

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
FAX (801) 292-6355
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 27th, 2026, AT THE CITY OFFICES**

Invocation/Thought – Commissioner Sweat

Pledge of Allegiance – Commissioner Merrick

1. Confirm Agenda
2. Public Hearing – West Bountiful City Proposed Annexation Policy Plan.
3. Consider Recommendation for West Bountiful City Proposed Annexation Policy Plan.
4. Discuss Text Change Application – Auto-Body Repair.
5. Approve Meeting Minutes from October 13th, 2026.
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 October 23rd, 2026, by Remington Whiting, City Recorder.*

MEMORANDUM



TO: Planning Commission

DATE: October 23rd, 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

Now that a public hearing has been scheduled, the remaining timeline of the Annexation Policy Plan is as follow:

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.

MEMORANDUM



TO: Planning Commission

DATE: October 23rd, 2026

FROM: Staff

RE: Text Change Application – Auto-Body Repair

This memo introduces a text change amendment request regarding the allowance of “Express” Auto Body Repair in Industrial and Commercial zones.

Background

Prior to 2002, the West Bountiful Municipal Code did not identify or prohibit auto-body repair as a land use. In 2002, the City adopted Ordinance 279-02, which specifically prohibited auto-body repair.

Auto-Body Repair can be described as the repair, rebuilding, restoration, or replacement of motor vehicle body panels, fenders, bumpers, doors, frames, other exterior body components, including dent removal, collision damage repair, bodywork, and the preparation and painting of vehicle bodies or body components. Auto body repair does not include general mechanical repairs, engine or transmission work, or routine vehicle maintenance.

Application

On October 14th, 2026, Mr. Sebastian Arismendi submitted a Text Change Application to amend the city’s restriction on Auto-Body Repair. The application requests that “Express Auto Body Repair”, which is described in the attached application, be listed as a conditional use in the Commercial and Industrial zones in WBMC.

Research

Staff conducted the following research and found the items below.

1. The city has previously been wary of auto-body repair. Reasons include:
 - a. Property Appearance – Concerns regarding the accumulation of damaged and inoperable vehicles, particularly based on past conditions in a specific area of the City where the outdoor storage of vehicles negatively affected the appearance of the surrounding area.
 - b. Outdoor Vehicle Storage Ordinance – The City’s existing ordinance restricts outdoor vehicle storage unless the vehicles are “such a nature as to allow for immediate sale and use.”

2. As stated previously, Outdoor Vehicle Storage is not permitted in West Bountiful City unless the vehicle is in “such a nature as to allow for immediate sale and use.”
 - a. According to the application, vehicles would mostly be stored indoors with occasional vehicles being stored outdoors while they are being prepped to be sold. Although infrequent, any outdoor vehicle storage would still be a violation of the current city code.
3. Potential concerns associated with automotive painting:
 - a. Odors and fumes – Paints, primers, thinners and solvents can release strong odors and volatile organic compounds (VOCs) that may affect neighboring businesses or residences. VOCs are chemicals that readily evaporate into the air. They contribute to odors, respiratory irritation and the formation of ground-level ozone.
 - b. Overspray – Paint particles can escape the work area and settle on nearby vehicles, buildings, landscaping, or other properties if the operation is not properly enclosed and ventilated.
 - c. Visual Impacts – Poorly maintained paint booths, outdoor painting, stored materials and vehicles awaiting refinishing can negatively affect the appearance of the property.
4. Neighboring Cities
 - a. Bountiful City – Auto body repair and painting is allowed as a conditional use in the Heavy Commercial Zone but is not allowed in other commercial zones.
 - b. Centerville – Auto body repair and painting fall under “Vehicle and Equipment Repair, General.” The use is allowed as a conditional use in the Very Heavy Commercial Zone and as a permitted use in the Heavy Industrial and Very Heavy Industrial Zones.
 - c. Woods Cross – Auto body repair and painting fall under “Automotive Repair, Major,” which is allowed as a conditional use in the C-2 Zone and all industrial zones.
 - d. North Salt Lake – Auto body repair and painting is allowed as a permitted use in the Manufacturing Distribution and General Manufacturing zoning districts.

Consideration

In reviewing the application, the City Council may want to consider the following points:

- A. Definition and enforceability of Express Automotive Body Repair
 - i. Terms such as “minor” and “limited” and may be difficult to enforce and ensure that operations do not expand as the business grows.
 - ii. The commission may want to consider if the use is better defined by its equipment and impacts rather than a label.
- B. Conditional Use
 - i. The applicant has requested that it be listed as a conditional use within Industrial and Commercial zones.
 - ii. Are there conditions that can be imposed that would reasonably mitigate damage or effects?
- C. Compatibility with proposed zones and surrounding uses.

- i. Are the existing uses compatible with the requested zones?
- ii. The applicant has requested that outdoor vehicle storage be allowed between the front and rear buildings. This would only apply to commercial lots with 2 buildings.
- iii. Outdoor vehicle storage is prohibited throughout the city. Any vehicles that are inoperable outdoors on the property would be in violation of an already existing ordinance.

Options

Based on the application, staff recommends that the commission select one of the following directions:

1. Move forward with the request as proposed and schedule a public hearing. Following the public hearing, the commission could then:
 1. Recommend approval.
 2. Recommend denial.
2. Direct staff to bring back either other specific proposals or a larger review of options related to auto-body repair regulations.



APPLICATION TO REZONE/CHANGE TEXT

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

PROPERTY ADDRESS: 1090 W 502 S DATE OF APPLICATION: 10/14/2026

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

LEGAL DESCRIPTION ATTACHED: YES _____ NO _____

Applicant Name(s): Sebastian Ansmendi Energy Motors LLC

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.

17.12.080
Request amendment to WBMC 17.34.030 to allow limited
Express Auto body repair and reconditioning in suitable
Commercial/Industrial districts and consideration under
WBMC 17.12.080: Proposed hybrid: small high-end dealership
and minor non-structural cosmetic body repair.
See attached proposal For details

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: 10/14/2026 Applicant Signature: [Signature]

FOR OFFICIAL USE ONLY

Application & \$150 Fee Received Date: 10/14/26 Public Hearing Date: _____

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

Planning Commission Approval: _____ City Council Approval: _____

XBP Confirmation Number: 332260104

**Receipt for Payment to:
West Bountiful City**

Date/Time: 10/14/2026 2:47:41 PM
Transaction #: 281799631
Payment Method: Visa
Transaction Status: Successful

Items

LAND USE SUBDIVISON 150.00

Total: 150.00
Energy Motors LLC 84087

**Payment Service Provided By
www.xpressbillpay.com**

PROPOSED AMENDMENT TO WEST BOUNTIFUL CITY CODE

17.34.030

C-H Commercial Highway District | Applicant: Energy Motors LLC | 1090 West 500 South, West Bountiful, Utah

CURRENT CODE — ITEM 3

3. Motor vehicle sales and service (excluding auto body repair) and outdoor storage of retail vehicle inventory.

PROPOSED REPLACEMENT — ITEM 3

3. Motor vehicle sales and service (excluding auto body repair except Express Automotive Body Repair and Reconditioning as a conditional use subject to the standards below) and outdoor storage of retail vehicle inventory.

PROPOSED ADDITIONAL CODE TEXT

Definition. Express Automotive Body Repair and Reconditioning means limited, nonstructural cosmetic vehicle repair and reconditioning, including minor dent, bumper, exterior panel, scratch, surface preparation, spot painting and refinishing work.

1. No heavy collision or salvage work. Frame racks, frame straightening, structural collision reconstruction, salvage yards, parts yards, vehicle dismantling for parts, towing and impound operations are prohibited.

2. Indoor repair activities. All body repair, sanding, grinding and spray refinishing must be performed indoors in approved facilities.

3. Non-bake spray booths. Spray refinishing must use an approved enclosed booth with appropriate ventilation, filtration and exhaust. Heated bake or curing cycles are prohibited. All applicable fire, building, air-quality and environmental requirements apply.

4. Designated repair-vehicle parking. Vehicles awaiting or undergoing express body repair must be kept indoors or in the designated area between the main building and rear building, subject to City approval and required fire and emergency access. Repair vehicles may not be parked in the highway-facing area.

5. Dismantled-appearance vehicles indoors. Any vehicle with removed bumpers, doors, body panels or other components giving it a dismantled or partially disassembled appearance must be kept inside an enclosed building, not in outdoor repair parking.

6. Seven-day repair-vehicle limit. A vehicle awaiting or undergoing express body repair may not remain on the premises for more than seven consecutive calendar days, except for an extension approved in writing by the City under an applicable process.

7. Noise and hours. Compressors, grinders, sanders and other noise-producing repair equipment must operate indoors. Noise must comply with applicable City ordinances and measurement requirements. No noise-producing body repair work between 8:00 p.m. and 7:00 a.m.

8. Exterior appearance and outdoor materials. The premises must be kept clean and orderly. Outdoor storage of damaged bumpers, removed panels, scrap parts, debris and repair materials is prohibited. Damaged or dismantled vehicles may not be displayed outdoors.

9. Dust, overspray and odors. Indoor filtration, ventilation and dust-control measures must minimize off-site dust, overspray and odors, consistent with applicable regulations.

10. Low-VOC and waterborne products. Use low-volatile-organic-compound (low-VOC) refinishing products and waterborne paint systems wherever technically feasible, including waterborne basecoats and compatible low-VOC primers, clearcoats and related materials. Products must comply with applicable safety and air-quality rules.

11. No permanent or overnight paint storage. No permanent or overnight on-site storage of paints, primers, clearcoats, reducers, solvents or other refinishing chemicals. Only amounts required for immediate authorized work may be brought on-site; unused materials must be removed at the end of each workday. Safe handling and disposal remain mandatory.

12. Traffic, access and parking. Express body shop operations must not obstruct public streets, sidewalks, driveways, required parking, fire lanes or emergency access routes.

13. Compliance and enforcement. Facilities remain subject to applicable City inspections and enforcement. Violations of approved conditions may result in corrective action or other remedies authorized by law.

14. Operator-specific approval. The applicant requests that any conditional use approval be specific to the approved operator and not automatically transferable to a different business, owner or tenant, to the extent allowed by Utah law; successors must obtain any City approvals legally required.

15. Existing dealership unaffected. These express-body-shop-specific standards do not add restrictions to otherwise lawful dealership vehicle sales, service or outdoor storage of retail vehicle inventory.

REQUESTED CITY ACTION

Amend Section 17.34.030(3) to allow the defined Express Automotive Body Repair and Reconditioning use as a conditional use, subject to the standards above. Final placement in the code, site-specific approval conditions, extension procedures and transferability provisions are subject to City review and applicable Utah law.

Submitted for City consideration; this document is proposed language, not an adopted ordinance.

Protection of Existing Motor Vehicle Dealership Uses

The operational restrictions established for Express Automotive Body Repair and Reconditioning shall apply exclusively to that use.

These provisions shall not impose additional restrictions on otherwise lawful motor vehicle dealership operations, including vehicle sales, service, and associated dealership activities.

Conditional Use Approval

Express Automotive Body Repair and Reconditioning shall be classified as a conditional use within the C-H Commercial Highway District, subject to applicable City approval, building and fire regulations, environmental requirements, and other relevant municipal and state regulations.

Purpose and Public Benefit

The purpose of this amendment is to establish a clear distinction between limited cosmetic automotive body repair and traditional full-service collision repair facilities.

Express Automotive Body Repair and Reconditioning would provide West Bountiful residents and surrounding communities with additional options for affordable minor automotive repairs while maintaining reasonable standards for property appearance, safety, environmental protection, and compatibility with neighboring businesses.

This classification would support responsible commercial development, encourage local investment, create opportunities for skilled automotive employment, and allow existing commercial properties to be utilized productively.

The proposed use is particularly appropriate for smaller commercial automotive facilities where limited building space and parking capacity may make full-service mechanical repair operations or large-scale vehicle dealerships less practical.

The property at 1090 West 500 South also reportedly operated as an automotive body repair facility approximately 13 years ago. Although the City's available records have not confirmed the prior use or its authorization, this history is offered as additional context for evaluating the property's potential compatibility with limited automotive body repair.

The applicant respectfully requests that West Bountiful City consider this proposed amendment to Section 17.34.030 and, where applicable, evaluate the proposed business classification under Section 17.12.080.

Respectfully submitted,

Sebastian Arismendi
Energy Motors LLC
1090 West 500 South
West Bountiful, Utah 84087

Additional Proposed Condition: Non-Transferability of Approval

Any conditional-use approval issued specifically for Express Automotive Body Repair and Reconditioning shall be limited to the approved business operator and the operations described in its approved application. Such approval shall not automatically authorize another business, operator, or tenant to conduct Express Automotive Body Repair and Reconditioning at the property.

Before a different business or operator begins such activities, the new operator must obtain any review, approval, or permit required by West Bountiful City under applicable law. This provision is proposed as a condition of an individual approval, to the extent permitted by Utah law, and does not restrict the otherwise lawful operation or transfer of a motor vehicle dealership.

This supplemental language is requested in addition to, and does not replace, any provision of the preceding proposed zoning text amendment.

FORMAL ZONING TEXT AMENDMENT PROPOSAL

Express Automotive Body Repair and Reconditioning

Submitted to: West Bountiful City Planning Commission and City Council

Submitted by: Sebastian Arismendi, Owner, Energy Motors LLC

Property: 1090 West 500 South, West Bountiful, Utah 84087

Subject: Proposed amendment to West Bountiful City Code Section 17.34.030

1. Executive Summary

I respectfully request that West Bountiful City consider amending Section 17.34.030 to recognize **Express Automotive Body Repair and Reconditioning** as a distinct land-use category in appropriate commercial or industrial districts. This classification would accommodate minor, nonstructural collision and cosmetic repairs without authorizing the activities associated with major collision reconstruction, structural frame repair, towing and impound operations, or salvage yards.

The objective is to create a clear, enforceable pathway for smaller-scale automotive repair businesses while preserving applicable building, fire, environmental, and land-use protections. This proposal concerns potential future operations only; any such activity at Energy Motors would begin only after all required approvals and permits are obtained.

2. Applicant Background and Community Connection

I grew up in this community and have worked in the automotive industry for more than 20 years. My professional experience includes automotive body repair, refinishing, dealership management, and automotive operations. I own Energy Motors LLC at the address listed above.

Local residents who know my background regularly ask whether I can help with dents, bumper damage, scratches, and other minor cosmetic repairs. Those inquiries suggest interest in an accessible service focused on smaller repairs. My experience equips me to evaluate the opportunity, but this application does not represent that Energy Motors currently performs body repair or reconditioning at this location.

3. Community Need, Affordability, and Consumer Choice

West Bountiful has approximately 6,000 residents and participates in a broader Davis County automotive market. While full-service collision facilities provide essential major-accident and structural repair services, many vehicle owners seek help with comparatively minor damage that does not require heavy collision equipment.

An express model could offer shorter turnaround for eligible repairs and a lower-cost alternative for some out-of-pocket customers. As an illustrative business goal, I would explore a labor rate around **\$45 per hour**, subject to costs and repair complexity. This figure is not requested as a zoning condition or guaranteed price. The public benefit is additional choice, not the displacement of established collision businesses.

4. Proposed Land-Use Definition

Express Automotive Body Repair and Reconditioning: An automotive service establishment specializing in minor nonstructural collision repair, cosmetic body repair, dent removal, bumper repair, replacement or repair of nonstructural exterior panels, surface preparation, automotive refinishing, and cosmetic vehicle reconditioning, subject to applicable permits and operational restrictions.

5. Proposed Scope and Operational Limitations

Activities proposed for authorization:

- Minor nonstructural collision repairs and dent removal
- Bumper repair and replacement; repair or replacement of nonstructural exterior panels
- Cosmetic paint repair, surface preparation, refinishing, and paint correction in approved facilities
- Minor cosmetic repairs for privately owned vehicles or dealership inventory

Proposed restrictions:

- No frame straightening, structural frame repairs, or frame racks
- No major structural collision reconstruction or heavy collision repair equipment
- No towing, impound, or tow-in storage business; no salvage dismantling
- No outdoor sanding, body repair, or spray painting
- No long-term outdoor storage of damaged or inoperable vehicles
- All spray refinishing only in facilities and equipment approved by applicable authorities
- Compliance with fire, building, air-quality, hazardous-material, waste-disposal, and other safety rules

6. Surrounding Land Uses and Site Compatibility

The immediate vicinity of 1090 West 500 South is characterized by automotive, transportation, vehicle-storage, and commercial activities. Based on my observations, the surrounding uses include:

- **West:** Force Auto, an automotive mechanical repair business; HK Automotive, a vehicle dealership; a salvage and vehicle-rebuilding business; and a heavy-duty diesel and semi-truck repair operation with truck parking.
- **South:** A small commercial building and areas where cars, recreational vehicles, and food trucks are stored.
- **East:** A Sinclair gas station and railroad or other transportation-related activity.
- **North:** An open grass lot associated with Sinclair, where cows and horses have been observed.
- **Nearby intersection:** A 7-Eleven convenience store.

These observations indicate an established automotive and transportation-oriented setting rather than a predominantly residential commercial environment. A limited, indoor express body repair use could be compatible with that setting if appropriate conditions address ventilation, noise, parking, vehicle storage, appearance, and environmental protection.

These descriptions are offered as observations, not representations that any neighboring activity is licensed or zoning-compliant. The City should verify parcel boundaries, zoning districts, approved uses, and site-specific requirements before making its determination.

7. Economic and Public Benefits

- Allow established local businesses to explore responsible expansion rather than relocating services to neighboring communities.
- Create potential skilled jobs in automotive cosmetic repair and refinishing.
- Provide a convenient alternative for minor damage and potential out-of-pocket repairs.

- Support regional automotive commerce and reinvestment in existing commercial property.
- Maintain separation between minor repair activities and major collision, towing, and salvage uses through clear definitions.

8. Land-Use Controls and Public Protection

I am not seeking an exemption from safety or environmental regulation. I support reasonable, enforceable standards for enclosed operations, approved spray equipment, air emissions, fire protection, hazardous-material management, waste handling, noise, hours of operation, parking, screening, and outdoor storage. Any proposed painting operation would require the appropriate approvals before use.

9. Requested Code Amendment

I respectfully request that the City evaluate adding **Express Automotive Body Repair and Reconditioning** to the use table in Section 17.34.030 as a permitted or conditional use in suitable commercial or industrial zoning districts, with an accompanying definition and operating standards. This would be a generally applicable land-use classification, not an exception for Energy Motors alone.

If the City determines that a conditional use approach is most appropriate, I welcome clear, objective conditions addressing site compatibility and operational impacts. I also request consideration of the existing surrounding commercial and automotive uses when determining which zoning districts should qualify.

10. Conclusion and Formal Request

As a longtime community member and automotive professional, I believe West Bountiful has an opportunity to recognize a practical distinction between minor cosmetic vehicle repairs and heavy collision reconstruction. The proposed express category would broaden consumer choice, encourage local investment, and establish enforceable boundaries for a limited automotive use.

I respectfully request consideration of this text amendment by City staff, the Planning Commission, and the City Council. I would welcome the opportunity to discuss the proposed definition, operational restrictions, and land-use compatibility in greater detail. No future body repair operation would commence without required zoning authorization and applicable permits.

Respectfully,

Sebastian Arismendi

Owner, Energy Motors LLC

1090 West 500 South

West Bountiful, Utah 84087

SUPPLEMENT TO SECTIONS 6 AND 7

Historical Automotive Body Shop Use

According to the applicant, the property at 1090 West 500 South previously operated as an automotive body repair facility approximately 13 years ago. This reported history provides context for assessing the compatibility of a proposed Express Automotive Body Repair and Reconditioning use with the property and surrounding automotive businesses.

Prior use does not itself establish current zoning approval, legal nonconforming status, or authorization to resume body repair. The City may verify historical permits and records. No proposed operation would begin without all required approvals.

Site Limitations and Proposed Hybrid Business Model

The applicant believes the existing building and parking area are not well suited to a conventional high-volume vehicle dealership: on-site parking is limited, restricting the number of vehicles that can be displayed and managed responsibly. The shop interior is also relatively small for a full-service mechanical repair facility. In addition, the applicant understands that the City wishes to avoid the accumulation or storage of disabled, inoperable, or broken-down vehicles at this location.

For these reasons, the applicant proposes a more appropriately scaled hybrid business: a small, curated dealership offering higher-end, retail-ready vehicles, combined with an express body repair and cosmetic reconditioning service focused exclusively on minor, nonstructural work. The dealership component would maintain limited inventory consistent with approved parking capacity; the express repair component would focus on manageable, short-duration jobs performed indoors as authorized.

This model is intended to make productive use of the existing building while limiting vehicle accumulation, parking pressure, noise, and the impacts associated with a larger mechanical or heavy-collision facility. It would not include frame straightening, major structural repairs, a towing or impound operation, salvage dismantling, or long-term storage of inoperable vehicles.

Requested Consideration

The applicant respectfully requests that the City consider the physical limitations of the site, its reported prior body shop history, and its automotive-oriented surroundings when evaluating a limited express body repair use alongside a small vehicle dealership. Any such hybrid operation would remain subject to approved land uses, parking and circulation requirements, building and fire codes, environmental rules, and all applicable permits. The applicant is not requesting an exemption from these standards.

Submitted by: Energy Motors LLC | **Regarding:** West Bountiful City Code Section 17.34.030

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 October 9, 2026, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, October 13, 2026, at West Bountiful City Hall, Davis County, Utah.

MEMBERS ATTENDING: Chairman Robert Merrick, Commissioners Dennis Vest, Laura Mitchell, Richmond Thornley, and Council member Julie Thompson.

MEMBERS/STAFF EXCUSED: Vice Chairman Corey Sweat.

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

PUBLIC ATTENDING: Joyce Prince, Chris and Rob Jenson, Sebastian Arismendi

Thought/Invocation by Commissioner Thornley

Pledge of Allegiance- Commissioner Vest

1. Confirm Agenda

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

2. Public Hearing – Pool Safety Barrier Requirements

Commission packets included a memorandum dated October 9, 2026, from staff regarding Pool Safety Barrier Requirements with attached text change application and draft copy of 17.76.020 Private Pools and Use Ordinance.

Remington Whiting gave a brief introduction regarding the proposed changes to the Pool Safety Barrier Requirements.

Staff's provided research on the issue and commissioners discussed the issue. It was decided to propose language change to city code 17.76.020 Private Pools and Use to include an exception to B. which is: **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. Legal has reviewed the change.

Action Taken:

Laura Mitchell moved to open the public hearing at 7:34 pm regarding Pool Safety Barrier Requirements. Richmond Thornley Second the motion and voting was unanimous in favor.

Public Comment:

Julie Thompson noted that in the summer months a pool must be left uncovered in order to maintain a pleasant temperature. She pointed out that all pool coverings are manual and must be operated by a person. They are not automated without someone operating the system. She also pointed out that covers need to be drained/pumped off if rain or melted snow gathers on them. She feels that the change in text is worrisome to her, but agrees that negligence can occur with all protective manners in place.

Action Taken:

Laura Mitchell moved to close the public hearing at 7:38 pm regarding Pool Safety Barrier Requirements. Dennis Vest second the motion and voting was unanimous in favor.

3. Consider City Council Recommendation for Pool Safety Barrier Requirements

Discussion took place and it was decided to strike the word "Such" in the last sentence of Item B to read "Gates shall be securely locked when the swimming pool is not in use by persons invited by the owner.

Action Taken:

Laura Mitchell moved to forward a positive recommendation for Pool Safety Barrier Requirements code text change to add the language for an exception to section B of 17.76.020 Private Pools and Use to read 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 and to strike the word "such" in the main part of B to read "Gates shall be securely locked when the swimming pool is not in use by persons invited by the owner. Richmond Thornley seconded the motion and voting was unanimous in favor.

4. Consider Aspen Dental Conditional Use Permit

Planning Commission packet included a memorandum dated October 9, 2026 from Staff regarding a Conditional Use Permit for Aspen Dental 24 South 500 West, Suite D.

Remington Whiting explained that On September 18th, 2026, the Aspen Group applied 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.

Action Taken:

Laura Mitchell moved to approve the Conditional Use Permit for Aspen Dental at 24 South 500 West Suite D with the following affirmative findings pursuant to WMBC 17.32.030 that 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; 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; accompanying improvements will not inordinately impact schools, utilities, and streets; 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; will comply with the regulations and conditions specified in the land use ordinance for such use; will conform to the intent of the city's general plan; and 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; Upon issuance of this Permit, Aspen Dental will acquire a West Bountiful City business license. Signage will comply with city regulations. No change in use without approval from the city. The Conditional Use Permit will only be valid for the current business occupant and shall not transfer automatically to the new tenants. Dennis Vest second the motion and voting was unanimous in favor.

5. West Bountiful City Annexation Plan

Commissioner packets included a memorandum dated October 9, 2026 from Duane Huffman regarding West Bountiful City Annexation Plan with the first draft copy of the proposed Annexation Policy Plan (APP) prepared by Jake Young and John Janson (consultants).

Remington Whiting stated that 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. In addition to adding the land adjacent to Bountiful Pond, it also contemplates adding additional land west of Legacy Parkway.

Remington Whiting submitted the following projected timeline for the adoption of the APP:

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.*

6. Approve Meeting Minutes from September 22, 2026.

Action Taken:

Richmond Thornley moved to approve the minutes from the September 22, 2026, Planning Commission Meeting as corrected. Dennis Vest seconded the motion, and voting was unanimous in favor.

7. Staff Reports

a. Engineering (Kris Nilsen)

- October 15th closure of 600 North Pages Lane to the tracks to work on the drainage system for the new tracks
- City project 975 West to 700 North- Weber Basin wants to move their lines into the street area in the spring

b. Community Development (Remington Whiting)

- Building permits have slowed down a bit
- Code Enforcement has slowed down but working with an auto dealership on several violations. A letter has been sent and follow-up will occur
- Received a notice of intent for the Providence Project.
- Trying to get caught up from his vacation.
- We have hired a new part-time front desk. Hours are 5 days a week 7:30 -1:30 pm
- Received one DADU application and have received calls from unhappy residents because they do not qualify under the conditions of the checklist.

Julie Thompson reported:

- Attended a WALC webinar and she shared some of the data from other cities regarding what they did with DADU requirement.
- Child's Park is coming along nicely.
- Paul Revere event at the school yesterday was a great success.
- America 250 events left include Veteran Signs in the yards of veterans for November.
- Community Mural will be unveiled in December as part of Christmas on Onion Street.

Dennis Vest noted the agricultural land definitions which included 3 types (1) annual vegetation, (2) trees/vines perennial (3) pasture land. He has responded to an email received from Chris Jensen's today regarding the westside land development proposal from Ivory Homes. He stated that just because Ivory Homes cannot sell homes is not our city's problem. He pointed out that their original proposal was a gold mine with a planned horse community and much of it was put into place already with the Equestrian Center being there. Now they are marketing it as residential and wanting greater density. It is their marketing problem.

8. Adjourn.

Action Taken:

Laura Mitchell moved to adjourn the regular session of the Planning Commission meeting at 8:40 pm. Dennis Vest 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.