

**WOODS CROSS CITY
PLANNING COMMISSION AGENDA
TUESDAY, JULY 28, 2026, AT 6:30 P.M.**



This meeting is held in person at 1555 South 800 West, Woods Cross, Utah and via Zoom.

To join using Zoom, click here <https://us02web.zoom.us/j/9358074960> or go to zoom.us and select JOIN A MEETING. Meeting ID: 935 807 4960. Please mute your microphone except during the open comment period. Questions and comments are best made in the CHAT feature.

The public is invited to participate in all Planning Commission Meetings. If you require accommodation or assistance to participate, please call the Community Development Department at 801-292-4421

1. Pledge

David Lewis IV

2. Meeting Minutes from July 14, 2026

Joe Rupp

- Review
- Action

3. Open Session

Joe Rupp

4. Home Occupation Conditional Use Permit for HDZ Electric at 2216 South 2040 West

Applicant: Jeffrey Hernandez

Presenter: Curtis Poole

- Review
- Action

5. Director's Report

Curtis Poole

6. Adjourn

**WOODS CROSS PLANNING COMMISSION MEETING
JULY14, 2026**

The Woods Cross Planning Commission met on July 14, 2026, at 6:30 p.m. at Woods Cross City Hall, located at 1555 South 800 West, Woods Cross, Utah.

COMMISSION MEMBERS PRESENT:

Joe Rupp, Chairman
LeGrande Blackley
Mike Doxey-online

Robin Goodman
David Lewis IV
Mariah Wall

COMMISSION MEMEBERS EXCUSED:

Jake Hennesy

STAFF PRESENT:

Curtis Poole, Community Development Director
Bonnie Craig, Administrative Assistant

VISITORS:

Yuliia Minchenko
Josh Benson
Janice Jardine
Gary Tyler

PLEDGE OF ALLEGIANCE:

Robin Goodman

MINUTE APPROVAL

Chairman Rupp called for the review of the minutes for the Planning Commission meeting held June 23, 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 opened the meeting for public comments regarding items not on the agenda.

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

INTERNAL ACCESSORY DWELLING UNIT AT 1512 WEST 1200 SOUTH

Mr. Curtis Poole, the Community Development Director, reviewed this item with the Commission. He noted Mr. Joshua Benson is requesting approval of an internal accessory dwelling unit permit for the purpose of adding onto the existing home at this location. He said the applicant will continue to reside at this address and will be adding the internal accessory dwelling unit onto their home and will be going through the

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building permit process. Mr. Poole also noted the applicant has two parking stalls for the short-term rental unit for the residence which meets the required code.

Following the information given by Mr. Poole, Mr. Joshua Benson addressed the Commission. He said he had purchased the house in 2005, and they are putting in an ADU for some of their older children to occupy. He said he loves living in Woods Cross. He said JCW Architects are going to draw the plans, so everything is done correctly.

Chairman Rupp asked if there were any questions on the conditions and Mr. Benson said he did not have any questions or concerns with the conditions.

There were no further questions or comments, and Commissioner Goodman made a motion to approve the Internal Accessory Dwelling Unit located at 1512 West 1200 South with the following conditions:

1. Obtain all licenses and permits required by the Davis County Health Department and the State.
2. Obtain all necessary building permits required by Woods Cross City.

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

CONDITIONAL USE PERMIT FOR FANCY TAILS AT 910 SOUTH 500 WEST

Mr. Poole reviewed this item with the Commission. He said that Yuliia Minchenko is requesting approval of a conditional use permit for the purpose of establishing a pet services business. He noted the pet services business would focus on pet grooming and would also provide bathing and other services associated with grooming. He said this is an existing business that is relocating within the city. He said all business activities would be maintained within the building and there is no anticipation of outside storage. He said hours of operation would be from 9:00 AM-5:00 PM.

Mr. Poole indicated this use requires 1 parking stall per employee and 1 drop off designated parking stall. He said the proposed business has two employees requiring a total of three parking stalls. He said the proposed property has 15 designated shared parking spaces.

Following the review by Mr. Poole, Commissioner Blackley said it has been many things in that building.

Ms. Minchenko addressed the Commission and said she was grateful to work in Woods Cross and grateful to her customers and hoped to get more good customers in the future.

Chairman Rupp asked if Ms. Minchenko had any questions on the conditions. Ms. Minchenko said she did not have any concerns or questions on the conditions.

There were no further comments or questions, and Commissioner Wall made a motion to approve the conditional use permit for the property located at 910 South 500 West, with the following conditions:

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1. Apply, obtain, and maintain a business license including the required documentation.
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.
5. Painted parking space lines or stall striping must be completed before obtaining a business license.

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

SITE PLAN REVIEW FOR INTERMOUNTAIN SALES AND MARKETING AT 965 WEST 850 SOUTH

Mr. Poole reviewed this item with the Commission. He noted that Mr. Gary Tyler, on behalf of Intermountain Sales and Marketing, is requesting site plan approval for an addition to its existing warehouse and office building located at 965 West 850 South. He said the property is located within the I-1 Zone and has other industrial zoned properties to the west, north and east, with a single-family residential neighborhood to the south. He said the proposal consists of an expansion to the existing building that will provide additional warehouse and office space while maintaining the existing use of the property.

Mr. Poole said the applicant is proposing an approximately 9,000 square-foot two-story office and warehouse building that would increase the main floor to approximately 16,000 square feet and the second floor to 4,037 square feet. He said the building will continue to serve as offices and warehouse space for Intermountain Sales and Marketing.

Mr. Poole noted the addition is designed to complement the existing building through the use of similar materials and architectural features. He also noted the site plan maintains existing access to the property that provides eighteen parking stalls, including ADA-accessible parking. He said parking would meet the minimum standards required by code. He also noted the landscape plan indicates new landscaping will be provided on the east, south and west of the building. He also noted the photometric plan indicates that outdoor lighting will only be located to the north of the building with the building acting as a light buffer to the single-family residential neighborhood. He said the Public Works and the City Engineer have reviewed the proposed utility, drainage, and grading improvements associated with the project. He noted that any remaining technical comments shall be addressed prior to the issuance of a building permit.

Mr. Poole said the existing building is nonconforming to the rear yard setback as it is roughly 12 feet from the rear property line. He said the proposed addition will follow the same rear building line; however, as it is not perfectly horizontal to the property line, the western portion of the building would be 13 feet from the property line. He noted that city code allows for a nonconforming structure to be altered, expanded, or changed with the following considerations:

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1. The proposal will not adversely affect the purposes and objectives of the General Plan.
2. The proposal will not adversely affect the adjacent properties.
3. The proposal will make the site more compatible with adjacent and nearby uses.
4. The proposal will improve the general appearance and safety of the structure and surrounding area.
5. The proposed alteration will be adequately screened or buffered, if needed to mitigate negative impacts to adjoining properties.
6. The proposal will not create any new non-conformities.

Mr. Poole went on to note the applicant is providing trees in the rear yard setback to help screen the building from the residential neighborhood; however, staff is concerned with the second-floor office windows that look down on the rear yards of the homes to the south. He noted staff has discussed this with the applicant, and they indicated film or some permanent screening can be placed over the windows to decrease the concern of the employees looking into the rear yards of the neighborhood.

Mr. Poole said staff recommends the Planning Commission approve the amended site plan for Intermountain Sales and Marketing located at 965 West 850 South with the following conditions:

1. Provide the City with an approval certificate from South Davis Metro Fire and inspection reports during construction phases.
2. Obtain a building permit.
3. All site improvements, landscaping, drainage, parking, and utility improvements shall be installed in substantial conformance with the approved amended site plan.
4. Address any potential negative effects identified by the Planning Commission.

Following the information given, Chairman Rupp asked if the new portion of the building will abut only one of the three residential properties to the south. Mr. Poole said there are three homes south of this property and two of the homes are impacted by the existing building and one home that would have the new building behind it that was not already being affected by the existing building. Mr. Poole said the new building would be one story on one side and two story on the other side.

Mr. Poole said the property lines had already been drawn before Farm Meadows was put in so they are quite close to the adjacent neighborhood.

Chairman Rupp said it looks like the existing use would have vehicles or containers behind the residential property that could be more of a disturbance than putting in a building. He also said there had been a lot of discussion on how high a resident could build a shed and that they ultimately decided to have those buildings stair stepped when they are so close to a resident. He said the reason they made that decision was because of the impact on the neighboring property. Chairman Rupp said a two-story building would impact the neighborhood and creates a privacy issue with windows on the back facing the residents. He asked if there had been any communication with the property owners that would be impacted.

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Mr. Gary Tyler with Hughes General Contracting addressed the Commission. He said the neighbors had not been contacted about this new building. He said the two offices have two windows on the rear of the building but because of the privacy concern they would put black film on the windows so no one can see out of those two offices. He did say it looked architecturally better to have the two windows on the south side of the building.

Commissioner Goodman asked if there dark film on the windows if that would still let light in through the window. She said she felt there was less concern about putting windows on the back of the building because no one would see them. Mr. Tyler said with the glazing you cannot see out but the opening of the window still looks like a window on the back of the building.

The Commission discussed whether there needed to be windows on the back of the building. They discussed the privacy issue and said it may not matter if the windows were glazed or not, as the glazing may peel and crack overtime allowing people to see out of the windows.

Mr. Tyler said after hearing the discussion and concerns by the Commission, he would make a recommendation to the owner to remove those windows from the plans.

Chairman Rupp asked what the code was for the height of the building. Mr. Poole said in the industrial zone you can go much higher than in the residential zone. Mr. Poole said the stair step approach would not be in compliance in the industrial zone with the height of this building.

Mr. Tyler said the existing building is 20 feet tall and the new building is 34 feet tall, which is less than what is allowed in a residential neighborhood.

Mr. Poole said if they met the setback they would be allowed to go up 35 feet. Mr. Poole said they are just asking for one nonconformance and are not increasing any nonconformance.

Commissioner Lewis said he wanted to address the rear elevation. He said he does not have much of an issue with the windows being there. He did say with the landscape there is not much of a buffer and as a backyard neighbor it would be nice to have the trees as a buffer and a screen. He said he feels like the trees should be back as far as possible from the neighborhood, so the residents do not have to maintain the trees if they reach over to the residents yards.

Mr. Tyler said the trees are more like a park strip tree and will not be too large so they should not be an issue.

Chairman Rupp said a further setback for trees would not be required. He said there could be an encouragement to move the trees, but he did think they could require the trees to be moved.

Commissioner Wall said she looked at what species of trees were going to be put in and said the trees look like they would only mature to 10-12 feet wide, so they had been thoughtful in what trees they were putting in.

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Chairman Rupp said a lot of concern was generated when the Commission had discussed the height of people's sheds be constructed close to a neighboring home. He said there would also be concern about putting in an office that close to a home and he thought it would not be a great choice. He said he personally would not want the windows there if he was one of the residents. He said he appreciated the offer of glazing the windows, but he said he would want the privacy if he were living in one of the homes adjacent to the building. He said he felt like the allowance of letting a nonconformance continue and allowing a two-story building to be built, he felt like he would want as a condition that it does not affect the adjacent properties. He said he did appreciate it is on the north side and only 34 feet tall but would feel more comfortable with more privacy.

After hearing the discussion by the Planning Commission, he said he would suggest putting in a condition that there are no windows put in on the south side of the building in any occupied spaces on the second level.

Mr. Tyler said he would agree with that consideration.

There were no further questions or comments, and Commissioner Blackley made a motion to approve the amended site plan for Intermountain Sales and Marketing located at 965 West 850 South with the following conditions:

1. Provide the City with an approval certificate from South Davis Metro Fire and inspection reports during construction phases.
2. Obtain a building permit.
3. All site improvements, landscaping, drainage, parking, and utility improvements shall be installed in substantial conformance with the approved amended site plan.
4. Address any potential negative effects identified by the Planning Commission.
5. That there will be no windows in any occupied spaces on the south side of the building on the second level.

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

Commissioner Lewis left the meeting at this time

DIRECTOR'S REPORT

Mr. Poole noted that there would be an APA conference September 9th and 10th and the Commission was welcome to attend. He said there will be a track specifically for Planning Commissioner's that will be held on the 10th. He said the conference is at the Davis Conference Center and to let him know if they wanted to go. He said he needed to get those reservations in by the end of the month.

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ADJOURNMENT

There being no further business before the Planning Commission, Commissioner Goodman made a motion to adjourn the meeting at 7:17 PM.

Joe Rupp, Chairman

Bonnie Craig, Administrative Assistant

STAFF REPORT

To: Planning Commission

From: Sam Harris, Community Development

Date: July 28, 2026

Re: Home Occupation Conditional Use Permit – HDZ Electric



Location: 2216 South 2040 West

Zoning: R-1-8 (Single Family Residential) Zone

Background

The applicant, Jeffrey Hernandez, is requesting approval of a home occupation conditional use permit for the purpose of establishing an electrical business. City Code authorizes the Planning Commission to review conditional use requests and impose conditions to mitigate potential adverse impacts to surrounding properties, such as traffic, parking, noise, hours & landscaping

Staff Review

The proposed electrical business would focus on electrical services including repairs and maintenance. The business also provides materials for new electrical services. The applicant has indicated that business activities will be maintained within the building. There is no anticipation for outside storage. Hours of operation are 07:00 AM-5:00 PM.

Staff does not foresee any adverse effects to adjacent properties. Staff finds that the use complies with City codes and is compatible with surrounding properties.

Staff Recommendation

Staff recommends the Planning Commission approve the conditional use permit located at 2216 South 2040 West, with the following conditions:

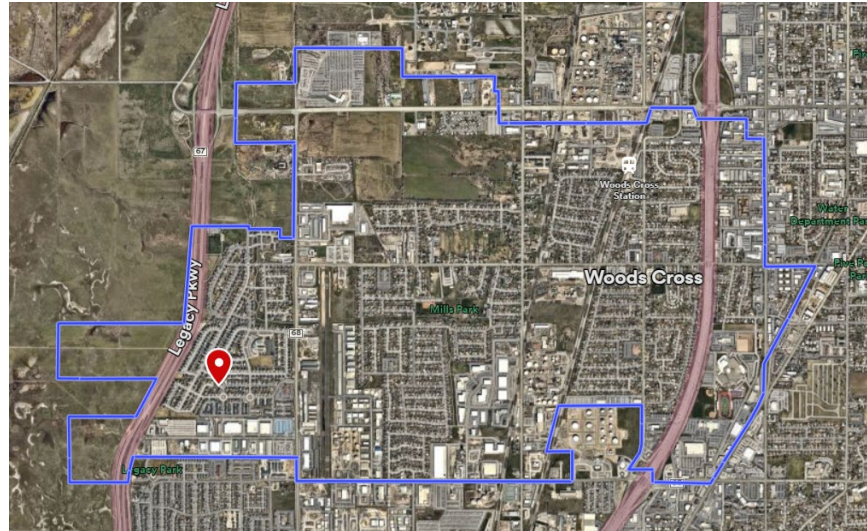
1. Apply, obtain and maintain a business license including the required documentation.
2. Obtain a South Davis Metro Fire inspection, if required, and submit a copy to the city prior to the issuance of a business license.
3. Business shall be in compliance at all times with any government entity having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

5. If a garage is used for a home occupation, minimum space shall be maintained with the garage for at least 1 automobile (for a 1-car garage) or for 2 automobiles (for a garage designed to accommodate 2 or more automobiles).
6. The home occupation shall be conducted entirely within the home or within an approved garage or accessory building. No storage of merchandise, equipment or materials shall occur outside the home or outside an approved garage or accessory building.

Item: Conditional Use – Home Occupation

Address: 2216 South 2040 West

Map 1
Citywide



Map 2
Neighborhood

