



West Point City Planning Commission Agenda May 25, 2023 WEST POINT CITY HALL

Public notice is hereby given that the Planning Commission of West Point, Utah, will hold their regularly scheduled meeting at West Point City Hall at 3200 West 300 North.

The public may attend the meeting electronically by following the instructions below:

Join Zoom Meeting at: <https://us06web.zoom.us/j/82697485244>

Connect via Telephone: Dial 1(669) 900-6833 and enter **Meeting ID:** 826 9748 5244

Members of the public may also participate in the Public Comment item via email prior to the meeting

- **Email:** khansen@westpointcity.org
 - **Subject Line:** Must be designated as "Public Comment – May 25, 2023, Planning Commission Meeting"
 - **Email Body:** Must include First & Last Name, address, and a succinct statement of your comment.
-

6:00 PM Work Session - Open to the public

1. Disclosures from Planning Commissioners
2. Discussion regarding height of attached ADUs and additions
3. Discussion regarding a text change to the sign ordinance
4. Review of Agenda Items

7:00 PM General Session - 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
6. Approval of minutes from the March 23, 2023, Planning Commission meeting

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 applications compliance with the ordinance.

7. Discussion and consideration of a conditional use for a 2,400 square foot accessory building located at 3627 W 2000 N, Ty Vorwaller, applicant
8. Staff Update
9. Planning Commission Comments
10. Adjournment

Posted this 19th day of May, 2023

Bryn MacDonald

Bryn MacDonald, Community Development Director

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.



WEST POINT CITY PLANNING COMMISSION MEETING MINUTES

MARCH 23, 2023

WORK SESSION 6:30 PM

Planning Commission Present: Chairperson Jeremy Strong, Vice-Chairperson Scott Wolford, Commissioner PJ Roubinet, Commissioner Trent Yarbrough, and Commissioner Rochelle Farnsworth

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

City Council Representative Present: Michele Swenson

Visitors: Lee Wells, Craig Jacobsen, Doug Rich, Leslie Clifton, Greg Day & Rick Scadden (online)

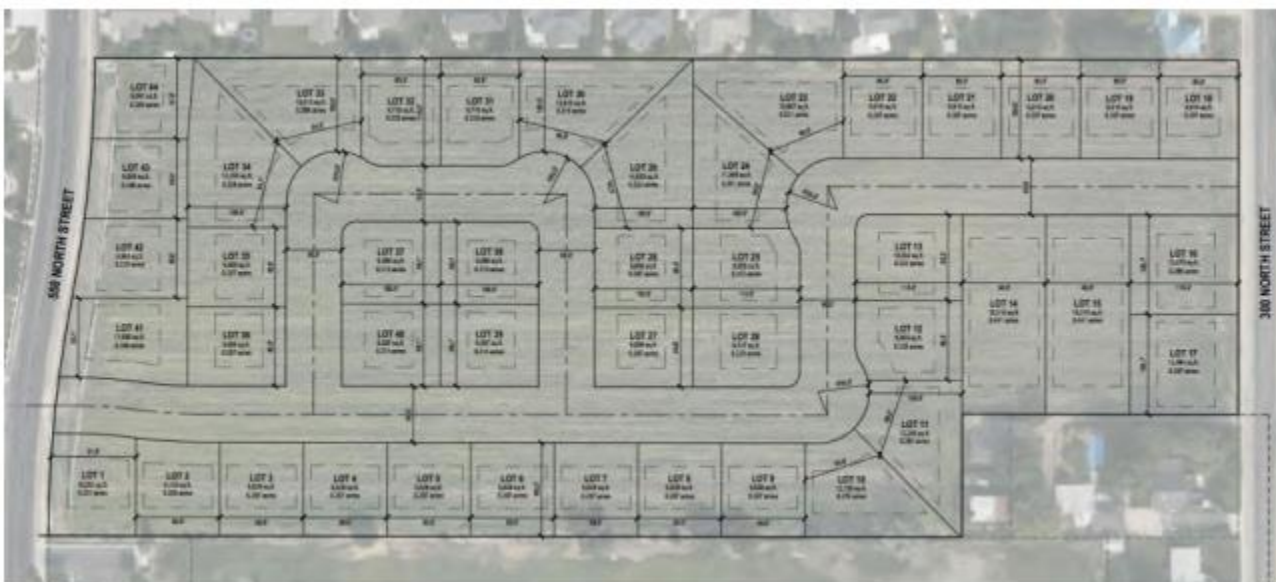
1. Disclosures from Planning Commissioners

There were no disclosures from the Planning Commissioners.

2. Discussion of pending applications

Bryn MacDonald stated Staff has received three applications in the last week. Each application has a few items to be worked out, but would like to have a discussion with the Planning Commission regarding them.

The first application is a rezone for 2600 W 300 N, Craythorne Development, applicant. This property was recently changed on the General Plan to R-2 and the Planning Commission at that time saw the concept plan.

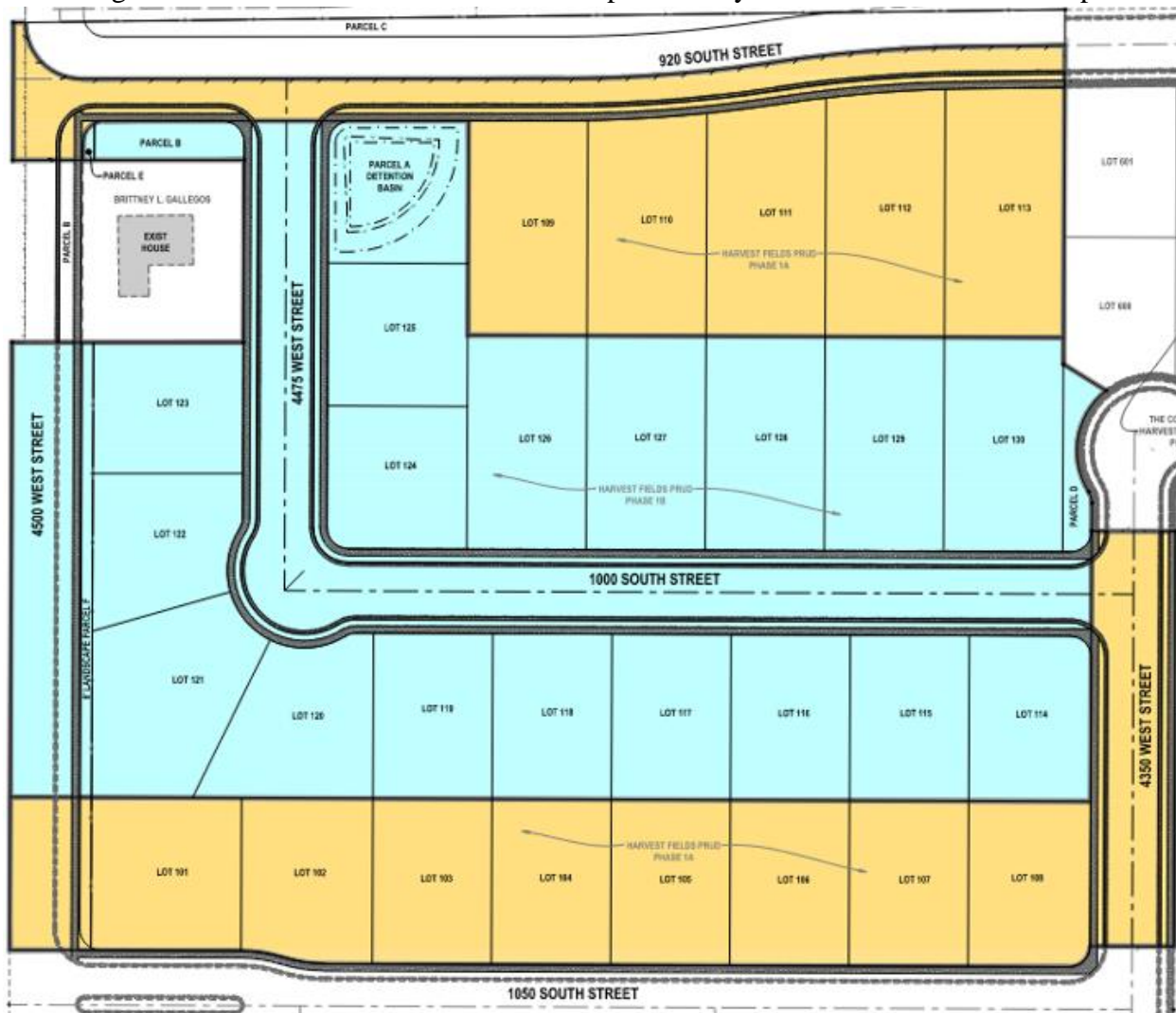


Scott Wolford stated he does not like the proximity of the new street exiting onto 300 N in relation to 2550 W. He asked if Staff would remind the applicant of this concern and if it the street could be moved further west, redesigning the southwest section.

Bryn MacDonald stated there will be a public hearing at the next meeting and due to it being a rezone, a development agreement is being asked to be submitted, but the applicant is asking for no exceptions.

The second application is for phase 3 of Bennett Century Farms, Craythorne Development, applicant. The applicant is requesting to go from R-1 to R-2. The General Plan has this area listed as R-2. The layout from the preliminary approval is not changing, only the setbacks. In an R-1, the front and rear setback is 30 ft. For R-2, the front and rear setback is 25-30 ft. The applicant is requesting the change to be able to build a bigger home with 25-ft setbacks. Rochelle Farnsworth asked if the street on 1300 N will be widened and Bryn MacDonald stated she will ask the applicant.

The third application is for Harvest Fields Phase 1, Capital Reef Management, applicant. This is the last phase as all other phases have been approved, in the construction process, or completed. Phase 1 already has preliminary and final approval, but the applicant is requesting to have this last phase broken into 2 phases, 1A (orange section below) and 1B (blue section below), and that is why the Planning Commission would need to amend the preliminary. The outside is considered phase 1A and



would be built first while the inside is phase 1B and would be built second. Jeremy Strong asked the reasoning behind this and Bryn MacDonald stated it is to help break up the infrastructure.

Lee Wells, Kaysville: Mr. Wells stated 1050 S is already in as it was associated with phase 2. He attended a meeting earlier in the day with Davis County School District working out a plan to build 920 S as they will share that road with the new junior high across the street. It made sense to them as developers to develop the outside lots first, then work on the inside.

Scott Wolford asked about the traffic flow on 920 S and how the junior high traffic will impact that road. Bryn MacDonald stated there is only one access on 4500 W and it exits out onto 700 S. There will be traffic in the morning accessing the junior high from 920 S, but it should only be for approximately 20 minutes.

The applicant is also requesting to reduce the setbacks from 25-ft to 20-ft in order to accommodate the active adult patio homes. Jeremy Strong asked if it is for front or rear setbacks and Mr. Wells stated it does not matter to them as they need an extra 5 feet. Jeremy Strong stated he would prefer the back as it is important to have the room in the front for driveways. Scott Wolford stated he would prefer to keep the 25-ft setback in the front. When you change to a 20-ft front setback, the driveway becomes shorter causing vehicles with hitches to extend into the sidewalk zone which creates walking hazards. Where this subdivision is located near a school, there will be kids walking on these sidewalks and he does not want to create that hazard.

3. Review of Agenda Items

Bryn MacDonald stated on the agenda is a public hearing for the Parks, Recreation, and Trails Master Plan. She asked if there were any questions and the Planning Commission had none.

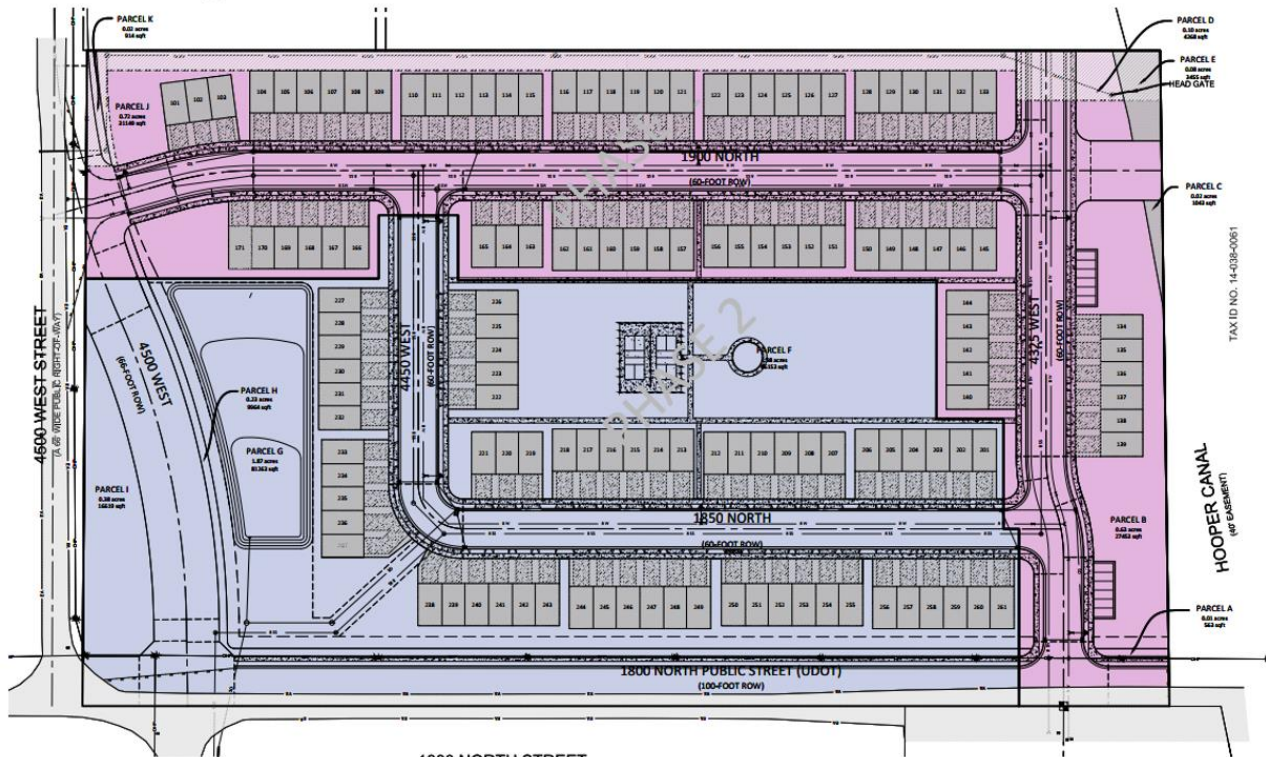
On the agenda is a preliminary plat and site plan approval for a proposed subdivision called Salt Grass Townhomes, 317 Capital Group, applicant, located at 4500 W 1800 N. It consists of 132 townhomes. There is no public hearing. It does have a development agreement that Staff has thoroughly gone through. Originally, there was a worry that wetlands were in this area and a study found there were none. This allowed the development to be redesigned, creating land the developer will dedicate to the City to realign and fix 4500 W.

This development will be built in 2 phases. Phase 1 consists of the north and east side while phase 2 will be the south and west side. The amenities offered are pickleball courts and a playground. Visitor parking has been added as well as sidewalk connections between buildings. Site elevations have been changed to match the developer's idea as well as what is asked for in the development agreement. The developer is required to place trees and the retention pond on the west side. The developer will also build the stub on the northeast. There will be an 8-foot buffer on 1800 N for landscaping.

Jeremy Strong asked if all the improvements have to be completed in the first phase as currently the park is planned in the second phase. Bryn MacDonald stated that was discussed, but the development agreement states the timing of the phases will be worked out with the site plan. This can be discussed with the applicant. Jeremy Strong stated in past experiences, when a park is left in the last phase, it is the very last thing built in that phase. Bryn MacDonald stated a timing factor may want to be placed on it, so it does not get left last.

Scott Wolford asked if there are standards for visitor parking. Bryn MacDonald stated each unit has a 2-car garage and a 2-car driveway meeting the parking requirement and the driveways are 25 feet, so there really are 4 spots per unit. Scott Wolford asked about on street parking. Bryn MacDonald stated the streets are public streets and there might be some, but with the driveways as close together as they are, it will not be much.

Jeremy Strong asked about the Hooper canal. Bryn MacDonald stated state code requires the city to notify the canal company as they are adjacent. The city is not required to wait for them, but the canal company did respond to the applicant and that is a question the Planning Commission can ask the applicant.



Greg Day, Syracuse: Mr. Day is the civil engineer for this project. He stated in the northeast corner, they are dedicating the land to the canal company allowing them the ability to resolve the problems and manage the right-of-way. In speaking with the canal company, that have not told them to pipe the canal, but if they do want it piped, it would be a larger project. There is a head gate on the north that they will put in an 18-inch pipe and allow a Mr. Johnson access to. The easement that is along the north side of the property is being moved back to the property line. Jeremy Strong asked if there will be a fence and Mr. Day stated they are not required to fence it and will fence the northside of the property. Bryn MacDonald stated there is nothing in the development agreement that states it needs to be done. The development agreement discusses fencing 1800 N. Mr. Day stated there is no reason why they cannot fence it and when a motion is made, to include it.

PJ Roubinet asked about 4500 W if there is a timeframe for realigning the road and in the meantime, the maintenance of it. Bryn MacDonald stated there is no timing as this was not a budgeted item and did not have an answer for him. Mr. Day stated Parcel G near where the curve for 4500 W will be once realigned, will be turf. The meeting time at this point expired and discussion continued on during the general session.



**WEST POINT CITY
PLANNING COMMISSION
MEETING MINUTES**

MARCH 23, 2023

**GENERAL SESSION
7:00 PM**

Planning Commission Present: Chairperson Jeremy Strong, Vice-Chairperson Scott Wolford, Commissioner PJ Roubinet, Commissioner Trent Yarbrough, and Commissioner Rochelle Farnsworth

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

City Council Representative Present: Michele Swenson

Visitors: Lee Wells, Craig Jacobsen, Doug Rich, Leslie Clifton, Greg Day, Rick Scadden (online), Joelle Caruso (online)

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Prayer – Rochelle Farnsworth**
- 4. Disclosures from Planning Commissioners**

There were no disclosures from the Planning Commissioners.

5. Public Comments

There were no public comments.

6. Discussion and consideration of a preliminary plat for 132 townhomes known as Salt Grass located at approximately 1800 N 4500 W

Bryn MacDonald stated agenda item number 6 and 7 will be discussed at the same time.

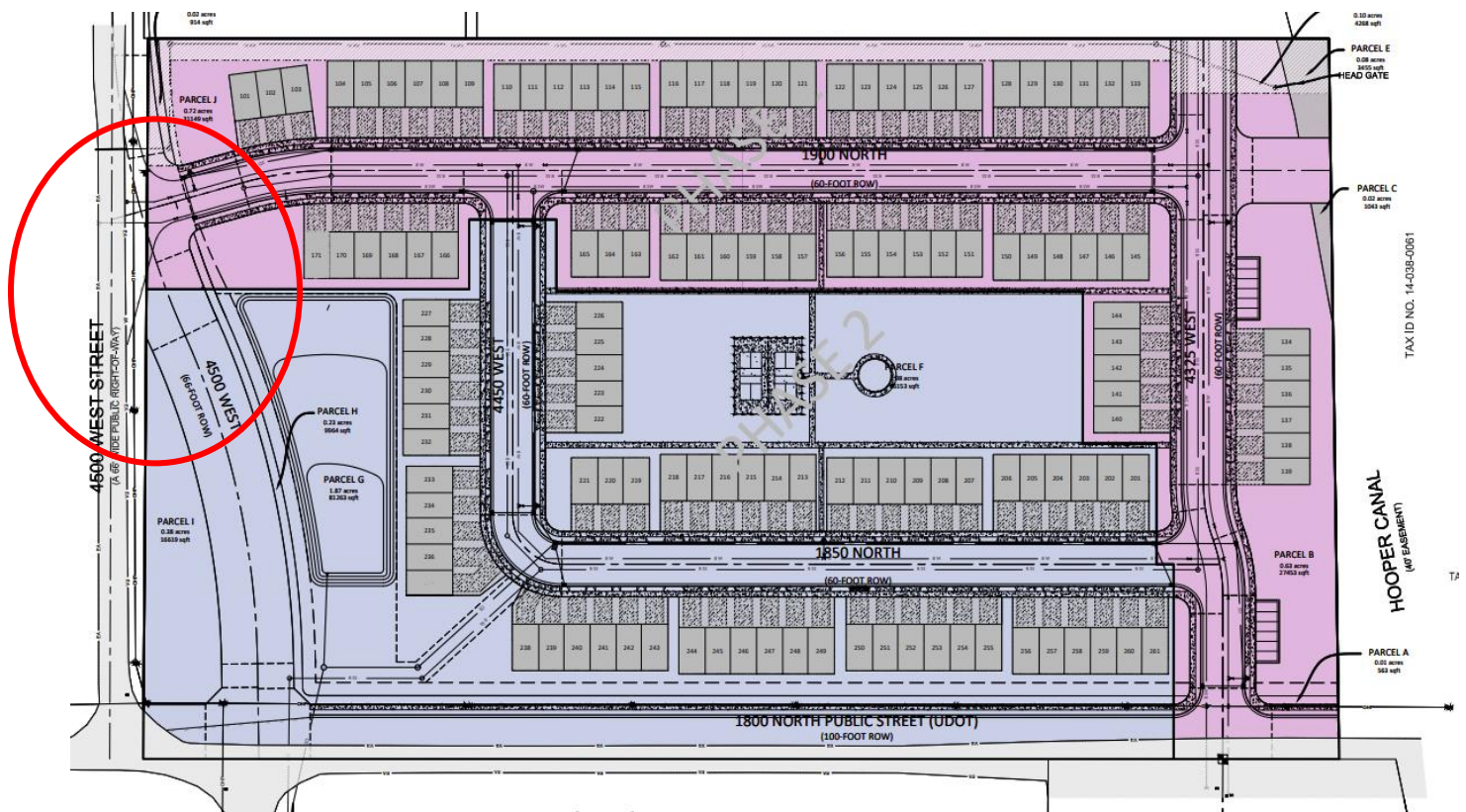
The applicant, 317 Capital Group, is seeking preliminary plat and site plan approval for a proposed subdivision called Salt Grass Townhomes, located at approximately 1800 N 4500 W. This development consists of 16.5 acres and is located in the R-4 zone. The proposal is for 132 townhomes that will include 12 guest parking stalls, 1.98 acre common private open/park space that has two pickleball courts and a small playground. All of the items presented were first approved in a development agreement by the City Council in June 2022.

Scott Wolford asked if the preliminary plat is the only time Planning Commission will see this application and Bryn MacDonald stated yes as final goes to City Council.

There was a discussion during the work session regarding this agenda item. Time expired in the work session and the discussion picked up here in the general session.

Bryn MacDonald stated the area that will be dedicated for 4500 W, it will take some time before the road is fixed. However, the developer will need to fence and landscape along the new portion along the road and asked the Planning Commission how that will happen when it will be some time before the road is completed. Jeremy Strong asked if there could be an escrow account. Bryn MacDonald stated Boyd Davis and her had that conversation and wondered if there should be a fee paid now and once the road is completed, the money will be available or to do an escrow account.

Greg Day, Syracuse: Mr. Day stated they are happy to do a cash escrow or however it needs to be done. The road dedication time frame can be completed in phase 1 or phase 2. Jeremy Strong asked with the access point in the north, will that be built at a perpendicular angle for now and then adjusted to match the curve in the road or will it be built at an angle now to match the upcoming curve in the road. Mr. Day stated in the future, it will be a perpendicular angle at 4500 W, but until then, it will be built at a safe angle, less than 10 degrees.



Scott Wolford asked about the timing of the open space and park area. Mr. Day stated he does imagine phase 2 will be built rather quickly. They did discuss putting the open space in during phase 1, but there is a lot of infrastructure going in during that phase. Scott Wolford stated if the open space is place too early in phase 1, no one will be able to enjoy it and there is the potential for a construction mistake to happen. He would like to see it during the early stages of phase 2. Mr. Day stated that is appropriate and once the interior townhomes are built, the open space needs to be built. Jeremy Strong stated he agreed with that, before the outside perimeter of phase 2 is built.

Bryn MacDonald asked Mr. Day about the stub road to the northeast and if it will be dedicated. Mr. Day stated it will be dedicated a public right-a-way and will curb to it. Bryn MacDonald asked if it will be landscaped and Mr. Day stated it will be with what is similar in the area, grass. Bryn
 Planning Commission 03-23-2023 Page 6 of 9

MacDonald stated she would like to have the applicant maintain that section of the road as it may be sometime before anything happens with the property to the east. She asked if the applicant would be okay with that and it was stated they can and would place gravel down. Bryn MacDonald stated that is acceptable. Mr. Day stated the HOA will be maintaining the surrounding area and can ask them to help maintain it, mow the weeds down.

PJ Roubinet asked about the conditional access permit UDOT was requiring and if that is something Staff has to have before a building permit is issued or before the final plat. Bryn MacDonald stated before the final plat.

Scott Wolford motioned to approve the preliminary plat for the Salt Grass Townhomes subdivision, 1800 N 4500 W, noting that the property to adjust the 4500 W road can be deeded to the City during either phase. Trent Yarbrough seconded the motion. All voted aye.

7. Discussion and consideration of a site plan for 132 townhomes known as Salt Grass located at approximately 1800 N 4500 W

Scott Wolford motioned to approve the site plan for the Salt Grass Townhomes subdivision, 317 Capital Group, applicant, located approximately 1800 N 4500 W with the following conditions:

- The interior units of phase 2 be built first and the park with all amenities be built prior to building permits being issued on the exterior units. These amenities will include two pickleball courts, playground equipment, and landscape open space as depicted in the site plan.
- The HOA to maintain the stub road on the northeast side of the subdivision in a way that would discourage weed growth and long-term parking.
- The east side to be fenced and a fence and landscape be completed along 4500 W with the timing to be determined by City Council.

Rochelle Farnsworth seconded the motion. All voted aye.

8. Discussion and consideration of the West Point Parks, Recreation, and Trails Master Plan, an element of the General Plan

Bryn MacDonald stated Lisa Benson from Landmark Design presented to the Planning Commission a PowerPoint presentation on March 9, 2023, regarding the West Point Parks, Recreation, and Trails Master Plan. This plan goes over parks, open space, recreational amenities, trails in the city, demographics and level of service information. A survey was completed with great response, over 500 responses. As this is part of the General Plan, it will go as a recommendation to the City Council for final decision.

One thing listed in the master plan was standards on what each park should have such as restrooms, benches, et cetera and what it would take for each park to get to that level of standard. Stated in the plan was the number of parks per people and the city has an existing level of service of 3.9 acres of park land for every thousand residents, which is a pretty average number.

Jeremy Strong asked if the new fields located at the new junior high school will become the new central location instead of Loy Blake and Bryn MacDonald stated there is still a 20-acre expansion planned for Loy Blake. With the new acreage of the junior high and eventually Loy Blake, the city

will still need about 16 acres of land for parks in the future and most of that falls within the northern section with the annexation.

Scott Wolford stated it feels like the city and the parks are in a good place to achieve the numbers needed by the year 2050; however, as density does come into the city, open space in those developments will need to be kept in mind. Bryn MacDonald stated pocket parks are not necessarily what is wanted as they are difficult for the city to maintain, but create more parks in multi-family developments that an HOA maintains. When the annexation takes place, there are ideas for ways a park can be developed and help satisfy the park need.

Jeremy Strong asked about a new billboard that was supposed to be installed at the football field at Loy Blake and if it will not happen due to the football stadium that will be built at the new junior high. Bryn MacDonald stated she has not heard anything and will find out.

Jeremy Strong opened the public hearing. Scott Wolford seconded the motion.

a. Public Hearing

No comments

Scott Wolford closed the public hearing.

b. Action

Scott Wolford motioned to approve the West Point Parks, Recreation, and Trails Master Plan. PJ Roubinet seconded the motion. All voted aye.

9. Staff Update

Bryn MacDonald stated Dirty Dough has opened.

The City Council discussed the height of the ADUs and would like to have more discussions. The discussion with the City Council came down to additions in general and if they should be higher than the home and the impact on the look of a neighborhood. They would like to have the Planning Commission discuss additions in general.

City Council discussed the rezone application for Jeramie Humphries on 4500 W and agreed with the recommendation to do a study for the potential wetlands and to remove the non-buildable on the plat. Council Member Swenson stated the City Council would like the cul-de-sac with the public road in the area.

Holiday Oil is getting close to being completed and the beer license was approved.

Jeremy Strong asked about the West Fields subdivision and if there is a specific time period when it needs to start. Bryn MacDonald stated once final plat is approved, the applicant has a year to get started. She believes it will start this spring.

10. Planning Commission Comments

Scott Welford had no comments

PJ Roubinet thanked Staff for their hard work and was hoping for more participation in the public hearing for the Parks Master Plan.

Trent Yarbrough thanked the Staff for their hard work as it makes their lives easy to keep the city moving.

Rochelle Farnsworth had no comments.

Jeremy Strong stated the Salt Grass subdivision item was a difficult item for him. He voted yes as the application does meet all the criteria, but he did vote no when the General Plan request came in. He felt at that time, and still does, that it is not the correct time frame to build density in this area of the city.

11. Adjournment

Trent Yarbrough motioned to adjourn the meeting at 7:42 p.m.

Chairperson – Jeremy Strong

Deputy City Recorder– Katie Hansen

Planning Commission Staff Report



Subject: CUP Accessory Building – 3627 W 2000 N
Author: Troy Moyes, City Planner
Department: Community Development
Date: May 25, 2023

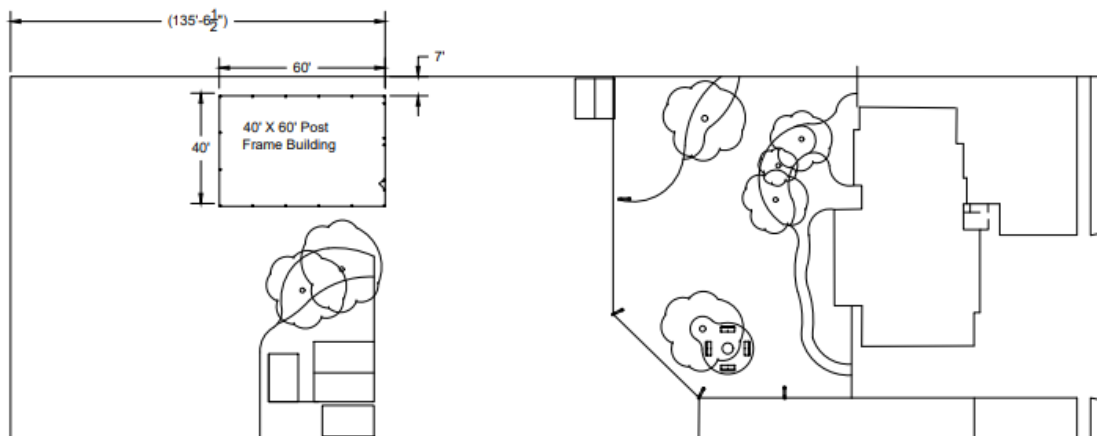
Background

Ty Vorwaller is seeking a conditional use permit to construct a 2,400 square foot accessory building on property located at 3627 W 2000 N. The lot is 1.05 acres (45,738 sqft). West Point City code 17.70.030(A)(5) states: “All accessory buildings that are more than 1,500 square feet no matter the size of the lot shall require a conditional use permit” from the Planning Commission.

Analysis

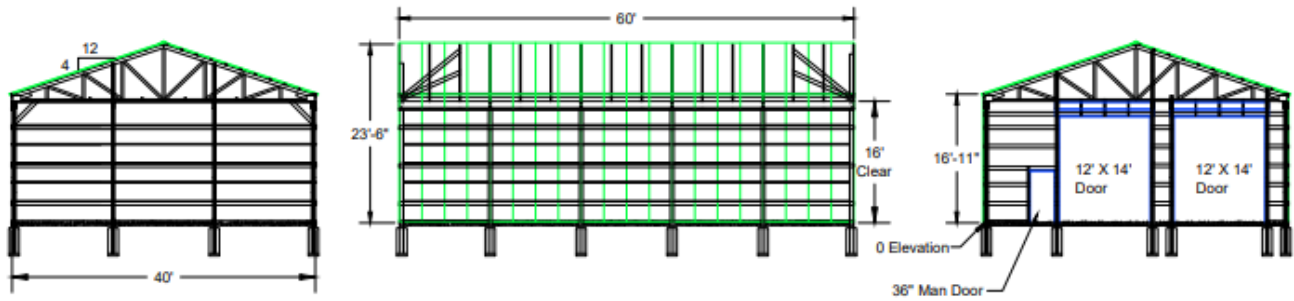
The following table is the applicable standards that apply to this particular application as found in WPCC 17.70.030:

	Required	Proposed
The combination of all accessory buildings not to occupy more than 20% of the lot area less the footprint of the main building.	$\leq 20\%$	9%
Not closer than 5' from the main building	$\geq 5'$	>150'
Wall Height (side)		16'
Wall Height (rear)		23.5'
Rear setback	$\geq 6'$	75'
Side setback	$\geq 4'$	7'
Must not be closer than 15' from any dwelling structure on adjacent lot.	$\geq 15'$	>150'



Plot 3627 W 2000 N Derby Acres West Point UT

Vorwaller Work Shop, 40' X 60' X 16'



Post Frame Shop 40' x 60' X 16' :

Address: 3627 W 2000 N, West Point, UT

16' inside clear height

6" 3 ply laminated posts

2 @ 12' X 14' insulated roll up doors

1 @ 36" man door

29 Ga Steel siding

29 Ga steel roofing

2 X 4" purlins

2 X 6" girts

4" Fiberglass insulation with poly lining on one side

4" Concrete slab, 4000 psi with mico Fiber Mesh

Recommendation

Staff recommends that the Planning Commission grant conditional use approval for Ty Vorwaller to construct a 2,400 square foot accessory building at 2637 W 2000 N.

Attachments

Application & Plans



3200 West 300 North
West Point, UT 84015
PH: 801.776.0970
FAX: 801.525.9150
www.westpointcity.org

Conditional Use Permit Application

All applications submitted must be made in accordance with the Title 17 of the West Point City Code. A conditional use permit shall be required and approved by the Planning Commission for all uses listed as conditional uses in the code. A conditional use permit may be revoked upon failure to comply with conditions set forth.

Applicant / Property Information			
Applicant Name:	Phone Number:	Owner of Property?	
Ty Vorwaller	818-438-6865	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Address:	City:	State:	Zip:
3627 W 2000 N	West Point	UT	84015
Email Address:	Current Zone:	Size of Lot:	Size of Dwelling:
TyVorwaller@gmail.com	A5	1 Acre	2,000
Conditional Use Information			
Conditional Use Type (i.e. home occupation, accessory building, signage, landscaping, etc.):		Size of Proposed Structure (if applicable):	
Accessory Building		2,400	
Business Name (if applicable):	Federal EIN Number (if applicable):	Sq. Ft. of Space Intended for Conditional Use (if applicable):	
—	—	—	
Detail Description of Conditional Use and Potential Impact on Residential Use:			
Post Frame Shop for personal hobbies and Vehicle Storage.			
Neighbor Acknowledgment			
Please have neighbors that adjoin your property sign below. Those individuals that sign below are only stating that they are aware that you are applying for a Conditional Use Permit and not necessarily that they approve of the application or project.			
Name	Address	Signature	
Marci Crane	3605 W. 2000 N. West Point	Marci Crane	
Shane Castee	3649 W. 2000 N. West	Shane Castee	
CHRISTEN SPANGLER	7614 W 1500 N WEST POINT	Christen Spangler	

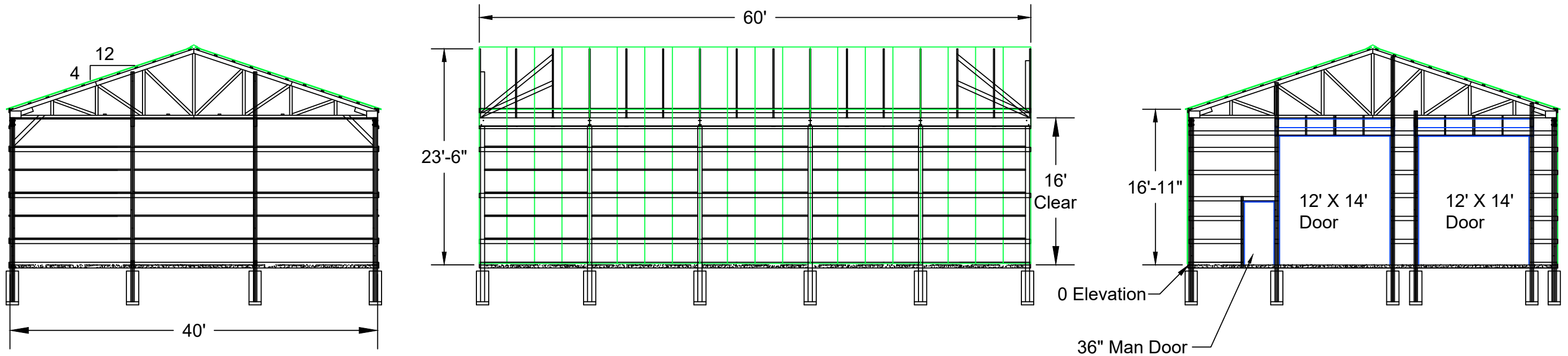
I hereby certify that the information provided for a conditional use permit comply with all requirements and standards of the West Point City Land Use Ordinance. I have read the West Point Subdivision and Land Use Ordinances and understand that submitting this Application does not guarantee approval.

Signature:

Date: 5-10-23

For Office Use Only		
Received Payment		
\$		
AMOUNT PAID	DATE RECEIVED	INITIAL
Conditional Use Permit	\$75	

Vorwaller Work Shop, 40' X 60' X 16'



Post Frame Shop 40' x 60' X 16' :

Address: 3627 W 2000 N, West Point, UT

16' inside clear height

6" 3 ply laminated posts

2 @ 12' X 14' insulated roll up doors

1 @ 36" man door

29 Ga Steel siding

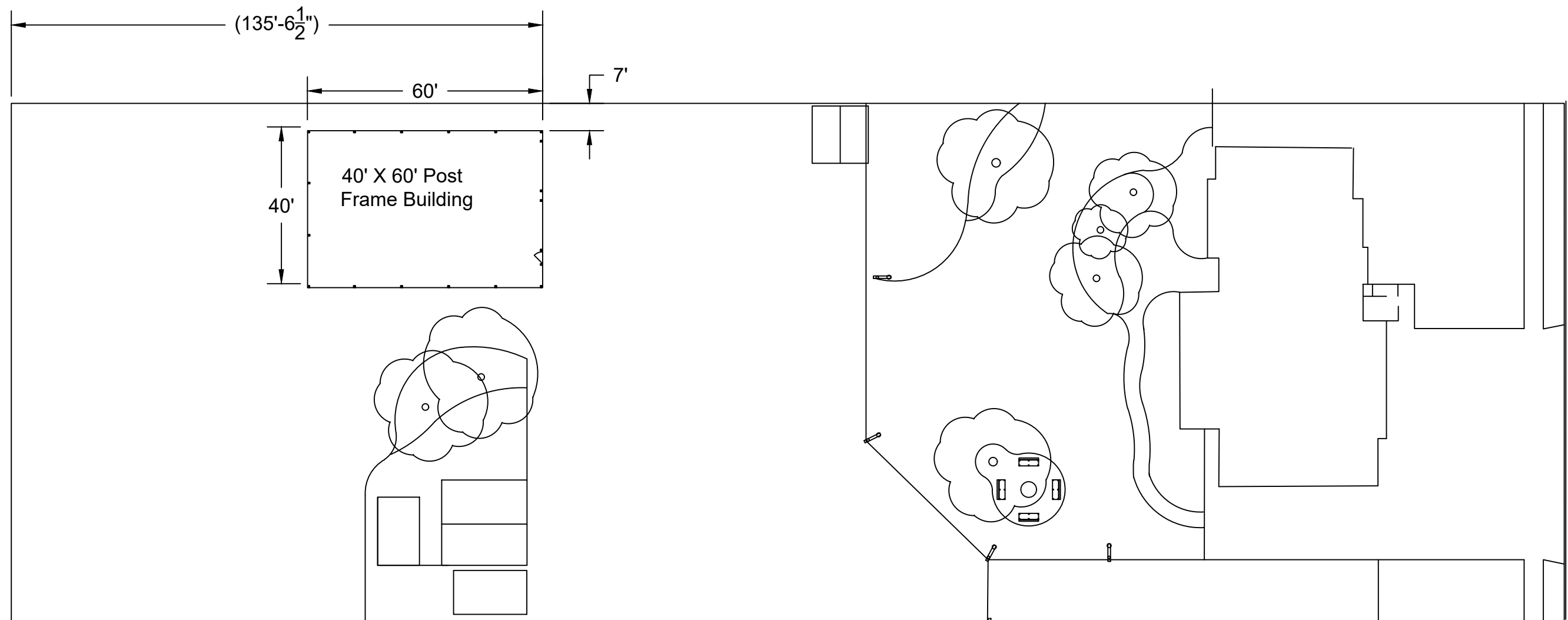
29 Ga steel roofing

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4" Fiberglass insulation with poly lining on one side

4" Concrete slab, 4000 psi with mico Fiber Mesh



Plot 3627 W 2000 N Derby Acres West Point UT