

Kaysville City Planning Commission Meeting Minutes
March 26, 2026

The Planning Commission meeting was held on Thursday, March 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, Megan Sevy, David Moore, Paul Toller, Jeramy Burkinshaw, and Eries Cornelius

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

Public Attendees: City Councilmember Abbi Hunt, Tanner Vail, Tiara Vail, and Jacob Derington

1- WELCOME AND MEETING ORDER

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

2- DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

3- CONDITIONAL USE PERMIT FOR AN INSTRUCTIONAL HOME OCCUPATION FOR VAIL AQUATICS LOCATED AT 2247 WEST SUMMERFIELD WAY FOR TANNER VAIL

Mindi Edstrom presented a Conditional Use Permit application for an Instructional Home Occupation located at 2247 West Summerfield Way. She explained that this request is unique in that it represents a second Conditional Use Permit for the same property. A previous Conditional Use Permit had been approved in 2024 for Krista Wasden to conduct swim instruction at the same location. The current applicant, Tanner Vail, is proposing to utilize available time at the property to also conduct swim lessons.

Ms. Edstrom stated the proposed use consists of one-on-one private swimming lessons for individuals ranging from infants to teenagers. The application allows for up to two instructors, with lessons scheduled Monday through Friday. Each session would last approximately 20 minutes, with a maximum of 16 sessions per day.

She noted that clients are instructed to park along the public street adjacent to the property, which is located on a corner lot at Summerfield Way and Bonneville Lane. The homeowner, who was present at the meeting, has provided space for parking along both frontages. Ms. Edstrom explained that staff has received prior code enforcement complaints related to parking at this location, which prompted cooperation with the existing permit holder and led to the development of additional recommended conditions.

Ms. Edstrom reviewed applicable provisions of Kaysville City code related to Instructional Home Occupations, including standards intended to minimize neighborhood impacts such as traffic, parking, and safety. She outlined potential conditions for consideration, including limits on instructors, students, and vehicles; required time spacing between sessions; parking restrictions near fire hydrants and driveways; and directing parking and drop-off activity to Bonneville Lane

where feasible.

She further reported that public input had been received, including two written comments and two phone calls. One resident expressed general support for the use but raised concerns about parking and suggested directing parking to Bonneville Lane.

Based on the conditional use standards outlined in City code and the proposed operational conditions, staff recommended approval of the Conditional Use Permit for Vail Aquatics, subject to any additional conditions the Planning Commission deemed necessary. The applicant and property owner were present to respond to questions.

The applicant, Tanner Vail, provided additional context regarding the proposed use. He emphasized the importance of one-on-one “survival swim” lessons, noting that such individualized instruction is less common than group or public lessons and serves an important safety need within the community.

Commissioner Sommerkorn asked for clarification regarding the operational details, specifically whether the proposal for up to two instructors and one-on-one lessons would result in a maximum of two students on-site at any given time. Mr. Vail confirmed that lessons are conducted individually and that, in many cases, siblings may arrive together in a single vehicle, with one student replacing another at the conclusion of each 20-minute session.

Commissioner Sommerkorn noted that based on this explanation, the level of activity appeared limited and inquired about the source of the reported traffic concerns. Ms. Edstrom clarified that the City code allows for significantly higher intensity under an Instructional Home Occupation up to four instructors and twelve students, indicating that the current proposal is well below the maximum allowed.

Chair Packer further clarified that the two Conditional Use Permits on the property would not operate simultaneously in a manner that would compound traffic impacts. It was confirmed that scheduling would prevent overlapping lessons between the two permit holders, thereby limiting traffic to a manageable level at any given time.

Commissioner Cornelius asked the applicant about potential parking arrangements and whether clients could be directed to park along Bonneville Lane on the east side of the property. He noted that he did not wish to impose a cap on the number of clients but was interested in mitigating neighborhood impacts related to parking and traffic.

Mr. Vail responded that clients are generally willing to accommodate parking requirements, noting that many travel significant distances for the lessons and would not object to parking further away if necessary. He confirmed that instructors could park in the driveway while clients park along Bonneville Lane.

Commissioner Cornelius also asked about the transition between lesson times and whether

additional spacing between sessions could help reduce traffic congestion. Mr. Vail explained that incorporating extended breaks between sessions would be difficult, as lessons are scheduled continuously over several hours and adding gaps would significantly reduce instructional time and operational efficiency.

Mr. Vail further noted that increased traffic may occasionally occur on the final day of a lesson cycle, when family members may attend to observe participants. He indicated a willingness to communicate with clients to encourage carpooling or otherwise manage attendance during those times.

Commissioner Birkenshaw asked the applicant to clarify the proposed hours of operation.

Mr. Vail stated that lessons would generally occur between approximately 3:00 p.m. and 7:00 p.m., with some variation depending on scheduling, often beginning slightly later and ending earlier.

Commissioner Toller asked staff for clarification regarding recommended time intervals between sessions.

Chair Packer referenced City code requirements, noting that Instructional Home Occupations require a minimum of 10 minutes between sessions to reduce traffic congestion. Staff explained that the previously approved permit for the same location included a 15-minute interval, and the current staff recommendation of 20 minutes was proposed in response to existing parking and traffic concerns at the site.

Mr. Vail indicated that increasing time between sessions would significantly impact operations, as lessons are only 20 minutes in length. He expressed concern that longer gaps would reduce the number of participants served and overall efficiency. He suggested that alternative measures, such as improved parking management, could help address congestion without extending session intervals.

Commissioner Toller asked the applicant where instructors and clients currently park. Mr. Vail stated that he parks in front of the home and directs clients to park nearby, though compliance varies, particularly when additional family members attend. He indicated a willingness to more strictly enforce parking expectations and noted that some parents may be willing to drop off participants rather than remain parked on-site.

Commissioner Toller also inquired about the location of nearby fire hydrants to ensure compliance with parking restrictions.

Ms. Edstrom clarified that the nearest hydrant is not directly in front of the property but is located near an adjacent property to the west, requiring standard clearance to be maintained. The discussion focused on balancing operational feasibility for the applicant with mitigation of neighborhood impacts, particularly related to parking and traffic flow.

Property owner Jacob Derington addressed the Commission and stated that efforts had been made to accommodate parking, including expanding the driveway to allow for additional on-site parking. He emphasized that requiring extended breaks between lessons would be difficult for the applicant, as Mr. Vail's lessons are 20 minutes in length, unlike the previous permit holder whose lessons are longer and less frequent. He noted that the two operations differ in scale and scheduling, with limited overlap between the two instructors.

Commissioner Toller inquired about the additional paved area adjacent to the driveway and whether it could be used for instructor parking. Mr. Derington confirmed that the expanded driveway area could be utilized for that purpose.

Commissioner Birkenshaw asked about the size of classes conducted by the existing permit holder to better understand the cumulative impact on the neighborhood.

Mr. Derington responded that classes are typically one-on-one or involve very small groups of two to three participants.

Ms. Edstrom added that the prior Conditional Use Permit did not include additional conditions related to parking, hours, or class size, and that the existing lessons are generally limited in frequency and duration.

Chair Packer summarized his perspective, stating that while it is important to ensure conditional uses do not negatively impact surrounding neighborhoods, the available on-street parking in the area appears sufficient. He indicated that the primary issue may be related to educating clients on appropriate parking practices rather than the overall intensity of the use. He said that a 10-minute transition between sessions, as required by City code, may be sufficient, though he remained open to additional time if the Commission deemed it necessary.

Commissioner Sommerkorn asked for clarification regarding the recommended 30-minute separation between the two conditional use permits. Ms. Edstrom explained that the intent of this condition was to prevent overlap between the two instructors in the event they operated on the same day, allowing sufficient time for one session to conclude before another begins. She noted that based on current scheduling, the two instructors are expected to operate at different times of day, but the condition provides an added safeguard to avoid congestion or confusion if schedules change in the future.

Commissioner Toller expressed appreciation for efforts to balance neighborhood impacts with maintaining the economic viability of the applicant's business. He indicated difficulty in identifying an approach that would adequately address parking concerns while also avoiding overly burdensome operational restrictions, particularly regarding time gaps between sessions.

Commissioner Cornelius referenced concerns raised by neighboring residents, specifically vehicles blocking driveways, parking near fire hydrants, and reduced visibility for vehicles exiting properties. He emphasized the importance of resolving these issues through clear

conditions within the permit. He suggested that directing customer parking and drop-off activity to Bonneville Lane, in addition to utilizing the driveway, could mitigate these concerns while allowing the business to operate effectively. He further noted that a 10-minute transition between sessions aligns with city code and may provide a reasonable balance.

Property owner Jacob Derington reiterated that extended gaps between lessons would significantly reduce the applicant's ability to operate, noting that a 20-minute gap would effectively cut instructional time in half given the 20-minute lesson format. He emphasized the value of the service being provided, particularly as a year-round indoor swim instruction option, and stated that overly restrictive conditions could result in the applicant relocating elsewhere, thereby limiting community access to the service.

Commissioner Cornelius reiterated support for a 10-minute transition period, consistent with code requirements, combined with clearly defined parking expectations, including use of Bonneville Lane and the driveway. He indicated this approach could address neighborhood concerns while preserving the functionality of the business.

Commissioner Sevy discussed the practical implications of a 10-minute transition, noting that even with staggered arrivals and departures, there could still be multiple vehicles present at one time. She questioned whether Bonneville Lane could adequately accommodate the parking demand and whether restrictions on parking within the immediate neighborhood could or should be enforced as part of the permit conditions.

Tiara Vail, wife of the applicant, addressed the Commission and clarified that many clients arrive with multiple children in a single vehicle, which reduces the total number of cars compared to what might be assumed from the number of students.

Commissioner Sevy acknowledged this point but emphasized that the primary concern was the overlap of vehicle arrivals and departures during session transitions. She noted that even with fewer cars overall, congestion could still occur during pickup and drop-off periods. She asked whether directing parking to Bonneville Lane would sufficiently alleviate the concerns raised by neighbors.

Mr. Derington further explained that some families schedule consecutive lessons for multiple children, meaning they remain on-site rather than leaving and returning, which reduces turnover and traffic. He sought clarification on whether required time gaps would apply to the same family attending back-to-back sessions.

Chair Packer clarified that the intent of the transition time condition is to manage pickup and drop-off activity, and that a "session" could reasonably be interpreted as a single family grouping for that purpose.

Ms. Vail and Mr. Derington confirmed that the property includes on-site changing facilities, allowing families to remain on-site between sessions without needing to leave and return.

Commissioner Cornelius inquired about parking capacity along the east side of the property. Mr. Derington responded that the property frontage and adjacent street length could accommodate approximately five to six vehicles on each side if parked appropriately. He stated that issues have primarily arisen when patrons park across the street rather than along the subject property, attributing this to confusion and lack of awareness rather than insufficient space.

Mr. Derington emphasized that parking concerns could be mitigated through better communication and education to clients regarding appropriate parking locations. He also noted that some complaints may stem from individual neighbor sensitivities, rather than consistent or widespread issues.

Commissioner Sevy acknowledged the clarification and confirmed that adequate parking appears to be available on-site and along Bonneville Lane. Commissioner Cornelius reiterated that clearly defined parking expectations would help reduce neighborhood conflict and support compatibility with surrounding residential uses.

Commissioner Moore inquired whether overflow parking could be accommodated at the nearby church property. Staff clarified that the church property is privately owned and cannot be designated or relied upon for parking related to a home occupation. It was further noted that a home occupation should not generate impacts requiring off-site parking beyond the immediate residential area, and that permit conditions are intended to ensure compatibility within the neighborhood.

Chair Packer and Commissioner Sommerkorn emphasized that the surrounding public streets provide ample legal parking and that reliance on external properties would be unnecessary. The Commission generally concurred that sufficient parking exists in the vicinity when used appropriately.

Commissioner Moore concluded that, based on the discussion, parking availability itself does not appear to be a limiting factor, and that the primary concern is ensuring proper use and management of existing parking resources.

Chair Packer reiterated that the Commission had carefully considered the concerns raised by neighboring residents and expressed confidence that adequate parking exists in close proximity to the property. He stated that any issues appear to stem from improper or illegal parking behaviors, such as blocking driveways or fire hydrants, rather than a lack of available space. He emphasized that education and communication with patrons would likely resolve these concerns.

Ms. Edstrom provided a practical assessment of anticipated traffic, noting that with two instructors typically arriving together, the number of vehicles would be reduced. She estimated that, at most, three to four vehicles may be present at any given time, which could be comfortably accommodated along Bonneville Lane. She reiterated that conditions are intended

to minimize neighborhood impact while supporting safe traffic flow and compatibility with residential uses.

Commissioners discussed the possibility of modifying the time between sessions. Commissioner Birkenshaw expressed support for maintaining consistency with the previously approved Conditional Use Permit on the same property by retaining a 15-minute transition period, while also suggesting that directing parking to Bonneville Lane could mitigate neighborhood concerns.

Commissioner Cornelius proposed a motion to approve the Conditional Use Permit with modified conditions, including reducing the minimum transition time between sessions to 10 minutes and directing pickup, drop-off, and parking activity to Bonneville Lane. Clarification was sought regarding whether this requirement should be mandatory or recommended.

Commissioner Sommerkorn cautioned against establishing overly rigid parking conditions, noting that occasional deviations such as a vehicle briefly stopping in front of the home should not constitute a violation of the permit. He suggested framing parking direction as a recommendation rather than an enforceable requirement to avoid unintended enforcement issues.

The Commission further discussed their authority to regulate parking as part of conditional use permit conditions. Staff confirmed that conditions may address safe vehicle circulation, access, and parking impacts related to the business; however, limitations should be carefully structured to distinguish between business-related activity and typical residential use.

Discussion also included considerations of driveway use for pickup and drop-off, with some concern raised about the safety implications of frequent vehicle movements. The Commission acknowledged these concerns while noting that similar residential activity occurs in many neighborhoods.

At the conclusion of the discussion, it was clarified that the initial motion had not received a second and therefore failed. The Commission prepared to refine and restate a motion incorporating agreed-upon conditions.

Commissioner Cornelius made to approve the Conditional Use Permit for Vail Aquatics with the following conditions: There is to be a minimum of 15 minutes between sessions, pick-up, drop-off, and parking directed to Bonneville Lane and the south side of Summerfield Way adjacent to the subject property. Commissioner Toller second the vote and the vote was unanimous in favor of the motion (7-0).

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

Commissioner Sommerkorn: Yay
Commissioner Burkinshaw: Yay
Commissioner Cornelius: Yay

4- REZONE REQUEST AND PUBLIC HEARING FOR HESS FARMS PARK LOCATED AT 1625 SOUTH 550 EAST (PARCEL NUMBER 08-033-0047) FROM R-1-8 SINGLE FAMILY RESIDENTIAL TO PU PUBLIC USE

Ms. McNamara presented a proposal to rezone Hess Farms Park, located at 1625 South 550 East, from R-1-8 (Single-Family Residential) to Public Use (PU). The subject property is approximately two acres in size and is situated on the eastern side of the city near the boundary with Fruit Heights. Surrounding properties are zoned R-1-8.

Ms. McNamara explained that the rezone is part of the City's ongoing effort to apply more appropriate zoning designations to publicly owned park properties. The Future Land Use Map identifies the site as park space, and while the General Plan does not specifically address zoning classifications for parks, the proposed change is considered consistent and neutral in relation to the Plan.

Regarding public outreach, staff mailed 100 notices. Six residents contacted the City, primarily seeking clarification on the purpose of the rezone and whether any changes to the park were planned. Staff reported that, after residents received explanations, no concerns or objections were expressed.

Based on the consistency with the Future Land Use Map and the City's efforts to align zoning with actual land use, staff recommended that the Planning Commission forward a recommendation of approval to the City Council for the proposed rezone from R-1-8 to Public Use.

Chair Packer opened the public hearing; however, no public comment was received. The hearing was then closed.

Commissioner Toller made a motion to send a positive recommendation for the City Council to rezone Hess Farms Park from R-1 8 to PU. Commissioner Moore seconded the motion, and the vote was unanimous in favor of the motion (7-0).

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

5- REZONE REQUEST AND PUBLIC HEARING FOR GAILEY PARK LOCATED AT APPROXIMATELY

200 SOUTH 300 WEST (PARCEL NUMBERS 11-107-0040, 11-107-0039, AND 16-766-0024) FROM R-1-8 SINGLE FAMILY RESIDENTIAL TO PU PUBLIC USE

Ms. McNamara presented a proposal to rezone Gailey Park, located at 200 South 300 West, from R-1-8 (Single-Family Residential) to Public Use (PU). The site is approximately 5.7 acres and consists of three separate parcels, including the main park area, a smaller triangular portion, and an additional northern segment. Surrounding properties are primarily zoned R-1-8.

Ms. McNamara explained that the rezone is consistent with the City's broader effort to align zoning designations with actual land use for publicly owned park properties. The Future Land Use Map designates the area for park use, and while the General Plan does not specifically address zoning classifications for parks, the proposal is considered neutral and consistent with planning objectives.

Staff reported that 131 public notices were distributed. Two residents contacted the City seeking clarification on the purpose of the rezone and whether any physical changes to the park were planned. After receiving clarification, no concerns or objections were expressed.

Chair Packer opened the public hearing; however, no public comment was received. The hearing was then closed.

During Commission discussion, Commissioner Birkenshaw noted that the request was consistent with previous park rezones considered by the Commission and appeared straightforward.

Commissioner Burkinshaw made a motion to recommend approval of the rezone from R-1-8 to Public Use in accordance with the General Plan. Commissioner Sevy second the motion and the vote was unanimous in favor of the motion (7-0).

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

6- APPROVAL OF THE MINUTES FROM MARCH 12, 2026 PLANNING COMMISSION MEETING

Commissioner Sommerkorn made a motion to approve the minutes from the March 12, 2026 Planning Commission meeting. Commissioner Burkinshaw seconded the motion, and the vote was unanimous in favor of the motion (7-0).

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

Commissioner Toller: Yay
Commissioner Sommerkorn: Yay
Commissioner Burkinshaw: Yay
Commissioner Cornelius: Yay

7- OTHER MATTERS THAT PROPERLY COME BEFORE THE PLANNING COMMISSION

Ms. Edstrom invited Commissioners to share feedback from the recent Utah Land Use Institute conference. Commissioner Moore reported that the training was highly informative, particularly regarding emerging topics such as Public Infrastructure Districts (PIDs). He noted that the conference provided substantial value and recommended future attendance, mentioning an upcoming session anticipated in Sandy in October.

Commissioners Sevy and Cornelius also shared positive feedback. Commissioner Sevy noted that the virtual format was effective and convenient, while Commissioner Cornelius appreciated the engaging and dynamic discussions during the sessions. Staff and Commissioners generally agreed the training was worthwhile and beneficial.

Ms. Edstrom then provided an update regarding recent state legislation related to Detached Accessory Dwelling Units (DADUs). She explained that the Planning Commission will be reviewing potential ordinance updates in an upcoming meeting to align with state requirements, with a compliance deadline anticipated later in the year. Discussion included the City's ability to tailor local standards such as setbacks and design requirements within the framework of state law.

Staff also discussed scheduling considerations for upcoming meetings. The Commission anticipates continued discussion on DADU regulations in April, as well as review of the Small Area Plan (City Center Plan), which is expected to return to the Planning Commission following final draft review and advisory committee input. It was noted that agenda timing may need to be adjusted to accommodate these items without overloading a single meeting.

Commissioners briefly discussed attendance at the upcoming American Planning Association conference in Bryce Canyon, with several members indicating plans to attend.

8- ADJOURNMENT

Commissioner Moore made the motion to adjourn the meeting at 8:01 pm.