

Mayor
Kenneth Romney

**City Engineer/ Land
Use Administrator**
Kris Nilsen

City Recorder
Remington Whiting

**City Council
Representative**
Dell Butterfield

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Alan Malan

Vice Chairman
Corey Sweat

Commissioners
Laura Mitchell
Dennis Vest
Robert Merrick
Tyler Payne

**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, DECEMBER 9TH, 2025, AT THE CITY OFFICES.**

Invocation/Thought – Commissioner Payne

Pledge of Allegiance – Commissioner Mitchell

1. Confirm Agenda
2. Conditional Use Permit Application – Thrive Chiropractic.
3. Discussion on Business Use Classification Processes.
4. Approve Meeting Minutes from October 28th, 2025.
5. Staff Reports.
6. Adjourn.

*This agenda was posted on the State Public Notice website (Utah.gov/pmnl), the city website (WBCityut.gov),
and posted at City Hall on December 4th, 2025 by Remington Whiting, City Recorder.*

Posting of Agenda - The agenda for this meeting was posted on the State of Utah Public Notice website, on the West Bountiful City website, and at city hall on December 4th, 2025, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, December 9, 2025, at West Bountiful City Hall, Davis County, Utah.

MEMBERS ATTENDING: Chairman Alan Malan, Commissioners Corey Sweat, Dennis Vest, Laura Mitchell, Robert Merrick, Tyler Payne (Alternate), and Council member Dell Butterfield.

MEMBERS/STAFF EXCUSED:

STAFF ATTENDING: Kris Nilsen (City Engineer), Remington Whiting (Community Development), and Debbie McKean (Secretary).

PUBLIC ATTENDING: Riley Yorgansen

Thought/Invocation by Commissioner Payne
Pledge of Allegiance- Commissioner Mitchell

1. Confirm Agenda

Chairman Malan reviewed the proposed agenda. Corey Sweat moved to approve the agenda as presented. Robert Merrick seconded the motion. Voting was unanimous in favor among all members present.

2. Conditional Use Permit Application- Thrive Chiropractic

Commissioner packets included a memorandum from Staff dated December 4, 2025 regarding Conditional Use Permit Application – Thrive Chiropractic with an attached application and site plan.

Mr. Whiting stated that a conditional use permit that was submitted for Thrive Chiropractic on December 1st, 2025, to operate a chiropractic office at 724 W 500 S Suite 200.

The property is located within the C-G zone. The office will be used to provide exams and adjustments with hopes to add some basic shockwave therapy in the future. According to WMBC 17.32.030, businesses that are located in the C-G zone and are “Hospitals and medical service facilities” are listed as a conditional use.

Action Taken

Corey Sweat moved to approve the Conditional Use Permit Application for Thrive Chiropractic at 724 West 500 South Suite 200 with the affirmative findings that the proposed use at the particular location is necessary or desirable to provide a service or facility that will contribute

to the general well-being of the neighborhood and the community; and the conditions to be imposed in the conditional use permit will mitigate the reasonably anticipated detrimental effects of the proposed use and accomplish the purposes of this subsection; and with the following conditions: fire inspection approval ; all chiropractic activities must occur entirely indoors, upon issuance of this Permit, Thrive Chiropractic will acquire a WBC business license; signage will comply with city regulations, the conditional use permit will only be valid for the current business occupant and shall not transfer automatically to the new tenants. Dennis Vest seconded the motion and voting was unanimously in favor.

3. Discussion on Business Use Classification Processes

Commissioner packets included a memorandum from Staff dated December 4, 2025. This memo reintroduces for discussion new state law requirements related to listed permitted and conditional uses with an attachment for suggested language for the code.

Remington Whiting presented new language and procedures for addressing the required formal process for businesses that are not currently listed as permitted within the city.. The intent is to provide a consistent method for addressing business activities that do not exactly match the code as new types of businesses and technologies are developed.

The new process must be adopted into the land use code and include:

- How an applicant must submit a classification request.
- A set of defined criteria on how the city will review the request. Allowing the proposed use to proceed if it “aligns with an existing use”.
- If the proposed use is determined to be “new”, define how the city council will review the request and provide a timeline.
- An appeal process if the applicant disagrees with the classification determined by the land use authority.

As per the request of the Commission, Mr. Whiting presented a draft to review providing the following:

- Designating the planning commission as the land use authority responsible for reviewing applications.
- Simplifying the reviewing processes between the planning commission and the city council.
- Allowing unlisted businesses that do not align with an existing land use to be added to the land use code.

Proposed Language Highlights of the example language and staff’s proposal include:

- Establishes a 60-day review timeline for submitted applications.
- Creates a classification request process and a procedure for evaluating new or unlisted business uses.
- Defines a set of review criteria to guide how the City will evaluate each request.

Commissioners reviewed the proposals and gave input. Corey Sweat noted that he feels there is still some redundancy. He specifically noted B-6 is too ambiguous and has no bounds. Alan Malan suggested that language be stricken. Tyler Payne disagreed. Some discussion took place. Suggestion for change to the document was given by the commission. Change B-2-VI to read any other “pertinent information”.

Staff recommended the city consider removing language found in various zones that allows conditional uses “which are similar to those listed in this section and Section 17.XXX, as determined by the planning commission.” Corey Sweat was opposed to doing so. Commissioners concurred.

It was determined that staff make the noted changes to the document and move forward with a scheduled public hearing on January 13, 2026.

4. Approve Meeting Minutes from October 28, 2025.

Action Taken:

Dennis Vest moved to approve the minutes from October 28, 2025, Planning Commission Meeting as presented. Corey Sweat seconded the motion, and voting was unanimous in favor.

5. Staff Reports

a. Engineering (Kris Nilsen)

- Moss Meadows new subdivision in Hopkinson property to the north side of his existing home.
- Belmont Phase 2 A is still under review with the county on the drain plan.
- Enbridge is working to close out the construction on 500 South and begin again in the spring. It appears all the medians will be replaced in concrete.
- UDOT continues their expansion projects on 400 North, Legacy and I-15.
- Hugoe and Pope/Thacker are other subdivisions that will be on the agenda soon.
- Todd Willey owns two lots in Highgate. He needs to adjust lot lines in the interior of the property and there are no problems since he owns both properties.

b. Community Development (Remington Whiting)

- Reviewing the code for land management act and cleaning up the code for as needed.
- Informative pages on the website are still being added. When residents call they are directed to read those pages. If you have suggestions, please let him know.
- Commercial Building permits are up.
- December 23rd meeting will be cancelled unless something necessarily comes up that we need to meet.

- Code Enforcement Remington is working with illegal structures and outside vehicle storage.
- Conditional Use Permit coming in the L-I zone.
- Working on Beer Licensing and Home Occupation License. Sending out notices to them and helping them comply.

6. Adjourn.

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 8:10 pm. Laura Mitchell seconded the motion. Voting was unanimous in favor.

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The foregoing was approved by the West Bountiful City Planning Commission, by unanimous vote of all members present.


Remington Whiting – City Recorder