

Kaysville City Planning Commission Meeting Minutes
October 9, 2025

The Planning Commission meeting was held on Thursday, October 9, 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, Megan Sevy, Rachel Lott, Paul Toller

Planning Commissioners Absent: Commissioners Erin Young and Commissioner Paul Allred

Public Attendees: City Councilman Abbi Hunt, Shawna Mann, Matt Mann, and Jeff Nielson

1- WELCOME AND MEETING ORDER

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

1A- DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

2- DECLARATION REZONE REQUEST FOR APPROXIMATELY 1800 SOUTH AND 550 WEST FROM R-A RESIDENTIAL AGRICULTURAL DISTRICT, A-1 LIGHT AGRICULTURAL DISTRICT, AND A-5 HEAVY AGRICULTURAL DISTRICT TO R-1-6 SINGLE FAMILY RESIDENTIAL DISTRICT AND R-M MULTIPLE FAMILY RESIDENTIAL DISTRICT- CONTINUES FROM THE AUGUST 28, 2025 MEETING. (THIS ITEM WILL NOT BE DISCUSSED NOR HAVE ANY ACTION TAKEN AND WILL BE CONTINUED TO A FUTURE MEETING DATE.)

Commissioner Lott made a motion to continue discussing this agenda item to November 13. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (5-0).

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

3- CONDITIONAL USE PERMIT FOR CONDITIONAL USE PERMIT FOR A MAJOR B HOME OCCUPATION FOR 1061 SOUTH SUNCREST LANE FOR JEFF NIELSON AND RHINO LANDSCAPE AND DESIGN UTAH

Mindi Edstrom introduced the next agenda item, a Conditional Use Permit (CUP) request for a Major B Home Occupation submitted by Jeff Nelson, owner of Rhino Landscape and Design, located at 1061 South Suncrest Lane. Ms. Edstrom welcomed Mr. Nelson to the Planning Commission and commended him for being the first business applicant to proactively apply for a CUP before applying for a business license, noting that most applicants typically complete those steps in the reverse order.

Ms. Edstrom summarized the nature of the business, explaining that Rhino Landscape and Design offers comprehensive landscape design and build services, including full yard makeovers, sport courts, pergolas, artificial turf installation, barbecues and outdoor kitchens, hardscapes, pools and spas, and ongoing maintenance. As required by Kaysville City Code Section 17-30-8, landscape contracting businesses operating from a residence must obtain a CUP as a Major B Home Occupation.

She stated that the home will be used solely for administrative operations, with no materials stored or delivered to the property and no employees or customers visiting the home. All materials and equipment will be handled directly at job sites. Ms. Edstrom verified that the property is well-maintained and landscaped appropriately, and that Nelson currently doesn't have heavy equipment, though he may later acquire a truck and trailer for business use.

She confirmed that the applicant is fully compliant with state licensing requirements, including the Utah Department of Professional Licensing (DOPL), and will be compliant with Kaysville City licensing regulations once the business license is finalized. A public notice sign was placed on the property the prior Friday, and no public comments, calls, or emails were received in response.

Based on staff review, Ms. Edstrom concluded that the business would not negatively impact the character of the neighborhood, and staff recommended approval of the Conditional Use Permit for Rhino Landscape and Design at 1061 South Suncrest Lane, subject to any additional conditions the Planning Commission deemed appropriate under City Code 17-30-8. The applicant was present and available to answer any questions from the Commission.

Commissioner Sommerkorn asked the applicant for clarification regarding the scale of equipment and vehicle use, confirming that only one truck and one trailer would be associated with the business. The applicant explained that while he anticipates eventually acquiring that setup, there are no immediate plans to do so, and all major work will continue to be subcontracted out to licensed contractors.

Ms. Edstrom added that the property has ample parking and storage space, including a large driveway and RV pad along the side of the home, which can easily accommodate a truck and trailer without impacting the neighborhood or street parking. The applicant confirmed this, noting the area is large enough to keep all vehicles and equipment fully contained on private property.

With no further questions from the Commission, Chairman Mike Packer thanked the applicant for his responses and indicated the Commission was ready to move forward with a motion for approval of the Conditional Use Permit.

Commissioner Sommerkorn made a motion to approve the Conditional Use Permit for Rhino Landscaping and Design Utah located at 1061 South Suncrest Lane. Commissioner Lott seconded the motion, and the vote was unanimous in favor of the motion (5-0).

Commissioner Packer: Yay

Commissioner Sevy: Yay
Commissioner Lott: Yay
Commissioner Sommerkorn: Yay
Commissioner Toller: Yay

4- APPROVAL OF THE MINUTES FROM THE SEPTEMBER 25, 2025, PLANNING COMMISSION

Commissioner Toller made a motion to approve the September 25, 2025, Planning Commission meeting minutes as presented and Commissioner Sevy seconded the motion and the vote was unanimous in favor of the motion (5-0).

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

5- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Greenwood provided staff updates near the conclusion of the meeting. She began by noting that several city officials, including Anne McNamara and the City Manager, were attending the APA (American Planning Association) Conference, which would continue through the following day. Ms. Greenwood announced another professional development opportunity the Utah Land Use Institute Fall Conference, scheduled for October 21–22 in Sandy and said she would email registration details to Commissioners interested in attending.

She then provided a brief overview of upcoming and ongoing planning items. The Symphony Homes rezone is expected to return to the Planning Commission on November 13, as additional work is needed due to several complex and evolving project elements. The Presbyterian Church rezone is slated to go before the City Council next week, with Ms. Greenwood preparing the staff report before her scheduled time out of town; Anne McNamara will present the item on her behalf.

Regarding the Small Area Plan, Ms. Greenwood explained that an open house had been held recently to gather community input, and that an online version of the survey and display boards remains available on the project website through November 2. Residents can still provide feedback on the proposed concepts, and social media posts are being used to encourage participation. Ms. Greenwood said she would ensure Planning Commission members receive the survey link.

She also reported that staff have begun developing the Water Conservation Element of the city's General Plan, focusing on strategies for long-term resource management. The goal is to present a draft version to the Planning Commission in November for review and recommendation to the City Council.

Finally, Ms. Greenwood noted that the Planning Commission still has one open seat, previously held by Ms. Ellis, and that the appointment has not yet been finalized. The city hopes to bring a recommendation forward to the Council soon.

6- ADJOURNMENT

Chair Packer adjourned the meeting at 7:12pm