

KAYSVILLE CITY COUNCIL
August 20, 2026

Minutes of the regular Kaysville City Council meeting held on August 20, 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 Attorney Nic Mills, City Recorder Annemarie Plaizier, Power Director Brian Johnson, GIS Administrator Jordan Hansen, Daniel Williams, Elizabeth Williams, Mark McSwain, Vonnie McSwain, John Hollingshead, Sally Hollingshead, Joanne Blood, Dawn Hardy, Lary Hardy, Gary Uresk, Brent Toller, Susan Harris, Curtis Cragun, Lauri Cragun, Lee Stenquist, Tysen Embley, Jill Dredge, Jed Stanger, Kirsten Stanger, Keith Halls, Robert Sevier, Paul Toller, Brad McIlrath, Zach Hartman, Suzie Hansen, Kirk Olsen, Danny Hammon, Jennifer Borup, Matt Loveland

OPENING

Mayor Tamara Tran called the August 20, 2026, Kaysville City Council meeting to order at 7:00 p.m. and welcomed those in attendance.

Council Member Adams shared a quote regarding how persistence makes difficult actions easier as a person's ability increases and related the message to the importance of practicing kindness and compassion toward others. He then offered an invocation and led those present in the Pledge of Allegiance.

CALL TO THE PUBLIC

Danny Hammond addressed the Council on behalf of Young Automotive Group and thanked Kaysville City for its ongoing partnership with the company. He highlighted several services available to municipalities, including vehicle upfitting through TNT Upfitting, which allowed police and emergency vehicles to be purchased and fully equipped with decals, emergency lights, sirens, prisoner cages, and other necessary equipment before delivery. He also discussed the company's collision repair facilities in Layton and Ogden and a planned facility in Logan. Drawing on his 29 years of public-sector experience, including as a fleet manager, Mr. Hammond explained that Young Automotive Group could provide governmental collision repairs under state contract pricing and prioritize essential police and fire vehicles to reduce downtime. He also announced that the company had become a dealer for Toyne fire apparatus and invited the City to consider Young Automotive Group for future fire vehicle purchases.

Mayor Tran thanked Mr. Hammond and recognized Young Automotive Group as a community partner, noting that the company had provided its facility as the staging location for Kaysville

Gives for approximately four years.

Gary Uresk addressed the Council regarding detached accessory dwelling units (DADUs), which were scheduled for discussion later in the meeting. He referenced detailed recommendations previously submitted by a group of residents and focused his comments on the potential effect of DADUs on neighborhood relationships. Mr. Uresk described living next to the same neighbor for approximately 30 years and stated that strong neighborhoods were built when neighbors cared for one another. He expressed concern that state requirements allowing DADUs could introduce a new dynamic into neighborhoods, particularly when a neighboring property contained a rental unit. He asked the Council to consider these relationships when developing regulations and establishing standards that would help neighbors coexist successfully.

Jennifer Borup, a Kaysville resident, addressed the Council regarding minimum lot size and maximum structure height for DADUs. Ms. Borup stated that House Bill 284 required the City to allow DADUs on lots of at least 11,000 square feet and encouraged the Council to retain that threshold rather than voluntarily allowing them on smaller lots. She noted that 11,000 square feet represented the most restrictive minimum lot size permitted by state law and that lowering the threshold would substantially increase the number of eligible properties throughout Kaysville.

Ms. Borup also recommended limiting DADUs to one story and a maximum height of 20 feet. She expressed concern that taller structures could overlook neighboring yards and homes and negatively affect privacy. She noted that a neighborhood group had provided proposed language addressing these standards and asked the Council to retain the 11,000-square-foot minimum lot size and establish a 20-foot maximum height.

Curtis Cragun, a Kaysville resident, also addressed DADU height and the potential impact of second-story living areas on neighboring properties. He stated that upper-story windows could overlook neighboring backyards, patios, and homes and that landscaping and fencing might not adequately address resulting privacy concerns. He noted that he had personally experienced this issue.

Mr. Cragun stated that the neighborhood group had reviewed DADU ordinances from other Utah municipalities, including Murray and Milford, who limited detached ADUs to one story. The group recommended limiting DADUs to one story above finished grade and no more than 20 feet in height, or the height of the primary dwelling, whichever was less, and prohibiting second-story habitable attics, lofts, or other upper-level living space. Mr. Cragun asked the Council to consider similar standards to protect neighboring properties.

Lauri Cragun addressed the Council regarding her experience with a large accessory structure constructed on a neighboring property approximately one year earlier. She described the structure as approximately 2,400 square feet, 30 feet tall, and located about 10 feet from her rear property line, with a garage below and living space for family members above. She stated that four large clear windows overlooked her property and significantly affected the privacy of her backyard.

Mrs. Cragun explained that she contacted the City's Building Department during construction because she questioned whether the structure complied with City Code. Staff inspected the project

and confirmed that it complied with its permit and existing regulations, which allowed accessory structures up to 30 feet in height. She and her husband subsequently met with City staff and were advised that amending the City Code would be the appropriate way to address similar situations in the future.

Mrs. Cragun supported a maximum height of 20 feet, restrictions on rear- and side-facing windows through the use of fixed, obscured, frosted, or clerestory windows, a maximum footprint of approximately 1,200 square feet or less, and a prohibition on second-story living space. She acknowledged that the existing structure could not be changed but asked the Council to establish regulations that would prevent similar impacts elsewhere. She invited Council Members to visit her property to better understand the scale and effect of the structure, noting that some had already done so.

PRESENTATIONS AND AWARDS

PRESENTATION OF THE SUPERVISING FIRE OFFICER AWARD TO COLTON BASCOM

Mayor Tran stated that the presentation would be postponed until a future City Council meeting.

PRESENTATION OF THE DAVIS COMMUNICATION COUNCIL AMERICA 250 HEART OF SERVICE AWARD TO THE REDEMPTION CHURCH, PASTOR DANIEL WILLIAMS, AND PASTOR NATHAN BROCK

Mark McSwain, representing the Davis Communication Council, explained that the America 250 Heart of Service Award was created in partnership with JustServe and the America 250 Committee to encourage volunteerism and recognize individuals and organizations that strengthened their communities through service.

Mr. McSwain stated that Redemption Church of Kaysville, including Pastor Daniel Williams and Pastor Nathan Brock, had been nominated for its sustained community service. Although relatively new to Kaysville, the congregation had participated in numerous service projects, including park renovations, food assistance efforts, and other community activities.

Mayor Tran presented Pastor Williams with the America 250 Heart of Service Award and recognized him and the members of Redemption Church North Davis for providing meals and community gatherings, supporting City parks, honoring teachers and first responders, serving members of the military, and partnering with the Bountiful Food Pantry to provide food and essential supplies to families and students throughout Davis County.

Mr. McSwain noted that the Bountiful Food Pantry had provided the equivalent of approximately 2.5 million meals during the previous year and was assisting approximately 1,500 homeless junior high and high school students. Mayor Tran added that Redemption Church had assembled more than 6,000 pantry packs for local students. She thanked Pastor Williams, his family, and the congregation for their leadership and service and noted that an award would also be presented to the congregation at a future Sunday service.

Mr. McSwain stated that fewer than 1,000 Heart of Service Awards were being presented during the year and that having a Kaysville congregation receive the recognition was a significant honor. Mayor Tran expressed appreciation for Redemption Church and its service to families throughout Davis County.

DECLARATION OF ANY CONFLICTS OF INTEREST

Mayor Tran asked members of the City Council whether they had any conflicts of interest to disclose regarding items on the agenda. No conflicts were declared.

CONSENT ITEMS

Council Member Adams then moved to approve the following consent items:

- a) Approval of Minutes from the June 18, 2026 Council Meeting.
- b) Approval of Minutes from the June 18, 2026 Kaysville Municipal Building Authority Board Meeting.
- c) Approval of Minutes from the June 18, 2026 Kaysville Redevelopment Agency Board Meeting.
- d) Approval of Minutes from the July 16, 2026 Council Meeting.
- e) Approval of Minutes from the August 6, 2026 Council Meeting.
- f) Approval of Minutes from the August 10, 2026 Council Meeting.
- h) Appointment of Dane Money as Alternate Planning Commissioner.
- i) Approval of an Interlocal Agreement Renewing Membership in the Davis County Storm Water Coalition.

Council Member Hunt seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

G. APPOINTMENT OF BRAD MCILRATH AS COMMUNITY DEVELOPMENT DIRECTOR

City Manager Jaysen Christensen introduced Brad McIlrath and expressed the City's enthusiasm regarding his appointment as Community Development Director. Mr. Christensen explained that the City had conducted an extensive recruitment process that attracted candidates from throughout Utah and outside the state. Candidates participated in three interview panels that included City staff, Council Members, and Planning Commissioners. He stated that several highly qualified candidates were considered and that the selection focused on professional qualifications as well as finding the best fit for Kaysville.

Mr. Christensen stated that Mr. McIlrath possessed the desired qualifications, professional experience, and personal qualities for the position and had received strong references, including unsolicited positive feedback from individuals and elected officials who had previously worked with him. Addressing questions regarding Mr. McIlrath's experience working for other municipalities, including Clearfield and Layton, Mr. Christensen emphasized that elected officials establish policy for their communities while professional staff use their expertise to implement that policy. He stated that Mr. McIlrath's experience would help him effectively implement the policies established by Kaysville's elected officials.

Mr. Christensen also noted that Mr. McIlrath was a Davis County native who grew up in Layton and was familiar with Kaysville and the surrounding area. Staff believed his familiarity with the community, experience, and professional background would make him a good fit for the organization. Mr. McIlrath was scheduled to begin employment with Kaysville City on August 31, 2026. Mayor Tran welcomed Mr. McIlrath and noted that residents would see him regularly at future City Council and Planning Commission meetings.

Council Member Adams moved to approve the appointment of Brad McIlrath as Kaysville City Community Development Director. Council Member Jackson seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACTION ITEMS

CONSIDERATION OF A REZONE REQUEST FOR THE PROPERTY LOCATED AT 820 MARE CIRCLE FROM A-5 HEAVY AGRICULTURAL TO R-1-6 SINGLE-FAMILY RESIDENTIAL FOR SUZIE HANSEN

City Attorney Nic Mills presented the request to rezone approximately 9.14 acres at 820 Mare Circle, commonly known as the Sunset Equestrian Center property, from A-5 (Heavy Agricultural) to R-1-6 (Single-Family Residential). Mr. Mills reported that the Planning Commission had unanimously recommended denial of the request.

Mayor Tran invited those who had signed up to speak on the item to address the Council.

Jed Stanger, a nearby resident and member of the Sunset Equestrian Estates Homeowners Association, spoke in opposition to the request. Mr. Stanger stated that several issues should be resolved before the property was considered for rezoning, including the existing development

agreement, recorded covenants, conditions and restrictions, and restrictions contained on the subdivision plat. He acknowledged that the City did not enforce private CC&Rs but believed those matters remained relevant to the future of the property. He also stated that the requested R-1-6 zoning was inconsistent with the surrounding zoning and long-standing plans for the area and asked the Council to follow the Planning Commission's recommendation for denial.

Mayor Tran thanked Mr. Stanger for his comments and invited the applicant to address the council.

Suzie Hansen provided background regarding her ownership and operation of the Sunset Equestrian Center. She stated that she had co-owned and operated the facility for approximately 15 years and had devoted substantial time to maintaining the property, managing the barn, coordinating training, operating a lesson program, and providing equestrian opportunities for the community. Despite those efforts, she stated that the center had not generated positive revenue and that she had not taken a salary.

Ms. Hansen also described her involvement with the Davis County 4-H program and Pony Express Club, including providing lesson horses, coordinating practices and competitions, and expanding opportunities for youth who otherwise might not have had access to horses. She stated that the equestrian center had hosted community activities, field trips, and other events and had become an important part of her life and connection to Kaysville. She explained that she came to the City offices on May 7, 2026, to submit a rezoning application and that this had been her first experience navigating a real estate and land-use process. She stated that prior to May 7, she had not had control over determining the property's future and was now attempting to learn the process quickly and thanked the Council for its consideration.

Zach Hartman of Land Advisors Organization addressed the Council on Ms. Hansen's behalf. He explained that his firm advised property owners regarding the future use and disposition of their land. Mr. Hartman stated that he became involved after Ms. Hansen learned that a proposed roadway project could affect a portion of the equestrian center property. Initial estimates suggested that approximately two acres could be affected, which raised concerns about the continued viability of an already financially difficult operation of an equestrian center. Mr. Hartman stated that he initially approached City staff with concerns about the situation and was provided with documents regarding the property, including the development agreement and HOA-related matters. After reviewing the documents, he concluded that there were complicated issues involving the property owner, HOA, City, and original developer.

Mr. Hartman stated that he advised Ms. Hansen to submit the R-1-6 application while those issues were being evaluated. He explained that the request was based in part on his understanding that the City's General Plan contemplated detached single-family residential development in the area and on concerns regarding the possible roadway acquisition and property valuation.

Mr. Hartman discussed the relationship between the equestrian center and the Sunset Equestrian Estates HOA. He stated that, in his view, one of the primary unresolved matters was whether and to what extent the HOA had rights or obligations concerning the property. He acknowledged that private restrictions or CC&Rs could remain relevant regardless of the City's zoning decision and stated that preserving the equestrian center would also require consideration of who would bear

the financial responsibility for its continued operation or ownership. He noted that discussions had included the possibility of the HOA or another entity purchasing the property.

Mr. Hartman referenced an earlier June 1 meeting with Mayor Tran and Council Member Adams and acknowledged that he had approached that meeting while frustrated by his initial understanding of the situation. He apologized for his demeanor during that discussion. Mr. Hartman also raised concerns about communications that he believed had occurred before the Planning Commission considered the application and referenced the City's code of conduct. He stated that City staff had recommended approval of the request, while the Planning Commission ultimately recommended denial. He further noted that public comments before the Planning Commission reflected a strong desire to preserve the equestrian center and open space. Mr. Hartman stated that he understood why residents valued the property but believed that preserving it for a broader community benefit would require discussion about who would assume the financial responsibility for doing so.

Mr. Hartman also acknowledged that the original application did not include a conceptual site plan because it had been submitted quickly. Since that time, additional concepts have been prepared. He further reported that later discussions with City staff and consultants clarified that the anticipated roadway impact would likely involve somewhat less than one acre rather than approximately two acres, which reduced some of the original concern but did not eliminate the operational impacts. Mr. Hartman stated that he viewed the central unresolved issue as the relationship between Ms. Hansen and the HOA and stated that efforts had been made to arrange discussions with the HOA concerning its interests, financial participation, and possible acquisition of the property, but a meeting had not yet occurred.

Mr. Hartman presented several conceptual alternatives. One showed development under the requested R-1-6 zoning and contemplated dedication of the needed roadway property. A second concept contemplated larger R-1-14 residential lots, which he believed would generate less traffic and could provide a lower-density transition. A third concept would preserve portions of the existing equestrian center, including the indoor barn and riding arena, while adding larger residential lots and a townhome component. Mr. Hartman acknowledged that the City's current code did not provide for that specific concept but described it as an attempt to preserve portions of the equestrian use while allowing Ms. Hansen to realize value from the property.

Mr. Hartman asked the Council to consider tabling the rezone for approximately 30 days to allow Ms. Hansen and the HOA to discuss the alternatives and determine whether the HOA membership had an interest in purchasing or otherwise preserving the equestrian center. He stated that additional time could allow the property owner, HOA, and City to explore a mutually acceptable solution.

Mayor Tran clarified that the item before the Council was the pending R-1-6 rezone and that tabling the request would not constitute approval or endorsement of any of the conceptual plans presented. Mr. Hartman confirmed that he preferred to keep the application pending because he believed doing so could preserve the applicant's vested position while discussions continued.

Council Member Blackham asked why the applicant would not withdraw the current request and submit a new application once a revised proposal was developed. Mr. Hartman responded that a city resolution adopted after the application was filed could potentially affect the property, and he therefore preferred to keep the application active.

At Mayor Tran's request, City Attorney Mills addressed the vesting issue. Mr. Mills stated that he did not believe the applicant was vested in R-1-6 zoning because a rezone was a legislative decision. He explained that the property remained subject to the uses allowed under its existing A-5 zoning unless and until the City Council approved a zoning change. Mr. Hartman stated that he understood Mr. Mills' position but did not necessarily agree with it.

Council Member Blackham stated that he viewed the existing development agreement as integral to the original subdivision approval. He explained that the equestrian center and associated open space had been part of the justification for allowing smaller residential lots within Sunset Equestrian Estates and therefore believed the agreement could not simply be disregarded. He stated that purchasers had been told the equestrian center was part of the development and that this representation was reflected in the recorded plat and development agreement. Mr. Hartman responded that the ownership and legal history of the property was more complicated and distinguished the privately owned equestrian center from publicly owned open space.

Council Member Adams referenced minutes from an April 3, 2007, City Council meeting when the development was being considered. He quoted statements from the original developer who discussed the future operation of the equestrian center and that the plat would retain an overriding open-space easement and agreement intended to preserve its use into the future. He noted that these representations were made before Ms. Hansen's family purchased the property and that the original property had since been reduced from nearly 20 acres to approximately 9 to 10 acres through subsequent sales. Mr. Hartman objected to the characterization of those sales as having been made "for profit," prompting a brief exchange. Council Member Adams clarified that his larger point was not whether the sales generated a profit, but that the owners had made decisions to sell portions of the property and those decisions may have affected the equestrian center's ability to operate as originally envisioned.

Council Member Adams referenced communications the Council had received indicating that parties may have offered to purchase the property. Mr. Hartman responded that he would like to see any written purchase offers.

Council Member Adams stated that his primary concern was the existing development agreement. He did not support changing the zoning unless the agreement was first formally amended. He emphasized that Ms. Hansen was not being required to personally operate the equestrian center, but stated that residents had purchased homes with certain expectations regarding the property. He believed any amendment should therefore include substantial neighborhood input and support.

Mayor Tran asked whether Council Members would be open to considering a future amendment to the development agreement if a proposal retained an equestrian component. Council Member Adams stated that he could potentially support an amendment allowing the approximately 10 acres now owned by Symphony Homes to move forward while preserving the remaining approximately

nine and one-half acres for equestrian use, but he would want substantial neighborhood input before supporting such a change.

Council Member Blackham stated that he would not support amending the agreement without overwhelming support from residents in the affected subdivision. He emphasized that homeowners had relied on the original development pattern and equestrian component when purchasing their properties. Any substantial change to the agreement should reflect the wishes of the residents who had relied on those original representations.

Council Member McBride asked who would be responsible for the equestrian center if Ms. Hansen no longer wished or was unable to operate it. Council Member Adams responded that the property would remain privately owned and that the City was not requiring Ms. Hansen personally to operate an equestrian business. Mr. Mills clarified that the owner was not required to maintain an active equestrian operation but would remain responsible for maintaining the property and complying with applicable regulations.

Council Member Hunt asked what uses would remain available under the existing A-5 zoning. Mr. Mills stated that the owner could remove the existing improvements and pursue uses otherwise permitted within the A-5 zone, subject to applicable requirements. Council Member Hunt stated that she could potentially consider an amendment to the development agreement but emphasized that her primary concern was protecting the interests of Kaysville residents and maintaining confidence in agreements entered into by the City. She stated that residents benefited when contracts and development agreements could be relied upon and that any change should therefore occur through a formal amendment rather than by disregarding the existing agreement.

Council Member Hunt also stated that it was reasonable to expect a property owner seeking a significant land-use change to communicate with surrounding residents. She also stated that surrounding residents should have an opportunity to participate in discussions regarding a significant change, while acknowledging that neighbors should not have absolute control over another person's property. She recognized that residents make substantial financial commitments based on the conditions and expectations that exist when they purchase property.

Council Member McBride stated that the matter before the Council was the specific R-1-6 application and that the Council's role was to approve, deny, or table that request rather than negotiate a different proposal during the meeting. Mr. Hartman explained that he had hoped to meet with the HOA before the Council meeting and return with a proposal that had broader neighborhood support, but that meeting had not yet occurred. Council Members Adams and McBride agreed that the applicant could return with another proposal if the pending request was denied.

Mayor Tran explained that the broader discussion was intended to provide direction regarding the Council's continued expectation that some form of equestrian use remain on the property. She stated that she did not want the applicant to spend additional time and resources preparing a future proposal without understanding that concern.

Mr. Hartman ultimately indicated that the Council should proceed with a vote and that the applicant could return later with another proposal.

Council Member Adams moved to deny the request to rezone the property located at 820 Mare Circle from A-5 (Heavy Agricultural) to R-1-6 (Single-Family Residential) for Suzie Hansen. Council Member McBride seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously, and the rezone request was denied.

Following the vote, Council Member Hunt clarified that she questioned whether the Nollan/Dolan analysis referenced during the discussion applied because those cases generally involved exactions, while the City's roadway interest appeared to involve eminent domain. City Attorney Mills agreed with that distinction. Council Member Hunt also emphasized that the Council's action was not intended as opposition to Ms. Hansen or support for another party, but reflected the City's interest in maintaining its agreements while working toward an appropriate future outcome.

Mr. Hartman encouraged the City to review the legal memoranda it had received, including analysis from Brent Bateman, and to further consider the Nollan/Dolan framework because of the property's complex legal and procedural history.

Council Member Adams reiterated that he remained open to discussing a future amendment to the development agreement that could allow development of a portion of the original property while preserving an equestrian component. He acknowledged that he did not understand why the prior property sales transaction had occurred while the development agreement remained in effect but stated that this was now the situation the City needed to address. He stated that his previous comments regarding a possible "win-win" solution were intended to identify a workable outcome for the property owner, surrounding residents, and the City.

CONSIDERATION OF A REZONE REQUEST FOR THE PROPERTY LOCATED AT 1800 SOUTH SUNSET DRIVE FROM R-A RESIDENTIAL AGRICULTURAL DISTRICT AND A-1 LIGHT AGRICULTURAL DISTRICT TO R-1-14 SINGLE-FAMILY RESIDENTIAL DISTRICT FOR SYMPHONY HOMES, ALYSON AND LEE STENQUIST, AND KATHRYN LISBY

City Attorney Nic Mills presented the request to rezone approximately 16.2 acres at 1800 South Sunset Drive from R-A (Residential Agricultural) and A-1 (Light Agricultural) to R-1-14 (Single-Family Residential). He explained that a previous application for the property had been substantially different, but the applicant had returned with a revised proposal. The application

included five parcels, three owned by Symphony Homes and two owned by the Stenquists and Lisbys. Two existing homes were included within the application area, along with 33 potential lots proposed by Symphony Homes, for a total of 35 lots. Although the R-1-14 zone required a minimum lot size of 14,000 square feet, the proposed lots ranged from approximately 14,000 to 21,167 square feet. Mr. Mills reported that the Planning Commission had voted 4-0 to recommend approval of the rezone.

Mayor Tran invited those who had signed up to speak to address the Council.

Keith Halls, a Sunset Drive resident of more than 40 years whose home was located directly across from the proposed development, thanked the Council for the time it had devoted to the project and for listening to residents' concerns. He expressed appreciation that R-1-6 zoning was no longer part of the proposal and recognized Matt Loveland and Symphony Homes for working with residents over the previous year. Mr. Halls stated that he believed the proposed R-1-14 zoning was compatible with the surrounding area and that he could support the revised proposal.

Mr. Halls also raised a separate concern regarding property owned by the sewer district near Sunset Drive and Angel Street. He stated that the property was not being maintained in a manner he believed was appropriate for a prominent entrance into West Kaysville and expressed concern that sewer district representatives had not participated in neighborhood discussions. He asked the City to continue working with the district to address the property and related roadway access issues. Mayor Tran stated that the City was continuing those discussions.

Mayor Tran closed the public comment period and invited the developer to address the Council.

Matt Loveland, representing Symphony Homes, described the revised proposal as the result of substantial compromise among the developer, surrounding residents, and the City. He stated that the request was for straight R-1-14 zoning without a development agreement or modifications to the standard setbacks or building heights. He believed the proposal was compatible with the surrounding neighborhood and noted that the revised application included approximately two additional acres compared with earlier proposals.

Mayor Tran thanked Mr. Loveland and noted the significant collaboration involved in reaching the revised proposal. She stated that the Council had received numerous emails regarding the project and that the feedback had become considerably more positive as the proposal evolved.

Council Member McBride asked about the status of access through 550 West and whether the City had secured the necessary property. Mr. Mills explained that the City was working with the sewer district to acquire the property needed and that the district had been receptive. City Manager Jaysen Christensen added that the City was completing roadway design and survey work and anticipated bringing an agreement to the Council before presenting it to the sewer district. He stated that staff did not anticipate significant obstacles to completing the arrangement.

Council Member McBride asked whether approval of the rezone should be conditioned on construction of the roadway connection. Mr. Mills stated that the Council could impose such a

condition, but that staff did not recommend doing so because discussions with the sewer district had progressed sufficiently and staff was confident the access issue could be resolved.

Mr. Loveland added that the development already had access from Sunset Drive and that approximately 30 units could proceed using that access under existing limitations. He stated that the project could therefore begin incrementally before the additional roadway connection was completed, although he preferred to resolve the 550 West connection as soon as possible.

Council Member Adams thanked Symphony Homes and Mr. Loveland for the work undertaken to address neighborhood concerns and revise the proposal.

Council Member Adams moved to approve the rezone request for the property located at 1800 South Sunset Drive from R-A (Residential Agricultural) and A-1 (Light Agricultural) to R-1-14 (Single-Family Residential) for Symphony Homes, Alyson and Lee Stenquist, and Katheryn Lisby. Council Member McBride seconded the motion.

Council Member Blackham stated that he appreciated that the request had come forward as straight R-1-14 zoning without a development agreement and with the standard setback requirements intact.

The vote on the motion was as follows:

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

The motion passed unanimously.

APPROVAL OF A RESOLUTION AUTHORIZING THE PROCUREMENT OF DIRECTIONAL BORING SERVICES FOR THE POWER DEPARTMENT

Power Director Brian Johnson presented the request to authorize directional boring as a professional service for the Power Department. He explained that the City had used directional boring for several years and had begun relying on it more extensively to replace aging underground electrical infrastructure in established neighborhoods.

Mr. Johnson stated that much of the City's older underground power cable had been directly buried without conduit, leaving it exposed to soil, rocks, moisture, and other conditions. Some of the infrastructure had exceeded its expected service life and was contributing to reliability issues. He explained that the department had prioritized replacement projects throughout the city, including upgrades to portions of the older 46 kV system, and was nearing completion of those improvements.

Mr. Johnson explained that directional boring around existing utilities was a highly specialized service requiring contractors with the appropriate equipment, training, and experience to work safely around energized electrical lines, natural gas lines, and other underground utilities. He noted that the quality of the contractor's work also affected the amount of restoration required to yards and landscaping.

Mr. Johnson requested that directional boring be procured as a professional service so staff could evaluate contractors based on qualifications, experience, references, efficiency, and quality of work rather than primarily on the lowest bid. He stated that this approach could reduce overall costs by avoiding restoration expenses caused by poor workmanship and would also allow the City to use multiple qualified contractors when necessary to address urgent infrastructure failures.

As an example, Mr. Johnson referenced the Laurelwood area, which had experienced approximately five or six power outages within a four-week period. Staff had attempted several operational adjustments, but the aging underground cable continued to fail. He stated that repeated outages of that frequency required the department to accelerate replacement work.

Mayor Tran confirmed that funding for the work had already been included in the Power Department budget. Mr. Johnson confirmed that it had and clarified that the requested action would change the procurement method rather than create an additional budget request.

Council Member Jackson asked whether areas such as Whisper Creek, which had also experienced repeated outages, could benefit from this approach. Mr. Johnson stated that the department was reviewing areas with recurring outages and that many of the problems were associated with approximately 50-year-old direct-bury cable. The City's long-term goal was to replace aging direct-bury infrastructure with new cable installed in conduit to improve reliability and make future maintenance and replacement easier.

Council Member Blackham moved to approve the resolution authorizing the procurement of directional boring services for the Power Department. Council Member Jackson seconded the motion.

Council Member McBride expressed support for the project and noted the benefit of improving reliability in the Laurelwood area.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACCESSORY STRUCTURES TEMPORARY LAND USE REGULATION

City Attorney Nic Mills presented a proposed temporary land use regulation related to accessory structures. He explained that the Planning Commission had identified concerns with provisions of the existing City Code that could allow unintended outcomes for accessory structures. The proposed regulation would provide up to 180 days for staff to review the ordinance and determine whether amendments were needed. Mr. Mills noted that Assistant City Attorney Ellis was already reviewing the issue and that incoming Community Development Director Brad McIlrath would also provide input.

Mayor Tran asked whether the proposal functioned similarly to a moratorium. Mr. Mills explained that applications could still be submitted during the 180-day period, but applicants would be notified that regulatory changes adopted during that period could affect their projects. Mayor Tran questioned whether a full moratorium would be simpler to administer.

Council Member Blackham expressed concern about proceeding without more information identifying the specific problems with the existing ordinance. He noted that the current standards had been developed through substantial Planning Commission and City Council discussion to balance the interests of property owners and neighboring residents. He was also concerned about property owners who may have already invested time and money in plans, contractors, financing, or deposits before formally applying for a permit. He recommended tabling the item until staff could provide specific examples supporting the need for the temporary regulation.

Mr. Mills responded that a full moratorium would be easier to administer, but staff had attempted to balance the issue by allowing applications to continue while providing notice of possible regulatory changes. He stated that staff had identified several concerns and that the Planning Commission had recommended the temporary regulation. Staff could return with additional information if requested.

Council Member Blackham also stated that accessory structures and detached accessory dwelling units (DADUs) were separate issues and suggested addressing accessory structures after the Council completed its DADU discussions. Mr. Mills agreed that the two subjects should be considered separately.

Council Member Blackham moved to table the accessory structures temporary land use regulation until a future meeting to allow staff to provide more specific information and the Council to first complete its discussion regarding DADUs. Council Member Adams seconded the motion.

During discussion, Council Member Hunt stated that she supported implementing the temporary regulation. She had reviewed several accessory structure situations and received feedback indicating that the existing ordinance could create significant impacts on neighboring properties in some circumstances. Although relatively few projects appeared to create serious concerns, she believed the potential impacts justified reviewing the regulations. She also noted that much of the 180-day review period would occur during the winter months, when fewer accessory structure projects were likely to begin.

Council Member Blackham asked which provisions required reconsideration, and Council Member Hunt identified setbacks as one area of concern. Council Member Blackham explained that the existing height and setback provisions had been intentionally developed to accommodate functional accessory garages, including structures used for motorhomes, boats, and trailers, while limiting impacts on neighboring properties. He believed those standards should not be temporarily restricted without clearer evidence that they were inadequate. Council Member Hunt responded that previously adopted regulations could still have unintended consequences and believed the impacts observed in some cases warranted further review.

Council Members Jackson and McBride indicated that they preferred to proceed with consideration of the temporary regulation rather than postpone the matter. Mr. Mills also clarified that property owners with already approved permits were vested under those permits.

The vote on the motion to table was as follows:

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

The motion failed.

Council Member Hunt moved to approve the ordinance placing a temporary land use regulation on accessory structures within Kaysville City. Mayor Tran clarified that the regulation would provide up to 180 days for the City to review and revise its accessory structure standards while allowing applications to continue, subject to notice that regulatory changes could affect proposed projects. Council Member Jackson seconded the motion.

The vote on the motion was as follows:

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

The motion passed with a vote of three to two.

WORK ITEMS

DISCUSSION REGARDING ORDINANCES AMENDING VARIOUS CHAPTERS OF THE KAYSVILLE CITY CODE TO COMPLY WITH STATE LEGISLATIVE CHANGES FROM THE 2026 GENERAL SESSION

City Attorney Nic Mills presented proposed amendments to various chapters of the Kaysville City Code. He explained that the amendments would bring the Code into compliance with Senate Bill 284 regarding conflicts of interest for Planning Commission members, including circumstances requiring a commissioner to recuse themselves from participating in a matter.

The amendments would also clarify the City's administrative appeal process. Mr. Mills explained that the City had previously revised its process to have certain appeals heard by an Administrative Law Judge (ALJ), but staff had since identified sections of the Code that had not been updated to reflect that change. The proposed amendments would correct those provisions and clarify that applicable administrative appeals were to be heard by the ALJ. The ordinance also included several grammatical and technical corrections.

Mayor Tran asked whether language establishing a 45-day period for the City to approve or deny certain applications should specify that the timeframe applied to a "complete application." Mr. Mills explained that completeness was already required under the applicable process and that an application would need to be complete before a developer could request action within the 45-day timeframe.

Mayor Tran clarified that the amendments were primarily technical and intended to comply with changes in state law. She emphasized that the conflict-of-interest provisions were not being proposed because of any identified concerns involving Planning Commission members.

Council Member Adams moved to move the Work Item forward as an Action Item. Council Member McBride seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

DISCUSSION REGARDING AMENDMENTS TO KAYSVILLE CITY CODE § 17-31-3, INTERNAL ACCESSORY DWELLING UNITS, TO COMPLY WITH SENATE BILL 284 REGARDING DETACHED ACCESSORY DWELLING UNITS

Mayor Tran introduced the work item regarding proposed amendments to the Kaysville City Code to comply with Senate Bill 284 and address detached accessory dwelling units (DADUs). She noted that the issue would require substantial discussion and would likely return to the Council over multiple meetings. Because of confusion regarding when public comments would be accepted, Mayor Tran allowed two individuals who had signed up under the earlier accessory structure item to address the Council.

Planning Commissioner Paul Toller recommended simplifying the proposed regulations by limiting DADUs to one story and requiring them to meet the City's existing residential setbacks rather than establishing variable setbacks based on building height. He also recommended addressing privacy by requiring windows to face the street or the primary dwelling rather than neighboring properties and considering the overall massing and concentration of DADUs within neighborhoods.

Mr. Toller supported retaining language requiring DADUs to be designed consistently with the primary residence to the extent permitted by state law. He noted that state law contained conflicting provisions regarding architectural regulations and that the Utah League of Cities and Towns was seeking clarification. He also recommended establishing clear standards for converting existing accessory structures into DADUs, including requiring converted structures to comply with applicable DADU setbacks and design standards.

Susan Harris addressed the Council regarding setbacks and stated that residents relied on zoning and setback requirements when purchasing their homes. She questioned why a detached dwelling should be permitted closer to a neighboring property than the primary residence and emphasized that a DADU could create greater impacts than a typical accessory structure because it would be occupied as a residence. Drawing on her experience with a neighboring accessory structure containing residential space, she expressed concern about privacy and the enjoyment of adjacent properties. Ms. Harris recommended requiring DADUs to meet the same front, side, and rear setbacks as primary dwellings and supported beginning with more restrictive standards for height and other potential impacts.

Mayor Tran reiterated that the matter was a work item and no final action would be taken that evening. She anticipated additional meetings before adoption of an ordinance.

Council Member Adams suggested scheduling a separate work session devoted entirely to DADUs so the Council could address each policy issue individually. Mayor Tran agreed and noted that additional opportunities for public input could also be considered.

Mayor Tran stated that the City needed to adopt an ordinance by October 1 but could amend it later as additional issues were identified. She favored using the discretion available under state law to establish clear local standards. Issues identified for further consideration included architectural compatibility, rental duration, setbacks, height, privacy and window placement, side-yard locations, historic areas, owner occupancy, enforcement, and preventing recreational vehicles, mobile homes, or similar temporary structures from qualifying as DADUs.

Mayor Tran raised several areas she believed deserved attention, including architectural compatibility, rental duration, setbacks, height, privacy, window placement, side-yard visibility, historic areas, and preventing mobile homes, recreational vehicles, or similar temporary structures from being treated as DADUs. She also supported owner-occupancy requirements and stronger enforcement provisions.

City Attorney Nic Mills explained that state law contained conflicting provisions regarding architectural regulation. While one provision appeared to allow municipalities to require

consistency with the primary dwelling, another limited regulation of specific design elements. He stated that staff had been advised to use general language requiring consistency with the primary residence rather than regulating specific exterior materials while awaiting further legislative clarification.

City Manager Jaysen Christensen recommended beginning with the most restrictive standards permitted by state law and relaxing them later if experience demonstrated that additional flexibility was appropriate. Council Member Blackham supported that approach and favored limiting DADUs to one story, requiring a minimum lot size of 11,000 square feet, establishing a relatively low maximum height, and applying the residential setbacks required for primary dwellings rather than the less restrictive standards applicable to accessory structures.

Council Member Adams generally supported a single-story requirement but noted that the ordinance would need to carefully address basements and varying grades because a structure could technically qualify as one story while appearing substantially taller. The Council also discussed window orientation and privacy, with general interest in limiting windows that directly overlooked neighboring properties.

Mayor Tran supported requiring DADUs to be consistent with the primary residence to the extent permitted by state law. She also suggested requiring applicants to acknowledge whether HOA or recorded CC&R restrictions applied to their property. Mr. Mills clarified that the City would not enforce private covenants, but those restrictions could remain independently enforceable. Staff indicated that appropriate language could be incorporated into the application process.

The Council also discussed maximum DADU size. Council Member Blackham emphasized that the ordinance should clearly establish whether a maximum square footage applied to the building footprint, above-grade living area, or total dwelling area, particularly if basements were permitted. Council Member Adams agreed that the distinction needed clarification so the ordinance would not unintentionally prohibit basements or allow substantially larger structures than intended.

Mr. Christensen identified several areas where there appeared to be general agreement, including limiting each property to one ADU, whether internal or detached, requiring owner occupancy of the primary residence, and applying the longest minimum rental period permitted by state law. Mr. Mills and Mr. Christensen stated that their understanding of Senate Bill 284 allowed the City to require a minimum rental period of 90 consecutive days. The Council generally supported using that standard to prevent typical short-term rental use.

Council Member Jackson opposed creating less restrictive standards for properties adjacent to trails or open areas, noting that taller structures could affect both neighboring residents and trail users. He favored applying consistent standards throughout the city.

The Council discussed the 11,000-square-foot minimum lot size permitted under state law. Mayor Tran and Council Member Blackham supported using that threshold. Council Member Hunt questioned whether smaller lots that could otherwise satisfy the required setbacks and development standards should automatically be excluded. She noted that DADUs could provide opportunities for multigenerational housing, including housing for adult children or elderly parents, and

suggested that setbacks, height, and privacy standards might address neighborhood impacts more directly than lot size alone.

Council Member Blackham noted that residents would continue to have other housing options, including internal ADUs and additions to primary residences, and believed that supported a more restrictive approach to detached units.

Mayor Tran also expressed concern about accessory buildings being converted into dwelling units without City approval and requested strong enforcement provisions. Mr. Christensen agreed that implementation of the new requirements could increase code enforcement needs, and Council Member Blackham supported meaningful penalties for continued violations.

Council Member Adams reiterated his preference for a separate work session organized by specific policy topics, including lot size, height, setbacks, windows, design, rental periods, and enforcement. Council Member McBride supported the approach and suggested inviting Planning Commission members to participate in the discussion.

Mr. Christensen proposed scheduling a separate public work session after Brad McIlrath began employment with the City. The Council agreed that a more informal work-session setting would allow for a more thorough discussion. Staff was directed to prepare a more restrictive draft ordinance reflecting the areas of apparent consensus and organize the future work session around the remaining policy questions.

DISCUSSION OF CONTRACT EXTENSION WITH ROBINSON WASTE

Council Member Adams stated that the proposed contract extension with Robinson Waste appeared straightforward and recommended moving the item forward for formal action.

Council Member Adams moved to move the contract extension with Robinson Waste forward as an Action Item. Council Member Jackson seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Mayor Tran asked whether Council Members had any reports or additional items to share. No Council Member reports were given.

CITY MANAGER REPORT

City Manager Jaysen Christensen reported that the City would soon release the results of the Utah Wellbeing Survey. He explained that Kaysville had participated in the survey along with 56 other Utah cities through a partnership with Utah State University and the Utah League of Cities and Towns. The survey measured residents' attitudes about living in Kaysville and their perceptions of community wellbeing.

Mr. Christensen stated that the results were generally very positive, with residents expressing strong satisfaction with living in Kaysville and placing significant value on the City's small-town, hometown character. A primary theme was a desire to preserve that character as the community continued to grow. He noted that the results would be shared through the City's newsletter and social media.

Mayor Tran noted that another important takeaway was the desire for stronger community connections and additional opportunities for residents to gather. Mr. Christensen agreed, stating that while Kaysville performed reasonably well in community connectivity, there were opportunities for improvement. He noted strong participation in City events and stated that future investments, including the Fieldhouse, could provide additional opportunities for residents to gather and strengthen community connections.

ADJOURNMENT

Council Member McBride moved to adjourn the meeting at 9:38 p.m. The motion passed unanimously.

Following adjournment of the City Council meeting, the Kaysville Business Park Architectural Review Committee convened to consider items on its agenda.

KAYSVILLE BUSINESS PARK
ARCHITECTURAL REVIEW COMMITTEE MEETING
August 20, 2026

Minutes of a Kaysville Business Park Architectural Review Committee meeting held on August 20, 2026, at 9:38 p.m. in the Council Chambers of Kaysville City Hall, located at 23 East Center Street, Kaysville, Utah.

Committee Members Present: Chairperson Tamara Tran, John Swan Adams, Mike Blackham, Abbigayle Hunt, Nate Jackson, Joshua McBride

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, GIS Administrator Jordan Hansen, Robert Sevier

OPENING

Committee Member McBride moved to open the Kaysville Business Park Architectural Review Committee meeting. Committee Member Hunt seconded the motion. The motion passed unanimously.

Chairperson Tran called the meeting to order and welcomed those in attendance.

CONSIDERATION OF AN ILLUMINATED WALL SIGN FOR ACADEMICA WEST AT 290 NORTH FLINT STREET, STE A

City Attorney Nic Mills presented the application for an illuminated wall sign for Academica West. He explained that the building was allowed approximately 222 square feet of signage and that the proposed sign measured approximately 24.86 square feet. Staff determined that the proposal complied with applicable City Code requirements and recommended approval.

Robert Sevier, representing Sign House, explained that the proposed sign consisted of two letters. Academica West already had signage facing south and was requesting the additional sign to provide greater visibility from another direction.

Committee Member Adams moved to approve the illuminated wall sign for Academica West at 290 North Flint Street, Suite A. Committee Member Jackson seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

ADJOURNMENT

Committee Member Adams moved to adjourn the Kaysville Business Park Architectural Review Committee meeting at 9:40 p.m. The motion passed unanimously.