



3200 W 300 N, West Point, UT 84015
801.776.0970

West Point City
Planning Commission Agenda
July 9, 2026
WEST POINT CITY HALL
3200 W 300 N WEST POINT, UT

IF UNABLE TO ATTEND IN-PERSON, CITIZEN COMMENT MAY BE EMAILED PRIOR TO khansen@westpointutah.gov

- **Subject Line:** Public Comment – July 9, 2026, Planning Commission Meeting

- **Email Body:** **Must** include First & Last Name, address, and a succinct statement of your comment.

WORK SESSION – 6:00 PM

Open to the public

1. Discussion of proposed rezone for property located at 3763 W 1800 N
2. Discussion of proposed text changes regarding Accessory Dwelling Units
3. Review of agenda items
4. Other items

GENERAL SESSION – 7:00 PM

Open to the public

1. Call to Order
2. Pledge of Allegiance
3. Prayer/Thought *(Please contact the Clerk to request meeting participation by offering a prayer or inspirational thought)*
4. Disclosures from Planning Commissioners
5. Public Comments *(Please state your name and city at the podium before commenting. Limit comments to 2½ minutes.)*

Administrative Items

Administrative items are reviewed based on standards outlined in the ordinance. Public comment may be taken on relevant and credible evidence regarding the application's compliance with the ordinance.

6. Discussion and consideration of a conditional use for a 1,800 square foot building on property located at 855 N 4000 W; *BHD Architects representing LDS Church, applicant*
7. Staff Update
8. Planning Commission Comments
9. Adjournment

Posted this 3rd day of July, 2026



Katie Hansen, Deputy City Recorder

If you plan to attend this meeting and, due to a disability, will need assistance in understanding or participating therein, please notify the City at least twenty-four (24) hours prior to the meeting and we will seek to provide assistance.

Certificate of Posting

The undersigned, duly appointed Deputy City Recorder, does hereby certify that the above notice and agenda was posted within the West Point City limits on this 3rd day of July, 2026, at the following locations: 1) West Point City Hall Noticing Board 2) the City website at <http://www.westpointutah.gov>

3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>

Katie Hansen, West Point City Deputy Recorder

Planning Commission Staff Report



Subject: Discussion – Rezone & Site Plan
Author: Troy Moyes
Department: Community Development
Date: July 9, 2026

Background

Brent Neel, representing Wagstaff Investments LLC, is requesting discussion with the Planning Commission regarding a potential rezone of property located at 3763 West 1800 North from A-40 (Agricultural) to C-C (Community Commercial). The discussion will also include review of a conceptual site plan associated with the proposed development of the property.

The subject property consists of approximately 4.031 acres. According to the applicant, the property is owned by Wagstaff Investments LLC, an affiliated company of Holiday Oil. The applicant has indicated that the proposed rezone would facilitate future commercial development of the site.

This item is being presented for discussion purposes only. No formal action or recommendation will be requested from the Planning Commission at this time.

Process

The rezone process requires the Planning Commission to hold a public hearing to gather public input and review the merits of the request. Following the public hearing, the Planning Commission will forward a recommendation to the City Council for consideration. The City Council is the final decision-making authority on rezoning requests.

The proposed site plan will also be reviewed by the Planning Commission. While site plan approval is an administrative process, the Planning Commission will provide a recommendation to the City Council, which will make the final determination regarding the proposed development.

Analysis

The subject property is approximately 4.031 acres located at 3763 West 1800 North and is currently zoned A-40 Agricultural. The property is designated Commercial on the City's Future Land Use Map as a result of the General Plan amendment approved by the City Council in 2022.

The property fronts 1800 North (SR-37), a major transportation corridor within the community. The site is located immediately east of the future West Davis Corridor interchange at and is adjacent to the UDOT Park and Ride facility located directly to the west of the property. These transportation improvements have increased the visibility and accessibility of the site and were considerations during the General Plan amendment process.

The applicant is proposing to rezone the property to C-C Community Commercial and has provided a conceptual site plan for discussion purposes. The conceptual plan includes a convenience store, fuel canopy, and car wash associated with Holiday Oil.

The purpose of this discussion is to allow the Planning Commission an opportunity to review the proposed development concept and provide feedback prior to the submission of formal rezone and site plan applications.

Recommendation

No action is required at this time. This item is on for discussion only.

Attachments

Plans

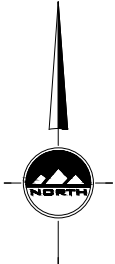
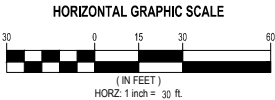
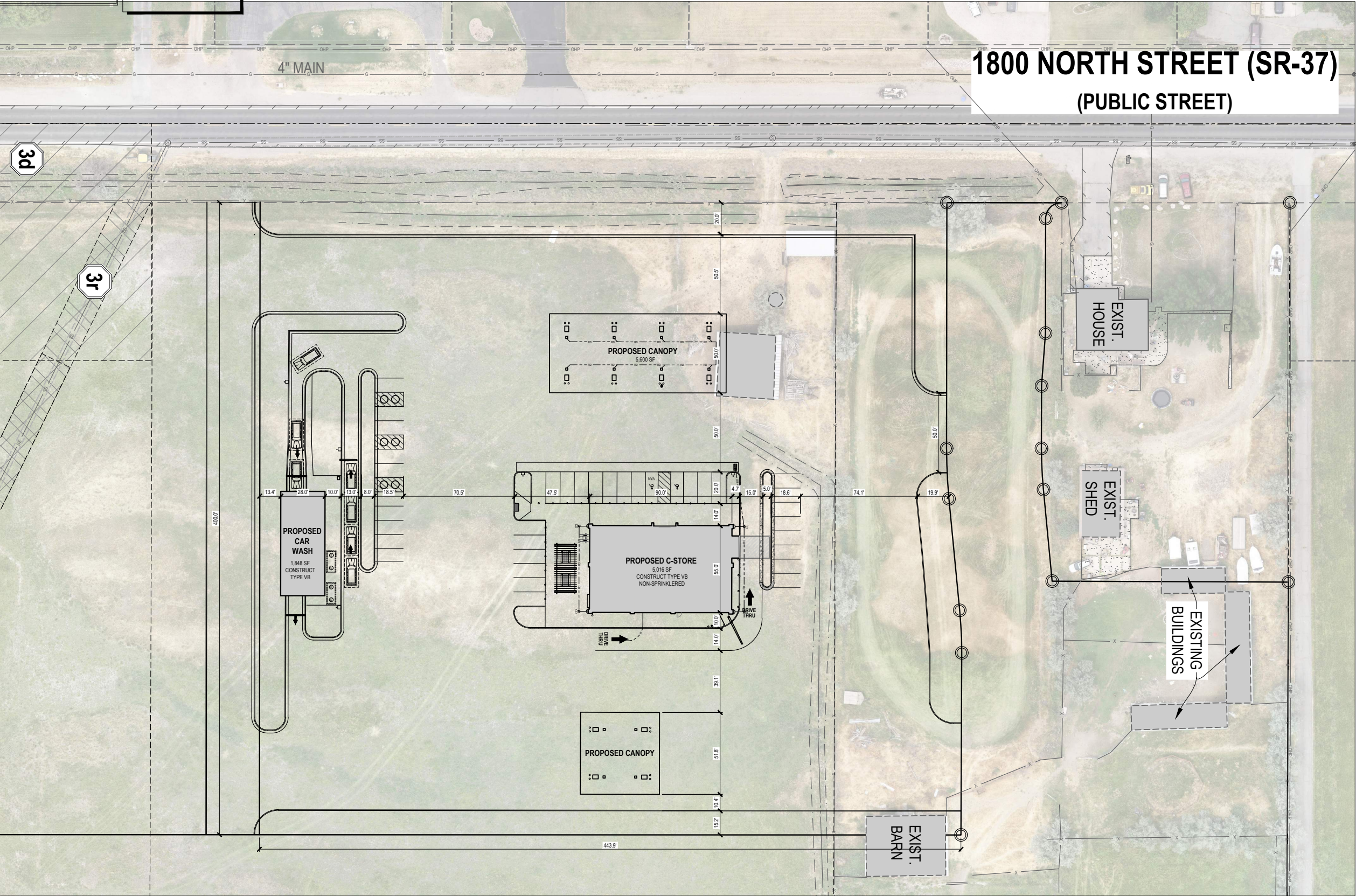
811

Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

NORTHWEST CORNER OF SECTION 35,
TOWNSHIP 2 SOUTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN
ELEV - 4943.07'





THE STANDARD IN ENGINEERING

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FOR:
HOLIDAY OIL
11747 Lone Peak Parkway, Suite 201
DRAPER CITY, UTAH

CONTACT:
SCOTT WAGSTAFF
PHONE: 801-973-7002



HOLIDAY OIL
WEST POINT
3763 W 1800 N
WEST POINT, UTAH

SITE PLAN

PROJECT NUMBER
11067C

PRINT DATE
05-12-2026

PROJECT MANAGER
CD

DESIGNED BY
MB

C100

Planning Commission Staff Report



Subject: Discussion – Accessory Dwelling Unit Regulations
Author: Troy Moyes
Department: Community Development
Date: July 9, 2026

Background

The Utah Legislature (SB 284) recently adopted legislation intended to promote the development of detached accessory dwelling units (DADUs) throughout the state. The legislation requires municipalities meeting certain population thresholds to permit detached ADUs as a permitted use in qualifying residential areas and limits the regulations that may be imposed by local jurisdictions. West Point City's current ordinance identifies detached ADUs as a conditional use, which will require amendments to bring the City's regulations into compliance with state law.

West Point City's current ADU regulations are contained in West Point City Code Section 17.70.060. Since adoption of the ordinance, the City has processed approximately five ADU applications and has received additional inquiries regarding ADU development. Through that experience, staff has identified several regulations that may warrant additional discussion as the ordinance is updated.

Process

Any proposed amendments to the City's ADU regulations would require a public hearing before the Planning Commission and a recommendation to the City Council. The City Council would be the final decision-making authority regarding amendments to the zoning ordinance.

Analysis

The primary purpose of this discussion is to review amendments necessary to comply with recent changes in state law regarding detached accessory dwelling units. As part of that discussion, staff would also like feedback from the Planning Commission regarding other provisions of the current ordinance that may create barriers to ADU development or could benefit from clarification. These items may include regulations related to unit size, setbacks, placement on the property, parking requirements, and other development standards contained in the current ordinance.

Recommendation

No action is required at this time. This item is on for discussion only.

Planning Commission Staff Report

Subject: CUP Accessory Building – 855 North 4000 West
Author: Troy Moyes, City Planner
Department: Community Development
Date: July 9, 2026



Background

BHD Architects, representing the LDS Church, is requesting a Conditional Use Permit to construct an 1,800-square-foot accessory building (pavilion) on their property located at 855 North 4000 West. The property measures 4 acres, which is equivalent to approximately 174,240 square feet. According to West Point City Code 17.70.030(A)(5), all accessory buildings that exceed 1,500 square feet, regardless of the lot size, require a conditional use permit.

Process

Conditional Use Permits are administrative decisions and should be approved if the application meets the applicable standards in the West Point City Code. The City may impose reasonable conditions to mitigate potential impacts and ensure compatibility with surrounding properties.

The Planning Commission's role is to verify compliance with these standards and determine whether the proposal will not be detrimental to the health, safety, or general welfare of the community. Any conditions should be limited to those necessary to mitigate reasonably anticipated detrimental effects, consistent with WPCC 17.40.

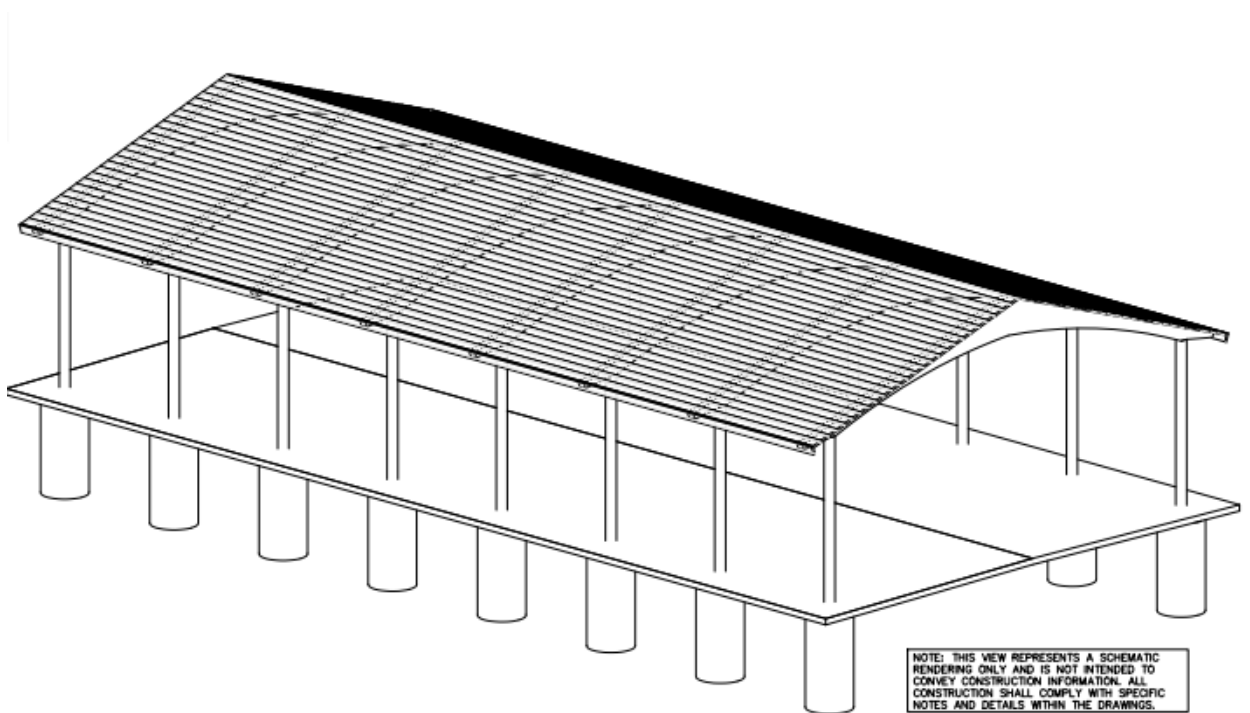
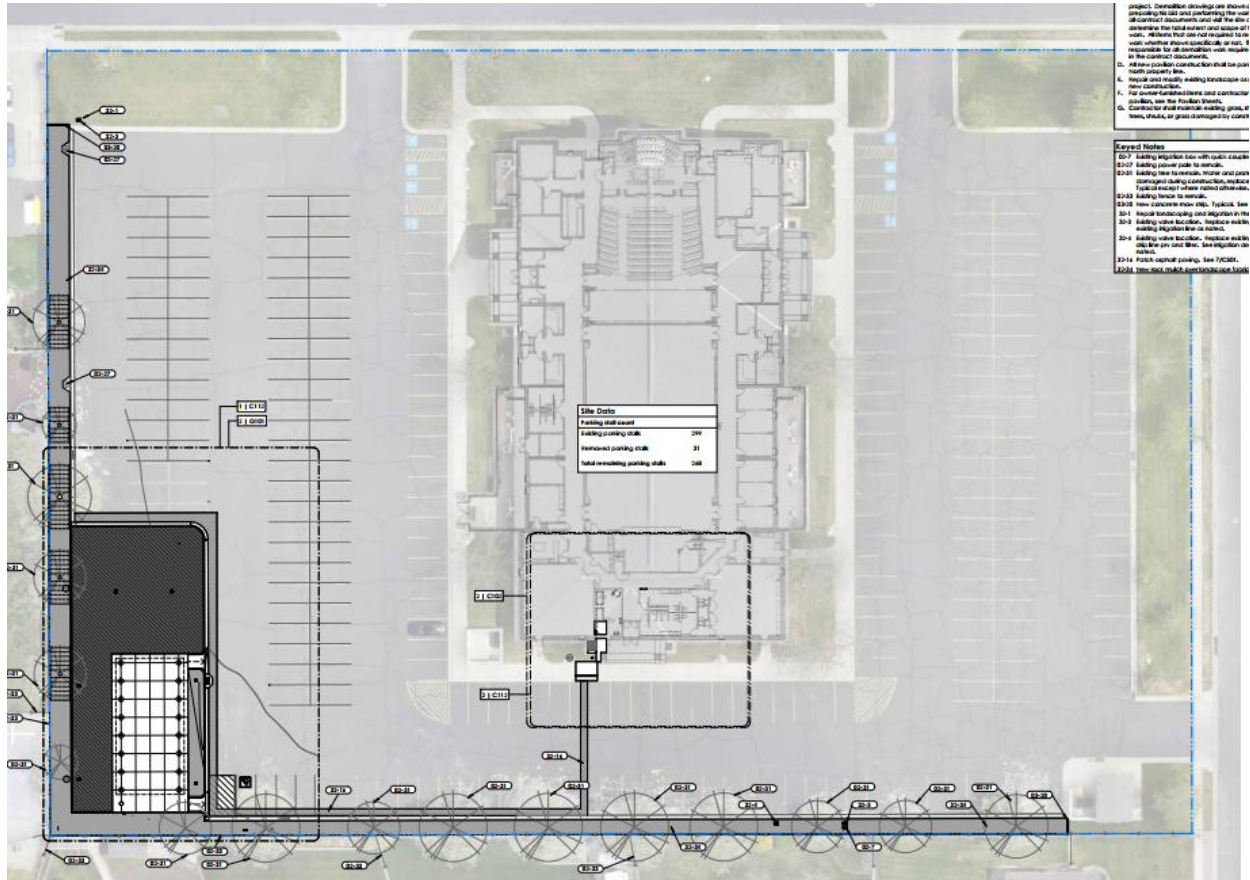
Analysis

The table below lists the relevant standards for this application as outlined in WPCC 17.70.030:

Accessory Buildings		
Standard	Required	Proposed
Accessory buildings shall not occupy more than 10% of the total lot area	$\leq 10\%$	1%
Minimum lot size for taller structures (sq ft)	$\geq 21,780$	174,240
Max structure height	$\leq 25'$	13'
Not closer than 5' from the main building	$\geq 5'$	150'
Must not be closer than 15' from any dwelling structure on the adjacent lot.	$\geq 15'$	40'
Side yard setback	$\geq 5'$	15'
Rear yard setback	$\geq 10'$	10'

As shown in the table above, the proposed accessory building meets the applicable standards for lot coverage, height, and setbacks.

The building exceeds the 1,500-square-foot threshold requiring a Conditional Use Permit but remains within the allowable lot coverage. The proposed height and setbacks also meet the requirements outlined in City Code. The proposal meets the requirements of WPC 17.70.030.



Recommendation

Staff recommends approval of the Conditional Use Permit for BHD Architects, representing the LDS Church, to construct an 1,800-square-foot pavilion on their property located at 855 North 4000 West, subject to compliance with all applicable City standards.

Suggested Motions

- Approve: I make a motion to *approve* the conditional use request for BHD Architects, representing the LDS Church to construct a 1,800-square-foot pavilion on their property located at 855 North 4000 West, with the following conditions (if any)...
- Deny: I make a motion to *deny* the conditional use request for BHD Architects, representing the LDS Church to construct a 1,800-square-foot pavilion on their property located at 855 North 4000 West. This decision is based on the applicant's inability to comply with applicable City standards and/or reasonable conditions as outlined.
- Table: I make a motion to *table* the conditional use request for BHD Architects, representing the LDS Church to construct a 1,800-square-foot pavilion on their property located at 855 North 4000 West, until (date of meeting) [*explain why the item needs to be tabled*].

Attachments

Plans