

**WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024**

This is the meeting of the woods Cross Planning Commission held April 23, 2024, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

COMMISSION MEMBERS PRESENT:

Joe Rupp, Chairman Rupp
LeGrand Blackley

Jim Grover-remote
Mike Doxey

COMMISSION MEMBERS EXCUSED:

Eric Jones
Jake Hennessy

STAFF PRESENT:

Tim Stephens, Community Development Director
Gary Sharp, City Council Member
Sam Christiansen, Public Works Director

STAFF EXCUSED:

Bonnie Craig, Secretary

VISITORS:

Zerek Sanchez
Ryan Davis
KC Haslam
Don Schrader

PLEDGE OF ALLEGIANCE:

Mike Doxey

MINUTE APPROVAL

Chairman Rupp called for the review of the minutes of the Planning Commission meeting held April 9, 2024.

Following the review of the minutes, Commissioner Blackley made a motion to approve the minutes as written with Commissioner Doxey seconding the motion and all voted in favor of the motion through a roll call vote.

OPEN SESSION

Chairman Rupp then opened the meeting for comments from the public that were not on the agenda.

There were no public comments and Chairman Rupp closed the open session.

**OFFICIAL MINUTES
WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024
PAGE 2**

ALPINE ARBORIST HOME OCCUPATION—1383 WEST 2400 SOUTH—ZEREK SANCHEZ

Mr. Tim Stephens, the Community Development Director, reviewed this item with the Commission. He noted Mr. Zerek Sanchez is proposing to operate a tree service from his home. He noted this application indicates that the home occupation will be a business office with no customer service on premise and no items will be serviced, sold, or made at the home. He noted that materials, supplies, and equipment will be stored in the garage and driveway. He said the equipment would consist of two vehicles and a trailer in the driveway and all other equipment and gear would be stored in the garage. Mr. Stephens also noted the home occupation application indicates that several individuals will be involved in the business, but it was unclear if they will be employed on the premises or only on the various job sites.

Following the information given, Mr. Zerek Sanchez addressed the Commission. He noted that the one employee was his girlfriend and would only be there sometimes to answer phones. He said he has two other people that work with him, but they just meet him on the job. Mr. Sanchez said he has a garage that he stores his equipment and tools in. He said he just moved his company here so he could be more centrally located. He said he is presently looking for a piece of property to purchase or rent for his business. He said he is only planning to run the business from his home on a temporary basis.

Commissioner Doxey asked if he understood the conditions and if they were acceptable to him, particularly the condition about no debris being at the home. Mr. Sanchez said he understood the conditions and said they take their waste to a green waste facility after they have worked on a job. He said they never bring the green waste back to the home.

Chairman Rupp asked Mr. Sanchez if he would do maintenance on his vehicles and equipment at the home and he said yes, he was planning on that unless he is unable to do that per city ordinance. He said he is still hoping to find land to move his business to very soon. Mr. Stephens said the larger vehicles and equipment should be done offsite. Mr. Sanchez said that would not be a problem.

There were no further questions and Commissioner Doxey made a motion to approve the home occupation for Alpine Arborist and Mr. Zerek Sanchez with the following conditions:

1. At no time may the home occupation negatively impact adjacent properties or the neighborhood.
2. Applicant's business operation shall be in compliance at all times with any government entity having jurisdiction over the business or subject property.
3. At no time may any vegetation, leaf, limb, or tree debris be staged or stored at the home. All such material shall be properly disposed of prior to vehicles or trailers returning to the home.
4. At no time may the trailer or business vehicles be parked on the public street. Such vehicles and trailers shall be parked in the garage or driveway.
5. Applicant shall obtain a south Davis Metro Fire Inspection and approval if needed and submit a copy to the city prior to the issuance of a business license.
6. The applicant shall obtain and maintain a Woods Cross Business License.
7. Repair and maintenance of large equipment is not to be done at the residence.

Commissioner Blackley seconded the motion, and all voted in favor of the motion through a roll call vote.

**OFFICIAL MINUTES
WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024
PAGE 3**

RATIO INC. CONDITIONAL USE—2441 SOUTH 1560 WEST—RYAN DAVIS

Mr. Stephens then reviewed this item with the Commission. He noted that Ratio Inc. provides commercial audio, video, and home automation systems. He said some of the services involve smart home automation, audio, video, security, Wi-Fi, networking, and home theaters. He noted the business would operate between 7:00 A.M. and 4:00 P.M. Monday through Friday and there would be 13 employees. He noted that five employees will work in the office full-time with eight field technicians. He also said they would be using this location as office space and to warehouse equipment in addition to doing some assembly, programming, and testing of equipment. Mr. Stephens said the assembly activities are light duty, usually involving plugging wires into various devices and making sure they are operational, and installing the devices into a rack that will eventually be taken to the project site. He said materials to be used and stored are consumer electronics, speakers, wire, and security products. He also mentioned that there is a nearby residential neighborhood that this business will need to make sure they will not impact by their business operations.

Following the information given by Mr. Stephens, Mr. Ryan Davis addressed the Commission and he said he was the owner of Ratio Inc. He said they are currently operating in Farmington but needed more space, so they were going to occupy the main floor and the two warehouse bays of the building to store goods and as an assembly area. He said all the work is clean work and not loud at all. He said they like to assemble and test the equipment before it goes out to customers. He said they will probably sublet the portions of the building they will not use. He said he does not feel like their operation would negatively impact the adjacent neighborhood and wants to make sure they are good neighbors. He said it is a light duty audio operation and the room that they use for their testing, is used to make sure their audio zones are working, and they will not use all of the speakers in their testing room all at once, so there would not be any loud noise coming from their business operations.

There were no further questions and Commissioner Blackley made a motion to approve the conditional use for Ratio Inc. and Mr. Ryan Davis with the following conditions:

1. At no time may the business operation negatively impact adjacent properties, particularly the residential neighborhood.
2. Applicant's business operation shall be in compliance at all times with any government entity having jurisdiction over the business or subject property.
3. The applicant shall obtain a South Davis Metro Fire inspection and approval, if needed, and submit a copy to the city prior to the issuance of a business license.
4. At no time may any equipment or materials be stored or staged outside the enclosed building.
5. The applicant shall obtain and maintain a Woods Cross City Business License.

Commissioner Grover seconded the motion, and all voted in favor of the motion through a roll call vote.

REVOLUTIONARY RIDES CONDITIONAL USE—2391 SOUTH 1560 WEST, UNIT C—K C HASLAM

Mr. Stephens reviewed this item with the Commission. He noted that Revolutionary Rides specializes in window tinting services to residential, commercial, and automotive clients. He noted the company will

**OFFICIAL MINUTES
WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024
PAGE 4**

operate with three employees, Monday through Friday from 8:00 AM to 6:00 PM. He also noted this business would be located adjacent to a residential neighborhood and it will be important if this business does not impact the adjacent homes. He said the AP Zone requires all operations to be within a fully enclosed building so all Revolutionary Rides business activity must be conducted within the building. He said the subject property is a larger building with five separate units and all parking on the site is shared with other businesses.

Following the information given by Mr. Stephens, Mr. KC Haslam addressed the Commission. He said that he is trying to start his own business doing this type of service in the area. He said they do not do anything loud or messy, he said everything they do has to be very clean for the tinting, or it does not turn out correctly. Mr. Haslam asked the Commission if he had an opportunity to grow the company, could they bring in more cars. He said there is room for more cars to work on so he would like to be able to have the ability to work on more cars. He said they do not try to keep the cars overnight because he does not like to have the liability. He said they try to get work completed and get vehicles back to the owners as soon as possible. Mr. Stephens said as long as there are no issues with the Fire Marshal, there should be room for growth for the business.

There were no further questions and Commissioner Doxey made a motion to approve the Revolutionary Rides conditional use with the following conditions:

1. At no time may the business operation negatively impact adjacent properties, particularly the nearby residential homes.
2. Applicant's business operation shall be in conformance at all times with any government entity having jurisdiction over the business or subject property.
3. At no time may any equipment or materials be stored or staged outside the enclosed building.
4. At no time may any business activity take place outside of the enclosed building.
5. The applicant shall obtain a South Davis Metro Fire inspection approval if required and provide a copy to the city prior to the issuance of a business license.
6. The applicant shall obtain and maintain a Woods Cross City Business License.

Commissioner Grover seconded the motion, and all voted in favor of the motion through a roll call vote.

PUBLIC HEARING: PROPOSED AMENDMENT TO THE GENERAL PLAN BY ADOPTING A WATER USE & PRESERVATION CHAPTER—JOE RUPP

Mr. Stephens noted that several months ago the Commission discussed the need to comply with Senate Bill 76 requiring communities to update their general plan and include a water use and preservation element. He said he had been working with the city engineer and public works director to prepare the proposed Water Use and Preservation Chapter for inclusion in the general plan. He said this plan is based on the plan prepared by public works which was also required to adopt this plan. Mr. Stephens said that with our finite water resources and growth and development in the State of Utah, it has always been a concern that those that oversee water distribution and planning, such as public works departments and water companies, rarely coordinate or interact with planning and approving urban and suburban growth in the state. He said the state has required that communities prepare and adopt a water use and preservation

**OFFICIAL MINUTES
WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024
PAGE 5**

element in the General Plan. He noted that the General Plan is typically the guiding document in determining future growth and development and as a guideline in formulating land use regulations and approving development.

Mr. Stephens went on to note that the Commission had been given the proposed document that outlines the city's present water system and supply, and how water is developed and used by Woods Cross City. He said the city has been proactive on this front and has a water conservation committee that consists of the city engineer, public works director, Council Member Kelemen, and citizen Kurtis Anderson. He said the committee researches, coordinates, creates, and implements public information, water conservation programs, and incentives. He also said the document outlines the actions of the committee involving public involvement and education, ordinances, etc. to use and preserve the water resources of the community.

Mr. Stephens also noted the proposed water element lists some conservation goals to reduce water consumption in the community over the next several years. He said generally it will be the responsibility of the public works department to implement the new program because they oversee the water resources and distribution to the city. He said the Planning Commission and Development Review Committee will continue to work together to implement the newly adopted water efficiency requirements and landscape standards with every land development review and approval given.

Mr. Stephens said other aspects of the plan are to pursue an amendment to our code to require secondary water for non-residential developments. He noted that some years ago, the city established a policy to require developers of new residential developments and subdivisions to acquire and install secondary water. He said that presently, the city permits non-residential development to utilize culinary water, but we do encourage that if available, to utilize the secondary water resource of Weber Basin.

Mr. Stephens said the Commission would be holding a public hearing at the meeting to receive any public comment regarding this matter. He noted the city engineer and public works director would be attending the meeting should the Commission have any technical questions regarding the water resource system.

Following the information given by Mr. Stephens, Chairman Rupp opened the public hearing.

There were no comments from the public and Chairman Rupp closed the public hearing.

CONSIDERATION TO RECOMMEND TO THE CITY COUNCIL APPROVAL OF THE WATER USE & PRESERVATION ELEMENT TO THE WOODS CROSS GENERAL PLAN

Chairman Rupp said he had one concern with this proposed recommendation which was that it listed individual names as decision makers on the plan and he wondered since this will be part of the general plan, instead of using personal names, that titles be used in the document. He said he thought as those positions change in the future, they will not have to be reflected as a change in the general plan each time a change is made to specific names and that using titles might be easier for future use. Mr. Stephens said he thought that was a good idea and he would make those changes in the document as suggested.

**OFFICIAL MINUTES
WOODS CROSS PLANNING COMMISSION MEETING
APRIL 23, 2024
PAGE 6**

The Public Works Director was present and addressed the Commission. He said public works is required to update this plan every three years and it should be updated for planning and public works in a timely manner. He said the legislature is focusing on water conservation so they will keep it compliant with state code.

There was discussion on how the best way to go about making changes to the document would be and what would be the best way for future updates to be handled.

Following the discussion, Commissioner Blackley made a motion to forward the Planning Commission's recommendation for approval of the Water Use & Preservation Element to the Woods Cross General Plan with the changes as discussed above by the Planning Commission. Commissioner Doxey seconded the motion, and all voted in favor of the motion through a roll call vote.

CITY COUNCIL REPORT

Council Member Sharp reported that the City Council meeting scheduled for April 16, 2024, had been cancelled because city leadership had attended the conference of the Utah League of Cities and Towns held in St. George. He mentioned some of the things he had learned at that conference.

Council Member Sharp mentioned that Curtis Poole had been hired as the replacement for Mr. Stephens who would be retiring soon. The Commission said they thought Mr. Poole was a very good choice for the position as some of them had worked previously with him on the Planning Commission.

GENERAL AND PENDING BUSINESS

Mr. Stephens gave an update on the station area plan. He said there were four consulting firms that were part of the RFP. He said he was hoping to include the new Community Development Director in those meetings to help make the decision on who will help consult on the station area plan.

Chairman Rupp said he would like to have the Commission review the Planning Commission by-laws and make any recommendations for changes they would like to see.

ADJOURNMENT

There being no further business before the Commission, Commissioner Blackley made a motion to adjourn the meeting at 7:25 P.M.

Joe Rupp, Chairman

Bonnie Craig, Secretary