



WEST HAVEN PLANNING COMMISSION MEETING MINUTES

July 9, 2025 6:00 P.M.

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

Present:	
Jeff Reed Andrew Reyna Melinda Stimpson Russell Galt George LaMar Linda Smith Jennifer Streker Stephen Nelson Damian Rodriguez Amy Hugie Robyn VanCampen	Chairman Vice-Chairman Commission member Commission member Commission member Commission member Commission member Community Development Director Planner City Attorney Deputy Recorder
Absent/Excused	

6:00 Regular Planning Commission Meeting

1. **MEETING CALLED TO ORDER:** Chairman Reed at 6:03 pm
2. **OPENING CEREMONIES**
 - a. **PLEDGE OF ALLEGIANCE** Commission member Vice-Chairman Reyna
 - b. **PRAYER/MOMENT OF SILENCE** Commission member Stimpson
3. **ACTION ON MINUTES –** Approve minutes for the Meeting of 06/25/2025

Chairman Reed provided corrections to the minutes that were needed on Item # 5 in the motion it stated Commission LaMar made a motion to make a table, and it should be Commission member LaMar made a motion to table. On this same item # the original motion did not carry and should be changed from The Commission conducted a revote to motion did not carry and Roll call vote was taken, and on item #9 the motion states Commission member Streker made a motion that our p to adjourn needs to change to Commission member Streker made a motion to adjourn.

Commission member Galt made a motion to approve the minutes from the meeting June 25, 2025. **Commission member LaMar** seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith and Commission member Streker.

NAYS –
ABSENT/EXCUSED –

4. **REPORTS –** Action taken by City Council on Planning Commission.

Stephen stated that there was nothing to report.

5. **DISCUSSION AND ACTION** – For a Conditional Use Permit for Bright Life Academy located at approximately 3200 S 2050 W Parcel #153110003. (Applicant Rebecca Stoddard)

Damian briefed the commission that the zone this establishment will be in is a M-1 zone (Manufacturing Zone) which requires a Conditional Use Permit for this type of business in this zone. There is ample on-site parking and maneuverability for anticipated vehicle traffic. Staff has no conditions for this use at this location.

Commission member Galt made a motion to approve the requested Conditional Use Permit to allow for a preschool at 3200 S Bouwhuis Drive Parcel #153110003, finding that there are no reasonably anticipated detrimental effects related to the proposed land use. **Commission member Stimpson** seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith and Commission member Streker.

NAYS –

ABSENT/EXCUSED –

6. **DISCUSSION AND ACTION** – For a Conditional Use Permit for Lawn & Landscape on Point, LLC located at approximately 4840 W 4250 S Parcel #083110007. (Applicant Oscar Uribe)

Damian presented to the commission that this home occupation business has employee(s) that don't live at the home which would require a Conditional Use Permit to be able to operate. The home occupation business is a landscaping company that has light construction equipment and is currently being stored at the site which also requires a Conditional Use Permit. Staff has found that the parking is non-conforming with the zoning code. The parking needs to be behind the plane of the home and on non-permeable surface. Staff also has environmental concerns due to the applicant not having non-permeable; staff also anticipates some noise and nuisance potential with the size of the equipment that is stored there.

Gabriela and Oscar Uribe/Applicants were present.

Mrs. Uribe mentioned that when they first moved in it was just dirt, and when the city was redoing the road, the contractor was able to give them the road base so that they could have something for their equipment to be on. With the light duty equipment, it is not at the property all the time. Most of the time it is being moved from job to job and only when they are in between jobs does the equipment come back to the home.

Mr. Uribe wanted to know if there was a timeframe that this needed to be taken care of by. Damian addressed this question stating that Code Enforcement will work with the applicant as long as the applicant is working to address the issue. As long as they can provide approvable Site Plan the Conditional Use application would be approved with conditions.

Chairman Reed indicated that he had spoken with Dan Tanner/City Code Enforcement Officer and he stated that this was brought about by a complaint due to noise and dust.

Vice-Chairman Reyna wanted to confirm with staff that road grade asphalt was acceptable. The equipment and employee parking needs to be on non-permeable. The whole area doesn't need to be non-permeable just where there would be parking.

Stephen responded that road grade asphalt was not permitted. It would have to be asphalt or concrete.

Vice-Chairman Reyna made a motion to table the Conditional Use Permit for a Lawn Landscape On Point, LLC located at approximately 4840 W 4250 S for parcel #083110007 for Oscar Uribe. **Commission member LaMar** seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith, and Commission member Streker.

NAYS –
SENT/EXCUSED –

7. **DISCUSSION AND ACTION** – To review and consider a Preliminary Plat approval for Fox Glenn Subdivision located at approximately 2600 W 3600 S. (Applicant Don Stokes/Agent Tyson Egbert)

Damian presented this project to the Commission. It is a 6-lot subdivision. There are a couple of issues that needed to be address. There needs to be a turnaround because the proposed stub is too far from the existing road that comes into the subdivision. Staff will need a sketch of the potential street system as there are some undeveloped properties surrounding this development and a registered surveyor information is needed. There is some significant engineering, public works, and fire comments those are outside the scope of the preliminary and will be taken care of before it comes back for final approval.

Tyler Egbert/Agent was present.

Commission member Stimpson asked if the turnaround issue has been addressed, Mr. Egbert that it was approved by fire and Ed/Engineer at a DRC Meeting last time they meet.

Commission member Stimpson made a motion to grant preliminary approval of the subdivision plan for the property at 2600 W 3600 S subject to the following conditions of approval: 1) An adequate turnaround will be provided between 3550 South and the proposed street labeled 3800 South that will satisfy applicable fire code, 2) Official plan approval is obtained from the Weber County Fire Marshal's Office prior to final plat approval. **Commission member Smith** seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith, and Commission member Streker.

NAYS –
ABSENT/EXCUSED –

8. **DISCUSSION AND ACTION** – To review and consider a Final Site Plan application for an Office Machines Sales and Service, located at approximately 1750 W 1700 S, Parcel # 15-064-0059. (Applicant Chad Barnett/DSI and Agent C. Kirk Laughter)

Stephen gave a summary of this project. They have submitted their construction drawings and have been approved by the City Engineering department. There are a couple of issues that need to be pointed out as they are asking for an exception, based on a request from the water district. The applicant has provided a traffic study that has been accepted by the City Engineer. One thing that came up from the preliminary approval was fire requested that the applicant secure a permanent easement along 1700 South for emergency access and the applicant has done that and it has been recorded. They are currently working with the Fire Marshall as there is currently a gate that blocks that access and doesn't meet the fire code and they are working with the Fire Marshall to get that updated gate in place. The road in front of the property the construction will begin this month. A building permit will not be issued until there is a fire rated road to the site and once that is completed, we will issue the permit and will hold occupancy until the road is paved.

The applicant is seeking a waiver from the standard landscape requirements. The water provider in the area Bona Vista Water has requested that the applicant not plant any outdoor plants as there is no secondary water in this area. Bona Vista sent a letter to the city requesting that it be waived. They don't want to use any of their culinary water. If there is a property on a main corridor, they are willing to allow the culinary water to be used, but with this property being back from the main corridor they are requesting that we waived that. Their site plan doesn't propose any outdoor landscaping; however, they have still kept the same landscape buffer (15 feet in the front and 5 feet on the side) as required by code.

Chad Barnett/Applicant – Mr. Barnett stated that currently he is working with Doug Halverson who is doing the improvements on the road, he is waiting for them to get this approved so they can dig up the road to put in all the utilities. They will start curbing it by next week. Doug Halverson and the apartments behind there have made improvements to the road to make sure that it was stable enough and strong enough to support. He has permission from Doug Halverson to access that road and 1700 South permissions as well. He would like to at least get the permit issued so they can get started, so that when the road is being worked on, they can work on the improvements on the property. There is 2 fire hydrants charged less than 200 feet from the property. On the back side of the property there is a road that is traveled on every day with diesels and including all the dirt that comes out of that pit.

Stephen mentioned to Mr. Barnett that road could be acceptable we would just need to ensure that, that is what you have accesses off of.

Vice-Chairman Reyna made a motion to grant final site plan approval for an Office Machines Sales and Services; for Chad Barnett parcel 150640059, in West Haven, and grants the request of the water district and the applicant to waive the outdoor landscape and planting requirements, and the applicant complies with any and all conditions set by the Fire District. **Commission member Galt** seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith, and Commission member Streker.

NAYS –

ABSENT/EXCUSED –

9. **ADJOURNMENT**

Commission member Streker made a motion to adjourn. Commission member Smith seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, Commission member Smith, and Commission member Streker.

NAYS –

ABSENT/EXCUSED –

Robyn Van Campen

Deputy City Recorder

Date Approved: 08/13/2025