

Mayor
Kenneth Romney

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

City Recorder
Remington Whiting

**City Council
Representative**
Julie Thompson

WEST BOUNTIFUL PLANNING COMMISSION

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Chairman
Robert Merrick

Vice Chairman
Corey Sweat

Commissioners
Laura Mitchell
Tyler Payne
Richmond Thornley
Dennis Vest

**THE PLANNING COMMISSION WILL HOLD A REGULAR MEETING
AT 7:30 PM ON TUESDAY, MARCH 24TH, 2026, AT THE CITY OFFICES.**

Invocation/Thought – Commissioner Payne

Pledge of Allegiance – Commissioner Thornley

1. Confirm Agenda
2. Discussion on Short-Term Rentals.
3. Discussion on Legislative Session Lane Use Updates – SB 284.
4. Approve Meeting Minutes from March 10th, 2026.
5. Staff Reports.
6. 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 March 20th, 2026 by Remington Whiting, City Recorder.*

**West Bountiful City
Planning Commission Meeting**

March 24, 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 March 20, 2026, per state statutory requirement.

Minutes of the Planning Commission of West Bountiful City held on Tuesday, March 24, 2026, at West Bountiful City Hall, Davis County, Utah.

MEMBERS ATTENDING: Chairman Robert Merrick, Vice Chairman Corey Sweat Commissioners, Dennis Vest, Laura Mitchell, Tyler Payne, Richmond Thornley (Alternate), and Council member Julie Thompson.

MEMBERS/STAFF EXCUSED:

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

PUBLIC ATTENDING: Alan Malan

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

1. Confirm Agenda

Chairman Merrick 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. Discussion on Short-Term Rentals

Commissioner packets included a memorandum dated March 20, 2026 from Staff regarding STR's (Short-Term Rentals). The memo was provided to facilitate the continued discussion on the topic of Short-Term Rentals.

Remington Whiting explained Utah Code 10-8-85.4 defines "Short-term Rental" (STR) as any residential structure or portion of a residential structure that offers occupancy for fewer than 30 consecutive days. The same section of code also allows cities to require STRs to obtain a business license or other permit before operating.

West Bountiful Municipal Code (WBMC) contains three residential zones, and none of them list STRs as permitted or conditional use. Per WBC 17.12.040 "uses of land not specifically allowed as set forth therein shall be prohibited in the respective district."

On March 10th, staff brought forth key topics for discussion and consideration which included:

- **Property Owner Rights:** Balance private property rights with neighborhood compatibility; consider if STRs align with residential zoning.
- **Neighborhood Impacts:** STRs function as quasi-commercial uses, which raises concerns about noise, parking, traffic, trash and tenant turnover. Occupancy numbers and guest intent would also be difficult to monitor.
- **Neighborhood Character:** Potential changes to single-family neighborhood character; options include separation limits, zoning restrictions, or owner-occupancy requirements.
- **Safety:** STRs may not meet hotel safety standards, posing risks related to fires, pools, and other hazards.
- **Impact on Housing Supply and Affordability:** STRs could reduce long-term rental availability or impact homebuyer competition with investors.
- **Tourism and Community Benefit:** Limited hotel tax revenue: weigh potential benefits against impacts on neighborhoods and housing.

The commission directed staff to bring back information regarding Short Term Rental codes from nearby cities. Staff has reviewed and listed highlights of STR codes from two nearby cities for the commission to consider.

Bountiful – *Require each part of the code is initialed by the applicant*

- Permitted Short-Term Rentals
- Holds a public hearing and receives approval during a public meeting. *Uses a community board in which we do not have.*
- At least 10 days before the meeting, staff send out a notice to residents that live within 300ft of the property and post a sign.
- STRs cannot exist on a lot without a single-family home.
- Owner-occupied (At least 183 days of the year)
- Allowed in all residential zones, including Downtown and Mixed-Use Zone.
- Maximum of one STR per lot.
- Requires ADU Permit along with STR permit.
- Applicants must acquire a business license.
- Must have 1 additional off-street parking space.
- Permits do not run with the land, and new owners must apply again.

North Salt Lake – *Uses staff for approval*

- Permitted Short-Term Rentals.

- Owner-occupied, meaning the property is their primary residence (At least 183 days of the year).
- Maximum rental period of 30 days.
- Maximum of one STR per lot.
- Requires ADU Permit along with STR Permit
- Requires one parking space per 2 bedrooms.
- Property cannot be rented to more than one renter at a time.
- Cannot rent separate rooms.
- Owner will be responsible for all city ordinances such as snow removal.
- Repeated violations of noise and nuisance ordinances can result in revocation.
- Application requires a parking plan, site plan that indicates designated STR area, proof of ownership and primary residence, and an affidavit on private restrictions such as notarized statement saying there are not CC&Rs that prohibit STR on the property.

Commission Discussion:

Some discussion took place regarding the provided information. It was noted that this is good information to consider but the discussion on DADU's needs to be considered first. Remington is confident in our applications for the ADU process.

Corey Sweat would like our code not to be contradictory. Either we can or can't have rentals (they are one in the same). Remington noted that the state does consider rentals as two different things; short-term and long-term rentals. Commissioner Sweat stated that we need to have it very clear in our code.

Tyler Payne wants to know the characteristics of the different type of rentals and what are required for each one.

Councilmember Thompson stated that she has done some research and encouraged the commission to research the differences in the various types of rentals.

Staff recommended that the Commission discuss the advantages and disadvantages of the two provided examples. It was noted that STRs and new state laws on Detached Accessory Dwelling Units will need to align as further consideration is given.

Staff also reviewed the document on STRs dated March 2023 from The Utah Land Use Institute as noted in the memorandum. It includes several of the same policy issues that the planning commission is currently reviewing and there have been significant changes to the state code since it was drafted. It also contains the advice of one attorney, therefore should not be taken for fact in all aspects.

For example, the opinions on the “Dormant Commerce Clause” come from case law that had not yet been applied to the State of Utah (Fifth Circuit vs. Tenth Circuit), and many Utah jurisdictions (including the two neighboring cities in our current review), have owner-occupancy requirements. If the planning commission has questions regarding the legality of specific regulations, staff recommend directing the questions to the city’s legal counsel, rather than outside sources.

3. Discussion on Legislative Session Land Use Updates – SB 284

Commissioner packets included a memorandum dated March 20, 2026 from city staff regarding Legislative Session Land Use Updates – SB 284 to inform the Planning Commission of key changes to state land use regulation for the 2026 legislative session.

Mr. Whiting noted that the following are areas where West Bountiful will likely need to update its code to stay compliant. Unless otherwise noted these items take effect on May 6, 2026. Staff will be working on bringing each of these items before the commission in the next few months.

Planning Commission Provisions – 10-20-301 -New language has been adopted related to planning commissions, including a requirement for cities to establish procedures for removing commission members.

New / Unlisted Businesses – 10-20-507 - Recently adopted code will need to be reviewed again for compliance. Updates will include adding a process for applicants to appeal land use decisions to a land use authority.

Model Home Regulations – 10-20-625 - New regulations for model homes have been adopted. Our city code will need to be reviewed and updated as needed, including updates to definitions.

Appeal Authority – 10-20-1101 -Effective July 1st, 2026 - The City Council can no longer serve as the appeal authority. This will impact several processes and will require updates to the city code, including provisions for new/unlisted businesses.

Detached ADUs – 10-21-304 -Effective October 1st, 2026 - The city must have code provisions in place for detached accessory dwelling units on lots with 11,000 sq ft or bigger.

Staff informed the commission that they will be scheduling a joint council/commission meeting to discuss potential regulations. It was suggested this meeting take place on a planning commission night so that council could attend the meeting after the work session so as to stay on board with further discussion by the planning commission.

Staff also recommended that the commission start to consider the following items:

- *Required Setbacks Minimum sized lot – Does the commission want to keep allow them on 10,000 sq ft lots?*

- *Minimum and maximum sized ADU Permitting requirements Owner Occupancy Requirement*
- *Parking Requirements*

4. Approve Meeting Minutes from January 27, 2025.

Action Taken:

Corey Sweat moved to approve the minutes from the March 10, 2025 Planning Commission Meeting as presented. Laura Mitchell seconded the motion, and voting was unanimous in favor.

5. Staff Reports

a. Engineering (Kris Nilsen)

- Legacy Construction was supposed to start yesterday to add an inside lane to each direction.
- UTA will come to give a presentation on April 7th. Information is being withheld until after all the bidding process is completed.
- Award the miscellaneous concrete bids, road projects.
- Pages Lane at the Railroad crossing on Thursday will be shut down for 3 hours.
- Pope Subdivision still pending.
- Weber Water will be turned on May 15th. Beginning May 1st they will be pressurizing the system. Will begin at 20% reduction and may end the season with a 40% reduction.

b. Community Development (Remington Whiting)

- New well-being survey is being conducted. Invite citizens to participate.
- Spring Clean-up April 9th -11th
- Building Permits are trickling in
- Code Enforcement will be ramping up in the next few weeks.
- Next meeting on April 14th will include Thacker Subdivision and a resident code change request.
- Seasonal job opening for public works and a crossing guard position.
- April 4th Easter Egg Scramble at WB Park.

Dennis Vest likes the lights on the STOP signs. He suggested placing "Caution: Kids at Play" signs on 725 West and 700 West. Amy Moulton is getting trespassers retrieving golf balls. Golf Course fixed holes in the fence where they were getting in. He appreciated their efforts.

Alan Malan noted that this Friday the county is having an emergency operation open house between 1 and 3 in the new courthouse. He will try to get a group together to go at a different time since Mayor Romney is out of town.

6. Adjourn.

Action Taken:

Corey Sweat moved to adjourn the regular session of the Planning Commission meeting at 8:34 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