



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on Thursday, May 2, 2024, starting at 7:00 PM in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. The meeting will be streamed on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com.

Public comment is only taken during a meeting for Action Items, "Call to the Public", or for a public hearing. **Those wishing to speak during these times must sign-up in person before the meeting begins.** Comments may also be directed to the City Council via email to publiccomment@kaysville.gov. Emailed comments will NOT be read out-loud at the meeting.

CITY COUNCIL Q&A – 6:30 PM

The City Council will be available to answer questions or discuss any matters the public may have.

CITY COUNCIL MEETING – 7:00 PM

The agenda shall be as follows:

- 1) OPENING
 - a) Presented by Council Member Nate Jackson
- 2) CALL TO THE PUBLIC (3 MINUTE LIMIT, MUST SIGN UP IN PERSON)
- 3) PRESENTATIONS AND AWARDS
 - a) Employee of the Quarter Award to Brenda Pugmire
 - b) Proclamation declaring May 12-18, 2024 as Police Week
 - c) Davis County Presentation
- 4) DECLARATION OF ANY CONFLICTS OF INTEREST
- 5) CONSENT ITEMS
 - a) Approval of Minutes of March 21, 2024 City Council Meeting
 - b) Accepting additional right-of-way from UDOT after West Davis Corridor completion
- 6) ACTION ITEMS
 - a) An Ordinance to amend Section 17-20-4 Central Commercial Conditional Uses of the Kaysville City Code to remove dwellings as an allowed use (TABLED ITEM)
- 7) COUNCIL MEMBERS REPORTS
- 8) CITY MANAGER REPORT
- 9) ADJOURNMENT

KAYSVILLE BUSINESS PARK ARCHITECTURAL REVIEW COMMITTEE MEETING

The agenda shall be as follows:

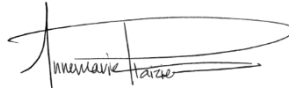
- 1) OPENING

2) CONSIDERATION OF A BUILDING ADDITION FOR TRIM ART LOCATED AT 1142 WEST FLINT MEADOW DRIVE

3) ADJOURNMENT

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services, or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235 at least 24 hours in advance of the meeting to be held.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at Kaysville City Hall, Kaysville City website at www.kaysville.gov, and the Utah Public Notice website at www.utah.gov/pmn. Posted on April 26, 2024.

A handwritten signature in black ink, appearing to read "Annemarie Plaizier", written over a horizontal line.

Annemarie Plaizier
City Recorder

Employee of the Quarter Award Q-1 2024

Congratulations to

Brenda Pugmire



Brenda encompasses the spirit of outstanding employee service. As the Employee of the Quarter (EOQ), she is a credit to Kaysville City through leadership, work relationships, achievement of objectives, service/customer relations, and excellent work performance.

Brenda has really taken ownership of her job from day one. She is thorough and detailed and proactively works to get things accomplished. Brenda is reliable, always willing to work longer hours to get the job done, and does it with a smile. She is a tremendous asset to the City.

Brenda will be recognized at City Council Meeting and receive \$100, 4 hours of paid time off, an award certificate, and her name displayed on the Employee of the Quarter plaque at City Hall.

Other rock stars nominated for Employee of the Quarter (Q-1) are as follows:

Brad Hulsey, Cole Edgar, Cameron McKinnon, Colton Bascom, Duane “Gordy” Gordon, Mitch Probert, Robyn Dickson, Seth Ellington, and Tyson Shaw

*Nominations will remain active for consideration for two EOQ award cycles.

Proclamation for Police Week May 12-18, 2024

WHEREAS, President John F. Kennedy established May 15th as Peace Officers Memorial Day and the week surrounding it as National Police Week in 1962; and

WHEREAS, the members of the Kaysville City Police Department work tirelessly and courageously to protect and serve citizens across the city, enforce our laws, and keep our neighborhoods, schools, and families safe; and

WHEREAS, we recognize the bravery and sacrifice of our police officers, who risk their lives daily to protect our citizens and maintain peace and security in our community; and

WHEREAS, it is fitting and proper that we express our gratitude for their selfless dedication and bravery; and

NOW, THEREFORE, I, Mayor Tamara Tran, along with the Kaysville City Council, hereby proclaim the week of **May 12-18, 2024** as **Police Week** and join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to their community, and have established an enduring reputation for preserving the rights and security of citizens.

THEREFORE, we do further call upon all citizens to observe **May 15, 2024** as **Peace Officers' Memorial Day** in honor of those who, through their courageous deeds, have made the ultimate sacrifice to their community or have become disabled in the performance of duty, and let us recognize the sacrifices made by the families of those officers and the families of those who continue to protect and serve our communities.

IN WITNESS WHEREOF, I have caused the Seal of the City of Kaysville City to be affixed on this 2nd day of May, 2024.

Mayor Tamara Tran





2024 is an exciting year for Animal Care!

Animal Care of Davis County is committed to promoting responsible pet ownership and compassionate animal care by fulfilling three goals: To serve and educate our community, to find homes for our homeless pets, and to support public safety

THE SUBSTANTIAL NEED FOR A NEW SHELTER

To ensure that ACDC can continue to provide our much needed services to the community, the time has come to build a new animal shelter. The current shelter is composed of the original building, which was built over thirty years ago and multiple dated additions. With a bit of ingenuity and a ton of passion, we made this unique setup work for many years, but it can no longer provide healthy living conditions or space for the proper housing and socialization of the animals awaiting adoption.

Our Next Steps



A Tax Increase

ACDC has been operating on the same budget for several years. We can no longer sustain operating expenses with our current funding.



Continued Planning

We have completed a feasibility study and strategic plan. We currently have RFP's developed that will be posted soon for architecture and construction.



Breaking Ground

ACDC is planning to break ground on the new animal shelter later this year. This project is being funded by savings from Davis County.

2023 in Review

Animal Intakes

- 4,206 animals entered the shelter
- 1,706 dogs entered the shelter (an increase of over 750 from the previous year)
- 2,297 cats entered the shelter

Animal Outcomes

- 964 animals reunited with their families
- 1,808 animals adopted into loving homes
- 230 animals transferred to partner shelters and rescues.
- Our live release rate was 94% overall

Animal Control Services

- Our officers responded to 9,417 calls
- Investigations of bites, cruelty and neglect cases made up 3,295 of these calls.
- Stray animals made up 2,086 of these calls.
- Nuisance calls for barking, leash laws and community cats made up 2,403 of these calls.

KAYSVILLE CITY COUNCIL
March 21, 2024

Minutes of a regular Kaysville City Council meeting held on March 21, 2024 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson, and Council Member Perry Oaks

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Community Development Director Melinda Greenwood, Davis County Commissioner Lorene Kamalu, Public Works Director Josh Belnap, Information Technology Assistant Jordan Hansen, Fire Chief Paul Erickson, Police Chief Sol Oberg, Assistant Chief Seth Ellington, Lt. Paul Thompson, Officer Kalawai Delos Santos, Ladd Morrell, Jennifer Brooks, Kim Lee, James Lee, Cheryl K. Tarbet, Jennifer DeCou, Jon Pugmire, Sam Pugmire, Randy Clem, Steve Weir, Bruce McGraw, Gayle McGraw, Dave Weaver, Keith Potter, Alma Farnsworth, Mark Quillen, Amy Lawrence, Erica Harper, Colleen Ostergaard, Marilyn Johnson, Jill Dredge, Tom Eads, Marian Jeffs, Mike Beck, Darlene Schons, Linda Gardner, Steve Gardner, Debra Hill, Justin Lund, Kay Lynn Arnell, Dave Rosser, Scott Steward, Glen Dalton, John Winkelman, Candace Winkelman, Lindsey Pearce, Jennifer Goodfellow, Ryan Goodfellow, Jason Largey, Ron Jugenitz, Kristine Koelling, Carmen Jorgensen, Katie Yates, Kimmy Humphreys, Natalie Stewart, Jana Dalton, Shirley Manning, Paul Legler, Scott Edwards, Julie Edwards, Drew Chamberlain, Laurene Starkey, Val Starkey, Wenfei Yu, Ruth Jones, Ellen King, Mike Lyon, Mike McCrary, Jim Lee

OPENING

Mayor Tran opened the meeting and led the audience in the Pledge of Allegiance.

PRESENTATIONS AND AWARDS

PRESENTATION OF PROCLAMATION AND AWARD TO OFFICER KALAWAI DELOS SANTOS

Mayor Tran introduced a proclamation honoring Officer Kalawai Delos Santos for his bravery and quick actions in apprehending runaway drivers on two separate occasions. The proclamation highlighted Officer Delos Santos' employment history with Kaysville since January 19, 2021, emphasizing his courageous interventions on April 15, 2022, and February 9, 2024. These interventions prevented potential tragedies and saved lives. Officer Delos Santos received recognition from both the Utah Department of Public Safety and the Kaysville Police Department for their exemplary service, earning the Medal of Valor for their remarkable acts of heroism.

Mayor Tran, alongside the Kaysville City Council, proclaimed February 9 as “Kalawai Delos Santos Day” in Kaysville and awarded him a Key to the City.

Mayor Tran expressed her heartfelt appreciation for Officer Delos Santos' bravery, commending his contributions to making Kaysville a safer place for all residents.

KAYSVILLE FIRE DEPARTMENT ANNUAL REPORT

Fire Chief Paul Erickson provided a comprehensive overview of various aspects of the Fire Department's performance and initiatives over the past year. He expressed gratitude for the hard work and dedication of the fire department personnel, noting significant successes despite inherent difficulties in their profession. Chief Erickson gave a breakdown of various aspects of the department's operations, discussing staffing levels, including the number of full-time and part-time employees. He discussed the challenges they are faced with in procuring new engines and ambulances due to extended lead times but expressed optimism for the arrival of these essential vehicles. Transitioning to training initiatives, Chief Erickson emphasized the department's commitment to ongoing education, particularly in advanced areas such as airway management and sedation protocols. He underscored the importance of maintaining high training completion rates. Regarding health and safety measures, Chief Erickson outlined the department's monthly safety meetings and mandatory annual physical exams to ensure personnel fitness for duty. He also mentioned the upcoming firefighter safety stand-down event focused on returning to the basics of fire training. Chief Erickson provided insights into the department's response areas, explaining the geographical distribution of coverage and their interactions with neighboring departments through mutual aid agreements. He presented call data statistics including figures on call volumes, types of incidents, mutual aid interactions, and performance metrics such as response times. He highlighted the department's efforts to meet NFPA standards for response time compliance, acknowledging the challenges posed by real-world scenarios such as traffic conditions. He stressed the importance of remaining vigilant against complacency to uphold the department's high service delivery standards. Chief Erickson discussed the department's adherence to certification requirements for personnel and regular inspections of personal protective equipment to ensure operational readiness. Throughout his presentation, Chief Erickson provided council members with a detailed and transparent account of the fire department's activities, achievements, and ongoing challenges.

DAVIS COUNTY HOMELESS SHELTER UPDATE - COMMISSIONER LORENE KAMALU

Mayor Tran provided historical context regarding the formation of a task force in April 2023, initiated by Commissioner Kamalu in response to a state bill mandating winter response measures for counties. Mayor Tran recounted the task force's deliberations, including considerations for potential shelter locations with wraparound services. Despite initial discussions about allowing billboards to facilitate this effort, Mayor Tran clarified that Kaysville and most other cities in Davis County decided against it in October 2023. The task force has also toured facilities like the Mission Center for Code Blue and "Switchpoint", aimed at exploring options for a Code Blue response and understanding service provision models. Mayor Tran indicated that she had continued to inform the council of ongoing discussions about winter response and Code Blue during city council meetings. This has all lead to tonight's presentation from Commissioner Kamalu's regarding legislative requests this year and task force updates.

Commissioner Lorene Kamalu addressed the council, expressing gratitude for the opportunity to provide information regarding homelessness initiatives in Davis County. She shared insights from her tenure as a planning commissioner in Kaysville and emphasized the importance of public service. Commissioner Kamalu addressed disinformation surrounding homelessness efforts in Kaysville and reiterated her commitment to providing factual updates. She outlined the legislative background of House Bill 299, which mandated Code Blue sheltering and winter response measures for counties lacking shelters, emphasizing the challenges posed by the law's requirements and the need for collaborative solutions. Commissioner Kamalu provided data indicating a higher homeless population in Davis County than previously estimated, citing statistics from various sources and highlighting the role of nonprofits in providing services for the homeless. She discussed the formation and objectives of the task force committee, including the need for a permanent comprehensive facility to address homelessness effectively. Commissioner Kamalu clarified that the task force had not yet determined a site for a facility, as it has been difficult finding suitable land in Davis County. She concluded by highlighting successful models like the “Switchpoint Community Resource Center” in St. George, and underscored the importance of community support in addressing homelessness.

Council Member Jackson expressed gratitude to Commissioner Kamalu for attending and commended the efforts of the taskforce in addressing the challenges posed by the recent state bill. Council Member Jackson inquired about the timeline and actions taken by the task force and the county between October and December 2023 regarding the decision to pursue a permanent shelter instead of a temporary one.

Commissioner Kamalu explained that the task force voted on December 4th to pursue a permanent location. It was a task force decision, not the county. In between task force committee meetings, county staff would work on various tasks discussed by the task force, such as researching properties for sale. A meeting of the Council of Governments was held where a proposed idea was discussed to use the property of a local billboard business as a shelter, but in turn, each city would have to allow them to build a billboard in the city. Discussions about potential locations at the Council of Governments meeting were separate from the task force’s decisions.

Council Member Jackson commented that the state has created this mandate for a shelter but has provided no support or funding. Council Member Jackson asked about the methodology of the task force behind opting for a permanent solution and asked for clarification on what it might entail for Davis County.

Commissioner Kamalu stated that task force meetings were held monthly and they tried to consider any building options within Davis County that could potentially be converted into a shelter. They considered what the needs and data regarding the homeless population in the area, and they were limited on the time they had to come up with a Code Blue solution. They knew that the legislative session was upcoming and that they needed to go to the state to ask for funding. In their December 4th meeting, the task force had agreed that they needed to figure out what they would be asking for in the upcoming legislative session, which is why they held a vote that night. Because of that, they prepared a request for appropriation for funding. In regards to a permanent solution within Davis County, Commissioner Kamalu described a model similar to Switchpoint in St. George, emphasizing its focus on providing comprehensive services and opportunities for the homeless.

Council Member Jackson expressed a desire to tour Switchpoint and mentioned an email from the county, which stated that the task force had requested a tour of the emissions center building in Kaysville to discuss its potential use as a Code Blue shelter for the county. The email mentions an urgency to consider the building because of the upcoming winter. Council Member Jackson said that the council had made it clear in past meetings that they were not insinuating that the building would be used ultimately but just wanted to have an open public discussion to receive feedback. There have been some misunderstandings regarding the use of county facilities within Kaysville during times of Code Blue events.

Commissioner Kamalu clarified that the task force was not considering the emissions facility located in Kaysville that was mentioned in an email from the county. Commissioner Kamalu said that she would have worded the email differently and explained that the intent of the email was the county brainstorming existing locations throughout the county to use as a temporary Code Blue shelter, not a homeless shelter. The county has been offering hotel vouchers to the homeless population on days when the temperature had dropped, but the county was unsure if they would be able to continue offering that through winter. The county health department had mentioned that they were using the emissions center building in the facility after 2024, and she and other members of the task force wanted to tour the building, as they had never been inside of it. Mayor Tran and City Manager Jaysen Christensen were part of that tour. There is a tremendous need and risk that goes along with Code Blue events, and there has been a sense of urgency in finding suitable solutions for the homeless population. Commissioner Kamalu mentioned misinformation that had been circulated throughout Kaysville regarding the establishment of a homeless shelter. She clarified that rumors about hundreds of beds being planned for the city were unfounded and emphasized the need for accurate information dissemination. Commissioner Kamalu encouraged residents to attend public commission meetings for updates and reassured them that decisions regarding homeless services would be transparent.

Council Member Adams agreed with comments made, and added that there are essential components necessary for a successful shelter, including transportation and access to services, referencing Switchpoint in St. George as a model.

Commissioner Kamalu said that it is not required by law to have those services, but any facility working with the homeless population understands the need for providing such services. Several nonprofits and organizations already within the county could provide significant assistance.

Council Member Adams said that the Switchpoint in St. George is surrounded by many businesses and services to support their facility, which Kaysville lacks.

Commissioner Kamalu said that the chances of any form of shelter being in Kaysville would be slim to none.

Council Member Adams asked if there was ever a decision to use any building in Kaysville for either a Code Blue event or shelter.

Commissioner Kamalu replied that there never has been such a decision.

Council Member Adams said that there had been a rumor circulating about the county's interest in purchasing a piece of land near Boondocks, owned by the City, for a potential shelter. He emphasized that this information is untrue. He underscored the city's commitment to finding practical solutions for homelessness while dispelling rumors about potential shelter locations. Council Member Adams expressed empathy for the homeless population and stressed the importance of compassion and sensibility in addressing their needs.

Commissioner Kamalu mentioned that Wayne Niederhauser is heading the Utah Office of Homeless Services and was tasked by the governor to address the complex issue of homelessness and find solutions to meet the needs of the homeless population.

Council Member Oaks expressed concern about the discrepancy between the reported number of homeless high school students and the overall homeless population count in Davis County. Council Member Oaks asked about the criteria for accessing homeless services and questioned the feasibility of bringing organizations like Switchpoint to Davis County.

Commissioner Kamalu responded by explaining the data-driven approach used to identify individuals experiencing homelessness, emphasizing the reliability of data collected by various organizations. She discussed her interactions with Switchpoint and confirmed their interest in expanding to Davis County. Commissioner Kamalu commented on the challenges posed by the lack of funding for homeless services and acknowledged efforts by the state and community to address the issue. She mentioned the allocation of federal relief money for potential homelessness initiatives in Davis County, indicating a commitment to finding sustainable solutions.

Council Member Hunt asked about the deadline for submitting a solution to the state to address homelessness in Davis County.

Commissioner Kamalu explained that a comprehensive plan must be submitted by August, and it does not have to state where the facility will be located. The final submission will be due in August 2026.

Mayor Tran added that the plan serves as a proactive measure to address homelessness.

Commissioner Kamalu elaborated on the funding challenges and mentioned the role of mitigation funds allocated by the state to support homelessness initiatives. Community resource centers also receive funding as long as they qualify. Commissioner Kamalu highlighted the need for permanent supportive housing and discussed the progress of Davis Behavioral Health's facility, which received funding to build sixty units on Main Street in Layton. Commissioner Kamalu thanked the Mayor and other attendees for having her at the meeting. She expressed her willingness to answer any further questions and mentioned that the County Commission would be visiting the city council again in the future. Commissioner Kamalu then excused herself from the meeting.

CALL TO THE PUBLIC

Drew Chamberlain advocated for rejecting any unfunded mandates from the state and suggested

suing the state if necessary. He suggested allowing the homeless population to use city halls during Code Blue events. He also shared his experience interacting with homeless individuals and suggested that many choose to be homeless to avoid responsibilities like child support.

Scott Edwards expressed concerns about the proposed location of the emissions center for a Code Blue shelter, citing his ownership of property and a business across from the emissions center. He stated that if the emissions center were to be used for Code Blue events, the business on his property would relocate elsewhere. Additionally, Mr. Edwards noted his disappointment that Commissioner Kamalu had left the meeting early before hearing public input. He recounted previous discussions with Commissioner Kamalu regarding support for homeless initiatives, expressing that her statements made tonight contradicted what he had been told before. Mr. Edwards emphasized the importance of clear communication with elected officials regarding support for or opposition to homeless initiatives. He also mentioned conversing with a homeless couple who expressed satisfaction with being part of the homeless population due to government-provided assistance.

Marian Jeffs voiced concerns regarding what appeared to be a shift in Commissioner Kamalu's comments tonight, from discussing a temporary Code Blue facility to a permanent homeless facility in Davis County. Ms. Jeffs expressed apprehension about the potential negative impacts such facilities could bring to the community, drawing parallels to cities like Seattle and Portland where increased drug use and crime rates have been observed. Ms. Jeffs emphasized her belief that such facilities would adversely affect Kaysville, stating that there is no suitable location in the city for a Code Blue or shelter facility.

Jennifer Brooks expressed concerns about the lack of transparency and public input in the initiatives related to homeless services in Davis County. She questioned the necessity and evidence behind various programs and initiatives targeting homelessness in the county.

Jim Lee shared concerns about the challenges of helping homeless individuals that have severe mental illness and substance abuse issues. He referenced examples of problematic homeless encampments and emphasized the need to protect communities, particularly children, from potential dangers associated with homelessness.

Bruce McGraw expressed concerns about the limited involvement of the general public in the decision-making processes regarding homelessness, noting the exclusion of public participation in the task force. He also raised questions about the possible inclusion of undocumented immigrants in homeless initiatives and emphasized security concerns, citing evidence suggesting that many immigrants are involved in violent criminal activities prior to immigrating here.

Jason Largey urged for an independent audit of the data used to inform homeless initiatives in the county. He expressed worries about the adverse effects of situating homeless facilities near residential areas or places frequented by children. Additionally, he voiced concerns that sanctuary counties or cities may not enforce immigration laws if a facility like Switchpoint is established locally, pointing out that some immigrants with criminal backgrounds are deliberately sent to such places. Mr. Largey requested continued police enforcement of laws related to panhandling, homelessness, vagrancy, and similar issues.

Mark Quillen requested that clear statements be given by elected officials confirming that homeless shelters would not be established in Kaysville. While acknowledging residents' compassion for the homeless population and their desire to help, he expressed concerns about the potential negative impacts of facilities like Switchpoint on the community, particularly regarding crime and safety issues. Mr. Quillen emphasized the need to locate such facilities away from residential areas. He also warned that if a homeless facility were established in the area, cities outside of Davis County might transport homeless individuals to Kaysville because they do not want them in their own areas.

Mike Lyon argued that the proposed emissions site for a homeless facility in Kaysville would have sufficient access to transportation, services, and open spaces. He pointed out that nearby neighborhoods have many open spaces that could potentially become areas where the homeless camp long-term, which would pose challenges for HOAs. Mr. Lyon asserted that the local police force is equipped to handle any disturbances that may arise from a homeless Code Blue facility and disputed claims that the emissions center site was unsuitable, urging officials to consider the facts objectively.

Mayor Tran reiterated Kaysville's consistent stance against hosting homeless shelters within Kaysville and emphasized the need for data-driven decision-making. She clarified the distinction between temporary Code Blue responses and permanent homeless facilities and assured residents that their concerns were being taken seriously. She stressed the importance of community input and transparency in decision-making processes related to homelessness.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Adams made a motion to approve the following consent items:

- a) Approval of Minutes of January 18, 2024 City Council Work Session.
- b) Approval of Minutes of January 18, 2024 City Council Meeting.
- c) Approval of Minutes of January 18, 2024 Kaysville Business Park Architectural Review Committee Meeting.
- d) Approval of Minutes of February 1, 2024 City Council Meeting.
- e) Approval of Minutes of February 2, 2024 City Council Work Session.
- f) Approval of Minutes of February 15, 2024 City Council Meeting.
- g) Appointment of RAMP Advisory Board Members.
- h) Approval of Sanitation Contract Extension.

Council Member Oaks seconded the motion.

The vote on the motion was as follows:

Council Member Adams, yea

Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea

The motion passed unanimously.

ACTION ITEMS

AN AMENDMENT TO THE KAYSVILLE CITY CONSOLIDATED FEE SCHEDULE RELATED TO DEVELOPMENT REVIEW FEES

Public Works Director Josh Belnap explained that last year's legislative changes regarding the development review process prompted discussions within city Staff about the potential need to adjust development review fees. The aim is to ensure that the City's time and resources expended during development review are appropriately accounted for. After receiving input from elected officials and residents, Staff has settled on additional fees that would be applied based on the action requested (such as subdivision review, lot line adjustments, easement vacations, etc.) and the complexities of the site (including steep terrain, streams/ditches, coordination required with other cities/agencies, FEMA floodplain). Despite the city's efforts to maintain a good fiscal standing amid high inflation, the rate of projects and increased costs has made this increasingly difficult. Therefore, Staff believes it is prudent to make this adjustment now.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Hunt asked about changes to the fee schedule for subdivision development compared to previous discussions. She noted a shift from concrete numbers to percentages in the current document.

Josh Belnap clarified that the concrete numbers discussed previously were hypothetical examples used to demonstrate how the fee schedule would be applied to different scenarios. The percentages outlined in the document, on the other hand, indicate how developers would calculate fees based on specific characteristics of the subdivision.

Council Member Hunt asked about whether the proposed fees would adequately cover the costs of subdivision review.

Josh Belnap explained that while the objective for proposing these fees is cost recovery, the fees are conservative estimates and not intended for revenue generation. Mr. Belnap said that he feels that the proposed fees will be sufficient, and cited comparisons with practices in other communities' and adjustments made to ensure accurate numbers.

Council Member Jackson emphasized the importance of ensuring that all costs are covered without having to draw funds from the city's general or water funds. He stated that any doubts about the adequacy of the proposed fees should be addressed now.

Josh Belnap reassured that they had considered potential variations in costs when determining the fees and reiterated their belief that the proposed fees would be adequate.

Council Member Oaks echoed Council Member Jackson's concerns about potentially subsidizing developers at the expense of taxpayers, emphasizing the importance of adequately covering expenses.

Council Member Blackham expressed appreciation to Mr. Belnap for his efforts and the justification of the proposed fees. He expressed frustration over potential misconceptions that the city is not striving to promote more affordable housing, when the city's goal is simply to cover our costs. We will likely see developers passing these fees on to homebuyers.

Mayor Tran reiterated the importance of not subsidizing development fees with taxpayer dollars. She emphasized the importance of having hard conversations to ensure financial responsibility within the city.

Council Member Oaks made a motion to approve an amendment to the Kaysville City Consolidated Fee Schedule related to development review fees, seconded by Council Member Hunt.

The vote on the motion was as follows:

Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Council Member Hunt noted the progress made by the Communities that Care group for Davis County, mentioning that they had met recently and developed a name and vision statement.

Council Member Oaks indicated that with the council's approval of the RAMP members, they would be scheduling a meeting for mid-April to begin reviewing applications.

Council Member Adams informed the council that meetings had commenced to plan the city's Fourth of July celebrations. Additionally, he mentioned the upcoming annual Easter Egg Hunt at Barnes Park on March 30th.

Mayor Tran reiterated the council's united stance that Kaysville is not a suitable location for a homeless or Code Blue facility. However, she noted that if the county or the state were to decide to establish such a facility on property they own within the city, Kaysville would have limited

influence over the decision.

CLOSED SESSION

Council Member Oaks made a motion to recess the city council meeting at 9:16 p.m. and convene into a closed session to discuss the character, professional competence, or physical or mental health of an individual, in conformance with Utah State Code §52-4-205. The motion was seconded by Council Member Jackson and passed unanimously.

Council Member Blackham made a motion to extend the meeting past 10:00 p.m., seconded by Council Member Hunt and passed unanimously.

Council Member Oaks made a motion to adjourn the closed session at 10:07 p.m. and reconvene into the city council meeting, seconded by Council Member Hunt. The motion passed unanimously.

ADJOURNMENT

Council Member Hunt made a motion to adjourn the city council meeting at 10:08 p.m. The motion passed unanimously.

CITY COUNCIL STAFF REPORT



MEETING DATE: May 2, 2024

TYPE OF ITEM: Consent Items

PRESENTED BY: Josh Belnap

SUBJECT/AGENDA TITLE: Accepting additional right-of-way from UDOT after West Davis Corridor completion

EXECUTIVE SUMMARY:

As part of the West Davis Corridor project, UDOT worked with the property owner on the north side of 200 North, adjacent to the highway, to acquire additional property to widen the road to allow for a turn pocket. UDOT has paid for the property, and now wishes to transfer ownership to the City. The City will not be paying for the property or recording costs.

In order to absorb this into the City's right-of-way, Council has to first vote to accept the property, which consists of 415 square feet. This adjustment will place the ROW boundary approximately 1 foot behind the recently installed sidewalk there.

City Council Options:

1) Approve, 2) Deny

Staff Recommendation:

Approve

Fiscal Impact:

N/A

ATTACHMENTS:

1. Resolution to Accept Property
 2. Deed
-

RESOLUTION 24-XX-XX

A RESOLUTION ACCEPTING 0.010 ACRES OF PROPERTY, FROM THE STATE OF UTAH, NEAR THE WEST DAVIS CORRIDOR ON 200 NORTH; AUTHORIZING THE MAYOR TO EXECUTE THE ACCEPTANCE.

WHEREAS, the State of Utah has a small remnant parcel of property that is leftover after constructing the West Davis Corridor;

WHEREAS, in the continuing cooperative efforts of the City and UDOT, UDOT would like to facilitate Perry Homes giving this property to the City; and

WHEREAS, the City would like to accept this property to allow for potential future right-of-way uses; and

WHEREAS, the City has no immediately foreseeable use for this property, but believes that it may be useful and the costs to maintain it will be insignificant; and

WHEREAS, the attached Deed effectuates the transfer of this property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

1. That the attached Deed be incorporated herein.
2. That the City accept this Deed.
3. That the Mayor is hereby authorized to execute said acceptance.

PASSED AND ADOPTED by the City Council of Layton, Utah, this **2nd day of May, 2024.**

Tamara Tran, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

WHEN RECORDED, MAIL TO:
Utah Department of Transportation
Right of Way, Fourth Floor
Box 148420
Salt Lake City, Utah 84114-8420

Kaysville City
23 East Center Street
Kaysville, Utah 84037

Warranty Deed

(CORPORATION)
Davis County

Tax ID. 11-863-0101
PIN No. 11268
Project No. S-R199(229)
Parcel No. R199:413B:C

Perry Homes Utah, Inc., a Utah corporation, Grantor, hereby CONVEYS AND WARRANTS to Kaysville City, Grantee, at 23 East Center Street, Kaysville, Utah 84037, for the sum of TEN (\$10.00) Dollars, and other good and valuable considerations, the following described parcel of land in Davis County, State of Utah, to-wit:

A parcel of land in fee, being part of an entire tract of property, situate in Lot 101, Westgate Estates Subdivision Phase 1, according to the official plat thereof, recorded July 01, 2020 as Entry No. 3266532 in Book 7546 at Page 383 in the office of the Davis County Recorder, situate in the SE1/4 SE1/4 of Section 31, Township 4 North, Range 1 West, Salt Lake Base and Meridian, incident to the construction of SR-67 West Davis Highway, known as Project No. S-R199(229). The boundaries of said parcel of land are described as follows:

Beginning at the southwesterly corner of said Lot 101; and running thence N.39°35'39"W. 5.96 feet along the southwesterly boundary line of said Lot 101 tract to a point 34.48 feet perpendicularly distant northwesterly from the Schick Lane right of way control line of said Project, opposite approximate Engineers Station 4013+64.55; thence N.52°54'12"E. 139.33 feet to a point in the southeasterly boundary line of said Lot 101 at a point 28.52 feet perpendicularly distant northwesterly from the Schick Lane right of way control line of said Project, opposite approximate Engineers Station 4015+03.76; thence S.50°26'59"W. 139.20 feet along said southeasterly boundary line to the point of beginning as shown on the official map of said project on file in the office of the Utah Department of Transportation.

Continued on Page 2
COMPANY RW-01C (11-01-03)

The above described parcel of land contains 415 square feet in area or 0.010 acre.

(Note: Rotate above bearings 00°20'16" clockwise to equal Highway bearings)

STATE OF)
) ss.
COUNTY OF)

By _____

On this _____ day of _____, in the year 20____, before me personally appeared _____, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he/she is the _____ of Perry Homes Utah, Inc., a Utah corporation and that said document was signed by him/her on behalf of said Perry Homes Utah, Inc. by Authority of its _____.

Notary Public

CITY COUNCIL STAFF REPORT



MEETING DATE: May 2, 2024

TYPE OF ITEM: Action Item

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: An Ordinance to amend Section 17-20-4 Central Commercial Conditional Uses of the Kaysville City Code to remove dwellings as an allowed use (TABLED ITEM)

EXECUTIVE SUMMARY:

This item was before the City Council at the April 11, 2024, City Council meeting and was tabled for future consideration. During the discussion, the Council expressed concerns about the proposed text amendment impacting property rights for existing dwellings in the Central Commercial district by creating non-conforming uses. [KCC 17-29 Non-Conforming Uses](#) prohibits the expansion of uses that existed prior to a zone change or text amendment. The Council directed staff to draft a provision which would still allow existing dwellings to build additions to their homes and allow for the construction of accessory buildings while still protecting our limited commercial areas.

Staff followed through with that direction and are proposing the addition of 17-20-9 Grandfathered Dwellings which addresses the concerns the Council had at the previous meeting.

17-20-9 Grandfathered Dwellings

1. Dwellings in the Central Commercial Zone existing on May 2, 2024, have the following permitted uses:
 - a. Additions to existing homes;
 - b. Construction of accessory buildings (e.g., garages, sheds, gazebos, pools, and similar structures) as regulated by 17-31 Special Provisions Applying To Particular Uses;
2. Dwellings in the Central Commercial Zone existing on May 2, 2024 shall be prohibited from the following:
 - a. Intentional demolish and rebuilding of homes;
 - b. Adding additional dwelling units.

The updated draft ordinance is attached to this staff report, as are the reports from the April 11, 2024, City Council meeting and the March 14, 2024, Planning Commission meeting.

City Council Options:

1. Approve the amendment to Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove dwellings as an allowed use and the addition of 17-20-9 Grandfathered Dwellings to allow for existing dwellings to construct additions and accessory buildings.

2. Deny the ordinance amendment.

Staff Recommendation:

Staff recommends approval of the amendment to Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove dwellings as an allowed use and the addition of 17-20-9 Grandfathered Dwellings to allow for existing dwellings to construct additions and accessory buildings.

Fiscal Impact:

N/A

ATTACHMENTS:

1. DRAFT Ordinance CC Remove Dwellings Conditional Use Grandfather Dwellings 5.2.24
 2. CC TA Remove Dwelling CC Zone 4.11.24
 3. PC TA CC Remove Dwelling CUP 3.14.24
 4. PC Minutes EXCERPT CC Remove Dwelling 3-14-24
-

**KAYSVILLE CITY
ORDINANCE 24-XX-XX**

**AN ORDINANCE AMENDING TITLE 17-20-4 CENTRAL COMMERCIAL CONDITIONAL USES TO
REMOVE DWELLINGS AS AN ALLOWED CONDITIONAL USE AND ADDING 17-20-9
GRANDFATHERED DWELLINGS TO ALLOW EXISTING DWELLINGS TO CONSTRUCT
ADDITIONS AND CONSTRUCTION OF ACCESSORY BUILDINGS.**

WHEREAS, the City Council of Kaysville City, State of Utah, has determined in an open public meeting to amend Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove dwellings as an allowed conditional use and to add 17-20-9 Grandfathered Dwellings to allow dwellings which exist on or before May 2, 2024 to construct additions to their homes and add accessory buildings; and

WHEREAS, said meeting was duly and regularly held and the interested parties were given an opportunity to be heard; and

WHEREAS, on March 14, 2024, with a vote of 4-0, the Kaysville City Planning Commission held a public hearing and made a recommendation of approval to the City Council of the proposed text amendment to 17-20-4 Central Commercial Conditional Uses; and

WHEREAS, the City Council discussed the proposed said text amendment and Planning Commission recommendation at the April 11, 2024 City Council meeting and directed staff to draft a new section of ordinance which would allow for existing dwellings to construct home additions and accessory buildings; and

WHEREAS, the City Council, after due consideration of said amendments, has concluded that it is in the best interest of the City and the inhabitants thereof that said amendment to 17-20-4 Central Commercial Conditional Uses be implemented and a new section 17-20-9 Grandfathered Dwellings be added;

NOW THEREFORE, be it ordained by the Council of the Kaysville City, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “17-20-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

AMENDMENT

17-20-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Theaters.
2. Motels or hotels.

3. Light industry/research uses subject to the provisions of [KCC 17-23](#).
4. ~~Dwellings~~.
5. Social halls, lodges, fraternal organizations.
6. Amusement arcades.
7. Public utility substations.
8. Sale of beer for consumption on the premises of a full-service restaurant, limited-service restaurant, beer-only restaurant, banquet or reception center.
9. Sale of liquor for consumption on the premises of a full-service restaurant, limited-service restaurant, banquet or reception center.

SECTION 2: **AMENDMENT** “17-20-9 Grandfathered Dwellings” of the Kaysville City Code is hereby *amended to include the following*:

17-20-9 Grandfathered Dwellings

1. Dwellings in the Central Commercial Zone existing on May 2, 2024, have the following permitted uses:
 - a. Additions to existing homes;
 - b. Construction of accessory buildings (e.g., garages, sheds, gazebos, pools, and similar structures) as regulated by [17-31 Special Provisions Applying To Particular Uses](#);
2. Dwellings in the Central Commercial Zone existing on May 2, 2024 shall be prohibited from the following:
 - a. Intentional demolish and rebuilding of homes;
 - b. Adding additional dwelling units.

SECTION 2: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: **EFFECTIVE DATE** This Ordinance shall be in full force and effect from _____ and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE KAYSVILLE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Council Member Adams	_____	_____	_____	_____
Council Member Blackham	_____	_____	_____	_____
Council Member Hunt	_____	_____	_____	_____
Council Member Jackson	_____	_____	_____	_____
Council Member Oaks	_____	_____	_____	_____

Presiding Officer

Attest

Tamara Tran, Mayor, Kaysville City

Annemarie Plaizier, City Recorder,
Kaysville City

CITY COUNCIL STAFF REPORT



MEETING DATE: April 11, 2024

TYPE OF ITEM: Action Item

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: An Ordinance to amend Section 17-20-4 Central Commercial Conditional Uses of the Kaysville City Code to remove dwellings as an allowed use

EXECUTIVE SUMMARY:

Community Development Staff are proposing an amendment to remove dwellings as a conditional use from the Central Commercial zone. The City is limited on commercially zoned properties, and losing any property to dwellings is counter to economic development goals.

This change would not preclude property in the Central Commercial zone from having a mixed use overlay zone added to accommodate both commercial businesses and dwellings.

This item was before the Planning Commission at the March 14, 2024 meeting. A public hearing was held, and no comments were received. The Planning Commission voted 4-0 to recommend approval of the text amendment to the City Council.

City Council Options:

1. Approve the amendment to Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove dwellings as an allowed use.
2. Deny the ordinance amendment.

Staff Recommendation:

Based on the Planning Commission's recommendation of approval, staff recommends the City Council approve the amendment to Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove dwellings as an allowed use.

Fiscal Impact:

N/A

ATTACHMENTS:

1. Ordinance CC Remove Dwellings Conditional Use 17-20-4
2. PC Staff Report Text Amendment CC Remove Dwelling CUP 3.14.24

3. PC Minutes Excerpt Central Commercial Remove Dweling 3-14-24



PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Dan Jessop, Zoning Administrator
Date: February 13, 2024

Agenda Item #: Public Hearing for a text amendment to Kaysville City Code 17-20-4 Central Commercial Conditional Uses to remove Dwellings as an allowed use

Meeting Date	March 14, 2024
Application Type	Ordinance Text Amendment
Applicant	Kaysville City
Chapter/ Title/ Section	17-20-4 Central Commercial Conditional Uses

1. BACKGROUND

Staff has discussed eliminating the Conditional Use of a single-family dwelling allowed in the Central Commercial zone ordinance title 17-20-4. Staff feels like it is costing the city the limited and valuable parcels left for viable commercial business to Single Family Dwellings.

2. PUBLIC NOTICING AND PUBLIC COMMENT

A Public Hearing Notice was posted on March 8, 2024.

3. GENERAL PLAN

Chapter 5 in the General Plan states in the very first paragraph that prosperity and sustainability is the key to the success of any city. In Goals and Objectives, goal one states to "Promote Kaysville City Center redevelopment to strengthen commercial areas." Staff believes that loss of retail and commercial space to dwellings will take away potential properties where viable business opportunities will be lost.

4. RECOMMENDATION

Staff recommends the Planning Commission send a recommendation of approval to the City Council for the text amendment to 17-20-4 to remove dwellings as a conditional use in the Central Commercial district.

Kaysville City Planning Commission Meeting Minutes

March 14, 2024

EXCERPT

The Planning Commission meeting was held on Thursday, March 14, 2024 at 7:00 pm in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Steve Lyon, Commissioners Wilf Sommerkorn, Debora Shepard, and Erin Young

Planning Commissioners Absent: Commissioners Paul Allred, Mike Packer, and Megan Sevy

Staff Present: Melinda Greenwood, Dan Jessop and Mindi Edstrom

Public Attendees: City Councilmember Abbi Hunt, Eric Cheney, Charlie Hunsaker, Miles McFarland, Mark Reed, Randy Clem, Katie Ellis, Dwain Klein, Laurene Starkey, Jill Dredge, Matthey Steed, Brandon Wood, and Kevin Porter

7- PUBLIC HEARING FOR A TEXT AMENDMENT FOR TITLE 17-20-4 CENTRAL COMMERCIAL CONDITIONAL USES

Dan Jessop introduced the agenda item for a Public Hearing for Title 17-20-4 Central Commercial Conditional Use text amendment. He explained that this item is before the Planning Commission because there is a limited amount of commercial property the city should not allow for dwellings to be built there. He said that if there is a mixed-used overlay then a dwelling would be allowed.

Commissioner Young asked for clarification that this amendment would still allow for mixed-use dwellings.

Commissioner Sommerkorn said that this amendment would still allow for a mixed-use dwelling in Central Commercial.

Chair Lyon opened up the Public Hearing.

Chair Lyon closed the Public Hearing.

Ms. Greenwood said that staff is recommending approval of this amendment.

Commissioner Sommerkorn made a motion to recommend to City Council the modified list of conditional uses in the Central Commercial zone to remove dwellings. Commissioner Young seconded the motion. The vote was unanimous in favor of the motion (4-0).

Commissioner Shepard: Yay

Commissioner Lyon: Yay

Commissioner Young: Yay

Commissioner Sommerkorn: Yay

CITY COUNCIL STAFF REPORT



MEETING DATE: May 2, 2024

TYPE OF ITEM: Action Item

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Consideration of a Building Addition for Trim Art located at 1142 West Flint Meadow Drive

EXECUTIVE SUMMARY:

Trim Art, located at 1142 West Flint Meadow Drive, is a custom cabinetry business within the Kaysville Business Park. The Trim Art facility is a single-story building consisting of 26,580 square feet and located on a two-acre property. Trim Art has submitted an application for a building addition which would house dust collection equipment. The dust collection equipment will allow sawdust to be collected in a manner where it can be compacted and pelletized, reducing the volume of waste produced by the manufacturing process.

The applicant and business owner, Joy Petro, has indicated the building addition would match existing building materials for both siding and roofing. The addition would only need electrical extensions to power the dust collectors, and no plumbing will be extended into the addition. The addition is currently estimated to be 16 feet in height and in no case will it exceed the height of the existing building. The addition is planned to be 7 feet wide and 60 feet in length for a total of 420 square feet.

No additional parking would be required as parking is calculated based on the number of employees per shift and the addition will not create a need for additional staff.

Setbacks for the addition are not required as the property and the location of the addition do not back up to a residential zone.

City Council Options:

1. Approval of the building addition for Trim Art for the property located at 1142 West Flint Meadow Drive.
2. Denial of the addition.

Staff Recommendation:

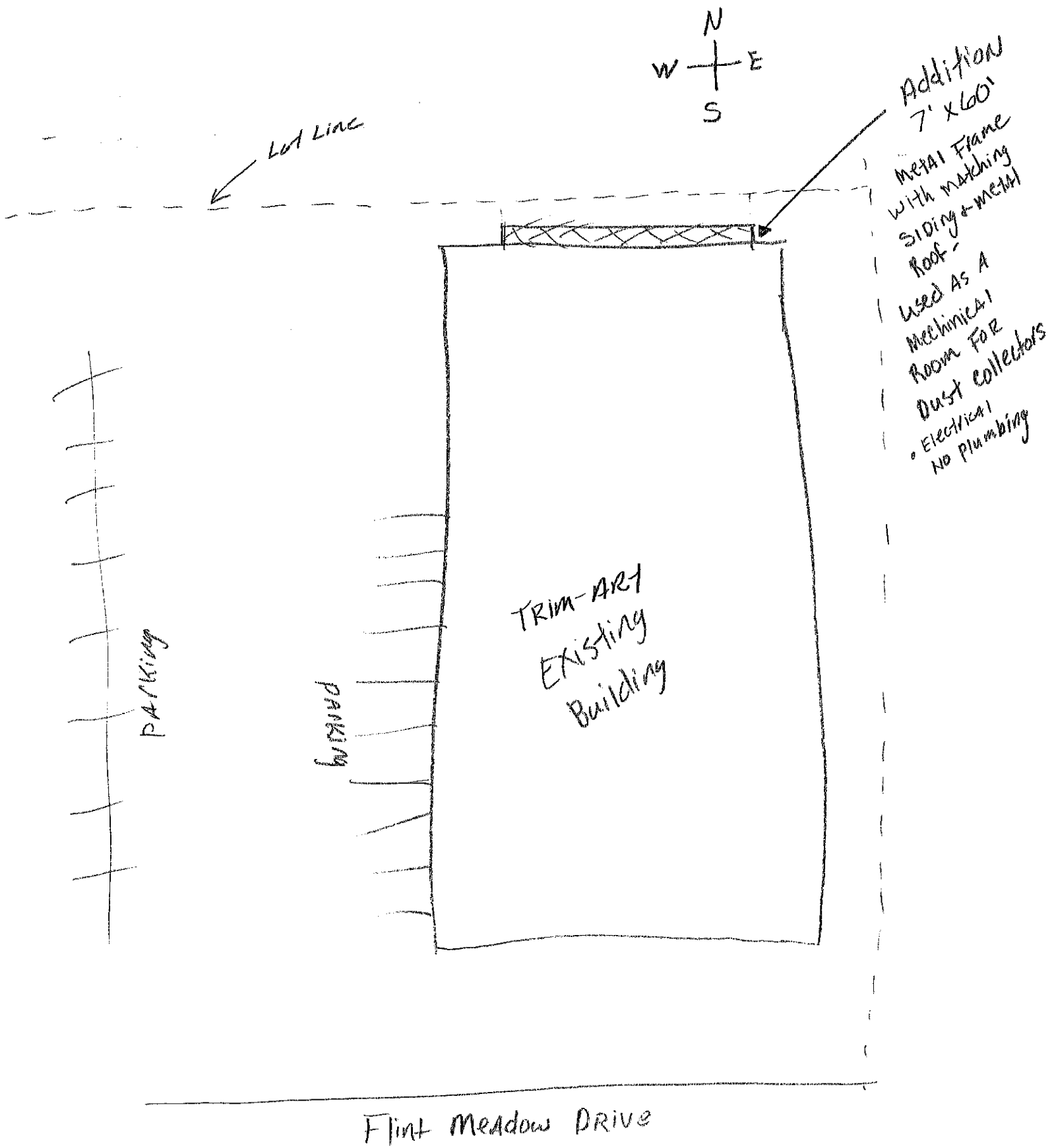
Staff recommends approval of the building addition for Trim Art for the property located 1142 West Flint Meadow Drive.

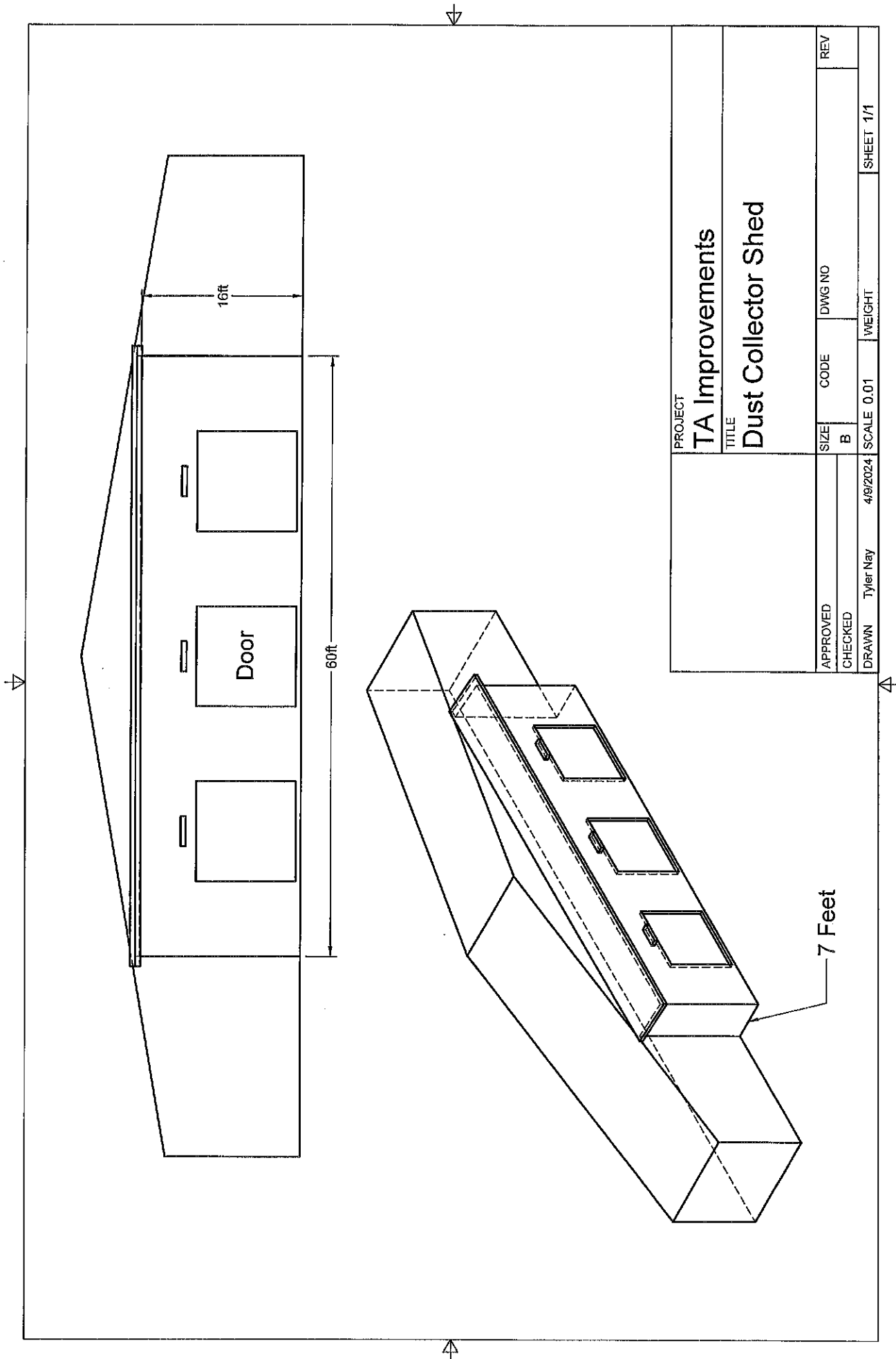
Fiscal Impact:

N/A

ATTACHMENTS:

1. Site Plan Trim Art 1142 West Flint Meadow Drive
 2. Trim Art Addition Elevations
 3. Trim Art Letter to Neighbor
-





PROJECT		TA Improvements		REV	
TITLE		Dust Collector Shed		SHEET 1/1	
APPROVED	SIZE	CODE	DWG NO		
CHECKED	B				
DRAWN	4/9/2024	SCALE 0.01	WEIGHT		
Tyler Nay					



Dear Neighbors,

We hope this letter finds you well. As part of our ongoing efforts to improve our business site, we are considering making some additions that may affect our immediate neighbors, including yourself. Before proceeding further, we want to reach out to you to inform you of our plans and seek your approval.

Firstly, we are planning to construct a long enclosed shed on the north side of our building. This shed will measure approximately 60 feet in length by 6 feet in depth, not to exceed the height of our building. This addition is intended to provide additional storage space for our business operations. We believe it will not only enhance the functionality of our site but also contribute positively to the aesthetics of the area.

In addition to the shed, we are also expanding our building on the north end of the blacktop, extending toward the west. This expansion is aimed at accommodating the growing needs of our business and improving our facilities to better serve our customers.

We understand that any changes to the landscape may raise concerns, and we value your input and support. Therefore, we kindly ask for your approval before we proceed with submitting our plans to Kaysville City.

Your signature below would be greatly appreciated.

Sincerely,

Trim-Art Management

Revel

Mit Ego C.O.O.

Reading Horizons

[Signature]

Camping World



Dear Neighbors,

We hope this letter finds you well. As part of our ongoing efforts to improve our business site, we are considering making some additions that may affect our immediate neighbors, including yourself. Before proceeding further, we want to reach out to you to inform you of our plans and seek your approval.

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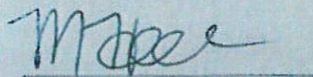
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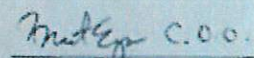
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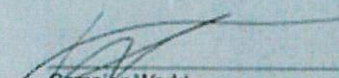
Your signature below would be greatly appreciated.

Sincerely,

Trim-Art Management


Revel


Reading Horizons


Camping World