



**Kaysville City Planning Commission
Meeting Notice and Agenda**

The Kaysville City Planning Commission will hold a regular meeting on March 12, 2026, 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. Rezone request and public hearing for the Angel Street Soccer Complex located at 150 South Angel Street (parcel#11-580-0376) from [R-A Agricultural Residential](#) to [PU Public Use](#)
4. Rezone request and public hearing for parcel #08-009-0035 located at the southwest corner of Flint Street and Webb Lane from [R-1-20 Single Family Residential](#) to [PU Public Use](#).
5. Discussion and possible action to amend the previously approved Planning Commission minutes from the February 12, 2026 meeting.
6. Approval of the minutes from the February 26, 2026 Planning Commission Meeting
7. Other matters that properly come before the Planning Commission
 - a. Reports
 - b. Correspondence
 - c. Calendar
8. 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: Anne McNamara, Senior Planner
Date: March 3, 2026

Agenda Item #3: Rezone request and public hearing for the Angel Street Soccer Complex located at 150 South Angel Street (parcel#11-580-0376) from [R-A Agricultural Residential](#) to [PU Public Use](#)

Meeting Date	March 12, 2026
Application Type	Rezone
Applicant Owner	Kaysville City
Address Parcel ID Number	150 South Angel Street 115800376
Lot Size	16.9 acres 736,164 ft ²
Current Use	City Park
Current Zoning	R-A Agricultural Residential
Density Entitlement	33 Dwelling Units
Requested Zoning	PU Public Use
Density Entitlement	N/A

1. BACKGROUND

Kaysville City Community Development has identified a number of parcels within city limits that are owned by the City but zoned for uses other than Public Use. To facilitate zoning that better matches their respective uses, staff has determined that the parcels discussed in this report would be better served with a changed zoning designation. The property is currently developed as the Angel Street Soccer Complex facility, consisting of soccer fields for use by the Parks & Recreation Department. This application is requesting the zoning on this parcel be changed from [R- A Agricultural Residential](#) to [PU Public Use](#) to reflect the city's ownership and the property's current use as a park.



2. SURROUNDING LAND USE AND ZONING

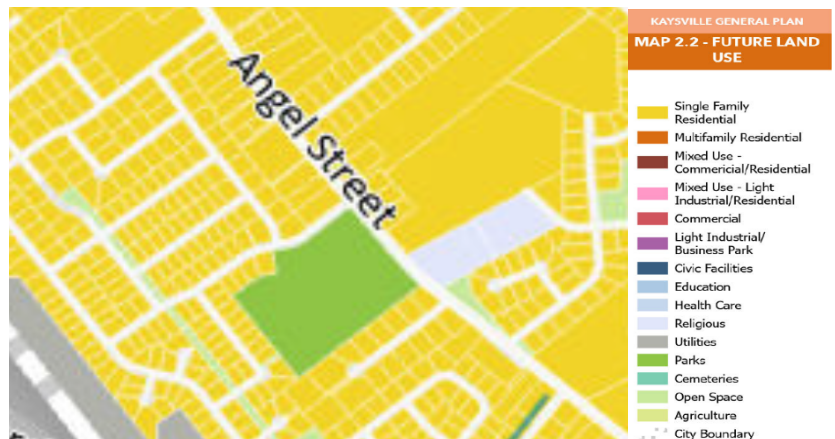
- **North** – To the north of the property is single family residential properties including Agricultural Residential (R-A), and several R-1-14 lots.
- **South** – To the south of the property is primarily Agricultural Residential, with a handful of R-1-20 residential lots.
- **East** – To the east of the property is a mixture of R-A, R-1-LD, and R-1-20 residential lots.
- **West** – To the west of the property is a large segment of R-A zoned single family residential lots.



3. GENERAL PLAN

A. FUTURE LAND USE MAP

Chapter 1 of the 2022 General Plan, which covers Land Use and Placemaking includes the Future Land Use Map. This map shows land use designations for areas across the city, as envisioned through public input. For these properties the Future Land Use Map indicates that the property is designated for parks. Therefore, this rezone application is supported by this element of the 2022 General Plan.



B. GUIDING PRINCIPLES

In examining the guiding principles 2022 General Plan, staff found there are no guiding principles that speak directly to the handling of city owned parcels, so the General Plan is considered neutral on this matter.

C. GOALS, OBJECTIVES AND IMPLEMENTATION MEASURES

In examining the goals, objectives, and implementation measures provided in the 2022 General Plan, staff has found there is no guidance that speaks directly to the land use implementation preferences for park properties owned by the City. Therefore, the General Plan is considered neutral on this matter.

4. PUBLIC COMMENT

A total of 133 public notices were mailed to property owners within a 500' radius of the subject property. As of the date of this report, no comments have been received. A sign was placed on the property on March 6, 2026.

5. RECOMMENDATION

Staff is recommending that the Planning Commission forward a favorable recommendation to the City Council for approval of the proposed rezone for the Angel Street Soccer Complex located at 150 South Angel Street from R-A Agricultural Residential to PU Public Use.

The Planning Commission may make a recommendation to the City Council to approve or deny the rezone request.

PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Anne McNamara, Senior Planner
Date: March 3, 2026

Agenda Item #4: Rezone request and public hearing for parcel #08-009-0035 located at the southwest corner of Flint Street and Webb Lane from [R-1-20 Single Family Residential](#) to [PU Public Use](#)

Meeting Date	March 12, 2026
Application Type	Rezone
Applicant Owner	Kaysville City
Parcel ID Number	08-009-0035
Lot Size	0.52 acres 22,651 ft ²
Current Use	City Park
Current Zoning	R-1-20 Single Family Residential
Density Entitlement	1 Dwelling Unit
Requested Zoning	PU Public Use
Density Entitlement	N/A

1. BACKGROUND

Kaysville City Community Development has identified a number of parcels within city limits that are owned by the City but zoned for uses other than Public Use. To facilitate zoning that better matches their respective uses, staff has determined that the parcels discussed in this report would be better served with a changed zoning designation. The property has an existing parking area for Rail Trail trailhead access, as well as a bathroom facility. This application is requesting the zoning on this parcel be changed from [R-1-20 Single Family Residential](#) to [PU Public Use](#) to reflect the city's ownership and the property's current use as a park.



2. SURROUNDING LAND USE AND ZONING

- **North** – To the north of the property is a R-A zoned lot as well as a larger segment of R-1-20 single family lots.
- **South** – To the south of the property is primarily R-A zoned single family lots.
- **East** – To the east of the property is a large segment of R-1-20 single family residential lots.
- **West** – To the west of the property is a mixture of single family lots including R-1-LD, R-1-20, and Agricultural Residential, as well as two lots zoned agricultural, with one having the A-1 designation for Light Agricultural, and the other designated as A-5 for Heavy Agricultural.



3. GENERAL PLAN

A. FUTURE LAND USE MAP

Chapter 1 of the 2022 General Plan, which covers Land Use and Placemaking includes the Future Land Use Map. This map shows land use designations for areas across the city, as envisioned through public input. For these properties the Future Land Use Map indicates that the property is designated for parks. Therefore, this rezone application is supported by this element of the 2022 General Plan.



B. GUIDING PRINCIPLES

In examining the guiding principles 2022 General Plan, staff have found there are no guiding principles that speak directly to the handling of city owned parcels, so the General Plan is considered neutral on this matter.

C. GOALS, OBJECTIVES AND IMPLEMENTATION MEASURES

In examining the goals, objectives, and implementation measures provided in the 2022 General Plan, staff found there is no guidance that speaks directly to the land use implementation preferences for park properties owned by the City. Therefore, the General Plan is considered neutral on this matter.

4. PUBLIC COMMENT

A total of 69 public notices were mailed to property owners within a 500' radius of the subject property. As of the date of this report, one phone call has been received. A sign was placed on the property on March 6, 2026.

5. RECOMMENDATION

Staff is recommending that the Planning Commission forward a favorable recommendation to the City Council for approval of the proposed rezone for the Webb Lane Trailhead located at the southwest corner of the intersection of Flint Street and Webb Lane from R-A Agricultural Residential to PU Public Use.

The Planning Commission may make a recommendation to the City Council to approve or deny the rezone request.

Kaysville City Planning Commission Meeting Minutes
February 12, 2026

The Planning Commission meeting was held on Thursday, February 12, 2026 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, Erin Young, and David Moore

Staff in Attendance: Melinda Greenwood, Katie Ellis, and Anne McNamara

Public Attendees: City Councilmen Joshua McBride and Abbi Hunt, Luke Johnson, Tim Hodges, Dale Hanks, Kara Olsen, Staci Metcalfe and Justin Metcalfe

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- PUBLIC HEARING FOR A REZONE LOCATED AT 1 WEST 100 SOUTH FROM PB PROFESSIONAL BUSINESS TO CC CENTRAL COMMERCIAL

Anne McNamara presented an application submitted by Justin Metcalfe requesting a zone change for property located at the corner of 1 West 100 South. The request was to rezone the parcel from Professional Business (PB) to Central Commercial (CC). Ms. McNamara explained that the City's Future Land Use Map designates the property as Commercial; therefore, the proposed rezone would be consistent with the General Plan and would not constitute a deviation from adopted land use policy.

Ms. McNamara stated that the primary purpose of the requested zone change was to allow for different and taller sign types than are permitted in the Professional Business zone. She noted that the existing grade differential on the site limited sign visibility under current Professional Business sign regulations, and the Central Commercial zone would permit increased sign height to address those constraints.

Regarding public noticing, Ms. McNamara reported that 45 notices were mailed to surrounding property owners. The city received one phone inquiry asking about the nature of the proposed sign; however, no concerns or objections were expressed.

Staff recommended approval of the requested rezone from Professional Business to Central Commercial. Ms. McNamara then invited the applicant to come forward to respond to any questions from the Commission.

Applicant Justin Metcalfe addressed the Commission and stated that his insurance office has operated at the location for just over 20 years. He explained that the Professional Business

zone allows only a monument sign up to five feet in height, which he indicated would not be visible due to the site being situated below street grade at the corner location. He stated that installing a compliant monument sign would not provide meaningful visibility and would represent a significant cost without benefit. Mr. Metcalfe noted that the business recently transitioned from a captive to an independent insurance agency, increasing the need for visible branding and identification. He indicated that the proposed rezone would allow a sign comparable in scale to other nearby commercial signage, referencing a sign across the street in the Central Commercial zone of approximately ten feet in height. He clarified that he was not seeking a large or tall commercial sign but rather a modestly taller sign located within the landscaped area north of the building that would be visible from Main Street.

In response to Commission questions, Mr. Metcalfe confirmed the property has vehicular access from 50 West/100 South but reiterated that visibility from Main Street is limited due to grade changes and site orientation. He described the intended sign location as within the front yard area between existing trees, providing visibility to traffic traveling along Main Street.

Commissioners and staff acknowledged that surrounding properties, including those across the street, are zoned Central Commercial. Staff confirmed that most adjacent properties share the requested zoning designation.

Chair Packer asked if there were additional questions from the Commission. Hearing none, he directed the applicant to be seated and announced that the Commission would open the required public hearing for the rezone request.

Chair Packer opened the meeting to the Public Hearing.

Dale Hanks asked about the proposed size and dimensions of the sign associated with the request.

Mr. Metcalfe responded that the sign was anticipated to be approximately 10 feet in height and located between existing trees on the property; however, he noted that a final design had not yet been completed and that sign companies were still being consulted.

At that point, staff member Melinda Greenwood clarified the Public Hearing procedures, stating that dialogue and back-and-forth discussion are generally not conducted during public comment. She advised that speakers should provide their comments or questions within the allotted time, and that responses would be provided after the Public Hearing was closed.

Mr. Hanks concluded by stating his concern regarding the potential size of the sign and its impact on the aesthetics of the neighborhood.

Chair Packer closed the Public Hearing.

Mr. Metcalfe provided additional clarification regarding the anticipated sign size. He stated that

the conceptual sign under consideration would be approximately 10 feet in height and about 5 feet in width, positioned between existing trees on the property. He indicated the intent was to maintain a scale smaller than nearby commercial signs and to avoid adverse aesthetic impacts on adjacent residential areas. He noted that the concept was preliminary and that sign design had not been finalized.

Commissioner Sommerkorn inquired about the maximum sign dimensions permitted under the requested Central Commercial zoning.

Ms. McNamara explained that the maximum height allowed in the Central Commercial zone is 30 feet. She further noted that sign area is regulated by frontage, at 1.5 square feet per linear foot of frontage up to a specified cap (generally up to 300 square feet; lower maximums may apply depending on street frontage conditions).

Ms. Greenwood added that, if a sign permit meeting zoning standards were submitted, the city would be obligated to approve it administratively. She stated that limitations on sign size or height could only be imposed through a Development Agreement.

At the request of Chair Mike Packer, staff displayed the zoning map.

Ms. McNamara identified the subject parcel as currently zoned Professional Business, surrounded on most sides by Central Commercial zoning, with Multiple-Family Residential (RM) zoning to the south. She confirmed that the property immediately north is city-owned.

Ms. Greenwood explained that the city obtained that parcel during a prior intersection reconstruction project and has intentionally maintained minimal landscaping due to the presence of underground utilities requiring access.

Chair Packer stated that although the 30-foot maximum height could initially raise concern, the surrounding properties to the north and east already have the same Central Commercial zoning and corresponding sign allowances. He expressed that the requested rezone would be consistent with the surrounding commercial context and would not appear out of place along the corridor.

Commissioner Moore concurred, noting that nearby properties such as Defay Orthodontics and other commercial uses in the area have larger signage and that the request was compatible with neighborhood character.

Chair Packer added that other businesses in the corridor, including Zions Bank and similar uses, also have the same zoning entitlements for signage.

Commissioner Young expressed concern regarding the proximity of the subject property to nearby residential uses. She noted that the site is located near the transition into a residential neighborhood and stated that she was hesitant about the long-term implications of the

requested Central Commercial zoning, particularly the potential for a future 30-foot sign. While she indicated support for the applicant's conceptual sign proposal and acknowledged the business visibility challenges described, she stated concern that approval of the rezone would enable larger signage allowances over time. She also commented generally that lower poe signage can sometimes appear more visually prominent at street level than taller signage, depending on context.

Ms. Greenwood reminded the Commission that the Central Commercial zone would also permit electronic message board (EMC) signage. She referenced a prior EMC sign approved for Charlie's Car Wash on 400 West, which generated complaints from nearby townhome residents due to brightness and proximity to upper-story windows. She noted that, in some cases, taller signage may reduce direct visual intrusion at residential window height but emphasized that future property ownership or use changes could result in signage different from the applicant's current concept.

Ms. Greenwood further explained that the Professional Business zoning designation was likely originally applied along portions of Main Street to allow conversion of residential properties to limited commercial use while maintaining more restrictive sign and development standards to buffer remaining residential uses. She noted that relatively few properties in the city are zoned Professional Business, most of which are located along Main Street corridors.

At the request of the Commission, Ms. Greenwood displayed additional map imagery and site views illustrating the subject property's relationship to surrounding development, including nearby commercial signage such as the Kaysville Clinic sign to the north.

Chair Mike Packer acknowledged Commissioner Young's concerns regarding the residential transition but noted that surrounding properties along the corridor already have Central Commercial zoning and associated sign allowances. He stated that if concerns existed regarding the appropriateness of those allowances near residential areas, they may relate more broadly to zoning code standards rather than to the individual rezone request under consideration.

Commissioner Sommerkorn stated he was generally supportive of the requested rezone from Professional Business to Central Commercial. He noted that while the applicant indicated no intention to pursue the full maximum sign allowances, future property ownership or use changes could result in larger signage. He said that he was comfortable recommending approval of the rezone without additional conditions but would also support a Development Agreement limiting sign size if other Commissioners preferred that approach.

Commissioner Moore asked whether the applicant was simply requesting the same zoning entitlements already granted to nearby commercial properties.

Chair Packer acknowledged that the request would align the property with certain adjacent commercial zoning; however, Commissioner Young questioned whether continuation of that zoning pattern near residential areas was desirable, expressing concern about incremental

expansion of larger signage allowances along the corridor.

Ms. Greenwood clarified that while Central Commercial zoning exists north of the subject property, the immediate surroundings include Professional Business and residential zones (RM and R-1-8). She explained that residential zones do not permit commercial signage and that the requested rezone would represent a substantial increase in allowable signage intensity compared to the property's current zoning context. She stated that the policy question before the Commission and ultimately the City Council was whether those additional allowances were appropriate at this location.

Commissioner Young indicated a preference for limitations such as prohibiting electronic message board signage or imposing a height restriction but acknowledged that such restrictions would require a Development Agreement and could create additional administrative complexity for the city.

Chair Packer stated he was comfortable recommending approval of the rezone and, like Commissioner Sommerkorn, would also support inclusion of a Development Agreement if the Commission deemed it necessary. He then indicated the Commission was nearing readiness to proceed toward action on the item.

Commissioner Sommerkorn made a motion to recommend to the City Council to approve this address from Professional Business to Central Commercial. Commissioner Sommerkorn also wanted staff to convey to the City Council the concept of a development agreement if they wanted to limit sign size, height or type. Commissioner Moore seconded the motion, and the vote was ~~unanimous~~ in favor of the motion (4-03-1).

Commissioner Packer: Yay
Commissioner Young: ~~Yay~~Nay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

4- PUBLIC HEARING FOR A REZONE REQUEST FOR THE PIONEER PARK PROPERTY LOCATED AT 1285 SOUTH ANGEL STREET (PARCELS # 080220044 AND #084320836) FROM R-A AGRICULTURAL RESIDENTIAL TO PUPUBLIC USE

Ms. McNamara presented a city-initiated rezone for two parcels comprising Pioneer Park. She explained that the parcels are currently zoned Agricultural Residential (RA), which is not uncommon for parks located in larger-lot residential areas, but staff determined that the Public Use (PU) zone is a more appropriate designation for city-owned park and governmental facilities. She stated that the purpose of the rezone is to align zoning with existing public ownership and use, and to standardize zoning for municipal properties. She noted that the parcels are currently surrounded by R-1-LD and RA zoning, which reflects surrounding residential development patterns, but that the Future Land Use Map identifies the park as a distinct public land use. Public noticing included 64 mailed notices, and no public comments or inquiries were received. Staff recommended approval of the rezone from Agricultural

Residential to Public Use for both parcels.

Chair Packer asked which existing city properties are zoned Public Use.

Ms. McNamara responded that Barnes Park is zoned Public Use and noted that the city previously amended the PU zone to allow an electronic message board sign at that location. She stated that other parks in the community are currently zoned RA or R-1-LD, reflecting historical zoning rather than intended public function, resulting in inconsistency. She indicated Barnes Park is the clearest example of a park already zoned PU.

Chair Packer asked whether rezoning parks to a public use designation is typical practice.

Ms. Greenwood added that many cities have dedicated parks or open space zones and reiterated that the proposed rezone is administrative “housekeeping” intended to apply appropriate zoning to city-owned facilities without changing park use or function. She noted that other public facilities such as the cemetery, Davis Technical College, and the Utah State Botanical Center are also zoned Public Use. Ms. Greenwood further explained that accurate zoning for parks improves land use analysis by preventing large public lands from being counted as residential acreage in community land use statistics.

Chair Packer thanked staff for displaying the zoning map, noting it clarified the relationship between the park parcels and surrounding zoning.

Chair Packer opened the meeting up for the Public Hearing. No speakers were present, so Chair Packer closed the Public Hearing.

Commissioner Young made a motion to recommend the City Council to rezone Pioneer Park at 1285 South Angel Street. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

5- PUBLIC HEARING FOR A REZONE REQUEST FOR THE TRAPPERS PARK PROPERTY AT 2185 WEST 200 NORTH (PARCELS #115920229, #115910151, #11593001, AND #151680439) FROM R-

Ms. McNamara presented a city-initiated rezone for multiple city-owned parcels located on the west side of the city near 2185 West 200 North. She described the affected properties as including two northern parcels, a looped park area to the south, and two smaller trail parcels.

She noted that the parcels do not currently have assigned addresses; however, staff is preparing and submitting an address affidavit to Davis County to establish official addressing.

Ms. McNamara stated that, like the previously discussed Pioneer Park rezone, the request is housekeeping in nature and intended to align zoning with the parcels' existing public ownership and use. The properties are currently zoned R-1-LD and Agricultural Residential, and staff recommends rezoning them to Public Use to maintain consistency with other city-owned parks and public facilities. She noted that the Future Land Use Map designates the area as parkland.

Regarding public noticing, Ms. McNamara reported that 98 notices were mailed. Staff received one email inquiry requesting clarification about the trail portion of the property and four phone calls from residents responding to the posted sign on the property asking about the city's intent. She stated that once staff explained that the rezone would not change park use or function and was only to apply appropriate zoning, no concerns were expressed. Based on consistency with the General Plan and lack of opposition, staff recommended approval of the rezone of the subject parcels at 2185 West 200 North from R-1-LD and Agricultural Residential to Public Use.

Chair Packer opened the Public Hearing.

Luke Johnson stated that his property is located near the western trail connection associated with the park area and that he and several neighboring properties along Wellington Drive and Bonneville maintain horses. He expressed concern that the proposed Public Use zoning designation could result in increased public access and activity along what he described as a private or restricted equestrian trail corridor historically intended for use by adjacent horse property owners.

Mr. Johnson stated that when the property was originally conveyed to the city by the neighborhood, the intended use of the trail corridor differed from its current condition. He asserted that the original agreement provided adjacent horse property owners with right-of-way access from 200 North to the south end of the trail for purposes including horse trailer access and emergency access to animals. He stated that installation of fencing and narrowing of the trail opening had limited access and that the corridor is currently being used by pedestrians and cyclists, including electric bicycles, which he described as unsafe in proximity to horses. He further expressed concern that members of the public have entered onto his private property adjacent to the trail and that increased public designation could create safety risks and potential liability issues.

Mr. Johnson requested that the portion of the corridor functioning as a horse trail remain zoned residential or agricultural rather than Public Use and that signage be installed indicating that the trail is not intended for general public use. He stated his position that public access on the equestrian corridor is unsafe for both horses and trail users and requested that the city maintain the existing non-public status of that portion of the property.

Tim Hodges addressed the Commission and stated he shared the concerns expressed regarding the equestrian trail portion of the property. Mr. Hodges stated that the trail area is primarily used by adjacent horse property owners for access to their properties and that public use of the

corridor has created conflicts and safety concerns when horses are being exercised. He requested consideration of excluding or “carving out” the equestrian trail portion from the proposed Public Use zoning, noting that in his view the corridor does not function as a public trail.

Mr. Hodges also raised concerns related to the historical conveyance of the property to the city. He stated that the land was dedicated to the city by the neighborhood under a development agreement requiring that a park be constructed within a specified timeframe. He asserted that only a portion of the park improvements has been completed and stated his understanding that the city may be in default of the original agreement. He expressed concern that rezoning the property to Public Use while contractual obligations remain unresolved could affect potential legal remedies available to the homeowners’ association if enforcement action were pursued. He requested that the City Attorney review the contractual implications of the zoning change prior to final action and advised the Commission to consider potential liability issues associated with rezoning while the agreement remains in effect.

Kara Olsen resides in proximity to the previously referenced equestrian properties, addressed the Commission. Ms. Olsen stated she sought clarification regarding the city’s plans for the park parcels, particularly how the proposed Public Use zoning might affect the existing Trappers Park area on the south side of the site. She also asked what future use was anticipated for the northern portion of the property, noting that it is currently undeveloped and had previously been used temporarily as a skate park. She expressed that she viewed the prior skate park use as a positive activation of the space and asked generally how rezoning to Public Use might influence future use or development of those areas.

Chair Packer closed the Public Hearing.

Ms. Greenwood provided additional background regarding the western park and trail parcels. She explained that the Schick Farms Estates HOA originally established the park area as a private community amenity and, around 2018, requested that the city assume ownership and maintenance responsibilities due to the HOA’s inability to maintain it. The city entered into an agreement with the HOA at that time and has since maintained and managed the property as a public park. Ms. Greenwood clarified that zoning designation does not determine whether the public may access the property; because the city owns the land, it is currently considered a public park and open to public use regardless of whether it is zoned Agricultural Residential or Public Use. She stated that rezoning to Public Use would not change public access or current management practices.

Ms. Greenwood further explained that the agreement with the HOA included provisions restricting organized sports activities at the park for a specified period (approximately fifteen years), several years of which remain. She stated that the Parks Department currently manages the property consistent with those restrictions and treats the site as a public park, including the trail areas. She noted that rezoning would not affect existing contractual obligations and that, if future legal or contractual issues arose, zoning could be amended if necessary. She also stated

that the city has no intent to sell or develop the property and that such actions would conflict with the existing agreement; rezoning to Public Use would further reflect its intended public function. Regarding trail use, she noted that the city considers the southern corridors as trails and allows general public enjoyment of the park, while adjacent property owners may post private property signage on their own land if desired.

Commissioner Sommerkorn stated his understanding that park zoning classification does not determine the level of public access or management practices, which are instead governed by the Parks Department. He indicated that rezoning would not affect whether the property is publicly used but acknowledged that residents had raised concerns regarding historical agreements and current management. He suggested those matters may warrant discussion between residents and city officials but are separate from the zoning decision.

Chair Packer stated he had visited the site to better understand conditions and observed the presence of horses and animal uses along the trail corridor. He acknowledged concerns regarding vehicle access and animal safety raised during public comment and stated those issues would likely need to be addressed through Parks Department management policies rather than zoning regulations. He concluded that the concerns discussed were distinct from the zoning question before the Commission.

Commissioner Sommerkorn reiterated agreement with prior discussion that residents had raised legitimate concerns regarding trail use, access, and historical agreements with the city, but stated those matters were separate from the zoning determination before the Commission. He emphasized that rezoning would not affect those issues and encouraged continued dialogue between residents and the city to address them.

Chair Packer added that several Commissioners had recently met with Cole Stephens, Director of Parks, who indicated that planning for development of the northern portion of the park property is underway. Chair Packer stated that a skate park is not anticipated for that location, as it was not part of the original agreement and was determined not to be an appropriate fit. He stated that rezoning the property to Public Use is logical given city ownership and existing park designation. He acknowledged that concerns raised by residents regarding trail safety, access, and animal use were valid and should be considered by the Parks Department and City Council but noted that the Planning Commission does not have authority to resolve those operational matters within the zoning action.

Chair Packer stated his view that the zoning change itself would not materially alter current park use or management and therefore should not be the basis for addressing the broader concerns discussed.

Commissioner Sommerkorn added that the item would proceed to the City Council and that residents would have an additional opportunity to present their concerns at that level.

Commissioner Sommerkorn then made a motion recommending that the City Council approve

the rezoning of the subject parcels at 2185 West 200 North from R-1-LD and Agricultural Residential to Public Use and Commissioner Young seconded the motion and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

6- CONSIDERATION OF AMENDING THE PLANNING COMMISSION BYLAWS AND RULES OF PROCEDURE

Ms. Greenwood presented proposed amendments to the Planning Commission Rules of Procedure. She noted the Commission last updated its rules approximately two years prior and expressed appreciation to the Assistant City Attorney, Katie Ellis, for assisting with the current revisions.

Ms. Greenwood explained that the City Council recently amended its own rules of procedure and that staff recommends the Planning Commission adopt similar updates for consistency. Due to the extent of revisions, staff did not prepare a redline version and instead summarized key changes.

Ms. Greenwood highlighted proposed revisions to Article 7, Section 8.2, addressing continuances. She explained that when an item is continued without a date certain, the amendment would require the item to be re-noticed before returning to the agenda to ensure transparency and public awareness. She acknowledged this would create additional staff work but stated it reflects best practice and marks a commitment to transparency and allows the public to be adequately informed.

She also described a new section providing simplified guidance on parliamentary procedure for meeting conduct. Proposed changes in Article 10 address public civility and would prohibit speakers from yielding or transferring their allotted public comment time to another individual, consistent with City Council practice.

Ms. Greenwood reported that Commissioner Toller, who was absent from tonight's meeting, had submitted written comments on this provision for Commission review. She explained staff's rationale that allowing time-sharing could create inequities among speakers and inconsistent treatment of the public.

Ms. Greenwood further outlined proposed rules governing conduct of attendees and distribution of materials in Council Chambers. These provisions would establish limits on the size of signs brought into meetings, prohibit distribution of flyers or sign-up sheets within the chamber unless supervised by the individual distributing them, and clarify that only official city sign-in sheets are circulated by staff. She stated these measures respond to recent situations in which unofficial sign-up sheets were circulated among attendees, causing confusion regarding

whether information was being collected by the city or private individuals. The proposed rules are intended to maintain order, avoid disruption, and ensure transparency regarding who is requesting public information.

Ms. Greenwood concluded that staff recommends adoption of the proposed rules as presented. She stated that if the Commission wished to adopt the revisions without modification, staff recommends repealing the existing Rules of Procedure and replacing them with the updated version due to the absence of a tracked-changes document.

Chair Packer stated that the proposed Rules of Procedure revisions appeared logical and necessary and reflected topics the Commission had discussed in recent meetings. He indicated he had no significant concerns with the proposed changes.

Commissioner Sommerkorn referenced comments submitted by absent Commissioner Toller and asked staff to address those points.

Ms. Greenwood responded that provisions regarding remote participation and public civility are within the Commission's discretion. She noted that, although the City Council recently chose to emphasize in-person attendance, allowing remote participation for Commissioners could assist with maintaining quorum and is permissible if the Commission wishes to include it. She also stated that the bylaws already allow the Commission to suspend or modify procedural rules on a case-by-case basis, such as adjusting public comment time limits or allowing additional time for applicants or professional representatives when appropriate. Ms. Greenwood added that the Commission could continue the item to a future meeting if members preferred broader participation before adopting revisions.

Commissioner Sommerkorn asked for clarification on City Council practice regarding speakers yielding their public comment time to others. Staff confirmed that City Council does not allow time to be transferred between speakers and that the proposed language mirrors Council rules.

Commissioner Young stated she supported prohibiting the practice, noting it can create inequity and administrative difficulty in tracking speaking time and speaker identity. She expressed that a clear prohibition would improve fairness and consistency in public comment procedures.

Ms. Greenwood elaborated on staff's rationale for clarifying rules regarding allocation of public comment time. She explained that allowing individuals to yield their speaking time to others had created expectations in past meetings and could result in disproportionate speaking time if multiple individuals transferred time to a single speaker. She noted this practice can place the Chair and Commission in an awkward position and that formalizing procedures or requiring a Commission decision to adjust time limits on a case-by-case basis would provide clearer expectations and fairness.

Commissioner Sommerkorn commented that prohibiting time transfers would help avoid

procedural confusion and referenced similar issues observed in other legislative bodies. He also noted that only four Commissioners were present and expressed a preference to obtain input from absent members before adopting revisions.

Chair Packer agreed, stating he supported continuing the item to allow broader Commission participation and indicating there was no urgency requiring immediate adoption.

Commissioner David Moore then made a motion to continue consideration of the Planning Commission Rules of Procedure amendments to the next regular meeting to obtain additional Commissioner input. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

7- APPROVAL OF THE MINUTES FROM JANUARY 22, 2026 PLANNING COMMISSION MEETING

Commissioner Young made a motion to approve the minutes from the January 22, 2026, Planning Commission meeting. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

8- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Greenwood provided an update on upcoming Planning Commission business. She stated that the Commission would reconvene in two weeks on February 26, with three items currently anticipated on the agenda: (1) continued consideration of the Planning Commission Rules of Procedure amendments; (2) a returning application from Symphony Homes; and (3) a proposed ordinance establishing a process for evaluating business classifications not expressly listed as permitted or conditional uses in city zoning regulations. She explained that the ordinance responds to a requirement from the prior legislative session directing municipalities to adopt a formal process for addressing unlisted or ambiguous land use classifications. The proposed ordinance would create a new chapter outlining that process and add clarifying language to zoning districts specifying that uses not listed are prohibited unless evaluated through the new procedure. She noted public hearing notice for that ordinance would be posted the following day.

Ms. Greenwood advised the Commission that preparation of the Symphony Homes staff report may be delayed due to her scheduled vacation the following week and limited remote connectivity. She indicated the meeting packet may not be distributed until the Monday

preceding the meeting but stated that the application largely reflects previously reviewed materials with only minor revisions. She summarized that the applicant has adjusted the alignment of a proposed Sunset road connection slightly south to reduce impacts to adjacent residents, is likely withdrawing a request for increased building height, and has made several other minor refinements.

Chair Mike Packer asked whether a public hearing would be required for the Symphony Homes item. Ms. Greenwood responded that no public hearing would be held, although written public comments could still be submitted through the city's standard channels.

9- ADJOURNMENT

Chair Packer adjourned the meeting at 8:14 pm.

Kaysville City Planning Commission Meeting Minutes
February 26, 2026

The Planning Commission meeting was held on Thursday, February 26, 2026 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, Erin Young, Paul Toller, Megan Sevy, Jeramy Burkinshaw, David Moore and Eries Cornelius

Staff in Attendance: Melinda Greenwood, Katie Ellis, Mindi Edstrom and Anne McNamara

Public Attendees: City Councilmembers Abbi Hunt and Joshua McBride, Bruce Robison, Matt Loveland, Alexis Larson, Mitchell Larson, Jacquie Jones, Keith Halls, Rick Jones, Brian Kartchner, Davis McSwain, Paul Belnap, Boyd Argyle, Lee Stenquist, Tim Hirschi, Janeen Evans, Krysten Wheeler, Gary Pierce, Kathy Pierce, and Courtney Cornelius

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- OATH OF OFFICE FOR ERIES H. CORNELIUS AS KAYSVILLE CITY PLANNING COMMISSIONER ALTERNATE

Ms. Edstrom swore in Eries H. Cornelius as a Planning Commissioner.

4- PUBLIC HEARING TO AMEND AND ENACT VARIOUS CHAPTERS OF TITLE 17 REGARDING PROHIBITED USES AND ENACTING 17-39 - AMBIGUOUS USE CLASSIFICATION TO COMPLY WITH UTAH STATE CODE 10-20-507 CLASSIFICATION OF NEW AND UNLISTED BUSINESS USES

Anne McNamara presented a proposed text amendment to the Kaysville City Zoning Ordinance in response to changes in state law adopted during the November 2025 Utah State Legislative Session. Staff explained that Senate Bill 179, codified in Utah Code Section 10-9a-507, requires municipalities to establish a formal process for reviewing and classifying business uses that are not specifically identified within existing zoning regulations.

Staff stated that the proposed amendment would create a new chapter outlining the procedure for reviewing unclassified or new business uses. Under the proposed process, an applicant would submit a request to the Community Development Department for classification of the proposed business use. The Community Development Director, or the Director's designee, reviews the request and determine whether the proposed use is substantially similar to existing permitted or conditional use within the zoning code. If the use is determined to be substantially similar, it would be allowed in the applicable zoning district consistent with the comparable use.

Ms. McNamara explained that if an applicant disagrees with the administrative determination, the applicant may appeal the decision to the City Council for review. Any uses ultimately denied by the City Council through that process would subsequently be added to the list of prohibited uses within the zoning code.

To implement the new process, the proposed amendment also updates language within each zoning district chapter. The revisions clarify that uses found to be substantially similar to an existing permitted or conditional use are allowed through the classification process and add cross-references within the prohibited uses sections directing applicants to the new classification procedure when a use is unclear or not specifically listed. Ms. McNamara also proposed updating the “Zoning Administrator” language in the code to clarify that the role is fulfilled by the Community Development Director or the Director’s designee.

Ms. McNamara reported that a public hearing notice for the proposed amendment was posted on February 13, 2026, and no public comments were received. She further noted that the City’s General Plan does not specifically address this type of procedural amendment and therefore the proposal is considered neutral with respect to the General Plan. Staff recommended that the Planning Commission forward a recommendation for approval to the City Council.

Commissioner Sommerkorn asked for clarification regarding the appeal process referenced in the proposed ordinance. He noted that the language indicated appeals could be made in accordance with Section 17-4-5 of the City Code and asked whether the proposed amendment introduced any changes to the existing appeal procedures.

City Attorney, Katie Ellis explained that Section 20 of the proposed enactment outlines the process for appealing to the City Council and indicated that the appeal process referenced in the ordinance aligns with the City’s existing appeal procedures.

Commissioner Sommerkorn noted that current state code allows for appeals directly to the City Council but that the Legislature is considering amendments during the current legislative session that could modify that process. He referenced House Bill 477 and suggested staff review the relevant sections to ensure consistency once legislative updates are finalized.

Ms. Greenwood acknowledged that the City may need to update its appeal and variance procedures in the future to align with pending state legislative changes. Ms. Ellis added that once the legislative session concludes and statutory changes are finalized, staff would incorporate any required updates into the City’s code revisions.

Commissioner Sommerkorn stated that, based on his review, the proposed ordinance appears consistent with current requirements but recommended staff verify alignment with upcoming legislative changes.

Chair Packer opened the meeting to the public for the public hearing. No comments were received and the public hearing was closed.

Commissioner Toller commented on the purpose of the amendment, stating that the state mandate appears intended to ensure municipalities do not summarily deny business applications simply because a use is new or not clearly defined in existing zoning regulations. He noted that new business models and uses arise over time, and the amendment provides a structured process for evaluating those uses rather than dismissing them due to ambiguity.

Commissioner Toller made a motion to approve the proposed text amendment. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (7-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay
Commissioner Toller: Yay
Commissioner Sevy: Yay
Commissioner Burkinshaw: Yay

5- PUBLIC CONSIDERATION OF A REZONE FOR APPROXIMATELY 1820 SOUTH SUNSET DRIVE (PARCELS #08-694-0005, 08-027- 0009, AND 08-027-0008) FROM R-A AND A-1 TO R-1-6 WITH A PRUD OVERLAY (CONTINUED FROM JANUARY 8, 2026)

Ms. Greenwood presented a continued item originally heard approximately six weeks earlier regarding a rezone request for approximately 14.7 acres located near 1820 South Sunset Drive. The property is currently undeveloped. Ms. Greenwood explained that the original application requested rezoning to R-1-6 with a Planned Residential Unit Development (PRUD) overlay. Although the agenda language remained unchanged because the item was continued from the previous meeting, the applicant has since modified the request. The revised proposal would designate a portion of the property as R-1-10, with the remainder zoned R-1-6 with a PRUD overlay.

Ms. Greenwood displayed aerial imagery and zoning maps illustrating the surrounding area, which includes R-A, A-5, and other residential zoning districts. She also reviewed the City's Future Land Use Map, noting the area is designated for single-family residential use. She clarified that the City's current General Plan, adopted in 2022, identifies the area for single-family housing but does not specify a particular density range or lot sizes. Therefore, both R-1-6 and R-1-10 zoning designations are considered consistent with the General Plan's single-family designation.

Ms. Greenwood explained that the revised site plan proposes two zoning areas within the development, with R-1-10 lots and R-1-6 lots utilizing a PRUD overlay to allow private streets. She noted the applicant adjusted the internal road alignment from the previous plan in response to concerns raised by residents along Sunset Drive. The modified alignment moves the connection point approximately 100 feet south and introduces curvature to provide traffic-calming benefits and improve the relationship to nearby homes.

Several additional modifications were made following the January presentation. The total number of lots was reduced from 46 to 45. Proposed lot sizes would range from approximately 6,300 square feet to 20,060 square feet, with an average lot size of about 11,100 square feet. Additional open space was incorporated into the design, including a trail and approximately 15,000 square feet of open space area. The applicant also withdrew a previous request to increase maximum building height from 30 feet to 35 feet. Parking spaces were added near the open space and trail area to accommodate overflow parking for the private street.

Ms. Greenwood reviewed proposed Development Agreement provisions that would accompany the rezone. She explained that a Development Agreement is recorded against the property and establishes binding development standards that run with the land. The agreement would limit the project to 45 lots and require development to follow the approved site plan layout and lot configuration. For the R-1-6 portion of the development, the applicant proposed a frontage reduction allowing a minimum lot frontage of 50 feet provided the overall project maintains an average frontage of at least 60 feet. No frontage modifications are proposed for the R-1-10 lots. The proposed development standards include a 20-foot front setback, side setbacks of six and eight feet in the R-1-10 area and five feet in the R-1-6 area, and a 25-foot rear setback. Covered patios would be permitted to encroach into the rear setback provided they remain at least 10 feet from the rear property line. The agreement also includes fencing provisions requested by neighboring property owners, a prohibition on parking along private streets to maintain emergency access, landscaping standards including approved tree species for park strips based on guidance from the City's arborist, and a restriction limiting development to 30 units until a secondary access is constructed.

Ms. Greenwood also addressed roadway connectivity issues discussed in the prior meeting. Staff supports the road connection to Sunset Drive, noting that connectivity is supported by the General Plan and recommended by public safety, engineering, and planning staff. The revised alignment improves sight distance and would be designed to American Association of State Highway and Transportation Officials (AASHTO) standards to ensure safety.

She further reported that the City Council recently discussed the long-planned road connection between 550 West, Mare Drive, and Angel Street. The Council expressed strong support for completing that connection, which has been identified in City code for many years. While the applicant previously attempted to acquire necessary right-of-way from the sewer district and was unsuccessful, the City is continuing to pursue acquisition. If an agreement cannot be reached voluntarily, the Council indicated it may consider using eminent domain as a last resort to secure the needed right-of-way.

Ms. Greenwood stated that additional public comments had been received since the previous meeting and had been distributed to the Commission. Staff recommended that the Planning Commission forward a recommendation of approval to the City Council based on the proposal's consistency with the 2022 General Plan.

She noted that if the Commission wishes to support the applicant's request to include both R-1-

10 and R-1-6 zoning areas within the property, a legal description would need to be added to the Development Agreement identifying the boundaries of each zone. Because applying two zoning districts to a single parcel is not standard practice, the legal description would serve as a temporary solution until the subdivision process creates individual lots with a single zoning designation. Ms. Greenwood concluded by noting that the applicant was present and prepared to present additional information regarding the proposed changes.

Commissioner Sommerkorn asked for clarification regarding the zoning designation included in the application. He noted that the staff report referenced an R-1-6 zoning request and asked whether the current proposal included both R-1-6 and R-1-10 zoning districts.

Ms. Greenwood confirmed that the revised proposal includes both R-1-10 and R-1-6 zoning areas. She explained that the agenda and staff report language referenced only the R-1-6 designation because the item was continued from the January 8 meeting and staff retained the same wording to avoid confusion. She noted that the revised request and supporting materials included in the staff report describe the applicant's request to incorporate a portion of the property as R-1-10 while retaining the remainder as R-1-6 with a PRUD overlay.

Commissioner Toller asked for clarification regarding the zoning request before the Commission. He stated his understanding that the application being considered included two zoning districts, R-1-10 and R-1-6 with a Planned Residential Unit Development (PRUD) overlay, as described in the staff report.

Ms. Greenwood confirmed that interpretation and referred to the site plan illustration showing the two proposed zoning areas. She explained that while the application was originally submitted as R-1-6 with a PRUD overlay, the applicant later proposed incorporating a portion of the property as R-1-10. Ms. Greenwood noted that the change was intended to reflect the range of lot sizes being proposed and to respond to public comments received after the January presentation.

Ms. Greenwood further explained that the overall lot sizes proposed in the development have not significantly changed from the previous submission. Rather, the revised zoning labels were intended to better correspond with the variety of lot sizes shown in the plan. She noted that zoning districts establish minimum lot sizes, but larger lots may still be created within a zone. She also observed that many properties in the city, particularly on the east side, are zoned for smaller minimum lot sizes than their actual lot sizes, illustrating that zoning classifications do not always directly reflect the final size of individual parcels. She indicated that the applicant could provide additional explanation regarding the revised zoning approach during their presentation.

Matthew Loveland, representing Symphony Homes, addressed the Commission and provided an overview of revisions made to the proposal since the previous Planning Commission meeting. Mr. Loveland stated that the development team had worked with City staff, the City Council, and members of the community to address concerns raised during prior discussions.

He explained that the revised application proposes incorporating a portion of the property as R-1-10 zoning while maintaining the remainder as R-1-6 with a PRUD overlay. He stated the adjustment was intended to better reflect the range of lot sizes within the development and respond to feedback from the public.

Mr. Loveland reviewed several topics discussed during earlier meetings, including zoning, setbacks, building height, traffic impacts, roadway access, and open space. He noted that the number of proposed lots had been reduced from the prior proposal and that the revised site plan includes 45 lots. He highlighted that the most significant design change involved relocating the proposed Sunset Drive access approximately 100 feet to the south to improve alignment and sight distance and to address concerns raised by nearby residents.

Mr. Loveland described the development standards associated with the two zoning areas. Within the R-1-6 portion of the development, homes would generally be constructed on lots ranging between approximately 6,000 and 10,000 square feet with five-foot side yard setbacks consistent with the zoning district standards. In the R-1-10 portion, the development agreement would establish side setbacks of six and eight feet, for a total minimum separation of 14 feet between structures. He noted the eight-foot setback would be placed on the garage side of homes to improve functionality. Mr. Loveland confirmed that the applicant had removed the previously requested building height increase and would comply with the City's 30-foot height limit.

Mr. Loveland also addressed traffic-related concerns raised in prior public comments. He stated that the revised road alignment increased sight distance at the Sunset Drive intersection and that updated traffic impact analysis conducted by Hales Engineering incorporated more recent crash data. The study concluded that the intersection would operate at Level of Service "A" and did not identify additional mitigation requirements beyond standard design. Mr. Loveland reiterated the proposed intersection would meet AASHTO design standards.

He also discussed the potential future road connection between 550 West, Mare Drive, and Angel Street. Mr. Loveland acknowledged that right-of-way acquisition from the sewer district had not yet been successful but expressed optimism regarding ongoing discussions with the City. He noted that the possibility of eminent domain, as discussed by the City Council, could provide a path forward if negotiations are unsuccessful.

Mr. Loveland then described proposed open space features within the development, including landscaped entrance monumentation, enhanced landscaping like nearby Symphony developments, and a trail connection integrated into the site design. He stated that revisions to the road layout created an opportunity to include additional open space and trail connectivity between different portions of the neighborhood. Additional parking spaces were also incorporated near the open space area to address concerns regarding parking on the private roadway.

Mr. Loveland concluded by stating that the proposal reflects approximately eighteen months of

discussion and revisions and that the development team believes the plan balances community concerns with the project's objectives.

Commissioner Toller asked the applicant about the ownership of the property located immediately north of the proposed development area, specifically referencing the parcels adjacent to Lots 1 through 5 shown on the site plan. He asked whether Symphony Homes owned that property and whether it could be included within the current application.

Mr. Loveland responded that the referenced property is owned by Merrill Sheriff and is not owned or controlled by Symphony Homes. He stated that because the applicant does not have ownership or development control of that parcel, it was not included as part of the proposed application.

Commissioner Sevy asked for clarification regarding the Planned Residential Unit Development (PRUD) overlay and whether it would apply to the entire subdivision or only to the lots served by the proposed private roadway.

Mr. Loveland explained that the PRUD overlay was intended primarily to allow the private road serving approximately 30 to 40 of the lots. Ms. Greenwood clarified that the intent of the PRUD overlay was specifically to allow the private street configuration and that the remaining streets within the development would be constructed as public roads.

Commissioner Birkenshaw thanked the applicant for the revisions made to the proposal and asked for additional clarification regarding the open space area included in the plan. He asked whether the space would be programmed with amenities or simply landscaped.

Mr. Loveland responded that the proposal includes approximately one-eighth acre of open space that would initially be landscaped with sod. He stated that additional amenities had been discussed but were not currently proposed. He noted that if amenities were included in the future, they would more likely be features such as pickleball courts rather than a playground based on the anticipated homeowner demographic.

Commissioner Birkenshaw also asked the applicant to explain the need for a private road within the development and why the roadway was not proposed to meet public street standards.

Mr. Loveland stated that the applicant preferred to maintain the roadway within the homeowners association as a private road to accommodate the proposed site layout and the project boundaries. He indicated the current design had been reviewed with staff and was submitted as part of the application. Mr. Loveland acknowledged that if additional property were acquired to the south of the project boundary, the roadway design could potentially change and the applicant would be open to converting the road to a public street if appropriate.

Commissioner Birkenshaw asked whether the private road configuration was necessary due to

constraints in lot sizes and site layout. Mr. Loveland responded that a public road could be constructed but would require a wider right-of-way, which would reduce the lot sizes within the subdivision.

Chair Packer thanked the applicant and invited Commission discussion.

Commissioner Toller asked staff to clarify earlier discussions regarding the private road and whether converting the roadway to a public street would require widening the right-of-way and adjusting the lot layout.

Ms. Greenwood confirmed that a public street would require additional right-of-way width, which would reduce the size of the adjacent lots and potentially require redesign of the subdivision layout.

Commissioner Toller noted that several elements of the proposal involved deviations from standard zoning requirements. He identified three areas where the proposal differed from existing code standards, including reduced setbacks, allowances related to covered patios under the PRUD overlay, and other minor variations from typical zoning provisions. Commissioner Toller characterized these as relatively minor modifications but stated they represented departures from the standard code requirements.

Commissioner Toller then raised a broader concern regarding development density and roadway connectivity, particularly whether it would be prudent to approve the rezone with a provision allowing construction of up to 30 homes prior to completion of the 550 West roadway connection between Angel Street and Mayor Drive. He asked staff to confirm whether the Development Agreement would prohibit construction of more than 30 homes until a second access connection is completed.

Ms. Greenwood confirmed that the Development Agreement includes a provision limiting the project to no more than 30 homes until a second point of ingress and egress is established. She explained that this requirement is consistent with fire code, which require two access points once a development exceeds 30 units. She noted that the restriction is included in the Development Agreement to ensure that both the City and the applicant clearly understand that additional building permits or certificates of occupancy would not be issued beyond that threshold until the second access is constructed.

Commissioner Toller asked whether development could effectively stop at 30 homes if the second access connection were not completed.

Ms. Greenwood responded that such situations can occur in phased developments where temporary access arrangements exist until additional phases are constructed and additional roadway connections are completed.

Commissioner Sommerkorn asked whether a future connection along 550 West to Mare Drive

could eventually serve as the required second access.

Ms. Greenwood explained that under the current application, the only confirmed point of access is the connection to Sunset Drive. The potential 550 West connection does not currently exist as a dedicated public right-of-way and therefore cannot be counted as a second access point at this time. She noted that while a connection could occur in the future if surrounding properties develop or if right-of-way is acquired, it is not currently available.

Ms. Greenwood further clarified that the City owns a portion of property along the 550 West alignment but that it is not dedicated as a public street and has not been improved. The City has intentionally avoided constructing the roadway in advance of development in order to allow future development projects to construct the improvements rather than requiring City taxpayers to fund them. She added that the current alignment functions informally as an agricultural access route and is not maintained as a public roadway.

Commissioner Birkenshaw expressed appreciation for the revisions made to the proposal and indicated he could support the R-1-10 portion of the development. However, he expressed concern regarding the proposed R-1-6 portion, stating he believed it created a higher density than appropriate for the area. He noted that the need for a private road within the development suggested the layout was being constrained by density. Commissioner Birkenshaw also expressed concern regarding long-term maintenance of private roads. Based on his experience, he stated that private roads often fall into disrepair when homeowners associations are unable to adequately fund maintenance, which can eventually lead to requests for the City to assume responsibility for roads not built to City standards. He further expressed concern that roadway connectivity issues, particularly the unresolved connection to Angel Street via 550 West, had not yet been resolved and suggested the development might be premature until those access issues were addressed. He added that even if a connection to Mare Drive were eventually completed, traffic traveling north could still be directed through existing residential neighborhoods not originally designed to accommodate that level of traffic.

Commissioner Sommerkorn stated he shared some of Commissioner Birkenshaw's concerns, particularly regarding private streets and roadway connectivity. He expressed appreciation for the applicant's proposal to include R-1-10 zoning for a portion of the project, stating it helped address concerns raised by members of the public regarding lot size. However, he indicated he did not have significant concerns about the proposed R-1-6 zoning. Commissioner Sommerkorn noted that the City's current General Plan designates the area for single-family residential use without specifying density levels and that the proposed development would consist of single-family homes consistent with that designation. He further stated that housing affordability and economic conditions have changed over time, making large-lot developments increasingly difficult to achieve, and that smaller lot sizes can contribute to housing supply, though they do not necessarily result in lower home prices.

Commissioner Sommerkorn added that in his experience as an urban planner, private streets can present challenges over time because homeowners associations often underestimate the

cost of long-term maintenance. When maintenance costs arise, homeowners may request that the City assume responsibility for roads that were not constructed to City standards. He expressed concern that approving a private street could create future obligations for the City. Commissioner Sommerkorn also emphasized the importance of completing the planned roadway connection between 550 West and Angel Street. He stated that the lack of connectivity in nearby areas has already created transportation challenges and cautioned that approving the development without resolving the roadway connection could lead to similar issues in the future. While he did not object to the proposed lot sizes, he indicated that roadway design and connectivity remained significant concerns.

Commissioner Sevy asked staff whether there were existing examples of private roads within Kaysville and whether the City had prior experience managing issues related to them.

Ms. Greenwood confirmed that several subdivisions within Kaysville utilize private roads. She cited Talbot Estates, located east of Highway 89, as an example of a subdivision entirely served by private streets. Ms. Greenwood noted that while private roads are permitted within Kaysville, other municipalities she has worked for have prohibited them. She also acknowledged that, in her professional experience, homeowners associations occasionally request that cities assume responsibility for privately maintained infrastructure such as roads or detention basins. However, she stated that the City typically declines such requests unless the infrastructure is first upgraded to meet City construction standards.

Commissioner Sevy then asked for clarification regarding the difference between private and public street standards. Ms. Greenwood explained that public streets require a wider right-of-way, generally a minimum of approximately 55 feet, which accommodates roadway width, parking, and utilities. Private roads may be constructed with narrower asphalt widths because the City does not provide services such as snow removal or maintenance. She noted that private streets typically do not allow on-street parking and require homeowners associations to arrange services such as trash collection.

Ms. Greenwood further stated that private streets can reduce the long-term maintenance burden on the City because they are not maintained with public funds. She explained that residential property taxes generally do not fully offset the cost of municipal services such as public safety, road maintenance, and parks. From a policy standpoint, she noted that allowing private streets can reduce infrastructure obligations for the City. Ms. Greenwood added that the City Council has determined that private street subdivisions are permitted within Kaysville and that such developments exist throughout the community.

Chair Mike Packer expressed appreciation for the efforts made by the applicant, Symphony Homes, to revise the proposal in response to prior feedback. He noted improvements such as the adjusted entrance alignment and other modifications that had been incorporated since the project was first presented to the Planning Commission. While acknowledging the work done by the applicant, Chair Packer stated that he shared some of the concerns expressed by other commissioners regarding the use of private roads. He indicated that he did not have concerns

about the proposed lot sizes and appreciated the applicant's willingness to make adjustments to the project. Chair Packer emphasized the importance of securing a secondary access point but stated that he had confidence in the safeguards within City regulations, particularly the limitation that no more than 30 homes could be constructed without a second point of ingress and egress. He stated that he would be comfortable recommending approval of the project even if some aspects remained unresolved, provided the existing code limitations were followed.

Commissioner Young stated that she would also be comfortable with approval under similar conditions. She explained that the 30-home limitation provided a clear stopping point should the additional access connection fail to materialize as anticipated.

Commissioner Young indicated that she did not have extensive experience with private roads and therefore tended to rely on the perspectives of Commissioners who had encountered related issues. However, she noted that private roads already exist in Kaysville and that precedent for such developments is established. She stated she feels the proposal represented a quality project and acknowledged the length of time the applicant had worked with the City and the Commission to refine the plan.

Chair Packer then indicated he would be willing to entertain a motion but invited any additional comments from the Commission.

Commissioner Sevy asked staff to confirm that the areas proposed for the two different zoning classifications—R-1-6 and R-1-10—would require separate legal descriptions if the Commission recommended approval with both zones applied.

Ms. Greenwood confirmed that if the Commission recommended approval with both zoning districts, staff would prepare an exhibit and legal description identifying the boundaries of each zone. She explained that this could be incorporated into the development agreement prior to the item being forwarded to the City Council. Ms. Greenwood stated that staff would complete the necessary documentation before placing the item on a future council agenda.

Commissioner Sommerkorn stated he could support the rezone under certain conditions. He indicated that he would prefer the private roads within the development be converted to public roads and that the connection between the project and Angel Street be established as part of the development. Commissioner Sommerkorn acknowledged that the property needed for that road connection was not currently owned by either the applicant or the City, which could make formal conditions difficult to enforce. However, he emphasized that the connection was an important component of the overall transportation network and that he believed it should occur in conjunction with the development.

Chair Packer asked staff to provide insight regarding the timing and feasibility of acquiring the right-of-way necessary to complete the connection to Angel Street.

Ms. Greenwood explained that if the City and the Sewer District could reach an agreement for the needed property, the acquisition process could move forward relatively quickly once appraisals and documentation were completed. If the Sewer District was unwilling to sell the property, the City could pursue acquisition through condemnation and eminent domain, though that process could take significantly longer and would require compliance with federal and state laws governing right-of-way acquisition, including fair market compensation.

Ms. Greenwood noted that condemnation could potentially take a year or longer to complete, although if needed, the City could request a court order allowing entry and construction before the final resolution of the condemnation case. She explained that such an approach is sometimes used when timing is critical. However, she also noted that this particular situation involved only a single parcel with no structures, which could simplify the process. She further stated that City leadership preferred to maintain positive working relationships with the Sewer District and therefore hoped an agreement could be reached without litigation.

Chair Packer responded that the explanation addressed his questions and stated that he supported the concept of requiring the connection as part of the development if feasible.

Commissioner Paul Toller made a motion to recommend approval of the rezone request applying two zoning designations—R-1-10 and R-1-6—with a Planned Residential Unit Development (PRUD) overlay. The motion included the frontage width and setback variations outlined in the staff report and development agreement. Commissioner Toller further proposed that the Planning Commission’s recommendation to the City Council include, as a condition, completion of the road connection along 550 West to both Angel Street and Mare Drive.

Chair Mike Packer asked if there was a second to the motion. No second was offered. Following the lack of a second, Chair Packer asked whether another Commissioner wished to present an alternative motion.

Commissioner Sommerkorn made a motion to recommend approval of the rezone request with modifications to the development proposal. His motion proposed approval of the R-1-10 and R-1-6 zoning designations as presented but required that all streets within the development be constructed as public rights-of-way rather than private streets. He further included a recommendation that a road connection be established between the development and Angel Street via 550 West and the connection at Sunset Drive.

Chair Packer asked for clarification to ensure the motion was properly understood. Ms. Greenwood noted that the original proposal included a Planned Residential Unit Development (PRUD) overlay to allow the use of private roads. Because Commissioner Sommerkorn’s motion required public roads instead, she explained that the PRUD overlay would no longer be necessary. Commissioner Sommerkorn agreed and restated the motion to recommend approval of the R-1-10 and R-1-6 zoning designations without the PRUD overlay, with all internal streets constructed as public rights-of-way meeting City standards and with the connection to Angel Street and Sunset Drive be provided.

Further discussion clarified that the motion required a connection from the development to Angel Street but did not require the connection north to Mare Drive because the property needed for that connection is not currently owned by the applicant.

Commissioners discussed that if the development ultimately proceeded as proposed, the subdivision would have two access points: the primary connection to Sunset Drive and a connection through Angel Street.

Staff noted that converting the private road to a public street would likely require adjustments to the site plan, including changes to roadway width, lot sizes, and the hammerhead turnaround configuration.

Commissioner Sommerkorn acknowledged that those design modifications would likely occur if the streets were required to meet public road standards.

Mr. Loveland, addressed the Commission and explained that converting the private road to a public right-of-way would likely result in a cul-de-sac configuration rather than the hammerhead turnaround shown in the plan. He also expressed concern about requiring the Angel Street connection as a condition tied directly to the development because the applicant does not control the property necessary for that road connection. He stated that the Development Agreement already contemplated the need for two access points but did not specify the exact location of the second connection.

Commissioner Sommerkorn acknowledged the applicant's concern but reiterated his belief that the Angel Street connection was an important part of the transportation network in the area.

Ms. Greenwood further clarified that the Planning Commission's motion would serve as a recommendation to the City Council and that the Council would have the authority to modify or remove conditions as part of its final decision.

Chair Packer then confirmed that the Commission had a motion on the floor and again asked whether any Commissioner wished to second the motion or present an alternative motion. Commissioner Paul Toller summarized the differences between his earlier motion and Commissioner Sommerkorn's motion, noting that the primary distinctions involved requiring public streets instead of private streets and removing the previously suggested connection requirement to Mare Drive while retaining the recommendation for the Angel Street connection. Ms. Greenwood reiterated that the Planning Commission's action would ultimately serve as a recommendation for consideration by the City Council.

Commissioner Young seconded the motion following the second, Chair Packer opened the floor for final discussion. He reiterated that the proposed road connection to Angel Street involved property that the applicant, Symphony Homes, did not currently control. Chair Packer stated that while the connection was an important objective, it might be unreasonable to fully

condition the project on an action outside of the applicant's authority. He emphasized the importance of clearly communicating to the City Council that the connection is a significant priority.

Commissioner Birkenshaw suggested that one alternative could be to continue the item until the issue of the road connection was resolved. Chair Packer acknowledged that continuing the item was an option but noted that the applicant had requested a decision from the Commission at the current meeting and that the Commission appeared prepared to move forward with a recommendation.

Commissioner Sommerkorn stated that he preferred forwarding the item to the City Council rather than continuing the discussion at the Planning Commission level. He indicated that the Council would ultimately determine how to address the conditions and whether to approve or modify the proposal.

Ms. Greenwood noted that the City Council's decision regarding the rezone could influence whether the City pursued acquisition of the right-of-way needed for the Angel Street connection. She explained that if the Council were not inclined to approve the rezone, they might also choose not to pursue the acquisition. Ms. Greenwood stated that determining whether to acquire the property was ultimately a policy decision made by the City Council.

Commissioner Sommerkorn agreed that moving the recommendation forward to the Council was appropriate. He noted that if the development were modified to require public streets instead of private streets, the resulting roadway design would likely require a slightly larger right-of-way, which could reduce the size of some lots, though likely not significantly.

Chair Packer opened up the vote to the Planning Commissioners and the vote was 4-3 in favor of the motion.

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Nay
Commissioner Toller: Nay
Commissioner Sevy: Yay
Commissioner Burkinshaw: Nay

6- PUBLIC CONSIDERATION OF AMENDING THE PLANNING COMMISSION BYLAWS AND RULES OF PROCEDURE (CONTINUED FROM FEBRUARY 12, 2026)

Ms. Greenwood introduced the next agenda item regarding proposed updates to the Planning Commission bylaws and rules of procedure. She explained that the item had been discussed at a prior meeting, but because only four members of the Planning Commission were present at that time, the Commission chose to defer the discussion until a meeting when the full commission could participate.

Ms. Greenwood explained that the proposed bylaws had been reformatted to closely mirror the structure and format used by the City Council's rules of procedure. She stated that aligning the formatting would assist the City's parliamentarian and create consistency between governing bodies. Because the bylaws had been substantially reformatted, staff was unable to present the document with redline edits. As a result, staff recommended that the Planning Commission formally repeal the existing 2024 bylaws and replace them with the newly proposed bylaws and rules of procedure.

Ms. Greenwood outlined several key updates included in the proposed document. One change addressed public conduct during meetings, particularly the use of signs, clipboards, and sign-up sheets that had recently been circulated among audience members during public meetings. She explained that these activities had created confusion among attendees and occasionally disrupted the proceedings. The proposed rules would allow individuals to bring signs into the meeting provided they remain with their signs. Any petitions, sign-up sheets, or information-gathering efforts would need to occur outside the council chambers and be clearly staffed by the individuals requesting the information so it is evident the activity is not being conducted by the City.

Ms. Greenwood explained that City Council rules do not allow speakers to transfer or combine their allotted speaking time with others. Staff recommended adopting a similar rule for Planning Commission meetings. She explained that situations could arise where individuals bring multiple individuals who may not wish to speak but instead transfer their time to a single speaker, significantly extending that individual's speaking time. The proposed rule would limit each speaker to their individual time allotment, although the Commission could temporarily modify the rule during a meeting if desired. Ms. Greenwood noted that the Planning Commission typically allows three minutes for public comment but retains the ability to adjust speaking times depending on the number of speakers.

Commissioner Toller asked whether the document displayed was the same version he had previously reviewed and provided comments on. Ms. Greenwood confirmed that it was the same version and that no additional changes had been made since his review. Commissioner Toller explained that his earlier comments focused on two areas. First, he expressed concern about prohibiting the sharing of speaking time. He noted that applicants or residents sometimes bring professionals such as architects or builders to assist in presenting information and suggested there should be flexibility to allow speakers to share their allotted time if desired. He acknowledged that the chair could potentially accommodate such requests through procedural adjustments during the meeting.

Commissioner Toller also raised a concern about the section addressing electronic participation in meetings. He stated that the language appeared to require the declaration of an emergency in order for a Commissioner to attend a meeting electronically. He suggested that the Commission should have the ability to allow electronic participation when necessary to achieve a quorum or accommodate unavoidable conflicts without needing to declare an emergency.

Ms. Greenwood responded that the Commission had previously discussed the possibility of modifying that language and that the rule allowing procedural rules to be suspended by a majority vote could also provide flexibility in those situations.

Commissioner Sommerkorn agreed that the Commission could technically suspend the rule if needed but stated that he preferred Commissioner Toller's suggestion to simply allow electronic participation when appropriate without requiring the declaration of an emergency.

Commissioner Toller clarified that his suggestions were intended as minor improvements to the document and asked whether staff had originally brought the bylaw revisions forward primarily to improve consistency with parliamentary procedures and existing council rules.

Commissioner Toller asked City Attorney Katie Ellis whether the proposed bylaw revisions had been brought forward primarily to improve consistency with parliamentary procedures and to align with Robert's Rules of Order and existing City Council procedures.

Ms. Ellis confirmed that this was one of the goals of the update. She further explained that the City already has an ordinance addressing electronic meetings and remote participation. She noted that the bylaws reference City Code, which governs how electronic participation is allowed.

Ms. Ellis explained that the City Council had recently reviewed the issue of remote participation and chose to require that a quorum be physically present at meetings while still allowing individual members to participate electronically when appropriate. Commissioner Toller asked whether similar language could be incorporated into the Planning Commission bylaws to maintain consistency with the Council's approach.

Ms. Ellis suggested that the language referencing participation during emergencies could simply be removed and replaced with language stating that electronic participation may occur when allowed by law and City policy, since the governing authority already exists in City Code.

Commissioner Birkenshaw asked whether it was necessary to include language about electronic meetings in the bylaws if the matter was already addressed in City Code.

Ms. Ellis responded that it may not be necessary and that the Commission could simply rely on the provisions contained in the Open and Public Meetings Act and City Code.

Commissioner Toller indicated that his primary concerns had been addressed through the discussion and suggested that striking the emergency requirement would resolve the issue.

Commissioner Sevy expressed concern about language suggesting that remote participation could be used to establish a quorum, stating that she preferred maintaining the expectation that a quorum should generally be present in person.

Commissioner Sommerkorn noted that maintaining consistency with City Council procedures would be appropriate.

Commissioner Young also supported maintaining a requirement that a quorum be present in person, stating that while remote participation could be useful in limited circumstances, it should not replace in-person attendance for conducting the City's business.

Ms. Ellis suggested removing the language regarding emergencies and instead referencing the authority provided in the Open and Public Meetings Act and City Code Section 2-2-4.

Ms. Greenwood indicated that the bylaws could include a reference to the City Code section to make the policy clear for future reference.

Commissioner Sevy confirmed that such changes would require a majority vote of the Commission.

Chair Packer stated that he had reviewed the proposed bylaws carefully to ensure they did not restrict the public's ability to provide comments during meetings. He indicated that the revisions primarily clarified procedures related to petitions, signs, and other activities that had previously created confusion during meetings.

Commissioner Young agreed and noted that the provisions regarding speaking time would help maintain fairness and decorum during public comment periods.

Chair Packer also stated that aligning the Planning Commission procedures with those used by the City Council would provide consistency and clarity.

Commissioner Moore then made a motion to repeal the January 2024 Planning Commission bylaws and replace them with the proposed Planning Commission bylaws and rules of procedure as discussed, including the revisions made during the meeting and Commissioner Toller second the motion and the vote was unanimous in favor of the motion (7-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay
Commissioner Toller: Yay
Commissioner Sevy: Yay
Commissioner Burkinshaw: Yay

7- APPROVAL OF THE MINUTES FROM FEBRUARY 12, 2026 PLANNING COMMISSION MEETING

Commissioner Young made a motion to approve the minutes from the February 12, 2026 Planning Commission meeting. Commissioner Moore seconded the motion, and the vote was

unanimous in favor of the motion (7-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay
Commissioner Toller: Yay
Commissioner Sevy: Yay
Commissioner Burkinshaw: Yay

8- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Greenwood provided several updates to the Planning Commission regarding upcoming training opportunities and future agenda items. She reminded Commissioners about the Utah Land Use Institute training conference scheduled for the following month in St. George, Utah. She noted that state law requires planning commissioners to complete a certain amount of annual training and that the City maintains a budget to cover travel, lodging, mileage, and per diem expenses for Commissioners attending approved training events. Ms. Greenwood indicated that staff would assist with registration and expenses for Commissioners who wished to attend.

Ms. Greenwood also informed the Commission about another upcoming training opportunity through the American Planning Association (APA) Utah Chapter conference scheduled to take place in Bryce Canyon, Utah. She explained that APA typically hosts two conferences each year—one in the spring in a rural location and another in the fall along the Wasatch Front. Ms. Greenwood shared that she had been invited to participate in a panel discussion at the conference addressing the relationship between land use planning and water availability, a topic connected to the City's recent general plan water element update. The panel would include planning professionals and representatives from regional and state organizations. She encouraged Commissioners to consider attending and stated that additional information would be sent to them.

Ms. Greenwood then provided an update on upcoming agenda items. She explained that public notices would soon be mailed regarding two additional rezoning items related to City-owned park properties, including the Angel Street soccer complex and the Webb Lane restroom facility. She indicated these rezoning items were expected to be straightforward and like recent park-related rezonings previously reviewed by the Commission.

She also reported progress on the City's small area plan. The consultant preparing the plan was expected to deliver a final draft with updated graphics soon. After staff review and feedback, the draft will be presented to the Community Advisory Committee for final comments before being scheduled for a Planning Commission public hearing. Ms. Greenwood anticipated the public hearing would likely occur during the second Planning Commission meeting in April. Ms. Greenwood concluded by expressing appreciation for the Commissioners' service and their participation in the City's "Kaysville University" training sessions, which are intended to help

elected officials, staff, and community leaders better understand the roles and functions of City departments. She noted that the program had been beneficial for both Commissioners and staff and encouraged continued participation in the remaining sessions.

Commissioner Sommerkorn also reminded the Commission that newly appointed Planning Commissioner Cornelius would need to complete the required training before fully participating in meetings. Ms. Greenwood confirmed that onboarding materials and training resources had already been provided and that the City would assist with any remaining training requirements.

City Attorney Katie Ellis recommended that Commissioner Cornelius review the recording of a recent Planning Commission meeting that included a training presentation covering the Open and Public Meetings Act and general planning procedures, noting that the discussion provided a helpful overview for new Commissioners.

City Attorney Katie Ellis provided an update on the City's recently adopted ordinance regulating massage establishment business licenses. The ordinance, adopted by the City Council in November, was intended to address illicit massage businesses operating within the community.

Ms. Greenwood explained that the ordinance provided the City with additional enforcement tools. Using the new regulations, the City initiated enforcement actions against two businesses in Kaysville. Both establishments were given notice and an opportunity to appeal but did not file appeals and subsequently closed.

Ms. Greenwood noted that the ordinance also prevents another massage establishment from operating in the same location for three years if a business is shut down for illegal activity. This provision helps prevent businesses from reopening under a different name at the same location.

9- ADJOURNMENT

Chair Packer adjourned the meeting at 9:01pm.