



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on **Thursday, March 5, 2026**, starting at 7:00 PM in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. The meeting will be streamed on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com.

Public comments during the meeting are only taken for Action Items, "Call to the Public", or public hearings. **Those wishing to speak during these times must sign up in person before the meeting begins.** Comments may also be submitted to the City Council via email to publiccomment@kaysville.gov. Emailed comments will NOT be read aloud at the meeting.

CITY COUNCIL Q&A – 6:30 PM

The City Council will be available to answer questions or discuss any matters the public may have.

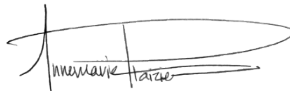
CITY COUNCIL MEETING – 7:00 PM

The agenda shall be as follows:

- 1) OPENING
 - a) Presented by Council Member Mike Blackham
- 2) CALL TO THE PUBLIC (3 MINUTE LIMIT; MUST SIGN UP IN PERSON BEFORE THE MEETING BEGINS)
- 3) PRESENTATIONS AND AWARDS
 - a) Swearing-In of New Kaysville Police Officer Kassidee Stewart
- 4) DECLARATION OF ANY CONFLICTS OF INTEREST
- 5) CONSENT ITEMS
 - a) Approval of Minutes from the February 19, 2026 City Council meeting
 - b) A Resolution Approving an Interlocal Agreement with Davis County for the Angel Street Extension Grant
 - c) A Resolution Approving an Interlocal Agreement with UDOT for a Concept Study Evaluating the 200 North Interchange Area
 - d) Rezone Request for Pioneer Park Property at 1285 South Angel Street (Parcels #080220044 and #084320836) from R-A (Agricultural Residential) to PU (Public Use)
 - e) Rezone Request for Trappers Park Property at 2185 West 200 North (Parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU (Public Use)
- 6) ACTION ITEMS
 - a) Rezone Request for Property Located at 1 West 100 South from PB (Professional Business) to CC (Central Commercial) for Justin Metcalfe
 - b) A Resolution Amending the Kaysville City Personnel Rules and Regulations Regarding Introductory Periods for Newly Hired and Promoted Employees
 - c) Placing a General Obligation Bond on the Ballot for a Fire Station
- 7) COUNCIL MEMBERS REPORTS
- 8) CITY MANAGER REPORT
- 9) ADJOURNMENT

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services, or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235 at least 24 hours in advance of the meeting to be held.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at Kaysville City Hall, Kaysville City website at www.kaysville.gov, and the Utah Public Notice website at www.utah.gov/pmn. Posted on February 27, 2026.

A handwritten signature in black ink, appearing to read "Annemarie Plaizier", written over a horizontal line.

Annemarie Plaizier
City Recorder

KAYSVILLE CITY COUNCIL
February 19, 2026

Minutes of the regular Kaysville City Council meeting held on February 19, 2026, at 7:00 p.m. in the Council Chambers of Kaysville City Hall, located at 23 East Center Street, Kaysville, Utah.

Council Members Present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson, and Council Member Joshua McBride

Others Present: City Manager Jaysen Christensen, City Recorder Annemarie Plaizier, Fire Chief Paul Erickson, Parks and Recreation Director Cole Stephens, Information Systems Director Ryan Judd, Jake Garn, David Erhart, Susan Erhart, Don Jensen, Haken Anderson, Bonnie Anderson, Shad Anderson, Lauri Cragun, Curtis Cragun, Ian Johnson, Andy Oblad, Jason Saunders, Val Starkey, Laurene Starkey, Tom Kerr, Cindy Kerr, Jill Dredge

OPENING

Mayor Tamara Tran called the Kaysville City Council meeting to order and welcomed those attending in person and those participating online.

In her opening remarks, Mayor Tran expressed appreciation for residents who participate in local government and noted that while governmental processes can sometimes seem slow, they are designed to allow public input and improve outcomes through discussion and amendments. She then offered an opening prayer and led those present in the Pledge of Allegiance.

CALL TO THE PUBLIC

Jason Sanders addressed the Council and thanked members for their service. He encouraged the Council to make a decision regarding the proposed west-side fire station rather than placing the matter on a public vote, stating that residents elect Council Members to review complex issues and make informed decisions on matters such as taxation, emergency response coverage, and community safety. Mr. Sanders stated that he lives on the west side of the city and described a prior incident at a neighborhood pool where a child nearly drowned and was saved by a nurse before emergency responders arrived. He expressed concern about response times in the area and potential liability to the City if emergency services are unable to reach residents quickly, noting his perspective as an attorney. He again urged the Council to decide on the fire station without referring the matter to a public vote.

Don Jensen spoke next and explained that he had seen a public notice sign at the Trappers Field park property related to a proposed rezoning, which prompted him to attend the meeting. He stated that the parcel was intended to be a park but currently appeared undeveloped and poorly maintained, with broken sprinkler boxes and weeds that were periodically cut. Mr. Jensen said he and his family moved to Kaysville approximately six years earlier and had expected the area to be

improved as a park. He asked why the park had not been completed if the development agreement required it, why the City was only now pursuing rezoning to public use after owning the property for several years, and what steps would be taken to improve the property's condition. Mayor Tran acknowledged his comments and indicated that staff would follow up with the questions raised.

PRESENTATIONS AND AWARDS

RECOGNITION OF HAKEN ANDERSON

Mayor Tran read a proclamation recognizing Kaysville resident Haken Anderson for completing a solo bicycle journey of approximately 14,000 miles from Morocco to Singapore at age 18. The proclamation stated that Mr. Anderson traveled through 26 countries over approximately five and one-half months, independently planning and funding the trip and overcoming physical and logistical challenges. It noted that he served as a positive representative of Kaysville and the United States during his travels and commended his initiative, perseverance, and example to youth and residents of the community. Mayor Tran then invited former Planning Commissioner and City Council Member Jake Garn to provide additional background before inviting Mr. Anderson to speak.

Mr. Garn explained that he learned of Mr. Anderson's accomplishment while speaking with an individual at the airport who shared information about the journey. After hearing about the trip, he contacted City leadership to suggest that Mr. Anderson be recognized at a Council meeting for his achievement.

Haken Anderson then addressed the Council and described his bicycle journey from Morocco to Singapore. He stated that he is currently a student at Utah State University and had long wanted to complete a unique international experience. He explained that after participating in a study-abroad program in Thailand during high school, he decided to take several months following graduation to complete the trip before beginning college. He said he planned the journey incrementally, carrying all his supplies on his bicycle and adapting as needed along the route. He noted that he appreciated the opportunity to represent Kaysville and the United States while traveling in areas where residents had not previously met Americans.

Council Members asked questions about the trip. Mr. Anderson explained that he traveled without support personnel and funded and planned the journey himself. He stated that he had originally planned to attend the United States Military Academy but deferred after learning of a medical condition that prevented admission, which allowed him time to complete the trip before enrolling at Utah State University. He said he selected a route that allowed him to travel as far as possible without crossing an ocean, starting in Morocco due to airfare costs and continuing through Europe, the Middle East, and Asia. He discussed his parents' support and noted that his prior international travel experience helped them feel comfortable with his decision.

In response to additional questions, Mr. Anderson described experiences from the trip, including an early stop in Spain when he left a hostel that was considered unsafe and camped near a church building, as well as logistical challenges such as waiting for a ferry across the Caspian Sea. He said he encountered few mechanical problems and limited negative interactions, noting that his

primary concerns during the trip involved road conditions and traffic in some regions. Following the discussion, Mayor Tran invited Mr. Anderson and his family forward for a photograph and thanked him for representing Kaysville in a positive manner.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were declared by any members of the city council.

CONSENT ITEMS

Council Member Blackham made a motion to approve the following Consent Items:

- a) Approval of Minutes from the January 23, 2026 City Council work session.
- b) Approval of Minutes from the February 5, 2026 City Council meeting.
- c) Appointment of Eries Cornelius as an Alternate Planning Commissioner.

Council Member McBride seconded the motion.

The vote on the motion was as follows:

Council Member Jackson, Yea
Council Member Adams, Yea
Council Member Blackham, Yea
Council Member McBride, Yea
Council Member Hunt, Yea

The motion passed unanimously.

WORK ITEMS

A DISCUSSION REGARDING PLACING A GENERAL OBLIGATION BOND ON THE BALLOT FOR A FIRE STATION

Fire Chief Paul Erickson presented information regarding the need for an additional fire station to improve emergency response coverage in the western portion of the city. He explained that staff prepared an overview outlining service needs, response data, and estimated costs, emphasizing that the proposed station would help maintain safety and response reliability as the city grows. Chief Erickson reported that emergency call volume has increased approximately 18.6% compared to prior years and has remained consistently elevated since the COVID-19 period. He noted that mutual aid responses, including assistance to neighboring jurisdictions such as Fruit Heights and responses along the I-15 corridor, also affect response times. In response to a question from Council Member McBride, Chief Erickson explained that although some calls decreased after the City's contract with Fruit Heights ended, overall call demand has continued to increase.

Chief Erickson reviewed response-time standards and stated that brain injury can begin within four minutes without oxygen and that cardiac arrest survival rates decrease significantly with each passing minute. He explained that faster response times improve outcomes for both fire and

medical emergencies and noted that national standards, including NFPA 1710 guidelines, recommend that departments reach incidents within approximately six minutes in 90% of calls. He stated that Kaysville does not currently meet that standard in portions of the west side, where response times can range from 7 to 12 minutes or longer depending on call volume and unit availability. He also discussed how modern building materials and furnishings contribute to faster fire growth and explained that residential sprinklers are not widely installed, increasing the importance of response time.

Chief Erickson reviewed potential station locations and stated that City-owned property off Burton Lane would improve response-time compliance in four west-side response zones. He explained that staff evaluated several possible sites using insurance-rating guidance and response-time modeling and determined that the Burton Lane location provided better access and coverage than other sites, including property near the operations center and locations near 200 North. He noted that response-time modeling is based primarily on roadway access and travel time rather than population or call volume. Chief Erickson also stated that alternative properties had been explored but were unavailable or did not improve compliance as effectively.

Chief Erickson outlined preliminary cost estimates of approximately \$15.9 to \$16 million for construction and site work, with Public Works assisting with grading and related improvements. He estimated annual staffing costs of approximately \$2 million to \$2.2 million for firefighters, paramedics, and associated benefits, noting that first-year costs would be lower and increase as employees reached full pay levels. He stated that the proposed station would maintain service levels as the city grows rather than expand services beyond current standards.

Mayor Tran asked about the anticipated timeline if voters approved the project. Chief Erickson estimated that design work would occur first, with construction potentially beginning in late summer 2027 and lasting approximately 10 to 13 months, based on comparable projects. He also explained that existing apparatus could support a second station initially, though future engine purchases would eventually be required due to equipment age and long manufacturing lead times. He cited recent discussions with the manufacturer Pierce Manufacturing, who indicated delivery timelines of 46–50 months, compared to approximately 40 months previously. Chief Erickson added that ambulances are typically replaced every five to eight years due to heavy use, and that fire engines retain relatively low resale value despite their high purchase cost because there are few manufacturers in the market.

Council Members asked questions regarding station location, staffing, and service levels. Chief Erickson explained that response needs for fire and medical calls are closely related because firefighter-paramedics respond to both types of incidents.

Council Member Adams discussed the idea of a smaller satellite location at the Burton Lane property staffed by fewer personnel, suggesting that such an option might reduce costs while still improving response times for medical emergencies. Chief Erickson stated that national staffing standards require a minimum number of firefighters on scene for effective response and that splitting existing crews between two stations would reduce staffing below those standards without improving response capability.

He also explained that a small satellite location staffed with only one or two personnel would not meet fire-response requirements or improve coverage to the extent needed. He stated that staffing and facilities must support both roles simultaneously, and would require significant space for staffing needs, such as bedrooms, lockers, training areas, and support facilities. He added that the city could choose to accept a lower level of service, but that doing so would increase risk.

Council Members asked about response zones and neighboring fire station plans. Chief Erickson stated that there are six response zones on the west side and that the proposed Burton Lane station would bring four of those zones into compliance. He explained that neighboring agencies, including Layton and Farmington, were planning or constructing additional stations but emphasized that Kaysville cannot rely on other cities for primary coverage and must maintain adequate service within its own boundaries.

Council Member McBride asked about property adjacent to the Public Works building, and Chief Erickson reiterated that that location would only improve compliance in two response zones, compared to four zones at the Burton Lane site.

Council Member Jackson asked about claims that Kaysville reimburses other cities for responses. Chief Erickson clarified that fire responses between Davis County departments are not reimbursed, though limited reimbursement can occur when paramedics from one department ride on another agency's ambulance.

Council Member Blackham commented that the size of the project and its long-term financial impact were reasons the Council was considering placing the issue before voters. He stated that while residents elect Council Members to make decisions, the magnitude of a project that would significantly increase the City's operating budget warranted public input. He noted that Kaysville's primary revenue sources are sales tax and property tax, both of which are largely committed, and that the additional annual cost of a new station could substantially increase property tax collections.

Mayor Tran noted that the city has discussed a west-side station for several years and has received questions from residents about response coverage. She also stated that the city had explored forming a regional fire district with neighboring cities, but surrounding jurisdictions were not currently interested.

Council Members discussed funding options and long-term financial impacts. City Manager Jaysen Christensen explained that Kaysville does not have property assets comparable to those used by neighboring cities to offset construction costs and that a general obligation bond backed by property tax revenue would likely be required. He stated that general obligation bonds typically receive lower interest rates than revenue bonds, which can result in significant savings over the life of a large bond.

Council Member Hunt also asked whether proceeding without a ballot measure would accelerate the timeline. Mr. Christensen explained that moving forward without a ballot measure would not significantly change the project timeline because design and planning work would still be required.

Council Member Jackson expressed concern that voters might reject the proposal because of cost

and asked how a failed vote could affect future options for this proposal, including potential liability to the city if a second fire station is delayed. Chief Erickson stated that if a bond measure failed, the city would likely need to wait several years before attempting another bond. Council Member Blackham commented that the size of the financial commitment supported placing the issue before voters so residents could weigh the public-safety need against tax impacts. He noted that voters would need to understand both the bond cost and the ongoing staffing expenses to make an informed decision, and that education efforts would be necessary to explain the full financial impact. Chief Erickson said staff would prepare informational materials, including fact sheets and frequently asked questions, to help residents understand station placement, costs, and service impacts before any vote. Mayor Tran explained that if the Council moved forward with placing the measure on the ballot, it would likely appear on the November ballot, and residents would then decide whether to approve the bond and ongoing expenses associated with the proposed station.

Council members and staff discussed the importance of transparency so residents would understand both the construction and ongoing expenses associated with the project. The discussion concluded with an acknowledgment that the Council would need to clearly communicate all financial implications to voters if the measure were placed on the ballot.

Council Member Hunt stated that she had concerns about current response limitations and personally felt the station was important enough to move forward as soon as possible because of safety concerns, but she also respected the Council's consideration of placing the issue on the ballot. Council Member Adams suggested exploring interim options that might improve response times while long-term funding decisions were considered. He stated that exploring such options might help address safety concerns in the short term while the longer process of a bond election and construction moved forward. Council Member Jackson also noted that placing the issue on the ballot would require extensive public education about both construction and ongoing staffing costs. Council Member Adams added that estimated savings from using a general obligation bond rather than another financing method could be significant, reinforcing why the Council was considering that approach. The Council continued discussing the need to balance safety concerns, financial impacts, and public input as they considered next steps on the proposal.

Council Member Adams made a motion to move this Work Item to a future agenda as an Action Item. The motion was seconded by Council Member Blackham.

The vote on the motion was as follows:

Council Member Adams, Yea
Council Member Blackham, Yea
Council Member McBride, Yea
Council Member Hunt, Yea
Council Member Jackson, Nay

The motion passed with a vote of four to one.

Council Member Jackson stated he wanted additional time to consider the issue before deciding whether to place it on the ballot.

Mayor Tran clarified that moving the item forward would allow further discussion at a future meeting regarding whether to place a general obligation bond on the ballot, proceed without a ballot measure, or take no action. Mr. Christensen explained that state law requires ballot language to be approved at least 75 days before the election, meaning the Council would need to act by August if they intended to place the item on the November ballot. He noted that moving the item forward would allow staff to begin preparing educational materials, preliminary design work, and other preparations while the Council continued its deliberations.

Council Members and Staff discussed preliminary steps such as issuing a request for qualifications for schematic design services, noting that existing fire impact fee funds could be used for initial planning work and that such work would not commit the City to construction.

Council Members discussed whether preliminary design work should proceed before a final decision on the bond. Staff explained that the work would provide useful information regardless of whether the station were funded immediately, delayed, or placed on the ballot, and that it was considered an administrative step within existing funds. Mayor Tran summarized that the Council's action moved the item forward for additional consideration and information gathering and did not constitute a final decision on funding or ballot placement.

COUNCIL MEMBER REPORTS

Council Member Adams addressed comments made earlier during Call to the Public regarding an undeveloped park parcel. He explained that the property had originally been owned by the surrounding homeowner's association, which did not complete the required park improvements and later became insolvent. A previous City Council accepted ownership of the land with the understanding that the City would eventually develop the property as a park. Council Member Adams stated that improvements had been completed on one portion of the site, but development of the remaining area had been delayed due to funding limitations and other project priorities. He noted that the parcel is City-owned, intended for park use, and remains a priority for future park development. Mayor Tran added that when the City accepted ownership of the property, certain restrictions were included in the agreement that limit allowable improvements, which has also contributed to delays. She stated that the City intends to improve the property as funding and project details allow.

Council Member Jackson reported that planning had begun for the City's 2026 Fourth of July celebration, which will recognize the 250th anniversary of the nation's founding. He stated that the City had secured a new fireworks vendor and invited residents to volunteer or participate in parade entries and other activities during the weeklong celebration. Mayor Tran noted that volunteer participation is necessary to support Freedom Week activities because City staffing alone cannot support all planned events.

Council Member Hunt reported on work being conducted by the Communities That Care coalition, stating that the group is reviewing updated community data related to underage drug and alcohol use and continuing efforts focused on prevention and youth safety.

Mayor Tran reported that City officials were monitoring the ongoing legislative session and coordinating with other municipalities and the Utah League of Cities and Towns to track legislation that could affect cities and local government operations.

CITY MANAGER REPORT

City Manager Jaysen Christensen provided calendar updates, noting that the Kaysville University training series would conclude with upcoming sessions at the fire station and police station. He reported that Council Members, Planning Commissioners, and staff had participated in prior sessions. Mr. Christensen also announced that the City's formal budget work session process would begin March 13 to review financial information and begin budget planning for the upcoming fiscal year.

ADJOURNMENT

Council Member Adams made a motion to adjourn the regular City Council meeting at 8:33 p.m. The motion passed unanimously.

DRAFT

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Josh Belnap, Public Works Director

SUBJECT/AGENDA TITLE: A Resolution Approving an Interlocal Agreement with Davis County for the Angel Street Extension Grant

EXECUTIVE SUMMARY:

The Mayor and staff have secured a \$5 million grant from Davis County to construct the remaining portion of the Angel Street extension, which would connect Angel Street at Western Drive with Sunset Drive near the roundabout.

This is a reimbursement grant, meaning the City will pay project invoices initially and will be reimbursed by the County. This resolution formally accepts the grant funds and authorizes the Mayor to execute the agreement.

City Council Options:

1) Approve, 2) Table

Staff Recommendation:

Approve

Fiscal Impact:

Road funds

ATTACHMENTS:

1. Resolution - Agreement with Davis County
 2. Interlocal Agreement - Project Reimbursement
-

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL COOPERATION AGREEMENT WITH DAVIS COUNTY FOR TRANSPORTATION PROJECT REIMBURSEMENT FOR THE ANGEL STREET EXTENSION PROJECT

WHEREAS, Kaysville City and Davis County are authorized to enter into interlocal cooperation agreements pursuant to the Utah Interlocal Cooperation Act, Utah Code Title 11, Chapter 13; and

WHEREAS, Utah Code Section 59-12-2217 authorizes the imposition of a county option sales and use tax for transportation purposes and provides a process for prioritizing and approving transportation projects to be funded by such revenues; and

WHEREAS, the City submitted an application to the County seeking reimbursement funding for the Angel Street Extension Project; and

WHEREAS, the project was prioritized and approved for funding by the Davis County Council of Governments and the Davis County Legislative body; and

WHEREAS, the City desires to commence and complete the project and to be reimbursed by the county for a portion of the eligible costs, subject to the terms and conditions of the interlocal agreement; and

WHEREAS, the City Council finds that entering into the agreement is in the best interest of the city and serves a valid public purpose by facilitating needed transportation infrastructure improvements within the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kaysville, Utah, that the Interlocal Cooperation Agreement for Transportation Project Reimbursement between Kaysville City and Davis County is hereby approved; the Mayor is authorized to sign the agreement on behalf of the City, and City staff are authorized to take further actions as may be reasonably necessary to carry out the intent of this resolution and the agreement.

APPROVED AND ADOPTED this _____ day of _____ 2026.

City of Kaysville:

(SEAL)

Mayor: Tamara Tran

ATTEST:

City Recorder: Annemarie Plaizier

**INTERLOCAL COOPERATION AGREEMENT FOR
TRANSPORTATION PROJECT REIMBURSEMENT**

(Third .25% County Option Sales and Use Tax for Transportation)

This Interlocal Cooperation Agreement for Transportation Project Reimbursement (this “Agreement”) is between Davis County, a body corporate and politic and a legal subdivision of the State of Utah (the “County”), and Kaysville City, a municipal corporation of the State of Utah (the “City”). The County and the City may be collectively referred to as the “Parties” in this Agreement or may be solely referred to as a “Party” in this Agreement.

WHEREAS, the Parties are authorized to enter into in this Agreement, pursuant to Utah’s Interlocal Cooperation Act, which is codified at Title 11, Chapter 13 of the Utah Code (the “Act”); and

WHEREAS, Utah Code Section 59-12-2217 (“Section 59-12-2217”) provides, in part, an opportunity for a county council of governments to annually prioritize transportation projects to be funded by revenues generated from a sales and use tax imposed under Section 59-12-2217 as well as an opportunity for a county legislative body to annually approve transportation projects to be funded by revenues generated from a sales and use tax imposed under Section 59-12-2217; and

WHEREAS, the Davis County Council of Governments (“DCCOG”) is the county council of governments with the authority to work with the Davis County Legislative Body to prioritize and approve transportation projects within Davis County to be funded by revenues generated in Davis County from a sales and use tax imposed under Section 59-12-2217; and

WHEREAS, the County requested the cities located within Davis County, the Utah Department of Transportation, and the Utah Transit Authority, on or about June 6, 2025, to submit applications for a limited portion of the sales and use tax generated in Davis County under Section 59-12-2217 to be used for qualifying transportation projects; and

WHEREAS, the City submitted a Davis County 3rd Quarter Funding Application, which is attached to this Agreement as Attachment 1 and is incorporated into this Agreement by this reference (the “Application”), to the County, on or before July 31, 2025, seeking funding for a portion of the sales and use tax generated in Davis County under Section 59-12-2217 for the Angel Street Extension Project (the “Project”) (A copy of the Project Cost Estimate (the “Cost Estimate”) is attached to this Agreement as Attachment 2 and incorporated into this Agreement by this reference); and

WHEREAS, the DCCOG presented a priority list of qualifying transportation projects to the Davis County Legislative Body for approval on or about October 15, 2015 (the “Priority List”); and

WHEREAS, the Davis County Legislative Body approved several projects on the Priority List, including the Project, on October 28, 2025; and

WHEREAS, the City desires to commence and complete the Project pursuant to the provisions of this Agreement; and

WHEREAS, the City desires to be reimbursed, in part, by the County for expenses incurred to complete the Project pursuant to the provisions of this Agreement; and

WHEREAS, the County desires to partially reimburse the City for the permitted or authorized costs, expenses, or otherwise incurred by the City in connection with the Project pursuant to the provisions of this Agreement.

The Parties therefore agree as follows:

- 1. Purpose.** The purpose of this Agreement is to comply with the authority of, and direction provided by, the DCCOG and the Davis County Legislative Body regarding transportation projects in Davis County by funding specific transportation projects in Davis County from a sales and use tax imposed under Section 59-12-2217.

2. The City’s Duties, Obligations, or Responsibilities.

- 2.1. The City shall commence and complete all material aspects of the Project pursuant to the provisions of this Agreement and the Application on or before December 31, 2030.
- 2.2. The City shall be fully and solely responsible for all costs, expenses, or otherwise related to the Project.
- 2.3. The City shall be solely responsible for operating and maintaining the Project, including, but not limited to, all costs, expenses, or otherwise related to the operation or maintenance of the Project.
- 2.4. The City shall ensure that the Project complies with the American Public Works Association (“APWA”) standards and all other federal, state, or local laws, regulations, rules, requirements, codes or otherwise that are applicable to the Project.

3. The County’s Duties, Obligations, or Responsibilities. The County shall reimburse the City in an amount up to 80% of the total permitted or authorized costs or expenses of the Project as identified in the Application not to exceed \$4,960,000.00 only upon all of the following being satisfied by the City:

- 3.1. The City commences and completes the full scope of the Project pursuant to the provisions of this Agreement and the Application on or before December 31, 2030; and
- 3.2. The City notifies the County of its completion of the Project and provides the County with a detailed breakdown of all expenses, costs, or other approved match payments paid by the City in connection with the Project.

4. Progress Payments Authorized. The City may provide reimbursement requests to the County, no more frequently than quarterly, for authorized costs paid by the City for the Project. After confirming that the costs provided in a reimbursement request are authorized for reimbursement, the County shall reimburse the City in an amount equal to 90% of the authorized costs sought through a reimbursement request. The tender or receipt of progress payments under this section shall not relieve the City of its obligations under this Agreement. The County shall reimburse the City for the remaining 10% of the authorized costs sought through the City’s reimbursement requests in an amount up to 80% of the total authorized costs of the Project, not to exceed \$4,960,000.00, only if the City timely and completely satisfies its obligations under Sections 2 and 3 of this Agreement.

5. Effective Date of this Agreement. The Effective Date of this Agreement shall be on the earliest date after this Agreement satisfies the requirements of the Act (the “Effective Date”).

6. Term of Agreement. The term of this Agreement shall begin upon the Effective Date of this Agreement and shall terminate five years from the Effective Date of this Agreement (the “Term”), subject to the termination and other provisions set forth in this Agreement.

7. Termination of Agreement. This Agreement may be terminated prior to the completion of the Term by any of the following actions:

- 7.1. The mutual written agreement of the Parties;
- 7.2. By either Party:
 - 7.2.1. After any material breach of this Agreement, subject to Subsection 7.2.2. of this Agreement; and
 - 7.2.2. Thirty calendar days after the non-breaching Party sends a demand to the breaching Party to cure such material breach, and the breaching Party fails to timely cure such material breach; provided however, the cure period shall be extended as may be required beyond the thirty calendar days, if the nature of the cure is such that it reasonably requires more than thirty calendar days to cure the breach, and the breaching Party commences the cure within the thirty calendar day period and thereafter continuously and diligently pursues the cure to completion; and
- 7.3. As otherwise set forth in this Agreement or as permitted by law, ordinance, rule, or regulation.

8. Indemnification; Hold Harmless. The City shall indemnify and hold harmless the County, and the County’s officials, employees, agents, and other representatives (collectively, the “Indemnified Party”), against any and

all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, that are incurred by the Indemnified Party (collectively, "Losses"), and any cost or expense incurred by the Indemnified Party in defending a matter relating to one or more Losses (e.g. court filing fees, court costs, dispute resolutions costs, witness fees, professional fees and attorney fees) (collectively, "Resolution Expenses") (Losses and Resolution Expenses together mean "Indemnifiable Losses") relating to a material breach of this Agreement or the negligent, reckless, or willful acts or omissions of the City or the City's officers, directors, employees, agents, or other representatives, except to the extent that the Indemnified Party either caused those Indemnifiable Losses or the Indemnifiable Losses arose from the Indemnified Party's material breach of this Agreement. The rights and obligations of the Parties set forth in this section will survive the termination of this Agreement.

- 9. Notices.** All notices under this Agreement must be in writing and must be delivered personally, by a nationally recognized overnight courier, or by United States mail, postage prepaid, and addressed to the Parties at their respective addresses set forth below (or to such other address(es) as may be designated by a Party in accordance with this section), and the same shall be effective upon receipt, if delivered personally, on the next business day, if sent by overnight courier, or three business days after deposit in the United States mail, if mailed. The initial addresses of the Parties shall be:

<u>To the City:</u> Kaysville City Attn: Public Works Director 23 E Center St Kaysville, UT 84037	<u>To the County:</u> Davis County Attn: CED Director P.O. Box 618 Farmington, UT 84025	<u>With a Copy to:</u> Davis County Attn: Attorney's Office, Civil Division P.O. Box 618 Farmington, UT 84025
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- 10. Damages.** The Parties acknowledge, understand, and agree that, during the Term of this Agreement, the Parties are fully and solely responsible for their own actions, activities, or business sponsored or conducted.
- 11. Governmental Immunity.** The Parties recognize and acknowledge that each Party is covered by the Governmental Immunity Act of Utah, codified at Title 63G, Chapter 7 of the Utah Code (the "Immunity Act"), and nothing in this Agreement is intended to waive or modify any and all rights, defenses or provisions provided in the Immunity Act. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the Party employing their services, even if performing functions outside of the territorial limits of such Party and shall be deemed officers and employees of such Party under the provisions of the Immunity Act.
- 12. Approval.** This Agreement shall be submitted to the authorized attorney for each Party for review as to proper form and compliance with applicable law pursuant to Section 11-13-202.5 of the Act. This Agreement shall be approved by the legislative body of each Party pursuant to Section 11-13-202.5 of the Act. This Agreement shall be filed with the keeper of records of each Party pursuant to Section 11-13-209 of the Act.
- 13. Interlocal Agreement Provisions.** This Agreement does not create an interlocal entity. There is no separate legal entity created by this Agreement to carry out its provisions, and, to the extent that this Agreement requires administration other than as is set forth herein, it shall be administered by the governing bodies of the Parties acting as a joint board. There shall be no real or personal property acquired jointly by the Parties as a result of this Agreement. This Agreement does not relieve any Party of obligations or responsibilities imposed upon that Party by law.
- 14. Assignment Restricted.** This Agreement may only be assigned by a written instrument that is signed by authorized representatives of the Parties. Any purported assignment of this Agreement that is in violation of this section is void.
- 15. Waiver.** A right, remedy, power, privilege or otherwise under this Agreement is not waived by a Party unless such waiver is in writing and signed by an authorized representative of the Party granting the waiver.

- 16. Entire Agreement.** This Agreement, including all attachments, if any, and any other documents referenced in this Agreement or incorporated into this Agreement by this reference, constitutes the entire understanding between, and agreement of, the Parties with respect to the subject matter in this Agreement. Unless otherwise set forth in this Agreement, this Agreement supersedes all prior and contemporaneous understandings and agreements, whether written or oral, between the parties with respect to the subject matter in this Agreement.
- 17. Inconsistencies.** The following order of precedence governs and controls any inconsistencies between this Agreement, any attachments to this Agreement, and any other documents referenced in this Agreement or incorporated into this Agreement by reference: 1) this Agreement; 2) any attachments to this Agreement; and 3) any other documents referenced in this Agreement or incorporated into this Agreement by reference.
- 18. Amendment.** This Agreement may only be amended by a written instrument that is signed by authorized representatives of the Parties. Any purported amendment of this Agreement that is in violation of this section is void.
- 19. Governing Law; Exclusive Jurisdiction.** This Agreement is governed by and construed in accordance with the laws of the State of Utah without giving effect to any choice or conflict of law provision that would require or permit the application of the laws of any jurisdiction other than those of the State of Utah. Each Party irrevocably and unconditionally agrees that it may only commence an action, litigation, or proceeding of any kind against any other Party, which arises from or relates in any way to this Agreement, in the Second Judicial District Court in and for the State of Utah located in Farmington, Utah. Each Party irrevocably and unconditionally submits to the exclusive jurisdiction of such court.
- 20. Severability.** If the Second Judicial District Court in and for the State of Utah located in Farmington, Utah finds that one or more sections, subsections, sentences, or parts of a sentence of this Agreement is prohibited or unenforceable, then that or those specific section(s), subsection(s), sentence(s) or part(s) of a sentence is void. All sections, subsections, sentences, or parts of a sentence of this Agreement that are not found by such court to be prohibited or unenforceable, shall remain in full force and effect.
- 21. Counterparts.** This Agreement may be signed in any number of counterparts, and, if such is the case, each counterpart that is signed and delivered, will be deemed an original and all such counterparts together will constitute one agreement.

The Parties have signed this Agreement on the dates set forth below.

<p>DAVIS COUNTY</p> <p>_____</p> <p>John Crofts, Chair Davis County Board of Commissioners Dated: _____</p> <p>ATTEST:</p> <p>_____</p> <p>Brian McKenzie Davis County Clerk Dated: _____</p> <p>REVIEWED AS TO PROPER FORM AND COMPLIANCE WITH APPLICABLE LAW:</p> <p>_____</p> <p>Davis County Attorney's Office</p>	<p>KAYSVILLE CITY</p> <p>_____</p> <p>Print Name: _____ Print Title: _____ Dated: _____</p> <p>ATTEST:</p> <p>_____</p> <p>Print Name: _____ Title: _____ Dated: _____</p> <p>REVIEWED AS TO PROPER FORM AND COMPLIANCE WITH APPLICABLE LAW:</p> <p>_____</p> <p>Kaysville City Attorney</p>
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Attachment 1

(3rd Quarter Funding Application, 6 Pages)

Attachment 2

(Project Cost Estimate - 2 Pages)

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Josh Belnap, Public Works Director

SUBJECT/AGENDA TITLE: A Resolution Approving an Interlocal Agreement with UDOT for a Concept Study Evaluating the 200 North Interchange Area

EXECUTIVE SUMMARY:

The Mayor and staff have been working with UDOT since January 2024 to address concerns and constraints related to traffic and anticipated growth in the 200 North interchange area. The interchange is not currently scheduled for replacement or other major improvements for at least approximately 12–15 years; however, there are needs and opportunities beyond a future bridge replacement over 200 North and ramp repaving that would benefit the public sooner.

This Interlocal Agreement would establish a cost-sharing partnership with UDOT to evaluate the interchange areas and nearby surface streets to identify the potential need for smaller-scale projects that might be able to be implemented earlier to improve safety, access, and traffic efficiency. The City's proposed contribution is one-half of the evaluation cost, not to exceed \$60,000.

Staff feels that this process may both yield short-term improvement opportunities while also helping to guide or shape future planning when the interchange is ultimately reconstructed.

Funding for this expense is included in the current budget.

City Council Options:

1) Approve, 2) Table

Staff Recommendation:

Approve

Fiscal Impact:

Road funds

ATTACHMENTS:

1. Resolution - UDOT Agreement
2. UDOT Cooperative Agreement

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL COOPERATION AGREEMENT WITH UDOT FOR REIMBURSING ENGINEERING COSTS FROM EVALUATING THE 200 N INTERCHANGE

WHEREAS, Kaysville City and UDOT are authorized to enter into interlocal cooperation agreements pursuant to the Utah Interlocal Cooperation Act, Utah Code Title 11, Chapter 13; and

WHEREAS, UDOT and the City both wish to conduct an engineering evaluation of the 200 N interchange and surrounding surface streets; and

WHEREAS, said evaluation is focused on identifying needs and concerns regarding maximizing safety, access and traffic efficiency; and

WHEREAS, the City Council finds that entering into the agreement is in the best interest of the city and serves a valid public purpose by facilitating needed improvements within the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kaysville, Utah, that the Interlocal Cooperation Agreement for reimbursing engineering costs from evaluating the 200 N interchange between Kaysville City and UDOT is hereby approved; the Mayor is authorized to sign the agreement on behalf of the City, and City staff are authorized to take further actions as may be reasonably necessary to carry out the intent of this resolution and the agreement.

APPROVED AND ADOPTED this _____ day of _____ 2026.

City of Kaysville:

(SEAL)

Mayor: Tamara Tran

ATTEST:

City Recorder: Annemarie Plaizier



COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT (“Agreement”) made and entered into this _____ day of _____, 20____, by and between the **UTAH DEPARTMENT OF TRANSPORTATION** (“UDOT”), an agency of the State of Utah, and **Kaysville City** (“City”), a political subdivision of the State of Utah.

RECITALS

WHEREAS, UDOT and the CITY have agreed to participate in the cost of developing a concept study for the interchange at 200 North and I-15 in Kaysville, Utah referred to as Project # S-R199(428) (“Project”); and

WHEREAS, UDOT and the CITY desire to enter into this COOPERATIVE AGREEMENT for said Project; and

WHEREAS, the CITY has agreed to participate in the cost of the Project and will reimburse UDOT; and

THIS COOPERATIVE AGREEMENT, is made to set out the terms and conditions where under said payment shall be made

AGREEMENT

NOW THEREFORE, it is agreed by and between the parties as follows:

1. UDOT will obtain and oversee an Engineering Consultant to develop a concept study report to determine future needs of the interchange. The report is to include preliminary traffic analysis, concept-level design, and construction cost estimates.
2. Upon completion of the Project, UDOT shall submit an invoice to the City for half of the total cost of the Engineering Consultant contract up to and not-to-exceed SIXTY THOUSAND DOLLARS AND ZERO CENTS (\$60,000.00), said amount being the CITY’s total contribution to the project.
3. This Agreement may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. This Agreement shall become effective when each Party hereto shall have received a counterpart hereof signed by the other Party hereto.
4. This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.
5. UDOT and the CITY are both governmental entities subject to the Governmental Immunity Act. Each party agrees to indemnify, defend and save harmless the other party from any and all damages, claims, suits, costs, attorney’s fees and actions arising from or related to its actions or omissions or the acts or omissions of its officers, agents, or employees in connection with the performance and/or subject matter of this Agreement. The obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, provided said Act applies to the action or omission giving rise to the protections of this paragraph. This paragraph shall not be construed as a waiver of the protections of the Governmental Immunity Act by the parties. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.



6. Nothing contained in this Agreement shall be deemed or construed, either by the parties hereto or by any third party, to create the relationship of principal and agent or create any partnership, joint venture or other association between the Parties.
7. This Agreement contains the entire agreement between the Parties, with respect to the subject matter hereof, and no statements, promises, or inducements made by either Party or agents for either Party that are not contained in this written Agreement shall be binding or valid.
8. If any provision hereof shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction or in all jurisdictions, or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule or public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever. The invalidity of any one or more phrases, sentences, clauses, or paragraphs herein contained, shall not affect the remaining portions hereof, or any part thereof.
9. Each party represents that it has the authority to enter into this Agreement.



IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as for the day and year first above written.

ATTEST:

Kaysville City, a Municipal Corporation of the State of Utah

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

(IMPRESS SEAL)

RECOMMENDED FOR APPROVAL:

UTAH DEPARTMENT OF TRANSPORTATION

By: _____
PROJECT MANAGER

By: _____
REGION DIRECTOR

Date: _____

Date: _____

APPROVED AS TO FORM:

UDOT COMPTROLLER'S OFFICE

The Utah State Attorney General's Office has previously approved all paragraphs in this Agreement as to form.

By: _____
CONTRACT ADMINISTRATOR

Date: _____

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Rezone Request for Pioneer Park Property at 1285 South Angel Street (Parcels #080220044 and #084320836) from R-A (Agricultural Residential) to PU (Public Use)

EXECUTIVE SUMMARY:

Following an analysis of city-owned parcels and their zoning designations, staff initiated this request to assign appropriate zoning district to these properties, including Pioneer Park. This rezone request was presented at the Planning Commission meeting on February 12, 2026. During the meeting, the Planning Commission held a public hearing, and no public comments were received. To assist the Council in making an informed decision, the Planning Commission staff report and relevant meeting minutes are attached.

The Planning Commission has recommended the City Council approve the rezone request with a vote of 4-0.

City Council Options:

1. Approve the rezone of Pioneer Park Property at 1285 South Angel Street (Parcels #080220044 and #084320836) from R-A (Agricultural Residential) to PU (Public Use).
2. Deny the rezone request.

Staff Recommendation:

Based on the recommendation of approval from the Planning Commission, staff recommends the City Council approve the rezone of the Pioneer Park Property at 1285 South Angel Street (Parcels #080220044 and #084320836) from R-A (Agricultural Residential) to PU (Public Use).

Fiscal Impact:

N/A

ATTACHMENTS:

1. PC Staff Report 1285 S Angel St RZN RA-PU parcel
 2. 1285 S Angel St RZN RA-PU Ordinance
 3. PC Minutes Excerpt from February 12, 2026
-

PLANNING COMMISSION STAFF REPORT

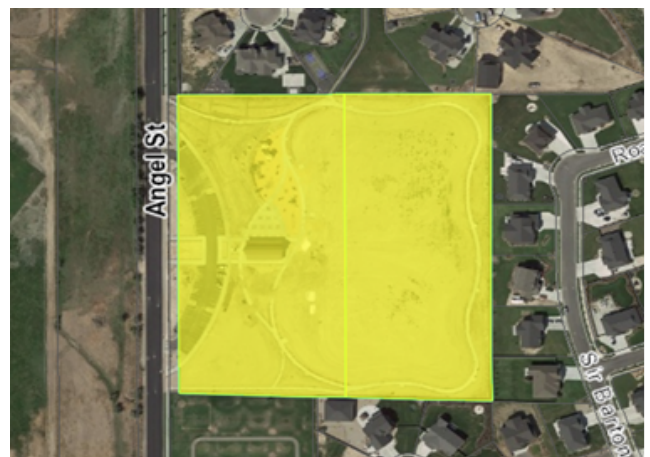
To: Kaysville City Planning Commission
From: Anne McNamara, Senior Planner
Date: February 4, 2025

Agenda Item #4: Rezone request and public hearing for the Pioneer Park property located at 1285 South Angel Street (parcels #080220044 and #084320836) from R-A Agricultural Residential and PU Public Use

Meeting Date	February 12, 2026
Application Type	Rezone
Applicant Owner	Kaysville City
Address Parcel ID Number	1285 South Angel Street 080220044, 084320836
Lot Size	10.25 acres 446,490 ft ²
Current Use	City Park
Current Zoning	R-A Agricultural Residential
Density Entitlement	20 dwelling units
Requested Zoning	PU Public Use
Density Entitlement	N/A

1. BACKGROUND

Kaysville City Community Development has identified a number of parcels within city limits that are owned by the City but zoned for uses other than Public Use. To facilitate zoning that better matches their respective uses, staff has determined that the parcels discussed in this report would be better served with a changed zoning designation. The property has an existing city park onsite, Pioneer Park, which consists of two neighboring parcels that border Angel Street. This application is requesting the zoning on this parcel be changed from [R- A Agricultural Residential](#) to [PU Public Use](#) to reflect the city’s ownership and the property’s current use as a park.



2. SURROUNDING LAND USE AND ZONING

- **North** – To the north of the property is a large cluster of residential lots zoned as R-A.
- **South** – To the south of the property is primarily residential lots zoned as R-A.
- **East** – To the east of the property is a mixture of residential that consists primarily of R-A lots, with a handful of R-1-LD lots.
- **West** – To the west of the property is primarily agricultural land with a mixture of heavy and light agricultural zoning designations. This includes A-5, A-1, and R-A zoning.



3. GENERAL PLAN

A. FUTURE LAND USE MAP

Chapter 1 of the 2022 General Plan, which covers Land Use and Placemaking includes the Future Land Use Map. This map shows land use designations for areas across the city, as envisioned through public input. For these properties the Future Land Use Map indicates that the property is designated for parks. Therefore, this rezone application is supported by this element of the 2022 General Plan.

B. GUIDING PRINCIPLES

In examining the guiding principles 2022 General Plan, staff has found are no guiding principles that speak directly to the handling of city owned parcels, so the General Plan is considered neutral on this matter.

C. GOALS, OBJECTIVES AND IMPLEMENTATION MEASURES

In examining the goals, objectives, and implementation measures provided in the 2022 General Plan, staff has found there is no guidance that speaks directly to the land use implementation preferences for park properties owned by the City. Therefore, the General Plan is considered neutral on this matter.



4. PUBLIC COMMENT

A total of 64 public notices were mailed to property owners within 500' radius of the subject property. As of the date of this report, no comments have been received. A sign was placed on the property on February 6, 2026.

5. RECOMMENDATION

Staff is recommending that the Planning Commission forward a favorable recommendation to the City Council for approval of the proposed rezone for the parcels at 1285 South Angel Street from R-A Agricultural Residential to PU Public Use.

The Planning Commission may make a recommendation to the City Council to approve or deny the rezone request.

ORDINANCE NO. 26-XX-XX

AN ORDINANCE REZONING A CERTAIN 10.25 ACRE PROPERTY IN KAYSVILLE CITY KNOWN BY PARCEL ID'S 08-022-0044 and 08-432-0836 AND LOCATED AT 1285 SOUTH ANGEL STREET TO THE PU PUBLIC USE DISTRICT; HEREINAFTER FULLY DESCRIBED AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 12, 2026 the Kaysville City Planning Commission, after notice and public hearing as required by law, reviewed a proposal to rezone 10.25 acres located at approximately 1285 South Angel Street and known as Parcel ID's 08-022-0044 and 08-432-0836 from R-A Agricultural Residential District to PU Public Use District; and

WHEREAS, the Planning Commission voted 4-0 to recommend approval of the rezone to the City Council; and

WHEREAS, the Kaysville City Council has concluded that it is in the best interest of the City to rezone such property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH:

SECTION I: Rezone. The real property consisting of 10.25 acres and located at approximately 1285 South Angel Street known as Parcel ID's 08-022-0044 and 08-432-0836 shall be rezoned to PU Public Use, and the Zoning Map shall be appropriately amended; and

SECTION II: Effective Date. This Ordinance shall take effect upon execution of the ordinance.

PASSED AND ADOPTED by the City Council of Kaysville City, Utah, this March 5, 2026.

Tamara Tran
Mayor

ATTEST:

Annemarie Plaizier
City Recorder

Kaysville City Planning Commission Meeting Minutes- Excerpt
February 12, 2026

The Planning Commission meeting was held on Thursday, February 12, 2026 at 7:00 p.m. in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Mike Packer, Commissioners Wilf Sommerkorn, Erin Young, and David Moore

Staff in Attendance: Melinda Greenwood, Katie Ellis, and Anne McNamara

4- PUBLIC HEARING FOR A REZONE REQUEST FOR THE PIONEER PARK PROPERTY LOCATED AT 1285 SOUTH ANGEL STREET (PARCELS # 080220044 AND #084320836) FROM R-A AGRICULTURAL RESIDENTIAL TO PUPUBLIC USE

Ms. McNamara presented a city-initiated rezone for two parcels comprising Pioneer Park. She explained that the parcels are currently zoned Agricultural Residential (RA), which is not uncommon for parks located in larger-lot residential areas, but staff determined that the Public Use (PU) zone is a more appropriate designation for city-owned park and governmental facilities. She stated that the purpose of the rezone is to align zoning with existing public ownership and use, and to standardize zoning for municipal properties. She noted that the parcels are currently surrounded by R-1-LD and RA zoning, which reflects surrounding residential development patterns, but that the Future Land Use Map identifies the park as a distinct public land use. Public noticing included 64 mailed notices, and no public comments or inquiries were received. Staff recommended approval of the rezone from Agricultural Residential to Public Use for both parcels.

Chair Packer asked which existing city properties are zoned Public Use.

Ms. McNamara responded that Barnes Park is zoned Public Use and noted that the city previously amended the PU zone to allow an electronic message board sign at that location. She stated that other parks in the community are currently zoned RA or R-1-LD, reflecting historical zoning rather than intended public function, resulting in inconsistency. She indicated Barnes Park is the clearest example of a park already zoned PU.

Chair Packer asked whether rezoning parks to a public use designation is typical practice.

Ms. Greenwood added that many cities have dedicated parks or open space zones and reiterated that the proposed rezone is administrative “housekeeping” intended to apply appropriate zoning to city-owned facilities without changing park use or function. She noted that other public facilities such as the cemetery, Davis Technical College, and the Utah State Botanical Center are also zoned Public Use. Ms. Greenwood further explained that accurate zoning for parks improves land use analysis by preventing large public lands from being counted as residential acreage in community land use statistics.

Chair Packer thanked staff for displaying the zoning map, noting it clarified the relationship between the park parcels and surrounding zoning.

Chair Packer opened the meeting up for the Public Hearing. No speakers were present, so Chair Packer closed the Public Hearing.

Commissioner Young made a motion to recommend the City Council to rezone Pioneer Park at 1285 South Angel Street. Commissioner Sommerkorn seconded the motion, and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay

Commissioner Young: Yay

Commissioner Sommerkorn: Yay

Commissioner Moore: Yay

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Rezone Request for Trappers Park Property at 2185 West 200 North (Parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU (Public Use)

EXECUTIVE SUMMARY:

Following an analysis of city-owned parcels and their zoning designations, staff initiated this request to assign an appropriate zoning district to these properties, including Trappers Field Park. This rezone request was presented at the Planning Commission meeting on February 12, 2026. During the meeting, the Planning Commission held a public hearing, and three public comments were received, with an additional comment being received through the Planning Commission's email portal. Public comments included concerns about the public accessing the properties, specifically those designated as trails. Staff clarified that zoning designations do not dictate public access; the Parks & Recreation Department currently maintains these trails and parcels as open and accessible to all members of the public.

Another resident expressed concerns regarding the City's obligations under the Shick Farms Open Space Agreement (dated October 4, 2018). However, the City's legal counsel reviewed the agreement and does not have any concerns regarding the proposed zoning changes.

To assist the Council in making an informed decision, the Planning Commission staff report and relevant meeting minutes are attached. The Planning Commission recommends that the City Council approve the rezone request (Vote: 4-0).

City Council Options:

1. Approve the rezone of rezone for Trappers Park Property at 2185 West 200 North (Parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU (Public Use).
2. Deny the rezone request.

Staff Recommendation:

Based on the recommendation of approval from the Planning Commission, staff recommends the City Council approve the rezone for Trappers Park Property at 2185 West 200 North (Parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU (Public Use).

Fiscal Impact:

N/A

ATTACHMENTS:

1. PC Staff Report 2185 W 200 N RZN R-1-LD-PU & R-A - PU 020626
 2. 02-12-2026 Trappers Minutes Excerpt
 3. Online Form Submittal_ Taylor Seely redacted
 4. Trappers Field RZN R-1-LD and RA to PU Ordinance
 5. Schick Farms Open Space Agreement
-

PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Anne McNamara, Senior Planner
Date: February 4, 2026

Agenda Item #5: Rezone request and public hearing for the Trappers Park property at 2185 West 200 North (parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU Public Use

Meeting Date	February 12, 2026
Application Type	Rezone
Applicant Owner	Kaysville City
Address Parcel ID Number	2185 West 200 North 151680439, 115930001, 115910150, 115920229
Lot Size	14.58 acres 635,104 ft ²
Current Use	City Park
Current Zoning	R-1-LD Single Family Residential and RA Agricultural Residential
Density Entitlement	33 dwelling units
Requested Zoning	PU Public Use
Density Entitlement	N/A

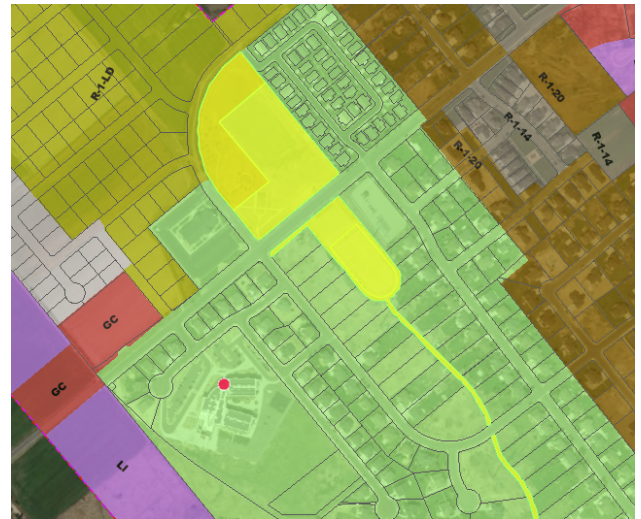
1. BACKGROUND

Kaysville City Community Development has identified a number of parcels within city limits that are owned by the City but zoned for uses other than Public Use. To facilitate zoning that better matches their respective uses, staff has determined that the parcels discussed in this report would be better served with a changed zoning designation. This application is requesting the zoning on these parcels be changed from [R-1- LD Single Family Residential](#) to [PU Public Use](#) and R-A [Agricultural Residential](#) to [PU Public Use](#) to reflect the city’s ownership.



2. SURROUNDING LAND USE AND ZONING

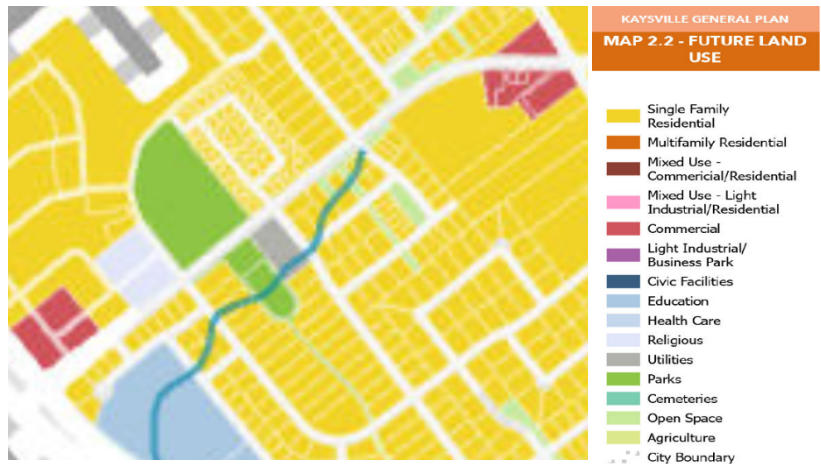
- **North** – To the north of the property is a large cluster of smaller single family lots zoned R-1-LD.
- **South** – To the south of the property is primarily residential lots zoned as R-A.
- **East** – To the east of the property is a mixture of residential that consists primarily of R-1-20 lots, with a handful of R-1-14 lots.
- **West** – To the east of the property is a mixture of light industrial properties dedicated as UDOT Right of Way and a small cluster of single family lots zoned R-1-8 and R-1-14. Kays Creek Elementary School is also to the west of the subject properties.



3. GENERAL PLAN

A. FUTURE LAND USE MAP

Chapter 1 of the 2022 General Plan, which covers Land Use and Placemaking includes the Future Land Use Map. This map shows land use designations for areas across the city, as envisioned through public input. For this property the Future Land Use Map indicates that the property is designated for parks. Therefore, this rezone application is supported by this element of the 2022 General Plan.



B. GUIDING PRINCIPLES

In examining the guiding principles 2022 General Plan, staff has found there are no guiding principles that speak directly to the handling of city owned parcels, so the General Plan is considered neutral on this matter.

C. GOALS, OBJECTIVES AND IMPLEMENTATION MEASURES

In examining the goals, objectives, and implementation measures provided in the 2022 General Plan, staff has found there is no guidance that speaks directly to the land use implementation preferences for park properties owned by the City. Therefore, the General Plan is considered neutral on this matter.

4. PUBLIC COMMENT

A total of 98 public notices were mailed to property owners within 500' radius of the subject property. As of the date of this report only one comment has been received and sent to the Planning Commission through the comment portal. A sign was placed on the property on February 6, 2026.

5. RECOMMENDATION

Staff is recommending that the Planning Commission forward a favorable recommendation to the City Council for approval of the proposed rezone for the parcels at approximately 2185 West 200 North from R-1-LD Single Family Residential and R-A Agricultural Residential to PU Public Use.

The Planning Commission may make a recommendation to the City Council to approve or deny the rezone request.

Kaysville City Planning Commission Meeting Minutes- EXCERPT
February 12, 2026

The Planning Commission meeting was held on Thursday, February 12, 2026 at 7:00 p.m. in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Mike Packer, Commissioners Wilf Sommerkorn, Erin Young, and David Moore

Staff in Attendance: Melinda Greenwood, Katie Ellis, and Anne McNamara

5- PUBLIC HEARING FOR A REZONE REQUEST FOR THE TRAPPERS PARK PROPERTY AT 2185 WEST 200 NORTH (PARCELS #115920229, #115910151, #11593001, AND #151680439) FROM R-

Ms. McNamara presented a city-initiated rezone for multiple city-owned parcels located on the west side of the city near 2185 West 200 North. She described the affected properties as including two northern parcels, a looped park area to the south, and two smaller trail parcels.

She noted that the parcels do not currently have assigned addresses; however, staff is preparing and submitting an address affidavit to Davis County to establish official addressing.

Ms. McNamara stated that, like the previously discussed Pioneer Park rezone, the request is housekeeping in nature and intended to align zoning with the parcels' existing public ownership and use. The properties are currently zoned R-1-LD and Agricultural Residential, and staff recommends rezoning them to Public Use to maintain consistency with other city-owned parks and public facilities. She noted that the Future Land Use Map designates the area as parkland.

Regarding public noticing, Ms. McNamara reported that 98 notices were mailed. Staff received one email inquiry requesting clarification about the trail portion of the property and four phone calls from residents responding to the posted sign on the property asking about the city's intent. She stated that once staff explained that the rezone would not change park use or function and was only to apply appropriate zoning, no concerns were expressed. Based on consistency with the General Plan and lack of opposition, staff recommended approval of the rezone of the subject parcels at 2185 West 200 North from R-1-LD and Agricultural Residential to Public Use.

Chair Packer opened the Public Hearing.

Luke Johnson stated that his property is located near the western trail connection associated with the park area and that he and several neighboring properties along Wellington Drive and Bonneville maintain horses. He expressed concern that the proposed Public Use zoning designation could result in increased public access and activity along what he described as a private or restricted equestrian trail corridor historically intended for use by adjacent horse property owners.

Mr. Johnson stated that when the property was originally conveyed to the city by the neighborhood, the intended use of the trail corridor differed from its current condition. He asserted that the original agreement provided adjacent horse property owners with right-of-way access from 200 North to the south end of the trail for purposes including horse trailer access and emergency access to animals. He stated that installation of fencing and narrowing of the trail opening had limited access and that the corridor is currently being used by pedestrians and cyclists, including electric bicycles, which he described as unsafe in proximity to horses. He further expressed concern that members of the public have entered onto his private property adjacent to the trail and that increased public designation could create safety risks and potential liability issues.

Mr. Johnson requested that the portion of the corridor functioning as a horse trail remain zoned residential or agricultural rather than Public Use and that signage be installed indicating that the trail is not intended for general public use. He stated his position that public access on the equestrian corridor is unsafe for both horses and trail users and requested that the city maintain the existing non-public status of that portion of the property.

Tim Hodges addressed the Commission and stated he shared the concerns expressed regarding the equestrian trail portion of the property. Mr. Hodges stated that the trail area is primarily used by adjacent horse property owners for access to their properties and that public use of the corridor has created conflicts and safety concerns when horses are being exercised. He requested consideration of excluding or “carving out” the equestrian trail portion from the proposed Public Use zoning, noting that in his view the corridor does not function as a public trail.

Mr. Hodges also raised concerns related to the historical conveyance of the property to the city. He stated that the land was dedicated to the city by the neighborhood under a development agreement requiring that a park be constructed within a specified timeframe. He asserted that only a portion of the park improvements has been completed and stated his understanding that the city may be in default of the original agreement. He expressed concern that rezoning the property to Public Use while contractual obligations remain unresolved could affect potential legal remedies available to the homeowners’ association if enforcement action were pursued. He requested that the City Attorney review the contractual implications of the zoning change prior to final action and advised the Commission to consider potential liability issues associated with rezoning while the agreement remains in effect.

Kara Olsen resides in proximity to the previously referenced equestrian properties, addressed the Commission. Ms. Olsen stated she sought clarification regarding the city’s plans for the park parcels, particularly how the proposed Public Use zoning might affect the existing Trappers Park area on the south side of the site. She also asked what future use was anticipated for the northern portion of the property, noting that it is currently undeveloped and had previously been used temporarily as a skate park. She expressed that she viewed the prior skate park use as a positive activation of the space and asked generally how rezoning to Public Use might influence future use or development of those areas.

Chair Packer closed the Public Hearing.

Ms. Greenwood provided additional background regarding the western park and trail parcels. She explained that the Schick Farms Estates HOA originally established the park area as a private community amenity and, around 2018, requested that the city assume ownership and maintenance responsibilities due to the HOA's inability to maintain it. The city entered into an agreement with the HOA at that time and has since maintained and managed the property as a public park. Ms. Greenwood clarified that zoning designation does not determine whether the public may access the property; because the city owns the land, it is currently considered a public park and open to public use regardless of whether it is zoned Agricultural Residential or Public Use. She stated that rezoning to Public Use would not change public access or current management practices.

Ms. Greenwood further explained that the agreement with the HOA included provisions restricting organized sports activities at the park for a specified period (approximately fifteen years), several years of which remain. She stated that the Parks Department currently manages the property consistent with those restrictions and treats the site as a public park, including the trail areas. She noted that rezoning would not affect existing contractual obligations and that, if future legal or contractual issues arose, zoning could be amended if necessary. She also stated that the city has no intent to sell or develop the property and that such actions would conflict with the existing agreement; rezoning to Public Use would further reflect its intended public function. Regarding trail use, she noted that the city considers the southern corridors as trails and allows general public enjoyment of the park, while adjacent property owners may post private property signage on their own land if desired.

Commissioner Sommerkorn stated his understanding that park zoning classification does not determine the level of public access or management practices, which are instead governed by the Parks Department. He indicated that rezoning would not affect whether the property is publicly used but acknowledged that residents had raised concerns regarding historical agreements and current management. He suggested those matters may warrant discussion between residents and city officials but are separate from the zoning decision.

Chair Packer stated he had visited the site to better understand conditions and observed the presence of horses and animal uses along the trail corridor. He acknowledged concerns regarding vehicle access and animal safety raised during public comment and stated those issues would likely need to be addressed through Parks Department management policies rather than zoning regulations. He concluded that the concerns discussed were distinct from the zoning question before the Commission.

Commissioner Sommerkorn reiterated agreement with prior discussion that residents had raised legitimate concerns regarding trail use, access, and historical agreements with the city, but stated those matters were separate from the zoning determination before the Commission. He emphasized that rezoning would not affect those issues and encouraged continued dialogue

between residents and the city to address them.

Chair Packer added that several Commissioners had recently met with Cole Stephens, Director of Parks, who indicated that planning for development of the northern portion of the park property is underway. Chair Packer stated that a skate park is not anticipated for that location, as it was not part of the original agreement and was determined not to be an appropriate fit. He stated that rezoning the property to Public Use is logical given city ownership and existing park designation. He acknowledged that concerns raised by residents regarding trail safety, access, and animal use were valid and should be considered by the Parks Department and City Council but noted that the Planning Commission does not have authority to resolve those operational matters within the zoning action.

Chair Packer stated his view that the zoning change itself would not materially alter current park use or management and therefore should not be the basis for addressing the broader concerns discussed.

Commissioner Sommerkorn added that the item would proceed to the City Council and that residents would have an additional opportunity to present their concerns at that level.

Commissioner Sommerkorn then made a motion recommending that the City Council approve the rezoning of the subject parcels at 2185 West 200 North from R-1-LD and Agricultural Residential to Public Use and Commissioner Young seconded the motion and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

From: noreply@civicplus.com
To: [Melinda Greenwood](#); [Mindi Edstrom](#); [REDACTED]
Subject: Online Form Submittal: Contact the Planning Commission
Date: Thursday, January 29, 2026 8:50:14 PM

Contact the Planning Commission

Have a question or comment? Want to contact the Planning Commission about an upcoming item on a meeting? Please fill out the form below and an e-mail will be sent to all of the Planning Commission members. You can also contact the Community Development office at 801-546-1241.

Name	Taylor Seely
Email Address	[REDACTED]
Address	[REDACTED]
City	Kaysville
State	UT
Zip Code	84037
Phone Number	[REDACTED]
Your Message	Is there any way to change the parks to the correct zone but leave the road in my backyard as the zone it's in now? It's an unlit road meant for residents and shouldn't be full public property. Does the city plan to maintain that road if it is rezoned?
Upload an Attachment	IMG_5837.jpeg
Upload an Attachment	<i>Field not completed.</i>
Upload an Attachment	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

ORDINANCE NO. 26-XX-XX

AN ORDINANCE REZONING A CERTAIN 14.58 ACRE PROPERTY IN KAYSVILLE CITY KNOWN BY PARCELS ID'S 115920229, 115910150, 115930001, AND 151680439 LOCATED AT 2185 WEST 200 NORTH TO THE PU PUBLIC USE DISTRICT; HEREINAFTER FULLY DESCRIBED AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 12, 2026, the Kaysville City Planning Commission, after notice and public hearing as required by law, reviewed a proposal to rezone approximately 14.58 acres known as Parcel ID's 115920229, 115910150, 115930001, and 151680439 from R-1-LD Single Family Residential District and R-A Residential to the PU Public Use District; and

WHEREAS, the Planning Commission voted 4-0 to recommend approval of the rezone to the City Council; and

WHEREAS, the Kaysville City Council has concluded that it is in the best interest of the City to rezone such property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH:

SECTION I: Rezone. The real property consisting of approximately 14.58 acres and known as Parcel ID's 115920229, 115910150, 115930001, and 151680439 shall be rezoned to PU Public Use, and the Zoning Map shall be appropriately amended; and

SECTION II: Effective Date. This Ordinance shall take effect upon execution of the ordinance.

PASSED AND ADOPTED by the City Council of Kaysville City, Utah, this March 5, 2026.

Tamara Tran
Mayor

ATTEST:

Annemarie Plaizier
City Recorder

Schick Farms Open Space Agreement

THIS SCHICK FARMS OPEN SPACE AGREEMENT (“Agreement”) is made and entered into this 4th day of Oct, 2018, by and between The Schick Farms Home Owners Association (“Owners”) and Kaysville City (“City”), a municipal corporation of the State of Utah, Kaysville, as follows:

RECITALS

- A) Schick Farms Cluster Subdivision Phases 1, 2 and 9 and Ashwood Estates Cluster Subdivision Phases 1 and 2 (Subdivision) were developed as an open space subdivision under Kaysville City ordinance and a development agreement.
- B) The development agreement expired due to lack of progress of the project and additional phases of this project were not developed as originally approved nor under the development agreement.
- C) The 12.1 acres of existing open space was dedicated with the Subdivision as open space.
- D) The Owners wish to see certain portions of the open space improved differently than currently exists and wish to divest themselves of other portions of the open space.
- E) The City is willing to accept portions of the open space (“Open Space”), which portions are further described in exhibit A, and incorporate such property into the City’s public parks system.
- F) The City hereby grants the Owners an easement, which portions of the Open Space are further described in Exhibit B.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions stated herein, and other good and valuable consideration, the Owners and the City agree as follows:

AGREEMENT

SECTION ONE: TRANSFER OF OWNERSHIP & GRANT OF EASEMENT

Owners will transfer ownership of the Open Space, defined in Exhibit A attached hereto, to the City by warranty deed within 30 days of the execution of this Agreement. The warranty deed shall include the covenants contained herein. The covenants stated herein shall survive the delivery of the warranty deed from Owners to City. These covenants shall run with the land and be binding on all assignees, successors, and subsequent owners. In addition, the City hereby grants the Owners an easement, which portions of the Open Space are further described in Exhibit B.

SECTION TWO: MAINTAINANCE OF OPEN SPACE

City will own and maintain the Open Space as a public park. Open Space will be maintained as needed to meet the requirements of City's zoning ordinance for open space subdivisions as it applies to the Subdivision. The Open Space may not be used as density credit for another project, or for residential or commercial development.

SECTION THREE: USE OF OPEN SPACE

City will not schedule the Open Space for league competition.

SECTION FOUR: DEVELOPMENT OF OPEN SPACE

City will develop the Open Space area south of 200 North as a passive park, replacing the existing horse arena with grass within 3 years of the date of this Agreement. A passive park shall be an outdoor area with minimal incidental buildings and structures, designed, developed and intended for low intensity passive recreational use by individuals, families, or small groups. This area shall also include, at the City's discretion, such features as walking paths, benches and trees. No courts, fields, arenas, skate parks, or other formal activity centers will be allowed for the duration of 15 years after the execution of this Agreement. Any lighting will be directed away from the adjacent houses.

Within 5 years of the date of this Agreement, City will develop the Open Space area north of 200 North Street within City's discretion as contemplated by this Agreement.. This area shall include such amenities as tennis/pickleball courts, basketball courts, grass, wetlands, ponds, pavilions, benches, or walking trails. This area shall not include a skate park or soccer field for the duration of 15 years after the execution of this Agreement.

SECTION FIVE: EXISTING FENCE

All of the existing fencing along the boundary of the Open Space shall be deemed the property of the adjacent property owner and will be maintained by said owner.

SECTION SIX: INDEMNIFICATION

City and Owners shall each be responsible for conducting their respective activities provided for and contemplated herein. Each party agrees to indemnify and hold the other party harmless from any claim, injury, or damages arising out of, or connected with the actions or omissions of any third party in connection with any activity contemplated by this Agreement until the execution of this Agreement and delivery of the warranty deed from Owners to City occurs, after which City will be solely responsible for the maintenance, use, ownership, claims, injuries, and damages arising out of or connected with the Open Space.

SECTION SEVEN: ENTIRE AGREEMENT

This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

SECTION EIGHT: WRITTEN MODIFICATION

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if placed in writing and signed by each party or an authorized representative of each party.

SECTION NINE: AUTHORITY TO EXECUTE AGREEMENT

Each party represents that it has full authority and authorization to enter into this Agreement, and no additional or further consents or authorizations are required to bind the parties hereto.

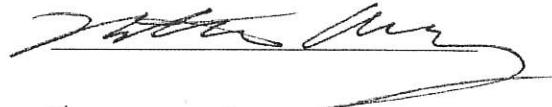
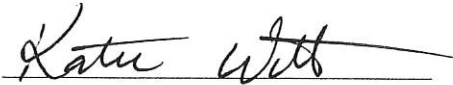
SECTION TENE: ATTORNEY'S FEES

In the event either party shall bring suit to compel performance of or to recover for breach of any covenant, agreement, or condition contained in this Agreement, the prevailing party shall be entitled to recover from the other party costs and reasonable attorney's fees.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed at Kaysville City, Davis County, State of Utah, the day and year hereinabove stated.

Kaysville City, State of Utah

The Schick Farms Home Owners
Association



Katie Witt, Mayor

NATHAN ALVER
PRESIDENT

EXHIBIT A

SCHICK FARMS - OPEN SPACE AREAS DESCRIPTION:

All of that certain Open Space land and area identified as Parcel Serial No. 11-593-0001 in Schick Farm Cluster Subdivision Phase 9 and Parcel Serial No. 11-591-0150 in Schick Farm Cluster Subdivision Phase 1 and Parcel Serial No. 11-592-0229 in Schick Farm Cluster Subdivision Phase 2, as recorded in the Office of the Davis County Recorder.

The three (3) plat drawings identifying the Schick Farm Cluster Subdivisions Phase 1, 2, and 9, as described above, are attached hereto and incorporated herein by this reference.

EXHIBIT B

20-FOOT WIDE TRAIL ACCESS EASEMENT – SCHICK FARMS OPEN SPACE:

A 20-foot wide trail access easement located in Schick Farm Cluster Subdivision Phase 1 and Phase 2 as recorded in the Office of the Davis County Recorder, more particularly described as follows: All of that certain 20-foot wide Open Space as shown on said Phase 1 and Phase 2 Subdivisions being contiguous with and adjacent to Lots 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, and 136 of said Schick Farm Cluster Subdivision Phase 1 and also Lots 211, 212, 213, 214, 215, 216, 217, 220, 221, 222, 223, and 224 of said Schick Farm Cluster Subdivision Phase 2.

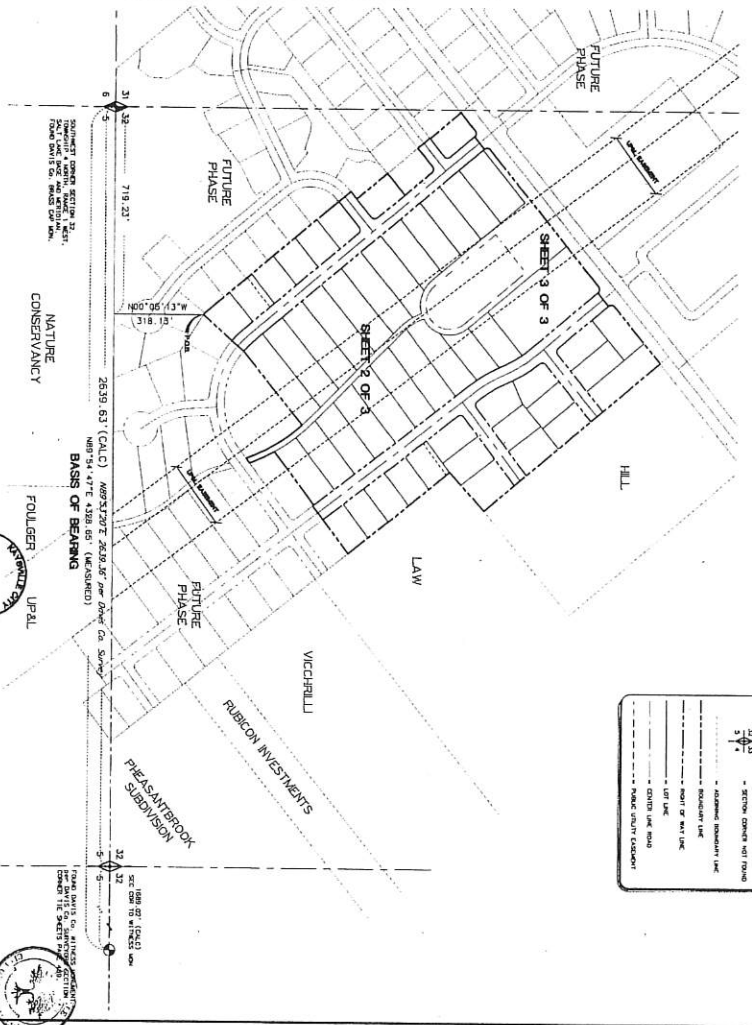
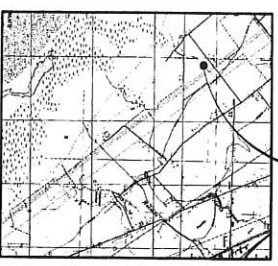
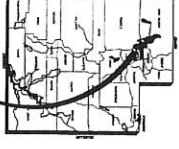
The three (3) plat drawings identifying the Schick Farm Cluster Subdivisions Phase 1, 2, and 9, as described above, are attached hereto and incorporated herein by this reference.

4321-1

4321-1

SCHICK FARM CLUSTER SUBDIVISION PHASE 1

KAYSVILLE CITY, DAVIS COUNTY, UTAH
 A SUBDIVISION LOCATED IN THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 4 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.



PSOMAS
 PROJECT No. (801) 270-5177 (801) 270-5182 (FAX) 975037200

DATE: 09/16/05
 SCALE: 1" = 200'
 PROJECT: 1" = 200'

APPROVED THIS 20th DAY OF SEPTEMBER BY THE KAYSVILLE PLANNING COMMISSION.
 KAYSVILLE PLANNING COMMISSION

APPROVED THIS 20th DAY OF SEPTEMBER BY THE KAYSVILLE CITY ENGINEER.
 KAYSVILLE CITY ENGINEER

APPROVED AS TO FORM BY THE CITY CLERK.
 CITY CLERK

APPROVED AS TO RECORD BY THE DAVIS COUNTY RECORDER.
 DAVIS COUNTY RECORDER

DATE: 09/16/05

DATE: 09/16/05

DATE: 09/16/05

DATE: 09/16/05

SURVEYOR'S CERTIFICATE

I, Brent D. Anderson, do hereby certify that I am a Professional Land Surveyor, and that I have certified the accuracy of the survey shown on the attached plat of the Schick Farm Cluster Subdivision Phase 1, and that the same has been correctly surveyed and shown on the ground as shown on this plat.

LEGAL DESCRIPTION:

A portion of land here and situated in the Southwest Quarter of Section 22, Township 4 North, Range 1 West, Salt Lake Base and Meridian, Davis County, Utah, containing 120.00 acres, more or less, being more or less of said Section 22, Township 4 North, Range 1 West, Salt Lake Base and Meridian, Davis County, Utah, as shown on the attached plat of the Schick Farm Cluster Subdivision Phase 1, and as shown on the ground as shown on this plat.

OWNER'S DECLARATION:

I, Brent D. Anderson, do hereby certify that I am a Professional Land Surveyor, and that I have certified the accuracy of the survey shown on the attached plat of the Schick Farm Cluster Subdivision Phase 1, and that the same has been correctly surveyed and shown on the ground as shown on this plat.

SCHICK FARM CLUSTER SUBDIVISION PHASE 1

OWNER: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S ADDRESS: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S CITY: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S STATE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S ZIP: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S PHONE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

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OWNER'S E-MAIL: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S WEBSITE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S SOCIAL MEDIA: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S OTHER CONTACT INFORMATION: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S SIGNATURE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S TITLE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

OWNER'S DATE: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

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OWNER'S OTHER CONTACT INFORMATION: **SCHICK FARM CLUSTER SUBDIVISION PHASE 1**

DAVIS COUNTY RECORDER

ENTRY NO. 21102541 FEE PAID \$140.00

FILED FOR RECORD AND RECORDED THIS 20th DAY OF SEPTEMBER 2005 AT PAGE 1025 IN BOOK 5782 OF OFFICIAL RECORDS

DAVID COUNTY RECORDER

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Action Item

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Rezone Request for Property Located at 1 West 100 South from PB (Professional Business) to CC (Central Commercial) for Justin Metcalfe

EXECUTIVE SUMMARY:

Mr. Justin Metcalfe requested a rezone of his property following discussions with staff regarding sign regulations in the Professional Business (PB) zone. Current PB regulations are limited to monument signs and do not permit the size or type of signage Mr. Metcalfe would like to install. The requested Central Commercial zoning would provide additional signage options for the property.

The Planning Commission reviewed the application on February 12, 2026. During the required public hearing, one resident expressed concerns regarding the potential impact of a large sign on the neighborhood's aesthetics.

While Mr. Metcalfe indicated an intent to install a sign approximately 10 feet tall, approving the rezone would technically allow for a height of up to 30 feet, an area of 127 square feet, and an electronic message center (EMC). Consequently, the Planning Commission suggested that if the City Council has concerns about that, the Council should consider a development agreement to specifically limit the sign's size and type.

The Planning Commission recommended approval of the rezone request with a 4-0 vote.

City Council Options:

1. Approve the rezone for the property located at 1 West 100 South from PB (Professional Business) to CC (Central Commercial) for Justin Metcalfe.
2. Deny the rezone request.
3. Request a development agreement to set specific parameters for sign height, size and type.

Staff Recommendation:

Based on the recommendation of approval from the Planning Commission, staff recommends the Council approve the rezone for the property located at 1 West 100 South from PB (Professional Business) to CC (Central Commercial) for Justin Metcalfe.

Fiscal Impact:

N/A

ATTACHMENTS:

1. PC Staff Report 1 W 100 South RZN PB-CC 020626
 2. PC Meeting Minutes 02-12-2026
 3. 1 West 100 South RZN PB-CC Ordinance
-

PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Anne McNamara, Senior Planner
Date: February 4, 2026

Agenda Item #3: Rezone request and public hearing for Parcel #111080112 at 1 West 100 South from PB Professional Business to CC Central Commercial.

Meeting Date	February 12, 2026
Application Type	Rezone
Applicant Owner	Justin Metcalfe JSM Office Building LLC
Address Parcel ID Number	1 West 100 South 111080112
Lot Size	0.22 acres 9,583 ft ²
Current Use	Insurance Office
Current Zoning	PB Professional Business
Density Entitlement	N/A
Requested Zoning	CC Central Commercial
Density Entitlement	N/A

1. BACKGROUND

Justin Metcalfe submitted an application to rezone property located at approximately 1 West 100 South from [Professional Business \(PB\)](#) to [Central Commercial \(CC\)](#). The rezone is requested to allow the property owner to install a freestanding on premise ground sign on the property.

The Professional Business zone, although one of the City’s commercial zoning designations, has stricter allowances for what uses are permitted and what sign types are allowable compared to the Central Commercial zone.



2. ZONING

To summarize the key differences between the existing and requested zones, staff has provided a matrix outlining signage allowances as well as permitted/conditional uses. Because this rezone request

is driven by the applicant’s intent to construct a specific sign type, staff has prioritized the comparison of height, size, and type regulations between the PB and CC zones.

REGULATIONS	PROFESSIONAL BUSINESS Current Zone	CENTRAL COMMERCIAL Requested Zone
Signs Types Allowed	Electronic Message Center (EMC), Monument, Flat or Wall	Electronic Message Center (EMC), On-Premise, Ground, Menu Board, Banner, Monument, Flat or Wall, Service, Public Necessity, Property, Political, Open House, Name Plate, Low Profile, Interior, Development, Construction
Sign Height	Monument: 5 feet Flat or Wall: Cannot exceed height of building where it is installed	On-Premise Ground: 30 feet Menu Board: 6 feet Banner: Cannot exceed height of sign or wall where it is installed Monument: 5 feet Flat or Wall: Cannot exceed height of building where it is installed Service: 3 feet Property: 12 feet Political: 6 feet Low Profile: 4 feet Development: 12 feet Construction: 12 feet Canopy: Cannot exceed height limit of the zone where it is located Marquee: Cannot exceed height limit of the zone where it is located A Frame/ Pedestal: 6 feet Projecting: Cannot exceed height of building where it is installed
Sign Size	Electronic Message Center (EMC): 1.5 sq. ft. per foot of frontage, up to 300 sq. ft. maximum within 300 feet of I-15; 1.5 sq. ft. foot of frontage, up to 200 sq. ft. maximum within 3,000 feet of I-15, or within 1,320 feet of another Principal Arterial Street; 1.5 sq. ft. per foot of frontage, up to 120 sq. ft. maximum at other locations. Monument: 32 sq. ft. plus 1 sq. ft. per every 5 ft. of frontage over 30 ft. to a maximum of 64 sq. ft. Flat or Wall: 25% of a wall area maximum	Electronic Message Center (EMC): Allowable EMC size shall not exceed 50% of total allowed sign size and not more than 75% of any sign cabinet. On-Premise, Ground: 1.5 sq. ft. per foot of frontage, up to 300 sq. ft. maximum within 300 feet of I-15; 1.5 sq. ft. foot of frontage, up to 200 sq. ft. maximum within 3,000 feet of I-15, or within 1,320 feet of another Principal Arterial Street; 1.5 sq. ft. per foot of frontage, up to 120 sq. ft. maximum at other

		<p>locations.</p> <p>Menu Board: 35 sq. ft. maximum</p> <p>Banner: Limited to the difference between the size of the on-premise, ground sign, flat or wall sign and the size allowed.</p> <p>Monument: 32 sq. ft. plus 1 sq. ft. per every 5 ft. of frontage over 30 ft. to a maximum of 64 sq. ft.</p> <p>Flat or Wall: 25% of a wall area maximum</p> <p>Service : 6 sq. ft. maximum</p> <p>Property: 32 sq. ft. maximum</p> <p>Political: 32 sq. ft. maximum</p> <p>Open House: 3 ft. maximum; 2 ft. in view obstruction area</p> <p>Name Plate: 3 sq. ft. maximum per use</p> <p>Low Profile: 32 sq. ft. plus 1 sq. ft. for every 10 feet of frontage over 30 ft. to a maximum of 64 sq. ft.</p> <p>Development: 32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development</p> <p>Construction: 32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development</p>
Permitted Uses	<p>1. Business and professional offices.</p> <p>2. Accessory uses and structures considered incidental and customary to a permitted use subject to the provisions of KCC 17-31-2.</p>	<p>1. Offices.</p> <p>2. Retail sales and services, not including storage services, sale of beer for consumption on the premises, sale of liquor for consumption on the premises and conditional uses in KCC 17-20-4.</p> <p>3. Government offices and services.</p>
Conditional Uses	None	<p>1.Theaters.</p> <p>2.Motels or hotels.</p> <p>3.Light industry/research uses subject to the provisions of KCC 17-23.</p> <p>4.Social halls, lodges, fraternal organizations.</p>

		<p>5. Amusement arcades.</p> <p>6. Public utility substations.</p> <p>7. Sale of beer for consumption on the premises of a full-service restaurant, limited-service restaurant, beer-only restaurant, banquet or reception center.</p> <p>8. Sale of liquor for consumption on the premises of a full-service restaurant, limited-service restaurant, banquet or reception center.</p>
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3. SIGN ALLOWANCE

The requested zone change is intended to facilitate an increase in the allowed sign height for the existing business onsite. The Professional Business zone only allows a small portion of the sign types permitted in the Central Commercial zone, and this restriction of signage allowance extends to the height maximums. The Professional Business zone does not allow on premise ground signs other than monument type signs, which have a height maximum of 5 feet, not including the supporting structure of the sign. Therefore, the property owner is aiming to install a larger sign that would allow for better visibility onto Main Street by way of the requested zone change. If a rezone was granted for the property, the owner could install an on premise ground sign, with a height allowance of up to 30 feet.

4. SURROUNDING LAND USE

- **North** – To the north of the property is a stretch of Central Commercial lots fronting Main Street.
- **South** – To the south of the property is several R-M multifamily residential parcels, as well as several other Professional Business parcels and some single family residential lots zoned R-1-8.
- **East** – To the east of the property is several Central Commercial zoned properties , and a large area of R-D single family zoned lots.
- **West** – To the west of the property is a mixture of residential zones, primarily R-1-8 single family and the R-T single family zoning.



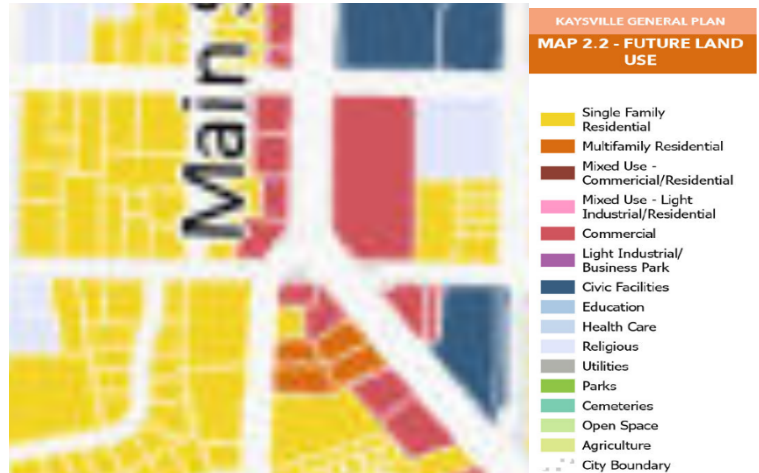
5. GENERAL PLAN

A. GUIDING PRINCIPLES

In examining the guiding principles 2022 General Plan, staff has found are no guiding principles that speak directly to the preferred signs for different commercial zones, so the General Plan is considered neutral on this matter.

B. FUTURE LAND USE MAP

Chapter 1 of the 2022 General Plan, which covers Land Use and Placemaking includes the Future Land Use Map. This map shows land use designations for areas across the city, as envisioned through public input. For this property the Future Land Use Map indicates that the property is designated for commercial uses. The proposed rezone would preserve the existing commercial character of the property and allow it to remain in compliance with the Future Land Use Map. Therefore, this rezone application is supported by this element of the 2022 General Plan.



C. GOALS, OBJECTIVES AND IMPLEMENTATION MEASURES

In examining the goals, objectives and implementation measures provided in the 2022 General Plan, staff has found there is no guidance that speaks directly to the preferred sign types in commercial areas. Therefore, the General Plan is considered neutral on this matter.

6. PUBLIC COMMENT

A total of 45 public notices were mailed to property owners within 500’ radius of the subject property. As of the date of this report, no comments have been received. A sign was placed on the property on February 6, 2026.

7. RECOMMENDATION

Staff is recommending that the Planning Commission forward a favorable recommendation to the City Council for approval of the proposed rezone for the parcel at 1 West 100 South from [Professional Business \(PB\)](#) to [Central Commercial \(CC\)](#).

The Planning Commission may make a recommendation to the City Council to approve or deny the rezone request.

Kaysville City Planning Commission Meeting Minutes- EXCERPT
February 12, 2026

The Planning Commission meeting was held on Thursday, February 12, 2026 at 7:00 p.m. in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Mike Packer, Commissioners Wilf Sommerkorn, Erin Young, and David Moore

Staff in Attendance: Melinda Greenwood, Katie Ellis, and Anne McNamara

3- PUBLIC HEARING FOR A REZONE LOCATED AT 1 WEST 100 SOUTH FROM PB PROFESSIONAL BUSINESS TO CC CENTRAL COMMERCIAL

Anne McNamara presented an application submitted by Justin Metcalfe requesting a zone change for property located at the corner of 1 West 100 South. The request was to rezone the parcel from Professional Business (PB) to Central Commercial (CC). Ms. McNamara explained that the City's Future Land Use Map designates the property as Commercial; therefore, the proposed rezone would be consistent with the General Plan and would not constitute a deviation from adopted land use policy.

Ms. McNamara stated that the primary purpose of the requested zone change was to allow for different and taller sign types than are permitted in the Professional Business zone. She noted that the existing grade differential on the site limited sign visibility under current Professional Business sign regulations, and the Central Commercial zone would permit increased sign height to address those constraints.

Regarding public noticing, Ms. McNamara reported that 45 notices were mailed to surrounding property owners. The city received one phone inquiry asking about the nature of the proposed sign; however, no concerns or objections were expressed.

Staff recommended approval of the requested rezone from Professional Business to Central Commercial. Ms. McNamara then invited the applicant to come forward to respond to any questions from the Commission.

Applicant Justin Metcalfe addressed the Commission and stated that his insurance office has operated at the location for just over 20 years. He explained that the Professional Business zone allows only a monument sign up to five feet in height, which he indicated would not be visible due to the site being situated below street grade at the corner location. He stated that installing a compliant monument sign would not provide meaningful visibility and would represent a significant cost without benefit. Mr. Metcalfe noted that the business recently transitioned from a captive to an independent insurance agency, increasing the need for visible branding and identification. He indicated that the proposed rezone would allow a sign comparable in scale to other nearby commercial signage, referencing a sign across the street in

the Central Commercial zone of approximately ten feet in height. He clarified that he was not seeking a large or tall commercial sign but rather a modestly taller sign located within the landscaped area north of the building that would be visible from Main Street.

In response to Commission questions, Mr. Metcalfe confirmed the property has vehicular access from 50 West/100 South but reiterated that visibility from Main Street is limited due to grade changes and site orientation. He described the intended sign location as within the front yard area between existing trees, providing visibility to traffic traveling along Main Street.

Commissioners and staff acknowledged that surrounding properties, including those across the street, are zoned Central Commercial. Staff confirmed that most adjacent properties share the requested zoning designation.

Chair Packer asked if there were additional questions from the Commission. Hearing none, he directed the applicant to be seated and announced that the Commission would open the required public hearing for the rezone request.

Chair Packer opened the meeting to the Public Hearing.

Dale Hanks asked about the proposed size and dimensions of the sign associated with the request.

Mr. Metcalfe responded that the sign was anticipated to be approximately 10 feet in height and located between existing trees on the property; however, he noted that a final design had not yet been completed and that sign companies were still being consulted.

At that point, staff member Melinda Greenwood clarified the Public Hearing procedures, stating that dialogue and back-and-forth discussion are generally not conducted during public comment. She advised that speakers should provide their comments or questions within the allotted time, and that responses would be provided after the Public Hearing was closed.

Mr. Hanks concluded by stating his concern regarding the potential size of the sign and its impact on the aesthetics of the neighborhood.

Chair Packer closed the Public Hearing.

Mr. Metcalfe provided additional clarification regarding the anticipated sign size. He stated that the conceptual sign under consideration would be approximately 10 feet in height and about 5 feet in width, positioned between existing trees on the property. He indicated the intent was to maintain a scale smaller than nearby commercial signs and to avoid adverse aesthetic impacts on adjacent residential areas. He noted that the concept was preliminary and that sign design had not been finalized.

Commissioner Sommerkorn inquired about the maximum sign dimensions permitted under the

requested Central Commercial zoning.

Ms. McNamara explained that the maximum height allowed in the Central Commercial zone is 30 feet. She further noted that sign area is regulated by frontage, at 1.5 square feet per linear foot of frontage up to a specified cap (generally up to 300 square feet; lower maximums may apply depending on street frontage conditions).

Ms. Greenwood added that, if a sign permit meeting zoning standards were submitted, the city would be obligated to approve it administratively. She stated that limitations on sign size or height could only be imposed through a Development Agreement.

At the request of Chair Mike Packer, staff displayed the zoning map.

Ms. McNamara identified the subject parcel as currently zoned Professional Business, surrounded on most sides by Central Commercial zoning, with Multiple-Family Residential (RM) zoning to the south. She confirmed that the property immediately north is city-owned.

Ms. Greenwood explained that the city obtained that parcel during a prior intersection reconstruction project and has intentionally maintained minimal landscaping due to the presence of underground utilities requiring access.

Chair Packer stated that although the 30-foot maximum height could initially raise concern, the surrounding properties to the north and east already have the same Central Commercial zoning and corresponding sign allowances. He expressed that the requested rezone would be consistent with the surrounding commercial context and would not appear out of place along the corridor.

Commissioner Moore concurred, noting that nearby properties such as Defay Orthodontics and other commercial uses in the area have larger signage and that the request was compatible with neighborhood character.

Chair Packer added that other businesses in the corridor, including Zions Bank and similar uses, also have the same zoning entitlements for signage.

Commissioner Young expressed concern regarding the proximity of the subject property to nearby residential uses. She noted that the site is located near the transition into a residential neighborhood and stated that she was hesitant about the long-term implications of the requested Central Commercial zoning, particularly the potential for a future 30-foot sign. While she indicated support for the applicant's conceptual sign proposal and acknowledged the business visibility challenges described, she stated concern that approval of the rezone would enable larger signage allowances over time. She also commented generally that lower poe signage can sometimes appear more visually prominent at street level than taller signage, depending on context.

Ms. Greenwood reminded the Commission that the Central Commercial zone would also permit electronic message board (EMC) signage. She referenced a prior EMC sign approved for Charlie's Car Wash on 400 West, which generated complaints from nearby townhome residents due to brightness and proximity to upper-story windows. She noted that, in some cases, taller signage may reduce direct visual intrusion at residential window height but emphasized that future property ownership or use changes could result in signage different from the applicant's current concept.

Ms. Greenwood further explained that the Professional Business zoning designation was likely originally applied along portions of Main Street to allow conversion of residential properties to limited commercial use while maintaining more restrictive sign and development standards to buffer remaining residential uses. She noted that relatively few properties in the city are zoned Professional Business, most of which are located along Main Street corridors.

At the request of the Commission, Ms. Greenwood displayed additional map imagery and site views illustrating the subject property's relationship to surrounding development, including nearby commercial signage such as the Kaysville Clinic sign to the north.

Chair Mike Packer acknowledged Commissioner Young's concerns regarding the residential transition but noted that surrounding properties along the corridor already have Central Commercial zoning and associated sign allowances. He stated that if concerns existed regarding the appropriateness of those allowances near residential areas, they may relate more broadly to zoning code standards rather than to the individual rezone request under consideration.

Commissioner Sommerkorn stated he was generally supportive of the requested rezone from Professional Business to Central Commercial. He noted that while the applicant indicated no intention to pursue the full maximum sign allowances, future property ownership or use changes could result in larger signage. He said that he was comfortable recommending approval of the rezone without additional conditions but would also support a Development Agreement limiting sign size if other Commissioners preferred that approach.

Commissioner Moore asked whether the applicant was simply requesting the same zoning entitlements already granted to nearby commercial properties.

Chair Packer acknowledged that the request would align the property with certain adjacent commercial zoning; however, Commissioner Young questioned whether continuation of that zoning pattern near residential areas was desirable, expressing concern about incremental expansion of larger signage allowances along the corridor.

Ms. Greenwood clarified that while Central Commercial zoning exists north of the subject property, the immediate surroundings include Professional Business and residential zones (RM and R-1-8). She explained that residential zones do not permit commercial signage and that the requested rezone would represent a substantial increase in allowable signage intensity compared to the property's current zoning context. She stated that the policy question before

the Commission and ultimately the City Council was whether those additional allowances were appropriate at this location.

Commissioner Young indicated a preference for limitations such as prohibiting electronic message board signage or imposing a height restriction but acknowledged that such restrictions would require a Development Agreement and could create additional administrative complexity for the city.

Chair Packer stated he was comfortable recommending approval of the rezone and, like Commissioner Sommerkorn, would also support inclusion of a Development Agreement if the Commission deemed it necessary. He then indicated the Commission was nearing readiness to proceed toward action on the item.

Commissioner Sommerkorn made a motion to recommend to the City Council to approve this address from Professional Business to Central Commercial. Commissioner Sommerkorn also wanted staff to convey to the City Council the concept of a development agreement if they wanted to limit sign size, height or type. Commissioner Moore seconded the motion, and the vote was unanimous in favor of the motion (4-0).

Commissioner Packer: Yay
Commissioner Young: Yay
Commissioner Sommerkorn: Yay
Commissioner Moore: Yay

ORDINANCE NO. 26-XX-XX

AN ORDINANCE REZONING A CERTAIN 0.22 ACRE PROPERTY IN KAYSVILLE CITY KNOWN BY PARCEL ID 11-108-0112 AND LOCATED AT 1 WEST 100 SOUTH TO THE CC CENTRAL COMMERCIAL DISTRICT; HEREINAFTER FULLY DESCRIBED AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 12, 2026, the Kaysville City Planning Commission, after notice and public hearing as required by law, reviewed a proposal to rezone 0.22 acres located at 1 West 100 South and known as Parcel ID 11-108-0112 from PB Professional Business District to CC Central Commercial District; and

WHEREAS, the Planning Commission voted 4-0 to recommend approval of the rezone to the City Council; and

WHEREAS, the Kaysville City Council has concluded that it is in the best interest of the City to rezone such property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH:

SECTION I: Rezone. The real property consisting of 0.22 acres and located 1 West 100 South and known as Parcel ID 11-108-0112 shall be rezoned to CC Central Commercial, and the Zoning Map shall be appropriately amended; and

SECTION II: Effective Date. This Ordinance shall take effect upon execution of the ordinance.

PASSED AND ADOPTED by the City Council of Kaysville City, Utah, this March 5, 2026.

Tamara Tran
Mayor

ATTEST:

Annemarie Plaizier
City Recorder

CITY COUNCIL STAFF REPORT



MEETING DATE: March 5, 2026

TYPE OF ITEM: Action Item

PRESENTED BY: Nic Mills, City Attorney

SUBJECT/AGENDA TITLE: A Resolution Amending the Kaysville City Personnel Rules and Regulations Regarding Introductory Periods for Newly Hired and Promoted Employees

EXECUTIVE SUMMARY:

In the past several years, the City has sent several employees through extensive training after hiring them and before they can begin their new positions. While this approach has benefited both City administration and employees, it has created situations where the City has drastically limited opportunities to observe the employee in their new position, as much of the introductory period has been spent completing required training. In many cases, these training programs occur outside the City's direct supervision.

This resolution would allow the City to extend the introductory period from six months to one year for positions with substantial training requirements and would provide similar provisions for newly promoted employees.

City Council Options:

1) Approve the resolution authorizing these amendments; 2) Approve the resolution with any modifications that the Council deems appropriate; 3) Decline to adopt the Resolution and remand to staff with further direction.

Staff Recommendation:

Staff recommends that the City Council approve the resolution authorizing the disposal of the equipment.

Fiscal Impact:

City Staff does not anticipate any City expenses based on the passage of this resolution

ATTACHMENTS:

1. Resolution - Introductory Period
-

RESOLUTION 26-XX-XX

AMENDING A PORTION OF THE KAYSVILLE CITY PERSONNEL RULES & REGULATIONS REGARDING THE INTRODUCTORY PERIOD FOR NEWLY HIRED EMPLOYEES

WHEREAS, Kaysville City (hereinafter “City”) has established rules and regulations to govern their employees; and

WHEREAS, the City has seen that certain positions that have extensive training requirements (e.g., police officers, fire fighters, power linemen) sometimes cannot complete all of their training within a six month period; and

WHEREAS, the City would like to have the ability to have a greater introductory employment period in some situations; and

WHEREAS, the City, in exercise of its management of public property, believes that it is in the best interest of the public to authorize these changes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

1. Section 2.08 of the Kaysville City Personnel Rules & Regulations is hereby amended to read as follows:

...

Introductory Period - All new hires shall have ~~a~~an introductory period of at least six months. At the discretion of the Department Head and based primarily on training requirements, the introductory period may be set at twelve months upon hire. During this period, the employee may be discharged or laid off at the sole discretion of the City. Upon completion of the ~~six month~~introductory period, a performance review will be completed to determine if the employee status will be designated regular status. The granting of regular status does not grant any additional employment status. In addition, promoted employees shall be placed on an introductory period of six to twelve months from the date they start their new position and during this introductory period may be returned to their prior position at the sole discretion of the City. The length of this introductory period will be determined at the sole discretion of the City.

...

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this ___th day of February, 2026.

Tamara Tran, Mayor

ATTEST:

Annemarie Plaizier, City Recorder



Station 62
Protecting Response
Times as Kaysville Grows

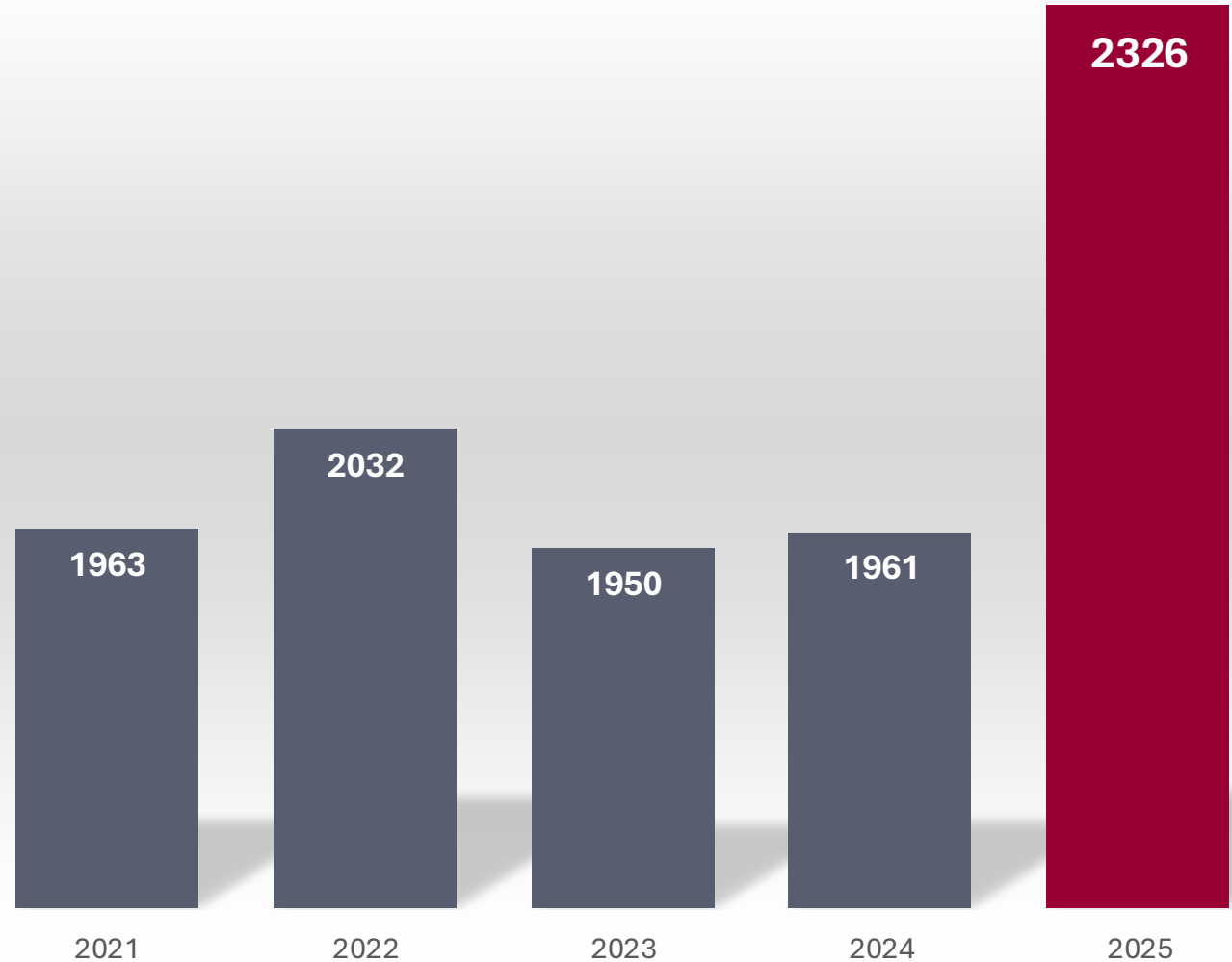
A proactive investment in safety,
response reliability, and future
growth

Emergency Calls Continue to Rise in Kaysville

2,326 emergency calls in 2025

18.6% increase from the previous year.

61% Medical | 39% Fire



In Medical Emergencies, *Minutes* Decide Outcomes



BRAIN DAMAGE
BEGINS AFTER ~4
MINUTES WITHOUT
OXYGEN.



SURVIVAL DROPS
7-10% EACH
MINUTE DURING
CARDIAC ARREST



FASTER
RESPONSES MEAN
BETTER RECOVERY
OUTCOMES



In House Fires, Seconds Matter

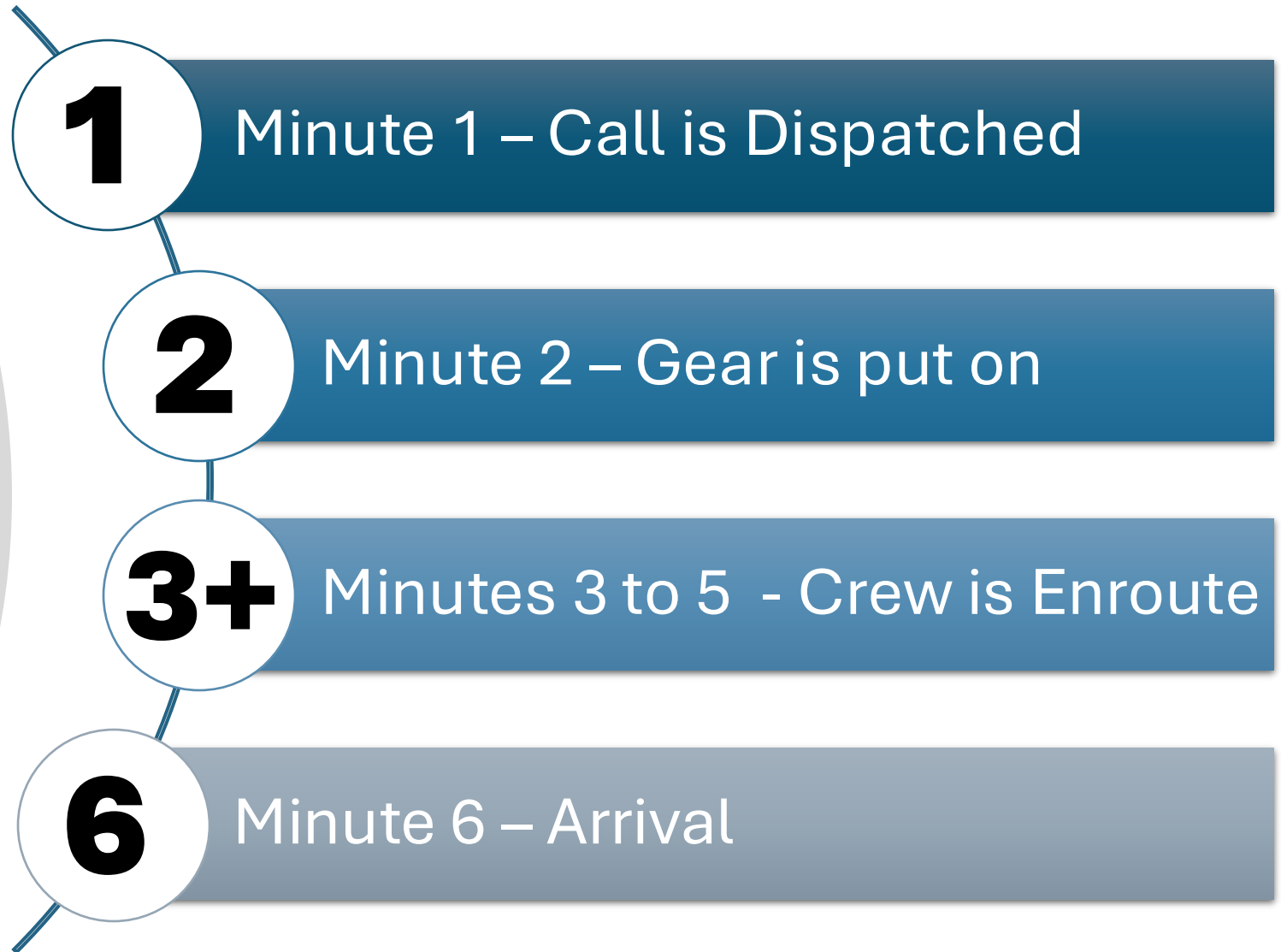


Flashover is the point when heat and smoke cause nearly everything in a room to ignite at once – making escape nearly impossible.



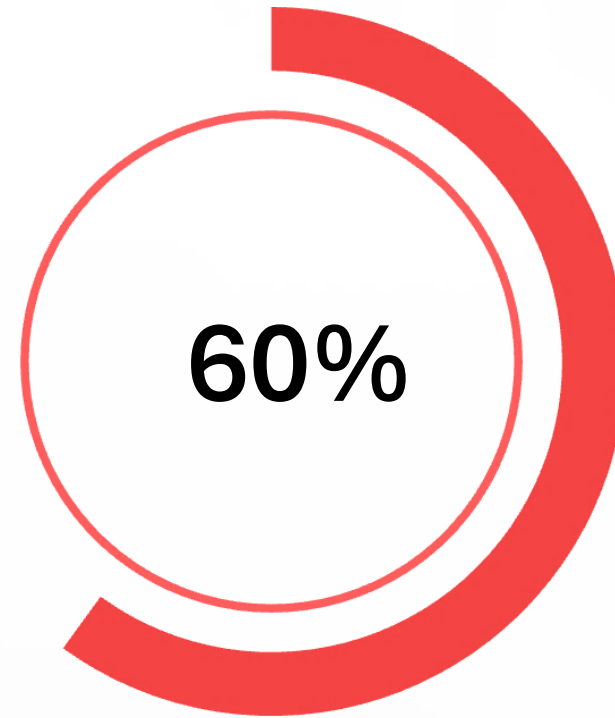
Modern homes can reach this state in under 10 minutes

National Standards Expect Crews to Arrive in About 6 Minutes





Today, 4 Out of 10 Calls Fall Outside Safe Response Times



National Target: 90% Compliance
Current Performance 60%



Station 62 Expands Coverage Where It's Needed Most



Station 62 Investment

Estimated
Construction Cost

\$15,951,898



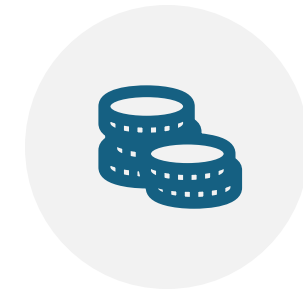
BUILDING CONSTRUCTION
\$11,383,200



SITE PREPARATION \$399,600



GROUNDWORK \$2,140,538



CONTINGENCY FUND
\$2,028,560



**Annual
Operational
Cost**

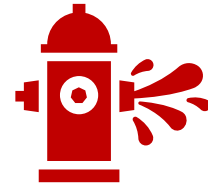
\$2 Million

Includes firefighters, paramedics, leadership & benefits

What Station 62 Protects



Faster Medical Responses



Improved Fire Outcomes



Future-ready Growth

**This is not expansion —
it's maintaining safe service levels as Kaysville grows.**