

Mayor
Kenneth Romney

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

City Recorder
Remington Whiting

**City Council
Representative**
Dell Butterfield

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Alan Malan

Vice Chairman
Corey Sweat

Commissioners
Laura Mitchell
Dennis Vest
Robert Merrick
Tyler Payne

**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, JULY 22nd, 2025 AT THE CITY OFFICES.**

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

1. Confirm Agenda
2. Preliminary Discussion on Detached Accessory Dwelling Units (ADUs).
3. Approve Meeting Minutes from July 8th, 2025.
4. Staff Reports.
5. Adjourn.

*This agenda was posted on the State Public Notice website (Utah.gov/pmnl), the city website (WBCityut.gov),
and posted at City Hall on July 18th, 2025 by Remington Whiting, City Recorder.*

***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 July 18, 2025, per state statutory requirement.*

Minutes of the Planning Commission of West Bountiful City held on Tuesday, July 22, 2025, at West Bountiful City Hall, Davis County, Utah.

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

MEMBERS/STAFF EXCUSED: Dennis Vest

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

PUBLIC ATTENDING: Joyce Prince, Councilmember Enquist

Thought by Commissioner Payne

Pledge of Allegiance- Commissioner Mitchell

1. Confirm Agenda

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

2. Preliminary Discussion on Detached Accessory Dwelling Units (ADUs)

Commissioner packets included a memorandum from Staff dated July 18, 2025 regarding Preliminary Discussion on Detached Accessory Dwelling Units (ADUs).

Remington Whiting stated that the purpose of this discussion is to gather initial input from commission members on potential future code updates related to detached ADUs. This is an opportunity to share thoughts, concerns, and ideas. No formal action will be taken during this meeting. The goal is to facilitate an open dialogue and better understand the Commission's priorities and considerations moving forward.

Comments from the Commissioners

Dennis Vest was unable to attend the meeting this evening but wanted to express the following thoughts he had; Remington read his email containing the following:

- Various rules for the different zones and residential circumstances should be put into place. One rule does not fit all.
- Property owners should occupy one of the two residential units, while the other only be rented out to family members/relatives.

- To maintain the rural atmosphere of West Bountiful, it should be necessary to have the ADU attached to another dwelling on the property, either the main home or a garage, barn, shop, etc. so it does not appear to be another home on the property. It must look like it is part of the property.
- Size limits should be stipulated for the second dwelling to the size of the structure it is attached to or smaller.

Chairman Malan

- Concerned with parking issues- especially off-street.
- Need to consider lot size not zone.
- Wants to consider the whole city not just areas.

Laura Mitchell

- Would we use a conditional use permit as an avenue, reminding that we are try to limit the use of this mechanism.
- Would like a matrix of what the surrounding cities allow for detached ADU?
- May not have both an ADU and internal ADU
- Need to consider parking and off-street
- Need specific matrix for different scenarios
- What mechanisms do we have to monitor these situations?
- Why would we initiate something like this without setting boundaries?
- Need to have things in place when the state mandates ADU's. We need to be ahead of the mandate not behind it.
- Do we regulate that the owner needs to live in one of the dwellings?
- Consider animals and the open space that will be taken if detached ADU is in place.

Corey Sweat

- Create an ordinance/regulation that would accommodate setbacks accordingly for safety/athletics and consider how space can be usefully utilized. Needs to consider why we have setbacks in place. Need to consider the lot size and not necessarily the zone.
- Must have regulations but there are big issues to consider and deal with.
- State may come in and set mandates before we can complete our process.
- Consider fencing.

Tyler Payne

- Does not want Air B & B's to be built for short-term rentals. How do we enforce that?
- Do we do separate utilities and trash service? Reminder doing this has an added impact on city services water, police, etc. without collecting impact fees.
- Consider health safety and what the fire/police/emergency services desire.
- Consider driveway use and access to the property.
- Need to move with purpose and not meander on the issue.
- Asked where do we want to start? Develop zone by zone regulations. Example : begin with larger properties

Robert Merrick

- Can we limit the size and use percentage to figure the size allowable to build the ADU.
- Consider lot size and setbacks.

Kelly Enquist

- Set a Minimum 22,000 square feet lots. Use a percentage of what the main structure.

Dell Butterfield

- Feels a work session is needed between the Commission and Council.
- Need to set a common ground on the issue.
- Have a work session after staff has gathered information.

Debbie McKean- thoughts- did not comment

- While it is important to make accommodation for families to take care of family members in need, we do not have to allow for big areas to do so. These are meant for temporary situations not long term housing that need all the comforts and amenities of standard home. Not rental properties for income. It is important these dwellings are camouflages as part of an existing dwelling on the property if detached or not. Allowing separate electricity, water, sewer is only allowing for two homes on one property and in my opinion is a minus to our community in many different ways.

Remington Whiting will have staff do research on items discussed this evening and bring back to the commission for review.

3. Approve Meeting Minutes from July 8, 2025.

Action Taken:

Corey Sweat moved to approve the minutes from July 8 2025, Planning Commission Meeting as presented. Laura Mitchell seconded the motion, and voting was unanimous in favor.

4. Staff Reports

a. Engineering (Kris Nilsen)

- Belmont Farms Phase I- A will be on the next agenda. Have a meeting on the 6th with the county.
- Received application for Flag lot on 800 West
- Reported on Thacker Flag Lot and the issues that are created with the third lot
- Doxey and Staff are working on a development agreement for Belmont Farms Phase 2 A
- Cone on 1100 West are for fencing or manhole collars.
- 660 West is going well. Working on the storm drain and has made lots of progress. End date on the contract is September 1st. Laura Mitchell noted school starts mid-August. Consider having temporary access during beginning and ending school times.
- Laura suggested coordinating a plan with the school for traffic when school begins.

b. Community Development (Remington Whiting)

- Influx of building permits for remodels
- Lifetime is moving closer to becoming a business in our city in the Old Cinemax Property
- Small car dealership has submitted an application
- Someone has submitted an application for a code change
- ULCT will be getting us some information for the new business code discussed last meeting.
- City will be closed on Thursday and Friday this week. Friday is not a paid holiday.
- Steve Doxey noted that Torres does not need a conditional use permit as that permit was in place and runs with the property. Needs a business license only.
- Next meeting will be held on August 11th, 2025 Monday due to Primary Elections
- Honey Baked ham application has been approved.

5. Adjourn.

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 8:36 pm. Rob Merrick 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.