malan

Vice Chairman
Corey Sweat

Commissioners
Laura Mitchell
Dennis Vest
Robert Merrick
Tyler Payne

**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, MAY 27TH, 2025 AT THE CITY OFFICES.**

Invocation/Thought – Commissioner Vest

Pledge of Allegiance – Commissioner Malan

1. Confirm Agenda
2. Public Hearing – Update to West Bountiful City’s General Plan Regarding Moderate Income Housing.
3. Consider Proposed Updates to West Bountiful City’s General Plan Regarding Moderate Income Housing Recommendation.
4. Approve Meeting Minutes from May 13th, 2025.
5. Staff Reports.
6. Adjourn.

*This agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCityut.gov),
and posted at City Hall on May 23rd, 2025 by Remington Whiting, City Recorder.*

**West Bountiful City
Planning Commission Meeting**

May 27, 2025

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 May 23, 2025, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, May 27th, 2025, at West Bountiful City Hall, Davis County, Utah.

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

MEMBERS/STAFF EXCUSED: Robert Merrick

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

PUBLIC ATTENDING: John Janson, Mike Sowby

Assignments for the Prayer/Thought and Pledge were reassigned for this evening meeting.

Thought/Invocation Council member Butterfield gave the thought and pledge of Allegiance.

1. Confirm Agenda

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

2. Public Hearing – Update to West Bountiful City’s General Plan Regarding Moderate Income Housing.

Commissioner packets included a memorandum from Staff dated May 23, 2025, with Updates to City’s General Plan Moderate Income Housing Element.

Remington Whiting explained that Utah Code 10-9a-403 charges the planning commission with making recommendations to the city council for a general plan. In combination with Utah Code 10-9a-408, the city must include a moderate-income housing element within the general plan and annually report on the progress made toward adopted strategies selected from a list provided in code.

The planning commission was able to discuss and consider potential strategies on Tuesday, December 10th, 2024 and January 10th, 2025, and the city council reviewed these suggestions on December 17th, 2024.

The last time the city updated the moderate-income housing element in 2022, it adopted the following strategies:

- 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;
- Reduce, waive, or eliminate impact fees related to moderate income housing;
- Develop and adopt a station area plan in accordance with Section 10-9a-403.1

Since then, the city worked diligently and adopted code changes in 2023 and 2024 to accomplish and report on all three strategies.

The planning commission reviewed a draft at the May 13th meeting and discussed and suggested changes. Staff prepared a proposed update for the commission to review this evening and present to the public.

ACTION TAKEN:

Corey Sweat moved to open the public hearing at 7:38 pm to hear public comment on Update to West Bountiful City's General Plan Regarding Moderate Income Housing. Dennis Vest seconded the motion and voting was unanimous in favor.

Public Comment:

No Public Comment was made.

ACTION TAKEN:

Laura Mitchell moved to close the public hearing at 7:39 pm to hear public comment. Tyler Paine seconded the motion and voting was unanimous in favor.

3. Consider Proposed Updates to West Bountiful City's General Plan Regarding Moderate Income Housing Recommendation.

Mr. Jansen took the stand and explained briefly each of the three strategies below with the steps and implementations that were proposed by the commissioners. He stated the state has asked for a five- year plan and some of these things could take that long or not. He informed the commissioners of the state housing plan they are working on policies and strategies, and it is not known at this time if it will replace the moderate-income housing plan or if it will just mesh. Mr. Jansen noted it is important to offer some kind of incentive to each of these strategies. He encouraged them to review the detached ADU plan.

STRATEGY 1 – Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones Steps and Implementation.

Timeline

1. Adopt General Plan goals. Begin research for a detached ADU ordinance (2025)
2. Create a draft detached ADU ordinance for review by the Planning Commission and City Council (2026)
3. Consider adoption of a detached ADU pilot program ordinance (2027)
4. Conduct public information campaign and monitor progress in terms of permits issued (2028)
5. Consider extending the detached ADU program to additional zones or lot sizes (2029)

STRATEGY 2 – Consider general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the City Steps and Implementation

Timeline

1. Adopt General Plan goals. Begin research on the fees that could be reduced through City Council modification to fee schedule (2025)
2. Adopt first set of graduated fee reductions for moderate-income housing projects (2026)
3. Conduct public information outreach. Monitor and track use of fee reduction program. (2027)
4. Adopt second set of graduated fee reductions for moderate-income housing projects. (2028)
5. Monitor progress and re-evaluate if needed (2029)

STRATEGY 3 – Implement zoning incentives for low to moderate income units in new developments Steps and Implementation

Timeline

1. Adopt General Plan goals. Review ordinances where affordable housing could be encouraged (2025)
2. Consider update to the PUD code to provide a density bonus for affordable units (2026)
3. Consider update to the Housing in Certain Commercial Areas (HCCA) overlay code to increase housing density bonuses for affordable housing projects (2027)
4. Review and consider additional zoning incentives such as additional flexibility in setbacks and parking in the PUD and HCCA codes (2028)
5. Monitor progress and re-evaluate if needed (2029)

Council member Butterfield mentioned the Dessert Housing project which would have control over certain areas of city plans. There are some creative ways of making housing more affordable in our state.

Some discussion took place regarding affordable housing and what the current median income would be compared to the cost of current housing. Mr. Jansen will provide information back to the commission regarding the median cost of income to housing.

The following changes were made:

Laura Mitchell suggested to change Strategy #2- Item #2 -striking the language “first set of” and Item #4 – replace adopt to “Consider adopting”.

Tyler Payne suggested to change Strategy #3 – Item #3 striking the language “density bonuses for affordable housing projects” to “including affordable units”.

All commissioners concurred with the proposed changes.

ACTION TAKEN:

Corey Sweat moved to forward the proposal for the General Plan Moderate Income Housing Element with the recommended changes to the city council for their consideration with a positive recommendation. Laura Mitchell seconded the motion and voting was unanimous in favor.

4. Approve Meeting Minutes from May 13th, 2025.

Action Taken:

Dennis Vest moved to approve the minutes from May 13, 2025 Planning Commission Meeting as presented. Corey Sweat seconded the motion, and voting was unanimous in favor.

5. Staff Reports

Community Development (Remington Whiting)

- Still working on code enforcement with lots of yard violations.
- Working on building permits and updating them.
- Declaration of candidacy June 2nd 8:00 am to the 6th at 5:00 pm. Mayor and 2 Councilmembers (Preece and Enquist).

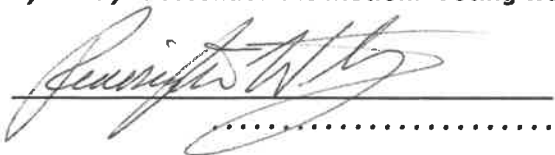
Engineering (Kris Nilsen)

- No word from Ivory since the City Council met. The City Council drilled them on traffic and how it can be mitigated.
- Highgate #2 Phase 1 trying to get approved.
- Projects are underway and going well. Steve is in the process of trying to get the disposal of fluoride.
- Power poles removed on 1100 West so concrete can be poured. Driveways be next.
- 660 West push to finish culinary water. Behind schedule but okay
- 500 South scheduled to be finished late fall. Will soon open intersection when not working.

6. Adjourn.

Action Taken:

***Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 8:25 pm.
Tyler Payne seconded the motion. Voting was unanimous in favor.***

A handwritten signature in dark ink, appearing to read "Tyler Payne", is written over a solid horizontal line. Below this line, a dotted horizontal line extends across the page.

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