

Kaysville City Planning Commission Meeting Minutes
April 25, 2024

The Planning Commission meeting was held on Thursday, April 25, 2024 at 7:00 pm in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Commissioners Wilf Sommerkorn, Krista Keetch, Rachel Lott, Michael Packer, Paul Allred, and Erin Young

Planning Commissioners Absent: Commissioners Megan Sevy, Debora Shepard, and Chair Steve Lyon

Staff Present: Melinda Greenwood and Mindi Edstrom

Public Attendees: City Councilmember Abbi Hunt, Adam Spillman, Marv Haws, Laurene Starkey, Jill Dredge, and Katie Ellis

1- WELCOME AND MEETING ORDER- ELECTION OF A TEMPORARY CHAIR

Ms. Greenwood started the meeting off saying that both the Chair and the Vice Chair are not in attendance of the meeting so the Commissioners will need to elect a Temporary Chair for the meeting.

Commissioner Allred made a motion to approve Krista Keetch as the meeting Chair. Commissioner Sommerkorn seconded the motion. The vote was unanimous in favor of the motion (6-0).

Commissioner Keetch began the meeting by welcoming all in attendance to the April 25, 2024 Planning Commission meeting.

2- DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of conflicts of interest from the Commissioners.

3- CONDITIONAL USE PERMIT FOR A MAJOR B HOME OCCUPATION FOR MORF RENOVATIONS LOCATED AT 478 SOUTH 875 EAST FOR MARVIN HAWS

Mindi Edstrom introduced the Conditional Use Permit agenda item for Marvin Haws. She has been working with him to get his Major B Home Occupation business license and said that Mr. Haws applied for his contractor's license with the Department of Professional Licensing. He has completed all the paper work and was waiting for them to complete the application approval. In the meantime, he wanted to begin the process of getting his Conditional Use Permit so that he could start working once DOPL gave him is license. Ms. Edstrom said that Mr. Haws lives in an R-1-8 district and his property is .71 acres with a large driveway leading to the back of his property where he can store his trailer. Mr. Haws will be doing residential construction, remodeling, and outdoor landscaping and all materials will be delivered to the jobsite. There should be little to no traffic created by the home business. Staff received four calls from residents inquiring about the sign placed on the property, however there was no opposition.

Ms. Edstrom said that staff if recommending approval of the Conditional Use Permit for Marvin Haws located at 478 South 875 East with any conditions the Planning Commission feel are necessary.

Commissioner Allred asked Mr. Haws if he has any outside employees at that time.

Mr. Haws approached the Commissioners to respond to the question. He responded saying that he does not have any employees at the time and that in the future he could hire some, however, they will not be coming to the home.

Commissioner Allred asked if the employees would be doing any work at Mr. Haw's home for jobs.

Mr. Haws said the he doesn't for see that happening.

Commissioner Keetch said that she was open to a motion.

Commissioner Allred made a motion to approve the Conditional Use Permit for a Major B Home Occupation at 478 South 875 East for MORF Renovations.

The findings for approval are based upon these findings:

- 1- The approval is consistent with regulations found in the Kaysville City Code 17-26-4 an 17-30.
- 2- Staff has vetted the application and recommended to the Planning Commission.
- 3- This application is in compliance with city ordinance and the Utah State Department of Commerce.
- 4- Item D under the recommendations of approval stated that the business will not have an adverse effect on the use, enjoyment, or valuation for property in the proposed neighborhood.

As the motioner, Commissioner Allred said that he is in agreement an believes that this home occupation, even with the testimony of the applicant that there may be employees coming to the home on occasion, will not be a problem and that they will not be doing work on the property itself.

Commissioner Lott seconded the motion and the vote was unanimous in favor of the motion (6-0).

Commissioner Packer: Yay
Commissioner Allred: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Keetch: Yay
Commissioner Lott: Yay

4- APPROVAL OF THE MINUTES FROM THE MARCH 28, 2024 PLANNING COMMISSION MEETING

Commissioner Young made a motion to approve the minutes from the March 28, 2024 Planning Commission meeting. Commissioner Parker seconded the motion and the vote was unanimous in favor of the motion (6-0).

Commissioner Packer: Yay
Commissioner Allred: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Keetch: Yay
Commissioner Lott: Yay

5- CALL TO THE PUBLIC

Ms. Greenwood explained that this is an item that no longer on Planning Commission agendas, however, it accidentally was left on the agenda so the Planning Commission will honor the Call to the Public.

Commissioner Keetch asked how the public would go about having the Commissioners and City Council hear concerns of the public.

Ms. Greenwood said that we refer the public to the City Council.

Commissioner Allred said that as Commissioners they receive the comments made via email and he appreciates that.

Ms. Greenwood said that the public can contact the Planning Commission and City Council anytime through the Kaysville City website via email.

Commissioner Keetch opened up the Call to the Public.

A resident from the audience asked if he could use the Call to the Public to reference item 3 from the agenda.

Commissioner Allred asked the resident if his question could be answered by the applicant?

The resident answered "yes".

Commissioner Allred suggested that he ask the applicant the question outside of the meeting.

Commissioner Keetch closed the Call to the Public.

6- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Greenwood shared the information of Dan Jessop retiring and that the position for a Senior

Planner will be posted next week and she will send it out to the Commissioners.

The APA Conference is May 9-10 in Cedar City. She said with the Planning Commission meeting scheduled on May 9th it might be difficult to have a quorum and there is possibility of cancelling the meeting. A poll about availability for that night was verbally taken, and it appeared no quorum would be available that evening, so staff said they will cancel the meeting.

Commissioner Sommerkorn asked when staff can get started on the grant for the central plan.

Ms. Greenwood said that the funds will be available July 1st and hopefully by October 1st she will have a selected proposal and consultant to bring forward to the City Council for approval.

7- ADJOURNMENT

Commissioner Keetch motioned to adjourn the meeting at 7:21 pm.