



WEST HAVEN PLANNING COMMISSION MEETING MINUTES

April 7, 2026 6:00 PM

City Council Chambers

4150 South 3900 West, West Haven, UT 84401

Present:	
Jeff Reed Melinda Stimpson (via Zoom) Linda Smith Jennifer Streker James Jenson Damian Rodriguez Robyn VanCampen	Chairman Commission member Commission member Commission member Commission member Planner Deputy Recorder
Absent/Excused	
Andrew Reyna George LaMar	Vice Chairman Commission member (Excused)

6:00 Regular Planning Commission Meeting

1. **MEETING CALLED TO ORDER:** The meeting was called to order by Chairman Reed at 6:00 PM.

2. **OPENING CEREMONIES**
 - a. **PLEDGE OF ALLEGIANCE** Chairman Reed
 - b. **PRAYER/MOMENT OF SILENCE** Commission member Streker

3. **ACTION ON MINUTES –** Approve minutes for the meeting of 03/25/2026

Chairman Reed stated that on item #7 leaving public hearing did not state seconded the motion. On item #8 Commission member Smith seconded her own motion was incorrect and was unclear who made the motion. The motion on item #10 listed Commission member Stimpson seconded the motion as well as voting Aye and Nay. Chairman Reed recommended to review the recording to verify who made the motion on items #8 and #10.

Commission member Jenson made a motion to approve the minutes from the meeting March 11, 2026. **Commission member Smith** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker, and Commission member Jenson.

NAYS –

RECUSED –

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

Damian Rodriguez mentioned that they did have the Joint Planning Commission/City Council meeting last week, that was held successfully. They receive a lot of feedback. Going forward the consultant will draft the language and the map for the land use element for the general plan that will come in the next few weeks.

The final will be brought to the commission around July. Also, he advised that the recommended Ordinance §156.056 was approved by the City Council.

5. **PRESENTATION ON PUBLIC HEARING** – to amend the zoning map for parcel #080060075 from M-1 to R-3.

Damian Rodriguez stated that this is a public hearing for a request to rezone the zoning map. The parcel doesn't have an address, but it is at approximately 2410 Hinckley Dr. The current zone is M-1 and what is being requested is R-3. The property size is approximately seven (7) acres. The motivation for the request is for development of a multi-family concept for development that would be 75-unit townhomes that would consist of buildings of both 4 to 5 units which follows what the general plan calls out, R-3 with a maximum density of 12 units per acre. There is no approval of a site plan in conjunction with the approval of a petition to amend the zoning map, and what has been provided is purely conceptual. It hasn't gone through compliance with the zoning and engineer code. The concept provides an opportunity for owner-occupied housing at moderate density. There are 4 conditions that staff recommend: 1) The site plan, be brought into conformance with all applicable development standards, and each member of the City's Development Review Committee approves of the site plan, civil engineering drawings, and supplementary construction drawings prior to final site plan approval. 2) An official notice of UDOT approval of the plan set and proposed access is provided with an application for preliminary subdivision or preliminary site plan review. 3) An official notice of Taylor West Weber Water District's approval of plan set is provided with an application for preliminary subdivision or preliminary plan review. 4) The trail system that crosses the site is maintained as depicted in the attached concept plan or in a way that results in the same continuity of the system.

Chairman Reed asked Damian Rodriguez if this will come back for approval. He said yes, it is up to the applicant if they want to pursue a site plan or subdivision approval.

Commission member Jenson asked that this is just for a zone change until they come back with a plan.

Damian Rodriguez stated that R-3 is really limited on what can be constructed.

Hayley Pratt/Castlewood Development applicant was present.

6. **PUBLIC HEARING** - to solicit public input to amend the zoning map for parcel #080060075 from M-1 to R-3.

Commission member Smith made a motion to enter public hearing. **Commission member Streker** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –
RECUSED –

No public comments.

Commission member Jenson made a motion to leave public hearing. **Commission member Streker** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –
RECUSED –

7. **DISCUSSION AND ACTION ON PUBLIC HEARING** – to amend the zoning map for parcel #080060075 from M-1 to R-3. Applicant ELB Properties LC, Agent Hayley Pratt/Castlewood Development.

Commission members Smith, Jenson, and Stimpson all liked this concept rather than the one that was presented last time.

Chairman Reed is concerned about the UDOT and the traffic on Hinckley. He is also concerned about the General Plan currently being under review.

Commission member Stimpson likes what is being presented and is also concerned about UDOT.

Commission member Jenson made a motion to recommend the rezoning map of parcel #080060075 from M-1 to R-3. The four (4) conditions are listed in the presentation on item #5 listed above. **Commission member Smith** seconded the motion.

AYES –Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS – Chairman Reed

RECUSED –

8. **DISCUSSION AND ACTION** – For a preliminary site plan approval for an Automobile Repair Facility, Egan Automotive, located at approximately 3972 S 3275 W (parcel #0807050001). Applicant Donna Egan.

Damian Rodriguez presented a summary of this project to the commissioners. This project would be for a full-service automotive repair facility; this is in a Mixed-Use zone and is subject to the rules and restrictions of the Salt Point Development Agreement. In that agreement it states that all new applications shall be considered on the property's underlying zoning standards (Mixed Use and C-3), the concept plan is in the agreement. Staff has determined that an Automobile Repair facility would be allowed as a conditional use as it is designated in the C-3 Zone. A traffic study has been provided by the applicant and shows no concerns about traffic ingress/egress or internal circulation that arose during preliminary discussions with the City Engineer. Prior to the traffic study, 52 parking stalls were required, however after reviewing the traffic study reflects 45 parking stalls are being proposed. There is a good section of the east side of the property that is a Rocky Mountain Power utility easement. There is some discrepancy in the architectural features, 3 of the 4 proposed features are not on the recommended proposed architectural features list. Staff finds that lintel blocks to be comparable to or superior to the upgraded architectural features listed in the code. Window Mullions are comparable to or superior to the upgraded architectural features listed in the code, as well as the Garage doors. Staff is asking that the trash enclosure be constructed with the same material as the building and be six (6) feet in height. Pole signs are permitted east of the canal, however this business will be west of the canal, so staff is recommending a wall or monument sign.

Chairman Reed is a concern about the sight of triangle with a monument sign.

Donna Egan/Applicant was present.

This will be the applicants' second location (1st location is in Kaysville)

Commission member Streker made a motion to grant approval of the proposed parking adjustment for the unusual and unique conditions, reducing the minimum parking space requirements from 55 to 46, finding that this reduction is based on accepted engineering principles as provided by the parking memo by Steven Lord, PE, and unique circumstances relating to the operational characteristics of the use, and that such adjustment is equitable and warranted as required in §157.634.

Commission member Smith seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –

RECUSED –

Commission member Jenson made a motion to grant approval of the proposed alternative materials to allow doorway lintel blocks, window mullions, and upgraded garage doors as upgraded architectural features, finding that the requested material is comparable to or superior to the listed and approved materials, as outlined within the staff report. **Chairman Reed** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –

RECUSED –

Commission member Smith made a motion to approve the proposed preliminary site plan for Egan Auto at 3972 S 3275 W, finding that the general design of the proposed site and buildings is compliant with the applicable regulations of the ordinance when the following conditions of approval are applied: 1) Approval is obtained from all members of the Development Review Committee for the site design and civil engineering drawings, prior to final site plan approval. 2) The dumpster enclosure will be no less than six (6) feet in height and will be made of CMU block of at least two different finishes, which match or are compatible with the primary building on the site. **Commission member Streker** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –

RECUSED –

9. **DISCUSSION** – Amend Home Occupation City Code

Damian Rodriguez stated that more corrections have been made in §157.882(F) Parking (a) regarding home occupation parking in regards to all business related utility vehicles, specialized work vehicles and marked business vehicles and trailers, (b) this now describes visitor business parking, (c) addresses parking for Preschools and Daycare Residential, as well as pickup and drop off guidelines. §157.883 Special Restrictions (A) Following business types and commercial activities shall not be permitted as a home occupation (8) Short-Term Rentals must apply for a short-term rental license and not a home occupation.

Commission member Streker wanted to confirm that short-term rentals currently aren't required to get a business license.

Damian Rodriguez advised they do not.

Commission member Jenson was wanting clarification on what would define a short-term rental.

Damian Rodriguez clarified that it would be for Airbnb. Homes that are rented out.

Chairman Reed wanted to know if there was a reason on why pet boarding can't be in a R-1 zone. He also indicated that the problem with automotive home occupations is the noise and the racing down the streets.

Damian Rodriguez advised there is no reason, it hasn't been listed as a permitted use in the past and the list was pulled from another city that wasn't permitting pet boarding as a home occupation.

10. **DISCUSSION** – Amend Patio Home Building Height City Code

Damian Rodriguez went over the new changes that have been made to the code with the feedback that has been received. 1) The Accessory Buildings – removed the exception for larger detached accessory buildings and would now limit it to a maximum of 200 square feet. 2) In this section regarding detached accessory dwelling unit changes were made to comply with the new state code found in 2026 SB 284. The code now requires that the city allow detached accessory buildings in residential zones on lots 11,000 square feet or larger. 3) Zero Lot lines provisions have been removed. 4) Maximum structure height – staff added a sentence to allow for a single habitable room above the garage. 5) Landscape requirements – this section has been referred to the City Attorney for feedback. The current ordinance requires the developer to provide a cash bond for landscape improvements for each lot and landscaping must be installed as part of each lot's construction. After reviewing this code, staff has found that the city has not been actively enforcing these provisions within the ordinance that do not comply with state code. Staff recommends either removing this section or updating it to comply with state code and water-wise landscaping standards.

Chairman Reed stated that sometimes patio homes have 3 car garages would we allow them to build that entire space. His suggestion was maybe only to allow a certain dimension of space to be used.

Damian Rodriguez stated that the way the code reads currently that entire space can be built.

Commission member Stimpson is fine with the habitable space above the garage with a 3-car garage. Her concern was in the §157.416 (a) regarding the wording "No main building or dwelling may exceed a height of twenty-five (25) feet or be more than one (1) story. Basements and below-grade habitable spaces are strictly prohibited. Only a single habitable room in the attic may be permitted and shall be limited to the area directly above the garage." Does the "or" make it either or because of the wording they can still get their two story because of the way it is worded that way because it is less than 25 feet.

Damian Rodriguez that isn't immediately obvious, but we can change the wording on that.

11. **ADJOURNMENT**

Commission member Streker made a motion to adjourn at 7:09 PM. **Chairman Reed** seconded the motion.

AYES – Chairman Reed, Commission member Stimpson, Commission member Smith, Commission member Streker and Commission member Jenson.

NAYS –

RECUSED -

Robyn Van Campen

Deputy City Recorder

Date Approved: 4/22/26