

**WOODS CROSS PLANNING COMMISSION MEETING
NOVEMBER 12, 2024**

The minutes of the Woods Cross Planning Commission meeting held November 12, 2024, 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
LeGrand Blackley
Mike Doxey

Jim Grover
Jake Hennesy-online

COMMISSION MEMBERS EXCUSED:

David Lewis IV

STAFF PRESENT:

Curtis Poole, Community Development Director
Bonnie Craig, Administrative Assistant

CITY COUNCIL MEMBERS PRESENT:

Gary Sharp

VISITORS:

Don Schrader
Carlos Kubischta

Mark Hollingshead
Steve Bennett

Tyler Brinkman

PLEDGE OF ALLEGIANCE:

LeGrande Blackley

MINUTE APPROVAL

Chairman Rupp called for the review of the Planning Commission minutes for the meeting held October 8, 2024.

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

OPEN SESSION

Chairman Rupp then asked if there was anyone who would like to address the Commission during the open session for items that were not on the agenda.

Commissioner Grover thanked the Commission for their vote of confidence in nominating him for Vice Chair for the Planning Commission and said it would be a privilege to serve in that capacity.

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

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J-2 SYSTEMS CONDITIONAL USE—2193 SOUTH 1200 WEST—MARK HOLLINGSHEAD

Mr. Curtis Poole, the Community Development Director, reviewed this agenda item with the Commission. He noted that Mr. Mark Hollingshead on behalf of J-2 Systems, LLC is requesting approval of a conditional use permit for the purpose of establishing an acoustical panel manufacturing business at this location. He noted that Legacy Preparatory Academy is located to the west and Silver Eagle Refinery is located to the east of the subject property. He said that other properties within the I-1 zone surround the property except for a single-family residential neighborhood located to the northwest. He also noted that manufacturing is an allowed use within the I-1 zone subject to a conditional use review.

Mr. Poole said the applicant is proposing to improve approximately 8,300 square feet within the existing Building B of the Woods Cross Industrial Park. He noted all the work for the business will be done indoors, and the applicant has indicated that the cutting machines used produce little sound and would likely not be heard outside the building. He also noted there are currently six employees that will be working at this location with hours of operation between 8:00 AM to 5:00 PM. He said there will also be a small “invitation only” showroom where designers can come to view products, which the applicant anticipates being only a small number of times per year.

Mr. Poole said the required parking for a business park or light industrial use is one parking space for every 800 square feet. He said based upon the square footage the required number of stalls required for the use is ten, although the applicant only expects to use six stalls most days. He also noted the applicant has indicated there would be one to five afternoon deliveries and pickups each week.

Following the information given by the Community Development Director Mr. Mark Hollingshead appeared before the Commission and he noted he was the owner of J-2 Systems.

Commissioner Grover asked if everything was done on site. Mr. Hollingshead said most products they make come in a premade panel made of polyester fiber that comes to them in a sheet, and he said they cut and attach hardware and do some gluing. He said there is no off gassing that would be harmful to employees or the public. He said the material is polyester and there is no risk or danger in the materials. He said there are some products that come assembled and they do the packaging and shipping for them.

Commissioner Doxey asked if Mr. Hollingshead anticipated any issues with afterhours deliveries or shipping and Mr. Hollingshead said no, he did not anticipate any problems, and they are there from about 7:30 or 8:00 AM until about 5:00 or 5:30 PM and there is no afterhours work.

Chairman Rupp asked if there was any outside storage and Mr. Hollingshead so no it is a large warehouse so there is plenty of room for the storage they need inside the building.

There were no further questions or comments, and Commissioner Doxey made a motion to approve the conditional use request for an acoustical panel manufacturing use with the following conditions:

1. Obtain and maintain a business license.

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

UTAH K-9 ACADEMY CONDITIONAL USE—596 WEST 1500 SOUTH—CARLOS KUBISCHTA

Mr. Poole continued and reviewed this item with the Commission. He noted this applicant, Carlos Kubischta on behalf of Utah K-9 Academy is requesting approval of a conditional use permit for the purpose of establishing a pet services and kennel business at this location. He said the property has other commercial uses to the west and a single-family residential neighborhood to the east, south, and north. He said pet services and kennels are allowed uses within the C-2 zone subject to a conditional use review.

Mr. Poole noted that Utah K-9 Academy offers training, boarding, daycare, and some grooming services. He said there are currently three employees that will be associated with the business with hours of operation between 8:00 AM and 8:00 PM. He said the applicant is anticipating up to 15 customers a day. He also noted that the dogs will have both indoor and outdoor play in areas throughout the day and evening. He also said the dogs will be monitored while in the outdoor play area and employees use training techniques to mitigate barking.

Mr. Poole then said the required parking for a business with services or sales provided is based upon the square footage of the floor space or per employee. He said the building is approximately 3,000 square feet and the number of employees is three. He noted that based on these numbers, the applicant would either need to provide 15 stalls or 3 stalls. He said as most of the customers will be staggered throughout the day, staff finds that existing parking would be sufficient.

Mr. Poole then addressed the residential properties located adjacent to this business and noted the applicant would need to ensure that business operations do not negatively impact the surrounding property owners. He said staff finds that the use complies with city codes, is consistent with the General Plan, and compatible with the neighboring properties within the zone.

Following the information given by the Community Development Director, Mr. Kubischta addressed the Commission. He introduced his service dog and attack dog, Adel. He gave the Commission his background information and said he had been running The K-9 Academy since COVID. He also noted he worked in the military as a military dog handler and trainer kennel master and has his post certification through the K-9 supervisors for law enforcement for the state of Utah. He said he had been running this business at home for the past four years but has outgrown three facilities. He said there are 21 dog kennels at the proposed location presently and he plans to add a room for small dogs to have their own room. He said he will have a schedule for the dogs and make sure there is structure for the dogs and he will run it as a sort of dog preschool. He said bark collars will be put on the dogs if there is excessive barking outside of

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the facility. He said there will be excessive cleaning throughout the day so the facility will be nice and clean.

Chairman Rupp said he felt like the Commission's concerns were addressed by Mr. Kubischta, and it sounds like this type of business will work at this location.

There were no further comments or questions, and Commissioner Blackley made a motion to approve the conditional use request for the pet services and kennel use 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 Hennessey seconded the motion, and all voted in favor of the motion through a roll call vote.

RUBICON CONTRACTING CONDITIONAL USE—1470 WEST 1500 SOUTH—TYLER BRINKMAN

Mr. Poole reviewed this item with the Planning Commission. He said that the applicant, Tyler Brinkman, on behalf of Rubicon Contracting LLC, is requesting approval of a conditional use permit for the purpose of operating a contracting services business from this location. He said the property is surrounded by other properties within the I-1 zone, with the exception of the single-family residential neighborhood to the north. Contracting services is an allowed use within the I-1 zone subject to a conditional use review.

Mr. Poole noted that Rubicon is a property services company. He said the applicant is proposing to use this location as a satellite maintenance shop to the office located in West Bountiful. He said the maintenance will be on light duty trucks, such as installing snowplows and salters, and servicing landscaping and snow equipment. He said no truck maintenance or engine repairs will occur at this location. He also noted that currently there are five employees that will work from this location with hours of operation between 7:00 AM and 5:00 PM. He also noted the property is accessed from 1500 South through a cross-access agreement with the property to the south.

Mr. Poole went on to note that the maintenance would occur within the existing building and vehicles would be parked on the lot temporarily while equipment is being serviced or installed. He said landscaping equipment will be stored on the east and north sides of the property. He said that parking required for a contracting use is similar to others within the light industrial zone, the square footage of the building and anticipated number of employees. He said that based on the approximate size of the building (2,800 square feet), the number of employees (five), and since there are no customers coming to this site, staff recommends the applicant provide a minimum of five parking stalls.

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Commissioner Grover asked about the property showing on the plans that would not be used. Mr. Poole said there were two areas on the property that the property owner would still be using.

Chairman Rupp asked if the parking was hard surfaced, and Mr. Brinkman said it was road base. Mr. Poole said there were no changes being made to the facility so the road base was allowable and did not have to be hard surfaced.

Following the information given, Mr. Tyler Brinkman addressed the Commission. He said he was a partner in Rubicon and really had nothing to add other than this was one of several satellite shops throughout the northern Utah area. He said this would be a shop for small repairs as well as maintenance for snow removal equipment and landscaping equipment. He said the earliest they would be in the office would be 7:00 AM.

Commissioner Grover asked if there were any questions regarding the conditions as listed. Mr. Brinkman said he had no questions.

There were no further comments or questions, and Commissioner Grover made a motion to approve the conditional use request for Rubicon LLC contracting services use, with the following information:

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

JACKSON'S FOOD STORES SITE PLAN AMENDMENT—CINDY HUEBERT

Mr. Poole then reviewed this item with the Commission. He said the applicant, Cindy Huebert, on behalf of Jackson Food Stores, is requesting approval of a site plan amendment for the purpose of installing a fuel canopy over the existing fuel dispensers to the north of the building. He said the property is located to the northwest of the 2600 South and Wildcat Way intersection. He said the property is adjacent to other commercial uses in the C-2 zone and north of similar uses in North Salt Lake. He noted that City Code requires property owners that add new buildings or structures to an existing site apply for an amendment to the site plan and receive approval through the Planning Commission. He said that in this review the Planning Commission shall determine if the site is compliant with City Code.

Mr. Poole said the applicant is proposing to install a 1,360 square foot canopy over the fuel dispensers located to the north of the building. He said the canopy will be approximately 20 feet to the peak of the

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roof. He also said the combination of the existing building and structure, and the proposed structure does not exceed the maximum 60% lot coverage. He said the parking layout for the site will not be altered and will continue to meet parking standards. He said no other alterations will be made to the property.

Mr. Poole went on to say that landscape and setbacks and interior landscaping is required in all zoning districts. He said Wildcat Way to the east of the property and public right-of-way are owned by UDOT. He said there is a property to the south which lies between 2600 South and the subject property. He also said the property to the south is located in both Woods Cross and North Salt Lake cities and is located on the same property but is being addressed by both city's attorneys.

Mr. Steve Bennett and Mr. Darrell Hendrickson were at the meeting representing this item. Mr. Bennett said they were just requesting to cover their gas pumps with a canopy.

There were no further questions and Commissioner Doxey made a motion to approve the site plan amendment for Jackson Food Stores. Commissioner Blackley seconded the motion, and all voted in favor of the motion through a roll call vote.

PUBLIC HEARING: FLAG LOT USE TEXT AMENDMENT

Mr. Poole then reviewed this item with the Commission. He noted that in August of 2024 the Planning Commission reviewed a code change which moved all the land uses from the individual zoning chapters to a land use table. He said the City Council approved this text amendment on September 17, 2024. He said that staff discovered flag lots, which were conditional uses in both the R-1-8 and R-1-15/20 prior to the creation of the land use table, were not added to the table. He said this was an oversight by Staff, and not a change in city policy.

Following the information given by Mr. Poole, Chairman Rupp then opened the public hearing on this matter.

Mr. Stefan Olson addressed the Commission and asked what a flag lot was. Chairman Rupp explained to Mr. Olson what a flag lot was and how it works on a property.

Council Member Sharp said he wanted to note he is fundamentally opposed to flag lots but understands they are already located in the city, and he supports the text amendment as presented.

There were no further comments for the public hearing and Chairman Rupp closed the public hearing.

FLAG LOT USE TEXT AMENDMENT DISCUSSION/VOTE

Following the information and discussion given above, Commissioner Grover made a motion to recommend approval of this text amendment to the City Council. Commissioner Blackley seconded the motion, and all voted in favor of the motion through a roll call vote.

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CITY COUNCIL REPORT

Council Member Sharp said the City Council had not met since October and there has not been any substantial business since the last meeting.

GENERAL AND PENDING BUSINESS

Mr. Poole asked the Commission if they would be present for the November 26 meeting which is the week of Thanksgiving and wanted to know if the Commission members were planning on being there. It was noted the Commission members are planning to be present for that meeting.

Commissioner Blackley said there had been discussion some years ago about small property located on Slim Olsen's that it is in North Salt Lake being annexed into Woods Cross City, but it was not done. Mr. Poole said they are working with the city attorney's for both Woods Cross City and North Salt Lake City in resolving the issue with that small piece of property.

ADJOURNMENT

There being no further business before the Planning Commission, Commissioner Hennessey made a motion to adjourn the meeting at 7:12 PM

Joe Rupp, Chairman

Bonnie Craig, Administrative Assistant