

Kaysville City Planning Commission Meeting Minutes
March 13, 2025

The Planning Commission meeting was held on Thursday, March 13, 2025, at 7:00 pm in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Mike Packer, Commissioners Paul Toller, Wilf Sommerkorn, Erin Young, Megan Sevy, Katie Ellis and Rachel Lott

Planning Commissioners Absent: Commissioners Paul Allred and Debora Shepard

Staff Present: Anne McNamara and Melinda Greenwood

Public Attendees: City Councilmember Abbi Hunt, Hannah Clark, and Cole Stephens

1- WELCOME AND MEETING ORDER

Chair Packer welcomed all in attendance to the Kaysville City Planning Commission meeting.

2- DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

3- CONDITIONAL USE PERMIT FOR AN ELECTRONIC MESSAGE CENTER SIGN FOR BARNES PARK LOCATED AT APPROXIMATELY 950 WEST 200 NORTH

Anne McNamara presented the request from the Parks and Recreation Department to install a new electronic message center sign at Barnes Park, replacing a previously demolished sign. The proposed sign has already been reviewed by the City Council through the Architectural Review Committee because it is in the Kaysville Business Park. The sign is planned for placement at the southeastern corner of Barnes Park, near the intersection of 200 North and Flint Drive. Since electronic message signs are a conditional use in the Public Utility zone, staff reviewed the request and determined that it meets all necessary requirements for EMC signs. No additional conditions were deemed necessary, and staff recommended approval of the request. Ms. McNamara shared her willingness to answer any questions from the commission.

Commissioner Wilf Sommerkorn inquired about the type of sign being proposed.

Ms. McNamara confirmed that it would be an electronic message sign, similar to an existing one in the city in front of city hall.

Commissioner Sommerkorn asked whether the previous sign at Barnes Park was also electronic.

Ms. McNamara clarified that the demolished sign was static and not electronic. She also noted that the city had received one phone call regarding the notification for the new sign, but the caller had no concerns—only a general inquiry about the project.

Chair Packer asked whether the new sign would be similar in size and style to the previous one,

noting that the former sign was a monument-style structure set in rock.

Cole Stephens, the Parks and Recreation Director, confirmed that the primary difference would be its orientation. The new sign would be positioned north-south to ensure visibility for eastbound and westbound traffic. He also mentioned that the electronic message center (EMC) portion of the sign would be identical to the one currently installed in front of City Hall on Main Street, and would be manufactured by the same company.

Commissioner Young asked whether the new sign would be illuminated on both sides. Parks and Recreation Director Cole Stephens confirmed that it would be, allowing visibility for both eastbound and westbound traffic.

Commissioner Young asked for clarification on whether the sign proposal had already been reviewed by the City Council.

Ms. McNamara explained that since Barnes Park is technically located within the Kaysville City Business Park, the proposal first had to go through the Architectural Review Committee for approval. This review was required as part of the Business Park's regulations before the request could proceed to the Planning Commission for conditional use approval.

Ms. Greenwood provided additional context regarding the approval process for the sign. She explained that approximately 20 years ago, the city purchased the property where the Kaysville City Business Park is located and acted as its developer. As part of that process, the city established Covenants, Conditions, and Restrictions and the City Council has since functioned as the Architectural Review Committee for all developments within the business park, including new buildings, additions, and signage. Ms. Greenwood noted that the City is working on removing Barnes Park from the Business Park designation. She also confirmed that the sign proposal was reviewed and approved by the City Council during its last meeting. She remarked that this sign had undergone an extensive approval process, requiring multiple steps, including a revision to the Public Use zone to permit electronic message center (EMC) signs. Following that change, the proposal was reviewed by the Architectural Review Committee before reaching the Planning Commission for conditional use approval.

Commissioner Lott inquired whether the RAMP tax was used to fund the new sign.

Parks and Recreation Director Cole Stephens confirmed that the sign's construction is entirely funded by RAMP tax revenue. While the RAMP tax acknowledgment will not appear directly on the sign itself, it will be recognized within the surrounding landscaped area. Mr. Stephens also took the opportunity to highlight the historical significance of Barnes Memorial Park. He noted that many people are unaware of the story of Rulon and Emily Barnes and how the park was established in their memory. Currently, there is one interpretive sign on site, but given the park's 45-acre size, additional signage is planned. These will include small interpretive signs providing historical context about the Barnes family and the park's origins.

Commissioner Young made a motion to approve the Conditional Use Permit for the electronic message center sign at Barnes Park, located at 950 West 200 North. The motion was based on the staff's findings in the staff report and confirmation that the proposal met all necessary requirements.

Commissioner Lott seconded the motion and the vote was unanimous in favor of the motion (7-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Ellis: Yay
Commissioner Sommerkorn: Yay
Commissioner Toller: Yay
Commissioner Lott: Yay
Commissioner Sevy: Yay

4- APPROVAL OF THE MINUTES FROM THE FEBRUARY 13, 2025 PLANNING COMMISSION MEETING

Commissioner Toller made a motion to approve the minutes for the February 13, 2025, Planning Commission meeting and Commissioner Ellis seconded the motion. The vote was unanimously approved in favor of the motion.

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Ellis: Yay
Commissioner Sommerkorn: Yay
Commissioner Toller: Yay
Commissioner Lott: Yay
Commissioner Sevy: Yay

7- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Greenwood provided an update on the draft Master Planned Community ordinance, which she had been working on and suggested presenting the draft as a discussion item at the next meeting, with a public hearing potentially scheduled for the following meeting in April.

Ms. Greenwood said the zone is intended to accommodate larger development projects for properties over 20 acres, including the Symphony property near Sunset Equestrian and the Hirschi property off Angel Street, both of which she had been working with the property owners on for about a year. The idea is to create a community with a mixture of lot sizes and home types, providing more flexibility than the city's current zoning allows.

The application process for projects in this zone would include a pre-application meeting and a set of required materials, including traffic analysis, landscape design, and a draft Development Agreement.

Ms. Greenwood informed the Commission that April would have a unique meeting schedule due to spring break. The Planning Commission will only have one meeting on April 24, as the City Council traditionally cancels their first meeting in the month of April and holds their meeting on the second Thursday of the month.

Ms. Greenwood then discussed upcoming items for the April 24 meeting. One significant item is a rezone request from the Holland Group, who purchased property from UDOT near the 950 North and West Davis Corridor exit, previously known as the Mink farm. The property, just under eight acres, is proposed to have the eastern half will be rezoned to Residential Multifamily (RM) for townhomes, with a Development Agreement specifying the number of units. The western half will be rezoned to Light Industrial (LI), providing slightly more flexibility than the General Commercial zone. Public notices for this proposal will be sent to both Kaysville and Farmington residents within 500 feet of the property. Ms. Greenwood mentioned that a Farmington resident had already expressed concerns about the townhomes, which is a common reaction to such developments.

Ms. Greenwood also mentioned that a Conditional Use Permit for a farm stand would be on the next agenda, as the City Council had adopted the farm stand ordinance at their last meeting.

Commissioner Sommerkorn provided a legislative update discussed the challenges surrounding the state's land use policies and the ongoing impact of new legislative changes. He highlighted how legislative attention to land use processes has increased due to concerns over housing affordability. He stated many bills that were passed will add complexity to land use administration and require continued attention and adaptation from local governments.

Commissioner Sommerkorn recalls his extensive experience in the creation and revisions of the Land Use, Development, and Management Act (LUDMA). He explained LUDMA was once a few hundred lines long but now spans thousands of lines and has become increasingly detailed. Each legislative sessions introduces amendments which makes compliance more complicated. He notes that several new bills added hundreds of lines to LUDMA, with some being particularly intricate and difficult to interpret.

Mr. Sommerkorn shared key updates, including:

Connectivity in General Plans: A provision mandates that by July 1, 2027, communities must consider street connectivity in their General Plans, specifically regarding incomplete streets and connections across obstacles like canals. This will require cost estimates, funding sources, and an evaluation of construction impediments—something new to general plan processes.

Energy Development Zones: The Utah Energy Council was established to support electrical energy development, including the creation of designated zones for energy facilities. Projects are required to show consistency with local land use regulations when such zones are proposed, but they do not have a veto over these designations.

University Development: State Universities can designate areas for development without local coordination, though public hearings must be held, and the trustees of the university must address any concerns raised.

Moderate-Income Housing: There have been changes to moderate-income housing plans, introducing new options like "FHIZ" and "HOPS" zones, Transit Development zones, and density options. These changes are meant to simplify compliance, but the complexity of their implementation remains high, requiring extensive interpretation.

Gravel Pit Regulations: New provisions regarding gravel pits grant them more operational flexibility, including the right to expand their operations with minimal local regulation. While gravel pits are necessary for construction, this change could create conflicts with nearby residents.

Public Notice and Appeal Processes: Changes to public notice requirements now prevent overly burdensome individual notices for broad land use changes. Additionally, the State Code now prohibits public hearings for appeals and variances, which are now handled in a quasi-judicial manner without public hearings.

Property Line Adjustments: A new bill has streamlined the process for adjusting property lines, making it more consistent and clearer, particularly for parcels and lots within subdivisions.

Zoning and Use Variances: A new bill requires communities to create processes for determining whether new uses can be allowed in existing zones. This is essentially a use variance, which allows businesses to seek approval to operate outside the specific uses listed in a zone. This provision does not amend the zoning code but allows the City Council to decide on a case-by-case basis.

Overall, Commissioner Sommerkorn stressed that the continued growth of legislation and its intricacies requires a specialized focus on interpreting and administering these laws. The changes, while not always easing the regulatory process, push communities toward more standardized, detailed planning and regulation.

9- ADJOURNMENT

Commissioner Young motioned to adjourn the meeting at 8:04 pm.