

Mayor Kenneth Romney	WEST BOUNTIFUL PLANNING COMMISSION	Chairman Alan Malan
City Engineer/ Land Use Administrator Kris Nilsen	550 North 800 West West Bountiful, Utah 84087	Vice Chairman Corey Sweat
City Recorder Remington Whiting	Phone (801) 292-4486 FAX (801) 292-6355 www.WBCityut.gov	Commissioners Laura Mitchell Dennis Vest Robert Merrick Tyler Payne
City Council Representative Julie Thompson		

**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, JANUARY 13TH, 2026, AT THE CITY OFFICES.**

*Invocation/Thought – Commissioner Malan
Pledge of Allegiance – Commissioner Sweat*

1. Confirm Agenda
2. Recognition of Service for Planning Commission Chairman Alan Malan.
3. Public Hearing – Proposed New/Unlisted Business Classification Process Code Change.
4. Consider Proposed New/Unlisted Business Classification Process Code Change Recommendation.
5. Consider Preliminary Plat for Moss Meadow Subdivision.
6. Conditional Use Permit Application – Royall Plumbing and Heating.
7. Approve Meeting Minutes from December 9th, 2025.
8. Staff Reports.
9. Adjourn.

This agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCityut.gov), and posted at City Hall on January 9th, 2026 by Remington Whiting, City Recorder.

**West Bountiful City
Planning Commission Meeting**

January 13, 2026

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 January 9, 2026, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, January 13, 2026, 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, Council member Julie Thompson (attended virtually).

MEMBERS/STAFF EXCUSED:

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

PUBLIC ATTENDING: Denis Hopkinson, Charmane Malan, Councilmember Enquist, Mayor Ken Romney, Rick and Etsuko Chidester.

Thought/Invocation by Commissioner Malan

Pledge of Allegiance- Commissioner Sweat

1. Confirm Agenda

Chairman Malan reviewed the proposed agenda. Laura Mitchell moved to approve the agenda as presented. Dennis Vest seconded the motion. Voting was unanimous in favor among all members present.

2. Recognition of Service for Planning Commission Chairman Alan Malan.

After many years of serving on the Planning Commission with the past several being as the Planning Commission Chairman, recognition was given to Alan Malan by Mayor Ken Romney for his dedicated service. Mayor expressed that he is a man that serves the people and keeps the vision of West Bountiful alive.

3. Public Hearing- Proposed New/Unlisted Business Classification Process Code Change.

Remington Whiting introduced the new proposed Business Classification Process Code Change for New/Unlisted Businesses. He explained Senate Bill 179 from 2025 requires cities to adopt a formal process for addressing proposed businesses that are not currently listed as permitted businesses 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 needs to 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” or “unlisted”, it needs to define how the city council will review the request and provide a timeline. An appeal process is needed if the applicant disagrees with the classification determined by the land use authority.

The commission directed staff to draft a document that included their suggestions. The draft was presented this evening for the public's review.

Action Taken:

Laura Mitchell moved to open the public hearing at 7:41 pm to hear public comment on Proposed New/Unlisted Business Classification Process Code Change. Corey Sweat seconded the motion and voting was unanimous in favor.

Public Comment: No Public comment was made

Action Taken:

Corey Sweat moved to close the public hearing at 7:42 pm regarding public comment on Proposed New/Unlisted Business Classification Process Code Change. Robert Merrick seconded the motion, and voting was unanimous in favor.

4. Consider Proposed New/Unlisted Business Classification Process Code Change.

Action Taken:

Corey Sweat moved to forward the proposed New/Unlisted Business Classification Process Code change as presented this evening to the City Council with a positive recommendation for their review and approval. Dennis Vest seconded the motion and voting was unanimous in favor.

5. Consider Preliminary Plat for Moss Meadow Subdivision.

Commissioner packets included a memorandum dated January 9, 2026 from Kris Nilsen (city engineer) regarding consideration of a Preliminary Plat for Moss Meadow Subdivision with preliminary plat application and site plan and drawings.

Mr. Nilsen introduced the application for Denis and Cynthia Hopkinson for a Preliminary Plat Subdivision approval for a one (1) lot subdivision fronting the east side of 800 west street, the new lot is on the existing parcel adjacent to the north of their existing residence at 1172 N 800 W. The property/parcel is within the R-1-10 District and consists of 2.7418 acres whole prior to the subdivision and will be subdivided into a single 1.036 acre lot and a remainder parcel of 1.7058 acres. The lot meets R-1-10 Zoning Requirements for size and frontage (as represented)

Kris Nilsen pointed out that the following items need to be addressed before the final plat is approved:

Possible adjustment needed in the survey plat due to a discrepancy in the survey plat and the staff check measurements. Survey 2.159 vs Staff 1.7058 acres.

Label the existing storm drain fall pipe from the existing SD Box to the public storm drainpipe in 800 West and label the existing storm drain out fall pipe material, size, and slope. Change the word "Retention" to "Detention" on Sheet C-500 Grading Plan in the 100-year storage analysis. Provide orifice diameter in same table in orifice sizing section.

Show the location of a new streetlight to be in the park strip near the Southwest corner of the new Lot 1.

Update the street cut date to March of 2026 on sheet C400 Site plan in note 3 of the construction notes.

Final Gas Service Lateral location will be determined with the final plat approval or after the building permit process. The gas service lateral will be installed by boring with minimal bore pit cuts in the asphalt/street. Construction drawings need to note the approximate location of the future gas lateral and street cut and street cuts for bore pits including a note indicating the service will be by boring and the final location of the gas service will be determined later.

Note proposed locations of the minor utility lateral location to the new Lot 1 on the construction drawings including gas, electricity, and communications.

Note on the construction drawings the survey stakes of the private sewer and irrigation easements (to serve Lot 1) on the remainder parcel prior to construction/installation of the sewer and irrigation laterals to ensure the laterals are constructed with the respective easement on the remaining property.

Action Taken:

Corey Sweat moved to approve the Preliminary Plat Subdivision Application for Denis and Cynthia Hopkinson for Moss Meadow 1172 North 800 West after its review in accordance to city code PRELIMINARY PLAT REVIEW WBC 16.16.020, and pending review comments and staff review comments be addressed prior to final plat approval by staff. Laura Mitchell seconded the motion and voting was unanimous in favor.

6. Conditional Use Permit Application-Royall Plumbing and Heating

Commissioner packets included a memorandum from Staff dated January 9, 2026 regarding Conditional Use Permit Application for Royall Plumbing and Heating with attached application and site plan.

Mr. Whiting introduced the application from Royall Plumbing and Heating located at 2208 North 640 West that was submitted as a conditional use permit in December of 2025. He noted that the property is located within the C-N zone. This location is used primarily as a storage unit where plumbing supplies are stored. Mr. Royall was not present this evening but expressed to staff his desire to move forward with the application.

Action Taken:

Laura Mitchell moved to approve the conditional use permit for Royall Plumbing and Heating located at 2208 North 640 with the following affirmative finding found in WBMC 17.60.040; 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 that 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 to include the following conditions: fire inspection approval, no outside storage, upon issuance of this permit Royall Plumbing and Heating will obtain a West Bountiful Business license, signage will comply with city regulations and the conditional use permit will only be valid for the current business occupant and shall not transfer automatically to any new tenants. Corey Sweat seconded the motion and voting was unanimous in favor.

7. Approve Meeting Minutes from December 9, 2025.

Action Taken:

Corey Sweat moved to approve the minutes from the December 9, 2025, Planning Commission Meeting as presented. Robert Merrick seconded the motion, and voting was unanimous in favor.

8. Staff Reports

a. Engineering (Kris Nilsen)

- Belmont Phase 2 A is getting closer to being on the agenda. Drainage items are being addressed. Most city concerns have been addressed.
- Flag lot on 3 parcels on one acre will be coming on the agenda soon, just east of Jesse Meadows on 400 North.
- 500 South Construction is finishing up.
- Highgate 6 lot construction on the west end are currently working on the development.

b. Community Development (Remington Whiting)

- Reminder of the ethics training. Please report it as soon as possible.
- Permits have slowed down substantially.
- Communication with Reagan Signs has been approved and will be permitted for a 5 foot extension to their sign.

- Finished up Beer Licenses and Business Licenses.
- Watching for noted things that would affect the city in the legislative session.
- Reviewing and updating our city code in regards to land use and management.

Dell Butterfield expressed his appreciation for the guidance and direction as he has served as the Planning Commission liaison for city council.

Kelly Enquist stood and expressed his appreciation for the service and devotion they give to laboring on behalf of the citizens without personal agendas to Alan Malan and all of the planning commission.

Julie Thompson addressed the commission and looks forward to learning from them and being a part of them.

Denis Hopkinson shared his appreciation for the opportunity he had to argue with Alan through the years.

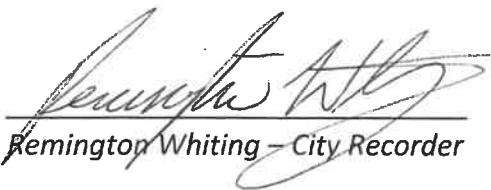
9. Adjourn.

Action Taken:

Laura Mitchell moved to adjourn the regular session of the Planning Commission meeting at 8:07 pm. Corey Sweat 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