

Mayor
Kenneth Romney

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

City Recorder
Remington Whiting

**City Council
Representative**
Julie Thompson

WEST BOUNTIFUL PLANNING COMMISSION

550 North 800 West
West Bountiful, Utah 84087

Phone (801) 292-4486
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www.WBCityut.gov

Chairman
Robert Merrick

Vice Chairman
Corey Sweat

Commissioners
Laura Mitchell
Richmond Thornley
Dennis Vest

**THE WEST BOUNTIFUL PLANNING COMMISSION WILL HOLD A REGULAR
MEETING AT 7:30 PM ON TUESDAY, OCTOBER 13th, 2026, AT THE CITY OFFICES**

Invocation/Thought – Commissioner Thornley

Pledge of Allegiance – Commissioner Sweat

1. Confirm Agenda
2. Public Hearing – Pool Safety Barrier Requirements.
3. Consider City Council Recommendation for Pool Safety Barrier Requirements.
4. Consider Aspen Dental Conditional Use Permit.
5. West Bountiful City Annexation Policy Plan.
6. Approve Meeting Minutes from September 22nd, 2026.
7. Staff Reports.
8. 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 October 9th, 2026, by Remington Whiting, City Recorder.*

MEMORANDUM



TO: Planning Commission

DATE: October 9th, 2026

FROM: Staff

RE: Pool Fence Regulations Code Change Application

This memo introduces a text change amendment application from Cody Reddick, which requests changes to city's current pool fence regulations.

Background

From at least 1981 to now, West Bountiful Municipal Code (WBMC) required that all private pools be surrounded by a fence **with self-closing and self-latching devices** on the gates. The height of these fences changed from a minimum of 6' to 4' in 2023.

The pool barrier requirement is a public safety issue to prevent drowning, and the self-closing and self-latching device requirement is essential to ensure that the fence acts as a barrier.

Application

On September 9, 2026, Mr. Reddick submitted a Text Change Application regarding the City's pool fence regulations. The application requests that the WBMC recognize powered automatic safety pool covers that comply with the American Society for Testing and Materials (ASTM) standard as an acceptable alternative to the fence requirement for pools (see attached application and justification).

On September 22nd, the planning commission reviewed the application for the first time. Following the initial review, the commission directed staff to schedule a public hearing for the next available meeting on October 13th, 2026.

Research

Staff's research on the issue found the following:

1. Pool covers that comply with ASTM F1346-91 have the following elements:
 - a. A reinforced cover that can hold at least 485 lbs.
 - b. Openings around the cover must be sufficiently small so that a young child cannot gain access to the water.
 - c. Must drain accumulated rainwater so that the cover itself does not become a drowning hazard.

- d. The operator must be able to observe the pool while closing the cover.
 - e. The control must prevent unauthorized operation. ASTM-compatible systems commonly use a key-operated or secured control.
- 2. It is very important to note that ASTM F1346-91 pool covers do not close automatically.
- 3. The U.S. Centers for Disease Control and Prevention (CDC) continues to recommend that pools be fully fenced with self-closing and self-latching devices, noting that drowning is the number one cause of death for children between the ages of 1-3. (see <https://www.cdc.gov/drowning/prevention/> and <https://www.cpsc.gov/s3fs-public/362%20Safety%20Barrier%20Guidelines%20for%20Pools.pdf>)
- 4. Jurisdictions have a varied approach to allowing exceptions to fencing requirements.
 - a. North Salt Lake, Woods Cross, and Centerville all require pools to be fully fenced with self-closing and self-latching devices.
 - b. Bountiful cites general building codes, which likely means they would allow the exception.
 - c. Fruit Heights – Eliminated the fence requirement in the side and rear yards when an ASTM F1346 safety cover is installed.
 - d. Millcreek – Eliminated the fence requirement only for spas and hot tubs when an ASTM F1346 safety cover is installed. This exception does not apply to full-size swimming pools.
 - e. Draper – Requires pools constructed to comply with the barrier requirements of the International Swimming Pool and Spa Code (which would allow for the exception).
 - f. Cedar City – Eliminated the fence requirement when the pool is equipped with a powered safety cover that complies with ASTM F1346.
 - g. Several other cities have adopted exceptions to their required pool barriers. However, these exceptions generally apply only to spas and hot tubs and do not extend to full-size swimming pools.

Consideration

In reviewing the application, the Planning Commission may want to consider the following points:

- A. Passive vs. non-passive community safety.
 - i. A pool cover that complies with ASTM F1346-91 is a great barrier, but only when properly closed.
 - ii. A passive safety system is generally more reliable. A properly functioning gate closes and latches without requiring a deliberate action every time.
- B. Human error
 - i. A passive system reduces reliance on remembering to secure the barrier.
- C. Protection While Pool is in Use
 - i. Fences restrict access at all times.
- D. Both systems (fences and covers) can malfunction or be comprised.

Overall, staff see great value in a properly installed and used cover as an additional layer of protection; however, staff agree with the CDC position that pools should still be fenced with function self-closing and self-latching gates.

Options

Following the public hearing, the commission could then:

1. Forward a positive or negative recommendation to the city council.
2. Direct staff to bring back either other specific proposals or a larger review of options related to pool safety regulations.



APPLICATION TO REZONE/CHANGE TEXT

West Bountiful City
PLANNING AND ZONING
550 N 800 W
West Bountiful, UT 84087
(801) 292-4486
www.WBCity.org

PROPERTY ADDRESS: _____ **DATE OF APPLICATION:** _____

PARCEL NUMBER: _____ **CURRENT ZONE:** _____ **PROPOSED ZONE:** _____

LEGAL DESCRIPTION ATTACHED: YES _____ NO NO _____

Applicant Name(s): Cody Reddick

Applicant Address (if different than above): _____

Primary phone: _____ **E-mail address:** _____

Describe in detail the request being made and the reasons why the change will benefit the people of West Bountiful. A separate sheet with additional information may be submitted if necessary.

I hereby apply to change text in the West Bountiful Municipal Code, or rezone the property, identified above in accordance with the provisions of Utah State Code 10-9a-503. I certify that the above information is true and correct to the best of my knowledge.

Date: 9-8-26 **Applicant Signature:** Cody Reddick

FOR OFFICIAL USE ONLY

Application & \$150 Fee Received Date: _____ **Public Hearing Date:** _____

Letters sent to affected neighbors: _____ **Public Notice Sign Placed** _____

Planning Commission Approval: _____ **City Council Approval:** _____

Dear West Bountiful City Planning and Zoning Department,
Please accept the attached details and proposal for an Application to Change Text regarding West Bountiful's swimming pool barrier ordinance.
Below is the completed application information along with the proposed code amendment and supporting statement to be included with the application.

APPLICATION TO REZONE / CHANGE TEXT

- **Applicant Name:** Cody Reddick
- **Applicant Address:** [REDACTED]
- **Primary Phone:** [REDACTED]
- **Email Address:** [REDACTED]
- **Date:** 9-8-26
- **Applicant Signature:** Cody Reddick

PROPOSED CODE TEXT AMENDMENT

Section to Amend: West Bountiful City Code — Residential Swimming Pool Barrier Requirements

Proposed Code Language:

"Every swimming pool shall be completely enclosed by a fence or safety barrier not less than four (4) feet in height, equipped with self-closing and self-latching gates.

Exception: A safety fence or barrier shall not be required for a swimming pool if the pool is equipped with a powered automatic safety cover that complies with **ASTM**

F1346 performance standards, in accordance with the International Swimming Pool and Spa Code (ISPSC) and Utah State Building Code."

DETAILED REQUEST & BENEFIT STATEMENT

Description of Request:

I am requesting a text amendment to the West Bountiful City Code regarding residential swimming pool barrier requirements. Specifically, I request that West Bountiful adopt the

standard pool safety barrier exception recognized across the State of Utah and the International Swimming Pool and Spa Code (ISPSC), allowing a powered automatic safety cover meeting ASTM F1346 standards as an approved alternative to a perimeter fence and self-latching gate.

Reasons Why the Change Will Benefit the People of West Bountiful:

1. **Enhanced Safety Standard:** Automatic pool covers meeting ASTM F1346 are built to support direct weight (over 485 lbs), preventing accidental water access entirely when closed. Unlike perimeter fences, which children can potentially climb or bypass if a gate is left unlatched, an automatic safety cover creates a complete, impenetrable horizontal barrier directly over the water.
2. **Alignment with Utah State and Model Building Codes:** Over 90% of municipalities in Utah, along with the State Building Code adoption of the ISPSC, recognize power safety covers as an equivalent or superior barrier alternative. Updating West Bountiful's ordinance aligns city code with surrounding communities and modern industry safety regulations.
3. **Flexibility and Property Value for Residents:** For homeowners with unique lot layouts, smaller yards, or specific aesthetic preferences, requiring a perimeter fence creates unnecessary construction burdens. Allowing ASTM F1346 covers provides flexibility while maintaining the highest standard of safety for local families and children.

17.76.020 Private Pools And Use

- A. Swimming pools not completely enclosed within a building having solid walls shall be set back at least ten (10) feet from all rear property lines and seven (7) feet from all side property lines.
- B. Swimming pools shall be completely surrounded by a fence or wall having a minimum height of four (4) feet. There shall be no openings below or in the fence or wall that allow passage of a four (4) inch diameter sphere, except for gates which shall be equipped with self-closing and self-latching devices. Such gates shall be securely locked when the swimming pool is not in use by persons invited by the owner.
 - B: Exception: A gate serving a swimming pool shall not be required to be self-closing or self-latching when the pool is equipped with a safety cover that is listed and labeled in accordance with ASTM F1346 and the safety cover is installed and maintained in accordance with the manufacturer's instructions. The safety cover shall be secured in place whenever the swimming pool is not in use.
- C. Private swimming pools must not directly connect to the city's culinary water system or to the public sewer system.

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MEMORANDUM



TO: Planning Commission

DATE: October 9th, 2026

FROM: Staff

RE: Aspel Dental – Conditional Use Permit

This memo reviews a conditional use permit that was submitted for Aspen Dental.

Background

On September 18th, 2026, the Aspen Group submitted an application for a conditional use permit to operate a dental office at 24 South 500 West, Suite D. The property is located within the C-G zone. Pursuant to WMBC 17.32.030, *hospitals and medical service facilities* located within the C-G zone are listed as a conditional use.

WMBC 17.60.040, requires the planning commission to consider whether:

1. 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;
2. The proposed use, under the circumstances of the particular case, will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity;
3. The proposed use and/or accompanying improvements will not inordinately impact schools, utilities, and streets;
4. The proposed use will provide for appropriate buffering of uses and buildings, proper parking and traffic circulation, the use of building materials and landscaping which are in harmony with the area, and compatibility with adjoining uses;
5. The proposed use will comply with the regulations and conditions specified in the land use ordinance for such use;
6. The proposed use will conform to the intent of the city's general plan; and
7. 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.

Recommended Conditions, consistent with similar businesses in the area:

1. Fire Inspection approval;
2. Upon issuance of this Permit, Aspen Dental will acquire a West Bountiful City business license.
3. Signage will comply with city regulations.
4. No change in use without approval from the city.
5. The Conditional Use Permit will only be valid for the current business occupant and shall not transfer automatically to the new tenants.



CONDITIONAL USE PERMIT APPLICATION

West Bountiful City
PLANNING AND ZONING
550 N 800 W, West Bountiful, UT 84087
Phone: (801) 292-4486
www.wbcityut.gov

PROPERTY ADDRESS: 24 S 500 W Ste D West Bountiful, UT 84010

NAME OF BUSINESS/USE: Aspen Dental

PARCEL NUMBER: 062540002 **ZONE:** C-G **DATE OF APPLICATION:** 9/18/2026

Applicant Name: The Aspen Group

Address: [REDACTED]

Applicant E-mail: [REDACTED]

Property Owner, Phone (if different): _____

Describe in detail the conditional use for which this application is being submitted. Attach a site plan which clearly illustrates the proposal and separate sheet with additional information if necessary.

The conditional use of a medical service facility for a dental office located at 24 S 500 W Ste D West Bountiful,

UT 84010.

The Applicant(s) hereby acknowledges that they have read and are familiar with applicable requirements of Title 17.60 of the West Bountiful City Code, pertaining to the issuance of Conditional Use Permits. If the applicant is a corporation, partnership or other entity other than an individual, this application must be in the name of said entity, and the person signing on behalf of the Applicant hereby represents that they are duly authorized to execute this Application on behalf of said entity.

Fee must accompany this application - \$20 for Residential Zone, \$50 for Business Zone

I hereby apply for a Conditional Use Permit from West Bountiful City in accordance with the provisions of Title 17, West Bountiful Municipal Code. I certify that the above information is true and correct to the best of my knowledge. I understand the information on this application may be made available to the public upon request.

Date: 9-17-26 **Applicant Signature:** [Signature]

Date: _____ **Property Owner (if different):** _____

FOR OFFICIAL USE ONLY

Application Received Date: 09/18/26
Application Fee Received Date: 09/18/26
Permit Approval: _____

Permit Number: _____
Fire Inspection Date: _____
Fire Inspection Approval Date: _____

MEMORANDUM



TO: Planning Commission

DATE: October 9th, 2026

FROM: Duane Huffman, City Administrator

RE: **Draft Annexation Policy Plan**

This memo introduces for discussion the first draft of a new Annexation Policy Plan (APP). This update was initiated based on a request the city received to consider annexation of land adjacent to Bountiful Pond, which is not included in the current APP.

Background

State law requires that before a city annex any land, it prepare and adopt an APP (Utah Code 10-2-803). West Bountiful's current APP was last updated in 2003 and is 93 pages.

The city recently received a request to annex land adjacent to Bountiful Pond, which is outside of any area currently included in the APP. Rather than just updating the map, staff recommends updating a new APP that conforms to current state law and is significantly shorter.

Draft Plan

The attached draft plan was prepared by consultants (Jake Young and John Janson). It closely follows the requirements of state code. In addition to adding the land adjacent to Bountiful Pond, it also contemplates adding additional land west of Legacy Parkway.

Timeline

Affected Entities Notice - September 28th, 2026

A notice was sent to the affected entities notifying them of the Planning Commission meeting on October 13th, where the proposed Annexation Policy Plan will be presented for the first time. This notice must be provided at least two weeks before the meeting.

Planning Commission Meeting - October 13th, 2026

The Planning Commission will present the proposed Annexation Policy Plan to the affected entities for their initial review.

Affected Entity Comment Period - October 14th–24th, 2026

Following the October 13th meeting, the City will allow time for affected entities to submit any comments or concerns regarding the proposed plan.

Planning Commission Public Hearing Notice - October 12th, 2026

A Class A notice of public hearing will be posted for the Planning Commission's public hearing on October 27th. The notice must be posted at least two weeks before the public hearing.

Planning Commission Public Hearing - October 27th, 2026

The Planning Commission will hold a public hearing on the proposed Annexation Policy Plan. Following the public hearing, the Planning Commission will forward its recommendation to the City Council.

City Council Public Hearing Notice - November 2nd, 2026

A Class A notice of public hearing will be posted for the City Council's public hearing on November 17th. The notice must be posted at least two weeks before the public hearing.

City Council Public Hearing - November 17th, 2026

The City Council will hold a public hearing on the proposed Annexation Policy Plan. Following the public hearing, the City Council may consider adopting the Annexation Policy Plan.

WEST BOUNTIFUL CITY

ANNEXATION DRAFT POLICY PLAN 2026 DRAFT UPDATE

Prepared as a modern replacement for the 2003 Annexation Policy Plan adopted by Resolution 174-03.

This draft incorporates the 2019 General Plan (as amended), current municipal service information, the 2025 recodification of Utah annexation law, and 2026 H.B. 457.

This document will be modified to be incorporated as a Chapter in the West Bountiful City General Plan.

Contents

1. Purpose, Authority, and Policy Statement
2. Community Background and General Plan Direction
3. Twenty-Year Growth and Land Need
4. Annexation Areas Consideration
5. Annexation Evaluation Criteria
6. Municipal Services and Infrastructure
7. Financing and Tax Consequences
8. Affected Entities and Intergovernmental Coordination
9. Annexation Petition Process
Appendix A Draft Adoption Ordinance

1. Purpose, Authority, and Policy Statement

1.1 Purpose

This Annexation Policy Plan guides West Bountiful City elected officials, appointed officials, staff, property owners, and applicants when considering future annexations. It identifies the policy basis for the City's expansion area. It establishes criteria for evaluating whether a proposed annexation is compatible with the City's character, General Plan, service capabilities, fiscal interests, and relationships with affected entities.

The plan is a policy document. Inclusion of property within the expansion area does not guarantee annexation, zoning, development approval, service capacity, or approval of any particular density or land use. Each annexation petition will be reviewed under applicable laws, plans, ordinances, infrastructure standards, and service conditions for utilities, streets, and public services in effect at the time the petition is considered.

1.2 Authority

Utah Code §10-2-803 requires a municipality to adopt an annexation policy plan before annexing an unincorporated area, except for statutory exceptions including automatic annexation under §10-2-814. The statute requires an expansion area map and policy criteria that address community character, municipal services, the extension and financing of services, tax consequences, and affected entities. It also requires the City to consider 20-year growth, infrastructure and facility costs, land needs, agricultural and natural resource areas, and sound boundary principles.

1.3 West Bountiful Annexation Policy Statement

Policy Statement

West Bountiful will consider annexation when it creates a logical municipal boundary, supports efficient and financially responsible service delivery, implements the General Plan, protects community character and important gateways, improves coordination of infrastructure and public safety, and provides a demonstrable municipal benefit to the annexed area. The City will coordinate with property owners, Davis County, neighboring municipalities, and service districts so that desirable future growth is not fragmented or directed by avoidable jurisdictional conflicts.

Consistent with the General Plan, the City's three local guiding principles are:

- Logical, efficient, and convenient delivery of municipal services;
- Protection and enhancement of visual corridors and community entryways, including the Legacy Parkway corridor and other major gateways; and
- Opportunities to strengthen the City's economic base in locations compatible with the General Plan and surrounding land uses.

2. Community Background and General Plan Direction

West Bountiful is a primarily residential community in southern Davis County with an agricultural history. Its location between Interstate 15 and the Great Salt Lake, together with Legacy Parkway, wetlands, agricultural lands, and established neighborhoods, gives the City a distinctive physical form.

2.1 Land use and community character

- Maintain residential neighborhoods, rural feel in some areas, and agricultural presence.

- Concentrate commercial activity along major transportation corridors and the City's outer edges rather than dispersing it through established residential neighborhoods.
- Locate business park, office, and light manufacturing uses only where access, infrastructure, and General Plan compatibility can be demonstrated.
- Preserve key agricultural lands, open spaces, wetlands, and the western landscape character while respecting private property rights.
- Use appropriate planning tools, including clustering, flexible development standards, overlays, or conservation techniques, when they help retain open space without undermining the City's adopted land-use framework.

2.2 Gateways and transportation corridors

The General Plan treats major gateways as an important expression of West Bountiful's identity. Annexation proposals near 500 South, Pages Lane, 400 North, Legacy Parkway, Redwood Road, 1100 West, or other significant corridors should address street access and connectivity, streetscape continuity, emergency access, and visual quality.

2.3 Public utilities and community facilities

The General Plan calls for quality public utilities and coordinated capital improvements that meet both current and future needs. Annexation is therefore not merely a boundary decision; it is also a service and infrastructure decision. The City should avoid annexing land for which adequate public safety, water, drainage, transportation, and other necessary services cannot be provided within a reasonable time and cost.

2.4 Natural environment

The Great Salt Lake ecosystem, marshes, wetlands, drainage corridors, agricultural lands, and remaining western open spaces are important components of the City's character. Annexation may be appropriate in environmentally sensitive areas when municipal governance would improve long-term planning or protection.

3. Twenty-Year Growth and Land Need

3.1 Looking ahead

Utah Code §10-2-803 requires the Planning Commission to consider population growth for the municipality and adjoining areas over the next 20 years, together with the need for residential, commercial, and industrial land. West Bountiful is a relatively mature city with limited undeveloped land, so future population change will depend more on remaining development capacity, redevelopment, household size, and annexation than on unconstrained outward expansion.

Year / Scenario	Population	Basis
2010 Census	5,265	U.S. Census Bureau
2020 Census	5,917	U.S. Census Bureau
2025 Estimate	5,931	U.S. Census Bureau Population Estimates
2030	7443	Water Conservation Plan

West Bountiful City is expected to continue to grow; however, the internal City growth will be modest, with most growth expected on the western side where some undeveloped land lies.

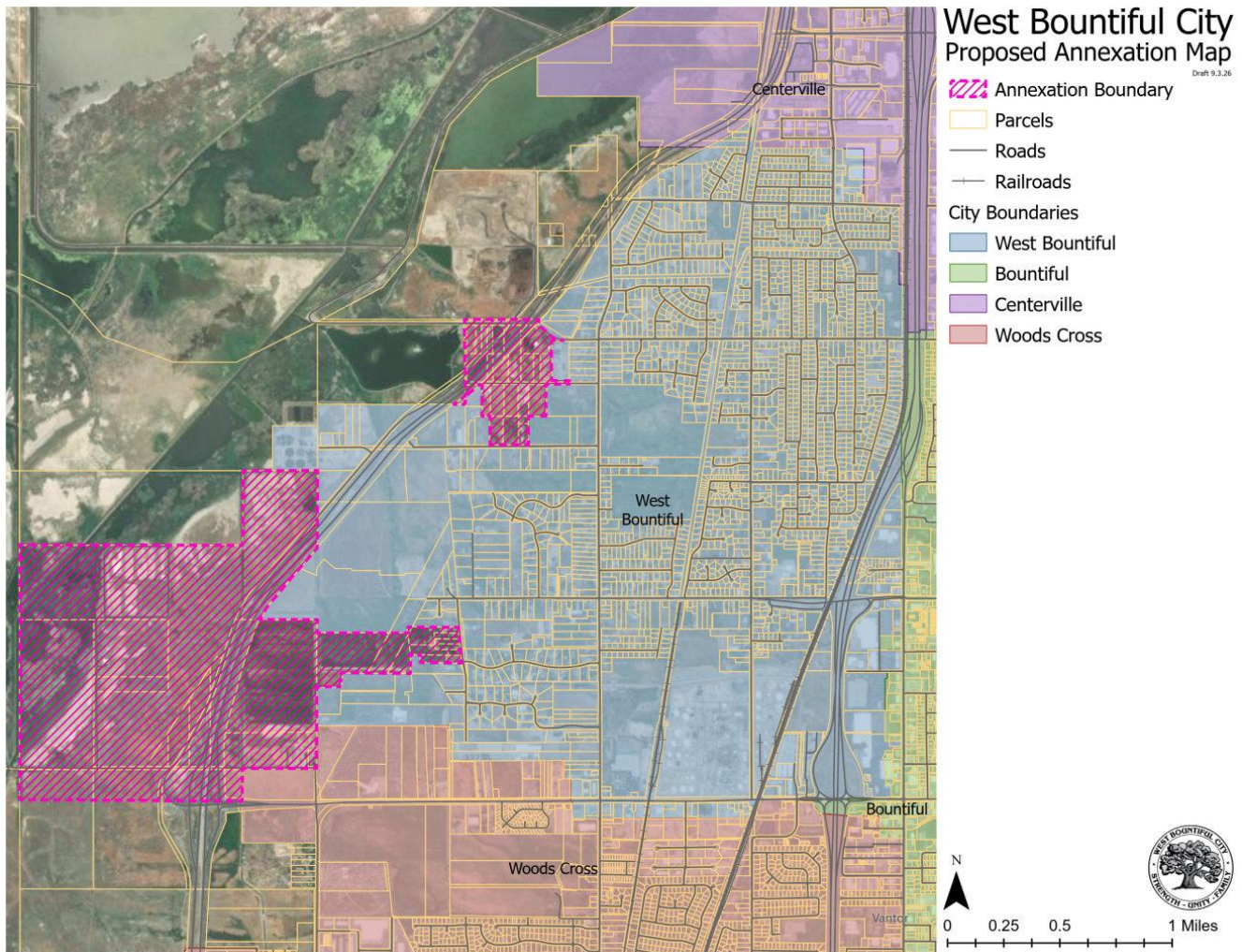
3.1 Land Need Principles

- Residential land: West Bountiful City is predominantly residential, and it is expected that most growth will be residential or related to residential development, with commercial in key areas.
- Commercial and employment land: focus on corridors and gateways where access and buffering can support regional retail, neighborhood commercial, business park, office, or light industrial uses consistent with the General Plan.
- Open space and sensitive lands: include land when municipal planning, service coordination, or resource protection is beneficial, but do not treat inclusion in the expansion area as a presumption of urban development.
- Infrastructure: the expansion area should be no larger than can be reasonably planned for through future water, drainage, transportation, public safety, and other municipal systems.

3.2 Annexation Map

The official expansion area shall be the area depicted on Exhibit A. The proposed Annexation Area Map replaces the existing Annexation Map.

Exhibit A. Annexation Map



3.3 Annexation Areas

The north area is approximately 112 acres and comprises 17 parcels. It is located northwest of the current City boundaries and the west end of Pages 1200 North/Lane. It runs between 1200 North and Pages Lane on the North. The parcel is located on both the east and west sides of the Legacy Parkway. This area has access on both sides of the Legacy Highway coming from Pages Lane.

The south area is approximately 1,340 acres. It is located on the southwest side of the City. The south area also straddles Legacy Highway, with the greater portion on the west side. The northern edge of the area is approximately 1200 North, and the southern part extends to approximately 500 South. On the east, it connects with Redwood Road and 1450 West.

4. Annexation Areas Consideration

4.1 Areas generally appropriate for inclusion

- Unincorporated property contiguous to West Bountiful that lies within the logical extension of the City's street, water, storm-drain, public-safety, and land-use systems.
- Remaining unincorporated portions of the 2003 expansion area that still serve the purposes of the General Plan and can be served efficiently.
- Land along major gateways or transportation corridors where coordinated City land-use authority is important to access, design, economic development, or community identity.
- Land for which municipal governance can improve long-range coordination of open space, drainage, utilities, transportation, or sensitive lands, even if urban development is not anticipated.

4.2 Areas generally inappropriate for inclusion or requiring special justification

- Land whose annexation would create an avoidable island, peninsula, irregular boundary, service gap, or conflict with another municipality's expansion area.
- Land that cannot be served with necessary municipal services at a reasonable level of service, time, and cost.
- Areas where access, flood risk, wetlands, environmental constraints, utility corridors, transportation rights-of-way, or other physical conditions make municipal urban development impracticable, unless inclusion is justified for resource protection or governance purposes.
- Land proposed primarily for the purpose of generating municipal revenue without a meaningful municipal service or planning benefit.
- Areas restricted by Utah Code §10-2-804 or other state or federal law, including applicable airport-related limitations, unless all required approvals or consents are obtained.

4.3 Required justification for exclusions within one-half mile

No areas within one-half mile are considered urban, hence no highly developed areas are within the annexation boundary.

5. Annexation Evaluation Criteria

5.1 Annexation evaluation

Future annexation petitions will be evaluated using the following criteria. No single criterion is necessarily dispositive unless state law makes it mandatory. The City may approve, deny, or require modification of a petition as allowed by law based on the totality of the circumstances.

Criterion	Policy question
1. General Plan & character	Is the proposed annexation compatible with the General Plan, rural/community character, desired land-use pattern, gateways, historic resources, and adjacent neighborhoods?
2. Expansion area & boundary form	Is the property within Exhibit A and contiguous as required? Does the boundary avoid gaps, islands, peninsulas, partial parcels, or irregular service areas where practicable?
3. Municipal service need	Will annexation provide a meaningful municipal benefit such as coordinated land-use authority, water, streets, drainage, police, parks, or improved governance?

Criterion	Policy question
4. Service capacity & extension	Can required services be extended at acceptable levels of service without impairing service to existing residents? Are necessary easements, rights-of-way, and system connections available?
5. Infrastructure consistency	Does the proposal fit current capital facilities plans, street plans, utility master plans, stormwater requirements, and emergency-access standards?
6. Financing	Are on-site and proportionate off-site improvements, connection costs, and other lawful obligations clearly allocated? Is public participation justified and budgeted?
7. Fiscal & tax impacts	What are the current and long-term revenues, operating costs, capital obligations, and tax/fee consequences for existing residents and the annexation area?
8. Transportation & emergency access	Does the proposal provide safe and connected access, minimize dead-end or jurisdictionally fragmented streets, and support emergency response?
9. Environment & sensitive lands	How will wetlands, high groundwater, flood hazards, waterways, wildlife habitat, agricultural land, open space, and drainage corridors be addressed?
10. Affected entities	Have Davis County, neighboring municipalities, special districts, and other affected entities been coordinated with? Are boundary or service conflicts resolved or manageable?
11. Economic development	If economic development is a reason for annexation, is it located and designed in a manner consistent with the General Plan and not based solely on municipal revenue?
12. Airport / special constraints	Are airport overlay, runway proximity, rail, highway, utility, protected-land, or other special statutory or physical constraints addressed?

6. Municipal Services and Infrastructure

6.1 Services evaluation

Annexation should occur only when West Bountiful and its partner service providers can furnish the necessary services in a coordinated, financially responsible manner. Current service roles should be confirmed for each annexation because special-district and utility boundaries may not coincide with municipal boundaries.

Service	Current provider/role	Annexation policy
Culinary water	West Bountiful City	City system; extension subject to available capacity, pressure, looping, fire-flow, and capital-facility requirements.
Streets /snow removal	West Bountiful City	Annexed streets must meet City standards or have an approved improvement plan; ownership and maintenance responsibility must be clear.

Service	Current provider/role	Annexation policy
Storm water	West Bountiful City	City is the MS4 regulatory agency within the City; development must comply with drainage, detention/retention, water-quality, and downstream-capacity requirements.
Police	West Bountiful City	Annexation should not create inefficient patrol geography or access conditions.
Parks and trails	West Bountiful City / regional partners	Evaluate park demand, trail continuity, Legacy Parkway connections, and capital/maintenance impacts.
Garbage/recycling	West Bountiful City through service arrangements	Confirm service routing and contract implications.
Fire / EMS	South Davis Metro Fire District	Coordinate response, hydrant/fire-flow, access, addressing, and district boundary/service implications.
Sanitary sewer	South Davis Sewer District	Confirm collection-system capacity, connection location, easements, district requirements, and any boundary action.
Secondary water	Weber Basin / Bountiful Irrigation or other provider, as applicable	Confirm provider, capacity, boundary, connection and irrigation-system impacts for each area.
Power / natural gas / communications	Private or regulated utilities	Coordinate easements, relocations, service availability, and franchise requirements; these providers are not necessarily statutory "affected entities."

6.2 Service extension policies

- Development should construct the on-site public improvements and lawful system extensions required to serve the development in accordance with City standards and applicable law.
- Off-site improvements should be based on adopted capital facilities plans, engineering need, proportionality, and applicable impact-fee or reimbursement law. Historical cost figures in the 2003 plan are not controlling.
- Annexations should promote utility looping, connected streets, drainage continuity, and efficient maintenance rather than isolated or dead-end systems.
- Where City facilities must cross property outside the annexation area, required easements, rights-of-way, or agreements should be secured before or as a condition of development approval when legally permissible.
- Annexation should not reduce adopted service levels for existing residents unless the City has an identified and financially feasible improvement plan.

7. Financing and Tax Consequences

7.1 Financing of services

The cost of annexation-related infrastructure should be assigned in accordance with current law, adopted impact fees, utility connection charges, capital facilities plans, development agreements, and City standards. The City should avoid making long-term operating or capital commitments based on speculative future revenue. Any City participation in major off-site improvements should be supported by a documented public benefit and approved through the City's normal budgeting and capital-planning process.

7.2 Tax and fiscal review

The City may require a fiscal impact report at the applicant's expense. The report requirements are per the City's request. The report could include any of the following: anticipated property and sales tax revenue, utility and franchise revenue (where applicable), operating costs, public-safety costs, street and storm-drain maintenance, park or facility impacts, capital obligations, and the effects of any development incentives or reimbursement agreements.

The City will not assume that annexation automatically increases or decreases the tax burden of existing residents. The tax consequence analysis required by Utah Code §10-2-803 will use the certified tax rate and other fiscal information current at the time of review.

8. Affected Entities

8.1 Affected Entities and Intergovernmental Coordination

The City will identify affected entities for the proposed expansion area and for each annexation under the current statutory definition. Depending on location, affected entities may include Davis County, special districts serving the area, a school district if its boundary would be adjusted, and municipalities within one-half mile. Neighboring municipalities and service providers should also be coordinated with when they are not technically an "affected entity" but have a material planning or infrastructure interest.

9. Annexation Petition Process

9.1 Annexation Process

West Bountiful City will process annexation requests in accordance with all applicable **Utah State statutes, City ordinances, and adopted annexation policies** in effect at the time an application is submitted and reviewed. Because annexation requirements and procedures may be amended over time, applicants and City staff should refer to the **current annexation application, applicable provisions of the Utah Code, and the most recently adopted City ordinances and policies** to determine required notices, petitions, maps, documentation, public hearings, approvals, and other procedural requirements. The City's annexation materials are intended to provide general guidance, but the governing statutes and ordinances in effect at the time of application will control the annexation process.

9.2 Annexation Agreement

As part of an annexation, the City may require, or enter into, an Annexation Development Agreement with the property owner to establish specific terms and conditions for bringing the property into the City. The agreement is a legally binding document approved by the City Council and may be recorded against the property so that its obligations **run with the land** and remain applicable regardless of a sale, transfer, subdivision, change in ownership, or other change in the property's legal status. The agreement may also bind future owners, successors, assigns, developers, and subdividers, ensuring that the commitments made at the time of annexation continue to apply as the property develops over time.

An Annexation Development Agreement may address improvements or obligations necessary to support the annexed area and protect the interests of the City and existing residents. These provisions may include the installation or extension of **water, sewer, storm drainage, and other utility infrastructure; construction or improvement of streets, roads, sidewalks, trails, and transportation connections; utility or roadway easements; dedications; public improvements; phasing requirements; and other infrastructure or service needs identified by the City**. Discussions regarding the agreement may begin when an annexation application is submitted, allowing the applicant and City to identify necessary improvements, timing, responsibilities, and other conditions early in the review process. The final agreement would be presented to the City Council for consideration and approval in conjunction with, or as a condition of, the annexation.

Appendix A. Draft Adoption Ordinance

RESOLUTION NO. ____-26

AN ORDINANCE OF THE WEST BOUNTIFUL CITY COUNCIL ADOPTING THE 2026 ANNEXATION POLICY PLAN

WHEREAS, Utah Code §10-2-803 requires a municipality, except as otherwise provided by statute, to adopt an annexation policy plan before annexing unincorporated territory; and

WHEREAS, West Bountiful City previously adopted an Annexation Policy Plan by Resolution 174-03 in 2003; and

WHEREAS, the Planning Commission has prepared a proposed 2026 Annexation Policy Plan that updates the City's expansion area, annexation criteria, municipal service policies, intergovernmental coordination policies, and statutory references; and

WHEREAS, the Planning Commission provided notice, held the affected-entity public meeting, considered timely affected-entity comments, held the required public hearing, and recommended the Annexation Policy Plan to the City Council in accordance with Utah Code §10-2-803; and

WHEREAS, the City Council provided notice and held a public hearing on the recommended Annexation Policy Plan in accordance with Utah Code §10-2-803; and

WHEREAS, the City Council finds that adoption of the 2026 Annexation Policy Plan is in the best interest of West Bountiful City and will provide a clear framework for coordinated growth, municipal services, infrastructure, and boundary planning.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST BOUNTIFUL CITY, UTAH, that the 2026 West Bountiful City Annexation Policy Plan, including its adopted Expansion Area Map, is hereby adopted and supersedes the Annexation Policy Plan adopted by Resolution 174-03.

BE IT FURTHER RESOLVED that City staff is authorized and directed to transmit the adopted plan to Davis County and any other county required by Utah Code §10-2-803 within 30 days after adoption and to complete other administrative actions necessary to implement the plan.

PASSED AND ADOPTED this ____ day of _____, 2026.

WEST BOUNTIFUL CITY

By: _____
Mayor

ATTEST:

City Recorder

**West Bountiful City
Planning Commission Meeting**

September 22, 2026

PENDING – NOT APPROVED

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 September 18, 2026, per state statutory requirement.*

Minutes of the Planning Commission of West Bountiful City held on Tuesday, September 22, 2026, at West Bountiful City Hall, Davis County, Utah.

MEMBERS ATTENDING: Chairman Robert Merrick, Vice Chairman Corey Sweat, Commissioners Dennis Vest, Laura Mitchell.

MEMBERS/STAFF EXCUSED: Remington Whiting (Community Development), **Commissioner** Richmond Thornley and Council member Julie Thompson

STAFF ATTENDING: Kris Nilsen (City Engineer), and Debbie McKean (Secretary).

PUBLIC ATTENDING: Councilmember Enquist, Alan Malan, Bryan and Kandis Layton

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

1. Confirm Agenda

Chairman Merrick 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. Text Change Application- Pool Safety Barrier Requirements- Cody Reddick.

Commission packets included a memorandum dated September 18, 2026 from staff regarding a Text Change Application – Pool Safety Barrier Requirements- Cody Reddick with attached an application and information from the U.S. Consumer Product Safety Commission regarding Safety Barrier Guidelines for Residential Pools.

Kris Nilsen gave a brief introduction regarding the application. Kandis Layton shared her thoughts, feelings and frustrations regarding the current code. She pointed out that at the end of the day, all we can do to prevent accidents from occurring, it is parental supervision and staying aware of the surroundings that prevent drowning accidents.

Commissioners reviewed and discussed ideas listed from the information provided in the packet that could bring the current code up to date.

A response was read from Councilmember Thompson stating her support for both a fence and pool cover to be required.

It was decided that the current code should be updated to include both perimeter fence and a cover if there were no self-closing/self-latching devices on the fence. All gates will need a locking device. Also include language from the ICSPEC code as part of the ordinance. Above ground pools will require fencing with self-lock/self-latch features.

Staff will prepare the draft ordinance and have legal council review it. A public hearing will be held at the next meeting with the draft presented.

3. Approve Meeting Minutes from September 8, 2026.

Action Taken:

Corey Sweat moved to approve the minutes from the September 8, 2026 Planning Commission Meeting as presented. Dennis Vest seconded the motion, and voting was unanimous in favor.

4. Staff Reports

a. Engineering (Kris Nilsen)

- Reported that they are averaging about 2 building permits per week for new homes.
- Pages Lane closure scheduled for 9/23 from 10:00 am to 5:00 pm
- Pages Lane extended closure will begin on October 15th -May 1st. to fix drainage under the tracks. Postcards will go out to all residents. There will be no staging available for UDOT in our City Park parking lot. They will not have multiple closures in our city during that time.
- Belmont 2A will pave between now and mid-October
- Highgate paving has been completed
- Bruhns have applied for a 3-lot subdivision on Pages Lane. All improvements are in place.
- Trying to keep up with Public Works and Community Development while Steve and Remington have been out on vacation.
- Preparing to send a bid out for a new waterline on 975 West

Chairman Merrick reported there are several wreck vehicles along 1100 North on the east side of the road by the auto dealer on the corner. Staff will look into it.

5. Adjourn.

Action Taken:

Laura Mitchell moved to adjourn the regular session of the Planning Commission meeting at 8:00 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, by unanimous vote of all members present.