



**WEST POINT CITY COUNCIL
MEETING MINUTES
3200 WEST 300 NORTH
WEST POINT CITY, UT 84015**

February 18, 2020

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd

City Manager
Kyle Laws

Administrative Session
6:00 PM – Board Room

Minutes for the West Point City Council Administrative Session held at West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on February 18, 2020 at 6:00 pm with Mayor Erik Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: Council Member Annette Judd and Council Member Kent Henderson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent and Carson Fillin

1. Discussion Regarding City Street Light Replacement – Mr. Boyd Davis

Mr. Davis stated that Stevens Sales Company is the current sales representative for Philips Lighting, which manufactures the particular type of street light that the City has been purchasing. However, Clinton City has recently changed their light standards to a dark-sky compliant light and will be using them on the 800 N project. Because this is a joint project in both West Point and Clinton, Staff recommends using those same lights on the City's section of 800 N so that the street lights are consistent. Mr. Davis also explained that the City's current street lights were originally thought to be dark-sky compliant when purchased, but have since learned that they actually do not qualify. He introduced Carson Fillin, a Stevens Sales Company lighting representative, to the Council and turned the time over to him to present and explain the street light that Staff is proposing be the model for future purchases.

Mr. Fillin explained that his specialty is street lighting products and working with the governmental organizations that purchase them. One common issue the last couple years for many customers is that the street lights being purchased were thought to be dark-sky compliant because of the aluminum casting on the top and other specifics of the lights. However, to be dark-sky compliant, there has to be 0% light reflecting upward, and any sort of lens (vertical, slanted, etc.) will cause the light to be refracted. Mr. Fillin stated that one thing causing hesitation of organizations to become dark-sky compliant and purchase/replace current street lights is because of how glaring the LED lights are. To combat this, Philips Lighting has developed what they are calling "comfort optic" technology and have recently began manufacturing street lights that use this comfort optic lighting. Mr. Fillin explained the technology and demonstrated how it works, using the actual street light model that Clinton City has purchased to demonstrate. These lights do not have any lenses, yet are designed to not look like there *should* be a lens there but it is missing or broken, so they have the same "traditional" look of street lights that have already been installed in many areas. Mr. Fillin noted that numerous cities around the State are also installing comfort optic lighting models offered by Philips, and this particular model comes with a ten-year warranty and can be used for single or double light posts.

The lighting capabilities and street light designs were discussed with the Council, Staff, and Mr. Fillin. The Council generally agreed that the City's current lighting standards should be changed to the type of light shown by Mr. Fillin so that all new developments and street lights installed will be dark-sky compliant. The Council thanked Mr. Fillin for coming to the meeting and providing this information on street lights and lighting capabilities. This will be an ongoing discussion with the Staff and Council in regards to how, and if, the City should make all existing lights dark-sky compliant.

The full audio discussion of this item can be found at <https://www.utah.gov/pmn/files/576927.MP3>

2. Discussion Regarding Accessory Building Standards – Mr. Boyd Davis

Mr. Davis stated that the Council has briefly discussed this item before, but has not yet had the opportunity to have an in-depth discussion. To refresh, Mr. Davis stated that the Planning Commission asked Staff to review the City's accessory building code, specifically on the exterior finish requirements for those buildings on corner lots. Working with Staff, the Planning Commission has been working on a proposal for modifications to the current code, and have made their recommendation to the Council that focuses on the following five items:

- Design standards for accessory buildings in side yards.

Any accessory building constructed in the side yard must have exterior building materials that meet the same requirements as the house. An exception is given for an accessory building that is less than 200 sq. ft and is located at least 10' behind the front plane of the house, as well as pergolas, trellises, etc.

- An updated definition of "front yard"

The definition has been changed to clarify that the front yard setback is measured along the curve when the front lot line is curved, such as on a cul-de-sac lot. Mr. Davis noted that this is how it has been measured in practice. Mr. Davis also clarified for the Council that the area in the front of the house is what is generally considered for the front-yard setback measurement, since the orientation of a house can differ from lot to lot. He also noted that this is the same language as in Syracuse City's Code.

- Reduced setback between an accessory building and the principle structure.

The setback between the accessory building and the house has been reduced from 10' to 5' as allowed in the fire code.

- Regulations for temporary structures.

Temporary structures, such as metal carports, must be 10' behind the front plane of the house and behind a 6' privacy fence. Otherwise it is subject to the same rules as other accessory buildings. Council Member Petersen stated that if the City's Code allows an RV or a trailer to be parked up to the front plane of the house, that being able to cover it with a formal structure should be considered acceptable as well. Additionally, if a structure is required to be 10 ft. behind the house, requiring a 6 ft. foot fence in front if it seems a bit excessive.

The code is also proposed to be modified to prohibit items such as shipping containers, box cars, or similar items from being used as an accessory building unless approved by the Planning Commission. Mr. Davis stated that coincidentally, during the time the Planning Commission was working on their recommendation, three different property owners called to ask if they could put a shipping container in their backyard and Staff wasn't able direct them to a part of the Code that addresses such. Planning Commissioners stated that they have seen shipping containers that have been modified and look decent enough that they would approve them as accessory buildings, which is why the proposed language includes an exception for those that the Planning Commission individually approve. Mayor Craythorne felt that this may put too much pressure on the Planning Commission in having to determine what does and does not "look good" and may result in issues if one resident's is approved and another's isn't. Council Member Dawson agreed and feels that a shipping container and similar items are not accessory buildings, no matter how they are "dressed up."

- Modified rules for administrative approval.

The code is proposed to be modified to allow Staff to approve accessory buildings up to 1,200 sq. ft in size (or 15% of the lot area) rather than 1,000 sq. ft. This will reduce the number of accessory buildings that the Planning Commission must review. The regulations for accessory buildings are all contained in the code and can easily be reviewed and approved by Staff.

The Council will continue to discuss the Planning Commission's recommendation and the comments that have been made at the next City Council meeting in order to allow time for discussion of the following item.

3. Discussion Regarding the PRUD Code – Mr. Boyd Davis

Mr. Davis stated that, as the Council is aware, the Planning Commission has been discussing some of the concerns that have been raised since the PRUD Code was adopted in 2018. The PRUD Code allows a developer to receive up to a 20% increase in the density of a subdivision in return for installing certain amenities, which amenities and their corresponding bonus density percentages are listed in the Code.

The Planning Commission's proposed modifications to the PRUD Code and also Staff's recommendations are as follows:

1. Remove from the list of amenities and no longer give points for:
 - a. an entrance sign
 - b. landscaped front yards
 - c. drought tolerant plants
 - d. an architectural theme
 - e. building materials (such as vinyl siding)

Mr. Davis stated that the reasoning behind removing these items from being considered an “additional” amenity is because many of them are things developers and homebuilders are already doing or not doing, i.e. not using any vinyl siding, providing various degrees of landscaping, installing entrance signs to their projects, etc. The Council wanted to also remove three-car garages from the list as well, because they have also become a general standard in new homes.

2. Allow two-story attached townhomes in the R-3 zone only, but also allow single-level attached patio homes in the R-2 zone. Mr. Davis stated that the current code allows 2-story townhouses in both the R-2 and R-3 zones with the PRUD overlay option, and this was changed due to the Council’s desire to only allow them in the R-3 zones. The Planning Commission had lengthy discussions on this issue, and ultimately felt that single-level patio homes should still be allowed in the R-2 zones. Council Member Petersen stated that this is where the wide range in density between the R-3 and the R-4 zones comes into play – he is unsure that townhouses should be allowed in even the R-3 zones, but that the next zone level of R-4 is also too far of a density jump to limit it to just that zone. He feels that townhouses should be allowed in a new zone that is created between the R-3 and R-4.

3. Remove the requirement of 10% minimum size of park areas and open space and allow the Council to determine the size. Mr. Davis stated that the current code states that if park space is put in, it has to be 10% of the gross area, which is a pretty large area for subdivisions of these types. Mr. Davis clarified that the gross area is only based upon the actual buildable land; wetlands or sensitive lands are not included. Staff feels that the Council should be able to determine the open-space requirement per each individual project, and grant points anywhere between 1 and 10 points as it relates to the project. Council Member Petersen stated that, in his understanding, the Council’s intent was that if park space or open-space were going to qualify for bonus density, it needed to be significant enough that it actually is a real benefit to the project. He is concerned that if a minimum requirement size is removed, developers will be asking for bonus density points because they simply installed a backyard-sized playground and the Council will be left to have to consider to approve or reject it, which could cause issues and problems between developers and the City. The Council discussed this recommendation and ultimately felt that the code should be as objective as possible and should include a formal chart or sliding scale so that developers know exactly what they can expect. Additionally, Mayor Craythorne suggested that the actual definition of open space be better clarified so that developers aren’t trying to include areas that really don’t qualify, like in between houses and buildings. He suggested that Staff look at Layton City’s Code as an example for defining it.

The Council will consider to discuss the PRUD Code revisions and will hold a public hearing to gather resident input after it has had more time for discussion.

4. Other Items

No other items were discussed.

The Administrative Session adjourned.



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General Session
7:00 PM - Council Chambers

Minutes for the General Session of the West Point City Council held at the West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on February 18, 2020 at approximately 7:00 pm with Mayor Erik Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: Council Member Kent Henderson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Workers Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent, Brent H. Stoddard, Dorothy L. Lovell, Sharon Richey, Carl and Cindy Hurst, Anne Stoddard, Douglas and Pam Hurst, John Nelson, Heather Andersen, Cami Rodgers, Dylan Rodgers, James Rodgers, Autumn Reed, Marc Sessions, Carson Fillin, Brett Duersch, Jason Duersch, Leslie Duersch, Richard Woods, Diane and Rich Overduyn, Ed Henderson, and Lyman Smith

1. **Call to Order** – Mayor Craythorne welcomed those in attendance and thanked them for coming.
2. **Pledge of Allegiance** – repeated by all
3. **Prayer** – Given by Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton – None

Council Member Dawson – The North Davis Sewer District has reorganized their Board of Trustees, and he is now Chairman of the Board, David Maughan (Syracuse City) is now the Vice-Chair, and Anna Stanton (Clinton City) the Treasurer.

Council Member Petersen – The North Davis Fire District has also reorganized their leadership, and he is no longer the Chairman. Since 2005, Council Member Petersen stated that he has been either the Vice-Chair or Chairman of the Board and he has enjoyed that opportunity.

Council Member Judd – None

Mayor Craythorne – This past week has been busy for him and our City Manager; the Legislative Policy Committee met the previous day, they attended a meeting with Clinton City regarding the 800 N reconstruction project, a preconstruction meeting on the 300 N project, and a meeting with the North Davis Sewer District and the Davis County Health Department regarding sewer services for the unincorporated parts of Davis County. All projects are progressing well and they will keep the Council updated on the Legislative Session and how the City might be affected as legislation is proposed and considered.

5. **Communications from Staff**

Mr. Laws stated that as the Mayor mentioned, Staff met today with Gardner Engineering regarding the 300 N project and would like to present some of what was discussed to receive direction from Council. When the federal grant for the project was awarded, the City then swapped those funds for State funds, which although reduced the grant amount, the requirements and regulations that are attached to federal funds cost more to meet than what was lost when swapping the funds. The original project the grant was applied for included using the full right-of-way for all of the project area on 300 N, with widened 5 ft. sidewalks and 4 ft. park strips through the whole section. The grant request for the project was \$3 million, the federal grant received was about \$2.5 million, and after the swap, \$2 million remains for the project. To keep within the budget, the original project was modified to only add curb, gutter, and sidewalk where they don't exist and to just repair the existing parts where needed. With this, most of the north section is going to have 2 ft. to 2 ½ ft. wide park strips, rather than the standard 4 ½ ft. As Staff has considered this, the concern has been raised about the difficulties that come with trying to efficiently water such thin park strips and avoid overspray. After today's meeting, Staff would like to propose the idea of having a 6 ft. sidewalk and no park strip along the entire north side of the project area. The existing 4 ft. sidewalks would be removed and replaced to match, which Staff thinks would look better to be new and consistent throughout. This is estimated to cost no more than \$150,000. Mr. Laws stated that there may be excess funds in the Capital Projects Fund for this project to help pay for this, and the exact amount would be known at the time the current budget is amended. Mr. Laws clarified that this will not affect the width that the road is being widened to because it will all be behind the road right-of-way, which avoids having to relocate all of the utilities that are behind the existing sidewalk and in the path of where a new sidewalk would have to be if it were to all have a standard 4 ft. park strip and 5 ft. sidewalk. This would cost about \$750,000 compared to the \$150,000 for the 6 ft. sidewalk proposal. Mr. Laws noted that Clearfield City will likely keep their 4 ft. sidewalks and park strips, so this would only be for the City section between 2000 W and 1500 W. The Council agreed to move forward with removing park strips and installing 6 ft. sidewalks. The Council will have the chance to formally approve the cost when it considers amendments to the budget.

6. Citizen Comment

None

7. Consideration of Approval of the Minutes from the February 4, 2020 West Point City Council Meeting

Council Member Dawson motioned to approve the February 4, 2020 West Point City Council Meeting Minutes

Council Member Judd seconded the motion

The Council unanimously agreed

8. Consideration of Approval of Resolution No. 02-18-2020A, Recognizing Former Mayor Howard F. Stoddard for his Service to the Community and Approving a Portion of the West Point Trail to be Named in his Honor – Mayor Erik Craythorne

Mayor Craythorne stated that he is honored to be able to present this resolution, because it means a lot to him both personally and as Mayor. The Mayor read the Resolution aloud for this in attendance to understand the impact Howard Stoddard has had to West Point and our community:

**A RESOLUTION RECOGNIZING FORMER MAYOR
HOWARD F. STODDARD FOR HIS SERVICE TO THE COMMUNITY
AND APPROVING A PORTION OF A TRAIL IN WEST POINT CITY
TO BE NAMED AFTER HIM**

WHEREAS, Howard F. Stoddard was a life-long resident of West Point City; and,

WHEREAS, Howard F. Stoddard was very civic minded and served the community in many capacities for many years; and,

WHEREAS, Howard F. Stoddard was appointed to the Planning Commission and served on the Commission for 4 years prior to his election as a member of the City Council; and,

WHEREAS, Howard F. Stoddard was a City Council Member for 12 years; and,

WHEREAS, Howard F. Stoddard was the Mayor of West Point City for 8 years serving as Mayor from January 1990 through December 1997; and,

WHEREAS, Howard F. Stoddard served on and acted as Chairman of the West Point City Military Memorial Committee up until his passing on May 7, 2019; and,

WHEREAS, West Point City desires that a section of a trail running from 800 North Street north to 1300 North Street, which passes through the former Stoddard Family Farm, be named after former Mayor Howard F. Stoddard.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST POINTY CITY, UTAH, as follows:

SECTION ONE: APPROVAL OF NAMING PORTION OF A TRAIL AFTER FORMER MAYOR HOWARD STODDARD

The section of a trail from 800 North Street north to 1300 North Street (which section of trail passes through the former Stoddard Family Farm) is hereby named "The Howard F. Stoddard Trail."

SECTION TWO: DESIGNATION OF TRAIL

City personnel are hereby authorized and directed to take all appropriate action to install signs designating and marking said portion of the trail as "The Howard F. Stoddard Trail."

SECTION THREE: EFFECTIVE DATE

This Resolution shall become effective immediately upon passage and adoption.

Council Member Petersen stated that "he would gladly make the motion" to approve this Resolution No. 02-18-2020A

Council Member Dawson stated that "he would gladly second that motion"

Council Member Petersen thanked the Stoddard Family for their support of Howard's civil service and declared that "[I]t was an honor and a privilege to know and be friends with Howard Stoddard. He was an awesome man.

Council Member Dawson stated that he did not know Howard well until he was able to serve with him on the Military Memorial Committee. He quickly developed "a genuine love and friendship for him that man...he was such a great guy and it was always a pleasure to talk to him and his wife." He continued to state that "if only we all could aspire to live as long and as prosperous a life as Howard, we all would be good. He will be greatly missed."

Council Member Chatterton stated that he knew Howard very well and will always appreciate how very generous Howard was with his time and with his friendships.

Council Member Judd stated that although she did not personally know him, she can appreciate those who have put forth the effort, especially as Howard did, and is honored to do this for him.

Mayor Craythorne stated that from the beginning, Howard was very civic-minded and wanted to reach out to serve and shape his community. The Mayor stated that when he was young, his father served on the City Council and he would many times go to the meetings with him. Howard was also on the City Council, Loy Blake was the Mayor, City Hall was the old, tiny house on the corner, and they held their meetings "around what was like a dining room table." This is how he first got to know Howard, and the Mayor stated that even though he was in elementary school at the time, Howard "has always addressed me as a friend since." He reiterated that it truly is an honor for him to now be sitting as Mayor and be able to be a part of this recognition and it is well known how deserving Howard is.

The Council unanimously agreed.

Mr. Laws noted that Staff will begin working on signs to mark the trail in Howard's honor and bring those back to the City Council to consider and approve. He intends for the signs to be installed by this summer.

9. Consideration of Ordinance No. 02-18-2020A, Rezoning Property Located at Approximately 1000 N 5000 W from A-40 (Agricultural) to the R-1 (Residential) Zone – Mr. Boyd Davis

Mr. Davis stated that this property was owned by the Stoddard Family and is located at approximately 1000 N 5000 W. The Applicant is Psion Homes, with owner John Nelson present at the meeting to answer any questions. The property is 20 acres

total, with 6 of those acres being below the floodplain. The request is to rezone the remaining 14 acres from A-40 to R-1, which allows for 2.2 units per acre. They are not requesting any overlay zone (PRUD) and plan to install a single-family home subdivision. They intend for the other 6 acres to be incorporated into the lots, but will not have any living structures constructed on them. This request is consistent with the General Plan and Staff recommends approval of the rezone.

The Mayor opened the item for public hearing.

a. Public Hearing

No Comments

Council Member Petersen motioned to close the public hearing

Council Member Dawson seconded the motion

The Council unanimously agreed

b. Action

Council Member Chatterton inquired as to how the six acres will be designated, and Mr. Davis confirmed that they will remain as the A-40 zone. Mr. Davis also clarified that there is no minimum setback from the back plane of the house to the floodplain line; the house can be built right up to it but not over. The Council had no further questions.

Council Member Dawson motioned to approve Ordinance No. 02-18-2020A

Council Member Judd seconded the motion

Roll Call:

Council Member Chatterton – Aye

Council Member Dawson – Aye

Council Member Petersen – Aye

Council Member Henderson – Absent

Council Member Judd – Aye

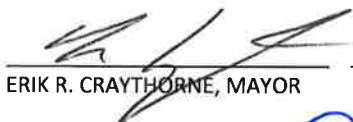
The Council unanimously agreed

10. Motion to Adjourn the General Session

Council Member Chatterton motioned to adjourn the General Session

Council Member Petersen seconded the motion

The Council unanimously agreed


ERIK R. CRAYTHORNE, MAYOR

March 3rd, 2020


CASEY ARNOLD, CITY RECORDER

March 3rd, 2020

