

Mayor
Kenneth Romney

**City Engineer/
Zoning
Administrator**
Ben White

City Recorder
Cathy Brightwell

WEST BOUNTIFUL PLANNING COMMISSION

550 North 800 West
West Bountiful, Utah 84087

Phone (801) 292-4486
FAX (801) 292-6355

Chairman
Denis Hopkinson

Commissioners
Laura Charchenko
Mike Cottle
Alan Malan
Corey Sweat
Dennis Vest, Alternate

THE WEST BOUNTIFUL PLANNING COMMISSION WILL HOLD ITS REGULAR MEETING AT 7:30 PM ON TUESDAY, JULY 9, 2019 AT THE CITY OFFICES

Prayer/Thought by Invitation

1. Accept Agenda.
2. Public Hearing – Application to Change the Zoning to Accommodate Storage Units at 580 W 100 North.
3. Consider Application to Change the Zoning to Accommodate Storage Units at 580 W 100 North.
4. Public Hearing – Proposed Changes to Construction Standards and Specifications for West Bountiful.
5. Consider Proposed Changes to Construction Standards and Specifications for West Bountiful.
6. Review Updates to the Housing Section of the General Plan.
7. Staff report.
8. Consider Approval of Minutes from the June 25, 2019 Meeting.
9. Adjourn.

Individuals needing special accommodations including auxiliary communicative aids and services during the meeting should notify Cathy Brightwell at 801-292-4486 twenty-four (24) hours before the meeting.

This notice has been sent to the Clipper Publishing Company and was posted on the State Public Notice website and the City's website on July 5, 2019 by Cathy Brightwell, City Recorder.

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NOTICE OF PUBLIC HEARING

The West Bountiful Planning Commission will hold a Public Hearing on Tuesday, July 9, 2019 at 7:30 p.m., or as soon thereafter as possible, at 550 N 800 West, West Bountiful.

The purpose of the hearing is to receive public comment regarding a request for a zone change to accommodate storage units at 580 W 100 North.

A copy of the proposal may be viewed on the City website: www.wbcity.org. All interested parties are invited to participate. Written comments may be submitted to the City Offices prior to the meeting.

Cathy Brightwell
City Recorder



MEMORANDUM

TO: Planning Commission
DATE: July 3, 2019
FROM: Ben White
RE: 580 West 100 North (Carr Printing Property)

The Cirrus Group desires to convert the Carr Printing building into a climatized indoor storage facility. The property is located in the C-G (General Commercial) zoning district just north of the Costco store. The Cirrus Group is requesting a rezone of the property or a text change to the existing C-G zoning ordinance because Indoor Storage is currently not an allowed use in the C-G zone.

The attached letter from the Cirrus Group outlines why they believe the rezone request is in the best interest of the City. The applicant has removed its initial request for outdoor storage from the application. Staff will not try to re-state their reasoning in this memorandum.

OPTIONS

The Planning Commission is tasked with soliciting public input, conducting their own analysis, and making a recommendation to City Council. Options available to the Planning Commission include:

1. No zoning changes which would prohibit storage type projects in this area.
2. Change the municipal code to allow storage in some fashion to the C- G Zone. With this option, staff would recommend placing specific restrictions on storages such as indoor, climatized storage only. Other items to consider include size, retail component, hours of operations, security and proximity to similar uses.
3. Rezone the property to C-H (Commercial Highway) with or without additional changes/restrictions to the municipal code. The Utah Supreme Court has left zoning to the discretion of local municipalities. In short, what we may consider a “spot zone” is allowed by the State. Whether it is allowed or not, does not necessarily mean it is a good idea in this case. A rezone to C-H without a code change would allow any indoor storage with outdoor storage components being an allowed conditional use. To include a text change which limits the storage could negatively impact the remainder of the C-H zone.

The applicant has provided a proposed site plan and architectural drawings to help the city visualize what the facility would look like.

When considering a rezone request, the Planning Commission must remember that future land uses are not restricted to the land use or any proposed architecture. Any land use allowed in the zone would be legal following a rezone.



July 1, 2019

West Bountiful City

PLANNING AND ZONING

550 N 800 W, West Bountiful, UT 84087

(801) 292-4486

www.WBCity.org

RE: Carr Printing Building located at 580 West 100 North, West Bountiful, UT 84010.

To Whom It May Concern:

This letter is written to request a text change to the zoning for the above-referenced property (the "Property"). The Property is currently zoned C-G and we are requesting a text change to the zoning ordinance to allow for indoor self-storage.

We are not the owner, but the current owner has agreed to sell the Property to us, the Cirrus Group, assuming we can improve the Property into self-storage. The Property will be improved into an all indoor, climatized self-storage property with no RV parking. We strongly believe self-storage is the best use for the Property, the residents of West Bountiful City, and Davis County, for the following reasons:

- Benefits to West Bountiful City:
 - The self-storage will merit a property tax reassessment and subsequent property tax increase.
 - The self-storage will generate some sales tax revenue from moving and storage items sold in the storage office.
 - Upgrade to the Property's appearance. The proposed design and elevations will significantly upgrade and enhance the Property, making it more appealing for cars driving by on I-15 and for visitors shopping in the area. The upgrade will make the Property look and feel more like a Class-A building along a heavily traveled freeway. This will enhance the appearance of West Bountiful City to better reflect the adjacent retail buildings.
- Self-storage solves a potential problem West Bountiful City and the current owner face. Finding a traditional retail user for the owner has been very challenging and it is very possible the Property will sit vacant for a significant period of time if self-storage is not allowed.
 - The Property is unique in that the building layout does not meet the needs of traditional retail users. For example, there is not enough parking for a traditional retail user, combined with the problem that the majority of parking is located in the back or side of the building.
 - It is not financially feasible for a retail user to acquire the building, demolish it, and build a retail use.



- It makes sense to convert the use to self-storage, given the building layout, number of loading bays on the Property, and parking challenges.
- The amount of traffic on 100 North as you enter the Property, before you turn into Costco, can be highly congestive, especially on a Saturday afternoon. I have waited up to 10 minutes sitting in the Costco parking lot, waiting to exit, due to the high number of retail visitors.
 - If the subject is utilized by another retail use with high traffic volume, the ingress/egress into Costco and surrounding area will go from bad to worse and cause an even bigger traffic problem and cause people to shop elsewhere.
 - The self-storage use will bring minimal traffic, particularly on a Saturday when traffic volume is at its highest. Our studies indicate there will be roughly seven self-storage visitors on a Saturday and three self-storage visitors per day on weekdays. Those numbers will decrease as the Property stabilizes.
- Security: Part of our responsibility to our customers is to maintain an extremely secure property. In order to do this, we will have access control into the building, along with security cameras surrounding the Property. We will install a rod iron gate as necessary to maintain security. In addition, the office will be closed during non-office hours, secured with a security alarm system. Because this will be an all enclosed property with access control keypad, we do not expect there to be break-ins or criminal behavior that would enlist the help of the Police Department.
 - The self-storage hours will be as follows: Office Hours are Monday-Friday, 9:30am – 6:00pm and Saturday, 9:30am-5:30pm. The office is closed on Sunday. Customers will have access to their unit every day between 6am and 10pm.
- While there is self-storage in West Bountiful City and the surrounding market, there is minimal Class-A, climatized self-storage in the area. If we are able to develop the proposed self-storage, the Property will help with the demand in the community for Class-A storage space where residents can benefit from climatized storage units.
- Self-storage is an environmentally friendly use as there will be no manufacturing of any kind and will not create environmental concerns.

As a longtime resident of Davis County and frequent visitor to Costco and the surrounding retail, it is my hope that you will recognize the value of our proposed use and choose the benefit of self-storage for the Property, the area, and the residents of our community. Thank you for your consideration.

Kind Regards,

James Thomson

James Thomson



Carr Printing Co.

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580

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NOTICE OF PUBLIC HEARING

The West Bountiful Planning Commission will hold a Public Hearing on Tuesday, July 9, 2019 at 7:30 p.m., or as soon thereafter as possible, at 550 North 800 West, West Bountiful, Utah, 84087.

The purpose of the hearing is to receive public comment regarding proposed changes to Construction Standards and Specifications specific to West Bountiful which supplement the American Public Works Assn. Specifications.

A copy of the proposal may be viewed on the City website: www.wbcity.org. All interested parties are invited to participate. Written comments may be submitted to the City Offices prior to the meeting.

Cathy Brightwell
City Recorder

MEMORANDUM



TO: Planning Commission

DATE: July 5, 2019

FROM: Ben White, City Engineer

RE: Updating Public Works Construction Standards

House Bill 232 in the 2017 General Legislative Session defined Construction Standards and Specifications (Standards) as a "Land Use Regulation." The Bill states that Land Use regulations will be adopted by ordinance. West Bountiful City complied with this new law in 2017 when construction standards were updated. State law now requires a public hearing to be held prior to the Planning Commission making a recommendation to City Council.

Substantive changes to the Standards include:

1. Detail 297SP: Update the distance requirement between the main and accessory structures to reflect the new 8 ft. minimum.
2. Detail 384 and 385SP: Update the minimum pavement thickness to 4 inches.
3. Also added text which prohibits the splicing of water service laterals between the water main and water meter setter.
4. Detail 521SP: Add detail for water meters located in driveways.
5. Street Light Base: Add detail to require concrete bases for all new residential streetlights.
6. Change minimum concrete sidewalk thickness to 6 inches.

West Bountiful City Minimum Construction Standards

This policy defines the general requirements for improvements to be constructed by any developer, sub-divider, owner, or contractor for construction, including residential, commercial, industrial, institutional, governmental entities. All improvements which are in areas that are or will become public rights-of-way and/or easements, or that will be under the responsibility of a homeowner's association shall meet these requirements.

The Utah Chapter, American Public Works Association (APWA) Manual of Standard Specifications and Standard Plans, latest addition with all approved supplements is the City's general construction standard. The City has some local standards that deviate from the APWA standards. City Municipal Code and the standards included in this policy shall supersede APWA and other standards whenever they conflict. Any variation, substitution or exception from the standards in this policy must be authorized by the City Engineer or his/her designee. Any item of construction not covered by the provided standards must have plans and specifications approved by the City Engineer or his/her designee.

1. Storm drainage system
 - a. Inlet boxes
 - i. Installed at intersections to eliminate waterways (cross gutters) wherever possible
 - ii. Installed at 800± foot spacing along curb & gutter streets
 - iii. Max. gutter flow is 1.6 CFS for 25-year recurrence frequency
 - iv. Standard box is 18" X 42" with bicycle safe inlet grate
 - v. Wood shims and similar materials are not permitted to adjust frame elevations
 - b. Cleanout boxes
 - i. Installed at all pipe junctions with pipes 8 inch or larger
 - ii. Installed at change in grade or change in alignment
 - iii. Standard box is 18 X 48 solid cover
 - iv. May be 60-inch manholes
 - c. Line size, type and capacity
 - i. Minimum size shall be 15" in street right of ways
 - ii. Pipe material is RCP
 - iii. The rational formula may be used to determine line capacity within each drainage sub-basin.
 - iv. Minimum slope shall provide for 3 fps at 80% capacity
 - d. A site drainage plan will show existing and finish grades for the entire property being considered as well as information relating to upstream and downstream contributing areas, flow rates, existing infrastructure capacity, proposed infrastructure design capacities and specifications.

- e. Video inspection of pipelines is required prior to acceptance.
- f. Minimum cover and placement
 - i. The pipe, including the bell, shall be placed at least 15 inches below the lip of the curb & gutter.
 - ii. Additional depth as required to accommodate area drain systems.
 - iii. Storm drain line installed with the centerline of the pipe 24 inches into the street from the lip of the gutter.
 - iv. Tangent lines may not cross behind curb & gutter on curve streets.
- g. UPDES permit
 - i. Comply with the City's Storm Water Management Plan requirements
 - ii. Prepare SWPPP with BMPs incorporated
 - iii. Rear yard drains with an 8" minimum pipe size, are required whenever the average ground running slope is less than 2%.

2. Culinary Water System

- a. Isolation valves
 - i. Installed at each intersection, all directions
 - ii. Installed not to exceed 800 feet between valves
 - iii. Placed at logical locations (fence lines, property corners, near fire hydrants)
 - iv. Concrete collar is required
- b. Fire hydrants
 - i. Installed not to exceed 400 feet spacing (residential)
 - ii. Installed not to exceed 300 feet spacing (commercial)
 - iii. Installed at property line projections
 - iv. Installed at every dead-end line. These hydrants are for flushing purposes and are not considered part of the fire protection system.
 - v. Installed at the intersection entrance to cul-de-sacs.
 - vi. Auxiliary valve for hydrant installed at the mainline.
- c. Main Line size and placement
 - i. Approved material is C-900 PVC class 200 w/#12 locator wire
 - ii. Minimum line size is 8 inches or as per City Master Plan
 - iii. Minimum depth is 48 inches of cover
 - iv. Placed 10 feet north or east from the street centerline
 - v. Waterline shall parallel street centerline, with bends as required.
 - vi. All trace wire shall be tested for continuity in the presence of the inspector
- d. Culinary water service lines
 - i. 3/4" minimum size for residential, 1" allowed
 - ii. Commercial / industrial service and meter size determined by anticipated fixture unit demand
 - iii. Residential meter vaults shall be 20" white PVC with 21" risers
 - iv. Services placed to the center of the residential lot unless otherwise approved
 - v. The property owner is responsible for concrete maintenance where water meters are in driveways.
 - vi. Relocation of water meters which require splicing the service line between the

water main and the meter setter are not permitted.

- vii. Service lateral extended 10 feet beyond property line and marked with a 2X4 or other full-depth marker

3. Street design

- a. Minimum street right-of-way width is 50 feet.
- b. Maximum length of cul-de-sac, 400 feet from the center of the intersecting street to the center of the cul-de-sac circle, as measured along the centerline.
- c. The maximum length of a dead-end street which is to extend in the future is 1000 feet from the center of the nearest through cross street intersection to the street end. A temporary turn around is required on the dead end if the street is more than 150 feet long.
- d. A second means of access is required for all development with a permanent dead end exceeding 400 feet and a temporary dead end exceeding 1000 feet, measured as described above.
- e. Minimum street curve radius is 150 feet.
- f. Cul-de-sac right-of-way radius is 50 feet.
- g. Street intersections at right angles preferred, with 10 degree approach angle allowance.
- h. "T" intersections preferred with centerline to centerline spacing of 295 foot offset between intersections.
- i. The approach to an intersection shall have at least 100 feet of tangent (perpendicular) approach.
- j. Standard street section
 - i. 30" wide, 6" high back style curb & gutter
 - ii. 48" park strip
 - iii. 48" wide 6" thick concrete sidewalk (6" thick concrete & 6" base thru residential driveway). Sidewalks approved without an adjacent 4' wide park strip shall be a minimum 6" thick with 6" base course.
 - iv. 29' wide asphalt surface (residential)
 - (1) 4" asphalt
 - (2) 8" roadbase
 - (3) 12" subbase
 - (4) Mirafi 160N geotextile fabric or equal
 - v. Streets with right of ways greater than fifty feet wide
 - (1) 5" asphalt
 - (2) 8" road base
 - (3) 12" subbase
 - (4) Mirafi 160N geotextile fabric or equal
 - vi. 20' back-of-curb radius at corners for 50' right of ways and 30' back-of curb radius if intersecting with a 60' or larger right of way.
 - vii. Construction of public improvements which does not meet the minimum required standard is to be removed and replaced at no cost to the city.
 - viii. One compaction test per lift of imported granular base and sub-base material is

- required for every 500 square yards
- ix. In addition to the compaction test requirements, subbase and base course layers will be proof rolled by a loaded water truck or equivalent. Any noticeable deflection in base materials is to be removed and remediated.
- k. Street elevations
 - i. 0.50% minimum gutter slope
 - ii. 1.0% minimum and 4% maximum cross slope
 - iii. Sidewalk installed 0.10' above top of curb
- l. Street Lights
 - i. Lights shall be installed at street intersections, dead ends, group mailboxes, a maximum 350 feet spacing or as otherwise approved by the City.
 - ii. Poles in residential areas shall be 14' fiberglass with 100 Watt HPS equivalent LED fixtures with IES Type III distribution.
 - iii. Street light installations shall include a concrete base per approved details
 - iv. Fixtures shall be Granville or American Revolution unless otherwise approved by the City.
 - v. All construction shall be in accordance with Rocky Mountain Power's installation requirements
- 4. Other items
 - a. Group mailboxes are to be located off main streets whenever possible and a 100' minimum from the center of a street intersection.
 - b. Extend all stub streets to property boundary, including extensions to future development as directed by the City.
 - c. End of construction inspection shall be free of defects, damage and debris.
 - d. Landscaped areas shall not be graded with a slope steeper than 30% without mechanical stabilization.
 - e. Storm water basins which are designed to hold water deeper than 24" are to have slopes no steeper than 30% without mechanical stabilization and fenced with a 6' high chain link fence unless an exception is granted by the City.
 - f. Inspections to release residential and commercial construction bonds will not be completed until after all landscaping which may negatively impact public improvements is completed.
 - g. Residential drive approaches shall be located a minimum of 50 feet from the center of a street intersection
 - h. Extraordinary repairs, as defined by the city code, as well as any new damage to public improvements are required to be repaired as a condition of a building permit for properties with existing main structures (as defined by municipal code).
 - i. Concrete and other public improvements will be held to the same standard as newly constructed improvements for properties with a building permit for the original

- construction of a main structure (as defined by municipal code).
- j. All trenches in street right of way shall be backfilled with imported granular material as directed and approved by the public works department
 - k. Required soils report shall include
 - i. Subsurface water level fluctuations
 - ii. Bearing capacity and foundation design requirements
 - iii. Pavement design recommendation including subgrade CBR value (as applicable)
 - iv. Slope stability
 - v. Special considerations such as geologic hazards, collapsible or expansive soils
5. Water, secondary water, storm drain, sewer utility improvements are to be shown in plan and profile drawings for new construction.

6.4 Tools and Implementation Strategies

The above analysis demonstrates that there is reasonable opportunity for moderate-income households to obtain quality housing in the City. The available affordable housing comes mainly in the form of single-family dwelling units, multi-family units, accessory dwelling units and mobile homes.

It is important for West Bountiful to consider a variety of housing types in the future in order to be able to meet the needs of a variety of residents, including special needs populations, elderly housing, and entry-level housing.

Special Needs

Affordable housing is an issue for persons with special needs as well as for the population at large. The lack of affordable housing, and particularly of affordable housing targeted to those at or below 50 percent of AMI, is a major cause of homelessness. Affordable housing targeted at very low-income households will be rental housing as many families with incomes at 30 to 50 percent of AMI simply cannot qualify for mortgages. Numerous Accessory Dwelling Units have been constructed to specifically address the needs of extended family members with special needs.

Elderly Housing

Many seniors prefer to live in the same community when circumstances require that they move out of their homes. At the present time, there is one senior living community in West Bountiful. Assisted and senior living facilities can also help the elderly find affordable housing and remain in West Bountiful.

Accessory Dwelling Units (ADUs)

Higher density brings down the cost of units by reducing the cost of land per unit. Higher density can take a variety of forms. West Bountiful has chosen to implement an accessory dwelling unit strategy over more traditional multifamily projects such as multistory apartment complexes

Accessory dwelling units (often termed “mother-in-law” apartments) have many benefits. In addition to providing affordable rental housing, they can allow first-time homeowners to gain access to homes that would otherwise be out of reach by renting out an additional unit. When homeowner’s income and/or need for more space increases, the accessory unit may no longer be needed as a rental. The homeowner can then expand into the space vacated by the former accessory unit. Accessory dwellings are a conditional use, and ordinances have been written allowing accessory units only with deed restrictions and designs that ensure these units are not easily adapted to a rental unit situation.

Impact fees have also been waived for ADUs.

Home Ownership

West Bountiful will investigate implementing a mortgage assistance program for city employees, local first responders and similar public service occupations. The program can be modelled after Logan City's "Welcome Home Own in Logan" program. Logan's program is designed to encourage home ownership in Logan and is targeted to first-time homebuyers with incomes below 80 percent AMI. Assistance comes in the form of \$5,000 subsidy, which can be used to pay for down payment and/or closing costs. If the home is owner-occupied for five years, the subsidy is fully forgiven. Although not currently available, in the past, the purchaser has also received a grant of \$600 to be used for miscellaneous expenses incident to first-time homeownership.

Housing Resources and Programs

There are a variety of housing programs available to help maintain and increase the City's present affordability. These programs are summarized as follows:

Preserving the Existing Stock

HOME, Investment Partnership Acts

THE HOME, Investment Partnership Acts were established to develop and support affordable rental housing and homeownership mainly through the rehabilitation of existing units rather than new construction targeting low and very low-income households. This grant program is flexible in allowing participating jurisdictions to decide the most appropriate use of money in their communities. The program requires that at least 90 percent of the rental assistance be targeted to households with incomes no higher than 60 percent of the area median. Participating jurisdictions are required to match 25 percent the federal funds used. This program is typically administered in conjunction with other non-profits. More information can be found at

http://www.hud.gov/offices/cpd/affordable_housing/programs/home/index.cfm

HUD's Title I program

"Insures loans to finance the light or moderate rehabilitation of properties... This program may be used to insure such loans for up to 20 years on either single- or multi-family properties. The maximum loan amount is \$25,000 for improving a single-family home." More information can be found at http://www.hud.gov/offices/hsg/sfh/title/ti_home.cfm.

HUD's 203k Rehab program

The borrower can get just one mortgage loan, at a long-term fixed (or adjustable) rate, to finance both the acquisition and the rehabilitation of a property.

To provide funds for the rehabilitation, the mortgage amount is based on the projected value of the property with the work completed, taking into account the cost of the work.

To minimize the risk to the mortgage lender, the mortgage loan (the maximum allowable amount) is eligible for endorsement by HUD as soon as the mortgage proceeds are disbursed, and a rehabilitation escrow amount is established. At this point the lender has a fully-insured mortgage loan. More information can be found at <http://www.hud.gov/offices/hsg/sfh/203k/203kabou.cfm>.

Community Development Block Grant

The Community Development Block Grant (CDBG) program is a federal entitlement grant program for urban communities seeking to revitalize neighborhoods, improved community facilities, prevent and eliminate slums, aid low- and moderate-income families, and promote economic development. West Bountiful City participates with Davis County's administration of their CDBG program.

Special Needs

Utah Assistive Technology Foundation (UTAF) provides assistive devices and services, including home modifications to those who are disabled. The goal of UAFT is to assist those who are disabled in Utah to enhance their independence, education, employment and quality of life. Zions Bank provides zero interest loans for all approved UATF projects. UATF can be reached at (800) 524-5152.

Lifecare

Lifecare was established to maximize the independence of older people and people with disabilities by providing lawn care, yard clean up, and snow shoveling for County residents over the age of 60. They also coordinate a number of home repair and maintenance projects through their Volunteer Ventures program. Lifecare can be reached at (801) 978-2452.

Section 202 Loans for Housing the Elderly.

The HUD Section 202 program offers capital advances to finance the construction and the rehabilitation of structures to serve as supportive housing for very low-income elderly persons. It also provides rent subsidies to help make the projects affordable. If the project serves very low-income elderly persons for 40 or more years, the capital advance does not need to be repaid.

Davis County Aging Services

Davis County Aging Services is committed to promoting the dignity, self-determination, well-being, and contribution of older persons-both as individuals and within the context of their families and communities. We value people and respect their right to a quality of life. Davis County Aging Services will provide reasonable accommodations for customers with disabilities upon request. These services are funded in part by the Davis County Board of Commissioners and the Utah Department of Human Services. http://www.co.davis.ut.us/aging_services/default.cfm.

Community Development Corporation of Utah (CDC)

Community Development Corporation of Utah (CDC) provides neighborhood homeownership for those shut out of the housing market, and market rate buyers. The Affordability Project is an innovative initiative designed to reduce the cost of homes in all phases of development and construction to serve those families that are hardest to serve- those with very low incomes and/or those with special needs. Through the Neighborhood Home Ownership program, the CDC builds new homes and rehabilitates existing housing then works with interested low-income homebuyers to help them qualify to purchase these homes. The CDC also administers federally funded loan/grant down payment assistance programs in various areas. The goal of the program is to assist eligible homebuyers to purchase single-family homes with help of down payment and closing costs assistance.

The CDC also administers a home improvement program for income eligible homeowners, whose homes are in need of repairs and need help financially to get the work done. Homeowners must simply submit an application to access this program. CDC also maintains a materials and supplies warehouse to help low-income families. All materials are donated or purchased at cost and are available to any sponsored CDC client. CDC can be contacted at (801) 994-7222. The warehouse can be contacted at (801) 487-6275.

Habitat for Humanity

Habitat for Humanity provided housing for people who are inadequately housed and who lack the resources to improve their situation through conventional means. Habitat does not charge interest on the loans, and the monthly mortgage payments are lower than standard mortgage loans. Habitat for Humanity can be contacted at (801) 463-0554.

Utah Housing Corporation (“UHC”)

Utah Housing Corporation (“UHC”) is a public corporation that assists in the creation of affordable housing opportunities for lower and moderate-income households across the state. UHC offers a number of loan programs for first-time and low or moderate –income homebuyers to consider when applying for a home loan. Utah Housing Corporation can be contacted at (801) 902-8200. UHC programs are as follows:

- FirstHome is a home ownership assistance program offered by the Utah Housing Corporation (UHC). First-time homeowner loans are available at below-market interest rates for qualifying applicants. The maximum purchase price may not exceed the price and income limits set by UHC.
- FirstHome Plus is another homeownership assistance program offered by the Utah Housing Corporation. The CHAMP loan offers down payment and closing cost assistance in the form of a second mortgage.
- CROWN is a lease-to-own program developed by the Utah Housing Corporation (UHC) to bring home ownership within reach of very low-income households that are willing to make a long-term commitment to the community. Cities and counties cooperate with UTHC to make land available

to construct homes. UHC then leases these homes to those households within the 50 to 55 percent of AMI range. CROWN creates permanent home ownership opportunities by utilizing Low Income Housing Tax Credits to construct new, affordable single-family detached or attached homes. Lease payments last until the fifteen-year tax credit period expires. At this point, residents have the option of purchasing the home at a very attractive price through a low-interests UHC mortgage loan. The qualified low-income residents who become homeowners through the CROWN program are also eligible to receive training in the areas of housekeeping, home maintenance, and basic budgeting.

- The Utah Housing Corporation also sponsors other specialized programs including the REACH and ECHO programs, both of which construct new modest homes for low/moderate-income persons.

Rent Assistance

Subsidized and Special Needs Housing Database

The Utah Department of Community Development manages the Utah Subsidized and Special Needs Housing Database, which is an easy to use resource that helps individuals and families identify the availability of different kinds of rental housing depending upon their specific needs. All multiple-family rental housing that has reduced rents is listed (by location and type) and will show the rent as a percent of income. The database will also show the number of currently vacant apartments at each listed property. The database can be accessed at the following address:

<http://webapps.dced.utah.gov/shod/execute/search;jsessionid=6CBA6B65E2CA32F1076D841C8FF99EF5>

Other Resources for Affordable Housing Development

Low Income Housing Tax Credits (“LIHTC”)

The federal government has developed a program to encourage the construction, rehabilitation and preservation of rental housing for very low, low and moderate-income households. This program makes approximately \$4.3 million available annually to the State of Utah. The LIHTC program is administered by the Utah Housing Corporation (UHC), which determines the amount of tax credit available to applicant projects and operations and on the percentage of the project that will be restricted to low income tenants. The program limits rents on the units and also limits the incomes of the tenants. The UHC establishes maximum rents in accordance with HUD standards. Projects receiving LIHTC must maintain the status as low-income project for a minimum of 15 years.

The LIHTC program provides a credit equal to nine percent of the construction cost for new construction or substantial rehabilitation for projects which do not use other federal assistance and a four percent credit for acquisition of existing projects and for those projects which use other federal subsidies (CDBG excluded). Credits are claimed annually for ten years. The credits may be used by the owner of the property or sold through syndication.

Olene Walker Housing Loan Fund

The Olene Walker Housing Loan Fund is comprised of state appropriations and federal funds to provide loans at below-market interest rates for the construction of affordable housing. The majority of projects built using this fund are multi-family. While the majority of the fund is used for loans, a small amount of the fund is available for grants.

1 **West Bountiful City**
2 **Planning Commission Meeting**

June 25, 2019

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4 **Posting of Agenda** - *The agenda for this meeting was posted on the State of Utah Public Notice website,*
5 *on the West Bountiful City website, and at city hall on June 20, 2019 per state statutory requirement.*

6 Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, June 25, 2019 at
7 West Bountiful City Hall, Davis County, Utah.

8 **Those in Attendance:**

9 **MEMBERS PRESENT:** Chairman Denis Hopkinson, Alan Malan (Vice Chairman), Laura Charchenko, Corey
10 Sweat, Mike Cottle, Dee Vest (alternate), Council member Enquist

11 **STAFF PRESENT:** Ben White (City Engineer), Cathy Brightwell (Recorder), and Debbie McKean
12 (Secretary)

13 **VISITORS:** Gary Jacketta, Dave Tovey, Jordan Jensen, Jessie Garth, Carson Tovey, Hunter Tovey, Hunter
14 Thomson, Chris Rutledge, Guy Goddard, James Thomson.

15

16 The Planning Commission Meeting was called to order at 7:30 pm by Chairman Denis Hopkinson. Corey
17 Sweat offered a prayer.

18 **1. Accept Agenda**

19 Chairman Denis Hopkinson reviewed the agenda. Mike Cottle moved to accept the agenda. Alan
20 Malan seconded the motion. Voting was unanimous in favor among all members present.

21 **2. Discuss Application for Rezone from Cirrus Group for Property at 580 West 100 North**

22 Commission packets included a memorandum dated June 19, 2019 from Ben White regarding 580
23 West 100 North (Carr Printing Property) with attached application to rezone and a letter from James
24 Thomson/Cirrus with site plans and photos.

25 **Memorandum included the following information:**

- 26
- 27 • The Cirrus Group desires to convert the Carr Printing building into indoor climatized storage,
28 with several recreational vehicle parking spaces and construct more traditional storage
29 facilities on the perimeter of the property. This property is located in the C-G (Commercial
30 General) zoning district just north of the Costco store. The Cirrus Group is requesting a rezone
31 of the property because Storage is not an allowed use in the current zone.
 - 32 • The L-I (Light Industrial) zone will accommodate the applicants land use request as both
33 indoor and outdoor storage is allowed in the L-I zone.
 - 34 • The C-H (Commercial Highway) zone allows for indoor storage only. If the property were
35 zoned C-H, only the outdoor boat and RV storage would be excluded.
 - 36 • The applicant has provided a proposed site plan and architectural drawings to help the city
37 visualize what the facility would look like. A letter from Mr. James Thomson outlining why the
applicant believes the proposed rezone request is a good idea is also included.

38

- 39 • When considering a rezone request, the Planning Commission must remember that future
40 land uses are not restricted to the land use that is proposed. Any land use allowed in the zone
41 would be legal following a rezone.
- 42 • A public hearing is required before the Planning Commission can make a recommendation to
43 the City Council.

44 James Thomson with Cirrus Group was invited to take the stand. Mr. Thomson is in the process of
45 purchasing the land and desires to change the use of the land to accommodate storage units. He
46 explained some of the challenges the property faces and how they would work to improve the look of
47 the property. This building is not ideal for retail use and if used for that purpose would increase the
48 traffic problems in the area. He pointed out that storage units will not create added traffic problems as
49 only a few customers are likely to access the property each day. He explained that the owner has had
50 difficulty finding a retail buyer and if this request is denied, the property is likely to sit vacant for years to
51 come.

52 Chris Rutledge/Architect took the stand and described some of the current features of the building
53 that is 41,000 square feet and sits on approximately 3 acres of property. He explained that they propose
54 adding a second floor to the area that is currently single level. They propose some RV parking on the
55 north side of the building with more typical storage units added to the perimeter of the property. The
56 area will be secured by rod iron fencing with locked entry gates. The existing building is in good shape
57 so will not be demolished which is a plus but renovated to meet their needs. He described each area of
58 the building and what type of storage units will exist in their current proposal. The number of each mix
59 of units has not been established. It will be approximately 52,000 sq. feet when completed. The
60 building is climatized and there will be an elevator to access the top floor.

61 Hunter Thomson/Appraiser took the stand. He stated that he recently retired after many years
62 appraising similar properties. This is a unique piece of property with a building in good condition and is
63 attractive to the light industrial type user. The building is not conducive to retail because of the two
64 stories and limited parking. He feels that the proposed storage structure is the perfect solution for this
65 area.

66 Ben White provided several options to accommodate the request, if desired by the planning
67 commission, including changing the zone for this specific property, making a text change to the current
68 zone with restrictions, changing the zone for the entire area, or making a recommendation to deny the
69 request. He reminded the Commission that once land is rezoned, it stays that way forever. Before this
70 request can be sent to the city council a public hearing must be held.

71 Chairman Hopkinson noted that the city has not been in favor of spot zoning. He explained some of
72 the dynamics of the property to the Commissioners including the traffic congestion from Costco and the
73 Commons area. He invited the Commissioners to make comments:

74 **Comments:**

75 Alan Malan is not in favor of spot zoning. He inquired about the what type of security they would have,
76 and Ben White pointed out the rod iron fencing around the property. He was concerned about the RV
77 storage and the traffic situation that could occur especially on weekends.

78 Laura Charchenko asked if a printing company can continue to be a user in that zone as a grandfathered
79 use. Ben White answered yes. She has concerns about changing it to light industrial and what happens
80 if the company sells to another buyer in the future, we have no control over what type of business could
81 be there and it may not be favorable to that area.

82 Corey Sweat is not in favor of a rezone. He wants to protect the investment made by the taxpayers to
83 convert this area into prime retail space.

84 Mike Cottle concurred with Commissioner Sweat's comments.

85 Dee Vest stated that his first thoughts would be not to rezone, but after listening to the buyer and
86 thinking about some of the arguments especially the difficulty finding retail customers to take the space
87 and the problems they would bring, he might be willing to reconsider. His primary concern is what could
88 happen in the future if this business sold after rezoning it – he wants to maintain control of the
89 property.

90 Councilmember Enquist pointed out that this land previously contained storage units before it turned
91 into a commercial area and they were not so inviting. He is okay with the indoor storage but not in
92 favor of the RV parking and storage units on the outside.

93 Denis Hopkinson asked Ben White if there is any type of storage units allowed in the current zone. Mr.
94 White responded there is not but noted that a simple text change could be added to the language in the
95 current zone to allow for indoor storage. Mr. Hopkinson is not in favor of spot zoning or a simple
96 language change and does not believe this type of business fits with the rest of the area. He said he
97 could be supportive of allowing it as a Conditional Use if the right restrictions are included. Chairman
98 Hopkinson noted that the proposed Light Industrial zone will not work in this area, but there could be
99 several different options that can be reviewed to make it work.

100 Duane Huffman took the stand and noted that if the planning commission wants to make a change,
101 there are some ways that this storage can be allowed by a text change in our current ordinance. He
102 recommends a text change over a zone change. He pointed out that this is really the only area that
103 West Bountiful has left for retail space and its use should be carefully considered.

104 Gary Jacketta asked how many RV storage units would be allowed. The applicant responded that
105 there would be approximately 16 units for RV parking.

106 **ACTION TAKEN:**

107 ***Corey Sweat moved to schedule a public hearing on the applicant's request for a rezone of the***
108 ***property located at 580 West 100 North (Carr Printing Property) at the first available time. Mike Cottle***
109 ***seconded the motion and voting was unanimous in favor.***

110 Staff will set the public hearing for July 9th, 2019.

111

112 **3. Discuss Construction Standard Update**

113 Commission packets included a memorandum dated June 21, 2019 from Ben White regarding
114 updating Public Works Construction Standards with an attached copy of West Bountiful City Minimum
115 Construction Standards.

116

117 **Memorandum included the following information:**

- 118 • House Bill 232 in the 2017 General Legislative Session defined Construction Standards and
119 Specifications as a “Land Use Regulation.” The Bill further stated that Land Use regulations will
120 be adopted by ordinance. We complied with this new law when we updated our construction
121 standards in 2017. State law now requires a public hearing be held to receive public input prior
122 to the Planning Commission making a recommendation to City Council.
- 123 • Substantive changes to the Standards include *Detail 297SP* which updates the distance between
124 the main and accessory structures to a minimum of 8 ft. to match a recent ordinance change.
125 *Detail 384* and *385SP* updates the minimum pavement thickness to 4 inches and adds text which
126 prohibits the splicing of water service laterals between the water main and water meter setter.
127 *Detail 521SP* adds detail for water meters located in driveways and details that require concrete
128 bases for all new residential streetlights.
- 129 • Public Works would like to see a new requirement that concrete for all new sidewalks be 6
130 inches thick. The rationale is that sidewalks in new subdivisions must be removed and replaced
131 where proposed driveways are located. The additional thickness would match the thickness of
132 the driveway and reduce the damage to the remainder of sidewalk during construction.

133

134 **Discussion:**

135 There was discussion about the thicker concrete standard and Chairman Hopkinson pointed out that
136 there is no downside for the City with this proposal. Commissioner Malan commented that it may not
137 be necessary to require the additional cost the resident will incur by requiring the 6 inches over the
138 current 4 inches. Additional discussion took place. Mr. Malan also requested that under the Storm Drain
139 Section that item d. include a better definition.

140 There will be a Public Hearing scheduled for this item on July 9th, 2019.

141

142 **4. Discuss Moderate Income Housing Requirements for General Plan**

143 Commissioner packets included a redline copy of Section 6.4 - Tools and Implementation Strategies
144 of the General Plan Section VI Housing.

145 Ben White reviewed the changes that were made.

146 The following changes were suggested by the Commissioners:

- 147 • Strike the verbiage “wider” in the second paragraph.
- 148 • Under Accessory Dwelling Units, strike “multistory apartment complexes”.

149 Senate Bill 34 requires at least 3 strategies for municipalities to implement in their general plan, Ben
150 White noted that our ADU implementation can be counted as #1; Impact fees have been waived for
151 ADU’s which satisfies the second strategy; and our third strategy is listed under Home Ownership as an
152 item to investigate. These fulfill the necessary requirements that need to be met.

153 Chairman Hopkinson referred to Item V which suggests that a municipality utilize a MIH set aside for a
154 community reinvestment agency, redevelopment agency, or community development and renewal
155 agency as a possible consideration. He noted that Item V is not needed to meet the state requirement
156 but could be one that the city may want to consider. This would fall in line with the proposal we
157 received this evening for the development of the Carr Print building. He asked the Commissioners to
158 come up with some ideas of building use for the property brought before us tonight in that area.

159 **5. Staff Report**

160 **Ben White**

- 161 • 800 West road closure this week was due to the School project but there will be more closures
162 on 800 West to come in the next year.
- 163 • He is expecting an application for a new building to be erected where the former Pizza
164 restaurant was next to Barnes and Noble in Gateway area.

165 **Cathy Brightwell**

- 166 • The July 9th a meeting will be held and then there will be no meeting on July 23rd due to the 24th
167 Holiday or August 13th because of the Primary Elections. We may need to schedule a meeting
168 on July 30th if necessary.

170 **6. Consider Approval of Minutes from May 28, 2019 meeting.**

171 **ACTION TAKEN:**

172 *Corey Sweat moved to approve of the minutes of the May 28, 2019 meeting as corrected.*
173 *Laura Charchenko seconded the motion and voting was unanimous in favor.*

175 **7. Adjournment**

176 **ACTION TAKEN:**

177 *Alan Malan moved to adjourn the regular session of the Planning Commission meeting at*
178 *8:45 pm. Laura Charchenko seconded the motion. Voting was unanimous in favor.*

180

182 *The foregoing was approved by the West Bountiful City Planning Commission on June 20, 2019 by*
183 *unanimous vote of all members present.*

185 _____

186 *Cathy Brightwell – City Recorder*

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