



Kaysville City Planning Commission Meeting Notice and Agenda

The Kaysville City Planning Commission will hold a regular meeting on November 13, 2025, at 7:00 PM in the Council Chambers of the Kaysville City Municipal Building located at 23 East Center Street. The public is encouraged to attend in person or may view the meeting online via www.Kaysvillelive.com.

1. Welcome and Meeting Order
2. Declaration of Conflict of Interest
3. Swearing In and Oath of Office for Planning Commissioner Jeramy Burkinshaw
4. Conditional Use Permit for an Instructional Home Occupation for Chef Tyler Cooks, LLC located at 581 South 350 East for Britany Bringhurst
5. Presentation and Discussion on Kaysville City Center Small Area Plan
6. Presentation and discussion on amending the 2022 General Plan to include water use and preservation required by Utah State Code 10-9a-403 General Plan Preparation
7. Rezone request for approximately 1800 South 550 West from R-A Residential Agricultural District, A-1 Light Agricultural District, and A-5 Heavy Agricultural District to R-1-16 Single Family Residential District and R-M Multiple Family Residential District, continued discussion from Planning Commission meeting on August 28, 2025. (This item will not be discussed nor have any action taken and will be continued to a future meeting date.)
8. Approval of the minutes from the October 9, 2025 Planning Commission Meeting
9. Other matters that properly come before the Planning Commission
 - a. Reports
 - b. Correspondence
 - c. Calendar
10. Adjournment

On a Notice of Meeting was posted in accordance with Utah State Code Section 52-4-202 (3).

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.

Mindi Edstrom
Community Development Department

PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Mindi Edstrom, Business License Officer
Date: November 6, 2025

Agenda Item 4: Conditional Use Permit for Chef Tyler Cooks, LLC an Instructional Home Occupation located at 581 South 350 East for Britany Bringham

Meeting Date	November 13 2025
Application Type	Conditional Use Permit
Applicant Owner	Chef Tyler Cooks LLC Britany Bringham
Address Parcel ID Number	581 South 350 East 11-108-0031
Lot Size	0.35 acres 15,246 ft ²
Current Use	Single Family Dwelling
Conditional Use	Instructional Home Occupation

1. BACKGROUND

Brittany Bringham, owner of Chef Tyler Cooks LLC, is requesting a Conditional Use Permit for a Major B Home Occupation to operate an instructional cooking business from her residence at 581 South 350 East in Kaysville.

Chef Tyler Cooks LLC will offer customized, hands-on cooking classes designed to help participants develop a range of culinary skills—from knife techniques to advanced plating. Each session will culminate in a shared meal prepared by the participants.

The business will primarily utilize the home's existing kitchen facilities. The only additional equipment proposed includes one additional refrigerator and one freezer, both located indoors.



Two class formats are proposed:

- At-Our-Home Classes: Hosted in Chef Tyler's kitchen for groups of 2–6 participants, generally held on evenings and weekends.
- In-Home Client Classes: Conducted in the client's kitchen, allowing for personalized instruction within their own home environment.



The applicant is also coordinating with the Davis County Health Department and the Utah Department of Alcoholic Beverage Services (DABS) to obtain necessary approvals for the preparation and limited service of cocktails and mocktails as part of instructional sessions. They are also compliant with Kaysville City and the Department of Commerce.

Classes are limited to 2–6 participants, and sessions will be scheduled to avoid overlap. All parking will occur on the property and directly in front of the residence. The applicant has sufficient driveway space to accommodate attendees without obstructing traffic or impacting neighboring properties.

2. PUBLIC NOTICING AND PUBLIC COMMENT

A sign was placed on the property on Nov 7, 2025.

3. RECOMMENDATION

Staff recommends approval of the Conditional Use Permit for an Instructional Home Occupation – for cooking classes at 581 South 350 East with any conditions Planning Commission feel are necessary based on standards in [KCC 17-30-8](#). The proposed use appears to be consistent with the intent of the zoning ordinance, has minimal anticipated impact on the surrounding neighborhood, and demonstrates proactive measures by the applicant to manage parking and maintain neighbor support.

Findings for a recommendation of approval include:

- A. The proposed use is consistent with the [KCC 17-26-4b Instructional Home Occupation](#) regulations for classes of no more than 12 students and 4 instructors.

- B. The applicant has been made aware of the Instructional Home Occupation regulations and has agreed to comply.
- C. The application has been reviewed by staff and the business is compliant with City Zoning and the Utah State Department of Commerce.
- D. The business will not have an adverse effect on the use, enjoyment, or valuation of property in the proposed neighborhood as regulated by [KCC 17-26-4b Instructional Home Occupation](#) regulations.



PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Melinda Greenwood, Community Development Director
Date: November 7, 2025

Agenda Item #5: Presentation and Discussion on Kaysville City Center Small Area Plan

Meeting Date	November 13, 2025
Application Type	Discussion Item

BACKGROUND:

The City has been working on a small area plan for the Kaysville City Center area that was identified in the 2022 General Plan. Staff from GSBS, the consultant working on the project, will present the most recent project updates at the November 13, 2025 Planning Commission meeting. The City Council has been invited to the meeting for a joint discussion on the progress of the small area plan.

For additional information you can visit the Kaysville City Center Small Area Plan project website [here](#). The project website has links to the existing conditions report and first round survey results, which can be found by [clicking on this link](#).

The second round of survey results can be found [here](#).

The most recent survey closed on November 3, and the consultant is still processing the data. The presentation for next Thursday will include the results from that survey.

Funding for this project was provided by a Transportation and Land Use Connection grant the City received from Wasatch Front Regional Council. The grant provided \$130,500 for the project and the City contributed a match of \$9,500.



PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission

From: Melinda Greenwood, Community Development Director

Date: November 7, 2025

Agenda Item #6: Presentation and discussion on amending the 2022 General Plan to include water use and preservation required by Utah State Code 10-9a-403 General Plan Preparation

Meeting Date	November 13, 2025
Application Type	Discussion Item

BACKGROUND:

GSBS has been retained to assist the City with amending the 2022 General Plan to comply with the requirement for Utah municipalities and counties to include a Water Use and Preservation Element in each General Plan, which was established by legislation passed in 2022. They will be attending the November 13, 2025, Planning Commission Meeting to present initial results from data gathered on water usage in the City.

The City received a \$15,000 reimbursement grant from the Utah Division of Drinking Water to offset the project costs. For the City to receive reimbursement, the Council must adopt the amendments to the General Plan by the end of 2025. This project is tentatively scheduled to go to the Planning Commission for a public hearing and a recommendation on December 11, 2025. The item would then be presented to the City Council at the December 18, 2025, meeting for action.

Utah State Code 10-9a-403, which includes the specific requirements for the water conservation element, is attached to this report.

Effective 5/7/2025**10-9a-403 General plan preparation.**

- (1)
- (a) The planning commission shall provide notice, as provided in Section 10-9a-203, of the planning commission's intent to make a recommendation to the municipal legislative body for a general plan or a comprehensive general plan amendment when the planning commission initiates the process of preparing the planning commission's recommendation.
 - (b) The planning commission shall make and recommend to the legislative body a proposed general plan for the area within the municipality.
 - (c) The plan may include areas outside the boundaries of the municipality if, in the planning commission's judgment, those areas are related to the planning of the municipality's territory.
 - (d) Except as otherwise provided by law or with respect to a municipality's power of eminent domain, when the plan of a municipality involves territory outside the boundaries of the municipality, the municipality may not take action affecting that territory without the concurrence of the county or other municipalities affected.
- (2)
- (a) At a minimum, the proposed general plan, with the accompanying maps, charts, and descriptive and explanatory matter, shall include the planning commission's recommendations for the following plan elements:
 - (i) a land use element that:
 - (A) designates the long-term goals and the proposed extent, general distribution, and location of land for housing for residents of various income levels, business, industry, agriculture, recreation, education, public buildings and grounds, open space, and other categories of public and private uses of land as appropriate;
 - (B) includes a statement of the projections for and standards of population density and building intensity recommended for the various land use categories covered by the plan;
 - (C) except for a city of the fifth class or a town, **is coordinated to integrate the land use element with the water use and preservation element; and**
 - (D) except for a city of the fifth class or a town, **accounts for the effect of land use categories and land uses on water demand;**
 - (ii) a transportation and traffic circulation element that:
 - (A) provides the general location and extent of existing and proposed freeways, arterial and collector streets, public transit, active transportation facilities, and other modes of transportation that the planning commission considers appropriate;
 - (B) for a municipality that has access to a major transit investment corridor, addresses the municipality's plan for residential and commercial development around major transit investment corridors to maintain and improve the connections between housing, employment, education, recreation, and commerce;
 - (C) for a municipality that does not have access to a major transit investment corridor, addresses the municipality's plan for residential and commercial development in areas that will maintain and improve the connections between housing, transportation, employment, education, recreation, and commerce; and
 - (D) correlates with the population projections, the employment projections, and the proposed land use element of the general plan;
 - (iii) a moderate income housing element that:
 - (A) provides a realistic opportunity to meet the need for additional moderate income housing within the municipality during the next five years;

- (B) for a municipality that is not a specified municipality, may include a recommendation to implement three or more of the moderate income housing strategies described in Subsection (2)(b)(iii);
- (C) for a specified municipality, as defined in Section 10-9a-408, that does not have a fixed guideway public transit station, shall include a recommendation to implement three or more of the moderate income housing strategies described in Subsection (2)(b)(iii) or at least one of the moderate income housing strategies described in Subsections (2)(b)(iii)(X) through (CC);
- (D) for a specified municipality, as defined in Section 10-9a-408, that has a fixed guideway public transit station, shall include:
 - (I) a recommendation to implement five or more of the moderate income housing strategies described in Subsection (2)(b)(iii), of which one shall be the moderate income housing strategy described in Subsection (2)(b)(iii)(U) and one shall be a moderate income housing strategy described in Subsection (2)(b)(iii)(G) or (H); or
 - (II) a recommendation to implement the moderate income housing strategy described in Subsection (2)(b)(iii)(U), one of the moderate income housing strategies described in Subsections (2)(b)(iii)(X) through (CC), and one moderate income housing strategy described in Subsection (2)(b)(iii); and
- (E) for a specified municipality, as defined in Section 10-9a-408, shall include an implementation plan as provided in Subsection (2)(c); and
- (iv) except for a city of the fifth class or a town, a water use and preservation element that addresses:
 - (A) the effect of permitted development or patterns of development on water demand and water infrastructure;
 - (B) methods of reducing water demand and per capita consumption for future development;
 - (C) methods of reducing water demand and per capita consumption for existing development; and
 - (D) opportunities for the municipality to modify the municipality's operations to eliminate practices or conditions that waste water.
- (b) In drafting the moderate income housing element, the planning commission:
 - (i) shall consider the Legislature's determination that municipalities shall facilitate a reasonable opportunity for a variety of housing, including moderate income housing:
 - (A) to meet the needs of people of various income levels living, working, or desiring to live or work in the community; and
 - (B) to allow people with various incomes to benefit from and fully participate in all aspects of neighborhood and community life;
 - (ii) for a municipality that is not a specified municipality, may include, and for a specified municipality as defined in Section 10-9a-408, shall include, an analysis of how the municipality will provide a realistic opportunity for the development of moderate income housing within the next five years;
 - (iii) for a municipality that is not a specified municipality, may include, and for a specified municipality as defined in Section 10-9a-408, shall include a recommendation to implement the required number of any of the following moderate income housing strategies as specified in Subsection (2)(a)(iii):
 - (A) rezone for densities necessary to facilitate the production of moderate income housing;
 - (B) demonstrate investment in the rehabilitation or expansion of infrastructure that facilitates the construction of moderate income housing;

- (C) demonstrate investment in the rehabilitation of existing uninhabitable housing stock into moderate income housing;
- (D) identify and utilize general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the municipality for the construction or rehabilitation of moderate income housing;
- (E) create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones;
- (F) zone or rezone for higher density or moderate income residential development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers;
- (G) amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors;
- (H) amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities;
- (I) amend land use regulations to allow for single room occupancy developments;
- (J) implement zoning incentives for moderate income units in new developments;
- (K) preserve existing and new moderate income housing and subsidized units by utilizing a landlord incentive program, providing for deed restricted units through a grant program, or, notwithstanding Section 10-9a-535, establishing a housing loss mitigation fund;
- (L) reduce, waive, or eliminate impact fees related to moderate income housing;
- (M) demonstrate creation of, or participation in, a community land trust program for moderate income housing;
- (N) implement a mortgage assistance program for employees of the municipality, an employer that provides contracted services to the municipality, or any other public employer that operates within the municipality;
- (O) apply for or partner with an entity that applies for state or federal funds or tax incentives to promote the construction of moderate income housing, an entity that applies for programs offered by the Utah Housing Corporation within that agency's funding capacity, an entity that applies for affordable housing programs administered by the Department of Workforce Services, an entity that applies for affordable housing programs administered by an association of governments established by an interlocal agreement under Title 11, Chapter 13, Interlocal Cooperation Act, an entity that applies for services provided by a public housing authority to preserve and create moderate income housing, or any other entity that applies for programs or services that promote the construction or preservation of moderate income housing;
- (P) demonstrate utilization of a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing;
- (Q) eliminate impact fees for any accessory dwelling unit that is not an internal accessory dwelling unit as defined in Section 10-9a-530;
- (R) create a program to transfer development rights for moderate income housing;
- (S) ratify a joint acquisition agreement with another local political subdivision for the purpose of combining resources to acquire property for moderate income housing;
- (T) develop a moderate income housing project for residents who are disabled or 55 years old or older;
- (U) develop and adopt a station area plan in accordance with Section 10-9a-403.1;

- (V) create or allow for, and reduce regulations related to, multifamily residential dwellings compatible in scale and form with detached single-family residential dwellings and located in walkable communities within residential or mixed-use zones;
 - (W) demonstrate implementation of any other program or strategy to address the housing needs of residents of the municipality who earn less than 80% of the area median income, including the dedication of a local funding source to moderate income housing or the adoption of a land use ordinance that requires 10% or more of new residential development in a residential zone be dedicated to moderate income housing;
 - (X) create a housing and transit reinvestment zone pursuant to Title 63N, Chapter 3, Part 6, Housing and Transit Reinvestment Zone Act;
 - (Y) create a home ownership promotion zone pursuant to Part 10, Home Ownership Promotion Zone for Municipalities;
 - (Z) create a first home investment zone in accordance with Title 63N, Chapter 3, Part 16, First Home Investment Zone Act;
 - (AA) approve a project that receives funding from, or qualifies to receive funding from, the Utah Homes Investment Program created in Title 51, Chapter 12, Utah Homes Investment Program;
 - (BB) adopt or approve a qualifying affordable home ownership density bonus for single-family residential units, as described in Section 10-9a-403.2; and
 - (CC) adopt or approve a qualifying affordable home ownership density bonus for multi-family residential units, as described in Section 10-9a-403.3; and
 - (iv) shall identify each moderate income housing strategy recommended to the legislative body for implementation by restating the exact language used to describe the strategy in Subsection (2)(b)(iii).
- (c)
- (i) In drafting the implementation plan portion of the moderate income housing element as described in Subsection (2)(a)(iii)(C), the planning commission shall recommend to the legislative body the establishment of a five-year timeline for implementing each of the moderate income housing strategies selected by the municipality for implementation.
 - (ii) The timeline described in Subsection (2)(c)(i) shall:
 - (A) identify specific measures and benchmarks for implementing each moderate income housing strategy selected by the municipality, whether one-time or ongoing; and
 - (B) provide flexibility for the municipality to make adjustments as needed.
- (d) In drafting the land use element, the planning commission shall:
- (i) identify and consider each agriculture protection area within the municipality;
 - (ii) avoid proposing a use of land within an agriculture protection area that is inconsistent with or detrimental to the use of the land for agriculture; and
 - (iii) consider and coordinate with any station area plans adopted by the municipality if required under Section 10-9a-403.1.
- (e) In drafting the transportation and traffic circulation element, the planning commission shall:
- (i)
 - (A) consider and coordinate with the regional transportation plan developed by the municipality's region's metropolitan planning organization, if the municipality is within the boundaries of a metropolitan planning organization; or
 - (B) consider and coordinate with the long-range transportation plan developed by the Department of Transportation, if the municipality is not within the boundaries of a metropolitan planning organization; and

(ii) consider and coordinate with any station area plans adopted by the municipality if required under Section 10-9a-403.1.

(f) In drafting the water use and preservation element, the planning commission:

(i) shall consider:

(A) applicable regional water conservation goals recommended by the Division of Water Resources; and

(B) if Section 73-10-32 requires the municipality to adopt a water conservation plan pursuant to Section 73-10-32, the municipality's water conservation plan;

(ii) shall include a recommendation for:

(A) water conservation policies to be determined by the municipality; and

(B) landscaping options within a public street for current and future development that do not require the use of lawn or turf in a parkstrip;

(iii) shall review the municipality's land use ordinances and include a recommendation for changes to an ordinance that promotes the inefficient use of water;

(iv) shall consider principles of sustainable landscaping, including the:

(A) reduction or limitation of the use of lawn or turf;

(B) promotion of site-specific landscape design that decreases stormwater runoff or runoff of water used for irrigation;

(C) preservation and use of healthy trees that have a reasonable water requirement or are resistant to dry soil conditions;

(D) elimination or regulation of ponds, pools, and other features that promote unnecessary water evaporation;

(E) reduction of yard waste; and

(F) use of an irrigation system, including drip irrigation, best adapted to provide the optimal amount of water to the plants being irrigated;

(v) shall consult with the public water system or systems serving the municipality with drinking water regarding how implementation of the land use element and water use and preservation element may affect:

(A) water supply planning, including drinking water source and storage capacity consistent with Section 19-4-114; and

(B) water distribution planning, including master plans, infrastructure asset management programs and plans, infrastructure replacement plans, and impact fee facilities plans;

(vi) shall consult with the Division of Water Resources for information and technical resources regarding regional water conservation goals, including how implementation of the land use element and the water use and preservation element may affect the Great Salt Lake;

(vii) may include recommendations for additional water demand reduction strategies, including:

(A) creating a water budget associated with a particular type of development;

(B) adopting new or modified lot size, configuration, and landscaping standards that will reduce water demand for new single family development;

(C) providing one or more water reduction incentives for existing development such as modification of existing landscapes and irrigation systems and installation of water fixtures or systems that minimize water demand;

(D) discouraging incentives for economic development activities that do not adequately account for water use or do not include strategies for reducing water demand; and

(E) adopting water concurrency standards requiring that adequate water supplies and facilities are or will be in place for new development; and

(viii) for a town, may include, and for another municipality, shall include, a recommendation for low water use landscaping standards for a new:

- (A) commercial, industrial, or institutional development;
- (B) common interest community, as defined in Section 57-25-102; or
- (C) multifamily housing project.

(3) The proposed general plan may include:

(a) an environmental element that addresses:

(i) the protection, conservation, development, and use of natural resources, including the quality of:

- (A) air;
- (B) forests;
- (C) soils;
- (D) rivers;
- (E) groundwater and other waters;
- (F) harbors;
- (G) fisheries;
- (H) wildlife;
- (I) minerals; and
- (J) other natural resources; and

(ii)

- (A) the reclamation of land, flood control, prevention and control of the pollution of streams and other waters;
- (B) the regulation of the use of land on hillsides, stream channels and other environmentally sensitive areas;
- (C) the prevention, control, and correction of the erosion of soils;
- (D) the preservation and enhancement of watersheds and wetlands; and
- (E) the mapping of known geologic hazards;

(b) a public services and facilities element showing general plans for sewage, water, waste disposal, drainage, public utilities, rights-of-way, easements, and facilities for them, police and fire protection, and other public services;

(c) a rehabilitation, redevelopment, and conservation element consisting of plans and programs for:

- (i) historic preservation;
- (ii) the diminution or elimination of a development impediment as defined in Section 17C-1-102; and
- (iii) redevelopment of land, including housing sites, business and industrial sites, and public building sites;

(d) an economic element composed of appropriate studies and forecasts, as well as an economic development plan, which may include review of existing and projected municipal revenue and expenditures, revenue sources, identification of basic and secondary industry, primary and secondary market areas, employment, and retail sales activity;

(e) recommendations for implementing all or any portion of the general plan, including the adoption of land and water use ordinances, capital improvement plans, community development and promotion, and any other appropriate action;

(f) provisions addressing any of the matters listed in Subsection 10-9a-401(2) or (3); and

(g) any other element the municipality considers appropriate.

Amended by Chapter 385, 2025 General Session

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 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 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.

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 7:12 pm.