



## MINUTES – Planning Commission

Thursday, June 26, 2025

City of Saratoga Springs City Offices

1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

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### PLANNING COMMISSION MEETING MINUTES

**CALL TO ORDER - 6:00 p.m.** by Chair Rachel Sprosty Burns.

1. **Pledge of Allegiance** - led by Commissioner Jack K. Mangum.
2. **Roll Call** – A quorum was present.

**Present:**

Commission Members: Rachel Sprosty Burns, Charlie Carn, Scott A. Hill, Jack K. Mangum, Virginia Rae Mann, Colton Miles.

Staff: Sarah Carroll, Planning Director; Ken Young, Community Development Director; Rulon Hopkins, Assistant City Attorney; Scott Petrik, Engineer; Ken Knight, Engineer; Wendy Wells, Deputy Recorder.

Others: Scott Johnson, Frank Pulley, Becky Williamson, Kirt Williamson.

**Excused:** Commissioner Doug Willden.

3. **Public Input** - Public input was opened by Chair Rachel Sprosty Burns. Receiving no public comment, the Public Hearing was closed by the Chair.

### PUBLIC HEARINGS

Commissioner Colton Miles explained a potential conflict of interest and recused himself from Public Hearing Item 1.

1. **Alpine School District High School 722 General Plan Land Use Map Amendment from Planned Community and Low Density Residential to Institutional/Civic, and a Rezone from Planned Community and Agriculture to Institutional/Civic, with an accompanying Concept Plan. Located approximately at the northwest corner of Ensign Drive and Mountain View Corridor. Scott Johnson as applicant. Senior Planner David Jellen presented the item.** The applicant has requested to rezone a 61.61-acre property situated northwest of the intersection of Ensign Drive and Mountain View Corridor. The application includes a proposal to amend the current General Plan Land Use designation, as well as rezone the entire 61.61-acre property. The applicant is requesting that the current General Plan Land Use designation of Planned Community and Low Density Residential be amended to Institutional/Civic, and that the entire 61.61-acre property be rezoned from Planned Community (PC) and Agricultural (A) to Institutional/Civic (I/C), consistent with the requested General Plan Land Use Amendment. In addition to the requested general plan amendment and rezone, the applicant has submitted an accompanying Concept Plan showing a proposed public high school.

**Public Hearing Open** by Chair Rachel Sprosty Burns. Receiving no public comment, the Public Hearing was closed by the Chair.

Applicants Scott Johnson and Frank Pulley were in attendance to answer any questions.

Commissioner Hill asked if the City did “zone trading” to allow for a good mix in the General Plan.

Planning Director Sarah Carroll advised that the City had not typically done any type of zone trading, but brought those requests to Planning Commission for City Council to decide on. She reminded Commissioners that this was a Legislative decision. She also explained that the high school could have gone in the planned community zone, but taking it out of that zone would simplify the process.

Commissioner Hill received clarification that Bonneville Dr. was slated to go into Silver Lake Parkway according to the City's master plan, and provide access from surrounding communities. He was appreciative of the work that had been done.

Commissioner Carn further inquired about Bonneville Dr. and wondered if it would be extended, and if it would also continue to Three Canyons Rd. He was concerned about the road being big enough to handle projected growth.

Senior Planner David Jellen confirmed that Bonneville Dr. would be extended.

Planning Director Sarah Carroll advised that the consulting firm that had done the transportation master plan update had addressed the growth projections.

Chair Sprosty Burns noted there had been some discussion in the community regarding questions about when the school would open, and concerns regarding the sale of the land to the school. She wanted to be sure that there was open communication to the public.

Applicant Frank Pulley shared that the school is planned for the Fall of 2028.

**Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested rezone and general plan amendment for Alpine School District High School 722, located at the northwest corner of Ensign Drive and Mountain View Corridor, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mangum.**

**Yes: Rachel Sprosty Burns, Charlie Carn, Scott A. Hill, Jack K. Mangum, Virginia Rae Mann.**

**No: None.**

**Absent: Doug Willden.**

**Recused: Colton Miles**

**Motion passed 5 - 0.**

Commissioner Jack K. Mangum was excused from the Planning Commission meeting.

2. **Amendment to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.05 – Small Wireless Facility Design; and update to the Standard Technical Specifications & Drawings Manual. City- Initiated. The item was presented by Planner II Sam Stout, and Engineer Ken Knight.** The amendment would differentiate monopole towers and freestanding structures from small wireless facility poles. It would also clarify that applications for small wireless facility permits will be processed under Title 8 of the City Code. The Engineering Standard Technical Specifications & Drawings Manual will be updated to include detailed specifications and drawings for small wireless facilities.

**Public Hearing Open** by Chair Rachel Sprosty Burns. Receiving no public comment, the Public Hearing was closed by the Chair.

Commissioner Hill thought it was wise to make these types of updates as technology changes, and asked if it would help 5G to work better. He felt the technology had made some great advances, and that there would be even more advancements in the future.

Engineer Ken Knight advised that he had researched and learned that small wireless facilities could help alleviate traffic to the large cell towers, and move that traffic faster.

Commissioner Miles shared that he lived in an area that had had poor cell service and had made some calls to determine how to address the problem. He felt that small wireless facilities were less costly, less intrusive and could be a good solution.

**Motion made by Commissioner Mann that the Planning Commission forward a recommendation for approval of the requested code amendments to Chapters 19.05.03 and updates to the Standard Technical Specifications & Drawings with the Findings and Conditions in the Staff Report Seconded by Commissioner Miles.**

**Yes: Rachel Sprosty Burns, Charlie Carn, Scott A. Hill, Virginia Rae Mann, Colton Miles.**



No: None.

Absent: Jack K. Mangum, Doug Willden.

Motion passed 5 - 0.

3. **Amendments to Title 19 of the Land Development Code of the City of Saratoga Springs, Chapters 19.02, 19.04, and 19.09, related to Outdoor Seating Areas, including the addition of a definition, identification of permitted zones, and specification of applicable parking requirements. City-Initiated.** This is a staff-initiated code amendment related to "Outdoor Seating." The amendment provides a definition, adds the new use to the use table, adds parking standards, and specifies which zones the new use will be allowed in.

**Public Hearing Open** by Chair Rachel Sprosty Burns. Receiving no public comment, the Public Hearing was closed by the Chair.

Commissioner Carn reported that he had heard some concerns expressed that there was not a common area with outdoor seating. He wondered if the City had any requirements that could specify where businesses needed to have an outdoor area. He was also concerned the amendment may create a need for more parking and could be a negative financial incentive or burden to have outdoor seating.

Planning Director Sarah Carroll advised that Staff had worked to achieve a happy medium with outdoor seating and parking. She also explained that a burden could potentially fall on adjacent businesses if one business were to install a large outdoor seating area and not provide the additional parking that may be needed. She said that in general most businesses do want to provide adequate parking for their patrons.

Commissioner Carn received clarification that under definitions, this would apply to "Restaurant" type of businesses.

Commissioner Hill felt outdoor seating was more of a seasonal thing, and wanted to know how that would be addressed. He thought that seasonality should be considered.

Planning Director Sarah Carroll responded that some places that had put a heavy focus on their outdoor seating areas had provided outdoor heaters. She explained the City did not have the means to address it seasonally, and this would apply to the highest time of use. She also advised that the downtown area would most likely have specific standards for that area when the time comes.

Chair Sprosty Burns thought the wording could be changed, and that seasonality needed to be addressed.

**Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the proposed code amendments to Chapters 19.02, 19.04, and 19.09, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.**

**Yes: Scott A. Hill, Virginia Rae Mann, Colton Miles.**

**No: Charlie Carn, Rachel Sprosty Burns.**

**Absent: Jack K. Mangum, Doug Willden.**

**Motion passed 3- 2.**

Chair Sprosty Burns felt that the verbiage could be changed to show that the City had the intent to create a community that was open to gathering.

Commissioner Carn did not want anything that disincentivized outdoor spaces because he felt they added to the community. He thought that businesses already had an incentive to plan correctly, and he did not want to have anything that could potentially drive the opposite outcome.

## **BUSINESS ITEMS**

1. **Approval of Minutes: May 29, 2025.**

**Motion made by Commissioner Carn to approve the minutes of May 29, 2025. Seconded by Commissioner Hill.**

Yes: Rachel Sprosty Burns, Charlie Carn, Scott A. Hill, Virginia Rae Mann, Colton Miles.

No: None.

Absent: Jack K. Mangum, Doug Willden.

Motion passed 5 - 0.

## REPORTS

1. **Commission Comments.** No Commissioner Comments.
2. **Director's Report.** – Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She reminded Commissioners of the next meeting that is scheduled for July 10<sup>th</sup>.

Community Development Director Ken Young reviewed one of the provisions in the bylaws about missed meetings. He reminded Planning Commissioners that 3 or more missed meetings in a 3-month period could be subject to a City Council review for possible replacement. He appreciated the Commissioners willingness to be flexible, and communicate absences.

## CLOSED SESSION

Possible motion to enter into closed session – No closed session was held.

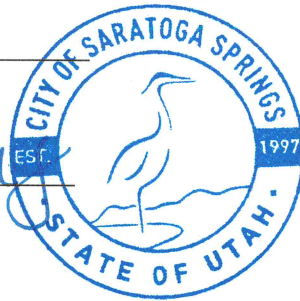
## ADJOURNMENT

Meeting Adjourned Without Objection at 6:43 p.m. by Chair Rachel Sprosty Burns.

7.10.25

Date of Approval

*Wendy M. Mullen*  
Deputy City Recorder



*Rachel Sprosty Burns*  
Planning Commission Chair