



3200 West 300 North
West Point, UT 84015
PH: 801-776-0970
FAX: 801-525-9150
www.westpointcity.org

West Point City Planning Commission Agenda

Notice of the Regular Scheduled Meeting of the
Planning Commission of West Point, Utah
June 27, 2019


Public notice is hereby given that the Planning Commission of West Point, Utah, will hold their regularly scheduled meeting at the West Point City Building at 3200 West 300 North on Thursday, June 27, 2019.

Work Session (Open to the public) This meeting will begin at 6:00 pm

1. Discussion regarding Final Plat Approval for Sunset Vistas PUD Subdivision, located at approximately 1100 South 4500 West, Kelly Hughes Construction, applicant.
2. Discussion regarding a request to change the General Plan for property located at approximately 1200 South 4500 West, Ovation Homes, applicant.
3. Discussion regarding Final Plat Approval for Craythorn Homestead, Phase 3, located at approximately 550 South 4250 West, Elite Craft Homes, applicant.
4. Discussion regarding a Conditional Use Permit for a Model Home, located at 4023 West 550 South, Elite Craft Homes, applicant.
5. Discussion regarding West Point City Code regarding Accessory Building Standards.

General Session (Open to the public) This meeting will begin at 7:00 pm

1. Call to Order.
2. Pledge of Allegiance.
3. Prayer (Please contact the Commission Clerk to request meeting participation by offering a prayer or inspirational thought).
4. Approval of Minutes from June 13, 2019.
5. Public Comments
6. Public Hearing regarding a Conditional Use Permit for a Model Home, located at 4023 West 550 South, Elite Craft Homes, applicant.
 - a. Public Hearing
 - b. Action
7. Final Plat Approval for Sunset Vistas PUD Subdivision, located at approximately 1100 South 4500 West, Kelly Hughes Construction, applicant.
8. Final Plat Approval for Craythorn Homestead, Phase 3, located at approximately 550 South 4250 West, Elite Craft Homes, applicant.
9. Planning Commission Comments
10. Staff Update
11. Adjournment


Boyd Davis
Community Development Director

****Public Hearing and Public Comment:** If you wish to make comment to the Commission, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 ½ minutes. Please do not repeat positions already stated. This is a time for Planning Commission to receive new information and perspectives.

****If you attend the regularly scheduled meeting and, due to a disability, need assistance in understanding or participating therein, please notify the City at least eight hours prior to the meeting and we will seek to provide assistance.**

Planning Commission Staff Report

Subject: Sunset Vistas P.U.D. Subdivision Final Approval
Author: Boyd Davis
Department: Community Development
Date: June 27, 2019



Background

The Sunset Vistas PUD has been reviewed several times by the Planning Commission during the approval of the Conditional Use Permit. That portion of the process is now complete, and the Developer is now seeking final approval of the Subdivision Plat.

Analysis

All the conditions and issues discussed by the Planning Commission were included in a developer's agreement that was approved by the City Council. The subdivision plat includes 62 lots, as agreed upon along with the park and open space. The plat was updated to avoid the wetlands identified in the updated report. The lots along the west side of the subdivision were shifted to the north to avoid the wetlands. No other changes have been made to the plat since it was first presented to the Commission.

For final approval, the Developer is required to submit approval letters from all agencies that will provide utilities or will be affected in some way by the development. The letters that we have been waiting for are as follows:

- ✓ UDOT
- ✓ Hooper Water
- ✓ North Davis Sewer District
- ✓ Wetlands Delineation Report
- ✓ Written Storm Drain Easement
- Davis County Public Works

All of these have been submitted with exception of Davis County Public Works. Staff has spoken with Davis County and was told that they are waiting to resolve a property line dispute before issuing the permit. The Developer claims to own a strip of property that gives them access to the storm drain, however the adjacent property claims that he owns that property as well.

Recommendation

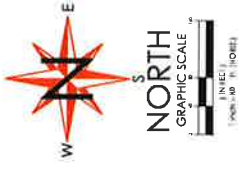
Staff recommends that no action be taken until the letter from Davis County is received. If approval is granted by Davis County, Staff would recommend approval of the final approval of the subdivision.

Significant Impacts

There are no significant impacts at this time.

Attachments

Plat
Engineer's Letter



SUNSET VISTAS PUD SUBDIVISION

WEST POINT CITY, DAVIS COUNTY UTAH
LOCATED IN THE NORTHWEST QUARTER OF
SECTION 7, TOWNSHIP 4 NORTH, RANGE 2
WEST, SALT LAKE BASE AND MERIDIAN

UTAH LAND SURVEYING, LLC
A PROFESSIONAL LICENSED LAND SURVEYING COMPANY

1359 FAIRWAY CIR
FARMINGTON, UT 84025
PHONE 801.725.8395
FAX 801.820.7775
www.utahlandsurveying.com

COUNTY RECORDS
FILE FOR RECORDING
RECORDING OFFICE
RECORDS NO. 18-00000
FOR COUNTY RECORDER
BY _____
DATE _____

DEVELOPER
WEST HIGHER CONSTRUCTION
13700 S. STATE ST. SUITE 100
SPRINGS, UT 84143



THIS PLAN IS FOR THE
RECORDING OF THE
SUBDIVISION OF THE
LAND SHOWN HEREON
AND IS NOT TO BE USED
FOR ANY OTHER PURPOSE
WITHOUT THE WRITTEN
CONSENT OF THE SURVEYOR
UTAH LAND SURVEYING, LLC
1359 FAIRWAY CIR
FARMINGTON, UT 84025
PHONE 801.725.8395
FAX 801.820.7775
www.utahlandsurveying.com

Planning Commission Staff Report

Subject: Final Plan – Craythorn Homestead Phase 3
Author: Troy Moyes
Department: Community Development
Date: June 27, 2019



Background

Craythorne Development is seeking Final Plan approval from the Planning Commission regarding Phase 3 of the Craythorn Homestead Subdivision located at 4100 West 550 South. This phase will consist of 19 lots ranging from 13,000 square feet to 19,000 square feet. This proposed phase will be directly West of Phase 1 that has access from Cold Springs Road.

Analysis

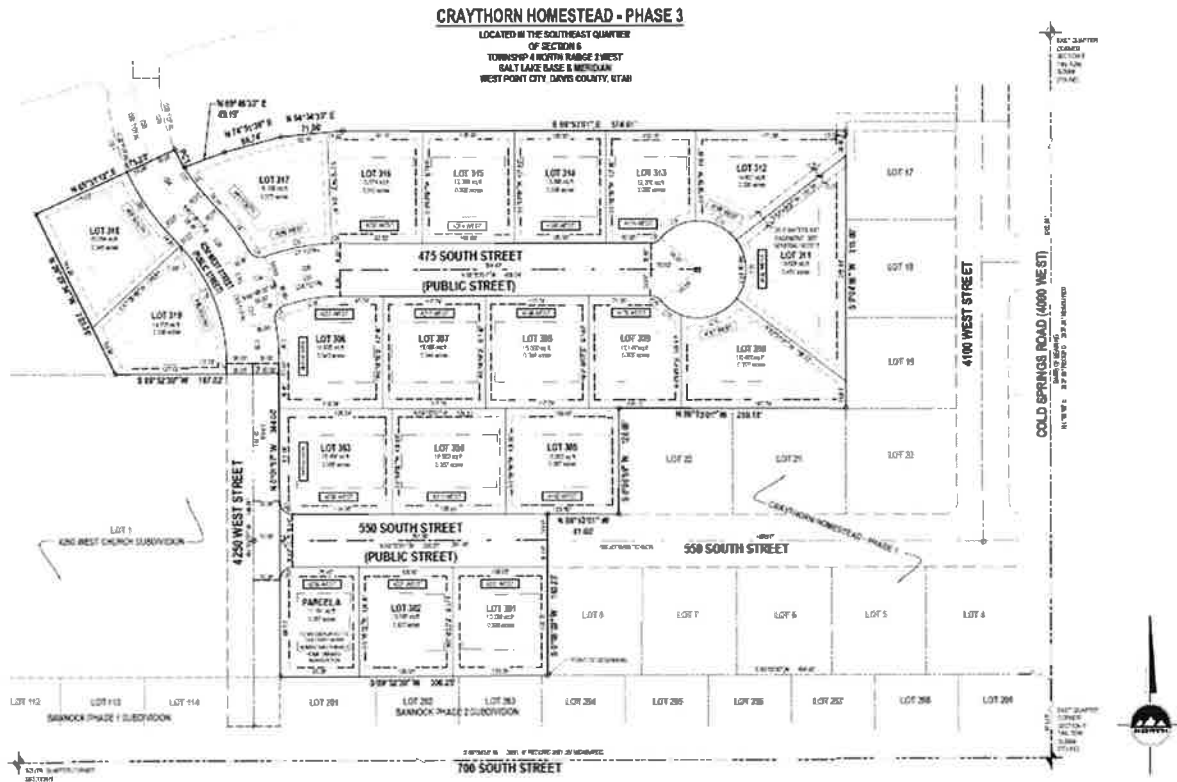
Staff has reviewed the plans and sent letters to the applicant addressing engineering and planning concerns as it pertains to the Final Plans. The comments have been provided for Commission's review. All of the comments and required letters have been submitted and reviewed. West Point City Code 16.05.090(D)(10) states:

10. Developments over 30 lots shall be done in phases. A phase shall consist of no more than 30 lots unless specifically approved by the city. Each phase must be completed with both on- and off-site improvements within two years. The city shall not approve more than 30 lots in a development or single phase without requiring the construction of a second access road that connects to an existing public street.

When the off-site improvements have been 100 percent completed within the boundaries of the recorded plat of any phase and approved by the city, and on-site improvements have been 70 percent completed, and building permits have been issued on at least 50 percent of the lots, then the developer may record the plat for the next phase of the development.

In no case shall more than two phases be developed consecutively. The City Council may grant exceptions to these rules if deemed appropriate.

Currently less than 50% of the lots in Phase 1 have building permits issued. Until this requirement has been met they will not be able to record this phase. Staff feels that this should not be an issue with regards to approval from the Planning Commission but feels that this should be mentioned.



Recommendation

Staff recommends Final Plan approval for the Craythorn Homestead Phase 3 Subdivision and forward to City Council.

Significant Impacts

None

Attachments

- Plans and Application
- Planner's Review Letter
- Engineer's Review Letter

MEMORANDUM

To: Ensign Engineering

From: Troy Moyes, West Point City Planner



cc: West Point City Planning Commission, Sunrise Development Partners

RE: Craythorn Homestead Phase 3 – Final Plat

Date Plans Received: December 21, 2018

Date Reviewed: February 2, 2019

I have completed a planner's review of the final plat for the Craythorn Homestead Phase 3 and have the following comments for your review.

Notes: The subject property is currently zoned R-1 residential and does not require any change in the existing zone. With 19 proposed building lots in this phase and 8.3 acres of land, the density of 2.2 units per acre is at the maximum density of 2.2 units per acre for the R-1 residential zone. All lots shown are over the minimum lot size of 12,000 sq ft in an R-1 zone.

1. Zoning

- a. Show on the plat the building setbacks (R-1 zone is 30' front, 30' rear and 10' side)
- b. The lots depths and average widths look good.
- c. Utility easements look good.

2. Development

- a. Street connectivity to future phases look good.
- b. Note: 50% of all lots in Craythorn Phase 1 must have a building permits before phase 3 can be recorded.
- c. Fencing required between the subdivision and agriculture property.

Recommendation:

I recommend final plat approval contingent upon corrections addressed from the engineering letter.



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MEMORANDUM

To: Ensign Engineering

From: Boyd Davis, P.E. *B.D.*

cc: West Point City Planning Commission

RE: CRAYTHORN HOMESTEAD PH. 3 FINAL PLAN REVIEW

Date Received: May 22, 2019

Date Reviewed: June 10, 2019

I have completed a review of the final plan for the subject subdivision and offer the following comments for your review:

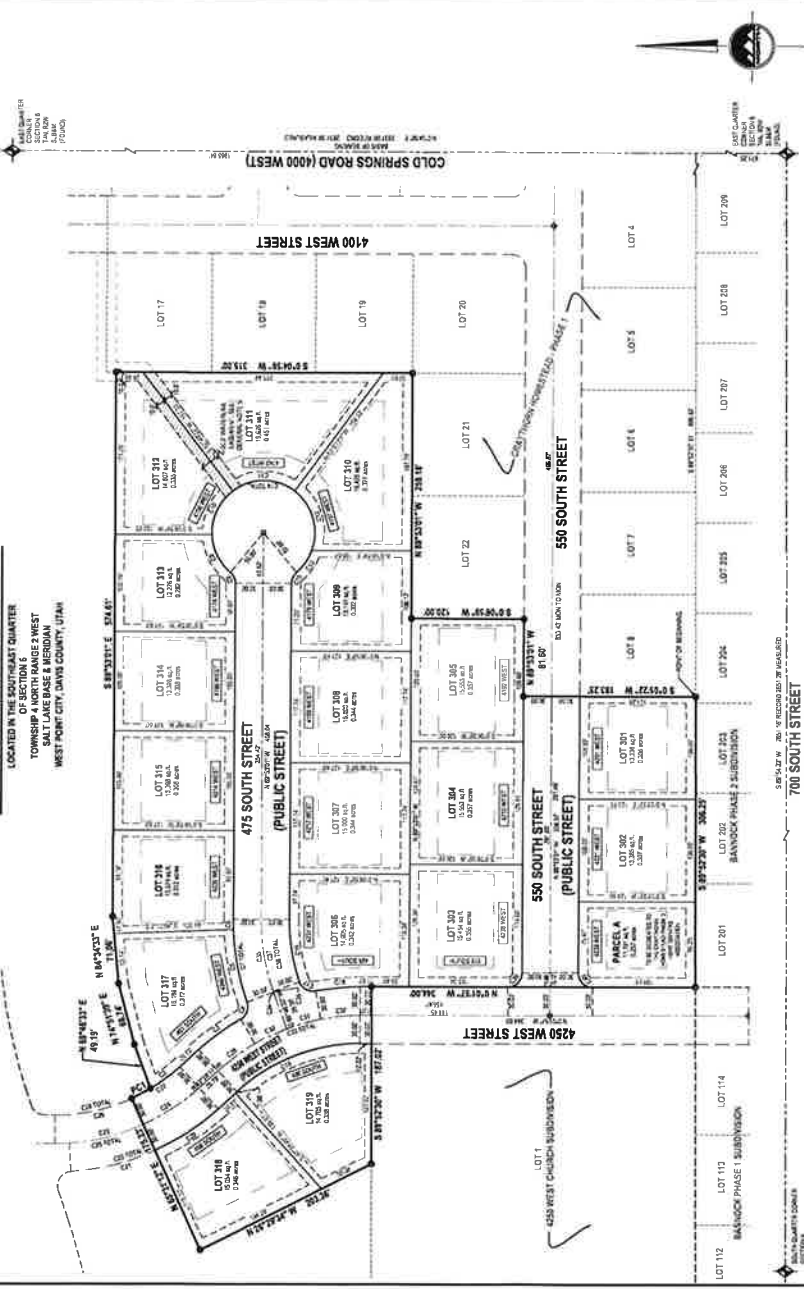
1. Plat
 - ✓ Show dimensions and bearings to the point of beginning.
 - ✓ Include a note on the plat stating that this subdivision is in West Point City Land Drainage Zone B and that a land drain is required in order to have a basement.
 - ✓ Label the address on each lot.
 - ✓ Print the owner's names below the signature lines.
 - ✓ Remove the letter "e" from the name Craythorn on all references on the plat and the boundary description.
 - ✓ Make other corrections on the attached redlined plat, including the addresses.
2. Streets
 - ✓ The typical street sections should show a 10" of road base.
 - ✓ Can the utilities be stubbed to the future street to avoid cutting the road?
 - ✓ Please change 600 S to 550 S on all sheets.
3. Culinary Water
 - ✓ Written approval from the North Davis Fire District is required.
 - b. Written approval from the Hooper Water Improvement District is required.
4. Secondary Water
 - ✓ Written approval from the Davis and Weber Counties Canal Co. is required.
 - b. Water shares will be required.
 - ✓ Show the service lines to each lot.
5. Sanitary Sewer
 - ✓ The sewer line on 550 S. street is too flat for that many homes. Can it be changed to an 8" at 0.40%?
6. Storm Drainage
 - ✓ Please show temporary gravel sumps at the north end of 4250 West street.
7. Land Drainage
 - ✓ No land drain shown. Basements will be limited to 24" below curb.

8. Irrigation
 - ✓ How will the lots be protected from tail water from adjacent fields?
9. Grading Plan
 - ✓ Lots 201-202, 206-219 will require yard drains in the rear. Please submit a plan.
 - ✓ A yard drain is recommended on all lots for a convenient location to discharge sump pumps.
10. Others
 - ✓ Fencing required between the subdivision and agriculture property, including future phases if it is to continue in farming.

Recommendation: I recommend final approval subject to receiving final approval from the Hooper Water Improvement District.

CRAYTHORN HOMESTEAD - PHASE 3

LOCATED IN THE SOUTHEAST QUARTER
OF SECTION 6
TOWNSHIP 4 NORTH RANGE 2 WEST
COUNTY OF DAVIS, IOWA
WEST POINT CITY, DAVIS COUNTY, IOWA



DEVELOPER
JPC COMPANY
FARMINGTON, UT 84403
801-451-6553

CITY ENGINEERS APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY ENGINEER

PLANNING COMMISSION APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY PLANNING COMMISSION

CITY ATTORNEY'S APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY ATTORNEY

CITY COUNCIL APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY COUNCIL



ENSIGN
SURVEYING & MAPPING
1000 N. UNIVERSITY AVENUE
SUITE 100
DES MOINES, IOWA 50319
515-281-1111
www.ensignsurvey.com

SURVEY RECORDING DATA
DATE: _____
BY: _____
FOR: _____

SURVEYOR'S CERTIFICATE
I, the undersigned, being a duly licensed Surveyor under the laws of the State of Iowa, do hereby certify that I am the author of the foregoing plat and that it is a true and correct copy of the original as the same appears in my office. Witness my hand and seal this _____ day of _____, A.D. 20____.

BOUNDARY DESCRIPTION
This plat shows the boundaries of the lots in the Craythorn Homestead - Phase 3, located in the Southeast Quarter of Section 6, Township 4 North, Range 2 West, Davis County, Iowa. The boundaries are shown as follows: ...

OWNER'S DECLARATION
I, the undersigned, being the owner of the above described property, do hereby declare that the same is being offered for sale in accordance with the provisions of the Iowa Homestead Act of 1909, and that I am not a tenant, a partner, or a joint owner of the same. Witness my hand and seal this _____ day of _____, A.D. 20____.

CRAYTHORN HOMESTEAD - PHASE 3
UNLIMITED LIABILITY COMPANY ASSOCIATION

NOTARIAL PUBLIC
I, _____, Notary Public for the State of Iowa, do hereby certify that the foregoing plat was presented to me by the undersigned and that I am satisfied that the same is a true and correct copy of the original as the same appears in my office. Witness my hand and seal this _____ day of _____, A.D. 20____.

DEVELOPER'S DECLARATION
I, the undersigned, being the developer of the above described property, do hereby declare that the same is being offered for sale in accordance with the provisions of the Iowa Homestead Act of 1909, and that I am not a tenant, a partner, or a joint owner of the same. Witness my hand and seal this _____ day of _____, A.D. 20____.

PLANNING COMMISSION APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY PLANNING COMMISSION

CITY ENGINEERS APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY ENGINEER

CITY ATTORNEY'S APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY ATTORNEY

CITY COUNCIL APPROVAL
APPROVED THIS _____ DAY OF _____
BY THE CITY COUNCIL

DAVIS COUNTY RECORDER
RECORDED IN BOOK _____ PAGE _____
DATE _____



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Subdivision Plan Application

All applications submitted must be made in accordance with the Title 16 & 17 of the West Point City Code, Governing all Land Use and Subdivision Developments. A new application is required for each application type.

Application Type – what type of application are you seeking?

- Concept Plan Preliminary Plan/Plat Final Plan/Plat Amendment

CP# 1022

For Office Use Only Received Payment		
\$ 775 ⁰⁰	12/21/18	
AMOUNT PAID	DATE RECEIVED	INITIAL
Amendment	\$900	
Conceptual Plan	No Fee	
Preliminary Plan/Plat	\$300 + \$25 per lot	
Final Plan/Plat	\$500 + \$50 per lot	

Subdivision Property Information

Proposed Subdivision Name: Craythorn Homestead Ph 3	*Current Zoning:	Total Acreage: 8.336
Approximate Address: 4100 W 600 South	Number of Lots: 19	**Concept Review Date:
		**Preliminary Approval Date:

Developer/Agent Contact Information

Contact Name: Jerry Preston	Company: Craythorn Homestead LLC	Owner of Property?	
		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Address: 49 No. Main	City: Farmington	State: UT	Zip: 84025
Contact Office Phone: 801-451-6525	Contact Cell Phone: 801-524-3155	Contact Email: Jerry@elitecrafthomes.com	

Engineer Contact Information

Name: ENSIGN Engineering	Company: Cam Preston
Address: 1455 W. Hill Field Rd.	City: Layton
Contact Office Phone: 801-547-1100	Contact Cell Phone: 801-643-0527
	Contact Email: CamCPrestone@ensigneng.com

**IF THE DEVELOPMENT REQUIRES A CHANGE IN ZONING/A REZONE APPLICATION IS REQUIRED
 **IF APPLICABLE

NOTE: If the agent listed above is not the property owner, he/she must be authorized as the assigned "AGENT" by completing the **STATEMENT OF OWNERSHIP/DESIGNATION OF AGENT** section below. This authorization only needs to be completed once, prior to concept approval.

I hereby certify that the requested Subdivision would comply with all required conditions and standards of the West Point City Subdivision and Land Use Ordinance, be harmonious with neighboring uses, fit the goals of the community's General Plan, and impose no insatiable demands for public services. I have read the West Point Subdivision and Land Use Ordinances and understand that submitting this Application does not guarantee approval and is subject to the discretion of the City Land Use Authority and compliance with all requirements of West Point City's Municipal Code.

_____ **12-21-18**
 Developer/Agent Signature Date

Statement of Ownership/Designation of Agent (provide a small plat map showing ownership)

As the undersigned legal owners of the property described on a short plat map, we designate _____ to act as the agent with respect to this application.

 Property Owner Signature Print Name Date

Planning Commission Staff Report

Subject: Public Hearing – CUP Model Home
Author: Troy Moyes
Department: Community Development
Date: June 27, 2019



Background

Elite Craft Homes is seeking a Conditional Use Permit to operate a Model Home located at 4023 West 550 South. The home has already been completed and is ready to operate as soon as approval has been granted.

Analysis

West Point City Code requires a public hearing to be held for all conditional uses. Uses that are exempt from a public hearings include; minor and major home occupations, accessory buildings and accessory apartments. The following are the requirements for model homes as outlined in West Point City Code 17.80.270.

- A. A conditional use permit granted by the planning commission shall be required for all model homes.
- B. A model home cannot operate prior to that building having received a certificate of final occupancy from the building inspector.
- C. Model homes must be removed when the subdivision is more than 80 percent occupied or has been occupied for three years, whichever comes first.
 1. The planning commission may grant a six-month extension as they see fit.
- D. Adequate off-street parking must be provided on site. Three parking stalls must be provided.
- E. An exterior lighting and signage plan must be submitted.
 1. There shall be no more than one sign located on the property of any model home.
 2. At a model home, flags, banners, or other temporary signs are not allowed.
 3. National flags shall be allowed as in all residential zones.
- F. A model home shall not be used as a general real estate office or construction management office, and shall never be utilized as a meeting place for more individuals than parking is available on site.
- G. Full landscaping must be installed prior to occupying the building as a model home. The community development director may grant one six-month extension for weather-related reasons.
- H. A model home shall not operate before 8:00 a.m. and never after 8:00 p.m. [Ord. 04-01-2008 § 1. Code 2000 § 17-22-27].

The applicant is requesting a banner sign on the East side of the home that will face Cold Springs Road that will say "Model Home Now Open." All of the other requirements listed above have been met and the applicant will be available for questions.



Recommendation

Staff recommends that the Planning Commission approve the conditional use permit for a model home located at 4023 West 550 South.

Significant Impacts

None

Attachments

Application & Report



3200 WEST 300 NORTH
 WEST POINT, UTAH 84015
 PH: 801-776-0970
 FAX: 801-525-9150
 www.westpointcity.org

APPLICATION FOR A CONDITIONAL USE PERMIT

Property Address: 4023 W. 600 S.
 Name of Applicant: Elite Craft Homes
 Phone: 801-451-6525 Fax: _____ Email: _____
 Mailing Address: P.O. Box 980
 Size of Lot: _____ Zone: R-1 Sq. Footage of Dwelling: 1815
 Sq. Footage of Space Intended for Conditional Use: 1815

Detailed Description of Conditional Use and Potential Impacts on Residential Use:

MODEL HOME CRAYTHORNE HOMESTEAD
SCOTT@ELITECRAFTHOMES.COM

I certify that this conditional use will comply will all required conditions and standards of West Point City's Land Use Ordinance, will be harmonious with neighboring uses, will fit the goals of the City's General Plan and imposes no insatiable demands for public services. I also understand that issuance of a Conditional Use Permit shall not relieve me of the responsibility to comply with applicable land use ordinance, health, building or fire code regulations.

[Signature]
 Applicant Signature

6/7/19
 Date

N/A
 Land Owner Signature

6/7/19
 Date

FOR OFFICE USE ONLY		
Conditional Use Permit Fee: \$	<u>75.00</u>	
Payment Type: <u>card</u>	Date Paid: <u>6/7/19</u>	By: <u>[Signature]</u>

Planning Commission Staff Report

Subject: Discussion – Accessory Building Standards
Author: Troy Moyes
Department: Community Development
Date: June 27, 2019



Background

For the past several meetings the Planning Commission has expressed a need to look closely into accessory buildings regulations specifically for the design standards for structures located in the side yard. Accessory buildings located in the side yard require a Conditional Use Permit from the Planning Commission, however there have been no clear standards in the code that address the regulation that the accessory building “shall not create a significant nuisance due to design, construction, or placement to neighboring properties.”

During the Planning Commission Work Session meeting held on June 13, 2019 staff presented to Commission a few items relative to Accessory Building standards. These items included:

1. Distance between accessory building and primary dwelling
2. Size of structure and the lot size percentage
3. Side yard design standards
4. Rear yard setback chart
5. Temporary structures
6. Updated zoning table and footnotes

Analysis

Staff has received feedback from the Commission and would to discuss and present each items separately during the next several meetings. The first item that will be presented for discussion will be the “side yard design standards.” The Planning Commission has felt strongly that there should be standards in place for buildings that are located in the side yard. After gathering feedback for the Commission the attached standards are being presented for discussion.

Recommendation

Discussion only

Significant Impacts

None

Attachments

Document of proposed changed

15.15.120 Accessory Buildings

F. An accessory building may protrude into the side yard of the residential dwelling but shall require a conditional use permit and must also fulfill the following commitments:

1. The accessory building must maintain the side yard setback of the residential dwelling.

~~2. Exterior materials and design. The accessory building shall not create a significant nuisance due to design, construction, or placement to neighboring properties.~~

a. Accessory buildings that are below 200 square feet and are located 10 feet behind the front plane of the primary dwelling in the side yard are exempt from design standards outlined in subsection "b". If the structure is located closer than 10 feet from the front plane of primary dwelling the design standards listed in subsection "b" must be followed.

b. All Permanent and semi-permanent accessory buildings that are greater than 200 square feet and located in any portion of the side yard must adhere to the same building material standards as it pertains to the front façade as outlined in 15.15.130(C) of the West Point City Code.

