

**WOODS CROSS PLANNING COMMISSION MEETING  
MAY 13, 2025**

The minutes of the Woods Cross Planning Commission meeting held May 13, 2025, 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  
LeGrande Blackley  
Mike Doxey-online

Jake Hennessey  
Mariah Wall

**COMMISSION MEMBERS EXCUSED:**

Robin Goodman  
David Lewis IV

**STAFF PRESENT:**

Curtis Poole, Community Development Director  
Bonnie Craig, Administrative Assistant

**CITY COUNCIL MEMBERS PRESENT:**

Gary Sharp

**VISITORS:**

Brad Billings                      Don Schrader                      Eric Cheney

**PLEDGE OF ALLEGIANCE:**

Jake Hennessey

**MINUTE APPROVAL**

Chairman Rupp called for the review of the Planning Commission minutes for the Planning Commission meeting held April 22, 2025.

Following the review of the minutes, Commissioner Blackley made a motion to approve the minutes as written with Commissioner Hennessey 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 on items that were not on the agenda.

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

**INDOOR GOLF LLC CONDITIONAL USE—2453 SOUTH WILDCAT WAY SUITE C—BRAD BILLINGS**

Mr. Curtis Poole, the Community Development Director, reviewed this item with the Commission and noted that Mr. Brad Billings, on behalf of Indoor Golf LLC, is requesting a conditional use permit for the purpose of

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operating an indoor recreational facility with retail sales from this location. He noted the property is surrounded by other properties within the C-2 zone. He said indoor recreational facilities and retail sales are allowed uses within the C-2 zone subject to a conditional use review. Mr. Poole noted Mr. Billings is proposing improvements to the property which include two and up to four golf simulators and retail space. He noted Mr. Billings anticipates 1 employee working between the hours of 6:00 AM and midnight. Mr. Poole said in addition to the simulators, there will be a small retail area. He noted each simulator will have padded walls which will help dampen any noise. He said parking provided is adequate for this use. He said staff does not anticipate any potential negative impacts to surrounding property owners. Mr. Poole said staff finds that the use complies with city codes, is consistent with the General Plan, and is compatible with neighboring properties within the zone.

Following the information given by the Community Development Director, Mr. Brad Billings addressed the Commission. He said he is a partner in this business. He said there are many of these simulators, but this is first one in this area. Mr. Billings said simulators for golf are popular and they make you feel like your outdoors. He said there will be an online app to book tee times where you can practice for an hour. He said this is a quiet and calm business so it should not negatively affect the surrounding businesses. He said this is a proven model for an indoor simulator and they just want to add a Woods Cross location.

Chairman Rupp asked if there was plenty of parking for the business and Mr. Billings said there was plenty of parking for participants using the golf simulators.

There were no further questions, and Commissioner Blackley made a motion to approve the conditional use for Indoor Golf LLC and Mr. Brad Billings with the following conditions:

1. Obtain and maintain a business license.
2. Obtain a South Davis Metro Fire inspection, if required, and submit a copy to the city prior to the issuance of a business license.
3. Business shall be in compliance at all times with any government entity having jurisdiction over the business or the subject property.
4. Business operations shall not negatively impact the adjacent businesses and properties.

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

**VECTRA MANAGEMENT CONDITIONAL USE FREEWAY-ORIENTED POLE SIGN HEIGHT—563  
WEST 500 SOUTH—SKYLER WALSER**

Mr. Poole reviewed this item with the Commission. He said the applicant, Mr. Skyler Walser, on behalf of YESCO, is requesting approval of a conditional use permit for the purpose of increasing the height of a freeway-oriented sign at this location. He said the property is surrounded by other properties within the C-2 Zone. He said the sign code limits the height of pole signs to 25 feet, with the exception that freeway-oriented signs may be approved as a conditional use to exceed this height. Mr. Poole noted the applicant

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is proposing to remove the existing pole sign and install a new pole sign. He said the new sign will be located approximately 50 feet to the north. He said submitted plans show the new sign will be 30 feet tall. He said code permits the Commission to approve a sign to exceed the minimum height of 25 feet; however, freeway-oriented signs may not exceed 50 feet in total height. Mr. Poole said staff does not anticipate any potential negative impacts to surrounding property owners. He also noted staff finds that the use complies with city codes, is consistent with the General Plan, and is compatible with neighboring properties within the zone.

Chairman Rupp disclosed that his office is in the office building where the sign is going be located, but he does not have a financial interest in the sign. The Commission said they had no issues with Chairman Rupp continuing to participate with this item after hearing the information given.

Following the review given by Mr. Poole, Mr. Eric Cheney from YESCO was at the meeting representing this item. He said he is the account executive that is in charge of this project.

There were no questions for Mr. Cheney following the review given by Mr. Poole.

Commissioner Hennessey then made a motion to approve the conditional use for Vectra Management and Mr. Skyler Walser with the following conditions:

1. Obtain a building permit.
2. Applicant shall follow all requirements for pole signs listed in 12-27-116, m.

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

**STREET TREE TEXT AMENDMENT DISCUSSION/VOTE—JOE RUPP**

Commissioner Wall entered the meeting at this time.

Mr. Poole noted that over the last two meetings the Commission held a public hearing, discussed the proposed text amendment, and motioned to table this item. He said the Commission wanted to ensure residents would not require a permit or be in violation of the code if they pruned the street trees adjacent to their property. He noted there was a question regarding properties along 1500 South, and who would be responsible for the maintenance of the street trees. He said the Commission also recommended providing an exception to single-family zones that would require street trees to be installed on private property if they could not be planted in the park strip.

Mr. Poole said staff included two areas of exception for adjacent property owners to maintain street trees to 8-03-020, *Street Tree Maintenance*. Mr. Poole went on to note the city currently maintains and will continue to maintain properties on the south side of 1500 South between 1450 West and 1600 West and properties on the north side of 2600 South between 1375 West and 1500 West. He said staff also recommends amendments to 8-03-030, *Street Tree Restrictions*, removing a reference to street tree permits, and removing the restriction of pruning. Clarifying language and diagrams were added to 8-03-040 i., *Public*

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*Nuisances*, and language was added to 11-12-060 ix., *Street Tree and Landscaping*, to clarify the requirement for street trees to be planted behind the sidewalk if they could not be planted in the park strip would not apply to single-family zones.

Chairman Rupp said he appreciated Mr. Poole making those changes. He asked if there is an existing tree and if it is removed if it needs to be replaced. Mr. Poole said yes, the tree would need to be replaced, but if there is a subdivision with no street trees currently, they would not need to put trees in. Chairman Rupp asked where that is located in code and Mr. Poole said it was not in the current section being reviewed. Chairman Rupp said he still has some issues with transferring the burden of the trees from the city to the residents.

Chairman Rupp he would like to make sure that the Council recognizes they are shifting the burden from the city to individual residents. He said it is up to the Council review to make that decision, but he still has some concerns by doing that. He said he is conflicted in how to forward it to the Council without making a firm decision regarding this particular change. He said he would be willing to go to the City Council meeting to explain why the Commission had reservations changing this requirement.

Commissioner Hennessey said he has been a little hung up on this issue as well because the whole intent of this ordinance is for beautification, but he does not feel like it meets the intent and he does not feel like residents will take care of the responsibility of the trees with watering and pruning which would not be a beautification benefit.

Chairman Rupp said there are people that just naturally take care of the trees, but there are some who will not be able to care for the trees like they need to be cared for. It was noted there had been trees in neighborhoods that had been hit by a car and the tree had to be removed and the person who ruined the tree was responsible for having it replaced. Chairman Rupp said his issue is the city says it is their tree but is requiring the resident to take care if the city's tree. He said taking care of the tree was more than just raking up leaves.

Commissioner Wall said she feels like people are just taking care of their trees as it stands now.

Commissioner Hennessey asked why this was being considered. Mr. Poole said it is because of the cost of maintaining the trees because the city has to hire someone to come in and trim the trees. He said the crews rotate and go to different neighborhoods and trim the trees.

Chairman Rupp asked if there are a lot of areas that the trees have to be maintained and Mr. Poole said yes, the city contracts the work out for the trees to be maintained.

Mr. Poole said all of the cities staff has researched that have street trees are required to be cared for by the residents. He said the residents take care of their park strips and the trees that are located within them.

Commissioner Wall asked if it was like an easement. Mr. Poole said yes, it is within the right-of-way and the adjacent park strip is maintained by the owner.

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Mr. Poole said there are options for the Commission. He said the Commission could send a negative recommendation to the Council, or a positive recommendation to the Council but can add comments if they would like. Mr. Poole said the Council could review the past minutes, so they are familiar with why the Commission is voting on this the way they are voting.

Commissioner Hennessey asked if this is moot point because other cities require it, and the trees are being maintained.

Council Member Sharp said he has concerns with sidewalks being pushed up by roots of trees located within a park strip and he is also concerned with elderly people be required to take care of trees but are unable to trim the trees.

Chairman Rupp said his recommendation is to move it forward but add a comment with the concern of the burden being transferred from the city to the residents.

Commissioner Doxey said he was good with doing that.

Commissioner Blackley said the sidewalk is city property and residents are required to remove the snow, he said he did not think it was much different to require maintenance of the trees.

There was no further discussion and Commissioner Blackley made a motion to forward to the City Council the Planning Commission's recommendation to approve this amendment with an added comment noting the Commission's concern of transferring the burden for tree maintenance from the city to the residents. Commissioner Wall seconded the motion, and all voted in favor of the motion through a roll call vote.

**SHIPPING CONTAINERS AND ACCESSORY STRUCTURES TEXT AMENDMENT—JOE RUPP**

Mr. Poole then noted that over the last two meetings the Commission held a public hearing, discussed the proposed text amendments, and motioned to table this item. He said the Commission recommended adding a tiered setback that would allow an accessory building to increase in height with an increased setback. He said the Commission also recommended clarifying language regarding corner lots, when a building permit would be required, and the minimum distance for the primary dwelling. Mr. Poole said the building code requires any structure over 200 square feet to obtain a building permit, adding an exception would violate this code.

Mr. Poole also noted that staff had researched neighboring cities and some cities in neighboring counties. He said the following was found:

Height: In most Davis County cities, the maximum height for accessory structures is 20 feet with a few under 20 feet. Woods Cross and Clinton allow an accessory structure to be 25 feet tall, which is the tallest allowed.

Setbacks: Most cities researched have setbacks of 3 feet or more. Of those that allow for structures within 1 foot of the property line (Farmington and Herriman) the height was

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limited. Few cities allow accessory structures to be built within the corner side yard. Layton and Kaysville allow structures to be built within the corner side yard area with limitations on height and size.

Size: All cities have some limiting language regarding the size of accessory structures. North Salt Lake and Farmington have language in their codes restricting the size of the accessory structure to be less than the footprint of the home. Some cities have language that accessory structures should be subordinate to the primary dwelling. Most cities have restrictions on the amount of the lot or rear yard area that can be used for an accessory structure.

Mr. Poole said, based upon this research, staff recommends the following amendments:

1. Maximum height will be limited to 20 feet, with the exception of the Agriculture zone which will remain at 25 feet. Tiering language has been added that would allow a structure to increase in height as the setback is increased.
2. Setbacks will increase from 1 foot to 3 feet. Building code requires any structure closer than 5 feet to have fire rated walls. Accessory structures will be permitted within the corner side yard area with conditions.
3. The size of the accessory structure will be limited by the footprint of the primary dwelling, the height of the primary dwelling, and the size of the rear yard.

In addition to these amendments, clarifying language has been added regarding the 6-foot separation between the accessory structure and the primary dwelling.

Staff feels these amendments are reasonable to allow property owners to build accessory structures while also addressing concerns of the size and mass of these structures.

Following the information given by Mr. Poole, Commissioner Doxey asked if the tiered approach was in the proposal and Chairman Rupp said it was included.

Chairman Rupp asked how the Commission felt about the height moving from 25 to 20 feet. Commissioner Blackley said he liked changing the height from 25 feet to 20 feet.

Commissioner Doxey said he also liked going to the 20 feet and the tiered approach. He said he felt like that is a good step in minimizing buildings that would take over a main dwelling. He also said he is in favor of changing the setback to 3 feet not 1 foot off property line for an accessory building.

Council Member Sharp said he felt like he would like to see these changes.

There were no further comments or questions, and Commissioner Hennessy made a motion to recommend the Planning Commission's approval for the shipping container and accessory structure amendments to the

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City Council as presented. 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 on the City Council meeting held May 6, 2025. Please see the minutes of that meeting for the details of his report.

**GENERAL & PENDING BUSINESS**

Mr. Poole noted that the above items sent to the Council for consideration will be at June 3 City Council meeting.

Mr. Poole said there will be a work meeting on June 3, before the City Council meeting and it would be about 30 minutes, and some pictures of various city halls would be presented from surrounding communities for ideas for a new city hall. He said an RFP can be sent out after there is input on the city hall and the process will move forward.

He said there should be a few conditional uses coming for review by the Commission.

**ADJOURNMENT**

There being no further business before the Planning Commission, Commissioner Wall made a motion to adjourn the meeting at 7:35 P.M.

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Joe Rupp, Chairman

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Bonnie Craig, Administrative Assistant