



Planning Commission Meeting Minutes
August 09, 2023 6:00 PM

City Council Chambers
4150 South 3900 West, West Haven, UT 84401

5:00 COMMISSION WORK SESSION – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY PLANNING COMMISSION MEETING AGENDA ITEMS DISCUSSED DURING PLANNING COMMISSION WORK SESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: CHAIRMAN DEEM

REPORTS AND DISCUSSION AS FOLLOWS:

1. PRESENTATION AND DISCUSSION OF REVISED/CORRECTED WEST HAVEN ZONING MAP (Note: No zoning changes are being proposed with this map. Revisions are to bring the map into compliance with ordinances the City has passed.)
2. STAFF REPORT ON UPCOMING PROJECTS.

Ryan Christensen with Gardner Engineering was present at the Work Session to help answer questions the Commission members had regarding the study they had completed for the City.

Shari spoke to the Commission members on how she would like to rebuild the City Zoning Map and clean up areas that have residential dwellings in commercial zones.

6:00 PM REGULAR PLANNING COMMISSION MEETING

1. **CALL TO ORDER CHAIRMAN DEEM**
2. **OPENING CEREMONIES**
 - a. PLEDGE OF ALLEGIANCE - COMMISSION MEMBER ROUNDY
 - b. PRAYER/MOMENT OF SILENCE – VICE CHAIRMAN REYNA
3. **ACTION ON MINUTES**
 - a. APPROVE MINUTES FOR THE MEETING OF JULY 26, 2023.

Commission member Roundy made a motion to approve.
Commission member Reed seconded the motion.

AYES: Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

Commission member Reed stated that on item #3a & 6 it reflects Becky Roundy made a motion to approve. Jeff Reed seconded the motion, and it needs to be changed to Commission member Roundy made a motion to approve. Commission member Reed seconded the motion.

4. **REPORT**
 - a. ACTIONS TAKEN BY CITY COUNCIL ON PLANNING COMMISSION RECOMMENDATIONS

Shari stated that there was nothing to report from City Council.

5. DISCUSSION AND ACTION ON FINAL SITE PLAN

- a. A FINAL SITE PLAN FOR EME MECHANICAL, A MECHANICAL CONTRACTOR LOCATED AT 4608 S 3500 W (APPLICANT: GARY HUNT, BOB PETTIPAW).

No one was present from EME Mechanical.

Commission member Reed wanted to address the parking that will be available. They have 26 parking spots, and it would require 2 handicap spots.

Commission member Nece made a motion Table.

Commission Reed seconded the motion.

AYES: Chairman Deem, Commission member Roundy, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS: Vice Chairman Reyna, Commission member Stimpson

ABSENT:

6. DISCUSSION AND ACTION PRELIMINARY SITE PLAN

- a. A PRELIMINARY SITE PLAN FOR SOUTHERN TIRE MART AT PILOT, LOCATED AT 1172 W 21ST STREET (APPLICANT: JUSTIN SIDWELL, KIMLEY-HORN).

**Justin Sidwell, Jeremy Wright, and Trent Rhodes with Kimley Horn which is acting as the civil consultant for this project.*

**Trent Rhodes stated they are proposing a Light Preventative Maintenance Facility. This would be in the Flying J parking area.*

**Shari stated staff's biggest concerns is if they take out parking spaces for this building if that would leave enough room to service both uses, and it has been determined that there will be.*

**Chairman Deem asked staff if they were wanting more updates on the signage. Also indicated, that a Will Serve letter will be needed.*

**Alika stated that the plans were too big, new plans have been sent in, however they have not been reviewed yet. When the building permit is submitted it will also be reviewed during Plan Review to make sure they comply. She has also received updated Elevations.*

**Commission member Stimpson wanted to confirm that the entrance would be located at the north end of Flying J.*

**Shari wanted to clarify that this project is just to service the trucks that come into Pilot.*

**Jeremy Wright with Kimley Horn confirmed that this was just for trucks that come into the Pilot.*

Commission member Stimpson made a motion to approve.

Vice Chairman Reyna seconded the motion.

AYES: Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

7. DISCUSSION OF UPDATES TO THE WEST HAVEN CITY SUBDIVISION ORDINANCE.

Ed Mignone/ West Haven City Engineer & Ryan Christensen/Gardner Engineering were present.

**Shari wanted to review the engineer side of what was discussed last meeting (07/26/2023), and review the changes that were made. She also wanted Ed and/or Ryan to go through the review cycle to see if the commission member's had any questions on the sections*

**Ed Mignone advised he would talk about in General as he didn't have the information in front of him that Shari was referring to.*

8. DISCUSSION TO RECEIVE COMMENT FROM AFFECTED ENTITIES REGARDING THE WEST HAVEN CITY ANNEXATION POLICY PLAN.

Shari advised that the way the process is for updating the City's Annexation Policy Plan is governed by the state. A draft was sent out to certain affected entities on July 26, 2023 to notify them of tonight's meeting, the first meeting in September is the date that the Planning Commission will discuss it.

Shari stated that there is an item of consideration that she would like respected Planning Commissioner's to think about before the meeting in September is whether or not the Planning Commission wants to recommend to the City Council that we square off our annexation lines right now.

Shari wants it on record that as of this meeting there are no annexation request pending nor has any applications been received.

9. ADJOURNMENT

Commission Member Wilson made a motion to approve.

Commission member Roundy seconded the motion.

AYES: Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

Robyn VanCampen

Deputy City Recorder

Date Approve: 08/23/2023