



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY PLANNING COMMISSION MEETING MINUTES

MAY 14, 2026

WORK SESSION 6:00 PM

Planning Commission Present: Chairperson PJ Roubinet, Vice-Chair Rochelle Farnsworth, Commissioner Joe Taylor, Commissioner Spencer Wade, Commissioner Ryan Hymas, and Commissioner Kyle Norton

Planning Commission Excused: Commissioner Adam King

City Staff Present: Boyd Davis, City Engineer; Bryn MacDonald, Community Development Director; Troy Moyes, City Planner; Katie Hansen, Deputy City Recorder

Visitors: Lacy Richards

1. Discussion of proposed updates to the Sign Code

Bryn MacDonald provided an overview of the ongoing effort to update the city's sign code, explaining that the process had taken several years largely due to legal and constitutional considerations related to sign regulation. She discussed a 2015 Supreme Court case involving the City of Gilbert, Arizona, which established that sign codes must be "content neutral," meaning cities cannot regulate signs differently based on what the signs say. She explained that the city could regulate factors such as location, height, setbacks, lighting, and placement, but not sign content. Because of this, many existing sign definitions within the city code were being revised or removed to eliminate references to political, civic, church, real estate, or other content-specific sign categories. The city instead intended to focus on neutral sign types such as banner signs, window signs, yard signs, monument signs, and temporary signs.

Bryn MacDonald reviewed several proposed sign definitions and explained the reasoning behind the revisions. She discussed changes to banner sign definitions, billboard definitions, construction signs, electronic message signs, government signs, monument signs, multi-tenant signs, pole signs, residential entrance signs, snipe signs, temporary signs, and vehicle or trailer signs. She noted that standards regulating items such as sign height, setbacks, brightness, flashing displays, and placement would be addressed separately in the operational standards section of the code rather than within the definitions themselves. She also explained that the city was proposing a clearer method for measuring sign height from the nearest back of curb to avoid manipulation of grade elevations through landscaping.

Commissioners and staff discussed several concerns and questions related to visibility, sight distance, sign aesthetics, billboard regulation, and government signage. Questions were raised regarding sight clearance, minimum sign clearance heights, MUTCD standards, and billboard regulations along the West Davis Corridor. Staff explained that roadway signs already follow legal standards and that billboards are prohibited along the West Davis Highway because it is designated as a scenic byway.

Discussion also included concerns about vehicle signs, mobile billboards, and individuals spinning advertising signs on sidewalks. Bryn MacDonald stated that some of those activities are difficult to regulate due to free speech protections. She further explained that future meetings would focus on the actual development standards and regulations for the various sign types after the definitions section was completed.

2. Review of agenda items

Troy Moyes reviewed two conditional use permit applications for accessory buildings. He explained that both items were administrative decisions before the Planning Commission. The first application was for property located at 4882 W 25 N, submitted by Robert Stuart. The proposal included a 2,160 square foot accessory building in the backyard. Troy Moyes stated the building met all setback, height, and zoning requirements, including the requirement that accessory buildings not occupy more than 10 percent of the total lot area, although it was very close to the maximum allowed.

Accessory Buildings		
Standard	Required	Proposed
Accessory buildings shall not occupy no more than 10% of the total lot area	$\leq 10\%$	9.5%
Minimum lot size for taller structures (sq ft)	$\geq 21,780$	22,651
Max structure height	$\leq 25'$	22'
Not closer than 5' from the main building	$\geq 5'$	40'
Must not be closer than 15' from any dwelling structure on the adjacent lot.	$\geq 15'$	+40'
Side yard setback	$\geq 5'$	5'
Rear yard setback	$\geq 10'$	10'

Commissioner Roubinet commented that he had no concerns as long as the proposal met all of the standards. Commissioner Taylor asked about crossed-out portions included in the application, and Troy Moyes explained those were plans from a previous design the applicant ultimately did not intend to construct.

Troy Moyes then reviewed the second conditional use permit application for property located at 3214 W 700 N, submitted by Adam Dahl. He explained that the proposal was for another 2,160 square foot accessory building and similarly met all applicable zoning requirements. He clarified that the structure was intended strictly for storage and was not proposed as an accessory dwelling unit. Troy Moyes noted that the applicant had obtained signatures from neighboring property owners to demonstrate awareness of the proposal.

Commissioner Wade asked whether Planning Commission approval was only required because the buildings exceeded the standard size allowance. Troy Moyes explained that the conditional use process allowed the Commission to evaluate whether the proposal could negatively impact the surrounding neighborhood or the health, safety, and welfare of nearby residents. He stated the Commission could

Accessory Buildings		
Standard	Required	Proposed
Accessory buildings shall not occupy no more than 10% of the total lot area	$\leq 10\%$	9.2%
Minimum lot size for taller structures (sq ft)	$\geq 21,780$	23,522
Max structure height	$\leq 25'$	24.4'
Not closer than 5' from the main building	$\geq 5'$	60'
Must not be closer than 15' from any dwelling structure on the adjacent lot.	$\geq 15'$	+50'
Side yard setback	$\geq 5'$	5'
Rear yard setback	$\geq 10'$	10'

impose reasonable conditions if needed, such as addressing lighting impacts or other concerns. However, staff did not identify any significant concerns because both buildings were located toward the back of existing subdivisions and appeared unlikely to adversely affect surrounding properties.

Troy Moyes reviewed agenda item number 9 and 10, a proposed rezone for property located at 2084 N 4500 W. He explained that the request involved two parcels owned by the Weaver property owners and Nilson Land Holdings LLC, totaling approximately 4.32 acres. The applicant requested to rezone the property from A-40 to R-4, which allows up to six units per acre. The concept plan showed 17 lots on a newly constructed public road, with a proposed density of 3.85 units per acre and minimum lot sizes of approximately 6,700 square feet. Troy Moyes noted that the proposed rezone was consistent with the General Plan and that the Planning Commission would make a recommendation to the City Council, which would make the final decision.

The Commission discussed the history of the property, including that the Planning Commission had previously recommended denial of the General Plan amendment, but the City Council had approved the change. Lacy Richards, representing Nilson Land Holdings LLC, explained that the previous concept included private roads, which had not been favored, so the plan had been revised to use a public street. She clarified that the homes proposed for this portion would be patio homes. Commissioners generally discussed the proposed layout, the reduced density compared to earlier concepts, and whether any private agreements with existing property owners needed to be included in the rezone motion. Staff explained that those items were addressed in the development agreement and did not need to be part of the rezone motion.

The Commission also reviewed the related development agreement. Troy Moyes explained that the applicant requested a reduction in the R-4 side yard setback from six feet to five feet, creating 10 feet between homes. Ms. Richards stated that the reduced setback was typical for patio homes because residents of those homes generally preferred less yard maintenance. The development agreement also addressed the public road design, architectural standards, colors, formation of an HOA, and the issue of the plat not expiring within one year if it could not be recorded right away.

Commissioners discussed the HOA structure, owner-occupancy requirement, street design, and access concerns. Ms. Richards explained that the HOA may be combined with the larger development and could potentially provide yard maintenance or snow removal, depending on final costs and resident preference. Commissioner Farnsworth raised concern about the number of driveways along the main entrance and exit road, especially with patio homes likely serving older residents. Boyd Davis stated that staff had not previously discussed that specific concern, but acknowledged it was valid. He explained that staff still preferred the public road design over the earlier private road concept and noted that the larger Clinton subdivision would have additional access points. Staff also confirmed that standard items such as street trees, fencing, and landscaping were included in the plans.

Troy Moyes reviewed agenda item number 11 reviewing the Heritage Trails subdivision development agreement submitted by Nilson Land Holdings LLC. He noted that the Planning Commission had already recommended approval of the related rezone in 2022 when the project was known as the Mike Hatch property or Foothill Ditch LLC project, and the item was currently tabled at the City Council level. He clarified that the current request before the Planning Commission was not for the rezone itself, but for recommendations on modifications within the development agreement, including reduced side yard setbacks and modified asphalt widths similar to the previous subdivision discussion. Under the old R-4 zone standards, side yard setbacks were eight feet, and the applicant requested a reduction to five feet.

Commissioner Farnsworth asked about the difference in density between the originally approved concept and the current proposal. Bryn MacDonald explained that the original plan consisted entirely of townhomes at nearly eight units per acre, which was allowed under the old R-4 standards. She stated the revised proposal now included a mix of approximately half single-family homes and half townhomes at approximately 5.8 units per acre. Commissioner Farnsworth recalled that the original plan had intentionally concentrated density near the commercial area as a transition before moving into lower-density single-family homes deeper into the subdivision.

Discussion focused primarily on the requested setback reductions. Commissioner Farnsworth stated she was more comfortable with the one-foot setback reduction discussed on the previous project, but had concerns about reducing setbacks by three feet on each side for this development. She explained that the Planning Commission had previously relied on setbacks rather than minimum lot sizes to regulate spacing between homes and maintain neighborhood character, and she felt reducing the setbacks undermined that purpose. Commissioner Hymas questioned whether denying the request would simply result in the applicant pursuing approval under the newer R-4 zoning standards, where setbacks would already be smaller. Staff clarified that the older code measured setbacks differently and also permitted fully attached townhouse developments. Ms. Richards explained that the reduced setbacks were necessary to accommodate the desired number of single-family lots while still transitioning away from the previously approved higher-density all-townhome project. Staff noted that the previous concept approved by the Planning Commission consisted of 72 townhomes, while the current proposal included approximately 53 total units made up of both townhomes and single-family homes, resulting in a significantly lower overall density.

3. Other items

There were no other items discussed.



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MAY 14, 2026

GENERAL SESSION

7:00 PM

Planning Commission Present: Chairperson PJ Roubinet, Vice-Chair Rochelle Farnsworth, Commissioner Joe Taylor, Commissioner Spencer Wade, Commissioner Ryan Hymas, and Commissioner Kyle Norton

Planning Commission Excused: Commissioner Adam King

City Staff Present: Boyd Davis, City Engineer; Bryn MacDonald, Community Development Director; Troy Moyes, City Planner; Katie Hansen, Deputy City Recorder

Visitors: Robert Stuart, Anna Stuart, Adam Dahl, Lacy Richards

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** – Commissioner Taylor
4. **Disclosures from Planning Commissioners**
There were no disclosures from the Planning Commissioners.

5. **Public Comments**
There were no public comments.

6. **Approval of minutes from the February 12, 2026; February 26, 2026; March 12, 2026; and April 23, 2026, Planning Commission meeting**
Commissioner Taylor motioned to approve the minutes as presented. Commissioner Norton seconded the motion. All voted aye.

7. **Discussion and consideration of a conditional use for a 2,160 square foot accessory building on property located at 4882 W 25 N; Robert Stuart, applicant**
Robert Stuart introduced himself as the applicant for the conditional use permit at 4882 W 25 N. He explained that he was requesting approval for a 30-foot by 72-foot pole barn accessory building to be constructed in his backyard. Mr. Stuart stated the building would primarily be used for storage of recreational vehicles, boats, ATVs, and other personal property. He noted that he and his family had lived at the property since building their home in 2004 and expressed appreciation for living in West Point.

Commissioner Roubinet asked whether the applicant planned to install exterior lighting on the building and whether city lighting standards would apply. Mr. Stuart explained that the immediate goal was to construct the building first, with electrical service and lighting planned for a later phase. He stated that when lighting is installed, he intends to direct the lights downward in compliance with city standards and acknowledged concerns about neighboring properties with overly bright lighting. No additional questions were raised by the Planning Commission.

Commissioner Norton motioned to approve the conditional use request for Robert Stuart to construct a 2,160-square-foot accessory building on his property located at 4882 W 25 N as presented. Commissioner Hymas seconded the motion. All voted aye.

8. Discussion and consideration of a conditional use for a 2,160 square foot accessory building on property located at 3214 W 700 N; Adam Dahl, applicant

Adam Dahl introduced himself as the applicant for the conditional use permit for an accessory building at 3214 W 700 N, where he stated he had lived for approximately seven years. He explained that the proposed building would replace an existing concrete pad and grass area and would primarily be used to store a boat. He also stated the area would include a basketball hoop for his children and could eventually serve as a hobby shop or workshop in the future.

Commissioner Roubinet asked about planned exterior lighting and whether it would comply with city standards. Mr. Dahl explained that the lighting would be minimal and include standard lighting near the man door, downward-facing goose neck lights above the garage doors, and a downward-directed yard light for children playing at night. He stated the lighting would not shine upward or onto neighboring properties. Mr. Dahl stated he had worked closely with Troy Moyes throughout the process over the past several years to ensure the proposal complied with city code requirements and stated he believed everything had been properly addressed. No additional questions were raised by the Planning Commission.

Commissioner Hymas motioned to approve the conditional use request for Adam Dahl to construct a 2,160-square-foot accessory building on the property located at 3214 W 700 N. Commissioner Wade seconded the motion. All voted aye.

9. Discussion and consideration for property located at 2084 N 4500 W from A-40 to R-4 (Residential/6 units per acre); Nilson Land Holdings, LLC, applicant

Lacy Richards, representing Nilson Land Holdings LLC, presented a request to rezone property located at 2084 N 4500 W from A-40 to R-4 residential for the development of a residential subdivision. As explained during the work session, the proposal included 17 single-family lots on approximately 4.42 acres, resulting in a density of approximately 3.85 units per acre, which is below the maximum density allowed within the R-4 zone. The R-4 zone requires street trees and perimeter fencing.

a. Public hearing

There were no public comments made.

Commissioner Taylor motioned to close the public hearing
Commissioner Norton seconded the motion
All voted aye.

b. Action

Commissioner Taylor asked whether the park strip on the Clinton side of the shared road would be maintained by Clinton City, and staff confirmed it would. Commissioner Roubinet asked about the city boundary along the roadway. Boyd Davis explained the road is currently within West Point City limits, but a future boundary adjustment would place the city boundary at the centerline of the road, splitting it between Clinton and West Point. He stated the cities would coordinate maintenance through interlocal agreements, which is already common on other shared roads.

Commissioner Wade raised concerns about traffic and the width of 4500 W with additional homes accessing the roadway. Boyd Davis explained that the proposed subdivision and the West Meadows development would both widen portions of the road to full standards. He also noted that UDOT plans to realign the nearby intersection, add a traffic signal and turn lanes, and make additional improvements in the coming years.

Commissioner Roubinet also asked about a lot frontage measurement shown on the plans that appeared narrow. Boyd Davis explained that part of the frontage was measured along a curve and that the total frontage was approximately 50 feet, resolving the concern. There were no additional comments from the Planning Commission.

Commissioner Wade recommended approval of the rezone request for approximately 4.42 acres of property located at approximately 2084 N 4500 W from A-40 (Agricultural) to R-4 Residential and forward this item to the City Council for consideration. Commissioner Norton seconded the motion.

Commissioner Wade – Aye
Commissioner Norton – Aye
Commissioner Hymas – Aye
Commissioner Taylor – Aye
Commissioner Farnsworth – Aye
Commissioner Roubinet – Aye

Motioned passed unanimously.

10. Discussion and consideration for a development agreement for property located at 2084 N 4500 W

Lacy Richards, representing Nilson Land Holdings LLC, presented a development agreement for the property located at 2084 N 4500 W. She thanked the Planning Commission for the feedback provided during previous discussions and stated the comments had helped refine the proposal into a better plan.

Commissioners discussed the requested development agreement modifications that had also been reviewed during the work session. The requests include reducing the side yard setback from six feet to five feet, slightly reducing the asphalt width, and reducing the park strip width to match the adjoining Clinton City improvements. Commissioner Roubinet also referenced the agreement involving the horse

property leaseback to the existing owner but indicated it did not require specific action within the motion itself.

a. Public hearing

There were no public comments made.

Commissioner Wade motioned to close the public hearing

Commissioner Taylor seconded the motion

All voted aye.

b. Action

Commissioner Farnsworth stated she had no concerns with the proposed asphalt width change or the delayed development agreement provisions but expressed concern with reducing the side yard setbacks. She explained the Planning Commission had spent significant time establishing setback standards within the code and felt the subdivision should follow those standards.

Commissioner Wade asked whether the city's landscaping requirements for patio homes would still apply to the development, and staff confirmed they would.

Commissioner Roubinet agreed with Commissioner Farnsworth's concerns regarding the setback reduction and emphasized the importance of carefully considering even minor exceptions to the code. He stated that while a one-foot reduction may seem small, the Planning Commission had intentionally established those standards after significant discussion. However, he acknowledged that the larger lot sizes and lower overall density made the request more reasonable in this situation. He also noted he was less concerned with the asphalt width reduction because it would match the adjoining Clinton City roadway and help maintain continuity and proper drainage flow along the street. There were no additional comments from the Planning Commission.

Commissioner Norton recommended approval of the proposed development agreement for the Heritage Trails subdivision located at approximately 2084 N 4500 W and forward this item to the City Council for consideration. Commissioner Hymas seconded the motion.

Commissioner Taylor – Aye

Commissioner Wade – Aye

Commissioner Farnsworth – Nay

Commissioner Norton – Aye

Commissioner Hymas – Aye

Commissioner Roubinet – Aye

Motion passed as recommended approval 5:1.

11. Discussion and consideration for a development agreement for property located at 1800 N 4300 W for the Heritage Trails development

Lacy Richards, representing Nilson Land Holdings LLC, presented a development agreement for the property located at 1800 N 4300 W. During the work session, commissioners discussed the requested

modifications within the development agreement, including reduced side yard setbacks and adjustments to the roadway width to match Clinton City improvement. Bryn MacDonald noted that the agreement also included architectural elevations and design standards. Staff explained the proposal did include an increased park strip width.

Commissioners discussed how the current proposal differed from the originally approved concept plan. Bryn MacDonald explained the original R-4 zoning allowed up to eight units per acre and that the previously approved concept consisted of approximately 72 townhome units. With the revised proposal the density was reduced to approximately 5.8 units per acre. Ms. Richards clarified the new plan contained approximately 54 total units (comprised of townhomes and single-family units) and also noted the townhome buildings were proposed with approximately 15 feet between structures, which exceeded the eight-foot spacing previously required under the old code.

Commissioner Wade asked whether the single-family homes in the development would primarily be two-story homes, and staff confirmed they would. Commissioner Roubinet acknowledged concerns about the reduced five-foot setbacks, particularly with two-story homes, but stated he felt more comfortable with the revised proposal because it significantly reduced the overall density and included more single-family homes instead of the previously approved all-townhome layout. He also noted that the applicant could potentially still proceed under the previously approved higher-density concept if the requested modifications were denied.

a. Public hearing

There were no public comments made.

Commissioner Norton motioned to close the public hearing

Commissioner Hymas seconded the motion

All voted aye.

b. Action

There were no additional comments from the Planning Commission.

Commissioner Hymas recommended approval of the proposed development agreement for property located at approximately 1800 N 4300 W, including the requested modifications to side yard setbacks, roadway cross sections, and forward this item to the City Council for consideration. Commissioner Norton seconded the motion.

Commissioner Hymas – Aye

Commissioner Farnsworth – No

Commissioner Taylor – Aye

Commissioner Norton – Aye

Commissioner Wade – Aye

Commissioner Roubinet – Aye

Motion passed as recommended approval 5:1.

12. Staff Update

Bryn MacDonald stated the items approved at this meeting will be on the City Council agenda the following week. She noted the Parker Place subdivision is scheduled for a public hearing before the City Council. She stated the City Council approved the Gardner rezone located on 700 S and the Ivy Meadows rezone. With those approvals, the projects will return to the Planning Commission for preliminary plat review at an upcoming meeting, along with the Crystal Court preliminary plat review. She also stated the Planning Commission will continue discussion on the sign code and code amendments related to accessory dwelling units due to changes in State Code.

13. Planning Commission Comments

Commissioner Wade expressed appreciation for city staff and reflected on being grateful for the freedoms residents have to meet, discuss issues, and work together to improve the city. He stated that despite some comments made online, the Planning Commission is not there to force people to do things, but rather to openly discuss matters and make the city better. He also commented on the nation approaching its 250th anniversary and thanked staff for all they do for the city.

Commissioner Hymas echoed Commissioner Wade's comments and expressed appreciation for Commissioner Farnsworth's comments during the meeting. He stated he appreciated that the Planning Commission can have differing opinions without becoming an echo chamber and can still work respectfully together. He stated the Commission ultimately works together to do what is best for the city.

Commissioner Farnsworth stated no comment.

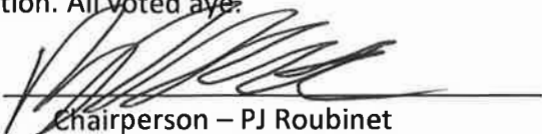
Commissioner Norton stated he agreed with the comments that had previously been made by the other commissioners.

Commissioner Taylor stated no comment.

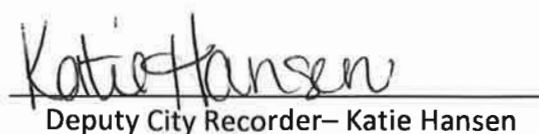
Commissioner Roubinet thanked city staff and specifically thanked Boyd Davis for attending the meeting. He echoed Commissioner Hymas' comments regarding the importance of respectful disagreement and stated commissioners should feel comfortable voting the way they believe is appropriate as long as they have reasoning behind their decisions. He commented that discussion is important because differing viewpoints can raise issues others may not have considered. Commissioner Roubinet also thanked Commissioner Farnsworth for conducting the last Planning Commission meeting in his absence and for helping organize plans for the Fourth of July activities. He stated he was looking forward to the event and felt the planning discussions had been productive.

14. Adjournment

Commissioner Hymas motioned to adjourn the meeting at 7:55 pm. Commissioner Wade seconded the motion. All voted aye.



Chairperson – PJ Roubinet



Deputy City Recorder– Katie Hansen