WEST HAVEN PLANNING COMMISSION
MEETING MINUTES

August 27, 2025 6:00 P.M.

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

Present:	
Jeff Reed	Chairman
Andrew Reyna	Vice-Chairman
Melinda Stimpson (arrived 6:02 pm)	Commission member
Russell Galt	Commission member
George LaMar	Commission member
Linda Smith	Commission member
Damian Rodriguez	Planner
Amy Hugie (via Zoom)	City Attorney
Robyn VanCampen	Deputy Recorder
Absent/Excused	
Jennifer Streker	Commission member

6:00 Regular Planning Commission Meeting

1. MEETING CALLED TO ORDER: Chairman Reed at 6 pm

2. OPENING CEREMONIES

a. PLEDGE OF ALLEGIANCE Commission member Stimpson
Commission member Smith conducted due to Commission member Stimpson arriving at 6:02 pm.

b. PRAYER/MOMENT OF SILENCE Vice Chairman Reyna

3. ACTION ON MINUTES – Approve minutes for the Meeting of 08/13/2025

No corrections were needed.

> **Commission member Galt made a motion to approve** the minutes from the meeting August 13, 2025. **Commission member Stimpson** seconded the motion.
>
> **AYES** – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, and Commission member Smith
> **NAYS** –
> **ABSENT/EXCUSED –** Commission member Streker.

4. REPORTS – Actions taken by City Council on Planning Commission

Damian advised there was nothing to report.

5. DISCUSSION AND ACTION – For a Conditional Use Permit for an indoor sports training business located at approximately 3416 W 3600 S Parcel #08-720-0001. (Applicant Tyler Brown).

Damian gave a brief overview of the project stating that Mr. Brown would like to build a training facility that he would open as a home business on his 1.2 acres of property in an R-2 zone. The Conditional Use

Permit was required because the applicant plans on using an Accessory Structure on the property for his home occupation. The proposed parking for this business would create light trespass on the neighboring property to the north without appropriate mitigation. Due to the size and tensity of the business staff finds that proposal is not compliant with city regulations, specifically the purpose and intent of a home occupation which states specifically that, "small businesses are permitted in keeping with the peace and quiet and domestic tranquility in residential areas of the city", and also doesn't comply with the city code that a portion of the property should not exceed the portion that is used for residential purposes. Due to these findings staff recommends the denial of this request.

Tyler Brown was present. Mr. Brown advised the commission that it has been a dream that he wanted to create a business that he could spend time with his son and share the training facility with others. Mr. Brown also stated for the sound mitigation he owns a spray foam insulation company and could insulation the facility to help with any possible noise nuisance. He also stated there would be no signs attracting clientele.

Chairman Reed wanted to know how the applicant planned on mitigating the noise from the facility.

Vice-Chairman Reyna advised that it isn't necessarily about the building it is what you would be doing within that building.

Commission member LaMar said the concept is a great it just the wrong place for this business.

Amy Hugie advised that facility would be bigger than the home and that really isn't what the scope of the home occupation ordinance is for a small business that could be run out of your home in portion of the home with low impact.

Commission member LaMar made a motion to deny the request for a Conditional Use Permit for a home occupation at 3416 W 3600 S, finding that there are detrimental effects of the proposed land-use that cannot be sufficiently mitigated through the application of reasonable conditions, including 1) That the portion of the home occupation, as proposed, would not be able to remain secondary to the residential use. 2) The proposed site plan does not comply with the purpose and intent of the Home Occupation ordinance in "maintain the peace, quiet, and domestic tranquility within all residential or agricultural areas of the city. **Commission member Galt** seconded the motion.

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

6. **DISCUSSION AND ACTION -** To consider a Preliminary Plan for a two-lot Subdivision for Redline Properties, LLC at approximately 3156 S 2700 W Parcel #15-094-0093. (Applicant Nathan Poulson)

Damian provided a brief summary of what the applicant would like to do. The applicant would like to divide his property of 4.79 acres/A-1 zone and split it into 2 lots. The property currently has a home on the north end of the parcel and would remain on the property as lot 1. Lot 2 is currently undeveloped. A road dedication would be required for this property as well as public infrastructure that would need to be completed prior to subdivision approval. Lot 2 lacks the requirement of 150-foot width and frontage, and the setbacks need to be updated. Weber Fire would need to approve prior to final plat.

Mr. Poulsen was present. He indicated that his parents will live in Lot #1 and he will build a home on lot #2 in the middle of the property. He is wanting to have a homestead for his family. He has no plans to expand in the future unless it is for his children. He is very flexible if they need to reposition where he builds the home to help accommodate the frontage.

Commission member Galt wanted to know if there is a long-term plan to develop this into more. He was also concerned about the frontage.

Commission member Smith made a motion to approve the preliminary subdivision plat for the property at 3156 S 2700 W, finding that the provided plans meet the submitted criteria. The approval is subject to the following conditions: 1) The City Engineer's approval of the proposed plans is obtained prior to final subdivision approval, 2) Will-Serve letters are received from the applicable utility service providers prior to final subdivision approval, 3) The plat is updated to comply with and accurately represent the site development standards of the Zoning Ordinance. **Vice-Chairman Reyna** seconded the motion.

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

7. **DISCUSSION AND ACTION -** To consider a Final Plat approval for Holiday Landing located at approximately 3525 W 4000 S Parcel # 08-050-0141. (Applicant Holiday Oil, Agent Preston Hansen/Victory Builders)

Chairman Reed wanted to put on record that Tanner Hansen (the applicant) had recognized him at a local warehouse store, and spoke with him regarding the changes he had made to the project. Chairman Reed said that nothing was promised or guaranteed.

Damian briefly summarized the project. All staff's recommendations have been met. Engineering has reviewed the plat and improvement plans with the applicant proceeding to preconstruction once all outside approvals are in place.

Tanner Hansen/Agent for project was present. They had no other comments. They are just wanting to get this project started.

Commission member Smith made a motion to approve the final plat for Holiday Landing Subdivision, located at 3525 W 4000 S, Parcel # 08-050-0141. **Commission member Stimpson** seconded the motion
AYES – Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, and Commission member Smith
NAYS – Chairman Reed
ABSENT/EXCUSED – Commission member Streker.

8. **DISCUSSION AND ACTION -** To consider a Final Site Plan approval for Holiday Landing located at approximately 3525 W 4000 S Parcel # 08-050-0141. (Applicant Holiday Oil, Agent Preston Hansen/Victory Builders)

Damian briefed the commission on this project stating that this item was for "flex space". Preliminary Site Plan was approved on April 9, 2025. After reviewing that all recommendations that were required, staff found that the north façade front will be within 400' of a major corridor which would require the applicant to use 60% primary materials which was not found during the preliminary, so this would require conditional approval.

Staff also recommends that the parking in front of the bays be designated for employees or be time-restricted, due to there being internal space and doesn't want the bay to be blocked for long-term parking.

Tanner Hansen indicated that they well be reviewing the 60% façade this week with Community Development and Engineering for the primary material which they have no problem with. The idea is to allow a small business out of a home and into a location that helps them thrive and grow as a business.

Commission member Galt had request that the applicant refresh the commission's memory on what the goal is for this project.

Commission member LaMar made a motion to grant approval for Holiday Landing, a C-2 20-unit flex space, located at 3525 W 4000 S, Parcel # 08-050-01, conditioned that spaces in front of the garage doors for building one be designated as employee parking or have a time limit placed and for building two, the east side will need to have 60% primary materials, since it is within 400' of 3500 W and can be seen from the roadway. **Commission member Smith** seconded the motion.

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

9. **<u>DISCUSSION AND ACTION</u> -** 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.

Damian gave an update to the ordinance changes that have been made with the help of staff and Commission members over the last few months with several discussions and workshops which has led to the final draft of changes to the West Haven Land Use Title within the code. The main objectives were to enhance and clarify the development review process. Also, to amend the West Haven Subdivision Standards, Design Review, and create a Development Committee Review Committee.

From the last meeting the following changes were made:

§157.732 Exceptions
(E) Public Facilities. Public utility substations, wells and well houses, sewer lift stations, public buildings under 1,000 square feet, school district projects, Utah state projects, federal projects, and updates to government parking areas shall be exempt from the complete site plan approval process. Each of these improvements and designs shall be reviewed by the Development Review Committee to ensure compliance with West Haven standards and approved by the City Engineer and Community Development Director.

Commission member Galt made a motion that the Planning Commission recommend that the City Council approve the draft Ordinance and changes 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, as provided within the Planning Commission packet**. Vice-Chairman Reyna** seconded the motion.

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

10. **ADJOURNMENT**

Vice-Chairman Reyna made a motion to adjourn at 6:57 pm. **Commission member Galt** seconded the motion.
AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, and Commission member Smith
NAYS –
ABSENT/EXCUSED – Commission member Streker.

Robyn VanCampen
Deputy City Recorder

Date Approved: 09/24/2025