

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, AUGUST 26TH, 2025 AT THE CITY OFFICES.**

Invocation/Thought – Commissioner Vest

Pledge of Allegiance – Commissioner Merrick

1. Confirm Agenda
2. Public Hearing –Proposed R-1-10 Rear Yard Setback Code Change.
3. Consider Proposed R-1-10 Rear Yard Setback Code Change Recommendation.
4. Consider Conditional Use Permit – Hug Hes Commissary.
5. Approve Meeting Minutes from August 11th, 2025.
6. Staff Reports.
7. 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 August 22nd, 2025 by Remington Whiting, City Recorder.*

**West Bountiful City
Planning Commission Meeting**

August 26, 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 August 22, 2025, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, August 26, 2025, at West Bountiful City Hall, Davis County, Utah.

MEMBERS ATTENDING: Chairman Alan Malan, Commissioners Corey Sweat, Dennis Vest, Laura Mitchell, Robert Merrick, Tyler Payne (Alternate).

MEMBERS/STAFF EXCUSED: Council member Dell Butterfield.

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

PUBLIC ATTENDING: Julie Thompson, Weston Roberts, Sarah Roberts, Jen Nielsen.

Thought/Invocation by Commissioner Vest
Pledge of Allegiance- Commissioner Merrick

1. Confirm Agenda

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

2. Public Hearing- Proposed R-1-10 Rear Yard Setback Code Change Recommendation

Commissioner packets included a memorandum from Staff dated August 22, 2025 regarding a request for code change in the R-1-10 zone for Rear Yard Setback with application from Weston and Sarah Roberts for a setback change for a main structure from 30' to 20' and a list of reasons why it is necessary to consider the setback change for their property.

Remington Whiting explained that West Bountiful City has a 30' setback requirement in the rear yard for main structures in all residential zones. During another recent discussion regarding rear yard setbacks, staff determined that this requirement has existed since at least 1965 and possibly even longer.

He noted that the application was previously reviewed by the planning commission during a meeting on August 11th, 2025. Applicants want to build an addition that would extend into the current rear yard setback.

Action Taken:

Corey Sweat moved to open the public hearing for comment at 7:35 pm for a proposed R-1-10 Rear Yard Setback Code Change. Dennis Vest seconded the motion and voting was unanimous in favor.

Public Comment:

Sarah Roberts took the stand as the applicant and explained the need for the request to encroach in the setback. They need to remodel their home to fit the needs of their family, and this is the least expensive way to satisfy the needs of their family on their property. They are asking for 10 more feet to the left for an addition that would meet these needs. Their lot is challenging as it is abutted against a designated wetland area and is undevelopable.

Wesley Roberts noted the concerns the planning commission had and believes this change will have more pros than cons.

Jen Nielsen stated that their request makes sense for this lot but does not want the change for the entire city. She asked if there is a way to satisfy their needs and not do it for the whole city.

Action Taken:

Laura Mitchel moved to close the public hearing for comment at 7:45 pm for a proposed R-1-10 Rear Yard Setback Code Change Dennis Vest seconded the motion and voting was unanimous in favor.

3. Consider Proposed R-1-10 Rear Yard Setback Code Change Recommendation

Action Taken:

Corey Sweat moved to table the discussion and direct staff to pursue other avenues and bring back other specific proposals with 2 or 3 options for properties that have challenges like non-conforming uses, wetlands, adjoining land that is not habitable or land locked related to rear yard setbacks. Dennis Vest seconded the motion, and voting was unanimous in favor.

4. Consider Conditional Use Permit – Hug Hes Commissary

Commissioner packet included a memorandum dated August 22, 2025 from staff regarding a Conditional Use Permit application from Hug Hes Commissary with an attached application.

Remington Whiting explained that a conditional use permit was submitted for an internal commissary for Hug-Hes on August 14th, 2025, to operate at 2290 North 640 West. The property is located within the C-N zone. The commissary will be used for internal production for

Hug-Hes and will have no retail or sale to outside customers. It will serve as a kitchen to make food for catering and restaurant needs. No third-party activity will take place.

Action Taken:

Corey Vest moved to approve the conditional use permit for Hug Hes Commissary located at 2290 North 640 West for applicant Jordan Hawkins with the following affirmative findings; the proposed use at the particular location is necessary or desirable to provide a service or facility that will contribute to the general well-being of the neighborhood and the community; the conditions to be imposed in the conditional use permit will mitigate the reasonably anticipated detrimental effects of the proposed use and accomplish the purposes of this subsection, and with the following conditions; fire inspection approval; health inspection approval; upon issuance of this permit, Hug Hes will acquire a West Bountiful City Business License; all food, storage and cleaning will be conducted indoors; signage will comply with city regulations; and the conditional use permit will only be valid for the current business occupant and shall not transfer automatically to the new tenants. Laura Mitchell seconded the motion and voting was unanimous in favor with Dennis Vest abstaining due to conflict of interest.

5. Approve Meeting Minutes from August 11, 2025.

Action Taken:

Laura Mitchell moved to approve the minutes from August 11, 2025, Planning Commission Meeting as presented. Dennis Vest seconded the motion, and voting was unanimous in favor.

6. Staff Reports

a. Engineering (Kris Nilsen)

- Ivory Homes is pushing staff for approval with preliminary plat condition with Phase 2 A. Staff is not sure they will be ready by the next meeting agenda. There are various issues with the county.
- Waiting on Hugoe and Thacker for applications.
- UDOT met with City Council to introduce the properties that will be affected in the design development at 400 North and 500 West. Discussion took place regarding how it affects our revenue from losing two gas stations and motel.
- 660 West will be paved on September 9th and 10th weather permitting. South end was open for school traffic and things seemed to go well. No signs were displayed for the cult-e-sac area. Laura reported that driveways are being blocked and inquired why signs have not been displayed as promised by the city.

b. Community Development (Remington Whiting)

- Lifetime has submitted a building permit
- Permits have slowed down but are working through some bigger issues to find solution to.
- Newsletter is coming out in the next few weeks. There will be a 5 K for the Founders Day Celebration.
- Working still with code enforcement and working on unlicensed businesses.

- Dennis Vest handed out a list of considerations for unattached dwelling units and make it a point of discussion at the next meeting. Remington noted that there is talk that their will be proposed legislation for allowing detached ADU's.

7. Adjourn.

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 8:17 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, by unanimous vote of all members present.

A handwritten signature in dark ink, appearing to read "Remington", is written over a horizontal line.