

**WOODS CROSS PLANNING COMMISSION MEETING
MARCH 10, 2026**

The minutes of the Woods Cross Planning Commission meeting held March 10, 2026, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

COMMISSION MEMBERS PRESENT:

Joe Rupp, Chairman
LeGrande Blackley

Robin Goodman
Jake Hennessy-online
David Lewis IV

COMMISSION MEMBERS EXCUSED:

Mariah Wall
Mike Doxey

STAFF PRESENT:

Curtis Poole, Community Development Director
Leah Seawright, Code Officer
Bonnie Craig, Administrative Assistant
Sam Christiansen, Public Works Director
Vijay Kornala, J-U-B Engineering

VISITORS:

Ben Forsyth
Arif Obic
Schraders

PLEDGE OF ALLEGIANCE:

LeGrande Blackley

MINUTE APPROVAL

Chairman Rupp called for the review of the minutes for the Planning Commission meeting held February 24, 2026.

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

OPEN SESSION

Chairman Rupp then opened the meeting for public comments regarding items that were on the agenda.

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

CONDITIONAL USE PERMIT FOR TECH CONNECT—2272 SOUTH 1560 WEST—BEN FORSYTH

Ms. Leah Seawright from the Community Development Department reviewed this item with the Commission. She noted that Mr. Benjamin Forsyth is requesting approval of a conditional use permit for the purpose of establishing an office/warehouse space for Tech Connect at this location. The proposed office/warehouse business would focus on repair and maintenance for backup power equipment. She noted the applicant has indicated that all business activities and storage will be maintained within the building. She also said deliveries would occur during regular business hours. She noted there are currently 8 employees with 11 designated parking spaces available for employees and customers. She said based on square footage of the unit; there is adequate parking. She said hours of operation are from 9:00 AM to 5:00 PM.

Following the information given by Ms. Seawright, Mr. Ben Forsyth addressed the Commission. He said he had nothing further to add.

Chairman Rupp asked Mr. Forsyth if he had any questions regarding the conditions that were presented and he said he had no concerns with any of the conditions.

There were no further questions or comments, and Commissioner Blackley made a motion to approve the conditional use request for an office/warehouse for Tech Connect with the following conditions:

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

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

CONDITIONAL USE PERMIT FOR AMERICAN TIRES AT 1901 WEST 2425 SOUTH SUITE M—ARIF OBIC

Ms. Seawright noted that Mr. Arif Obic is requesting approval of a conditional use permit for the purpose of establishing an auto repair business at this location. Ms. Seawright explained the proposed auto repair business would focus on repair and maintenance for semi tractors for FedEx. She said the applicant has indicated that all business activities and storage will be maintained within the building. She said there is no anticipation for outside storage. She noted it is anticipated there will be a limited number of visitors to the facility and deliveries will occur during regular business hours. She also noted the company currently has 3 employees with 3 designated parking spaces available for employees and customers. She also said hours of operation would be from 8:00 AM to 5:00 PM. Ms. Seawright said city code requires 1 parking space per 800 square feet and based on the square footage of the unit; the business is within code requirements.

Following the information given by Ms. Seawright, Mr. Arif Obic addressed the Commission. He said he is opening this tire business. He said he wants to move into a bigger space in a few months to accommodate his workload. He said his business brings FedEx trucks to his business and then he fixes them inside his business area and then takes them back once they are fixed.

Chairman Rupp asked if Mr. Obic had any questions regarding the conditions that were outlined. Mr. Obic said he had a question about adding another business to this location apart from the American Tires business. He said it would be called Interstate Service which would be for maintenance, and would be a similar type of business, but he would be doing things like changing oil for the trucks. Mr. Obic said he wanted to know if he would need a separate conditional use permit and business license.

Chairman Rupp said Mr. Obic would need to work with the staff to apply for a different business license for the new company.

Mr. Poole said the conditional use would cover both businesses since the uses are both vehicle repairs but Mr. Obic would need a separate business license.

Chairman Rupp asked if the use can be approved and Mr. Poole said yes, the Commission could approve the use but not the business. Mr. Poole said since they are both vehicle maintenance, the use can be approved. Chairman Rupp said he would not feel comfortable using the name of the second business in this approval, but he did understand the conditional use will be used for both businesses. He said he thought it would be better for the second business to go through the approval process before it could be named in the approval for the conditional use.

There were no further questions or comments, and Commissioner Lewis made a motion to approve the conditional use permit request for 1901 West 2425 South Suite M and Mr. Arif Obic with the following conditions:

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

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

DISCUSSION ON TRANSPORTATION MASTER PLAN—VIJAY KORNALA & SAM CHRISTIANSEN

Mr. Poole gave information to the Planning Commission noting the General Plan was adopted in 2019 and recognized the importance of proactively addressing the city's transportation system in order to accommodate both existing and anticipated future growth. He said at the time the plan was adopted, the city's population growth rate was estimated at approximately a 2% annual rate. He said that the community continues to develop and redevelop, it is important that the transportation network is evaluated to ensure

that streets, intersections, pedestrian connections, and other transportation infrastructure can safely and efficiently service residents, businesses, and visitors.

Mr. Poole noted that in addition to the city's local planning goals, state law requires that municipal general plans include a transportation element. He said this element is intended to identify existing transportation facilities, anticipate future needs, and provide guidance for improvements that will support growth and maintain mobility throughout the community. He also said updating and refining the city's transportation planning documents helps ensure that the city is making informed decisions regarding roadway improvements, connectivity, and long-term infrastructure investments.

Mr. Poole noted the Commission is to assist with this effort; the city has worked with J-U-B Engineers to prepare a Transportation Master Plan. He said the purpose of the plan is to evaluate the current transportation network, identify areas where improvements may be needed, and provide recommendations that will help guide transportation planning and capital improvements in the coming years.

Mr. Poole noted for the Commission that J-U-B Engineers has prepared a draft Transportation Master Plan for the Commission's review and consideration. He said the traffic engineer from J-UB would be at the meeting to provide an overview of the plan, discuss the methodology used in preparing the document, and highlight key recommendations. He said the Commission would have the opportunity to ask questions and provide feedback.

The Public Works Director, Sam Christiansen addressed the Commission to further discuss the Transportation Plan and said there are several projects in this presentation that may or may not be realized, but they needed to be accounted for in the Master Plan according to Senate Bill 195 from last year requiring this information.

Mr. Christiansen introduced Mr. Vijay Kornala from J-U-B Engineering who presented an overview of the Transportation Master Plan for the city of Woods Cross. It was noted this plan would be added as an appendices to the General Plan.

Commissioner Lewis asked how projects will be differentiated for funding between large projects and smaller projects. Mr. Christiansen said it would be up to the City Council what projects they would like to fund.

Chairman Rupp asked what would happen if someone came in and wanted something that was not consistent with the Transportation Plan. Mr. Christiansen said the city will not be locked into the projects in the Transportation Plan and there could be changes made if things like funding were prohibitive. He said the city would like to find funding for many of the projects in the plan, but he said the city needed a plan in place to be able to move forward to be able to ask for funding.

Mr. Poole said the next step for the Planning Commission would be to look over the plan and make any suggestions for changes they would like to see and then bring back this plan to be reviewed again during the first meeting in April. Mr. Christiansen said he would also be attending the first Planning Commission in April to take comments and suggestions from the Commission on any changes they would like to recommend. It was noted there would also need to be a public hearing held regarding this plan for input the public may have.

The Commission thanked Mr. Kornala and Mr. Christiansen for their presentation and time on this matter.

DIRECTOR'S REPORT

Mr. Poole said at the next meeting there would be a couple of conditional uses coming for review by the Planning Commission.

Mr. Poole said there had been no update on the Council liaison.

Mr. Poole said Commissioner Lewis had expressed concern about the possibility of conflict of interest during a Planning Commission meeting. Mr. Poole said when each Commission member filled out their paperwork from the HR department when they were appointed, there was a section in that paperwork explaining how conflict of interest in regard to the Planning Commission should be disclosed. Mr. Poole said since the Planning Commission did sign their recognition of the need to divulge any conflict of interest that might come up during Planning Commission meeting, it would be up to the individual Commissioner to ensure they were transparent and recuse themselves from that discussion if needed. Mr. Poole said it would not be necessary to have it as a regular agenda item. Mr. Poole said there could also be a negative aspect of putting it on the agenda each meeting, when the majority of the time no conflicts exist and the Commission reports no conflicts, the public might think there is something that is being hidden. Mr. Poole said on a normal application if there is a conflict of interest it needs to be disclosed.

Mr. Poole outlined for the Commission when someone would need to disclose a conflict of interest. He noted that if there is an item that comes before the Commission that is a benefit for financial gain for an individual Commissioner, they would need to recuse themselves. Mr. Poole said all that the law requires is that a statement be signed that a Commissioner would recuse themselves if that type of matter were to come up.

Commissioner Lewis handed out a 2021 direction booklet that came from the League of Cities and Towns, and he said he felt like the information was still pertinent. He asked the Commission whether it is appropriate to talk to an applicant about a project outside of a Commission meeting and if those conversations happen would those be an agenda item. Commissioner Lewis said in the booklet he handed out, it said you should not have meetings one on one with petitioners. However, he said he had spoken to three Property Right ombudsmen, but said there was not a consensus on what the right protocol should be on how these types of conversations should or should not be handled. Two of the ombudsmen thought these types of conversations were just fine provided it was disclosed to the public when the agenda item was being discussed.

Mr. Poole said he felt like the Planning Commission already does this and gave a few examples of how information had previously been disclosed when a Commissioner had been approached outside of a Planning Commission meeting. He said he did not feel like it necessarily needed to be an agenda item. He said it would be up to the Commission to disclose an outside conversation if they felt they needed to disclose it.

Chairman Rupp said outside conversations do happen and it is a valid concern, and he does not necessarily feel like it is improper to speak with others outside of the meeting depending on what is discussed. He did say he felt like it was appropriate to talk with people generally if they have questions. He said he also did not feel like it needed to be an agenda item. He said there are by-laws for the Commission

and that it could be put into the by-laws as a requirement to disclose conversations but he did not feel it needed to be an agenda item.

Chairman Rupp said as long as they could point to where the requirement exists for Woods Cross to disclose anything that may be seen as improper, then the Commission is covered.

Commissioner Goodman said she agreed with what Chairman Rupp had said.

Chairman Rupp asked if it would address the concerns of Commissioner Lewis to have this codified and Commissioner Rupp said yes it would.

Chairman Rupp said the Commission does need to be careful about what is being talked about outside of Planning Commission meetings.

Mr. Poole explained he believes it is not appropriate for Commissioners to discuss matters with applicants outside of a public meeting. He noted that all the city attorneys he has worked with advise against having conversations beforehand, as doing so may create the appearance of lobbying. He added that while the City Council operates differently, the Planning Commission must remain separate from such interactions to maintain transparency and impartiality.

Chairman Rupp said he would look at the by-laws to see what might be codified regarding what should or should not be discussed with an applicant outside of a Planning Commission meeting. He said a Commissioner may just need to say they have had a conversation with someone or if someone had reached out individually to them. He said to answer the concern of best practices it should be codified so that everyone knows what is expected.

ADJOURNMENT

There being no further business before the Planning Commission, Commissioner Goodman made a motion to adjourn the meeting at 8:19 P.M.

Joe Rupp, Chairman

Bonnie Craig, Administrative Assistant