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Kenneth Romney

**City Engineer/ Land
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Kris Nilsen

**Community
Development**
Addison Jenkins

**City Council
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WEST BOUNTIFUL PLANNING COMMISSION

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Dennis Vest
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**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, MAY 14, 2024 AT THE CITY OFFICES.**

Invocation/Thought – Commissioner Payne
Pledge of Allegiance – Commissioner Vest

1. Confirm Agenda
2. Discussion – Moderate Income Housing Plan - Parking
3. Approve Meeting Minutes from April 23, 2024
4. Staff Reports (Engineering, Community Development)
5. Adjourn.

*This agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCity.org),
and provided to the Davis Journal on May 10, 2024, Remington Whiting, City Recorder.*



MEMORANDUM

TO: Planning Commission

DATE: May 10, 2024

FROM: Addison Jenkins

RE: Moderate Income Housing Plan – Parking Ordinance Draft

This memo continues the planning commission’s work on amending the city’s parking ordinances to help provide moderate income housing.

Background

In 2022, a new state law required West Bountiful City to amend its general plan to select three strategies to provide a realistic opportunity to meet the need for additional moderate-income housing within its jurisdiction in the near future. To help accomplish its moderate-income housing goals, the city selected the following 3 strategies from options provided by the state:

1. Develop and Adopt a Station Area Plan
2. Amend Land Use Regulations to Eliminate or Reduce Parking Requirements for Residential Development Where a Resident is Less Likely to Rely on the Resident’s Own Vehicle, such as residential development near major transit investment corridors or Senior Living facilities.
3. Reduce, Waive, or Eliminate Impact Fees related to Moderate Income Housing.

In order to facilitate opportunities to increase moderate-income housing in West Bountiful, the city began work in 2023 by amending its parking requirements in accordance with Strategy 2. Updates to the city’s parking code included defining minimum parking spaces for dwelling units in residential and mixed-use buildings and zones, and opportunities for a reduction in requirements for developments within a ½ mile public transit.

Per State law, the city must continue to work towards the selected strategies each year and demonstrate these additional efforts. Once work is done on the strategy, the general plan will be amended again to select additional strategies, which staff anticipates in 2024-2025.

Further Parking Strategies

At the March 12th meeting, commission members and staff discussed several ways to decrease parking requirements that might contribute to reductions in housing costs.

- Residential Health Care Facilities
 - Currently the city requires 1 parking space for 5 beds, no requirements on visitor parking
- Senior Living Facilities

- Currently the city does not define Senior Living Facilities separately from Residential Health Care Facilities or general Residential dwellings
- Guest Parking Requirements
 - Currently the city requires 1 visitor parking space for every 4 units in multi-family residential projects
- Transit-adjacent Multi-family Residential
 - Currently the city allows a developer to request up to a 10% reduction in parking requirements for a project within ½ mile of certain transit facilities

The city has had consultants from Citi Design provide an initial draft parking ordinance that incorporates commissioner and staff input. Following this May 14th planning commission meeting, staff will work with Citi Design to refine the draft for further consideration at the next meeting.

Conclusion

The city should consider and discuss an adequate array of actions to implement Strategy 2 in a way that maximizes benefits to current and future residents. A serious, robust, and comprehensive approach will more likely lead to conditions that can increase the supply of housing affordable to households making median and moderate incomes.

Under state code sections 10-9a-408 and 17-27a-408, West Bountiful must report on the city's efforts each year. This year's report must include:

- A description of each action taken by the jurisdiction during the previous 12-months to implement the selected strategies;
- A description of each land use regulation and/or decision made by the jurisdiction during the previous 12-months to implement the selected strategies, including an explanation of how the regulation and/or decision supports the jurisdiction's efforts to implement the strategy;
- A description of any barriers encountered by the jurisdiction in the previous 12-months in implementing the strategies;
- Information regarding the number of internal and detached ADUs located within the jurisdiction (i.e. building permits, business licenses to rent);
- A description of how the market has responded to the selected strategies, including the number of entitled moderate income housing units or similar data; and
- Any recommendations on how the State can support the jurisdiction in implementing the strategies.

The city's report is due to the state Department of Workforce Services Division of Housing and Community Development by August 1st.

17.52 Off Street Parking

17.52.010	Off-Street	Parking	Purpose		
17.52.020			Size		
17.52.030	Access	To	Individual	Parking	Space
17.52.040	Number	Of	Parking	Spaces	Required
17.52.050		Access			Requirements
17.52.060	Maintenance	Of	Parking	Lots	
17.52.070	Location	Of	Off-Street	Parking	
17.52.080	Landscaping	In	Parking	Lots	

17.52.010 Off-Street Parking Purpose

The purpose of this chapter is to set a minimum standard for off-street parking to ensure that ample **necessary** parking for the generated demand of each land use will be available.

Sufficient parking should be provided to assure maximum utilization of the facilities on site will not unduly impose on neighbors in the vicinity or create an unsafe environment.

Off-street parking is required for residential, commercial, industrial and retail buildings and structures based on current use, size and capacity in accordance with the requirements of this chapter.

HISTORY

Adopted by Ord. [374-15](#) on 11/18/2015
Amended by Ord. [423-20](#) on 6/8/2020

17.52.020 Size

The dimensions of each off-street parking space, exclusive of access drives or aisles, shall be at least nine (9) feet by twenty (20) feet for diagonal and ninety (90) degree spaces, and ten (10) feet by twenty-four (24) feet for parallel spaces. Drive aisle widths shall be a minimum of **twenty-two (22) feet** ~~for~~ for ninety (90) degree and parallel parking and sixteen (16) feet for angled parking.

HISTORY

Adopted by Ord. [374-15](#) on 11/18/2015
Amended by Ord. [423-20](#) on 6/8/2020

17.52.030 Access To Individual Off-street Parking Space

Except for residential dwellings, direct access to each parking space shall be from a private driveway and not from a public street. All parking spaces shall have independent access not blocked by another parking space or other obstacle.

HISTORY

Adopted by Ord. [374-15](#) on 11/18/2015
Amended by Ord. [423-20](#) on 6/8/2020

17.52.040 Number Of Parking Spaces Required

An adequate number of off-street parking spaces shall be provided for all uses as follows. ~~In no case, however, shall parking provided be less than one space for each employee projected for the highest employment shift plus additional parking for vehicles used in~~

conducting the business and customer parking. Any parking calculations that result in less than a whole number shall be rounded up. **The following minimum requirements may be decreased if the applicant provides sufficient technical data (such as average parking counts from other existing establishments and studies) by up to 20%.**

1. Auto Dealer: **one (1) customer parking space per 400 square feet of gross floor area in the automobile sales area or four (4) parking spaces, whichever requirement is greater.** ~~one parking space for each two hundred (200) square feet of sales office area plus one space for every ten (10) vehicles displayed, or five spaces, whichever is greater. Separate storage space for vehicles for sale or under repair shall be provided.~~
2. Business or professional offices: one parking space **per 400 square feet for the first 20,000 square feet plus 1 space per 1000 square feet excess of 20,000 square feet.** ~~for each two hundred (200) square feet of floor area.~~
3. Churches with fixed seating: one parking space **per 300 square feet in the primary seating area** ~~for each four fixed seats, or one parking space for each seven feet of linear pew, whichever is greater.~~
4. ~~Churches without fixed seats, sports arenas, auditoriums, theaters, assembly halls, reception centers, meeting halls: one parking space for each four seats of seating capacity.~~
5. Fast food dining **and drive-up only establishments:** one parking space **per 150 square feet of seating area plus four (4) stacking spaces from place of order and four (4) stacking spaces from pick up window. Stacking spaces may not infringe on vehicular access ways. A traffic study is required to verify that the minimum stacking spaces are sufficient, which is applicable to a change of use.** ~~for each seventy five (75) square feet of floor area (excluding kitchen and storage), with a minimum of five (5) spaces, plus three (3) stacking spaces per drive through lane.~~
6. Furniture and appliance stores: one parking space for each six hundred (600) square feet of retail floor area.
7. Grocery store: one parking space for each three hundred (300) square feet of retail floor space.
8. Hospitals: one parking space for each two beds.
9. Hotels and motels: one space for each living or sleeping unit, plus parking space for vehicles used in conducting the business.
10. Medical/Dental office: one parking space for each ~~two hundred (200)~~ **three hundred (300)** square feet of floor area or three parking spaces for each doctor/dentist, whichever is greater.
11. Residential dwellings and Mixed-Use buildings:
 1. In residential **only** districts: two parking spaces for each dwelling unit ~~including a garage and driveway.~~
 2. In commercial districts, multi-family, **mixed-use areas, near transit,** and mixed-use buildings:
 1. Studio apartment - 1 space per unit (*alt. .75*);
 2. One bedroom units - 1.5 spaces per unit (*alt. 1*);

3. Two or more bedroom units - 2 spaces per unit (*alt. 1.5 for two and 2 for three and up*);
4. All multi-family residential and mixed use projects shall provide additional guest parking spaces equal to one guest parking space for every four (4) units. **On-street parking on local streets (non-UDOT) directly adjacent to the development may account for 25% of visitor parking.**
3. Transit adjacent multi-family residential and/or mixed-use, if located within one-half (1/2) mile of enhanced transit services such as a station, BRT, or enhanced bus, may request up to a ten-twenty **percent (20%)** reduction in parking spaces at the discretion of the applicant.
4. **If the application is for demonstrated affordable housing using an instrument to achieve a permanent commitment acceptable to the City, the above parking standards may be reduced by thirty (30) percent.**
5. **Senior Living Facilities (55 plus): one space for every two units.**
6. **Accessory Dwelling units: one additional parking space (beyond required number per unit).**
12. Residential health care facilities: one parking space for each **every** five beds **plus a minimum of two (2) spaces for employees.**
13. Restaurants, taverns, private clubs, and all other similar dining or drinking establishments (except for fast food dining establishments): ~~one parking space for each four seats or~~ one parking space for each one hundred **fifty** ~~(100)~~ **(150)** square feet of floor area (excluding kitchen and storage), ~~whichever is greater.~~
14. Retail stores **and shopping centers: one (1) space per 300 square feet of gross floor area for the first 20,000 square feet plus one (1) space per 1000 square feet of gross floor area in excess of 20,000 square feet.** ~~(except as provided in subsection F and G of this section): one parking space for each one hundred (100) square feet of retail floor space.~~
15. ~~Shopping center or other groups of uses not listed above: one parking space for each two hundred (200) square feet of total floor space.~~
16. Wholesale establishments, warehouses, manufacturing establishments and all industrial uses: generally **one** (1) space per **three** (3) employees plus **one** (1) space per company vehicle except for warehousing, which shall be 1 space per 2000 square feet of gross floor area for the first 20,000 square feet plus one (1) space per 3000 square feet of gross floor area in excess of 20,000 square feet. ~~as determined by the zoning administrator.~~
17. **Self-Storage/Mini warehouse: one (1) per 50 units, plus one (1) per 400 square feet of office area, plus two (2) vehicle stacking spaces for security gate. Aisles suitable for temporary loading and unloading may be counted as required parking stalls.**
18. ~~All other uses not listed above, as determined by the zoning administrator, based on the nearest comparable use standards and information provided by the applicant.~~ **For all other uses not established by the above, a new parking minimum requirement may be determined for an unlisted use by referencing standards in parking resources published by the National Parking Association, American Planning**

Association, Institute of Traffic Engineers (ITE), Urban Land Institute, International Conference of Shopping Centers, or through a parking study commissioned by the City and performed by a professional engineer.

HISTORY

Adopted by Ord. [374-15](#) on 11/18/2015
Amended by Ord. [423-20](#) on 6/8/2020
Amended by Ord. [472-23](#) on 6/27/2023

17.52.050 Access Requirements

Adequate ingress and egress to and from all uses shall be provided as follows:

1. Residential Lots. Each residential lot may have not more than two drive approaches which shall be a minimum width of twelve (12) feet each and a maximum width of thirty-six (36) feet at the property line, with a separation island of a minimum width of twelve (12) feet and maximum combined drive approach width of thirty-six (36) feet on any single street frontage. The drive approach flare entrance shall be no closer than four (4) feet to the abutting property line, or as approved by the City Engineer. On a corner lot, no driveway shall be closer than twenty (20) feet from the point of intersection of the front lot line and street side lot line.
2. Non-residential lots. Access shall be provided to meet the following requirements:
 1. Not more than two driveways shall be used for each one hundred (100) feet of frontage on any street;
 2. No two of said driveways shall be closer to each other than twelve (12) feet, and no driveway shall be closer to a side property line than three (3) feet;
 3. Each driveway shall be not more than thirty-six (36) feet wide, measured at right angles to the center line of the driveway, except as increased by permissible curb return radii. The entire flare of any return radius shall fall within the right-of-way;
 4. No driveway shall be closer than twenty (20) feet from the point of intersection of the front lot line and street side lot line at any corner, and no driveway shall extend across such extended property line; and
 5. On a street where there are no curbs or gutters, all driveways shall be well marked street frontage and pedestrian access protection provided the entire length of the frontage exclusive of the driveways as per approved plans.

HISTORY

Adopted by Ord. [374-15](#) on 11/18/2015
Amended by Ord. [423-20](#) on 6/8/2020

17.52.060 Maintenance Of Parking Lots

Every parcel of land used as a public or private parking lot shall be developed and maintained in accordance with the following requirements:

1. Surfacing. Each off-street parking lot shall be surfaced with gravel, asphaltic or Portland cement or other binder pavement and permanently maintained to provide a dustless surface. The parking area shall be designed and maintained consistent with WBMC 13.30 Storm Water Management.
2. Screening. The sides and rear of any off-street parking lot which adjoins an area that is primarily residential shall be screened from such area by a masonry wall or solid visual barrier fence not less than four nor more than six feet in height.
3. Lighting. Lighting used to illuminate any parking lot shall be directed downward and arranged to reflect the light away from adjoining residential uses and from street traffic.
4. All surfacing, screening, landscaping, lighting, and any other parking area elements shall be continually and properly maintained.

HISTORY

Adopted *by* *Ord.* [374-15](#) *on* 11/18/2015
Amended *by* *Ord.* [423-20](#) *on* 6/8/2020
Amended by Ord. [461-22](#) *on* 9/20/2022

17.52.070 Location Of Off-Street Parking

Off-street parking in non-residential districts is allowed in the front setback, as long as the parking area is set back and the frontage of the property is permanently landscaped in accordance with Section 17.52.080.

HISTORY

Adopted *by* *Ord.* [374-15](#) *on* 11/18/2015
Amended *by* *Ord.* [423-20](#) *on* 6/8/2020
Amended by Ord. [465-23](#) *on* 2/8/2023

17.52.080 Landscaping In Parking Lots

The following landscape requirements apply to parking lots.

1. Each parking lot adjacent to a public street shall provide along the entire frontage of the property (except for any drive approach) a minimum depth of ten (10) feet of permanently maintained landscaping.
2. Each parking lot consisting of more than twenty (20) spaces, or 4,000 square feet shall include landscaped parking islands as follows:
 1. Office and commercial: 7 percent of total parking lot area.
 2. Industrial and warehouse: 5 percent of total parking lot area.
3. Parking island areas are intended to define major drives and access ways, and to delineate ends of parking rows and aisle intersections. For every six required parking spaces, or portion thereof, a minimum of one tree shall be provided within each parking island. Additionally, each parking island shall contain:
 1. A minimum of 140 square feet;
 2. A minimum average width of 8 feet; and
 3. A minimum of one tree from the city's approved tree list.

4. Islands shall be designed to accept parking lot stormwater where feasible, as determined by the City Engineer.
4. In all other respects, the landscaping of parking lots shall comply with Chapter 12.28-Water Efficient Landscape Standards and Chapter 17.50-Clear View Area and Fence Requirements.

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 April 22, 2024 per state statutory requirement.

Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, April 23, 2024, at West Bountiful City Hall, Davis County, Utah.

Those in Attendance:

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

MEMBERS EXCUSED:

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

PUBLIC ATTENDING: James Glascock (via zoom), Matt Myers, Brad Rasmusson, Deby Marshall, Gary Jacketta, Suzy and Dan Loveland, Spencer Llewelyn, Chance Pope, Kevin Thacker, Dianne Dransfield.

Thought by Commissioner Payne
Pledge of Allegiance- Commissioner Vest

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

1. Confirm Agenda

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

2. Public Hearing- Recommendation of Zoning Assignment for Loveland Annexation

Addison Jenkins introduced the public hearing for recommendation to a zoning assignment change for Loveland Annexation.

Action Taken

Dennis Vest moved to open the public hearing at 7:35 pm for public comments on recommendation of Zoning Assignment for SDSA Annexation. Laura Mitchell seconded the motion and voting was unanimous in favor.

Public Comment- No Public Comment offered

Action Taken

Corey Sweat moved to close the public hearing at 7:36 pm. Laura Mitchell seconded the motion and voting was unanimous in favor.

3. Zoning Assignment for Loveland Annexation

Commissioner packet included a memorandum dated April 19, 2024 from Addison Jenkins regarding Zoning Assignment for Loveland Annexation- 1275 West 1600 North with an attached site plan.

Addison Jenkins explained the land under consideration is included in the city's General Plan and annexation plan. He noted that it is planned in those documents to be zoned as agricultural. Currently it is adjacent to properties on the north, south, and east in the A-1 zone. He noted that while much of the current use of this land is clearly agricultural in nature, the landscape contracting, seasonal retail, and seasonal property care aspects of Loveland Holdings would fall under uses not included as permitted or conditional in the A-1 zone. The retail operations would typically be classified as "General Merchandise Sales" which is permitted in the C-N and C-G zones. The landscape contracting, lawn care and snow removal operations would typically be classified as "Lawn and Yard Care" and "Contractor Offices" which are permitted in the C-H zone.

Addison stated that reviewing the annexation plan, the land use code, and the current situation, staff and legal counsel explored the following options:

A. The city could zone the property as A-1, and as a condition to the annexation, require Loveland Holdings LLC to cease all non-conforming operations upon annexation.

1. In this case, the Loveland's would likely withdraw their request for annexation.

B. The city could zone the property as A-1 and amend the A-1 zone to add General Merchandise Sales, Lawn and Yard Care, and Contractor Offices as permitted or conditional uses and then require Loveland Holdings LLC to apply for a Conditional Use Permit.

1. This would have a far-reaching impact on the rest of the A-1 zone.

C. The city could zone the property as C-N, C-G, or C-H, and either amend one of those zones to conditionally permit Loveland's other operations or require them to cease the non-conforming uses.

1. This could significantly alter the future use of this property.

D. The city could create a new zone, C-A "Commercial Agricultural", that permits all the various aspects of the Loveland's current operations in addition to any other uses the city deems acceptable.

1. This could also have larger impacts regarding cannabis production and would take significant time and work to completely develop.

E. The city could zone the property as A-1 and allow Loveland Holdings LLC to continue their operations as legally non-conforming.

1. This would allow the current uses, but would not allow any other uses that are incompatible with the A-1 zone.

2. The planning commission could grant, after a public hearing, an expansion of the non-conforming use for construction of the two additional structures if it finds the change will not be inconsistent with

the purposes of the zoning code or 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 of the nonconforming use or noncomplying structure.

Mr. Jenkins noted that based on the city's General Plan, the long history of the current uses without detrimental neighborhood effects, and the neighboring properties, staff proposes that the commission recommend a zoning designation of A-1 for this property with the legal non-conforming uses continuing on under state and municipal land use codes.

When time comes for the Loveland's to apply for building permits to add the two buildings as they intend, the city would be able to grant an expansion of their legal non-conforming use under section 17.56.030 (B) by the planning commission holding a public hearing before issuing a permit.

Staff believe this is the best and simplest option as it does not pose potential unintended city-wide impacts from amending existing zones and avoids the difficulty of creating an entirely new zone solely for one property.

The commissioners asked questions and discussed each of the options presented to them from staff.

In addition to the option presented by staff, Chairman Malan suggested creating an overlay zone. He stated that if kept in Legal Non-Conforming documentation should be put in writing to protect the property owner. Laura Mitchell explained why she was not in favor of a zone change.

After much discussion, the Commissioners chose option E and the following motion was made:

Action Taken

Laura Mitchell moved to forward the recommendation for Loveland Holdings, LLC located at 1275 West 1600 North to continue their operations as legal non-conforming use expanding the non-conforming use for construction of two additional structures finding that the changes will not be inconsistent with the purposes of the zoning code or 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 of the non-conforming use or noncomplying structure and that a written agreement between the city and property owners be put on file. Corey Sweat seconded the motion and voting was unanimous in favor.

4. Public Hearing-Flag Lot Code Text Change Application-Pope

Addison Jenkins introduced the text change application for a portion of the flag lot code and the intent of developing on the property as a flag lot which is currently not allowed in city code.

Action Taken

Corey Sweat moved to open the public hearing at 8:00 pm for public comments on recommendation for a Flag Lot Code Text Change submitted by Chance Pope. Robert Merrick seconded the motion and voting was unanimous in favor.

Public Comment

- Chance Pope 1188 West 400 North took the stand and asked for consideration for him to build a home for his family noting that he has worked hard with the city to find a way to work things work.

Action Taken

Corey Sweat moved to close the public hearing at 8:04 pm. Dennis Vest seconded the motion and voting was unanimous in favor.

5. Flag Lot Code Text Change Application-Pope

Commissioner packets included a memorandum dated April 19, 2024 from Staff regarding text change application for a Flag Lot from Chance Pope with an attached application to Rezone/Change Text, a Text Amendment proposal and a site diagram showing what the lot would look like with text and without text change.

Addison Jenkins noted that city staff has extensively studied this issue in response to questions and concerns raised by commission members at the last meeting. He presented the information contained in the memorandum.

Mr. Jenkins further explained that with this text change a flag lot would still have a “staff,” but the area of the staff would count as part of the whole area of the lot. The staff of the lot would not be considered a peculiarly shaped elongation. Flag lots are already conditionally permitted in all three residential zones, and all other regulations would still apply to any flag lot application including the minimum lot size for the zone.

Addison noted that any existing lot that is smaller in area than twice the minimum lot size for the zone would not be eligible for a flag lot or any subdivision. Any lot that is bigger than twice the minimum lot size plus enough area to create a staff is already permissible under the current code. Thus, this text change would only potentially affect a narrow range of lots whose area falls between twice the minimum lot size and twice the minimum lot size plus twice the size of a maximum necessary staff. Furthermore, any lot that could potentially be subdivided would need enough frontage for a lot plus the 20-foot minimum flag lot staff width. Very few lots have more than the minimum required frontage.

Finally, a lot would still be constrained by rear and side yard setback requirements which ensure the “flag” of a flag is not too small (see attached diagram). Kris Nilsen noted that he has identified a total of 7 lots that could be impacted by this proposed changed. A map was provided for review of those lots.

Addison Jenkins explained that based on further review discussed this evening and internal discussion, staff supports this proposed text change. The applicant has requested that the planning commission give its positive or negative recommendation and forward the application to the city council for consideration and a vote.

Chance Pope took the stand and described the way the land lays out. Two lots are two acres but there is 4 acres of total land. Kevin Thacker, the property owner stated that the fire marshal has visited the

property and what they want to do to develop the flag lot. The fire marshal gave his approval stating it would be safe for fire protection purposes.

Dennis Vest asked what staff members supported the text change. Addison responded that it is supported by Duane, Kris, and himself with the reasoning to give property owners a little more wiggle room on their property. Creating more regularly shaped lots.

Corey Sweat stated that it is his observation that the city council would support the text change.

Laura Mitchell and Alan Malan suggested that text change only apply to the code in the A-1 zone. There was some discussion on other flag lot permit requests who have been denied but might return for approval if this code change is enacted. Further discussion took place. Kris reiterated that he has counted only 7 lots that would be affected by this change.

Action Taken:

Corey Sweat moved to forward the proposed request for a text change amendment to 16.12.060 D-6 allowing the staff area of a flag lot to be used in computing lot size in the A-1 zone only to the City Council for their consideration. Laura Mitchell seconded the motion and voting was unanimous in favor.

6. Discussion-South Davis Sewer District Conditional Use Permit

Commissioner packets included a memorandum dated April 22, 2024 regarding Conditions for the future South Davis Sewer District North Plant upgrade, located at 1800 W 1200 North.

Addison Jenkins updated the commissions regarding lighting plans and odors concerns. He noted that, plant manager Matthew Meyers will work with the city regarding lighting issues.

Mr. Meyers explained that Cannon Pipeline occupies a large part of the east part of their property which is contributing to the light pollution. Their lease will be up in a few months and the Sewer District is willing to work with the city on lighting plans.

Addison informed the commission that the city council voted to annex 12.666 acres of land the South Davis Sewer District owns into the city at their April 16, 2024 meeting. The sewer district has applied for a conditional use permit to upgrade, replace, and expand facilities and processes at their wastewater treatment facility that now includes the newly annexed land. Alan Malan reiterated that he wants lighting to be directed downwards and away from the city pointing to the west.

Brad Rasmussen (SDSD engineer) took the stand and noted plans for lighting on the outside on the building. He stated that they have removed lighting that was not necessary on the Canyon pipeline property.

James Glascock (SDSD architect) pointed out the current plan for lighting using a drawing included in the packet. He noted that there will be no light extending past their property line. All representatives present from the SDSD project stated that they want to be good neighbors and have tried to design things accordingly. They are willing to work with the city on all their concerns.

Currently, construction bidding is open for the new admin building near the intersection of 1200 North and the frontage road, North Shoreland Drive. This building will be completed first since the old admin building will need to be demolished for the expansion update. The whole project will take approximately 3 years. Construction will take place during regular business hours.

Addison noted the conversations they have had with Jacobsen construction to conduct a study for the odors and any cost will be paid by the Sewer District. Discussion took place on how odors can be mitigated and the process for such.

Deby Marshall took the stand and informed the commission of a program that was presented by former SDSD manager (Dell). She stated that the program covered a lot of information as to why we do not get the odor from the South Davis Sewer. Matt Meyer explained the changes that will be made in processing the waste and feels like there will not be much odor changes and possibly even a reduction in odors.

Some discussion took place regarding odors and the odor study requested by the commission. Corey Sweat feels that we may not need to have an intense study done on odors and that it would be better to trust and leave it to the experts without wasting time and money on an intense study. Commissioners concurred.

Staff will work closely with the district in tracking and mitigating odor control. Mr. Jenkins noted that the sewer district has been very responsive to staff's requests for information and facilitated a collaborative approach to ensuring the district's planned expansion does not negatively impact current and future residents of West Bountiful.

Staff recommends the developing conditions in these areas as permits are issued in the future:

1. Dust, Sediment, Drainage
2. Noise
3. Buffering, Landscaping
4. Lighting
5. Odors

7. Approve Meeting Minutes from April 9, 2024

Action Taken:

Laura Mitchell moved to approve the minutes from April 9, 2024 as presented. Corey Sweat seconded the motion and voting was unanimous in favor.

8. Staff Report

a. Engineering (Kris Nilsen)

- Still working on the 3 road projects
- Lighting project at the park will begin by May 1st and ready for the 4th of July
- Salmon Subdivision has resubmitted addressing all comments and concerns
- Hugoe Subdivision has resubmitted addressing all comments and concerns.

- Ivory Homes has not submitted plans for Phase II yet.

b. Community Development (Addison Jenkins)

- Code Enforcement –
- Vinegar’s illegal garage which was an ADU has been attached to the house to become legal dwelling
- John and Jake will have a parking ordinance draft for review for the Moderate Income Housing plan
- Could have some more annexation request by next meeting.
- Wellness Survey closed last week and can expect a report in the near future. ADU’s were addressed on the survey. He noted that the vast majority of the new homes have detached garages that are potentially detached ADU’s.
- No updated information on the Silver Alert.

9. Adjourn

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 9:30 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.
