



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL July 1st, 2025

Mayor:

Brian Vincent

City Council:

Annette Judd, *Mayor Pro Tem*

Jerry Chatterton

Michele Swenson

Brad Lee

Trent Yarbrough

City Manager:

Kyle Laws

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held on July 1, 2025, at 6:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 832 4367 6597 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Brad Lee, Council Member Trent Yarbrough, Council Member Michele Swenson, and Council Member Annette Judd

EXCUSED: None

CITY EMPLOYEES PRESENT: Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; and Casey Arnold, City Recorder

EXCUSED: Kyle Laws, City Manager

VISITORS PRESENT: None. No sign-in is required for those viewing online.

1. Discussion Regarding the "Allen Subdivision & Adjoining Properties" Annexation Petition – Ms. Casey Arnold

Ms. Arnold, City Recorder, presented the "Allen Subdivision & Adjoining Properties" Annexation Petition that was submitted on June 12, 2025, which includes three parcels near 5000 West and 1800 North, commonly referred to as "Pig's Corner." Two of the three property owners had signed the Petition in favor of annexation, and the petitioners indicated that the third owner was also supportive but had not yet provided a signature. The parcels include land owned by Jim Allen, Flint, and Wayne Green LLC.

Mr. Hunter Murray, representing the developer of the Allen parcel, introduced himself and explained that his group has been coordinating with adjacent property owner Mike Bastian to ensure road access and design consistency between developments. Shared entrances are being planned to maintain cohesion.

Ms. Arnold reviewed the annexation process under state code, emphasizing that the Council's action at this stage is only to accept or deny the petition for further consideration. Accepting the petition does not imply approval, but rather allows the process to continue. If denied, the petition would terminate, though the applicant could refile at any time.

If accepted, the City Recorder has thirty days to certify the Petition by confirming property size, valuation, and boundary alignment. If deficiencies are found, the petition may be rejected with notice to the petitioner, who may then correct and resubmit. Once certified, notice of the petition is sent to affected entities and nearby property owners and posted publicly. A thirty-day protest period follows, though Ms. Arnold noted that only certain property owners qualify to file valid protests, and none in this area are eligible; as such, only affected entities would be able to protest the petition. After that period, the Council must hold a public hearing before making a final decision by ordinance. The Lieutenant Governor's Office then issues a certificate of annexation, and the annexation becomes final when recorded with the Davis County Recorder.

Council Members asked clarifying questions about timing and potential boundary inconsistencies, and Mrs. Arnold explained that, if smooth, the process could take about seventy days from start to finish. Council Members expressed general agreement that the petition could move forward for further consideration and would take that action in tonight's General Session.

2. Discussion Regarding Landscaping Ordinances – Mrs. Bryn MacDonald

Mrs. MacDonald presented proposed revisions to the City's landscaping requirements. She explained that the changes were driven by Weber Basin Water Conservancy District, which has asked cities to adopt stricter landscaping standards in exchange for eligibility in conservation rebate programs such as "Flip Your Strip" and lawn exchange incentives.

The proposed code would limit lawn to no more than 35% of the front and side yards in single-family residential lots, excluding driveways. Turf grass would be prohibited in areas narrower than eight feet, including park strips and side yards. Drip irrigation would be required in narrow landscaped areas. To prevent barren rock yards, the ordinance requires at least two types of mulch or groundcover, one shrub per 100 square feet, and one tree per 1,000 square feet (or additional shrubs as a substitute).

Mrs. MacDonald showed diagrams and photographs illustrating what 35% lawn coverage looks like compared to higher percentages. Council Members raised concerns about enforceability, with Mr. Davis noting that the City currently has no penalties for noncompliance and limited resources for inspections. Enforcement in other cities, such as Syracuse, is typically by complaint only. Council Member Yarbrough asked whether the ordinance would apply to all new homes, not just those seeking xeriscaping permits. Mrs. MacDonald confirmed that it would be the new citywide standard. Some Council Members expressed discomfort with mandating landscaping choices for residents, suggesting it might feel overly restrictive. Others noted that residents often ask why West Point is not eligible for the rebate programs available in neighboring cities.

Mr. Davis explained that Weber Basin leadership has emphasized the urgency of water conservation and requested cities adopt these standards. While acknowledging challenges, he stressed that conservation is a necessity as the region's water supplies continue to tighten. Council Members discussed whether to invite Weber Basin representatives to present further data and rationale to the Council, as they had to the Planning Commission.

Concerns were also raised about the affordability of landscaping under these standards, particularly for residents moving into starter homes. The Planning Commission had expressed similar hesitation but ultimately forwarded a recommendation for adoption, recognizing the broader regional need. Council Members agreed more discussion was warranted before final action, with possible adjustments to account for exceptions, setbacks, or minimum yard sizes. Staff was directed to coordinate a time for Weber Basin Water to come give their water supply presentation to the City Council so that they have that information as they consider these proposed amendments.

3. Discussion Regarding Revisions to the PRUD Code – Mrs. Bryn MacDonald

Mrs. MacDonald reviewed proposed revisions to the Planned Residential Unit Development (PRUD) Code. She explained that the PRUD is intended to allow flexibility in lot sizes, setbacks, and design in exchange for amenities and sometimes density bonuses. The proposed revisions would maintain PRUD eligibility in R-1, R-2, and R-3 zones but introduce several changes.

Notably, density bonuses would be limited to developments of ten acres or more, with a maximum bonus reduced from 20% to 10%. Smaller PRUDs could still seek flexibility in lot dimensions but not additional density. The proposal also eliminates minimum lot sizes and widths within a PRUD, relying instead on Council discretion during the legislative rezone process.

Council Members expressed unease with eliminating minimums altogether, noting potential for oddly sized or shaped lots. Mr. Davis and Mrs. MacDonald responded that developers generally have no incentive to create unmarketable lots and that the Council retains full legislative discretion to deny projects that propose unreasonable designs. Council Members discussed issues such as driveway lengths, setbacks, and parking, suggesting that a minimum driveway depth standard might still be warranted to avoid sidewalk encroachments.

Additional requirements would include architectural standards, perimeter fencing of at least vinyl quality, and front yard trees. Council Members debated wording to clarify that higher-quality fencing could also be allowed and that trees need not be placed in park strips, where maintenance and parking conflicts occur.

Private streets would be clarified as only permitted in multi-family developments, not in single-family PRUDs. Discussion also touched on enforcement of development agreements, with concerns about past instances where developers sought to modify commitments after approvals. Staff emphasized that approved site plans would be attached to rezoning ordinances, providing a strong mechanism for accountability.

Council Members acknowledged the need for clearer, standardized rules rather than case-by-case negotiations, but asked Staff to continue refining the language. The consensus was to move the draft forward to a public hearing to gather public input and have further discussion before taking final action.

4. Discussion Regarding a New “A-20” Agricultural Zone – Mrs. Bryn MacDonald

Mrs. MacDonald introduced the draft of a new A-20 (Agricultural-Residential) Zone, intended as a half-acre minimum lot zone. The A-20 would allow the same uses as other agricultural zones, including animal rights, but with a minimum lot size of 20,000 square feet. Unlike the A-40 zone, the A-20 would not allow intensive agricultural operations.

The A-20 zone was developed to address areas identified in the updated General Plan adopted in December 2024. The Planning Commission recommended applying A-20 to new annexation areas outside of the City’s core, particularly near the recently discussed annexation at 5000 West and Pig’s Corner. Within the current annexation boundary, the Commission recommended A-20 as well, though staff noted that the Council has previously discussed R-1 as appropriate in those areas, particularly in conversations with the Parker family property owners.

Council Members discussed whether the minimum lot size should be set at exactly 20,000 square feet or adjusted to require a true half-acre average of 21,780 square feet. Some suggested allowing flexibility through average lot sizes or average frontages to accommodate irregular parcels. Members acknowledged that the A-20 would help preserve agricultural character while still permitting limited residential density.

The Council asked staff to bring back additional analysis of lot size options and average frontage requirements before moving forward. It was agreed that further discussion was needed before holding a public hearing and taking action.

5. Other Items

Staff reminded the Council of the upcoming Party at the Point Celebration, beginning the night of July 3rd with the 3 on 3 Basketball Tournament and continuing with the main event and activities on July 4th. Mayor Vincent noted that a public announcement on social media would be made this year to prohibit animals in park areas except for service animals, and restricting motorized vehicles such as ATVs, e-bikes, and scooters from grass areas. Bicycles would remain permitted, but will need to be walked on grass areas. The Council agreed with implementing these restrictions for the safety and wellbeing of all those that will be attending the event.

No other items were discussed.

The Administrative Session adjourned.



**WEST POINT CITY COUNCIL
MEETING MINUTES
WEST POINT CITY HALL
July 1st, 2025**

Mayor:
Brian Vincent
City Council:
Annette Judd, *Mayor Pro Tem*
Jerry Chatterton
Michele Swenson
Brad Lee
Trent Yarbrough
City Manager:
Kyle Laws

General Session

7:00 PM

Minutes for the West Point City Council General Session held on July 1, 2025, at 7:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 832 4367 6597 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Brad Lee, Council Member Trent Yarbrough, Council Member Michele Swenson, and Council Member Annette Judd

EXCUSED: None

CITY EMPLOYEES PRESENT: Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; and Casey Arnold, City Recorder

EXCUSED: Kyle Laws, City Manager

VISITORS PRESENT: Debra Cornia, Shay Cornia, Ray Cornia, Rod Carter, Lola Carter, Michelle Day, Jim Spangler, Abby Spangler, Hunter Murray, Terry Harding and Michele Harding. No sign-in is required for those viewing online.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** – Given by Council Member Lee
4. **Communications and Disclosures from City Council and Mayor**

Council Member Yarbrough – None

Council Member Judd – None

Council Member Swenson – Provided updates from the Arts Council. She reported that several youth camps, including theater and music, would perform at the upcoming Party at the Point event. She also previewed plans for the fall Chalk Art Festival, noting that the Council was coordinating dates to avoid conflicts with local high school activities and fall break.

Council Member Chatterton – None

Council Member Lee – Reported on mosquito abatement activities, noting that Davis County had tested over 500 mosquito pools this season and found no West Nile Virus. He added that only one human case had been reported in the United States, in Arizona, and encouraged residents to remain cautious but reassured them that the district was actively monitoring and managing mosquito populations.

Mayor Vincent – None

5. Communications from Staff

Mr. Davis reported on upcoming events, including the Party at The Point Celebrations on July 3 and 4. He reminded the Council of the Movie in the Park scheduled for July 11, featuring “Cars 2,” and the continuation of the Farmers Market on Fridays throughout the summer, with closure on July 24 for the Pioneer Day holiday. He also announced the annual Summer Social for the City Council, Planning Commission, and Staff scheduled for August 8.

In response to a question from Council Member Swenson, Mr. Davis confirmed that this month's Senior Luncheon would be held on July 15 at Loy Blake Park. The next City Council meeting will also be that same day, July 15, and Mr. Davis noted that the City Hall parking lot would be under construction during that meeting, and parking would be provided across the street at Monticello Academy, which had agreed to allow overflow parking.

6. Citizen Comment

No comments.

7. Recognition of the 2025 Woman of Honor and Grand Marshals – Mayor Brian Vincent

Mayor Vincent introduced Rod and Lola Carter as the 2025 Fourth of July Grand Marshals. He read a detailed biography of their lifelong service and contributions to the community, highlighting Rod's career at Hill Air Force Base, his service on the City's Board of Adjustments, and the couple's dedication to family, faith, and quiet service in the community. Together, they have lived in West Point since 1963, raised five children, and celebrated 65 years of marriage. The Council honored them with a plaque and gift basket, recognizing them as examples of humility, generosity, and leadership.

The Mayor then introduced Debbie Cornia as West Point's 2025 Woman of Honor. He described her as a lifelong resident of West Point, a beloved school librarian at West Point Elementary for 28 years, and a woman known for kindness, laughter, and genuine care for others. Her legacy includes decades of service in the church and community, devotion to her family, and a life centered on making others feel valued and loved. She was presented with a plaque in recognition of her service and impact.

The Mayor invited residents to see both the Carters and Ms. Cornia honored during the Fourth of July parade. He noted that recognizing citizens in this way is one of the most meaningful privileges of serving on the City Council. Council Members agreed.

8. Youth Council Update

Members of the West Point Youth Council provided an update on recent activities. They reported assisting with the Easter Egg Hunt in April, conducting leadership interviews in May, and holding an officer's leadership retreat that included team-building activities such as an escape room. The retreat concluded with a planning session to close out the 2024–25 Youth Council year.

The Youth Council also reported strong growth in participation, with approximately 20 students interviewing for leadership roles this year compared to much lower numbers in past years. Families that had previously stepped away from participation were beginning to return, and momentum for the program was increasing.

Mayor Vincent and the Council thanked the Youth Council members for their service, noting the positive impact of their volunteerism. Council Member Swenson confirmed that the Youth Council would assist at the Kids Corner during the Fourth of July celebration and also participate in the parade.

9. Consideration of Approval of the Minutes from the May 6th, 2025 City Council Meeting

Council Member Chatterton motioned to approve the minutes

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

10. Decision to Deny or Accept for Further Consideration the "Allen Subdivision & Adjoining Properties" Annexation Petition – Ms. Casey Arnold

Ms. Arnold presented the Annexation Petition titled the “Allen Subdivision and Adjoining Properties,” submitted to the City on June 12, 2025. The Petition includes three parcels totaling approximately 19 acres near 5000 West and 1800 North, commonly referred to as “Pig’s Corner.” Two of the three property owners had signed the Petition in favor of annexation.

Ms. Arnold outlined the annexation process under Utah State Code, clarifying that the Council’s action at this meeting is only to either deny the petition outright or accept it for further consideration. Acceptance does not indicate approval but simply allows the process to continue. She reviewed the steps that would follow if accepted, including certification by the Recorder within thirty days, notification to affected entities, a thirty-day protest period, and ultimately a public hearing before any final action. She emphasized that in this case, valid protests would be limited to affected entities, as no properties in the area meet the statutory thresholds for individual property owner protests.

Council Members asked questions to clarify the process. Council Member Judd confirmed that if no decision was made at this meeting, the petition would be deemed accepted by default under state code.

Council Member Lee stressed the importance of clarifying for residents that the City does not solicit annexation petitions; rather, they are initiated by property owners. Ms. Arnold confirmed that state law allows cities to initiate annexations only in very limited circumstances, and that this petition was entirely property-owner driven.

The Council had no further questions.

Council Member Chatterton motioned to accept the petition for further consideration

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

11. Consideration of a Contract with Holbrook Asphalt for Seal Coating – Mr. Boyd Davis

Mr. Davis presented a contract with Holbrook Asphalt to apply an HA5 seal coat over recently completed chip seal roads. The areas included in this contract for the treatment would cover 300 North between 4500 West and 5000 West, 4000 West between 800 North and 1300 North, and 1300 North from 4000 West to 3000 West. Mr. Davis explained that the HA5 process extends the life of collector roads, provides a durable finish, and maintains a dark black surface that holds striping well.

Council Member Swenson inquired about the timing of the project given ongoing construction on 1300 North and raised concerns about access for residents near the Kirkman property subdivision. Mr. Davis explained that the work was anticipated for mid-to-late July and would require a full 24-hour road closure while curing. Detours would be established, door-to-door notices distributed, and for affected homes on 1300 North, a temporary shuttle system may be used. He acknowledged the inconvenience but emphasized the long-term benefit to the City’s infrastructure.

Council Member Chatterton asked about the section of 3500 West to 3000 West, and Mr. Davis confirmed that portion had already received chip seal in cooperation with Syracuse City and would be included in the warranty.

The Council had no further questions or concerns.

Council Member Yarbrough motioned to approve the contract for \$148,110.33

Council Member Lee seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

12. Consideration of Approval to Remove the Wildfire Estates Subdivision Phase 3 from Warranty – Mr. Boyd Davis

Mr. Davis presented the request to remove Phase 3 of the Wildfire Estates Subdivision from warranty, located at approximately 50 South and 4500 West. He explained that the subdivision had completed the standard two-year warranty period following its final acceptance and all improvements were inspected by the Public Works Inspector. He confirmed that all punch list items were completed, fees paid, and inspections finalized.

The Council had no questions or concerns.

Council Member Judd motioned to remove Phase 3 from warranty

Council Member Swenson seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

13. Consideration of Approval to Place the Craythorn Homestead Subdivision Phase 5 on Warranty – Mr. Boyd Davis

Mr. Davis stated that this subdivision, located at 4375 West along SR-193, is ready to be placed on a one-year warranty. He explained that all improvements had been completed and inspected. Phase 5 was ready for warranty ahead of Phase 4, which still had outstanding issues.

Council Member Swenson asked about weeds along the SR-193 park strip, and Mr. Davis noted that the area is maintained by the subdivision HOA and that Code Enforcement was already addressing the issue.

The Council had no further discussion.

Council Member Yarbrough motioned to place Phase 5 on warranty

Council Member Chatterton seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

14. Motion to Adjourn the General Session

Council Member Chatterton motioned to adjourn

Council Member Swenson seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed.

APPROVED THIS 2 DAY OF September, 2025:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER

