

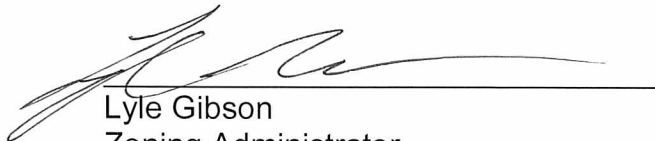
**KAYSVILLE CITY PLANNING COMMISSION
NOTICE AND AGENDA**

Notice is hereby given that the Kaysville City Planning Commission will hold their regular meeting on Thursday, April 26, 2018 at 7:00 p.m. in the Municipal Center.

The agenda shall be as follows:

1. Opening and approval of minutes from the meeting of April 12, 2018.
2. Conditional use permit for a major home occupation "B":
 - a. Contractor at 752 West Christopher Circle – Ryan Butler.
 - b. Group music lessons at 2013 West Phillips Street – Chris Harmon.
 - c. Yard care and pest control at 22 East 400 North – Steve Burke.
3. Extension of the conditional use permit for a development sign located at 85 East Crestwood Road – Buffalo Properties LLC.
4. Public hearing and request to rezone 25.0 acres of property at 700 South Deseret Drive from GC (General Commercial) to the R-M (Residential Multi-Family) zoning district to include the PRUD (Planned Residential Unit Development) overlay zone – Ivory Homes.
5. Public hearing and preliminary and final plat approval for Madsen Meadows Subdivision Lot 3 Amended located at 1833 South 200 West – Doug and Fara Nowak.
6. Request for a variance from Section 17-12-6(3) "Single Family Residential District, Area, Lot Width, and Yard Requirements", regarding the front yard setback requirements – Darrin Johnston.
7. Call to the public.
8. Other matters that properly come before the Planning Commission:
 - a. Reports.
 - b. Correspondence.
 - c. Calendar.
9. Adjournment.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at the Kaysville Municipal Center and mailed copies to the media representatives on Friday, April 20, 2018.


Lyle Gibson
Zoning Administrator



Planning Commission Staff Report

Conditional Use Permit for a Major Home Occupation 'B', Contractor April 26, 2018

Applicant/Owner: Ryan Butler
Location: 752 West Christopher Circle
Zone: R-1-20 (Single Family Residential)

Description:

Mr. Butler is looking to license a contractor office from his home at the above listed address. The home would primarily be used for office purposes such as scheduling jobs. The property has a significant amount of garage space for storage of any tools and equipment.

Recommendation:

Staff has visited with the applicant and reviewed the restrictions of Title 17-26-4 Major Home Occupations B.

Staff is recommending approval of the proposed conditional use permits for a Major Home Occupation B, at the above listed address without additional conditions.

Reasoning:

The restrictions of the ordinance appear to be appropriate for mitigating potentially anticipated detrimental impacts.

Attachment 1: Area Map

752 Christopher Circle





Planning Commission Staff Report

Conditional Use Permit for a Major Home Occupation 'B', Group Music Lessons April 26, 2018

Applicant/Owner: Chris Harmon
Location: 2013 West Phillips Street
Zone: R-1-20 (Single Family Residential)

Description:

Ms. Harmon is looking to offer music lessons from her home at the above listed address. Individual music lessons fall under the category of a minor home occupation, but group lessons require a major home occupation approval. She has taught music lessons before from her home in Layton. She primarily does one on one individual lessons, but occasionally has more than one student at a time. Some students walk or ride their bikes to her home where others may be dropped off.

KCC 17-26-4 (12) d. states: Organized classes (limits shall be placed on the number of students and/or the number of vehicles transporting students to prevent congestion);

Recommendation:

Staff has visited with the applicant and reviewed the restrictions of Title 17-26-4 Major Home Occupations B.

Staff is recommending approval of the proposed conditional use permit for a Major Home Occupation B, at the above listed address with the following condition.

- The number of students be limited to no more than 6 students at any one time.

Reasoning:

The restrictions of the ordinance with the recommended conditions appear to be appropriate for mitigating potentially anticipated detrimental impacts.

Attachment 1: Area Map

2013 West Phillips Street





Planning Commission Staff Report

Conditional Use Permit for a Major Home Occupation 'B', Yard Care and Pest Control April 26, 2018

Applicant/Owner: Steve Burke
Location: 22 East 400 North
Zone: R-1-8 (Single Family Residential)

Description:

Mr. Burke is requesting a conditional use permit for Major Home Occupation B at the above listed address. He works full time in a different profession, and is looking to set up a home business to do side jobs. Primarily he expects that he will take care of a few yards, but also has a pesticide license so is able to do pest control as well. Mr. Burke has held a business license from this property in the past doing drywall and painting services. He would like the ability to do drywall in case he receives requests, but doesn't expect that he will be doing it much. This previous business functioned without complaints to the city from neighbors. Any pesticides are stored in a shed.

Recommendation:

Staff has visited with the applicant and reviewed the restrictions of Title 17-26-4 Major Home Occupations B.

Staff is recommending approval of the proposed conditional use permit for a Major Home Occupation B, at the above listed address without additional conditions.

Reasoning:

The restrictions of the ordinance appear to be appropriate for mitigating potentially anticipated detrimental impacts.

Attachment 1: Area Map

22 East 400 North





Planning Commission Staff Report

Extension of the Conditional Use Permit for a Development Sign April 26, 2018

Applicant/Owner: Buffalo Properties LLC
Location: 85 East Crestwood Road
Zone: R-1-8 (Single Family Residential)

Description:

In April of 2017 the Planning Commission approved this development sign for 1 year. The applicants are requesting a time extension of the conditional use permit for an additional year. The subdivision improvements are in place and homes will be under construction this year.

17-12-4 Conditional Uses of Section 17-12, which regulates uses in the R-1 Single Family Residential District, allows development signs as a temporary use subject to the sign ordinance. Section 17-33-9 "Signs Permitted by Zone" allows Development signs as a conditional use for new development with at least 4 lots for sale. Signs are allowed up to 12 ft. in height and 96 sq. ft. in size based on frontage of the development.

The subject property has a proposed 5-lot subdivision which has been given final plat approval, and has been recorded. The sign is a 4' x 8' sign or 32 sq. ft. which stands about 12 feet tall.

Recommendation:

Staff is recommending approval of the time extension for the development sign with the following conditions:

- The sign shall be allowed for a period of 1 year from the date of approval or until all lots within the subdivision or sold, whichever is less.

Reasoning:

The recommended conditions allow for the temporary advertising of the development and the proposed location will provide for safe circulation of vehicles and pedestrians as required per 17-30-8 "Standards for a Conditional Use Permit".

Attachment 1: Area map with approximate sign location

Attachment 2: Image of existing sign

85 East Crestwood Road







Planning Commission Staff Report

**Public Hearing for the Rezone of 25 acres of property at 700 South Deseret Drive from GC (General Commercial) to the R-M (Residential Multi-Family) zoning district to include the PRUD (Planned Residential Unit Development) overlay zone.
April 26, 2018**

Applicant/Owner: Ivory Homes

Description:

The subject property just south of Boondocks between Deseret Drive and the freeway is currently vacant. The applicant is requesting a rezone of the property from commercial to allow for residential development.

The existing GC zoning district regulated by Kaysville City Code (KCC) Chapter 17-19 allows for office and retail sales and services.

The RM zoning District regulated by KCC 17-16 is for residential use with potential density as high as 15.5 units per acre.

The PRUD overlay zone found in KCC 17-34 would allow for some flexibility in development of the property such as a common open space subdivision or some deviation from typical requirements of the RM zone should the applicant prove that the development will create a more desirable product than would otherwise be feasible without the overlay.

A rezone is a legislative decision, meaning that the Planning Commission and ultimately the City Council have broad discretion in the decision it makes as to whether or not the request is in harmony with the City's General Plan and is appropriate in the proposed location.

The City's General Plan states, among other things:

Identity and Character:

Kaysville should be primarily a residential community with a vision to promote business, industry and public use.

Growth and Development

A. Growth should mostly occur through development within the City. Development should improve public safety and sense of community. An adequate revenue base should be developed to fund City operations and infrastructure.

1. Refurbish or replace deteriorating structures so that land is used to its long-term potential.
2. Reserve land and promote development that is high quality, diversified and adaptable to changing conditions.
3. Encourage businesses and industries to locate and invest within the City.
4. Regulate the more intensive uses that create traffic and public service problems and costs

Housing

A. Housing should be located throughout the City and restricted only where it is incompatible with other necessary uses.

1. West of I-15, allow zero to two units per acre with some higher density housing along the major streets.

B. The majority of the housing should be one unit per structure (single unit). About ten percent (10%) of the housing should be more than one unit per structure (multiple unit). Multiple unit housing should consist mostly of duplexes (two unit structures) and some three to six unit structures dispersed throughout the City.

C. Housing development should have a minimum of through vehicular traffic and a maximum of open space.

D. Housing developments should essentially pay for themselves.

Business and Industry

A. Most sites used primarily for business or industry should be located on major streets. Mitigate impacts on adjacent residential uses through compliance with ordinances and regulations.

B. Home occupations should be located throughout the City, but not be allowed to change or interfere with the character of residential areas.

Deseret Drive and I-15 are both classified as Major Streets per Kaysville City's Major Street Plan in Section 8-3-2.

Recommendation:

Rezone:

The Planning Commission should make a recommendation to the City Council addressing the rezone request based on its findings of compatibility with the General Plan and how well the proposal works at this specific location. The Planning Commission may make recommendations to approve, approve with modifications, or deny the request. The Planning Commission may also table a decision pending additional information.

Staff recommends that for such a large site and with the potential for use of the PRUD overlay zone that if the Planning Commission is inclined to recommend changes to the existing zoning on either all or part of the property that it be done only after the creation of a development agreement which is acceptable to the Planning Commission. In this scenario the Planning Commission should give direction as to how it believes the property should develop so as to give direction for the content and exhibits to be provided with a development agreement for future review. (i.e.: rezone all or only part of the property, how many units or what density is acceptable, site master plan, architecture, etc.)

Attachment 1: Area Map

Attachment 2: Zoning Map

Rezone of 700 South Deseret Drive from GC to R-M with the PRUD overlay.

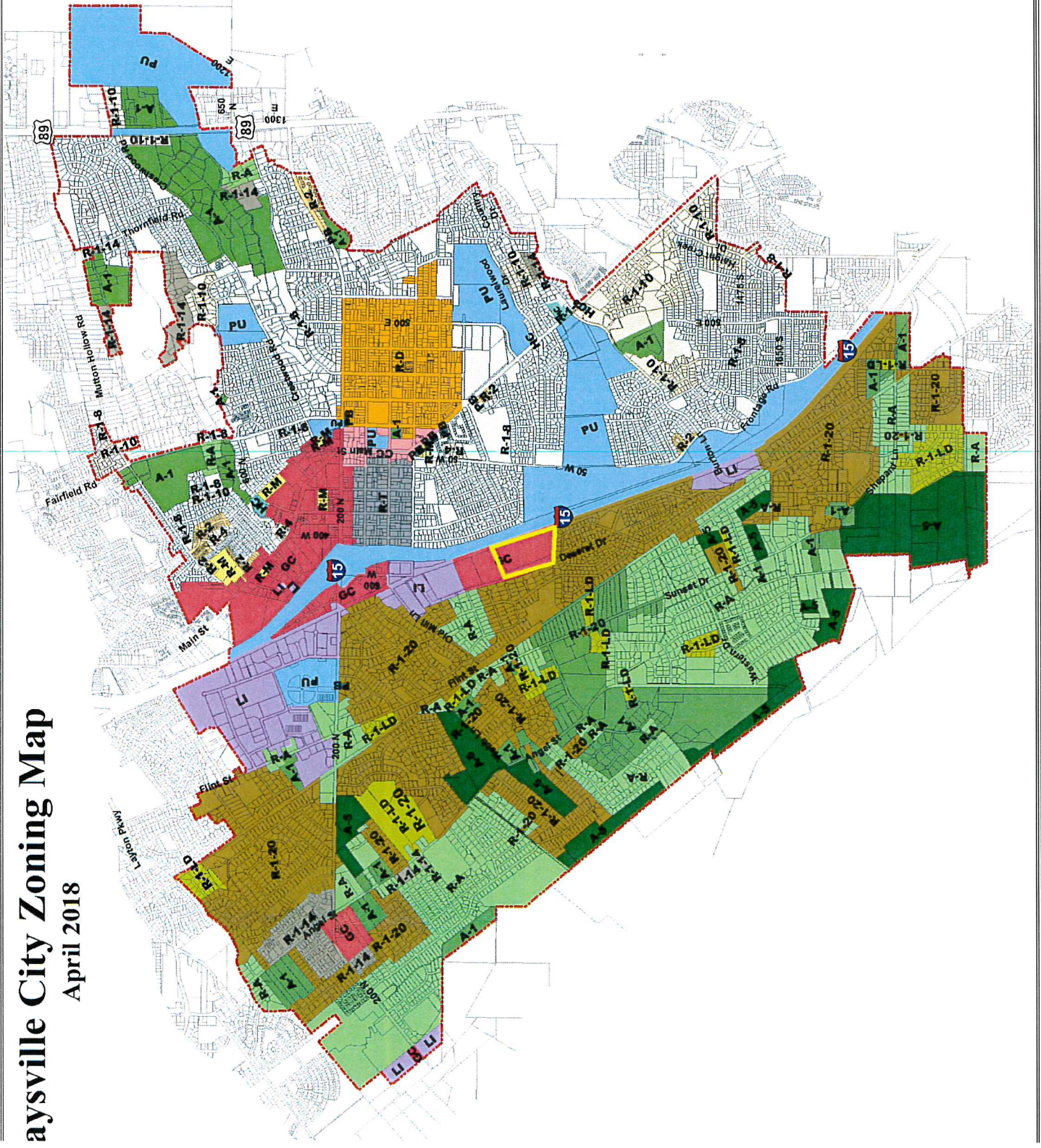


Kaysville City Zoning Map

April 2018

Legend

- City Boundary
- Heavy Agricultural (A-5) ≥210,000 SqFt
- Light Agricultural (A-1) ≥40,000 SqFt
- Agricultural Residential (R-A) ≥21,780
- Old Kaysville Townsite Residential (R)
- Single Family (R-1-20) ≥20,000 SqFt
- Single Family (R-1-14) ≥14,000 SqFt
- Single Family (R-1-LD) ≥12,000 SqFt
- Single Family (R-1-10) ≥10,000 SqFt
- Single Family (R-1-8) ≥8,000 SqFt
- Diverse Residential (R-D)
- One or Two Family Residential (R-2)
- One to Four Family Residential (R-4)
- Multiple Family Residential (R-M)
- Public Use (PU)
- Professional Business (PB)
- General Commercial (GC)
- Central Commercial (CC)
- Light Industrial (LI)
- Health Care (HC)





Planning Commission Staff Report

Madsen Meadows Subdivision Lot 3 Amended Preliminary and Final Plat Approval April 26, 2018

Applicant/Owner: Doug and Fara Nowak
Location: 1833 South 200 West
Zone: R-1-20 (Single Family Residential)

Description:

The applicants desire to subdivide their property at the above listed address for the purpose of creating an additional building lot. The property is just over 2 acres in size and includes 1 home on the eastern portion of the lot. The request is to create a second lot just to the west of the existing home. This changes the configuration from a single flag lot to a double flag lot. Each lot will be just over an acre in size, clearly conforming to the R-1-20 zone.

At the last meeting the Planning Commission reviewed a request for a variance for this same project because the double flag stem was only 34 feet wide, roughly 2 feet short of the required 36 feet. The Planning Commission tabled the variance and ask the applicant to talk to the adjacent property owners and see if the needed property could be acquired. The Nowak's have now approached the property owners to the north of the flag stem and worked out a deal to acquire the needed property.

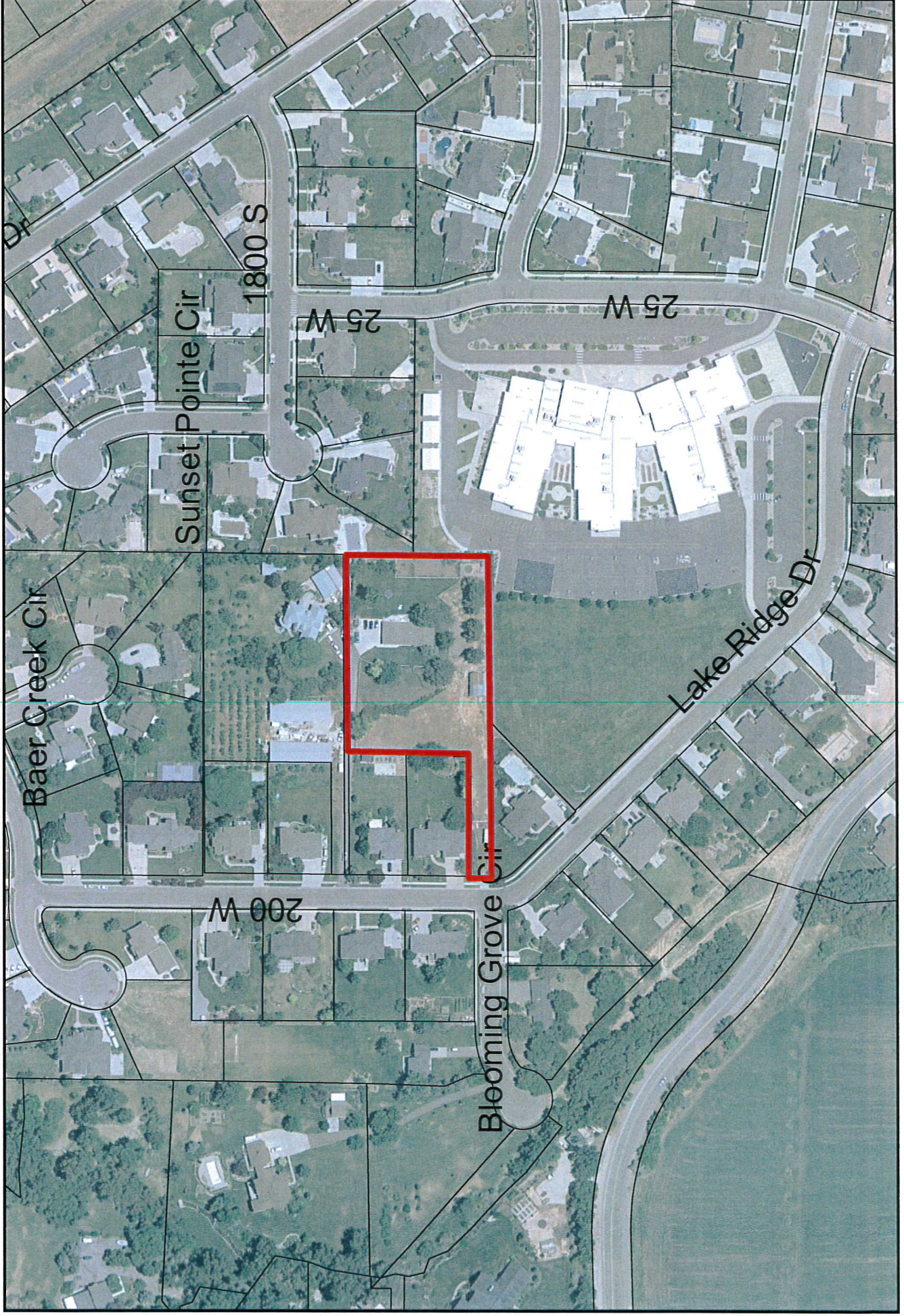
Adding this property to the plat, the proposal now meets the requirements for a double flag lot, eliminating the need for a variance and allowing the plat to be reviewed and approved. With the transfer of the property, the adjacent lot still remains in compliance with setback, lot width and lot area requirements.

Recommendation:

Staff has reviewed the proposed plat and recommends that the Planning Commission recommend preliminary and final plat approval for the Madsen Meadow Subdivision - Lot 3 Amended. The plat conforms to all applicable standards and zoning requirements.

Attachment 1: Area Map
Attachment 2: Plat

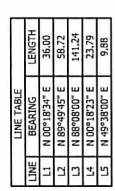
Madsen Meadows Subdivision Lot 3 Amended



MADSEN MEADOWS SUBDIVISION - LOT 3 AMENDED

[illegible]

CONTAINING: 51 SQ. FT.
ALONG THE SOUTH LINE OF SAID LOT 58.76 FEET TO THE POINT OF BEGINNING.



PUNDE	PUBLIC UTILITY & DRAINAGE EASEMENT
O	SET 5/8" REBAR WITH A ORANGE PLASTIC CAP, OR NAIL & WASHER STAMPED PINNACLE ENCL. & LAND SURV.
OS	OPEN SPACE

OWNER'S DEDICATION

WHEREUNTO SET _____ THIS _____
 _____ THAT THE _____ UNDERSIGNED
 CAUSED SAME TO BE SUBDIVIDED INTO LOTS _____
 SHOWS SUBDIVISION - LOT 3 AMENDED, DO HEREBY
 PUBLIC ALL PUBLIC STREETS AND PUBLIC UTILITIES

ACKNOWLEDGMENT

_____ A.D., 20____ PERSONALLY AP
AND FOR SAID COUNTY OF DAVIS IN SAID
IN, _____ IN NUMBER, WHO DULY ACKNO
NED IT FREELY AND VOLUNTARILY AND B

RESIDENTIAL

MADSEN MEADOWS SUBDIVISION -

TOWNSHIP 3 NORTH, RANGE 1 WEST
SALT LAKE BASE AND MERIDIAN
KAYSVILLE CITY, DAVIS COUNTY, UTAH



PINNACLE
Engineering & Land Surveying, Inc.
Houston, (713) 771-1010
2900 West Loop South, Suite 400

27 West Gordon Ave. #2
Dayton, UT 84041
Fax: (801) 773-1925

CITY COUNCIL APPROVAL

ED THIS _____ DAY OF _____, 20____
KAYSVILLE CITY COUNCIL

1

FILE CITY RECORDER **KAYSVILLE CITY MAYOR**



Planning Commission Staff Report

Request for a Variance from Section 17-12-6 (3) front yard setback.

April 26, 2018

Applicant/Owner: Darrin Johnston
Location: 2088 South 450 East
Zone: R-1-20 (Single Family Residential)

Description:

The applicant has provided a letter included with this report stating their reasons for seeking a variance. The applicable zoning on the subject property requires that the lot have a 30 ft. front yard setback. As a corner lot the other side yard abutting a street must be at least 20 ft. per 17-12-6 (6).

Because the home is less than 30 feet from the western property line by 1 foot 6 inches it is considered a side yard, thus the yard along the northern portion of the property is the front yard meeting and exceeding the required 30 foot front yard setback. The applicant is requesting a variance from the front yard setback along the northern property line allowing a 10 foot encroachment into the front yard setback. An alternative consideration would be to consider a variance of 1 foot 6 inches for the yard on the west side of the property deeming it to be the front yard and the northern portion of the property would then be the side yard against a public street which only requires a 20 foot side yard which the proposed garage would meet. In either event a variance must be approved by the Planning Commission if it finds that a variance is justified.

Applicable ordinances:

17-12-6 Area, Lot Width, and Yard Requirements

3. The front yard for any building shall be at least that indicated below for the sub-zone district in which the lot is situated:

R-1-20: 30 feet

6. On corner lots, the yards which abut a street shall be not less than twenty feet (20') from the street for both main and accessory buildings.

17-2-2 Definitions

Yard, Front - An open space extending the full width of the lot measured between the front lot line and the closest main building, which open space is unoccupied and unobstructed from the ground upward except as specified elsewhere in this title.

Yard, Side - An open space extending from the front yard to the rear yard between a building and the nearest side lot line, unoccupied and unobstructed from the ground upward except as specified elsewhere in this title. A side yard on the street side of a corner lot shall be known as an "exterior side yard."

Consistent with Utah Code 10-9a-702, approval of a variance is subject to Chapter 17-4-6 Variances.

17-4-6 Variances.

(1) Any person or entity desiring a waiver or modification of the requirements of this Title as applied to a parcel of property that he or she owns, leases, or in which he or she holds some other beneficial interest, may apply to the Planning Commission for a variance from the terms of this Title.

(2) (a) The Planning Commission may grant a variance only if:

(i) Literal enforcement of this Title would cause an unreasonable hardship for the applicant that is not necessary to carry out the general purpose of this Title;

(ii) There are special circumstances attached to the property that do not generally apply to other properties in the same zone;

(iii) Granting the variance is essential to the enjoyment of a substantial property right possessed by other property in the same zone;

(iv) The variance will not substantially affect the general plan and will not be contrary to the public interest; and

(v) The spirit of this Title is observed and substantial justice done.

(b) (i) In determining whether or not enforcement of this Title would cause unreasonable hardship under Subsection 2(a), the Planning Commission may not find an unreasonable hardship unless the alleged hardship is located on or associated with the property for which the variance is sought; and comes from circumstances peculiar to the property, not from conditions that are general to the neighborhood.

(ii) In determining whether or not enforcement of this Title would cause unreasonable hardship under Subsection (2)(a), the Planning Commission may not find an unreasonable hardship if the hardship is self-imposed or economic.

(c) In determining whether or not there are special circumstances attached to the property under Subsection (2)(a), the Planning Commission may find that special circumstances exist only if the special circumstances:

(i) Relate to the hardship complained of; and

(ii) Deprive the property of privileges granted to other properties in the same district.

(3) The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met.

(4) Variances run with the land.

(5) The Planning Commission and any other body may not grant a use variance.

(6) In granting a variance, the Planning Commission may impose additional requirements on the applicant that will:

a. Mitigate any harmful effects of the variance; or

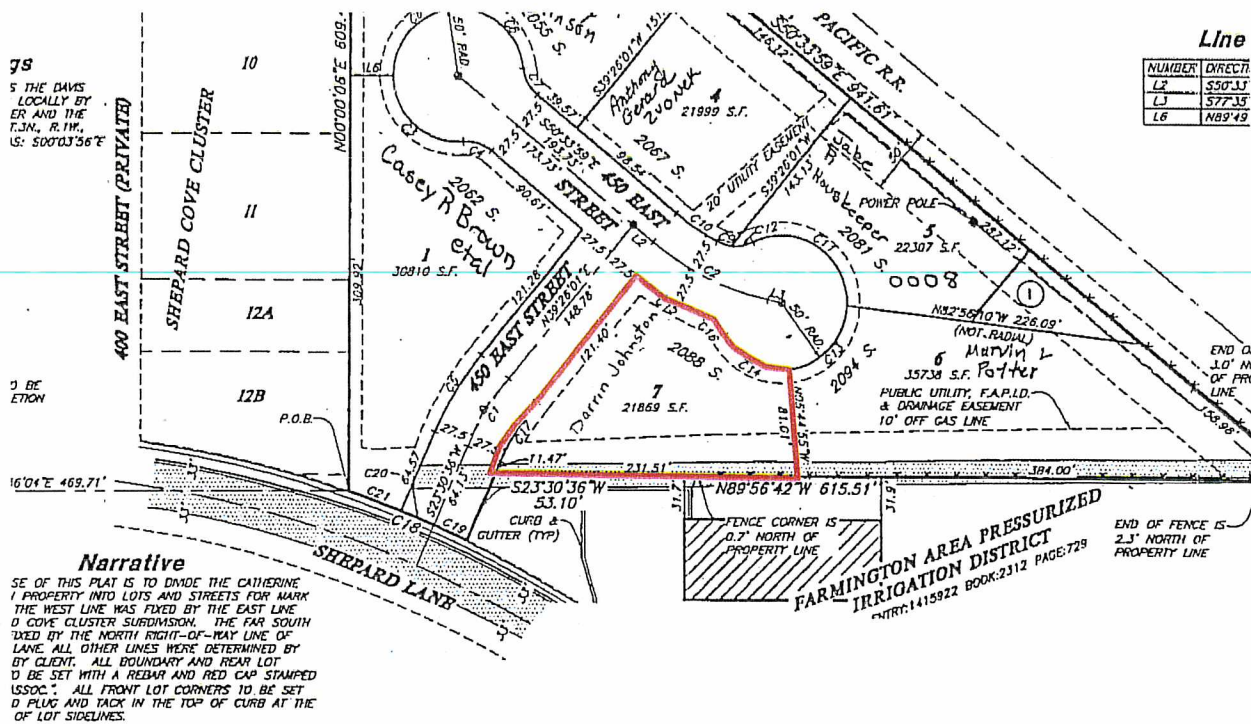
b. Serve the purpose of the standard or requirement that is waived or modified.

Motion:

Upon review of this report and hearing from the applicant the Planning Commission needs to determine if a variance is appropriate based on the criteria of Chapter 17-4-6.

If the Planning Commission determines that a variance is in fact appropriate, staff recommends that the allowances of that variance be very specific.

- Attachment 1: Area Map
- Attachment 2: Proposed Site Plan
- Attachment 3: Variance Request Letter





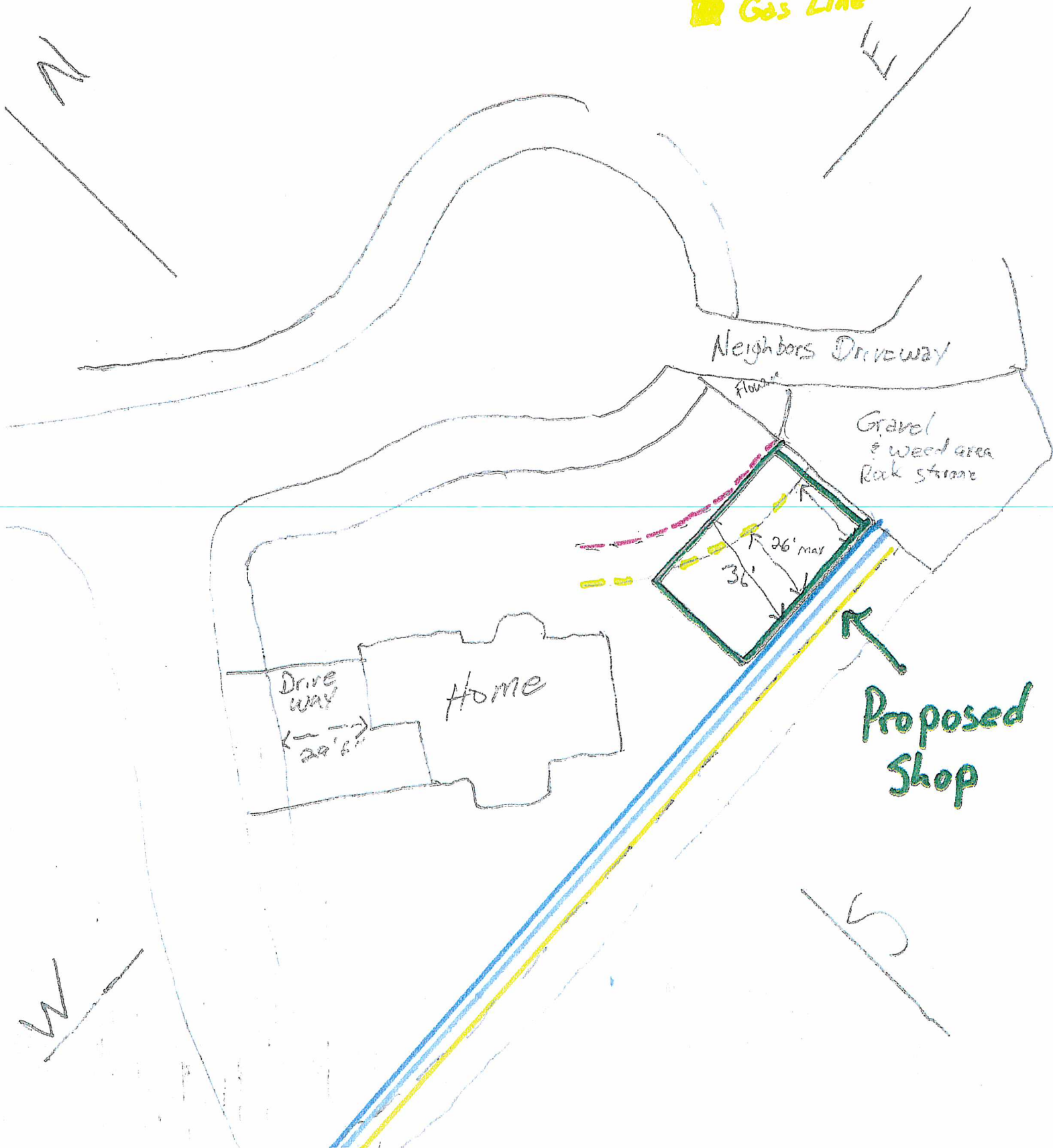
2088 S 450 E

36" line

21" line

water irrigation system

Gas Line



To whom it may concern,

I bought the property here at 2088 S. 450 E. in Kaysville in Feb. 2006, with the intention of building a workshop in the area east of my home. I didn't at that time look into codes to see if it would fit a shop of 40 feet by 60 feet, but knew there was plenty of room there.

I am now finally in a position to build my dream, but have found that because my driveway on the west side of the house is 29' 6", and not the required 31' from the sidewalk, this causes the entire 115' of irregular cul-de-sac northern frontage to be 31' from the sidewalk. On the extreme east side of my northern frontage is my proposed shop.

This by all estimations would make it so I can only have a shop 25' wide, and would not possibly make sense to build. The easement I am seeking would give me the ability to have a shop that is 35' wide.

I am seeking a 10' variance north to this proposed shop adjoining my neighbors driveway. This would keep my shop 21' from the sidewalk, and clear of all other issues.

I have contacted the neighbors and have showed them what I am planning to build, & they are actually happier that this could help them with this "ugly" area of their yard being hidden more from the street.

City code 17-4-6 states I need to address all 5 areas. Here is my response to each.

i: This area is a "no use" area. It is in grass, and enforcement to the letter would cause me not only to not build a shop, but will require watering, mowing, and upkeep for a large unused area. This area would be put to good use, and increase taxes on my property.

ii: This area would **not** fall into this category, if I wasn't on a corner, and in a cul-de-sac, with half my property being considered the "front" of my house. If this was a strait road on the north, I would have plenty of room for the shop.

iii: If we cannot be granted a variance, I plan on selling this residence and moving to an area where this will be possible. We love this area, and want to spend the rest of our lives here. This is very troubling, having been a dream for almost my whole life.

iv: As stated earlier, This will cause no "eyesore", or issue with the neighborhood. In the long run it will benefit the community, by having a higher tax value.

v: The Spirit of the rule is to make the homes and shops in the area far enough off the street to ease any motor vehicle problems, and to be aesthetically pleasing from the roadside. This is not a through street. Any traffic here is either visiting, or turning around. Also, where this is a large property, in most neighborhoods on a street, this would be considered a back yard, and would not be an issue.

In closing, I would hope that you understand why I need this variance. I need this area to do the things my family has planned for our retirement. Please ask any questions that you want. I thank you for your time.

Darrin Johnston

2088 S. 450 E. Kaysville, Ut. 84037

801-663-1989

KAYSVILLE CITY PLANNING COMMISSION

April 12, 2018

Members Attending: Vice-Chairperson Stroh DeCaire, Gary Bullock, Joshua Sundloff, Thomas Wood

Excused: Matthew Anderson, Lorene Kamalu, Betty Parker

Staff Present: City Engineer Andy Thompson, Secretary Annemarie Plaizier

Others Present: Mayor Katie Witt, Marilyn DeBry, Andre Lortz, Kyle Lortz, Tyson Webster, Rosemary Lindsay, Robert Lindsay, Rick Jones, Jacquie Jones, Ryan Butler, Stella Allred, Heather Porter, Megan Porter, Scott Edwards, Julie Edwards, Josh Griffin, Dana Griffin, Dennis Hepworth, Richard Allen, Fara Nowak, Doug Nowak, Marciea Casselman, Russell Wilson, Lindsay Jones

OPENING

The Planning Commission meeting was held on Thursday, April 12, 2018 at 7:00 p.m. in the Municipal Center.

Vice-Chairperson Stroh DeCaire opened the meeting by welcoming those present. The minutes of the March 8, 2018 meeting were presented for approval.

Gary Bullock made a motion to approve the minutes of the March 8, 2018 meeting. Thomas Wood seconded the motion and it passed unanimously.

CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION “B”, GROUP SWIMMING LESSONS AT 2288 WEST 600 NORTH – ANDRE AND KYLE LORTZ

Andy Thompson explained that the Lortz’s are requesting a conditional use permit for a Major Home Occupation “B” to offer swimming lessons from their home. Kyle would be conducting the lessons during the summer months. Lessons will be either one-on-one or small group lessons with up to four students at one particular time. The onsite pool is an indoor swimming pool, and there is a large amount of parking on the property. Lessons are anticipated to be Monday through Friday, between 9:00 a.m. to 5:00 p.m.

Thomas Wood made a motion to grant a Major Home Occupation “B”, group swimming lessons at 2288 West 600 North for Andre and Kyle Lortz with the condition that the number of students be limited to no more than eight per class. Stroh DeCaire seconded the motion and it passed unanimously.

CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION “B”, VINTAGE TRAILER RESELL AT 402 NORTH WILKIE STREET – MARILYN DEBRY

Andy Thompson explained that Marilyn DeBry is requesting a conditional use permit for a Major Home Occupation “B” to restore and sell vintage camper trailers. The DeBry’s mainly do interior work on the trailers, such as replacing flooring and fabrics, however some exterior and structural repair may take place. Any painting would be done with a paint roller and not sprayed on. Staff has received a couple of concerns about this type of use, including where trailers would be stored and worked on, limiting the number of trailers allowed, and not allowing the trailers to be parked on the street. To help mitigate some of the potential impacts, Staff is recommending that a time restriction be put in place for when power tools could be used, that there not be more than two trailers allowed at any one time, and that trailers be stored or displayed in the front or side yard of the property, including not being parked on the street.

Josh Sundloff asked if there was an area in the back of the home to park the trailers.

Marilyn DeBry responded that they have an RV pad in the back corner of their property where the trailers could be parked. They currently have a family trailer parked on the RV pad, and two other trailers on their property. One trailer is under renovation, and the other is being sold.

Gary Bullock asked if their backyard was enclosed.

Marilyn DeBry responded that there is a fence along the backside of her property but it is not completely enclosed.

Stroh DeCaire commented that he had received a phone call from one of the DeBry’s neighbors who was concerned about trailers being parked on the street. The neighbor also expressed concern about the DeBry’s not having an electrician’s license, however that issue is not something pertaining to the conditional use permit. Mr. DeCaire asked if the DeBry’s had any employees.

Marilyn DeBry said that they did not.

Gary Bullock asked how the DeBry’s sell their trailers.

Marilyn DeBry responded that they advertise on vintage trailer websites. Interested buyers will come to their home by appointment. Many of their clients travel from out of state to purchase their trailers.

Gary Bullock asked about how long it takes them to restore a trailer.

Marilyn DeBry said that it takes about two months to complete the work on one trailer. They don’t anticipate remodeling more than six trailers a year.

Andy Thompson asked how they would store their equipment used to renovate the trailers.

Marilyn DeBry responded that any paint will be applied with a roller brush. The paint used on the outside of the trailer is a marine-grade water based paint, and they won't use any commercial grade supplies. All equipment will be stored inside the garage.

Gary Bullock made a motion to grant a conditional use permit for a Major Home Occupation "B", vintage trailer resell at 402 North Wilkie Street for Marilyn DeBry with the following conditions:

1. No power tools may be used for work on the trailers between the hours of 9 p.m. and 9 a.m.
2. The number of trailers being restored or listed for sale on the property be limited to no more than two trailers at a time.
3. Trailers being restored or listed for sale may not be stored or displayed in the front or side yard of the property, or on the street.

Richard Allen said that he lives across the street from the DeBry's and has seen the DeBry's business expand over the years. The family's trailer being stored in the back will likely be sold as well at some point and asked if it would be included in the two trailer limit.

Marilyn DeBry commented that she would be fine with being limited to two total trailers on their property because only two trailers will fit on their RV pad.

Gary Bullock moved to amend his motion to revise the second condition as stated:

2. The total number of trailers on the property be limited to no more than two at a time.

Josh Sundloff seconded the motion and it passed unanimously.

Marilyn DeBry added that while she currently has three trailers on the property, one will be sold on the 21st of April and she will then be in compliance.

CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION "B", EYELASH EXTENSIONS AT 949 SOUTH WHISPERWOOD COVE – MEGAN PORTER

Andy Thompson explained that Megan Porter lives at 949 South Whisperwood Cove and is requesting a conditional use permit for a Major Home Occupation "B" to offer eyelash extension services from her home. Ms. Porter works full-time so this would be run as a side business and she only anticipates having about five clients a week. There is a room within her home where she will apply the extensions. Clients will come by appointment only and each appointment will run an hour or two each.

Josh Sundloff made a motion to grant a conditional use permit for a Major Home Occupation "B", eyelash extensions at 949 South Whisperwood Cove for Megan Porter. Gary Bullock seconded the motion and it passed unanimously.

CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION “B”, CARPET CLEANING AT 447 WEST CREEKSIDE LANE – BOYD AND MARCIEA CASSELMAN

Andy Thompson explained that Boyd and Marciea Casselman live at 447 West Creekside Lane and are requesting a conditional use permit for a Major Home Occupation “B” to provide carpet cleaning services. Their home will be used as a home office for paperwork and setting appointments. Currently there are two vans on the property. One van is used by their son who works as a tech for them, and once they hire another tech the van will be kept at their own home. They also have an off-site storage facility where they will keep chemicals and product they use. Ultimately they expect to have no vans or products at their home.

Thomas Wood made a motion to grant a conditional use permit for a Major Home Occupation “B”, carpet cleaning at 447 West Creekside Lane for Boyd and Marciea Casselman. Stroh DeCaire seconded the motion and it passed unanimously.

CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION “B”, DOGGY DAYCARE AT 1583 SOUTH HAIGHT CREEK DRIVE – STELLA ALLRED

Andy Thompson explained that Stella Allred is looking to operate a doggy daycare from her home at 1583 South Haight Creek Drive and is therefore requesting a conditional use permit for a Major Home Occupation “B”. Her property is located in an R-1-8 zone which does not allow for kennels. In Kaysville City Code 17-2, a kennel is described as “any lot or premise on which three (3) or more dogs (or similar household pets) at least four (4) months old are kept.” Based on this, Staff has met with Ms. Allred to discuss her business model and assure it will be appropriate for the zone. Ms. Allred would like to offer to watch the dogs of her clients for brief or extended periods, typically when a family is traveling. Clients can have Ms. Allred go to their homes to check in on their pet, or they could have Ms. Allred pick up the dog to bring back to her home for the day. She would then return the dog to her client’s home in the evening. Apart from walks, the dogs would only be outdoors at Ms. Allred’s home when in the dog run. Ms. Allred already has a dog, so any dogs brought in would be in addition to her own pets. Staff is recommending that no client’s dogs be kept at Ms. Allred’s home overnight and that the total number of dogs on the property not exceed six at one time.

Stroh DeCaire commented that the Planning Commission had received some emails from concerned neighbors about this business.

Gary Bullock asked if Ms. Allred had conducted this type of business before and if she had discussed her business plans with the neighbors.

Stella Allred responded that she has not done this business before. There is an empty lot on one side of her property, and the dog run will sit on that side of her lot. She’s spoken to the neighbors on the other side of her house and they don’t have a problem with her business plans.

Stroh DeCaire said that if approved, he would like to see a time restriction put in place to limit the amount of time the dogs could be at Ms. Allred's home. Mr. DeCaire asked if the dogs would be kept inside or outside, and when the dogs would be picked up and dropped off.

Stella Allred said that it would be both. The area of the dog run is enclosed with a six foot fence. Ms. Allred added that she would probably be picking up the dogs from her client's homes around 7:00 a.m. and dropping them off again at 7:00 p.m.

Josh Sundloff said that one of the neighbors has expressed concerns about problems with dogs barking becoming a nuisance, and asked how barking will be controlled.

Stella Allred responded that she would make sure that any barking dogs be brought inside the house. The dogs will have direct access from the home to the fenced area so they will not be able to get out of the yard.

Thomas Wood asked about how dog waste would be disposed of properly so as to reduce smell and not attract rodents.

Stella Allred responded that she will make sure to clean up after the dogs regularly. Waste would be disposed of at least once a week. The dogs will typically only be fed twice a day, and the dog food will be kept indoors.

Stroh DeCaire commented that he has concerns about allowing up to six dogs at a time because it will magnify potential problems caused by the dogs, such as noise and waste. There are questions still to be answered because we don't know how much of an impact this business will cause.

Josh Sundloff said that conditions could be imposed to address and lessen any reasonably foreseeable detrimental impacts of this use. Some of those include: barking, pet waste, time parameters, number of dogs, time the dogs spend outside, and storage of dog food. It typically becomes the neighbors who police these issues and notify the city of non-compliance.

Stroh DeCaire said that he would have liked to see more of a structured business plan addressing these concerns. This is something that could potentially impact the neighborhood and not just the properties immediately adjacent to it. Mr. DeCaire suggested this be tabled until Ms. Allred could come back with a plan to address concerns.

Stella Allred suggested being limited to only four dogs at a time to help alleviate some concerns. The dog food will be stored in a container that animals can't get into. She could also feed the dogs at their own homes before bringing them to her house for the day, and again after she takes them home.

Gary Bullock said that four dogs would be more manageable than six.

Josh Sundloff asked what would be done if a complaint is received about this business.

Andy Thompson responded that the City would investigate the complaint and give the applicant time to get into compliance. If needed, the conditional use permit could come back to the Planning Commission for review. Also, the Planning Commission could set certain restrictions upon the conditional use permit, and if Ms. Miller would like to take care of more dogs she could come back to the Planning Commission for a modification of her conditional use permit.

Josh Sundloff made a motion to grant a conditional use permit for a Major Home Occupation “B”, doggy daycare at 1583 South Haight Creek Drive for Stella Allred with the following conditions:

1. Animal waste be controlled and disposed of properly so as to control any nuisance smells and quantity of waste.
2. Any dogs being cared for, with the exception of the Allred’s personal dogs, only be allowed at the home between the hours of 7:00 a.m. to 6:00 p.m.
3. The total number of dogs on the property not exceed four dogs at any one time. This number includes any pets belonging to the applicant.
4. No dogs being watched in connection with the business may stay overnight.
5. Any dog food be stored inside the home or garage.

Thomas Wood seconded the motion.

Voting was as follows:

Stroh DeCaire	nay
Josh Sundloff	aye
Thomas Wood	aye
Gary Bullock	aye

The motion passed with a vote of three to one.

**CONDITIONAL USE PERMIT FOR A MAJOR HOME OCCUPATION “B”,
HANDYMAN SERVICES AT 86 WEST SHEPARD LANE - TYSON WEBSTER**

Andy Thompson explained that Tyson Webster lives at 86 West Shepard Lane and is requesting a conditional use permit for a Major Home Occupation “B” to conduct handyman services. Mr. Webster has contacts with a property management group who will contact him to go on site for a variety of jobs. No customers will come to his home. Typically the tasks he is asked to do require very little equipment so he does not use a trailer or even a truck.

Gary Bullock made a motion to grant a conditional use permit for a Major Home Occupation “B”, handyman services at 86 West Shepard Lane for Tyson Webster. Thomas Wood seconded the motion and it passed unanimously.

PUBLIC HEARING AND REQUEST TO REZONE APPROXIMATELY 4.0 ACRES OF PROPERTY AT 292 WEST BLOOMING GROVE CIRCLE FROM A-1 (LIGHT AGRICULTURE) TO THE R-1-20 (SINGLE FAMILY RESIDENTIAL) ZONING DISTRICT TO INCLUDE THE PRUD (PLANNED RESIDENTIAL UNIT DEVELOPMENT) OVERLAY ZONE – DANA AND JOSH GRIFFIN

PUBLIC HEARING AND PRELIMINARY PLAT APPROVAL FOR BLOOMING GROVE II FIRST AMENDED AT 292 WEST BLOOMING GROVE CIRCLE – DANA AND JOSH GRIFFIN

Andy Thompson explained that on March 8, 2018 the Planning Commission held a Public Hearing for the consideration of a rezone at this property to the R-1-LD zone and PRUD overlay zone. After some discussion, the Planning Commission voted unanimously to table the item with a request for additional details before making a recommendation to the City Council. Staff has met with the applicant and discussed feedback received at the meeting and ways to address the concerns expressed. Ultimately the applicant has submitted a preliminary plat to solidify their desired use of their property. The subdivision is proposed to be four lots, including the existing home on Lot 1. Each lot is 20,000 square feet in size or larger. At the suggestion of Staff, the original application was for the R-1-LD zoning district to allow for additional flexibility in lot size. The applicant laid out the lots in this preliminary plat so that it could be accomplished with the R-1-20 zoning district. The PRUD overlay is still necessary to accommodate the private Street and location of the existing barn. The private street would provide access to each lot with a new turnaround at the north end. Lots in a private street subdivision are required to comply with all requirements of the zoning district in which they are located. The R-1-20 zone requires that lots be at least 20,000 square feet in size with ninety feet of frontage along the street.

Vice-Chairperson Stroh DeCaire opened the Public Hearing.

Dennis Hepworth said that he was in attendance at the Planning Commission's March 8, 2018 meeting and had expressed his opposition to rezoning this property to the R-1-LD zone. Since then he has spoken with the Griffin's and is in favor of this new proposed rezone to the R-1-20 zone. The Griffin's have done a good job addressing the neighbor's concerns.

Lindsay Jones said that she lives next door to the Griffin's at 276 West Blooming Grove Circle and also supports the Griffin's development plans. There is an open feel to this area and they feel that this proposed rezone and subdivision plat won't negatively affect the neighborhood.

There were no further comments or questions from the public. Vice-Chairperson Stroh DeCaire closed the Public Hearing.

Stroh DeCaire commented that he agrees that this rezone is appropriate for the area and the proposed plat has a good layout.

Thomas Wood stated that this is a good example of those wishing to develop listening to the recommendations made and addressing the concerns of the neighbors.

Gary Bullock made a motion to recommend approval of the request to rezone approximately 4.0 acres of property at 292 West Blooming Grove Circle from A-1 (Light Agriculture) to the R-1-20 (Single Family Residential) zoning district to include the PRUD (Planned Residential Unit Development) overlay zone for Dana and Josh Griffin. Stroh DeCaire seconded the motion and it passed unanimously.

Gary Bullock made a motion to recommend preliminary plat approval for Blooming Grove II First Amended at 292 West Blooming Grove Circle for Dana and Josh Griffin. Stroh DeCaire seconded the motion and it passed unanimously.

PUBLIC HEARING AND REQUEST TO REZONE 0.64 ACRES OF PROPERTY AT 269 WEST BLOOMING GROVE CIRCLE FROM R-1-20 (SINGLE FAMILY RESIDENTIAL) TO THE R-1-10 (SINGLE FAMILY RESIDENTIAL) ZONING DISTRICT TO INCLUDE THE PRUD (PLANNED RESIDENTIAL UNIT DEVELOPMENT) OVERLAY ZONE – JULIE AND SCOTT EDWARDS

Andy Thompson explained that Julie and Scott Edwards own the home at 269 West Blooming Grove Circle and would like to build a separate home behind the existing home for an aging parent so they will be in close proximity. The City does not allow more than one building on a lot to be used as a dwelling. To accomplish the Edwards' desired plans, a flag lot subdivision would be necessary, which is not allowed on a cul-de-sac street by current city ordinance. One alternative for the Edwards' is to build an addition to the existing structure, and separate the two buildings with a breezeway. The applicant has expressed a willingness to consider such an option, but for them it is far less desirable than a separate home on a separate lot. The applicant has provided a drawing showing what is effectively a second home connected to the existing home by a breezeway which does comply with the current ordinance. While it may look like two buildings, the City would require that those living on the property to be considered as single-family. If the lot is subdivided and two single-family homes exist, each home may be occupied by different families. The request for the R-1-10 zoning district is necessary to accommodate the request based on the size of the property. The PRUD overlay zone has been requested as it is necessary to allow a flag lot. The property is surrounded by the R-1-20 zoning to the north and east with some agricultural zoning to the west. Assuming the R-1-10 zoning district is approved, there would be changes necessary to the provisions of the PRUD overlay zone as currently city ordinance Section 17-34-3(b) states: "Flag lot subdivisions are not allowed on cul-de-sac streets." The Planning Commission needs to determine as to whether or not this request is in harmony with the City's General Plan and appropriate for the proposed location. If the R-1-10 zone is recommended for approval, Staff recommends that the Planning Commission table a decision for the PRUD overlay pending changes to the City's ordinances relating to flag lots on cul-de-sac streets.

Vice-Chairperson Stroh DeCaire opened the Public Hearing.

Dennis Hepworth stated that he is in opposition of this rezone request because the size of the proposed lots are not compatible with the area. These smaller lots have much different setbacks than surrounding lots. This request is not compatible for the neighborhood.

Lindsay Jones said that her husband spoke with Scott Edwards about his development plans and while they are okay with him building another home behind the existing house, they are concerned that approving smaller lots into the area will set a precedence. Mrs. Jones asked about the narrow piece of vacant property to the west of the Edward's.

Andy Thompson responded that the piece of land is owned by the neighboring property on the corner of Shepard Lane and Sunset Drive. It is unlikely that any homes would be built there because there is a stream that runs through it.

Josh Sundloff commented that within the last couple of years a neighbor west of here on South Sunset Drive requested a rezone of their property in order to subdivide their lot and build a small home in the side yard of their property. Mr. Sundloff stated that he had voted against the proposed rezone because he felt that they were trying to force a home into an inadequate space and that type of development didn't fit into the area. Forcing smaller homes between existing homes tends to interrupt the consistency of the layout of a neighborhood. It is the same with the Edward's proposed rezone. They are removing the open feel of the area.

There were no further comments or questions from the public. Vice-Chairperson Stroh DeCaire closed the Public Hearing.

Stroh DeCaire commented that he had received phone calls and e-mails from some of the Edward's neighbors, and was informed that they do not currently reside in this home.

Julie Edwards responded that they do not live in this home. They live further down the street to the east. Recently her father passed away and they are looking for a place nearby for her mother to live.

Stroh DeCaire asked if it was the Edward's intend to move into this home.

Scott Edwards said that they have never lived in this home but have used it as rental property. The proposed home would be set as far back to the west corner as possible.

Stroh DeCaire commented that he feels this request isn't appropriate and does not fit into the area. Trying to circumvent the ordinances by attaching a breezeway between two buildings brings other issues and isn't suitable for the area.

Gary Bullock stated that the Griffins came before the Commission with a request to rezone their property to the R-1-LD zone, which has a larger minimum lot size requirement than the R-1-10 zone. The Commission felt that their request didn't fit into this neighborhood, and this does not either. The shape of the lot also makes it more challenging to place a home behind the existing house. This feels like they are forcing a home into an insufficient space. It also doesn't meet the General Plan.

Josh Sundloff asked if there were any properties zoned R-1-10 west of I-15.

Andy Thompson responded that the highest density zone west of I-15 is the R-1-14 zone located in the Hill Farms Subdivision.

Josh Sundloff commented that he feels this is not an appropriate location for the R-1-10 zone because it disrupts the character of the neighborhood. It feels like they would just be squeezing a house into the back of the lot. It also is not close to any other R-1-10 zoning district, and is also creating a flag lot on a cul-de-sac.

Thomas Wood asked if the Edwards had made any attempts to purchase more property from the neighbors to the west. The site plan shows the second home being built right up to the setback limits.

Scott Edwards responded that he had not. The referenced piece of property to the west is long and narrow, and does not seem feasible to try to build on.

Stroh DeCaire said that a viable option for the Edwards would be to move the mother into the rental home.

Scott Edwards responded that the home is a split level home and it is not favorable for her needs.

Josh Sundloff made a motion to recommend denial of the request to rezone 0.64 acres of property at 259 West Blooming Grove Circle from R-1-20 (Single Family Residential) to the R-1-10 (Single Family Residential) zoning district to include the PRUD (Planned Residential Unit Development) overlay zone for Julie and Scott Edwards. Stroh DeCaire seconded the motion and it passed unanimously.

Andy Thompson said that the Edwards could forward their request to the City Council with the negative recommendation. If they choose to do so it would likely be on the agenda for the May 3, 2018 City Council meeting.

PUBLIC HEARING AND REQUEST TO REZONE 2.0 ACRES OF PROPERTY AT 427 WEST BURTON LANE FROM R-A (RESIDENTIAL AGRICULTURE) TO THE R-1-LD (SINGLE FAMILY LOW DENSITY) ZONING DISTRICT – ROSEMARY LINDSAY

PUBLIC HEARING AND PRELIMINARY PLAT APPROVAL FOR LINDSAY SUBDIVISION LOCATED AT 427 WEST BURTON LANE – ROSEMARY LINDSAY

Andy Thompson explained that this property, located at 427 West Burton Lane, currently consists of two homes on three lots. The property owners are requesting a rezone to the R-1-LD zoning district for the purpose of creating one more buildable lot. Currently the zoning requires that each lot have half an acre of property, and at least one-hundred feet of frontage along the street. The requested R-1-LD zoning allows for lots to be as small as 12,000 square feet in size, while still requiring the overall density remain at two units per acre. Lots in the R-1-LD zoning district require a lot frontage of ninety feet, rather than the one-hundred feet. The proposed preliminary plat meets the requirements of the R-1-LD zone, where there are four total lots on just over two acres, and each lot is at least 12,000 square feet in size or larger. Lot 4 has been

configured so as to accommodate the existing barn and allow for a couple of horses per the city's Farm Animal ordinance.

Vice-Chairperson Stroh DeCaire opened the Public Hearing.

There were no comments or questions from the public. Vice-Chairperson Stroh DeCaire closed the Public Hearing.

Josh Sundloff stated that since there are other areas of the R-1-LD zone here, and because the proposed plat doesn't change the character of this area, this proposed rezone seems appropriate. This is also in line with the General Plan and is located along major streets.

Thomas Wood made a motion to recommend approval of the request to rezone 2.0 acres of property at 427 West Burton Lane from R-A (Residential Agriculture) to the R-1-LD (Single Family Low Density) zoning district for Rosemary Lindsay. Gary Bullock seconded the motion and it passed unanimously.

Thomas Wood made a motion to recommend preliminary plat approval for Lindsay Subdivision located at 427 West Burton Lane for Rosemary Lindsay. Gary Bullock seconded the motion and it passed unanimously.

FINAL PLAT APPROVAL FOR THE PRESERVE SUBDIVISION PHASE 1 LOCATED AT 101 SOUTH ANGEL STREET – SYMPHONY HOMES

Andy Thompson explained that over the last several months this property has been rezoned to the R-1-LD zone and received preliminary plat approval. The first phase has now been submitted for final plat approval. Phase 1 consists of twenty-five lots on the easterly side of the project. When the preliminary plat was approved by the City Council, there was concern expressed regarding construction access. Based on this concern, Symphony Homes has worked out an agreement with the original property owner to provide a temporary construction access off of Angel Street. This access will be available before any homes begin construction. Also, city ordinance requires that any stub road intended to be connected in the future must have a temporary turnaround. Typically this is accommodated by installing a bulb at the end of the stub street. However, instead of asking the adjacent property owner to allow that temporary turnaround on their property, Symphony Homes is proposing to create large driveways on the two lots at the end of the stub road which could be used as a hammerhead turnaround facility. This has been done previously in other areas of the city and Staff feels it would be adequate. The Fire Department has also reviewed and approved this proposed turnaround system.

Stroh DeCaire asked about the temporary construction access road.

Andy Thompson responded that Symphony Homes plans to install the sewer line and then build the temporary road on top of that line. The road will be a part of the required construction improvements and installed before any building construction is started.

Gary Bullock made a motion to recommend final plat approval for The Preserve Subdivision Phase 1 located at 101 South Angel Street for Symphony Homes. Stroh DeCaire seconded the motion and it passed unanimously.

REQUEST FOR A VARIANCE FROM SECTION 17-34-9 FLAG LOT SUBDIVISION, REGARDING THE FLAG STEM DEVELOPMENT REQUIREMENTS – DOUG AND FARA NOWAK

Andy Thompson explained that Doug and Fara Nowak would like to subdivide their property at 1833 North 200 West for the purpose of creating an additional building lot. The property is just over two acres in size and includes one home on the eastern portion of the lot. The existing home is accessed by way of an existing asphalt lane to the north for which the owners have an easement allowing access to their property. After meeting with Staff to discuss potential options for further development, they have discovered that in order to subdivide their lot they would need to create a double flag lot subdivision. The Nowak's had their property surveyed and have created a plat of their desired lot layout. However, the plat indicates that the access to the public street is 34.25 feet in length. Kaysville City Code 17-31-9(1)(b) states that "two flag lots with projections side-by-side may each have projections eighteen feet or greater in width (for a total not less than thirty-six feet)". Therefore the proposed access does not meet Kaysville City ordinances and the owners of the property are now seeking a variance. If the Planning Commission determines that a variance is appropriate, Staff recommends that the allowances of that variance be very specific. Staff could then work with the applicant to ensure a plat document is consistent with the approved variance.

Stroh DeCaire commented that variances don't come before the city very often. There are five standards that have been set by State Statute which must be met in order for a city to grant a variance.

Josh Sundloff commented that because the driveway expands the further back into the Nowak's lot, there is only a small triangle of land (the width of about one foot, nine inches) necessary to meet the requirement. It seems that there might be a better mechanism to make this work for the Nowak's to be able to develop their property than to approve a variance.

Doug Nowak responded that they currently take access off the northern easement of their property. However, because they do not own that easement they cannot use it as access for their proposed subdivision. In order to meet the city's flag stem requirements they must use the southern access.

Stroh DeCaire said that it might be incumbent for the Nowak's to reach out to their neighbors to the west to see if they could acquire some property from them without violating any setback requirements of the existing homes. There might be other avenues for the Nowak's to look into before we think about granting a variance.

Gary Bullock said that while he can see this request meeting many of the variance standards, it does not meet all five of them.

Doug Nowak commented that he recently sat down with the Davis County surveyor who told him that as properties around his were sold off and developed, his property has become land-squeezed. Mr. Nowak added that he had not spoken with his neighbors about his plans for development yet.

Stroh DeCaire said that if Mr. Nowak could purchase some property from his neighbors to meet the city's requirement for a flag stem, he would be able to come back for plat approval without needing a variance. At this point, Mr. Nowak hasn't shown that he meets all five standards needed for variance approval.

Andy Thompson commented that if the Planning Commission makes an exception to a city requirement because of a small amount of land, then the city will have to start making exceptions at other locations or for other requests. On any ordinance you have to draw the line somewhere. Mr. Thompson suggested that the Commission table this item to give the Nowak's a chance to explore other avenues. Once they have exhausted those measures they can then come back to the Commission to consider a variance at that point.

Josh Sundloff suggested adding language to the flag lot ordinance to allow for exceptions on flag lot stem widths in situations such as this.

Stroh DeCaire made a motion to table the request for a variance from Section 17-34-9 Flag Lot Subdivision, regarding the flag stem development requirements for Doug and Fara Nowak. Gary Bullock seconded the motion and it passed unanimously.

CALL TO THE PUBLIC

Nothing was brought under this item.

CALENDAR

The next regularly scheduled Planning Commission meeting will be held on Thursday, April 26, 2018 at 7:00 p.m.

ADJOURNMENT

Thomas Wood made a motion to adjourn. The motion passed unanimously and the meeting adjourned at 9:20 p.m.