



WEST HAVEN PLANNING COMMISSION MEETING MINUTES

August 13, 2025 6:00 P.M.

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

Present:	
Jeff Reed Andrew Reyna (via Zoom until 6:00 p.m.) Melinda Stimpson Russell Galt George LaMar Linda Smith Jennifer Streker Stephen Nelson Damian Rodriguez Amy Hugie (via Zoom) 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	

5:30 p.m. Work Session – work session began at 5:37 p.m.

1. **DISCUSSION** – Stephen provided a PowerPoint presentation regarding Moderate Income Housing. The Community Development Director, Planner, and Commission member LaMar have been exploring the possibility of creating a Moderate-Income Housing Zone. He explained what Moderate Incoming Housing entails and the distinction between it and Affordable Housing. After the presentation, there was a talk between the staff and the commission members about what they would like to see.

6:00 Regular Planning Commission Meeting

1. **MEETING CALLED TO ORDER:** Chairman Reed at 6:11 pm
2. **OPENING CEREMONIES**
 - a. **PLEDGE OF ALLEGIANCE** Commission member Smith
 - b. **PRAYER/MOMENT OF SILENCE** Commission member LaMar
3. **SWEARING-IN CEREMONY** - Of Commission members conducted by City Recorder.
Emily Green/City Recorder swore in all Commission members.
4. **ACTION ON MINUTES** – Approve minutes for the Meeting of 07/09/2025
No corrections needed.

Commission member Galt made a motion to approve the minutes from the meeting July 9, 2025. **Vice-Chairman** 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 –

5. **ACTION ON MINUTES –**

Approve minutes for the Meeting of 07/23/2025.

**Chairman Reed provided a copy of all corrections that needed to be made.*

**On item #6, Entering into Public Hearing Commission member Streker was not listed in the votes and should have been reflected in “Ayes” vote. On the same item #6, Leaving Public Hearing vote should reflect Chairman Reed instead of Chairman Roundy, and Commission member Streker name was again not mentioned in the “Ayes”*

6. **REPORTS –**

a. Actions taken by City Council on Planning Commission

b. Staff Update

**Steven gave an update to the commission on the council's decision regarding the Donaldson Rezone was to take the recommendation for denial, and the council also approved Cascade Holdings, LLC's final site plan and recommended alternative building materials.*

**He also provided an update that the Modern Incoming Housing reports (which are completed yearly) were submitted on August 1st, and there is usually a 90-day review time before we hear back from them.*

**Business licenses and Land Use Applications are online for submittal; however, we are still waiting for our online payment process to launch, which should be in the next couple of weeks.*

**Reminder of training on 09/03/2025 hosted by Wasatch Front Regional Council and Utah Leagues of Cities and Towns.*

**General Plan update – our preferred contractor has submitted an official proposal that he has reviewed with Wasatch Front Regional Council, the scope of work matches what our scope was, and the ok was given to contract that out. It should start this month, and then a committee will be created.*

**There are also two master plans in the works, one of which is our Water Element and the other is our Economic Strategic Master Plan.*

7. **PRESENTATION ON PUBLIC HEARING –** To consider a change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations.

8. **PUBLIC HEARING** - To consider a change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations.

**Stephen acknowledged that there have been several workshops reviewing this information. Still, he wanted to provide a brief explanation to the public, helping them understand what is being changed and why. A Development Review Committee (an advisory committee made up of staff) that will review land use applications and give recommendations to the land use authority. A land use table will be created to reflect who will make the decisions. The preliminary site plan checklist will be created to help applicants know what is needed.*

Commission member Stimpson made a motion to Enter into Public Hearing To consider a change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations. **Vice-Chairman Reyna** 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 –

**Commission member Reed read the Rules Governing Public Hearings.*

**No public comments were made.*

Vice-Chairman Reyna made a motion to Leave into Public Hearing to consider a change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations. **Commission member Streker** 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. **DISCUSSION AND ACTION ON PUBLIC HEARING** - To consider a change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations.

**Stephen provided the latest version of the ordinance. Since the last workshop, there have been only two changes. The first "change was to the Design Review process page 3, 2nd sentence was reworded from "The final site plan shall be," to "Before the submittal of the final site plan and improvement plan, the applicant shall" address each condition from the preliminary site plan approval. The second change was in the Subdivision Regulation on page 15 & 16. Page 15 the paragraph stating, "Agriculture is the preferred use in the agricultural zone was removed and replaced with (11) The use of lots within the subdivision boundary shall comply with the underlying zoning standards and uses. Page 16 (E) the dedication language was changed and now states, "Public roadways and rights-of-way shall be dedicated to the City with the following language. The City may alter this language in cases of conflicting master development agreements or in unique circumstances that may require special language to address those needs".*

**Commission member Galt wanted to know what staff's proposed changes were. Stephen mentioned that a couple of staff members such as public projects such as West Haven Special Sewer District wanted to build a new lift station and Taylor-West Weber wanted to build a new well house that had to go through Site Plan approval that the approval process be a lighter.*

Vice-Chairman Reyna made a motion to Table the change to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations until we can add language about Public Utility Developments. **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 –

10. **DISCUSSION AND ACTION** – For a Conditional Use Permit for a landscaping business located at approximately 4840 W 4250 S Parcel #08-311-0007. (Applicant Oscar Uribe).

Damian gave a brief summary of this property. This was previously reviewed on July 9, 2025 and was tabled so that the applicant could address some of the concerns that the commissioners and staff had regarding the business being operated on this property. The reason that this home occupation would need a conditional use permit is for a number of reasons.

- 1. There are employees that do not live at the residence.*
- 2. The business currently uses exterior property such as yard and accessory buildings outside the main dwelling.*
- 3. There is light construction equipment stored at the property.*

New site plan was received, however not all staff's concerns were address to include the building area that would occupy the rear yard. New information that has been brought to staff's attention. There is storage of

asphalt millings at the location and upon staff analysis there is evidence that there are other materials being stored on the property. Materials of concern are loose or uncontained particulate materials such as gravel, sand, soil. The moment of this would be a violation of our nuisance ordinance due to the dust. The business overshadows the residential use of the property.

**Gabby and Oscar Uribe were present – Applicant stated that the materials have been removed, they are willing to build a shop to get as much noise out of the neighborhood to be able to keep the business at the home.*

**Vice-Chairman Reyna went over what they can't have due to the nuisance ordinance, as well as how much this is taking up their property. By remove things from this property and scaling back then it would be taking away from their business. He also covered if it was approved to have the business on the property and there was a violation of any ordinance the would lose their conditional use permit approval.*

**Commission member LaMar and Commission member Stimpson both mentioned the money put towards improving their business is taking away from their business, when they can use that money to grow. They are going to be so successful.*

**Deputy Recorder went over the questions that are asked on the business license and how the applicant answered the questions. The questions were will you use more than 10% of your home for your business; Will there be off premises or street parking of tractor trailers, semi-trucks, or other heavy equipment, Will your business be producing electrical interference, smoke, dust, odors, or heat; Will your business produce excessive noise, light or vibrations. All the questions were answered "No".*

**Commission member Smith indicated her concerns were the traffic, the equipment, and it's more of a big business. She was also concerned about have more than 10% of the business being on the property.*

**Commission member Streker would like to see an aerial view after the clean-up.*

**Stephen read Utah Code 10.98507.2 (b) & (c).*

Commission member Stimpson made a motion to Table for a Conditional Use Permit for a landscaping business located at approximately 4840 W 4250 S Parcel #08-311-0007. **Vice-Chairman Reyna** 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 –

11. **DISCUSSION AND ACTION** - To consider a Preliminary Site Plan and recommended alternative building materials application for Gardin Investments project located at approximately 2301 S 1900 W Parcel #15-72-0055 (Applicant: Gardin Investments, LLC/Agent: Adam Gardiner/Malcolm Jenkins)

**Damian provided an overview of this development. 5 builds are proposal north of ADS Powersports. It is Tenant Space and there are currently no tenants at this time. Shop space available in #C. There is no record of approval of the parking lot on this parcel.*

**Malcolm Jenkins/Adam Gardiner/Agents both are present.*

Commission member Smith made a motion to approve the preliminary site plan for of the Gardin Investments project at 2301 S 1900 W subject to the following conditions that all staff comments provided during the preliminary site plan review are adequately addressed prior to the final site plan approval. **Vice-Chairman Reyna** 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 –

Commission member Stimpson made a motion to recommend approval of the proposed alternative materials, finding that the addition of glass storefronts is comparable to those upgraded architectural features, and provides comparable aesthetic and functional value. **Commission member Streker** 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 –

12. **DISCUSSION AND ACTION** - To consider a Preliminary Plan approval for Williamsfield Subdivision located at approximately 4492 S 5100 W Parcel # 08-048-0016 and 08-048-0058. (Applicant Mike Schultz/Lone Pine Development, LLC/Agent Mike Bastian)

Damian provided a review of this development. The proposal of 32 lots. The front portion is over 225 ft is supposed to be dedicated to UDOT for the eventually expansion of this road to make a highway. There is a fire access that is proposed on the south side of the property. If this is to be approval through Weber Fire District. If it is found to not be approval as a second access then the property the subdivision would only have one access in and out of the subdivision until adjacent properties are developed. This would make the amount of lots change to only 30. The proposed access road is misaligned, and would need to be aligned to fall into city standards.

Mike Bastian was present – he has spoken with Greg Wright/Fire Marshall and he will review. The reason the street is designed the way it is, is because there is an old sewer line there and they felt it would be better for that sewer line to be in the street instead of going through properties.

Chairman Reed asked what the City Engineers thoughts were. Damian addressed this by saying that the City Engineer did comment about the sewer line and his comments and we will need to look deeper into the road alignment and there is language in the subdivision ordinance about the alignment of roads.

Vice-Chairman Reyna made a motion to approve the preliminary site plan for of the subdivision of the property at 4492 S 5100 W, finding that the provided plans have satisfied the preliminary subdivision plan submittal criteria and the plans are ready for final subdivision plan review, subject to the following conditions. 1. Official approval of the proposed plan is obtained from Weber County Fire Marshall's Office, and proof of the said approval is provided prior to final subdivision approval and 2. The City Engineer's approval of the proposed plans is obtained prior to final subdivision approval. **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 –

13. **DISCUSSION AND ACTION** - To consider a Preliminary and Final Site Plan approval for Salt Point West Phase 2 Subdivision located at approximately 3050 W 4000 S Parcel #08-0290-0101. (Applicant CW Development Group, LLC/Agent McKenna Christensen).

Damian presented this development to the commission. This will be a Commercial Parcel and they are looking to split the parcel into 2 Lots.

McKenna Christensen was present - They want a couple of pads ready to sell for Commercial use. Public improvements have been installed.

Commission member Stimpson made a motion to approve the final plat for the property at approximately 3050 W 4000 S, finding that the proposed is compliant with the West Haven Subdivision Ordinance. **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 –

14. **ADJOURNMENT**

Commission member Galt made a motion to adjourn at 8:01 pm. 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 –

Rebyn Van Campen

Deputy City Recorder

Date Approved: 08/27/2025