



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY PLANNING COMMISSION MEETING MINUTES

AUGUST 14, 2025

WORK SESSION 6:00 PM

Planning Commission Present: Chairperson PJ Roubinet, Vice-Chair Rochelle Farnsworth, Commissioner Joe Taylor, and Commissioner Spencer Wade

Planning Commission Excused: Commissioner Jeff Turner, Commissioner Adam King

City Staff Present: Bryn MacDonald, Community Development Director; Troy Moyes, City Planner; Katie Hansen, Deputy City Recorder

Visitors: Ken Whitaker, Dave Murdock, Mike Bastian, Doug Hamblin, Marv Drake

1. Discussion of a proposed site plan for a commercial use at 12 N 2000 W

The Planning Commission reviewed a preliminary discussion on a proposed commercial site plan for Nielsen's Frozen Custard, to be located just north of the newly opened Big-O Tires on 2000 W. Applicant Dave Murdock explained that while a full set of plans still needed to be submitted for formal review, the restaurant was intended to mirror an existing Nielsen's location in Ogden. The initial concept had included a coffee shop on the site, but that was removed to allow for increased parking, raising the total from 23 stalls to 40. Adjustments were also being made to accommodate a UDOT-required easement connected to Big-O Tires, with plans to shift it in order to create a 30-foot road with landscaping, separating traffic flow between the two businesses.

Commissioners discussed access points, noting that the primary entrance would be off the newly constructed 100 S rather than 2000 W, though UDOT may eventually extend a median on 2000 W, potentially limiting access to right-in/right-out only. Commissioner Roubinet emphasized the importance of securing written confirmation from UDOT regarding future roadway plans, including a potential signalized intersection, to avoid future conflicts. The applicant confirmed that access to the rear road would be limited to Big-O Tires, keeping traffic separated between the two sites. Overall, commissioners expressed support for the updated parking layout and roadway adjustments. Staff noted that formal review and analysis would be required once complete plans were submitted.

2. Discussion of a proposed amendment to the development agreement for Heritage Point located at 2425 N 5000 W

The Commission reviewed a request from applicant Mike Bastian to amend the Heritage Point development agreement, previously rezoned to R-1 PRUD. Mr. Bastian explained that the lots had been adjusted to provide more variety, with widths ranging from 86 feet and above, allowing for larger rambler-style homes while maintaining continuity in the design. He requested approval for 46

lots to be slightly reduced below the 10,000-square-foot minimum, with the smallest lots around 9,980 square feet. This adjustment, he noted, could also assist in meeting water requirements from Hooper Irrigation and aligned with the PRUD overlay potentially used on adjacent properties. Staff indicated that the updated plan appeared nearly identical to the original and reflected prior Commission requests for variation in lot sizes. Commissioners discussed establishing a clear minimum, possibly 9,500 square feet, to set a specific figure. Overall, the revision did not alter the subdivision's overall layout, number of lots, or larger features such as detention areas and shared access points. The proposal was scheduled for a public hearing at the next meeting.

3. ULCT Conference planning

The date for the Planning Commission to attend the Utah League of Cities and Towns annual conference will be October 2. This annual conference will take place in the same location as previous years, the Salt Palace in downtown Salt Lake. It was discussed which Planning Commissioners would be able to attend. Commissioners Roubinet, Farnsworth, and Wade stated they would be able to attend.

4. Review of agenda items

The Planning Commission reviewed a request for a major home occupation permit for Larkin Lawncare. Under city code, a minor home occupation cannot have more than two vehicles, including trailers or equipment, while a major home occupation allows three or more. Because the business may occasionally have an extra trailer on site, the owners sought approval to ensure compliance, even though by definition they generally function more like a minor home occupation. The trucks are assigned to employees and are not kept at the residence, with only one backup truck stored on site. Employees do not report to the home, and the only regular presence is the secretary. Snow removal equipment is stored in an accessory building, and no landscaping materials are kept outside.

The applicant had already spoken with neighbors, who expressed no concerns, and the business has been operating for several months without issues. Staff noted that the vehicles and trailers would be stored behind the house, minimizing visibility and avoiding impacts to sightlines or sidewalks. Since city code already prohibits outside storage, any materials must remain inside the accessory building. Overall, staff and commissioners agreed the request presented minimal impact to neighbors and that the permit conditions were already addressed under existing code requirements.

The second agenda item was a rezone request for property located at 1383 N 4350 W. The applicant, Jason Hamblin, sought to rezone 0.71 acres from Agricultural and a small portion of R-2 to R-1 in order to subdivide the property into two residential lots. The property met the requirements for R-1 zoning, which included a minimum lot size of 12,000 square feet and 100 feet of frontage. A one-foot holding strip, previously established by the applicant's father when it was legal in the 1990s, had been sold to allow access to the street. Staff explained that holding strips were once used by developers as a way to recover street construction costs but are no longer permitted. Notices were sent to 36 surrounding property owners, and no comments or objections had been received. The applicant's father, Doug Hamblin, confirmed the intent was to divide the property equally into two lots.

5. Staff Update

Bryn MacDonald provided updates on several items from City Council. The PRUD ordinance and the A-20 zone were both revised, with the minimum lot size in the A-20 changed to 20,000 square feet, while the average remains 21,780 square feet (a true half-acre). The General Plan map was adopted with the A-20 zone extended into the current annexation area, with existing applicants grandfathered in. Discussion was also held regarding Matt Leavitt; while no public hearing took place, numerous public comments were received, and further discussion will follow. On the landscaping code, John Perry from Weber Basin spoke, and a public hearing will be held next week. Bryn MacDonald will start working on the sign code to bring to Planning Commission for review. The whole chapter will likely be repealed and replaced.

Troy Moyes reported that foundations were underway for the North Point Retail project at 300 N and 2000 W. Of the two planned multi-tenant buildings, only one tenant, Good Vets, had submitted applications, received a conditional use permit, and even turned in a sign permit. While discussions were ongoing with other potential tenants, no additional applications had been received. He also noted that the townhome project at 1800 N and 4500 W had been recorded, and construction would soon begin after a lengthy delay. Bryn MacDonald added that the Ogden Clinic had been approved by Council and submitted its building permit the following day, moving forward quickly. Troy Moyes further reported that Craythorne Homestead Phase Six had been recorded, with four or five building permits already processed. In commercial updates, Dirty Dough had moved out near Smith's and would be replaced by Baja Bar, a smoothie and acai bowl shop, while Big-O Tires had held its grand opening the previous Saturday. Additionally, an annexation request for property at 1800 N and 5000 W was scheduled for City Council consideration the following week.



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AUGUST 14, 2025

GENERAL SESSION 7:00 PM

Planning Commission Present: Chairperson PJ Roubinet, Vice-Chair Rochelle Farnsworth, Commissioner Joe Taylor, and Commissioner Spencer Wade

Planning Commission Excused: Commissioner Jeff Turner, Commissioner Adam King

City Staff Present: Bryn MacDonald, Community Development Director; Troy Moyes, City Planner; Katie Hansen, Deputy City Recorder

Visitors: Doug Hamblin, Karon Cook, Daniel Gaytan, Maria Mata

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** – Commissioner Taylor
4. **Disclosures from Planning Commissioners**
There were no disclosures from the Planning Commissioners.

5. **Public Comments**
There were no public comments.

6. **Approval of minutes from the May 8, 2025, Planning Commission meeting**
Commissioner Farnsworth motioned to approve the minutes from the May 8, 2025, Planning Commission meeting. Commissioner Taylor seconded the motion. All voted aye.

7. **Approval of minutes from the June 26, 2025, Planning Commission meeting**
Commissioner Taylor motioned to approve the minutes from the June 26, 2025, Planning Commission meeting. Commissioner Farnsworth seconded the motion. All voted aye.

8. **Discussion and consideration for a major home occupation for Larkin Lawncare located at 467 N 4000 W; Daneil Gayton, applicant**
Daniel Gaytan is requesting a Conditional Use Permit for a Major Home Occupation to operate Larkin Lawncare at his residence located at 467 N 4000 W. The applicant runs a landscaping business with several trucks and trailers often being stored at the residence. This requires approval of a major home occupation. The approval of a conditional uses is an administrative decision and is

subject to all the requirements found in the West Point City Code. The lot is 0.75 acres. There is a large accessory building behind the home that is used to store much of the equipment for the business. There is never any landscaping materials stored on site. The employees take their work trucks home each night, but there may occasionally be trucks or trailers parked on site. Under West Point City Code 17.70.140(D)(2), a Minor Home Occupation is not permitted to have more than two vehicles, including trailers or equipment. Since this business may occasionally have more than two vehicles on site, they will need approval for a major home occupation. The code states that vehicles may be kept on site, as long as they are out of the front yard and screened with a fence. The property has adequate space behind the home for all vehicles to park off the street and out of sight.

Commissioner Roubinet asked whether material could be stored inside the building, noting the code stated "never," but clarifying that the restriction applied only to outdoor storage.

Ms. Cook, Bountiful, representing the applicant, explained that most materials were delivered directly to customers, with little to no storage occurring on-site. She confirmed they did not plan to store materials outside and appreciated the clarification about inside storage being permissible.

The discussion then turned to vehicle storage. Commissioner Roubinet explained that the code allowed no more than three commercial vehicles, clarifying that this referred to business-marked vehicles, not personal cars. Ms. Cook stated that while personal vehicles were present, business vehicles would remain behind the house, and occasionally a vehicle awaiting repair might be stored temporarily. Commissioner Farnsworth and others noted that code required commercial vehicles to be parked behind a fence, though Ms. Cook pointed out in pictures provided that fencing existed along parts of the property with additional vegetation screening. Bryn MacDonald stated if it's situated behind the house and not visible from the road, then that is acceptable.

Ultimately, the Commission agreed that the condition should be that no commercial vehicles be visible from the road or driveway, requiring them to be parked behind the house overnight. Daytime parking was considered acceptable as long as it remained compliant with visibility restrictions. This clarification ensured that both material and vehicle storage expectations were clear for ongoing compliance.

Commissioner Wade motioned to approve the conditional use permit for a major home occupation for Daniel Gaytan to operate Larkin Lawncare on the property located at 457 N 4000 W with the condition that all commercial vehicles associated with the business including trailers will be parked out of sight from the road during nighttime hours. Commissioner Farnsworth seconded the motion. All voted aye.

9. Discussion and consideration to rezone 0.71 acres located at 1383 N 4350 W from A-40 and R-2 to R-1 Residential (2.2 units per acre); Jason Hamblin, applicant

Jason Hamblin, representing the property owners Johanna Lainez and Bruce Suarez, has applied to rezone approximately 0.71 acres of land located south of 1383 N 4350 W. The property consists of two parcels, 14-040-0106 (.31 acres), 14-040-0114 (.4 acres) and 14-414-0043 (onefoot holding strip). The property is currently zoned A-40 Agricultural and R-2 Residential. The applicant is requesting a rezone to R-1 Residential to develop the two parcels into two buildable residential lots.

According to the application, these two lots would tie in with the Pheasant Creek subdivision, which was originally developed by the applicant's father, Doug Hamblin.

Rezone requests are considered legislative decisions. In legislative matters, the Planning Commission and City Council have broad discretion, as long as it can be shown that their actions will promote or protect the community's overall welfare. Changes to zoning require a public hearing and a recommendation from the Planning Commission before the City Council can make a final decision.

The R-1 Residential zone allows for a density of up to 2.2 dwelling units per acre. The applicant's request is to rezone a 0.71 acre site to create two residential lots, which aligns with the allowable density. The minimum lot size in the R-1 zone is 12,000 square feet. The proposed lots will need to comply with this minimum size requirement. If approved, the applicant would come back at a later date for a preliminary plan to be recorded.

This item was discussed in the work session and all questions from the Planning Commission were asked during that time.

a. Public Hearing

No comments

Commissioner Taylor motioned to close the public hearing
Commissioner Wade seconded the motion
All voted aye.

b. Action

Commissioner Wade motioned to recommend approval of the rezone request for 0.71 acres of property located at 1383 N 4350 W from A-40 Agricultural and R-2 Residential to R-1 Residential and forward this item to the City Council for consideration. Commissioner Farnsworth seconded the motion.

Commissioner Taylor – Aye
Commissioner Wade – Aye
Commissioner Farnsworth – Aye
Commissioner Roubinet – Aye

The motion passed unanimously.

10. Planning Commission Comments

Commissioner Taylor stated the summer pool party was a lot of fun and he thanked the staff who were involved.


Commissioner Farnsworth had no comment.

Commissioner Wade had no comment.

Commissioner Roubinet second what Commissioner Taylor stated. He also appreciated the fireworks at the 4th of the July and stated the parade was fun. He felt the attendance was higher than in the past. He appreciated the Staff for their work and getting everything together.

11. Adjournment

Commissioner Farnsworth adjourned the meeting at 7:29 pm. Commissioner Taylor seconded the motion. All voted aye.


Chairperson – PJ Roubinet
Deputy City Recorder– Katie Hansen

