



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY PLANNING COMMISSION MEETING MINUTES

AUGUST 13, 2026

WORK SESSION 6:00 PM

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

Planning Commission Excused: None

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

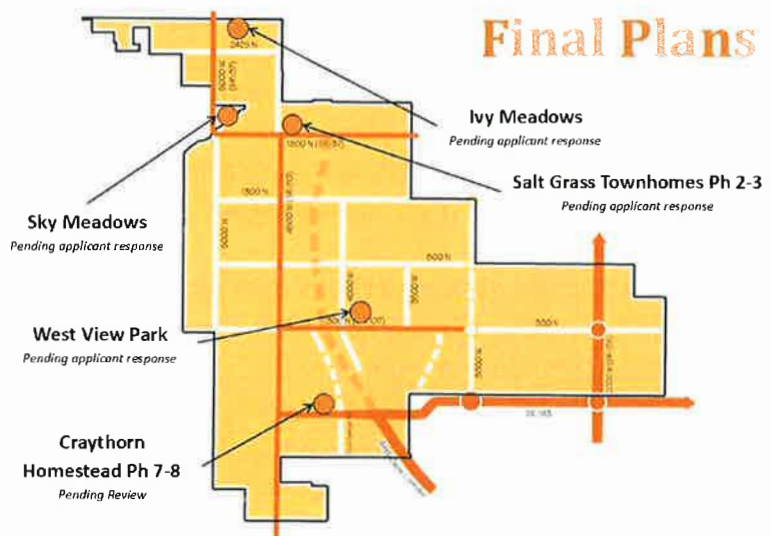
Visitors: Tim Gooch

1. Status review and update of subdivision applications

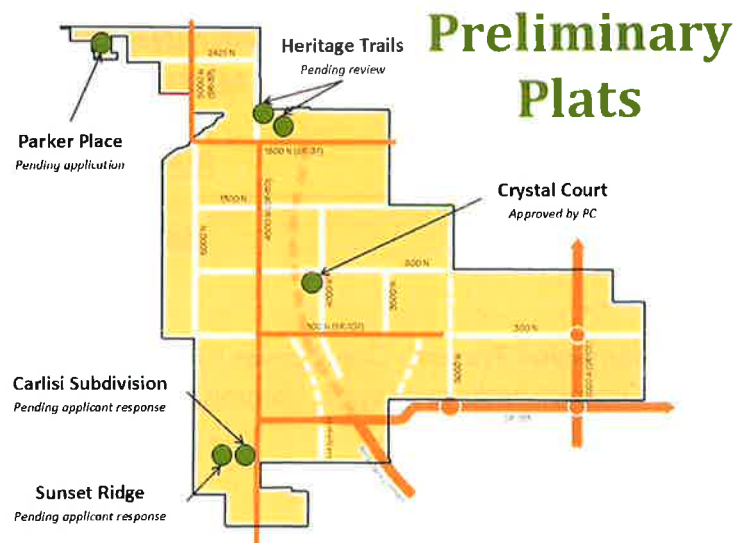
Troy Moyes provided an update on development activity, noting that many projects had moved from rezoning and preliminary approvals into the final review process. Final reviews focused primarily on engineering details, utility letters, and ensuring all requirements were met before pre-construction meetings and construction could begin.

Ivy Meadows was awaiting a response to staff review comments. Salt Grass Townhomes Phases 2 and 3 also required plan corrections and would complete the remaining development after Phase 1. Craythorn Homestead Phases 7 and 8 were under review while Phase 6 was being built. Westview Park Phase 1, Sky Meadows Phase 1, and Heritage Point Phase 1 were also in final review, with Heritage Point anticipated to begin construction soon.

Troy Moyes also reviewed projects expected to return to the Planning Commission for preliminary consideration. Parker Place had received its rezone approval from City Council and was preparing its application. Heritage Trails South,



located along 4500 W and extending into Clinton, had been rezoned and would require review under both the old and new R-4 zoning requirements. Its conceptual plans had already been adopted through a development agreement, and the project would return for site plan and preliminary approvals. Crystal Court had received Planning Commission approval but was stalled while water shares were being secured.



Sunset Ridge and the Carlisi subdivision on 700 S were awaiting responses to engineering issues before being presented to the Commission. Troy Moyes explained that drainage flowed west and that Sunset Ridge would either need to develop first or Carlisi would need easements through Sunset Ridge. Staff had also requested detailed plans showing the road's proximity to the Montgomery property. Sunset Ridge could potentially return for preliminary approval at the next meeting.

Commissioner King asked about the Jay Fisher property and City-owned property near SR-193. Troy Moyes stated that the Jay Fisher rezone had been recommended by the Planning Commission but was currently tabled by City Council while the applicant resumed discussions with Council members. Regarding the City-owned property, Bryn MacDonald stated that the City had a broker actively attempting to sell it, but potential interest appeared to be waiting until the freeway was completed. Troy Moyes added that the City was extending Cold Springs Road to 300 N as part of the freeway construction, creating a frontage road connection from 300 N to 700 S.

2. Discussion of proposed updates to the Sign Code

Bryn MacDonald reviewed proposed revisions to the City's sign code and explained that most of the changes focused on reorganizing and cleaning up the existing chapter rather than making substantive changes. She noted that sections were being reordered for clarity, the purpose statement was expanded, and sign-related definitions would be moved into the sign chapter so the regulations could be used as a complete standalone section.

Bryn MacDonald explained that a new provision regarding non-commercial speech was being added to help ensure the City did not favor one type of message over another. Under the proposed language, sign content would generally not matter as long as the sign complied with applicable size, location, setback, and other physical requirements. Existing permit requirements would remain, and provisions prohibiting signs on or over public property would be reorganized into their own section. She also reviewed exempt signs that would not require building permits, including real estate signs, address lettering, and flags.

The proposed code would also consolidate general sign provisions, including restrictions related to traffic hazards and clear-view areas near intersections and driveways. Bryn MacDonald reviewed an expanded list of prohibited signs, including abandoned signs, snipe signs, inflatable signs, signs resembling traffic signs, signs blocking ingress or egress, signs emitting smoke, reflective signs, roof signs, and signs placed without the property owner's permission. Commissioner Taylor asked about the definition of obscene signs, and Bryn MacDonald stated that the provision would rely on applicable federal standards.

Bryn MacDonald also presented a new section establishing more detailed requirements for electronic signs, including brightness, image changes, dimming at night, flashing, and prohibitions on strobe effects. Commissioner Hymas questioned the proposed 0.3-foot-candle standard, and Bryn MacDonald stated that the measurement appeared consistently in other cities' codes.

Commissioner Wade asked about individuals standing outside and twirling signs. Bryn MacDonald stated that she had not found similar regulations in other codes and believed the activity could be difficult to regulate, particularly when occurring on private property. Commissioner Taylor also asked about vehicles or trailers used primarily for advertising. Bryn MacDonald stated that vehicle signs were addressed in the proposed definitions and prohibited-sign provisions but agreed to further review how parked advertising vehicles should be treated. Troy Moyes noted the difficulty of regulating ordinary wrapped company vehicles, while Commissioner King suggested the distinction could depend on whether the vehicle was being parked and left specifically for advertising purposes.

Bryn MacDonald stated that the Commission would review the specific standards for permitted sign types at the next meeting, including allowable size and height. Commissioner King also asked about large spotlights used for events, and Bryn MacDonald stated that they fell under temporary signs and were not permitted.

3. Discussion of proposed updates to the code regarding Accessory Dwelling Units

Troy Moyes reviewed the City's accessory dwelling unit (ADU) regulations and explained that state law, through Senate Bill 284, required detached ADUs to be permitted rather than conditional uses. He noted that the City needed to make this change by October 1 and suggested using the required amendment as an opportunity to evaluate other ADU standards that had created challenges. Current limitations included a maximum size of 650 or 850 square feet depending on lot size, a minimum 10,000-square-foot lot, a 150-foot distance from the road, differing foot setback of an house and ADU, and a prohibition on ADUs above garages.

Commissioners discussed whether the regulations should be less restrictive. Troy Moyes explained that many requests were from residents wanting to house parents or family members and that applicants were often unable to proceed because of existing restrictions. Commissioner Farnsworth supported greater flexibility, noting that ADUs could provide an affordable housing option. Commissioner Wade also felt the current 800-square-foot limitation was restrictive. Troy Moyes stated that, based on his review of other cities, West Point's size limitation was among the lowest, with many communities allowing approximately 1,000 to 1,300 square feet or limiting the ADU to a percentage of the primary residence.

Commissioner Roubinet cautioned that the ordinance should consider what would happen if ADUs became common throughout the City rather than treating them as occasional exceptions. He raised concerns about parking, increased density, utilities, water shares, and the possibility of developers incorporating ADUs into new homes as a permanent rental income source. Commissioner Hymas expressed similar concerns regarding parking and rental use. Staff explained that an owner was required to live on the property, only one ADU was allowed per lot, and an additional off-street parking space was currently required. Bryn MacDonald stated that engineering staff had not identified utility capacity as a significant concern, while Troy Moyes noted that greater water use resulted in higher water charges.

The Commission also discussed lot size and setbacks. Commissioner Roubinet suggested that lot size alone might not be the best determining factor and that the ability to meet zoning setbacks could be more appropriate. Bryn MacDonald agreed that lot size might not matter if the ADU could meet the other requirements. Commissioner Norton supported allowing ADUs on smaller lots and favored using a percentage of lot size rather than a strict square-footage limit. Several Commissioners supported using the same setbacks as the underlying residential zone. Commissioner Hymas suggested allowing up to 10% of the lot while also establishing an overall size limitation. Commissioner Farnsworth supported a cap, suggesting that larger dwellings should instead be treated as a separate home or flag lot.

The Commission discussed allowing ADUs above detached garages. Bryn MacDonald noted that the Planning Commission had previously supported this, but City Council had removed the provision, possibly because of privacy concerns related to second-story windows overlooking neighboring properties. Commissioners questioned the distinction when detached garages and shops could already be built to similar heights. Commissioner Farnsworth also noted that incorporating a garage into an ADU could help address parking concerns. Troy Moyes stated that many applicants wanted a garage included with the ADU.

Troy Moyes also asked whether the Commission wanted to reconsider the 150-foot limitation from the road. He explained that the restriction was related to fire requirements and that ADUs located farther away could require additional measures such as fire sprinklers. Commissioner King stated that he was not opposed to allowing greater distances but wanted additional information regarding utility and engineering impacts. Based on the discussion, Troy Moyes indicated that staff had enough direction to begin preparing a draft ordinance addressing ADU size, setbacks, lot requirements, garages, and other regulations for further review.

4. Other items

Troy Moyes explained that the City's driveway standards contained a conflict. City code required driveways to be at least 20 feet from an intersection, while the Public Works standards required 50 feet. He noted that the 50-foot requirement created challenges for smaller and corner lots, particularly in newer developments where some lots were only 50 feet wide. Staff recommended eliminating the 20-foot requirement from City code and instead referencing the Public Works standards, which could be adjusted more easily by City Council through resolution.

Commissioners Wade and King clarified that the intent was not necessarily to establish 50 feet as the preferred standard, but to eliminate the conflicting requirements and provide one standard to

follow. Bryn MacDonald confirmed that the code would simply refer to the Public Works standards. Commissioner King asked whether alternative requirements could be addressed through a development agreement when a plat had limited space, and Troy Moyes confirmed they could.

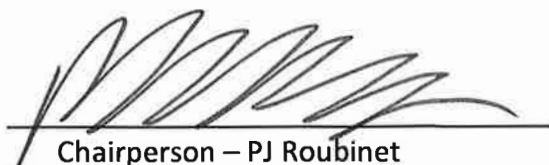
Troy Moyes also noted that the smaller lot widths in the R-4 zone had created unforeseen issues with driveway placement and public utility easements that staff would also need to address. Commissioner Norton asked how a property would be handled if it could not meet the required driveway distance. Troy Moyes stated that Boyd Davis could provide additional information at the next meeting and explained that the issue could potentially be addressed through a development agreement or other flexibility within the code. The Commission agreed to move forward with a public hearing on the proposed code change at the next meeting.

Commissioner Wade asked about the new sidewalk being constructed near 3500 W and 800 N and whether it was intended for children walking to school. Bryn MacDonald confirmed that a crossing and crossing guard were being added in the area, making the sidewalk necessary for children crossing there.

Commissioner Wade also raised concerns about pedestrian safety near 4000 W and 300 N, describing the area as dangerous due to the bluff, limited visibility, and turning traffic. Bryn MacDonald stated that improvements to 300 N would include a turn lane and sidewalk and that the City may need to consider adding a crossing guard. She explained that crossing guard placement was determined using factors such as the number of children and vehicles and roadway speed. The area had been evaluated previously without enough children to warrant a crossing guard, but a recent count identified approximately 12 or 13 children, and additional residential development had increased the need. Bryn MacDonald added that the City had received several requests for a crossing at 4000 W and 300 N. Commissioner Wade noted that the Leavitt development could also result in more children traveling through the area, and Commissioner King agreed that it was a difficult location.

Commissioner Wade asked about plans for the City cemetery. Katie Hansen explained that the City was not pursuing a cemetery expansion but was working on a niche wall along the east side of the north section for cremated remains. She stated that the project was with the landscape architect and, based on the most recent information, the design and engineering were approximately 60% complete.

It was explained that cremation had become more common as funeral costs increased, resulting in people purchasing full burial plots for urns. The proposed niche wall would provide individual spaces for cremated remains. Pricing had not yet been determined.


Chairperson – PJ Roubinet


Deputy City Recorder– Katie Hansen