3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
WEST POINT CITY HALL
April 21st, 2026

Mayor:
Brian Vincent
City Council:
Trent Yarbrough, *Mayor Pro Tem*
Jerry Chatterton
Annette Judd
Michele Swenson
Jeremy Strong
City Manager:
Kyle Laws

Administrative Session
6:30 PM

Minutes for the West Point City Council Administrative Session held on April 21, 2026, at 6:30 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 813 8681 6987 at https://zoom.us/join or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Trent Yarbrough

EXCUSED: Council Member Jerry Chatterton and Council Member Jeremy Strong

CITY EMPLOYEES PRESENT: Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: Kyle Laws, City Manager

VISITORS PRESENT: Tim Gooch and Lacy Richards. No sign-in is required for those viewing online.

1. **Discussion Regarding a Rezone Request & Development Agreement for Property Located at Appx. 1800 N 4000 W (*Foothill Ditch, Applicant*) – *Mrs. Bryn MacDonald***

Mrs. MacDonald presented the proposed rezone request and development agreement for the property located near 1800 North and 4500 West, also referred to during the discussion as Heritage Trails/Foothill Ditch/Wilson Homes. She stated that the property had been under discussion for several years and that the original application was submitted in 2022. Because the application was submitted under the prior General Plan and zoning regulations, the project is vested under the former R-4 zone, which allowed up to eight units per acre.

Mrs. MacDonald reviewed the previous concept plan, the plan shown to the Council approximately one month earlier, and the revised plan presented at this meeting. She explained that the applicant had responded to Council feedback by removing several of the small private lanes and turning many of the lots to face the public road. The revised plan reduced the proposed density by three units from the prior version and showed a density of approximately 5.7 units per acre, which is below the eight units per acre allowed under the former R-4 zone.

The concept plan included both single-family lots and townhome units, with some of the townhomes appearing as four-plex style buildings. Staff stated that the project is proposed to include up to 53 units, consisting of 29 single-family lots and 24 townhome units. The plan showed minimum lot sizes of approximately 3,800 square feet and minimum lot frontages of approximately 38 feet, with several lots shown wider than the minimum. Mrs. MacDonald noted that, under the former R-4 zone, single-family and multifamily residential uses were allowed, private lanes were allowed, there was no minimum lot size, and there was no owner-occupancy requirement. The proposed development agreement would include a requirement that 30% of the units be owner occupied.

Mrs. MacDonald explained that the project would still be required to proceed through the subdivision and site plan review process, including Planning Commission review. The development agreement would vest the project up to the 53 units shown on the concept plan, subject to the project meeting applicable engineering and code requirements. She stated that the agreement also included architectural standards for the single-family homes and attached elevations for the townhomes.

Staff reviewed the requested exceptions that would be included in the development agreement. The requested exceptions included reduced setbacks, including a 23-foot garage setback rather than 25 feet, five-foot side yards rather than eight feet, 15-foot rear yards rather than 20 feet, and 10-foot corner setbacks rather than 20 feet. The applicant also requested a minimum townhome size of 900 square feet rather than the 1,200 square feet required by the former R-4 zone, the option for one-car garages, a 20-foot private lane rather than the City's 25-foot private lane standard, use of the Clinton City road cross-section in order to match the portion of the project located in Clinton, and acceptance of the open space shown on the concept plan as satisfying the open space requirement once the plan is finalized.

The Council discussed the road cross-section, private lane width, driveway depth, and whether the plans showed asphalt width or included curb measurements. Mr. Davis and the applicant discussed the need to confirm the measurements with the project engineer and whether design changes, such as a different drainage approach, could provide additional usable width. Council Members also discussed the proposed open space calculation, noting that the preliminary calculation appeared to be slightly above 30%, but that the language in the agreement should be clear.

Council Members asked questions regarding the proposed HOA structure, maintenance of common areas, frontage landscaping, trails, parks, and whether the townhomes would have a sub-HOA for additional maintenance. Staff also discussed access through the Salt Grass project and the Weaver parcel, the need to cross the canal, and how the adjacent Archuleta parcel could potentially develop in the future. Council Member Judd asked Staff to look into owner-occupancy requirements and lending guidelines, including whether a different percentage would better support FHA eligibility for the type of housing proposed.

Mrs. MacDonald stated that the item was scheduled to go to the Planning Commission for discussion later that week and that the Planning Commission would then hold a public hearing on the development agreement because the requested exceptions require public hearings before both the Planning Commission and City Council. Staff will bring the Council's questions and concerns to the Planning Commission for further discussion.

2. Other Items

No other items were discussed.

The Administrative Session adjourned.

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General Session

7:00 PM

Minutes for the West Point City Council General Session held on April 21, 2026, at 7:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 813 8681 6987 at https://zoom.us/join or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Trent Yarbrough

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CITY EMPLOYEES PRESENT: Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: Kyle Laws, City Manager

VISITORS PRESENT: Tim Gooch, Lacy Richards, Michelle Day, Jaxton Boone, Jennifer Struhs, Mark, Mary & Travis Montgomery, Tash Montgomery, and Gage Staley. No sign-in is required for those viewing online.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** – Given by Council Member Swenson
4. **Communications and Disclosures from City Council and Mayor**

   Council Member Yarbrough – None

   Council Member Judd – None

   Council Member Swenson – Explained that Mosquito Abatement has not been able to begin spraying because temperatures have not consistently remained above 50 degrees in the morning, and that spraying is only effective under the appropriate conditions. She stated that residents may contact Mosquito Abatement to request spraying in specific areas and thanked residents for their patience.

   Council Member Chatterton – Absent

   Council Member Strong – Absent

   Mayor Vincent – None

5. **Communications from Staff**

   Mr. Davis reminded the Council that the Staff/Council lunch was scheduled for Tuesday, April 28, at 12:00 PM. A Complete Cemetery Cleaning is also coming up on May 7th. All decorations at the cemetery need to be removed before that date.

6. Citizen Comment

Michelle Day – 1800 N, West Point: Addressed the Council regarding the Horizon Junior High recreation facility. She stated that residents deserve clarity about what was promised, what was funded, and what residents are actually receiving. She referenced the interlocal agreement approved by the Council on August 19, 2025, and stated that the agreement provides the City with exclusive use of the gym, indoor track, weight area, and dance studio from 5:30 PM to midnight on school days and all day on weekends and non-school days, with primary use of the facility during the summer. She also referenced the May 6, 2025 bond documents and the June 17, 2025 bond rating discussion, stating that the public was told the project was a community recreation facility and that bond repayment had begun. She stated that residents are now being told the facility will only be open when programs are running and that there is no staffing to support regular facility access. Ms. Day asked the Council to publicly reaffirm whether the City intends to honor the access schedule in the interlocal agreement, direct Staff to present a clear operational and staffing plan, and provide a timeline for regular and predictable resident access.

Mark Montgomery – 4500 West, West Point: Stated that he has lived in the area for 61 years. He expressed concern about the proposed development near 700 South and 4500 West, stating that he believes there is only one way in and out despite references to two access points. He stated that he is concerned about the City's responsibility if a vehicle crashes into his home or if someone is killed on the corner, and that based on his own past experience with a fatal incident, he does not think he could be as forgiving as others have been.

Tash Montgomery – 4500 West, West Point: Regarding the proposed Carlisle and Gardner Ridge developments, stated that he has had to watch his parents be affected by this issue for six years, just waiting for the City to come and take their property. He questioned where in America that is supposed to happen and expressed frustration with the length and impact of the process on his family.

Jennifer Struhs – 700 South, West Point: Addressed the Council regarding both the Carlisle and Sunset Ridge projects. She stated that although the projects are being considered separately, they involve the same developer and the same entry and exit, and she expressed concern that the proposals exceed the International Fire Code by 156%. She stated that court records from September 2025 gave West Point City the rights and responsibilities for 700 South, and that with that responsibility comes a legal and moral obligation to ensure residents are safe. She expressed concern about the proposed road alignment near the Montgomery home, lack of sidewalk on one side, school bus and fire truck access, potential litigation, and whether 700 South should be treated as a major collector road when it is a dead-end road. She asked the Council to table the item until the City Engineer provides a transparent study on how the proposal will impact 4500 West and the safety of the intersection.

7. Consideration of Resolution No. 04-21-2026A, Approving the 2025 Municipal Wastewater Planning Program Annual Report – *Mr. Kasey Gibson*

Mr. Gibson presented the 2025 Municipal Wastewater Planning Program Annual Report. He explained that the annual report is a program established by the Utah Department of Environmental Quality to help cities evaluate and maintain awareness of their wastewater collection and treatment facilities. He thanked the Engineering Department and Finance Department for their assistance in compiling the report.

Mr. Gibson stated that the City has just under 50 miles of sewer pipe and that the financial health of the system remains good. He noted that the report identifies a 30-inch line as the largest diameter pipe in the system and explained that the line may eventually be transferred to North Davis Sewer District. He also reported that the annual manhole inspections were completed by Carson Evans, who found and documented several items that Staff was able to address.

Mr. Gibson reviewed inspection findings, including two known hot spots that were cleaned and continue to be monitored, isolated issues near 4950 West and 5000 West that were resolved through pipe repair and sludge removal, and two previously unmapped manholes that were discovered and added to the City's system. He explained that one inspection located a significant infiltration issue near the 300 North lift station, and that the City hired CNL Water Solutions to repair the issue. The repair substantially reduced water entering the lift station and improved response time.

Mr. Gibson stated that the City continues to map and maintain the sewer system, and that Zane has done a good job keeping the system updated as new subdivisions are installed. He also stated that the City has six certified operators, and that Staff will continue working to update the sewer system safety plan and sewer system management plan. He stated that Staff also plans to continue identifying older concrete pipe that could cause future problems. Staff recommended approval of the resolution.

The Council had no further questions or concerns.

Council Member Swenson motioned to approve Resolution No. 04-21-2026A
Council Member Yarbrough seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

8. Consideration of Approval of a Site Plan Amendment for the Salt Grass Townhomes – Mr. Bryn MacDonald

Mrs. MacDonald presented the site plan amendment for the Salt Grass Townhomes, located at the corner of 1800 North and 4500 West. She explained that the project is currently under construction on the first phase and was originally approved several years earlier for up to 132 townhome units. Because there were potential wetlands on the west side of the property, the developer initially moved forward with 116 units and removed the units from that area. Since then, the wetlands were determined to be non-jurisdictional, allowing the developer to use that property and request approval to add the remaining units back into the project.

Mrs. MacDonald reviewed the revised plan and stated that the development agreement allows 132 units. She explained that the entrance road has been shifted slightly south and that the applicant added additional visitor parking in response to the Council's discussion at the prior meeting. The revised plan includes two parking areas on the east side and eight additional parking spaces on the west side. She also reviewed the preliminary plan for the 4500 West realignment, which now shows the realignment occurring on the south side of 1800 North rather than through the property as originally anticipated.

Mrs. MacDonald stated that because 4500 West will no longer be realigned through the property, the developer will now be required to install the fence, landscape buffer, park strip, and sidewalk along 4500 West. She reviewed the conditions of approval, including that the interior units of phase two may be built first, but the park must be completed before the outer units are built; the HOA must maintain the stub road on the northeast side of the subdivision until the connection to the Hoel-Nielsen Homes property is completed; a six-foot vinyl fence must be installed along the east property line near the canal; the developer must construct the fence, landscape buffer, park strip, and sidewalk along 4500 West; and the required improvements along 1800 North must be completed as part of phase two.

Council Members asked questions about the improvements along 1800 North, whether the developer would widen the road to the final limit, and what type of fencing would be installed near the 1800 North and 4500 West intersection. Staff discussed the need for any fence to comply with clear-view requirements, particularly because the intersection is expected to be signalized. The Council also confirmed that the added parking shown on the revised plan addressed the concern discussed at the prior meeting.

No further questions or concerns were raised.

Council Member Judd motioned to approve the Site Plan Amendment, subject to the conditions as stated
Council Member Yarbrough seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

9. Consideration of Resolution No. 04-21-2026B, Approving a Development Agreement Property Located at 4762 W 700 S from A-40 to R-1 (*Gardner Sunset Ridge, Applicant*) – *Mrs. Bryn MacDonald*

Mrs. MacDonald presented the development agreement and rezone request for property located on 700 South. She explained that a public hearing had been held at the previous meeting, and the items before the Council now are for further discussion and possible action. The property is currently zoned partially R-1 and partially agricultural, and the applicant is requesting that the remaining property be rezoned to R-1, consistent with the General Plan. The proposed concept plan includes 37 lots at approximately 2.17 units per acre, which is below the 2.2 units per acre allowed in the R-1 zone.

Mrs. MacDonald stated that 700 South has been part of an ongoing discussion and that a recent court ruling found 700 South to be a public right-of-way, which allowed the subdivision process to move forward. She explained that the development agreement does not include exceptions and therefore did not require an additional public hearing. The agreement states that the project may include up to 37 lots, provided that the subdivision meets all code requirements and proceeds through the normal subdivision review process before the Planning Commission. The agreement also includes the concept plan and the City's typical architectural standards, including minimum home sizes, a two-car garage requirement, and exterior material requirements such as brick, stone, or Hardie board.

Mrs. MacDonald reviewed the access discussion and stated that the North Davis Fire District had provided a letter indicating that it would count the access from 700 South as one access point and the future connection through the adjacent Carlisle/Kawaguchi property as a second access point. Based on that letter, the applicant could build 30 lots from the 700 South access but could not complete the remaining lots until the second access through the adjacent subdivision is constructed. Staff explained that the adjacent property has already been rezoned and has submitted a subdivision application for approximately 18 lots, although that number could change.

Staff also discussed the width and classification of 700 South. Mrs. MacDonald stated that the court ruling identifies a 66-foot road, which is consistent with a collector road, and that the developer has agreed to construct the full width of asphalt. Staff stated that the minor collector road standard includes 42 feet of asphalt, with shoulders that allow on-street parking and two travel lanes. Mr. Davis explained that collector roads are intended to collect traffic from local residential roads and that the additional width provides more capacity and allows cars and emergency vehicles more room to pass. He also noted that the exact cross-section near the Montgomery property may need to be modified to fit within the right-of-way, but that the full width of asphalt could be included in the development agreement if the Council approved the item.

The Council discussed whether 700 South should be treated as a single access point, whether more than 30 lots should be allowed before another access to 4500 West is available, and how the fire code should be interpreted. Mr. Davis stated that the Fire Marshal is the official responsible for interpreting the fire code and that the Fire Marshal's letter indicated he was comfortable with two access points off 700 South because of the wider collector road and the potential for future stubs to the north. Council Members discussed examples of other roads or subdivisions in the City, including Island Vista, 700 South, 800 North, and 1300 North, and whether those examples were comparable.

Council Member Yarbrough expressed concern about approving additional development without another way out to 4500 West, especially in the event of an emergency or accident at the 700 South and 4500 West intersection. Mayor Vincent asked whether the 30-lot limit was based on fire safety, traffic, or access, and questioned what would happen if 700 South were blocked by emergency vehicles while another resident needed emergency response. Council Member Judd stated that the Council should also consider how similar situations have been handled elsewhere in the City and whether the same type of single-access issue exists in other subdivisions, including some multifamily developments.

Representatives of the applicant stated that they recognize 700 South is currently a dead-end road and that they have spent significant time working with the Fire Marshal to obtain the approval letter. They stated that the applicant understands that no more than 30 lots may be completed until the required second access is available, and that they have explored other access options. They explained that a future connection to SR-193 requires coordination with other landowners and UDOT, and that UDOT will not allow an earlier connection before reaching SR-193. The applicant also stated that widening 700 South to the collector road standard will improve safety by moving traffic farther away from the existing home and improving the ability to turn and travel along the road. The applicant further stated that they have begun coordinating with Rocky Mountain Power regarding relocation of power poles necessary for the road improvements.

After discussion, the Council indicated that additional information from the Fire Marshal would be helpful before making a decision. Mr. Davis asked whether Staff should invite the Fire Marshal to the next meeting, and the Council indicated that Staff should do so.

Council Members stated that they wanted the Fire Marshal to address the difference between 30 and 37 lots, the reasoning behind the Fire Code limit, and how emergency response would be handled if 700 South were blocked.

Council Member Yarbrough motioned to table Items 9 and 9.1 to allow Staff to obtain additional information and invite the Fire Marshal to attend the next available meeting
Council Member Judd seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

9.1. Consideration of Ordinance No. 04-21-2026A, Approving a Rezone of Property Located at 4762 W 700 S from A-40 to R-1
This item was discussed together with Item 9.

Council Member Yarbrough motioned to table Items 9 and 9.1 to allow Staff to obtain additional information and invite the Fire Marshal to attend the next available meeting
Council Member Judd seconded the motion
In Favor: All
Opposed: None
The Council unanimously tabled Items 9 and 9.1

10. Motion to Adjourn the General Session

Council Member Swenson motioned to adjourn
Council Member Yarbrough seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed.

APPROVED THIS 7 **DAY OF** July**, 2026:**

BRIAN VINCENT, MAYOR

CASEY ARNOLD, CITY RECORDER

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