



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
March 5, 2013**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Roger Woodward
Interim City Manager
Kyle Laws

Administrative Session
6:00 PM

Minutes for the West Point City Council Administrative Session held March 5, 2013 at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 with Mayor Craythorne presiding.

MAYOR AND COUNCILMEMBERS PRESENT - Mayor Erik Craythorne, Council Member Jerry Chatterton, Council Member Roger Woodward, Council Member Kent Henderson, Council Member Gary Petersen, and Council Member Andy Dawson

CITY EMPLOYEES PRESENT - Interim City Manager Kyle Laws, City Engineer Boyd Davis, Public Works Superintendent Paul Rochell, Recreation Director Kelly Ross, and City Recorder Misty Rogers

VISITORS – None

1. Discussion of Rezone Application for Property located at approximately 1800 W 800 N – Mr. Boyd Davis

Mr. Davis stated the Carl Heslop Family Trust owns property located at approximately 1800 W 800 N. A rezone application has been submitted by Castle Creek Homes in behalf of the Heslop family. The property is currently zoned R-2 and A-40. The applicant is requesting the property be rezoned to R-3 residential for the purpose of developing single family homes. Mr. Davis stated the Planning Commission approved the rezone request on February 28, 2013. Mr. Davis also stated the West Point City General Plan currently shows a Community Commercial zone for the location. Staff firmly believes the General Plan should be preserved.

Planning Commission approved the request for the following reasons:

- The Planning Commission does not foresee the amount of commercial in this specific area as currently shown on the General Plan.
- The Planning Commission does not foresee commercial facing 800 North.
- The Planning Commission would like to see 1875 continue through as a residential road.
- The proposed rezone matches Clinton City's General Plan.

Staff expressed the importance of preserving the General Plan, therefore staff recommends denying the rezone request for the following reasons:

- It is important to preserve the integrity of the General Plan.
- In the past, the Council expressed the need to preserve open space for commercial opportunities.
- It is important to develop commercial first, then consider other uses.

Council Member Henderson asked what specifically Clinton City's General Plan shows for this area. Mr. Davis stated Clinton City's General Plan calls for commercial in the front half of the property and residential in the back half of the property.

Council Member Woodward asked if the rezone is approved, what type of business could fit into the lot. Mr. Davis stated if the rezone is approved, the remaining commercial area could be big enough for a C-Store; however it would be difficult to fit a big box type store or grocery store. The rezone could possibly limit the type of commercial use for this area.

Council Member Petersen expressed his concern with limiting the potential for commercial use.

Council Member Chatterton asked why the Planning Commission and the City Council have a differing opinion with the rezone. Mayor Craythorne stated the Planning Commission may have a differing opinion of amount of commercial in which they foresee for West Point City.

Mr. Davis stated no action is required at this time. A public hearing and consideration of action for this item is scheduled for March 19, 2013. Mayor Craythorne recommended the Council Members contact Mr. Davis or Mr. Oyler if questions arise regarding this rezone.

Mayor Craythorne stated a decision with any rezone should specifically be about the General Plan, and not an applicant. He also stated the Council members must be mindful of what is best for West Point City. The Council agreed they must be mindful of both the Heslop family as well as the West Point City General Plan

Mayor Craythorne thanked members of Staff for the time and effort in which they have provided for this item.

2. Discussion Regarding the Release of an Easement located at approximately 1050 N 4150 W (Lot #9 and #10 of the GlenDell Subdivision) – Mr. Boyd Davis

The GlenDell subdivision is located between 800 North and 1300 North, west of 4000. The homes on these lots sit on top of the bluff and the property extends below the bluff. The original alignment of the West Davis Corridor encompassed several lots within the GlenDell Subdivision. Because of the original alignment the City required that the lots along the corridor specifically be designed with an easement as to accommodate the West Davis Corridor.

Recently, UDOT has recommended two new proposals for the West Davis Corridor, both of which have moved the original corridor alignment off of lot #9 and lot #10 of the GlenDell Subdivision. Due to the changes in the alignment, the owner of lot #9 has requested the City release the easement within the lot.

Mr. Davis stated the purpose of the original easement was only to prevent permanent structures from being built within the corridor. An easement does not need to be in place for UDOT to gain access to property and to proceed with the corridor. He then stated UDOT would be required to purchase any property within the corridor. UDOT is expected to announce the recommended route for the West Davis Corridor in the spring of 2013 and the final decision will be announced next year.

Staff recommended releasing the original easement on lot #9 and lot #10 of the GlenDell Subdivision; however retain a standard 10 ft. utility easement on the rear and side of the lots.

No action is required at this time. The release of the easement is scheduled to be brought before Council during the March 19, 2013 City Council meeting.

Council Member Chatterton asked if the owners of the property have been notified of the 10 ft. utility easement. Mr. Davis stated he had not contacted the homeowners regarding the utility easement. Mayor Craythorne stated this is a standard easement, nothing new.

Mayor Craythorne stated Mr. Lanse Chournis is the current owner of lot #9. He is in the process of selling his property; however the sale is contingent on the release of the easement on the property. The potential buyers of the property contacted Mayor Craythorne inquiring on the latest information surrounding the West Davis Corridor.

Council Member Henderson asked if the potential buyers were aware of the proposed locations of the West Davis Corridor. Mayor Craythorne stated the potential buyers are aware of the corridor alignments, as he then gave them the West Davis Corridor website information and recommended they review the proposed routes.

Mr. Davis stated a Public Hearing for the rezone request is scheduled for consideration during the March 19, 2013 City Council meeting. The Council Members agreed it may be necessary to only hold a public hearing on March 19th and not take action until a later date.

3. Field Use Policy – Mr. Kelly Ross

Mr. Ross stated that field use has already begun. The West Point Comprehensive Field Use Policy provides direction and guidance for scheduling, priority of use, fees and charges, rules and regulations, and definitions. Mr. Ross reminded the Council that this item had been discussed during the January 2013 City Council Retreat. Staff recommended Council approve the adoption of the West Point City Recreation Athletic Field Use Comprehensive Policy.

4. Equipment Use Policy – Mr. Kyle Laws

Mr. Laws stated two Equipment Use Policies have existed within the City. One policy was specific to office equipment and the other was specific to public works equipment and tools, no heavy equipment or motorized equipment are proposed to this policy. It was determined to combine both policies into one, as this would give clarity for all equipment use.

The following are new proposals to the Equipment Use Policy:

- Equipment must be available for Staff during regular business hours as well as for City meetings.
- Employees must follow a specific check out process in order to use the City equipment.

No action is required for this item, as this is an Administrative policy. The information given is specifically for the knowledge of the City Council.

Council Member Woodward asked if the inflatable toys are part of this policy. Mr. Laws stated no, a policy regarding the use of the inflatable toys will be brought before Council in a future meeting.

5. Legislative Update – Mr. Kyle Laws

Mr. Laws informed the Council of the following bills that have been introduced during the Legislative Session.

- SB109 Water Change Applications – Who may file a change application and what is the State Engineers duty in Approving Change Applications.
- Land Use Bills (Representative Brown from Coalville) - The ULCT is opposed to definition of a site plan found in this bill. Recently the ULCT has negotiated an amendment to the bill by removing municipalities.
- HB88 Questions the foundation of the local Planning and Zoning by requiring the landowner consent for any zoning decision - The ULCT is opposed to this bill.
- SB240 - The ULCT in support of this bill.
- SB76 – The ULCT is opposed of this bill.

6. Syracuse High Graduation Grant – Mr. Kyle Laws

Recently West Point City received a donation request from Syracuse High School to help fund the annual Senior Graduation Party. In the past, West Point City has contributed \$500 for the event due to the public safety nature of the event. The Grant Committee, consisting of Council Member Chatterton, Council Member Woodward, and City employees Boyd Davis and Misty Rogers have reviewed the request and recommend the Council provide \$500 to the Syracuse High Graduation party.

The Council agreed to award \$500 to Syracuse High for the annual Senior Graduation Party.



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Jerry Chatterton
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R. Kent Henderson
Roger Woodward
Interim City Manager
Kyle Laws

General Session
7:00 pm – Council Room

Minutes for the West Point City Council General Session held March 5, 2013 at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 with Mayor Craythorne presiding.

MAYOR AND COUNCILMEMBERS PRESENT - Mayor Erik Craythorne, Council Member Jerry Chatterton, Council Member Andy Dawson, Council Member Roger Woodward, Council Member Kent Henderson, and Council Member Gary Petersen

CITY EMPLOYEES PRESENT - Interim City Manager Kyle Laws, City Engineer Boyd Davis, Public Works Superintendent Paul Rochell, Recreation Director Kelly Ross, Community Affairs Assistant Jolene Kap, and City Recorder Misty Rogers

VISITORS PRESENT – Dave Steele, Brenda & James Pehrson, Isaac Pehrson, Johnnie Pehrson, Madison Pehrson, TJ Pehrson, Jenna Sorenson, Brian Walters, Don Holt, Taylee Beard, Gerilyn Beard, Alisha Tipton, Brendon Snider, Hannah Steed, Angela Hunter, Jacob Hunter, Kent & Lori Naelge, Joanne McMerrick, Howard Stoddard, Jared & Patti Seffker, Sarah & Nanette Wayment, Ashley & Andrew Webb, Justin R. Smith, Jaden Roskelley, Diante Mitchell, Kade Janes, Kelly Pfof, Keri Done, Landon Reber, Coleman Scott, Jayden Lloyd, Jaylee Lloyd, Katelin Hayman, Mariah Rhodes, Lucy Marion, Ryan Marion, Cagen Stuart, Miranda Christensen, Collin ____, Fred Philpot, Morgan Hancock.

1. **Call to Order** – Mayor Craythorne welcomed all in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

Council Member Henderson – No comment

Council Member Petersen – No comment

Council Member Woodward – No comment

Council Member Dawson – No comment

Council Member Chatterton – No comment

Mayor Craythorne – No comment
5. **Communications from Staff** – No comment

6. Citizen Comment –

Angela Hunter 2621 W 4050 S. Roy UT – Ms. Hunter thanked the Council for the time in which they spend in behalf of West Point City. She also thanked the Council for making her feel as if she was a member of the West Point City community. Mayor Craythorne and Council Member Henderson thanked Ms. Hunter for the time which she spent reporting West Point City news to the Standard Examiner.

7. Essay Contest Winners – Mrs. Jolene Kap

Mayor Craythorne stated every year the Youth City Council hold an essay contest. In 2013, a total of 72 entries were received and 60 of those entries were from the elementary division. The winners of the essay contest were as follows:

3rd Place – Joanne McMerrick

2nd Place – Sarah Wayment, a 9th Grader at West Point Jr. High

1st Place – Rebecca Naegle, a 6th grader at Lakeside Elementary

Mrs. Kap then took a picture of the essay contest winners with the West Point City Council Members.

8. Youth Council Update

Mayor Craythorne expressed his appreciation for the Youth City Council, as they are an important part of West Point City. The Youth Council provides an enormous amount of service to the community.

Nate Seffker stated over the past month, the Youth Council has held a special needs dance, frosted cookies and visited their adopted grandparents at the assisted living center. TJ Pehrson stated the Youth Council members held a friendly debate on the subject of “guns or no guns in school for teachers.” The Youth Council Members also held a discussion of what to do if someone entered their school with a gun. Hannah Steed informed the City Council of a recent visit to the State Capitol; the Youth Council Members had the opportunity to sit in on a portion of a legislative session. She then thanked the City Council for the support they render to the Youth Council program.

The West Point City Youth Council currently consists of 53 members. Mayor Craythorne thanked the Youth Council Members for their report and also the Youth Council Advisors for the support they provide to the Youth Council program.

9. Resolution No. 03-05-2013, Adoption of the West Point City Field Use Policy – Mr. Kelly Ross

Mr. Ross stated West Point City has great recreation fields. West Point City has a desire for the City’s recreation fields to be utilized; however staff has seen a need to implement a Field Use Policy. As competitive teams from other cities use the fields more and it is becoming increasingly difficult to accommodate City recreation programs. The Comprehensive Field Use Policy provides direction and guidance for scheduling, priority of use, fees and charges, rules and regulations, and definitions.

Council Member Chatterton recommended installing some type of signage stating West Point City has a field use policy. Mr. Ross thanked Council Member Chatterton for his recommendation.

Council Member Woodward motioned to approve Resolution No. 03-05-2013, the Adoption of the West Point City Field Use Comprehensive Policy.

Council Member Dawson seconded the motion

The Council unanimously agreed.

10. Ordinance No 03-19-2013, Adopting Storm Water Impact Fee (Details provided by Lewis Young Robertson & Burningham) – Mr. Boyd Davis

Mr. Davis introduced Ms. Kelly Pfof with Lewis Young Robertson & Burningham. Mr. Davis recommended opening a public hearing for this item and continue it until the March 19, 2013 City Council Meeting. He then stated the City Council will have the opportunity to take action on this item on March 19, 2013.

Ms. Pfof stated the West Point City Staff is very knowledgeable and they have been great to work with. Ms. Pfof then gave a presentation of the Storm Water Impact Fee analysis.

- Demand Analysis – What is the projected growth rate and how many acres have been developed? The analysis currently shows a projected 1.35% growth rate per year. This number is determined by building permit data.
- Level of Service – Maintain the structural and design standards that currently exist.
- Excess Capacity and Capital Facilities – New growth buy in to excess capacity of facilities that are designed to serve the full build out population.
- Capital Improvement Projects – Additional infrastructure will be needed as new growth is added.
- Impact Fee – Buy in component

Ms. Pfof stated the proposed impact fee is \$4,204 per acre for residential and commercial.

Mr. Davis thanked Ms. Kelly Pfof and Mr. Fred Philpot for their time and effort with this item.

Council Member Petersen asked how the 1.35% growth rate is projected. Ms. Pfof stated the growth rate is determined by reviewing the Utah Construction Data Base, this gives the information needed to project the growth rate and acres which could be absorbed.

a. Public Hearing - no comment

Council Member Petersen motioned to continue the public hearing until the March 19, 2013 City Council meeting. Council Member Henderson seconded the motion.

The Council unanimously agreed.

Mayor Craythorne informed those in attendance of how an impact fee is collected. He stated anyone building a home or business must pay a fee to help pay for infrastructure and use of the City's systems.

11. Adoption of Minutes from the February 19, 2013 Council Meeting – Mrs. Misty Rogers

Council Member Dawson motioned to approve the Minutes from the February 19, 2013 City Council meeting. Council Member Chatterton seconded then motion.

The Council unanimously agreed.

12. Motion to Adjourn into the Closed Session

Council Member Henderson motion to adjourn into the Closed Session
Council Member Woodward seconded the motion

Council Member Woodward – aye
Council Member Petersen – aye

Council Member Henderson – aye
Council Member Dawson – aye
Council Member Chatterton – aye

The Council unanimously agreed.
The Closed Session was held from 7:30 pm until 8:05 pm.


Council Member Petersen motioned to reopen the General Session.
Council Member Woodward seconded the motion.

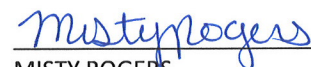
The Council unanimously agreed.

13. Motion to Adjourn

Council Member Henderson motioned to adjourn.
Council Member Dawson seconded the motion.

The Council unanimously agreed.


ERIK CRAYTHORNE
MAYOR
3-19-2013
DATE


MISTY ROGERS
CITY RECORDER
3-19-2013
DATE

