

WOODS CROSS PLANNING COMMISSION MEETING
SEPTEMBER 9, 2025

The minutes of the Woods Cross Planning Commission meeting held September 9, 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

Robin Goodman
David Lewis IV
Mariah Wall

COMMISSION MEMBERS EXCUSED:

Jake Hennessy

STAFF PRESENT:

Curtis Poole, Community Development Director
Bonnie Craig, Administrative Assistant

CITY COUNCIL MEMBERS PRESENT:

Gary Sharp

VISITORS:

Don Schrader Lois Schrader

PLEDGE OF ALLEGIANCE:

David Lewis IV

MINUTE APPROVAL

Chairman Rupp called for the review of the Planning Commission minutes for the Planning Commission meeting held August 12, 2025.

Following the review of the minutes, Commissioner Goodman made a motion to approved the minutes as written with Commissioner Lewis 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.

SECOND DRIVEWAY TEXT AMENDMENT-DISCUSSION/VOTE

The Community Development Director, Mr. Curtis Poole, reviewed this item with the Commission. He noted that during a City Council meeting in May of this year, a concern was raised about standards for

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installing a second driveway in single-family zones. He noted that on May 27th, the Planning Commission discussed whether the code needed to be amended to address this concern. He explained the challenge presented to the Commission was that current code only addresses installing a second driveway to properties on arterial and collector streets. Mr. Poole said that over the years second driveways have been permitted in the city on streets other than arterial or collectors; however, existing code does not provide any guidance on how they are regulated.

Mr. Poole noted on August 12th the Planning Commission discussed the proposed text amendment, held a public hearing, and tabled the item. He said the Commission directed staff to review items such as circular driveway specifications, separation between driveways on the same lot, driveway widths, and utility access points.

Mr. Poole noted that staff has discussed the concerns raised by the Planning Commission and are making the following revisions to the proposed text amendment:

- Minimum driveway width of a second driveway has been reduced from 15 to 10 feet.
- Removing the language regarding utility access points from code.
- Removing the reference regarding separation of driveways on the same lot.
- Increasing the amount of hard surface coverage from 50% to 60%
- Adding language requiring recreational vehicles and trailers parked on the property be registered to the property owner or renters of the property.

Mr. Poole said staff are concerned regarding permitting circular driveways on arterial or collector streets for lots with frontages less than 150 feet. This was discussed as a safety issue with the Planning Commission during the August 12th meeting. Mr. Poole said there were two reasons staff is not recommending circular driveways on lots with under 150 feet of frontage:

1. SAFETY. This was brought up during the August 12th Commission meeting. Having multiple access points along busier streets presents more of a safety challenge for pedestrians navigating the sidewalks. The emphasis from the city over the years has been on the safety of pedestrians. While a circular driveway would allow a vehicle to make a forward motion onto the street, the increased number of driveway approaches may also increase the challenges to pedestrians.
2. POLICY. City Specifications and standards for streets and roads have not permitted multiple drive approaches on properties with less than 150 feet of frontage. These specifications and standards are required to be passed every few years, last year being the most recent. This has been city policy for many years. Current city code reflects policy. Amending code to allow for additional drive approaches or circular driveways would be contrary to that policy.

Following the information given by the Community Development Director, Chairman Rupp asked for a clarification on some of the language. It was noted there was an error with one of the numbers which needed to be changed from 50% to 60% to make it consistent.

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Chairman Rupp said he had gone out and measured concrete on some of the houses around the city. He said there were several homes that had 60% concrete, particularly if they had a three car garage.

Mr. Poole mentioned there was one more change that needed to be added that would not allow a parking pad directly in front of the home. It was noted there were some driveways in front of homes that curved to garages. These would not be considered parking pads because they were leading to the garage of the home.

The Commission looked at the changes that were being made and felt they had addressed some of their concerns. There were still some concerns with the language for the requirement of vehicles on the property that were owned by the residents living in the home. Chairman Rupp said he did not feel like the registered property owners were the problem but permitting additional driveways allowing more vehicles to be parked will be more of a problem. There was input and discussion regarding this problem and how multiple vehicles that were not registered to an owner or occupant of the home might be handled. Chairman Rupp asked if this would be an issue with being grandfathered in and Mr. Poole said no, it would not as it has not been formally approved in code. Mr. Poole noted that the problem of people parking multiple vehicles on a property where they do not live could be regulated if it were to be put into city code now. There was discussion about changing the wording to read "property owner or occupant" so it would include renters or other people who might be residing in the home such as a child or other family member. The Commission said that it would be a good way to phrase this so it could be added to code to be regulated better within the city.

There was also discussion on allowing circular driveways throughout the city. Some of the Commission opposed having circular driveways and multiple drive approaches for safety reasons, unless you have more than 150 feet of frontage. Other members of the Commission felt like circular drives were safer than a traditional driveway as you do not have to back up. It was noted that backing a vehicle can also be very dangerous since you cannot always see what is behind you when back out of a driveway. The Commission had questions about vehicle safety with multiple drive approaches such as circular drives and whether it increases or decreases pedestrian safety. Mr. Poole said the city engineer noted the city has leaned more towards pedestrian safety than vehicular safety. Mr. Poole said multiple drive approaches decrease pedestrian safety because they will have to navigate different drive approaches.

Mr. Poole said the portion they are discussing is already in code and is policy. He said the policy has been in force for several years so the city engineer and public works director felt it should continue to be followed, and the circular driveway restrictions should stay as it is in the code as presently noted. Mr. Poole noted if the Commission did decide to change this, code and policy would have to be changed. He said recommendation by staff is to leave that portion of the code as it is currently written.

There were some questions asking if there were actual numbers that were sighting problems regarding the circular driveways. Commissioner Goodman said she felt like backing up can be a real safety issue as well.

Mr. Poole said it has been in code for many years. He said it is prohibited in code, and the changes are being added to the code, and the format is just being reformatted.

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Chairman Rupp asked where the 150 feet frontage number came from. Mr. Poole said it had been in code for many years, and he was not sure how that was decided on.

Commissioner Goodman asked if someone is building a home how is a circular driveway decided on. Mr. Poole said on side roads are still allowed to have circular drives, just not on main roads because of traffic.

Commissioner Goodman said she was impressed with how Mr. Poole had been able to simplify what had been discussed in the previous Planning Commission meeting, making it understandable for the Commission after the lengthy discussion they had. She said Mr. Poole had done well with capturing the intent of the discussion.

Commissioner Lewis said he was unclear on the no more than 60% coverage. Chairman Rupp clarified that it is no more than 60% of hard surface. Commissioner Lewis said his other concern was with the parking of multiple vehicles, if there is non-traditional family living at the home and they are not on the title it could be a problem if a neighbor wanted to complain about it. Commissioner Lewis said he believes good planning policy makes for less accesses on main roads he said he is trying to balance that with property rights. He said he would advise staff and City Council representatives to make good design choices as undeveloped land is taken into consideration and good design is not prohibited. He said please look at good sight plans and not be too restrictive with new developments.

Commissioner Blackley said he does not have any problems with the changes being presented. He said he felt like it is a good representation of everyone on the Commission as they did not agree on everything, but it can work moving ahead.

Commissioner Doxey said he also felt like what was written is good and will work for what is needed.

Commissioner Wall said she agrees with public works about not having more driveways approaches is good especially with all of the kids in the community that walk to and from school. She said she has almost been hit by people pulling forward and backward. She said she is comfortable moving forward.

Commissioner Goodman said there have been changes and compromises and everyone has been heard, and she felt with the changes the code is in a good spot with the one typographical error that was mentioned.

Commissioner Sharp asked if the new code prevents the situation with parking multiple vehicles from what was the old code. Mr. Poole said the old code was silent on this matter. Mr. Sharp said he felt like the changes are going in a good direction and he is hopeful that some of the changes will help with improving areas of city. Council Member Sharp said he felt like some of the property owners are in need of getting their properties kept up. He said he would like to see the code enforced when there are issues. He said there are some residents that need encouragement to help keep up with their properties and having extra vehicles that may need to be looked at. He also mentioned residents with circular driveways can be a concern for safety. He said there are acceptable circular driveways, but he does not like to see residents put in all asphalt drives on their property.

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Chairman Rupp made the suggestion to change the wording for parking multiple vehicles to be "property owner, occupant, or renter." Mr. Poole noted this would cover just the people who reside at the home.

Council Member Goodman made a motion to forward the Planning Commission's recommendation for approval for second driveway text amendment to City Council with the change of replacing 50% to 60% as noted above and changing the wording to be "property owner, occupant, or renter" with the parking of multiple vehicles on a residential property. Commissioner Blackley seconded the motion and Commissioner's Goodman, Wall, Blackley, Doxey, and Lewis voted for the motion. Chairman Rupp voted against the motion. The motion carried with a vote of 5-1.

Chairman Rupp said he felt like there was room for more discussion on some of the changes, and that is why he voted nay to this vote.

CITY COUNCIL REPORT

Council Member Sharp reported on the City Council meeting held 9-2-25. Please see the minutes of that meeting for the details of his report.

GENERAL AND PENDING BUSINESS

Mr. Poole noted that they would be seeing a conditional use and site plan at their next meeting.

ADJOURNMENT

There being no further business before the Planning Commission, Commissioner Goodman made a motion to adjourn the meeting at 7:34 P.M.

Joseph Rupp, Chairman

Bonnie Craig, City Administrator