

Kaysville City Planning Commission Meeting Minutes

September 25, 2025

The Planning Commission meeting was held on Thursday, September 25, 2025, at 7:00 p.m. in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Mike Packer, Commissioners Wilf Sommerkorn, David Moore, Megan Sevy, Paul Allred and Paul Toller

Planning Commissioners Absent: Commissioners Erin Young

Public Attendees: Joe Wren and Alex Greb

1- WELCOME AND MEETING ORDER

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

2- DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

3- CONDITIONAL USE PERMIT FOR A MAJOR B HOME OCCUPATION AT 1025 NORTH KENSINGTON HEIGHTS FOR ALEXANDER GREB FOR GLUTEN FREE GEAR LLC

Mindi Edstrom presented a request for a Conditional Use Permit (CUP) for a Major B Home Occupation located at 1025 North Kensington Heights. The applicant, Alex Greb wants to operate a home-based business called Gluten Free Gear, which will function as a firearms dealership. Ms. Edstrom noted that the applicant is currently compliant with Kaysville City zoning requirements, but the business license approval remains pending until federal requirements are satisfied. Mr. Greb is in the process of obtaining a Federal Firearms License (FFL) through the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). This federal process includes a rigorous application review and on-site inspection. Once ATF approval is granted, the information will be shared with the Kaysville Police Department, after which the city will finalize the business license.

Ms. Edstrom also reported that public noticing requirements were met, and a notification sign was posted on the property the previous week, and only one inquiry was received, which was simply a question about the sign's purpose rather than a concern or objection. There were no expressions of opposition to the proposed business from neighboring residents. Based on staff review, approval of the Conditional Use Permit was recommended, subject to any additional conditions the Planning Commission deemed necessary under Kaysville City Code 17-30. The applicant was present and prepared to answer questions from the Commission.

Applicant Alex Greb addressed the Planning Commission to provide additional context about his proposed home-based business, Gluten Free Gear. He explained that the firearms dealership would initially operate as a part-time venture alongside his full-time position as an engineer for the U.S. Air Force at Hill Air Force Base. Mr. Greb described the business as a passion project with the potential to expand in the future. His long-term goal is to transition the operation into

a full-time enterprise and eventually establish a commercial storefront. He concluded his remarks by inviting the Commission to ask any questions they might have about the proposal.

Commissioner Toller asked for clarification about the Federal Firearms License process and what an FFL would allow the applicant to do.

Mr. Greb explained he is applying for a manufacturing-type FFL so he can build custom firearms from off-the-shelf parts (described as gunsmithing), noting that while he will not operate a full manufacturing facility at the home, that license category is required for the type of work he intends to perform. He also confirmed that customer purchases would be handled by appointment at the residence.

Mr. Greb clarified operational details for Gluten Free Gear, stating customer interactions at the residence would be by appointment only, typically between 3:00 p.m. and 7:00 p.m., and he did not expect substantial neighborhood foot traffic. He said the business will be primarily online retail, meaning that when a customer purchases a firearm online, Mr. Greb will coordinate with the purchaser's FFL dealer to complete required transfer paperwork with the ATF, and shipments will generally be handled through UPS. He reiterated that most transactions will be handled remotely (online sales and FFL transfers), limiting on-site activity to scheduled pickups or appointments.

Mr. Greb further explained the security and storage measures planned for his home-based firearms business. He stated that he currently has two large, heavy gun safes and plans to acquire a third dedicated safe specifically for business inventory. Each safe weighs nearly 1,000 pounds, providing substantial physical security. He emphasized that all firearms and ammunition will be properly stored, locked, and always secured, and he intends to maintain strict safety and operational protocols to ensure the business runs smoothly and responsibly.

Chair Packer sought clarification on customer visits, asking whether Mr. Greb anticipated multiple customers arriving simultaneously. Mr. Greb responded that he plans to schedule one-on-one appointments only, with no more than one customer present at a time, allowing him to give each client his full attention.

Commissioner Moore briefly commented on the business name, noting that in his experience in California, many businesses use more discreet branding, and he felt "Gluten Free Gear" was a clever, understated choice that prompted discussion. Mr. Greb agreed, noting the name was intentionally chosen to be low-profile yet memorable.

Commissioner Allred then asked staff whether signage would be associated with the business. Ms. Edstrom clarified that city code allows for one small sign, up to 12 inches by 12 inches, on the front of the residence, though signage is not required for a home occupation business. Mr. Greb indicated he had not decided whether he would install a sign but acknowledged that it would be permitted under city regulations if he chose to do so.

Commissioner Allred made a motion to approve the Conditional Use Permit for Gluten Free Gear located at 1025 North Kensington Heights. Commissioner Sevy seconded the motion, and the vote was unanimous in favor of the motion (6-0).

Commissioner Packer: Yay
Commissioner Sevy: Yay
Commissioner Moore: Yay
Commissioner Sommerkorn: Yay
Commissioner Toller: Yay
Commissioner Allred: Yay

4- CONDITIONAL USE PERMIT FOR AN EMC SIGN FOR LIFETIME DENTAL LOCATED AT 368 NORTH MAIN STREET

Anne McNamara presented the next agenda item, a request for approval of an electronic message center (EMC) sign for Lifetime Dental, to be located at the corner of Main Street across from the mortuary. The proposed sign will measure approximately 10 feet by 8 feet, and the EMC display portion accounts for 55% of the total sign area, which is compliant with both the general commercial sign regulations and the specific restrictions governing EMC signage in the city's sign code. Ms. McNamara explained that the sign design and size meet all city requirements, including provisions intended to prevent nuisance impacts on adjacent properties, such as brightness and light spillover standards.

A public notification sign was placed on the property on September 19, and no public comments or objections had been received regarding the proposal. Based on the application's compliance with code requirements, staff recommended approval of the sign permit, subject to any additional conditions the Planning Commission deemed necessary. Ms. McNamara noted that the applicant was present and available to answer questions from the Commission.

Chair Packer questioned the actual square footage of the digital display, noting it appeared to be approximately 24 square feet, limited to the lower section of the sign.

Ms. McNamara confirmed the city's sign code distinguishes between the EMC portion and the total sign area, with regulations requiring that the electronic component not exceed 75% of the total cabinet. At 55%, the proposal is well within that limit.

Commissioner Sommerkorn asked whether the solid cabinet area below the electronic display was counted in total square footage, and Ms. McNamara explained it is considered part of the sign but not part of the EMC portion.

Commissioner Sevy noted the sign includes illuminated push-through letters for "Lifetime Family Dental" in addition to the digital section, with the electronic portion displaying messages such as "Smiles for Life." Ms. McNamara added that it is the EMC component that makes the application a conditional use.

Commissioner Allred inquired about the sign's placement and potential impacts on visibility. Ms. McNamara clarified that the sign will be located on the corner at 300 West, outside of the required site-distance triangle, ensuring it does not obstruct traffic visibility.

Commissioner Allred also raised concerns about brightness, asking whether there is a lumen standard or operational limits such as nighttime dimming.

Ms. McNamara explained that while the code does not establish specific brightness levels, it prohibits glare, rapid blinking, and other nuisances. She said applicants are expected to dim signage at night, and that the Commission could add conditions requiring dimming or other operational standards.

Commissioner Allred emphasized the importance of including enforceable conditions in the CUP to address future issues, explaining that although applicants may initially cooperate, future property owners could refuse without such requirements. He stressed that clear language regarding brightness and operational impacts should be added to protect public safety and avoid disputes. Ms. McNamara agreed this could be written into the conditions.

Additional discussion confirmed that the sign's proposed 10-foot by 8-foot dimensions fall within city allowances for this type of sign, though Commissioners acknowledged it is a relatively large structure. Overall, the Commission discussion centered on ensuring compliance with sign code requirements, placement for traffic safety, and operational conditions related to brightness and nighttime use.

Commissioner Sevy commented on the limited number of existing electronic message center (EMC) signs along Main Street. She noted that another dental office in the area has one, and Chair Packer added that there are very few others, mentioning the Subway restaurant sign as an example.

Ms. McNamara reminded the Commission that the city also has its own EMC sign, as well as one previously approved for Barnes Park earlier in the year.

Commissioner Sevy concluded that while the proposed Lifetime Dental sign would be prominent, it would also be well-designed and distinct, standing out due to the relatively small number of similar signs in the area.

Commissioner Allred made a motion to approve the Conditional Use Permit for an EMC sign for Lifetime Dental located at 368 North Main Street. Commissioner Toller seconded the motion, and the vote was unanimous in favor of the motion (6-0).

Commissioner Packer: Yay
Commissioner Sevy: Yay
Commissioner Moore: Yay

Commissioner Sommerkorn: Yay
Commissioner Toller: Yay
Commissioner Allred: Yay

5- APPROVAL OF THE MINUTES FROM THE AUGUST 28, 2025, PLANNING COMMISSION

Commissioner Moore made a motion to approve the August 28, 2025, Planning Commission meeting minutes as presented and Commissioner Allred seconded the motion and the vote was unanimous in favor of the motion (6-0).

Commissioner Packer: Yay
Commissioner Sevy: Yay
Commissioner Moore: Yay
Commissioner Sommerkorn: Yay
Commissioner Toller: Yay
Commissioner Allred: Yay

6- APPROVAL OF THE MINUTES FROM THE SEPTEMBER 11, 2025, PLANNING COMMISSION MEETING

Commissioner Allred made a motion to approve the September 11, 2025, Planning Commission meeting minutes as presented, and Commissioner Moore seconded the motion and the vote was unanimous in favor of the motion (5-0), with Commissioner Sommerkorn abstaining as he was not present at that meeting.

Commissioner Packer: Yay
Commissioner Sevy: Yay
Commissioner Moore: Yay
Commissioner Sommerkorn: Abstain
Commissioner Toller: Yay
Commissioner Allred: Yay

7- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Edstrom reported that the City Center Small Area Plan open house had a strong turnout and said staff would share the public feedback and results with the Commission once they are compiled.

Ms. Edstrom also noted that a significant upcoming agenda item would be the Symphony Homes development scheduled for discussion at the October 9 Planning Commission meeting. She described the project as having undergone numerous changes and discussions, indicating that the upcoming meeting would likely involve detailed deliberation.

8- ADJOURNMENT

Chair Packer adjourned the meeting at 7:35pm