



AGENDA – Planning Commission Meeting

Planning Commission Chair Rachel Sprosty Burns
Planning Commission Vice Chair Doug Willden
Planning Commissioner Charlie Carn
Planning Commissioner Scott A. Hill
Planning Commissioner Jack K. Mangum
Planning Commissioner Virginia Rae Mann
Planning Commissioner Colton Miles

CITY OF SARATOGA SPRINGS

Thursday, July 31, 2025 @ 6:00 pm

City of Saratoga Springs Council Chambers
1307 North Commerce Drive, Suite 200, Saratoga Springs, UT 84045

CALL TO ORDER

1. Pledge of Allegiance.
2. Roll Call
3. Public Input: *Time for Public Input is limited to no more than 15 minutes total. This time has been set aside for the public to express ideas, concerns, and comments for subject matter not listed as public bearing on the agenda.*

PUBLIC HEARINGS

The Commission will accept public comment and may make a recommendation to the City Council for the following items:

1. Amendments to Title 19 Land Development Code of the City of Saratoga Springs, Architectural Standards Code Amendment for sections 19.02 - Definitions; and 19.16 - Site and Architectural Design Standards. City-wide City Initiated. Senior Planner Austin Roy.

BUSINESS ITEMS

The Commission will discuss (without public comment) and may either make a recommendation to the City Council, or approve the following items as needed:

1. Approval of Minutes: July 10, 2025.

REPORTS

1. Commissioner's Comments.
2. Director's Report.

CLOSED SESSION

Possible motion to enter into closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

ADJOURNMENT

Supporting materials are available for inspection on the City Website www.saratogasprings-ut.gov Questions and comments to Staff and/or Commissioners may be submitted to comments@saratogasprings-ut.gov Meetings are streamed live at <https://www.youtube.com/c/CityofSaratogaSprings>

PLEASE NOTE: The order of items may be subject to change with the order of the planning commission chair. One or more members of the Commission may participate electronically via video or telephonic conferencing in this meeting.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Recorder at 801.766.9793 at least two days prior to the meeting.



Code Amendments –Architectural Standards

Amending Section 19.02; 19.16

July 31, 2025

PUBLIC HEARING

Report Date:	July 23, 2025
Applicant:	City Initiated
Previous Meetings:	City Council February 18, 2025
Type of Action:	Legislative
Land Use Authority:	City Council
Planner:	Austin Roy, Senior Planner

A. Executive Summary:

The City Council has requested amendments to Title 19 Land Development Code of the City of Saratoga Springs, Architectural Standards Code Amendment for sections 19.02 - Definitions; and 19.16 - Site and Architectural Design Standards. The amendment adds additional rendering, connectivity standards, buffering, building articulation, building material, and master planned community standards and requirements. The City has worked with VCBO architecture to draft the amendments and to create new language and renderings to be used as part of the proposed code amendment.

Recommendation:

Staff recommends that the Planning Commission conduct a public hearing on the proposed code amendments, take public comment, review and discuss the proposal, and choose from the options in Section H of this report. Options include a positive recommendation with or without conditions, a negative recommendation, or continuation.

B. Background:

On February 18, 2025, the City Council approved a resolution to initiate a pending ordinance for Section 19.02 and 19.16 of the Development Code to add additional architectural design standards for office warehouse, multi-family, and master planned communities.

C. Specific Request:

This is a request for approval of the proposed code amendments to Sections 19.02 and 19.16 of the Land Development Code, as attached.

D. Process:

Code Section 19.13.04 outlines the process for Code Amendments. A public hearing is required with the Planning Commission who then make a recommendation to the City Council. The City Council makes the final decision to either approve, continue, or deny the request.

Section **19.17.03. Planning Commission and City Council Review** outlines the review criteria for an amendment and is evaluated below.

1. The Planning Commission shall review the petition and make its recommendation to the City Council within thirty days of the receipt of the petition.

Complies. *This is a City initiated application, presented for a recommendation to the City Council.*

2. The Planning Commission shall recommend adoption of proposed amendments only where it finds the proposed amendment furthers the purpose of the Saratoga Springs Land Use Element of the General Plan and that changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.

Complies. *Please see Sections F and G of this report.*

3. The Planning Commission and City Council shall provide the notice and hold a public hearing (Planning Commission) as required by the Utah Code. For an application which concerns a specific parcel of property, the City shall provide the notice required by Chapter 19.13 for a public hearing.

Complies. *Please see Section E of this report.*

E. Community Review:

This item has been noticed as a public hearing pursuant to City and State statutes, which requires posting notice on the Utah public notice website and the City's website and in City Hall at least 10 calendar days prior to the public hearing.

Public Comment: As of the date of this report, no public input has been received.

F. General Plan:

The proposed amendments, as they relate to the 2022-2042 General Plan Vision, Goals and Strategies for Land Use & Neighborhoods, are evaluated below.

Land Use and Neighborhoods, The Vision

"Land Use and Neighborhoods supports the general plan vision by preserving existing neighborhoods and requiring new attractive, healthy, and family-friendly neighborhoods. Neighborhoods will have a variety of housing types and amenities. As new development occurs, it will be supported by appropriate services and amenities, ensuring a high quality of life for existing and future residents."

Land Use Goal

Future development in Saratoga Springs reflects the community's preferred vision.

Staff conclusion: Consistent. *The proposed amendments enable development to align with the desired vision for land uses and neighborhoods, ensuring a high quality of life for the residents through the use of architectural standards.*

G. Code Criteria:

Code amendments are a legislative decision and grant the City Council significant discretion when considering changes to the Code. The criteria for an ordinance are outlined below and act as guidance to the Council and to the Commission in making a recommendation. Note that the criteria are not binding.

19.17.05 Consideration of General Plan, Ordinance, or Zoning Map Amendment. The Planning Commission and City Council shall consider, but not be bound by, the following criteria when deciding whether to recommend or grant a general plan, ordinance, or zoning map amendment:

1. The proposed change will conform to the Land Use Element and other provisions of the General Plan;
Consistent. *See Section F of this report.*
2. The proposed change will not decrease nor otherwise adversely affect the health, safety, convenience, morals, or general welfare of the public;
Consistent. *The amendments will not adversely affect the health and welfare of the general public.*
3. The proposed change will more fully carry out the general purposes and intent of this Title and any other ordinance of the City; and

19.01.04. Purpose. This section identifies the purpose of Title 19.

1. The purpose of this Title, and for which reason it is deemed necessary, and for which it is designed and enacted, is to preserve and promote the health, safety, morals, convenience, order, fiscal welfare, and the general welfare of the City, its present and future inhabitants, and the public generally, and in particular to:
 - a. encourage and facilitate the orderly growth and expansion of the City;
 - b. secure economy in governmental expenditures;
 - c. provide adequate light, air, and privacy to meet the ordinary or common requirements of happy, convenient, and comfortable living of the municipality's inhabitants, and to foster a wholesome social environment;
 - d. enhance the economic well-being of the municipality and its inhabitants;
 - e. facilitate adequate provisions for transportation, water, sewer, schools, parks, recreation, storm drains, and other public requirements;

- f. prevent the overcrowding of land, the undue concentration of population, and promote environmentally friendly open space;
- g. stabilize and conserve property values;
- h. encourage the development of an attractive and beautiful community; and
- i. promote the development of the City of Saratoga Springs in accordance with the Land Use Element of the General Plan.

Consistent. *The proposed amendment will result in more attractive buildings and improved standards for the City.*

- 4. In balancing the interest of the petitioner with the interest of the public, community interests will be better served by making the proposed change.

Consistent. *The amendments will provide additional clarity and effectiveness of the Code and better enhance the consistency in development review.*

- 5. Any other reason that, subject to the legislative discretion of the City Council, could advance the general welfare.

H. Recommendation and Alternatives:

Staff recommends that the Planning Commission conduct a public hearing, take public input, discuss the application, and choose from the following options.

Option 1 – Positive Recommendation

“Based upon the evidence and explanations received today, I move to forward a positive recommendation to the City Council for the proposed amendment to Title 19, with the findings and conditions in the staff report.”

Findings

- 1. The application is consistent with the General Plan, as articulated in Section F of the staff report, which section is incorporated by reference herein.
- 2. The application complies with the criteria in section 19.17.05 of the Land Development Code, as articulated in Section G of the staff report, which section is incorporated by reference herein.

Conditions:

- 1. Any conditions or changes as articulated by the Planning Commission:

Option 2 – Continuance

“I move to **continue** the proposed Code Amendments to a future meeting, with direction to Staff on information and/or changes needed to render a decision, as follows:”

- 1. _____

Option 3 – Negative Recommendation

“Based upon the evidence and explanations received today, I move to forward a negative recommendation to the City Council for the proposed amendments to all or some of the amendments to Title 19, based on the following findings:”

1. The application is not consistent with the General Plan:
_____, and/or,
2. The application is not consistent with Section {XX.XX} of the Code:
_____, and/or

H. Exhibits:

1. Proposed Code Amendments

Chapter 19.02. Definitions

“**Primary Material**” means a building material which is equal to or greater than 50 percent of a building facade. The roof shall not be considered a material.

Chapter 19.16. Site and Architectural Design Standards

19.16.01. Purpose.

19.16.02. Applicability and Review Process.

19.16.03. Site Design Standards: General.

19.16.04. Site Design Standards: Non-Residential.

19.16.05. Architectural Design Standards, General.

19.16.06. Architectural Design Standards, Residential.

19.16.07. Architectural Design Standards, Non-Residential.

19.16.08. Heavy Commercial Site, Additional Standards.

19.16.09. Mixed Use and Mixed Waterfront Site and Architectural Design Standards.

19.16.10. Waterfront Buffer and Gateway Overlays. Additional Standards.

19.16.01. Purpose and General Requirements.

These standards have been adopted to promote high quality development, while enhancing and protecting aesthetics as the City grows. Each new development in the City shall be designed to:

1. Provide for a harmonious arrangement of buildings, site landscaping, open space, driveways, access, parking, and development amenities.
2. Make reasonable efforts to preserve the desirable existing conditions found on a site through minimized removal of desirable trees and other vegetation and soil and minimized site grading.
3. Use high quality building materials, colors, textures, lighting, architectural and landscape forms.
4. Create safe vehicular, pedestrian, and bicycle circulation by way of interior drives, parking areas, pathways, and sidewalks.
5. Provide buffering between adjacent properties.
6. Provide architectural designs that are visually appealing on all visible elevations.
7. Maintain building massing that is scaled to pedestrian and vehicular perspectives.

(Ord. 17-08)

19.16.02. Applicability and Review Process.

1. **Conformance required.** This section applies to all new development in the City unless otherwise exempted in this Title, and expansions to previously existing development in the City.
2. **Exemptions.** The following uses shall be exempt from the requirements of this section:
 - a. New and expanded Agricultural sites and structures.
3. **Review Process.** Site and Architectural Review will be done by the Development Review Committee as part of the review process for the related site plan, subdivision plat, or other applicable development application. Such review shall be done prior to approvals or public meetings.

4. **Submittal Requirements.** Scaled building elevations and perspectives (3D renderings) shall be submitted that indicate all colors, styles, materials, and other proposed building treatments. ~~Material-Photorealistic material~~ and color boards shall also be submitted with the items required accompanying development application. An RYB Hexadecimal Color Code number shall be provided for all applicable elevation colors; however, natural materials shall be exempt and shall instead provide a photographic image of the proposed material.

(Ord. 17-08)

19.16.03. Site Design Standards, General.

The following standards are applicable to all new non-residential, two-family, three-family, and multi-family development:

1. Pedestrian Connectivity.

- a. All buildings and sites shall be designed to be pedestrian friendly by the use of connecting walkways.
- b. Safe pedestrian connections shall be provided to link made-between buildings with the public rights-of-way, as well as to link buildings within a development;~~to any streets adjacent to the property, to any~~ Sidewalks shall also be provided to link the building to pedestrian facilities ~~that connect with the property adjacent to the property, and~~ when feasible between developments;~~and from buildings to the public sidewalk to minimize the need to walk within the parking lot among cars.~~
- c. ~~Non-residential and residential~~ All developments shall provide pedestrian connections that lead to the building entrances of adjacent non-residential and residential sites and shall stub to adjacent undeveloped property to allow for future connections.
- d. All pedestrian connections shall be shown on the related site plan or plat.

2. Parking areas.

- a. On-site parking shall be located primarily to the sides or rear of the building. Variations may be approved by the Land Use Authority, subject to the following criteria:
 - i. The use is a big box with outparcels or smaller commercial buildings helping to screen parking, or
 - ii. At least 50 percent of the parking is located to the side or rear of the building, or
 - iii. A safety issue is created by locating parking to the side or rear as verified and documented by the Saratoga Springs Police Department. For example, the parking will be entirely concealed from view by existing walls or buildings.
 - iv. That portion of development that lies within the Waterfront Buffer Overlay; or
 - v. The development includes Warehouse/Flex space and when loading docks are not adjacent to a public right-of-way. Exception: When a lot with Warehouse/Flex space is adjacent to more than one public street, loading docks may face the lower classification of the streets.

- b. Parking lots shall be designed with a hierarchy of circulation: major access drives with no parking; major circulation drives with little or no parking; and then parking aisles for direct access to parking spaces.
 - c. The use of shared parking with adjacent sites is encouraged as per the shared parking provision within Section 19.09 of the Land Development Code.
 - d. Parking lots adjacent to, and visible from, public streets shall be screened from view through the use of earth berms, screen walls, landscape hedges or combinations thereof with a minimum height of three feet as measured from the parking surface. Within regional parks this requirement may be met through the use of intermittent planter beds rather than a berm, hedge, or screen wall; trees and shrubs may be clustered in the planter beds where necessary to avoid light spillage.
- 3. **Acceleration and Deceleration Lanes.** Acceleration and deceleration lanes shall be required on major arterials when deemed necessary by the City Engineer.
- 4. **Parking structures.**
 - a. Parking structures shall be architecturally consistent with the project buildings, including the use of the same primary finish materials as the exterior of the adjacent or adjoining buildings.
 - b. When placement of parking structures along site frontages is necessary, visual mitigation such as landscape buffers, upper-level setbacks, or additional architectural treatment shall be used.
 - c. The view of a parking structure from a public street shall be minimized by placing its shortest dimension along the street edge.
 - d. The top deck of parking structures shall include screen walls, periphery landscape islands, or similar features where visible from public view in order to soften the appearance of the top of the parking structure and screen the view of cars on the top deck of the structure.
 - e. All top deck lighting shall be screened and directed downward to avoid light spill onto the street below and shall consist of only bollards or building lighting. Light poles are prohibited.
- 5. **Trash Enclosures, Storage Areas, and External Structures.** Landscaping, fencing, berms, or other devices integral to overall site and building design shall screen trash enclosures, storage areas, and other external structures.
 - a. Service yards, refuse and waste-removal areas, loading docks, truck parking areas and other utility areas shall be screened from view by the use of a combination of walls, fences, and dense planting. Screening shall block views to these areas from on-site as well as from public rights of way and adjacent properties. This does not apply to Municipal Buildings.
 - b. All trash dumpsters shall be provided with solid enclosures.
 - i. Enclosures shall be composed of 6-foot-high solid masonry or decorative precast concrete walls, with opaque gates and self-latching mechanisms to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles. Gates shall be made of opaque metal for durability. Chain link gates with

or without opaque slats are not acceptable. Colors and materials shall be consistent with the main building or use.

- c. Where trash enclosures, storage areas, or other external structures are adjacent to parking areas, a three foot landscaped buffer shall be provided that does not impede access into and out of vehicles.
 - d. These areas shall be well maintained and oriented away from public view.
 - e. The consolidation of trash areas between buildings is encouraged.
 - f. The use of modern disposal and recycling techniques is encouraged.
 - g. This Section shall not apply to community or public recycling bins or drop boxes; however, the location shall be determined by City Staff in accordance with the standards herein.
6. **Utility Boxes.** Dense vegetative buffers which include an evergreen variety of plant materials shall be placed where appropriate to screen all utility boxes and pedestals in order to remain attractive during the winter months.
7. **Interconnection.** Interconnection shall occur via pedestrian and vehicular connections. All parking and other vehicular use areas shall be interconnected with, or stubbed to, all adjacent non-residential developed and undeveloped properties, as designated on the land use map or the zoning map, in order to allow maximum off-street vehicular circulation. Walkways and trails shall be connected to adjacent sites and stubbed for future development. All residential site plans shall meet 19.12 Connectivity Standards.

(Ord 24-16, Ord. 24-12, Ord. 22-13, Ord. 20-13, Ord. 17-26, Ord. 17-08)

19.16.04. Site Design Standards: Non-Residential Development.

1. Shopping Cart Corrals.

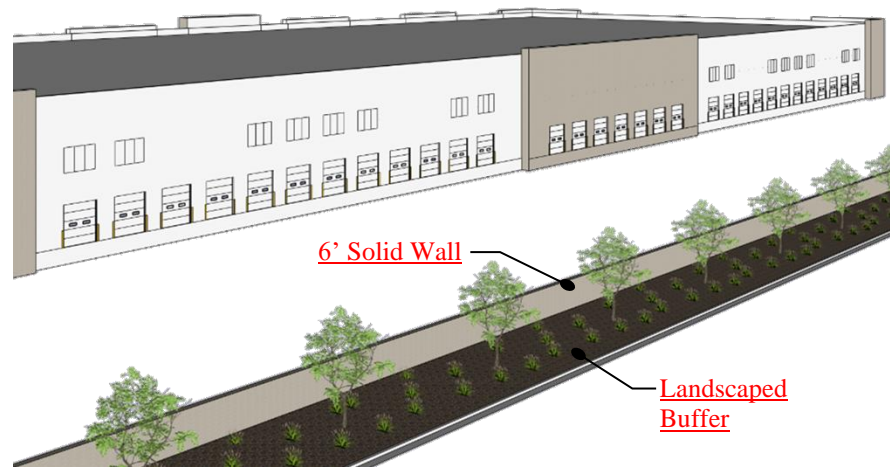
- a. Shopping cart corrals are required for big box or mid box retail uses.
 - b. Roof covers are recommended as the local climate includes wind, rain, and winter snow conditions. If roof covers are utilized they shall blend in with the established building design.
 - c. The shopping cart corral rail finish shall match or compliment the exterior finishes of the main building through the use of two out of three of the same exterior colors and finishes.
2. **Uses within Buildings.** All uses established in any Commercial, Office Warehouse, Business Park, or Industrial zone shall be conducted entirely within a fully enclosed approved building except those uses deemed by the Land Use Authority to be customarily and appropriately conducted in the open.
- a. Uses which qualify for this exception include vegetation nurseries, home improvement centers with lumber, outdoor cafes, outdoor retail display, car wash vacuums, auto dealerships, and similar uses.
 - b. Approved temporary uses, such as Christmas tree lots, shall be exempt from this requirement.

3. Outdoor Display

- a. All retail product displays shall be located under the buildings' permanent roof structure or on designated display pads within front landscape areas.
 - b. All display areas shall be clearly defined on the approved Site Plan and designated on the site with a contrasting colored, painted, or striped surface.
 - c. Display areas shall not block building entries or exits, pedestrian walks, ~~or required~~ parking spaces, ~~or required landscaped areas in front of the building.~~ ~~Outdoor display areas shall not spill into walkways or any drive aisle adjacent to a building.~~
 - d. Seasonal uses outside of these areas may be approved through the Temporary Use process.
4. **Outdoor Storage Standards:**
 - a. Outdoor storage areas shall be located to minimize views from adjacent public rights-of-way, residential development or zones, and adjacent developments. They shall be located behind or to the side of buildings.
 - b. Outdoor storage shall be screened from public view. Screening shall consist of a solid wall, excluding CMU blocks. Screening shall be a minimum of 6 feet high and may reach a maximum height of 20 feet subject to approval by the Land Use Authority. A building permit is required for all fencing or walls higher than 7 feet. Chain link fencing is prohibited.
 - c. The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.
 - d. A landscape strip with a minimum width of five feet shall be installed next to the screening fence or wall when the storage area is adjacent to or visible from a public right-of-way.
 - e. Outdoor storage materials must be stored in an orderly manner such that fire codes are met and access to all areas of the yard is possible (e.g. access lanes).
 - f. The outdoor storage materials may not extend above the height of the fence or wall.
5. **Access Requirements.** For each commercial lot:
 - a. each roadway shall not be more than forty feet in width, measured at right angles to the center line of the driveway except as increased by permissible curb return radii; and
 - b. the entire flare of any return radii shall fall within the right-of-way.
6. **Off-street Truck Loading Space.** Every structure involving the receipt or distribution by vehicles of materials or merchandise shall provide and maintain on the building's lot adequate space for standing, loading, and unloading of the vehicles in order to avoid undue interference with public use of streets, alleys, required parking stalls, or accessible stalls.
7. **Screening of Storage & Loading Areas**
 - a. To alleviate the unsightly appearance of loading facilities, these areas shall not be located on the side(s) of the building facing the public street(s). Such facilities shall be located interior to the site. This does not apply to Municipal Buildings.
 - b. Screening for storage and loading areas shall be composed of 6 foot high solid masonry or architectural precast concrete walls with opaque gates and self-

latching mechanisms, to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles.

- i. Distribution areas in Heavy Commercial, Office Warehouse, Light Industrial, and Industrial zones shall be buffered from view of the public right-of-way through the use of landscaping and opaque screening walls. Paved loading areas shall be set back a minimum of 10 feet from the right-of-way, and the setback area shall be landscaped with street trees every 30 feet adjacent to the public right-of-way.



- ~~b.c.~~ Gates shall be made of opaque metal for durability. Chain link gates with opaque slats are prohibited.
- ~~c.d.~~ The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.
- ~~d.e.~~ Trash areas shall be designed to include the screening of large items (e.g. skids and pallets) as well as the trash bin(s) that are needed for the business (unless storage is otherwise accommodated behind required screened storage areas).

8. Buffers.

- a. A wall and landscaping, fencing, or landscaping of acceptable design shall effectively screen the borders of any commercial or industrial lot which abuts an existing agricultural or platted residential use. Such a wall, fence, or landscaping shall be at least six feet in height, unless a wall or fence of a different height is required by the Land Use Authority as part of a site Plan review. Such wall, fence, or landscaping shall be maintained in good condition with no advertising thereon, except as permitted by Chapter 19.18.
- b. No chain link or wood fences are permitted as buffering or screening between commercial and residential. Masonry and solid vinyl are suggested types of fences, and as circumstances require, one or the other may be required.
- c. Unless otherwise required by this Title, walls or fences used as a buffer or screen shall not be less than six feet in height.

9. Parking Lot Buffers.

- a. There shall be a minimum of 10 feet of landscaping between parking areas and side and rear property lines adjacent to agricultural and residential land uses. (See Chapter 19.09, Off-street parking requirements for additional standards.)
10. **Building Buffer:** No building shall be closer than five feet from any private road, driveway, or parking space. The intent of this requirement is to provide for building foundation landscaping and to provide protection to the building. Exceptions may be made for any part of the building that may contain an approved drive-up window.

(Ord. 24-16, Ord. 24-12, Ord. 23-22, Ord. 17-14, Ord. 17-08)

19.16.05. Architectural Design Standards, General.

The following standards are applicable to all new three family and multi-family and non-residential development:

1. **Building Articulation for Buildings Under 20,000 Square Feet (footprint).** Building elevations exceeding 40 feet in length shall incorporate a minimum of one horizontal elevation shift or combination of vertical and horizontal elevation shifts that together equal at least five feet, stepping portions of the elevation to create shadow lines and changes in volumetric spaces ~~of at least five feet~~, and a minimum of two of the following, all spaced at intervals of 20 ~~to 50~~ feet of horizontal width:
 - ~~a. A combination of vertical and horizontal elevation shifts that together equal at least five feet.~~
 - b.a. Addition of horizontal and vertical divisions by use of textures or materials.
 - e.b. Primary material change (i.e. a change in material type, size, or color).
 - ~~d.c.~~ Addition of projections such as balconies, cornices, covered entrances, porte-cocheres, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36-inches.
 - e.d. Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 12 inches, gables or other similar devices.

Exception: In the I/C zone, Section 19.16.05(1) shall not apply to building elevations that are 50 percent or more obscured by natural topography, from adjacent or future developments, as measured at the property line, and are not fronting public or private streets.

2. **Building Articulation for Buildings 20,000 Square Feet (footprint) and Over.** Building elevations exceeding 60 feet in length shall incorporate a minimum of one horizontal elevation shift or combination of vertical and horizontal elevation shifts that together equal at least twenty feet, stepping portions of the elevation to create shadow lines and changes in volumetric spaces, and a minimum of two of the following, all spaced at intervals of 50 feet of horizontal width:
 - a. Addition of horizontal and vertical divisions by use of textures or materials.
 - b. Primary material change (i.e. a change in material type, size, or color).
 - c. Addition of projections such as balconies, cornices, covered entrances, porte-cocheres, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36-inches.

- d. Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 36 inches, gables or other similar devices.

Exception: In the I/C zone, Section 19.16.05(2) shall not apply to building elevations that are 50 percent or more obscured by natural topography, from adjacent or future developments, as measured at the property line, and are not fronting public or private streets.

2.3. Roof treatment.

- a. Sloped roofs shall provide articulation and variations in order to break up the massiveness of the roof. Sloped roofs shall include eaves which are proportional to the roofs slope and scale of the building.
- b. Flat roofs shall be screened with parapets on all sides of the building. If no roof top equipment exists or is proposed, the parapet shall be a minimum of 12 inches in height above the roof.
- c. All roofs on three-family, and multi-family dwellings shall have a minimum pitch of 3/12 (25 percent slope). To provide architectural enhancement, residential structures are encouraged to have multiple pitch variations.
- d. Roof mounted equipment shall not be visible from adjacent public and private streets as well as from adjacent properties, unless grade differences make visibility unavoidable.
- e. Screening shall be solid and shall be consistent with the material and color of exterior finishes of the building through the use of at least two out of three of the exterior finishes of the building.

3.4. Windows. Windows, other than rectangular windows, may be used as accents and trim. Untreated aluminum or metal window frames are prohibited.

4.5. Awnings, canopies, trellises, pergolas, and similar features.

- a. All such features must be attached to a vertical wall.
- b. All such features shall project at least 4 feet from the building when located over a pedestrian traffic area and no less than 2 feet otherwise.
- c. All such features shall maintain a minimum clearance above sidewalk grade of 8 feet to the bottom of the framework when located over a pedestrian traffic area.
- d. Backlighting is not permitted.

5.6. Mechanical Equipment.

- a. All mechanical equipment shall be located or screened and other measures shall be taken so as to shield visibility of such equipment from any public or private streets.
- b. Wing walls, screens, or other enclosures shall be integrated into the building and landscaping of the site, whether located on the ground or roof.
- c. Rooftops of buildings shall be free of any mechanical equipment unless completely screened from all horizontal points of view.
- d. Screening materials shall conform to the color scheme and materials of the primary building.

(Ord. 24-47, Ord. 22-7, Ord. 18-30, Ord. 17-08)

19.16.06. Architectural Design Standards, Residential.

The following standards apply to all new multi-family and three-family residential development:

1. Architectural wrap.

- a. Stone, brick, wainscot, and other front elevation materials shall be wrapped a minimum of two feet into interior side elevations.
- b. Stone, brick, wainscot, and other front elevation materials shall extend the full width of any street side yard, or façade abutting common open space.

2. Materials and colors.

- a. A minimum of three materials and three colors shall be utilized on front or street side elevations, ~~or~~ building façades abutting common open space, or building facades abutting an arterial or collector road. A minimum of two materials and two colors shall be utilized on interior side and rear elevations. The roof shall not be considered a material or color.
- b. No more than 75 percent of any building elevation shall consist of any one material or color. The roof shall not be considered a material or color.
- c. Carports and similar structures shall be compatible in architectural design and details with the main residential structure through the use of at least two out of three of the same materials and colors.
- ~~e.d.~~ For each new three-family and multi-family residential building, all building facades abutting an arterial or collector road shall include either a porch pop out of at least 36 inches on every other residential unit or shall include a dormer gable on every other residential unit.

3. Color Variation.

- a. Three-family, and multi-family developments containing more than five buildings shall be designed with at least two color palettes.

(Ord. 24-05, Ord. 22-7, Ord. 17-08)

19.16.07. Architectural Design Standards, Non-Residential.

The following standards are applicable to all new or amended non-residential development.

1. Four-sided architecture.

- a. All sides of a building that are open to public view (including views from adjacent residential dwellings or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.

2. Colors and materials.

- a. Exterior Building Materials shall be considered any materials that make up the exterior envelope of the building and shall be limited to no more than four and no less than two types of materials per building. The roof shall not be considered exterior building materials.
- b. Color of exterior building materials (excluding accent colors) shall be limited to no more than four and no less than two major colors per ~~development~~ building. The roof shall not be considered a material or color.

- c. Bright colors, such as neon or fluorescent colors, bright orange or yellow, and primary colors, are only permitted as accent colors.
- d. No more than 75 percent of any building elevation shall consist of any one material. No more than 75 percent of any building elevation shall consist of any one or color. The roof shall not be considered a material or color.
 - i. Windows, doors, and accent materials or colors shall be excluded from the percentage of calculations for overall materials and colors for each elevation.
 - ii. No more than 50 percent of any building elevation shall consist of CMU, except in the Heavy Commercial, Office Warehouse, Light Industrial, and Industrial zones. The roof shall not be considered a material or color.
 - iii. Concrete tilt-up construction is only permitted in the Heavy Commercial, Regional Commercial, Office Warehouse, Light Industrial, and Industrial zones, and is exempt from the maximum 75 percent of one material per elevation requirement but must follow all other architectural design standards. The roof shall not be considered a material or color.
 - iv. Architectural metal may be used on exterior building elevations.
 - 1. If corrugated metal is used, only 25 percent of each building elevation may consist of corrugated metal. The remaining 50 percent may be other types of architectural metal. The roof shall not be considered a material or color.
- 3. Prohibited materials.
 - a. Tiles. Full veneer brick and tiles exceeding ½ inch in thickness is permitted, however veneer tile is prohibited.
 - b. Stucco stone patterns and stucco brick patterns.
 - c. Wood as a primary exterior finish material.
 - d. Plain, grey, unfinished CMU block except as an accent material.
- 4. All stairways to upper levels shall be located within the building unless otherwise approved by the Land Use Authority for secondary access to outdoor patio decks or other usable outdoor area.
- 5. All roof drains, conduit and piping, maintenance stairs and ladders, and other related services shall be located on the interior of the building.
 - a. Exception: For all non-residential buildings with pitched roofs, exterior rain gutter drains, and downspouts are permitted where necessary for functional roof drainage. To minimize visual impact:
 - i. All exterior drainage elements shall be designed using materials and colors that closely match the building's primary or accent colors.
 - ii. Downspouts shall be integrated into the architectural design in a manner that reduces visibility.
- 5.6. To the extent possible, all electric panels and communication equipment should be located in an interior equipment room.
- 6.7. Street Orientation.

- a. All Retail or Commercial buildings shall have expansive windows, balconies, terraces, or other design features oriented to the street or adjacent public spaces.
- b. At least 35 percent of the first floor elevation(s) of a building that is viewed from a public street shall include windows, and/or glass doors to minimize the expanse of blank walls and encourage a pedestrian friendly atmosphere. For purposes of determining the glass area, the first floor shall be the first 10 feet from the finished floor.
 - i. This standard does not apply to a single-story retail building of 50,000 square feet or greater provided a single primary tenant occupies the entire building square footage and additional architectural elements are used in place of windows and/or glass doors to include awnings or canopies, and must include roof line changes and horizontal articulation.

7.8. Buildings with Metal Exteriors.

- a. Buildings with exterior materials exceeding 75 percent metal are only permitted in the Agricultural, Residential Agricultural, and Rural Residential zones when used for an Agricultural use or Residential Accessory use and may be clad primarily with metal.
- b. All metal buildings shall be designed to have an exterior appearance of conventionally built structures. Stock, “off the shelf” metal buildings are prohibited.
- c. Metal buildings in the Agricultural, Residential Agricultural, and Rural Residential zones shall only be used for agriculture as defined in Section 19.02.02 of the City Code.

(Ord. 24-05, Ord. 23-22, Ord. 22-18, Ord. 22-13, Ord. 19-38, Ord. 18-30, Ord. 17-14, Ord. 17-08)

19.16.08. Office Warehouse, Heavy Commercial Site, Light Industrial, and Industrial Additional Standards.

In addition to the non-residential requirements of this Chapter, developments in the Office Warehouse, Heavy Commercial, Light Industrial and Industrial Zones shall be subject to the additional standards below:

- 1. “Warehouse/Flex” Use Standards.
 - a. Each tenant shall designate at least 10 percent of the floor area for office and/or retail use. The required office and/or retail area may be divided among multiple levels. For example, if 10 percent of the floor area equals 10,000 square feet this area may be split over multiple stories.
- 2. Additional Architectural Standards.

~~Heavy Commercial developments with more than one building shall be designed with different colors and materials on each building to provide architectural variety. The roof shall not be considered a material or color.~~

~~The building façade facing public street frontage shall include large clear glass windows on the street level and smaller windows may be allowed on the upper floors. Opaque, heavily tinted, or reflective glass shall not be used on the first floor of a building facing a public street.~~

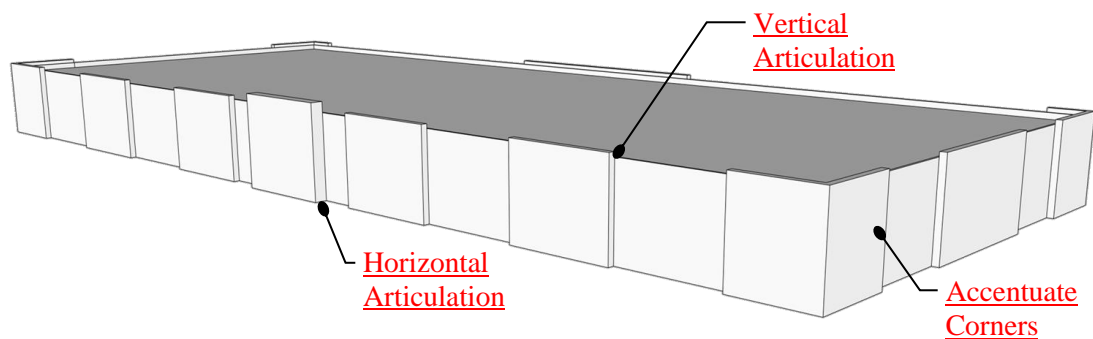
~~a. Buildings fronting a public street shall provide glass at a minimum of 30 percent of the façade area on the first floor facing the street. Where a building is located on a corner lot, a minimum of 30 percent of each façade facing the street on the first floor shall consist of glass. For purposes of determining the glass area, the first floor shall be the first 10 feet from the finished floor. The roof shall not be considered a material or color.~~

a. All buildings shall have architectural elements to provide visual interest and reduce the perceived mass of the building. Both horizontal and vertical articulation is required on all sides of the building.

i. Horizontal articulation is required every 50 feet, minimum, along the face of the primary façade, every 75 feet minimum along the sides or secondary façade(s), and every 200 feet minimum along the rear or loading façade. This variation shall include the following:

1. Modulate the facade by stepping portions of the building in or out horizontally to create shadow lines and visually delineate areas of the building. For facades 200 feet or longer a minimum horizontal articulation of three feet is required. For facades less than 200 feet, two-foot horizontal articulation is required.

2. Building corners shall be highlighted through articulated masses at the corners to provide visual interest by incorporating a minimum projection of two feet in depth that spans at least 30 feet in horizontal length and the full height of building.

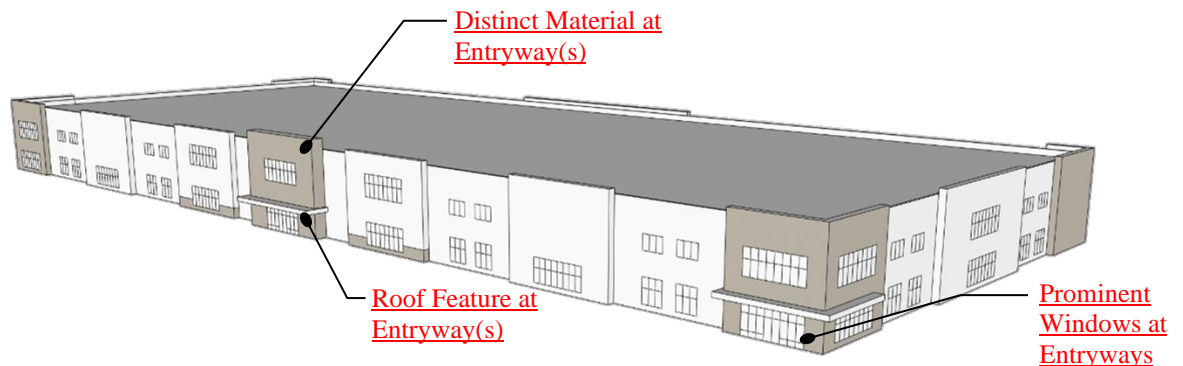


3. Add visual interest by distinctly changing the texture and color of wall surfaces at building entryways and corner elements.

b. Buildings shall have massing at building entrances. Building entrances shall include at least one the following features: Building entryways shall be clearly identifiable with distinct materials and design features.

i. Primary building entryways shall have an amenity zone extending a minimum of fifteen feet in front of the building entry and be a minimum of thirty feet long. These areas shall be concrete or pavers and provide space for outdoor seating, landscape planters, and other staff or visitor amenities.

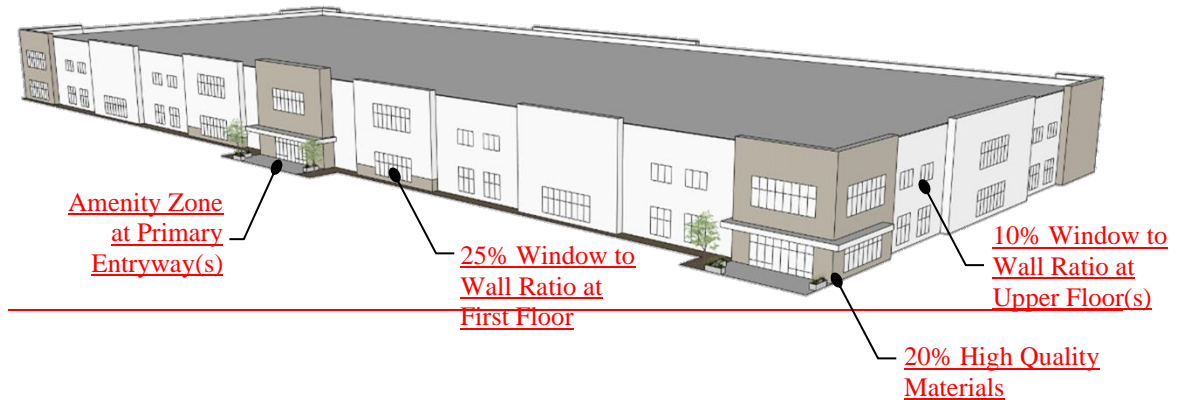
- ii. Building entryways shall include a prominent window wall or storefront system to clearly indicate the entryway.
- iii. Provide overhead projections such as roof elements, covered entrances, trellises, or pergolas at primary building entryways. These elements shall extend a minimum of four feet from the primary building façade and shall extend a minimum of four feet on either side of the entryway.
- iv. The architectural features at building entrances shall also include at least three of the following features:
 - 1. ~~roof tower feature~~; a parapet or wall element that extends above the primary wall;
 - 2. ~~pitched roof feature~~; awnings or canopies;
 - ~~parapet extensions; and~~
 - 3. horizontal articulation of a minimum of three feet at building entryways (this articulation shall extend a minimum of ten feet on either side of the doorway); ~~articulation in the façade.~~
 - ~~The architectural features at building entrances shall also include at least two of the following features:~~
 - 4. ~~differing exterior material types~~ a distinct material at the entryway;
 - or
 - ~~awnings or canopies;~~
 - ~~5. decorative lighting highlighting the entryway; and~~
 - 1. ~~increased amount of glass.~~
- i. Buildings with multiple entrances shall employ the features above at all public entryway locations. Distinct unit or business entryways should be clearly distinguished from the site entry.



- b. All buildings shall include variation in roof height and appropriately sized parapets to obscure rooftop equipment from view.
 - i. All roofs shall be flat and shall be screened with parapets on all sides of the building. The parapet height shall be sized to visually obscure any rooftop equipment from the pedestrian view from public and private streets. Where this is

- not viable, a screen or wall system shall be used to block rooftop equipment from view.
- ii. Roof profiles shall have a minimum of two feet of vertical articulation - aligned with the horizontal articulation - to create distinct building masses and reduce the perceived scale of the overall facade. Horizontally articulated corner elements must extend two feet above the primary roof parapet.
 - iii. Lower roof elements, trellises, awnings, and other architectural shade elements are encouraged to create visual interest and provide a human scale. These shall be located over the main entry and/or over occupied rooftop space.
- c. The building façade facing public street frontage shall include large glass windows on the street level and smaller windows on the upper floors.
- i. Opaque, heavily tinted, or reflective glass shall not be used on the first floor of a building facing a public street.
 - ii. Buildings fronting a public street shall provide glass at a minimum of 25 percent of the façade area on the first floor and a minimum of 10 percent of the upper floor facing the street.
 - iii. Where a building is located on a corner lot, the secondary street-facing façade shall have a minimum of 15 percent glass on the first floor and 10 percent on the upper floor(s).
 - iv. All facades shall have a minimum of five percent windows, including the receiving and loading areas.
 - v. For purposes of determining the glass area, the first floor shall be the first 15 feet from the finished floor, and each full fifteen feet of height above the first floor shall be considered an upper floor.
- d. Building materials shall be high-quality and durable to reflect the quality of Saratoga Springs.
- i. A minimum of 20% of the primary facade shall be clad in high-quality materials such as brick masonry, natural stone, or architectural metal panel. 10% of all other facades should also include one or more of these materials for visual interest and quality.
 - 1. Masonry and stone
 - 2. Integral color CMU
 - 3. High-quality concrete systems
 - 4. Finished and treated tilt-up concrete panels
 - 5. Architectural metal panel
 - ii. No more than 75% of any building facade shall consist of any one material or color.
 - iii. No more than 20% of any façade shall be clad in corrugated metal.
 - iv. Articulated corner and entry features shall have a distinct color or material feature.
 - v. Office Warehouse and Heavy Commercial developments with more than one building shall be designed with different, but complementary colors and materials on each building to provide architectural variety. ~~The roof shall not be considered a material or color.~~

- vi. Primary colors should be of a neutral color palette but contrast in tone to enhance visual interest.
- vii. Accent colors may be used to support a business brand, or highlight key architectural features or elements. Accent colors shall be complementary to the overall building color palette and shall be limited to 8% of the area of the façade. Artwork, signage and awnings as approved by the Land Use Authority are exempt from this standard.



Architectural Features to minimize Mass and Scale:

- ~~b. Buildings shall have massing at building entrances. Building entrances shall include at least one the following features:~~
 - ~~i. roof tower feature;~~
 - ~~ii. pitched roof feature;~~
 - ~~iii. parapet extensions; and~~
 - ~~iv. articulation in the façade.~~
- ~~c. The architectural features at building entrances shall also include at least two of the following features:~~
 - ~~i. differing exterior material types;~~
 - ~~ii. awnings or canopies;~~
 - ~~iii. decorative lighting; and~~
 - ~~iv. increased amount of glass.~~
- ~~d. Buildings with multiple entrances shall have at least two separate features to distinguish entrance locations.~~
- ~~e. Each building façade shall include at least three of the following features:~~
 - ~~i. columns or pilasters;~~
 - ~~ii. decorative cornice;~~
 - ~~iii. awnings or canopies;~~
 - ~~iv. covered walkways;~~
 - ~~v. decorative lighting;~~

~~vi. string course; and~~

~~vii. wainscot of a minimum 30 inches in height except for under windows.~~

(Ord. 24-05, Ord. 22-13)

19.16.09. Mixed Use and Mixed Waterfront Site, Additional Standards.

In addition to the residential and/or non-residential requirements of this Chapter, developments in the Mixed Use and Mixed Waterfront Zones shall be subject to the additional standards below:

1. Purpose. To achieve the purposes in Section 19.04 the mixed-use and mixed waterfront standards are to enable developments that are designed to:
 - a. Promote a strong pedestrian environment and active street frontage, and be pedestrian in focus through appropriately scaled elements and materials.
 - b. Locate mixed uses near each other without large parking lots between, in order to be convenient for people to walk rather than drive between uses.
 - c. Provide a transition from commercial to residential uses by reducing building height and increasing building setbacks where possible.
 - d. Ensure consistent and quality architectural details and materials.
 - e. Ensure security for users by:
 - i. Maximizing visibility to common open space areas, internal walkways, and public sidewalks.
 - ii. Using walkways, low fences, lighting, signage, and landscaping to clearly guide people and vehicles to and from the proper entrances.
 - iii. Eliminating areas of concealment, hiding places, and dead spaces.
 - iv. Using appropriate lighting to improve the visibility of common areas while enhancing the pedestrian environment.
2. Additional Architectural Standards.
 - a. Pedestrian-oriented features.
 - i. At least 75 percent of the building frontage facing a public street, primary pedestrian way, or parking lot shall be devoted to pedestrian-oriented features (e.g., storefronts, pedestrian entrances to nonresidential uses; transparent display windows; landscaping).
 - ii. 50 percent of the ground level building façade shall be devoted to windows affording view into the interior of the building.
 - b. Upper level features. Upper floor balconies, bays, or windows shall be provided on multiple story buildings.
 - c. Entrances. When nonresidential and residential uses are located in a vertical mixed use structure, separate pedestrian entrances shall be provided for each use.
 - i. The entrances for nonresidential uses shall be designed to be visually distinct from the entrances for residential uses.
 - d. Entrances to individual residential units in a vertical mixed use project shall not be allowed along a street frontage. Instead shared entrances to residential units located above the ground floor shall be from lobbies that serve multiple units.

Façade treatment. All sides of a building that are open to public view (including views from adjacent residential dwellings or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.

3. Additional Site Design Standards.

- a. Parking, loading, and circulation.
 - i. Parking facilities shall be separated for nonresidential uses and residential uses, except that guest parking for residential uses may be shared with nonresidential uses.
 - ii. If enclosed parking, including parking garages and structures, is provided for residential and nonresidential portions of a mixed-use project, separate areas/levels shall be provided for each use and separate entrances shall be provided.
- b. Loading areas. Loading areas for nonresidential uses shall be located as far as possible from residential units and shall be completely screened from view from the residential portion of the project and public streets. Loading areas shall be compatible in architectural design and details with the overall project through the use of at least two out of three materials and colors used in the overall project. The location and design of loading areas shall mitigate nuisances from noise when residential uses might be impacted.
- c. Vehicular circulation.
 - i. Vehicular circulation shall be designed to direct non-residential traffic away from adjacent residential streets outside the mixed use districts, to the greatest extent feasible.
 - ii. Roadways are prohibited between the waterway and buildings nearest the waterway.
- d. Pedestrian design.
 - i. Developments shall provide enhanced pedestrian amenities throughout the project, including seating, pedestrian area lighting, special paving, public art, water features, common open space, directories, and similar items to create a pleasant pedestrian experience.
- e. Mixed Use Layout.
 - i. Separate site access driveways shall be provided, whenever possible, for nonresidential and residential uses. Site access driveways shall incorporate distinctive design elements, landscape features, and signs to help differentiate access to nonresidential parking areas from access to residential parking areas.
 - ii. For vertical mixed use projects, only nonresidential uses shall be located on the ground floor along public/private street frontages. Residential uses may be located above the ground floor and in areas that do not have frontage on a street. Up to 20 percent of the ground floor frontage may be occupied by lobby entrances to multiple residential units and pedestrian amenities (e.g., plaza, paseo, or courtyard).
- f. A prominent entrance shall be oriented to the major street on which the structure

has frontage, street corner, courtyard, plaza, park, or other structures on the site, but not to interior blocks or parking lots/structures.

- g. Live/work units, dwelling units that are used jointly for commercial and residential purposes, shall be designed with the following elements:
 - i. Each live/work unit fronting a public street shall have a pedestrian-oriented frontage that allows views into the interior of the nonresidential areas of the unit.
 - ii. The living space within the live/work unit shall be contiguous with the commercial space, with direct access between the two areas.

4. Operational standards.

- a. Outdoor nonresidential uses in a mixed-use project that includes residential uses shall be prohibited from operating between the hours of 11:00 P.M. and 6:00 A.M.
- b. Loading and unloading activities shall not take place after 10:00 P.M. or before 6:00 A.M. on any day of the week.

(Ord. 24-05, Ord. 22-13, Ord. 17-08)

19.16.10. Waterfront Buffer and Gateway Overlays, Additional Standards

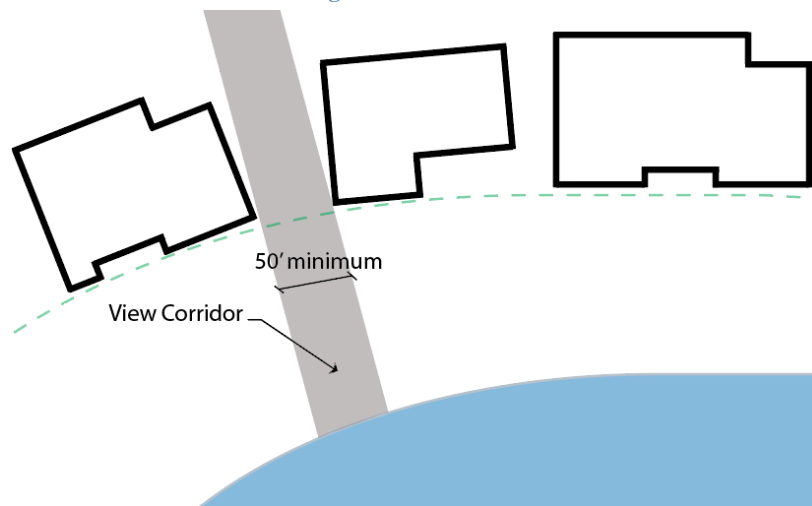
In addition to the residential and/or non-residential requirements of this Chapter, developments in the Waterfront Buffer Overlay and/or the Gateway Overlay shall be subject to the additional standards below:

1. Building standards:

- a. Height and setbacks for buildings and structures that exceed 35 feet in height.
 - i. Waterfront Buffer facing building façades for floors above 35 feet in height shall be set back an additional 5 feet from the floors below. Each additional floor shall be set back an additional 5 feet.
- b. Ground floor transparency:
 - i. The building façade facing the Waterfront Buffer or Gateway Overlay arterial and collector streets shall have at least 50 percent of the waterfront level façade area devoted to display windows and/or windows affording some view into the interior areas.
 - ii. Multi-family residential buildings with no main floor lobby area, and/or no retail or office space are exempt.
- c. Prohibited building materials:
 - i. High gloss or shiny metal panels as a primary material.
 - ii. Mirror glass panels.
- d. Entrances:
 - i. Entrances in the Waterfront Buffer Overlay shall be as prominent on any waterfront side of a building as on the street side.
 - ii. Entrances shall be placed so as to be highly visible.
- e. Building Façades Treatment

- i. Façades on the Waterfront Buffer or Gateway Overlay arterial or collector street shall be pedestrian scale, and not give the appearance of the back of a building.
 - ii. All sides of a mixed use, multi-family, or non-residential building that are open to public view (including views from adjacent residential dwellings, trails, or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.
2. View corridor: Each Waterfront Buffer development shall provide at least one 50' wide view corridor for every 3 acres of development. View corridors shall be kept free of structures and other obstructions, and shall extend from the water through the entirety of the development generally perpendicular to the water. (see figure 16.1)

Figure 16.1



(Ord. 24-05, Ord. 22-44, Ord. 22-13, Ord. 17-08)



MINUTES – Planning Commission

Thursday, July 10, 2025

City of Saratoga Springs City Offices

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

PLANNING COMMISSION MEETING MINUTES

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

- 5 1. **Pledge of Allegiance** - led by Commissioner Charlie Carn.
2. **Roll Call** – A quorum was present

Present:

Commission Members: Rachel Sprosty Burns, Charlie Carn, Scott A. Hill, Virginia Rae Mann, Colton Miles, Doug Willden.

Staff: Mark Christensen, City Manager; Sarah Carroll, Planning Director; Ken Young, Community Development Director; Rulon Hopkins, Assistant City Attorney; Jeff Pearson, Engineer; David Jellen, Senior Planner; Gina Grandpre, Senior Planner; Austin Roy, Senior Planner; Tippe Morlan, Senior/Long-Range Planner; Kendal Black, Planner II; Joel Temple, Planner I; Wendy Wells, Deputy Recorder.

Others: Dan Garcia, Melodie Waldron, Leon Waldron, Kim Wiseman.

Excused: Commissioner Jack K. Mangum.

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

BUSINESS ITEMS

1. **The Break Site Plan Amendment located at 127 W. Lake Dr. Brian Gabler as applicant. Item presented by Senior Planner Gina Grandpre.** The applicant is requesting approval for a major site plan amendment for Lot 611 of Saratoga Springs Commercial Plat F, located at 127 W. Lake Drive. The proposal includes a ~1,600 sq. ft. enclosed patio addition on the north side of the building, to be used by The Break Sports Grill. Current tenants include The Break Sports Grill and Einstein's Bagels.

Dan Garcia, a co-owner of The Break was in attendance to answer questions.

Commissioner Willden asked if there was another tenant that could potentially change the need for parking.

Senior Planner Gina Grandpre explained it had originally been slated for multi-tenants, but The Break had the majority of the space. She said they met (and even exceeded) the parking requirement.

Commissioner Carn received clarification that the parking for The Break would comply with the parking amendment that had come before Planning Commission on June 26th.

Commissioner Miles asked about the pending ordinance in Public Hearing Item 2, and received clarification that there would not be a problem for The Break site plan amendment because there was not an elevation change, and it was not next to residential.

Commissioner Hill noted that the hours of the other business did not conflict with the Break's business hours, and did not cause any issues with parking.

Commissioner Carn received clarification that there was not a current parking problem; the business was required to have 41 parking stalls, and they have 80.

Planning Director Sarah Carroll advised that the parking lot was sometimes busy in the evenings, but there had been no complaints, and as noted earlier, the other business was not open in the evenings.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested major site plan amendment for Saratoga Springs Commercial Plat F Lot 611, located at 127 W. Lake Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

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

No: None.

Absent: Jack K. Mangum.

Motion passed 6 - 0.

2. **Approval of Minutes: June 26, 2025.**

Motion made by Commissioner Willden to approve the minutes of June 26, 2025. Seconded by Commissioner Miles.

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

No: None.

Absent: Jack K. Mangum.

Motion passed 6 - 0.

PUBLIC HEARINGS

1. **Beacon Pointe Village 8 – Porter Haven, located approximately at Ensign Dr. and Mountain View Corridor. Ryan Bull as applicant. Senior Planner Gina Grandpre presented the item.** This is a 45.9-acre development within the Beacon Pointe Community Plan in Saratoga Springs. As outlined in the Community Plan, it includes 187 residential units over 45.9 acres, yielding a density of approximately 4.2 dwelling units per acre. The development incorporates a mix of traditional single-family detached homes and attached townhomes. Approximately 2.5 acres (5.44%) is designated as open space.

Senior Planner Gina Grandpre explained the item was requested to be tabled because there were some changes that the applicant wanted to make.

Public Hearing Open by Chair Rachel Sprosty Burns.

Melodie and Leon Waldron of Saratoga Springs expressed concern about current traffic levels that were already heavy, and with the new schools slated in the area, the congestion may be too much. They felt development should be held off until roads and schools could catch up. They were concerned about safety, and wondered what the road plans were for the growth that had already been planned.

Public Hearing Closed by Chair Rachel Sprosty Burns.

Commissioners thanked Melodie and Leon Waldron for attending and participating in the Public Hearing, and let them know how the meeting would be noticed in the future when Beacon Point Village 8 was on the agenda again. They advised on how to access upcoming Planning Commission packets, and also let them know that the current City Road plans could be found on the City website.

Motion made by Commissioner Hill to table Beacon Pointe Village Plan 8, located approximately at Ensign Drive and Mountain View Corridor to a later date when the packet is ready. Seconded by Commissioner Willden.

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

No: None.

Absent: Jack K. Mangum.

Motion passed 6- 0.

2. **Amendments to Title 19 Land Development Code of the City of Saratoga Springs for Grading Buffer, Chapter 19.09 – Off-Street Parking and Chapter 19.16 – Site and Architectural Design Standards. City-wide. City Initiated. Item presented by Senior Planner David Jellen.** The proposed code amendments establish a setback requirement where drive-thru lanes are proposed adjacent to existing residential development (Chapter 19.09). Additionally, the proposed code amendments include requirements for a new buffer for proposed nonresidential developments that will be at a higher grade than adjacent existing residential development (Chapter 19.16).

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

Chair Sprosty Burns asked why the amendment was written specifically for existing residential. She wondered if there had been discussion to have it apply to any construction that would be next to a residential area. She felt that future residents should be protected too.

Senior Planner David Jellen responded that it was to provide protection for existing development where a property owner had built a home, and had no idea what was going to be built next to them.

Commissioner Hill was pleased with the amendment, and expressed appreciation for the Planning Department's due diligence.

Commissioner Miles asked if the amendment would help with any existing issues.

City Manager Mark Christensen advised that when an application was received by the City from an applicant, they would be subject to the code in effect at that time, and was not retroactive.

Commissioner Willden received clarification that Staff had worked hard to keep criteria consistent under the buffer section in the Staff Report so applicants would receive consistent treatment by the Land Use Authority.

Commissioner Carn asked about some areas that had existing issues, and wanted some understanding about physical separations, and exceptions listed in the Staff Report. He also received clarification that the drive-thru restriction was not retroactive.

Senior Planner David Jellen noted there could be an exception to the buffer requirement if a non-residential development was separated from an existing residential area by something, such as a canal or power line.

Chair Sprosty Burns thought the amendment wording should be changed to "any residential" areas, and not just "existing residential" areas. She felt the City had an obligation to help alleviate setback or buffering problems, and make things more beautiful. She felt changing the wording could protect the final end product.

Commissioner Willden was uncomfortable with changing the wording, and wanted to further the discussion.

Commissioner Carn posed a question asking if there could be potential issues in those instances where commercial was built first. He wondered if it might be hard to know the final grade in those situations, and also suggested that the grade could end up being such that compliance would not have even been necessary.

Senior Planner David Jellen advised that the City had screening requirements currently in the code for commercial that may be adjacent to residential, but Staff had been concerned it wasn't enough for some of the existing situations, and the amendment was to protect existing residents.

City Manager Mark Christensen also pointed out that zoning could change, and resources could have been expended that did not need to be.

Chair Sprosty Burns felt that part of the job as a Planning Commissioner was to plan and think ahead to help residents. She was concerned that not every resident would have full awareness of where they may be buying a home, so she leaned toward a protectionist view.

Commissioner Miles asked if an applicant would be able to come back and comply with requirements at a later date if they were not certain of their project.

City Manager Mark Christensen advised that it would be really hard to bond for something that was uncertain or could be a future eventuality.

Commissioner Carn received clarification that based on the slopes of our city, setback and buffer issues were likely to arise again.

Commissioner Willden felt it was important to be fair to the developer, and recognize they may not have been expecting additional expenses.

Motion made by Commissioner Carn that the Planning Commission forward a recommendation for approval of the requested code amendments to Chapters 19.09 and 19.16, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

Yes: Charlie Carn, Scott A. Hill, Virginia Rae Mann, Colton Miles, Doug Willden.

No: Rachel Sprosty Burns.

Absent: Jack K. Mangum.

Motion passed 5 - 1.

Chair Sprosty Burns explained that her vote was because she felt that the Planning Commission had a duty to both existing and future residents.

REPORTS

1. **Commission Comments.** Commissioner Hill explained that APA was meeting on Tuesday, August 19th from 12 pm-1 pm, and Saratoga Springs would be presenting on the development of the downtown area. It would be a good opportunity to participate, but would not count toward training hours.

2. **Director's Report.** – Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She also reminded Commissioners that the next meeting would be July 31st.

3. **Transportation Update and City Manager Discussion.** – City Manager Mark Christensen gave an update on transportation. He recounted the history of road construction in Saratoga Springs, beginning in 2010. He summarized many of the current road projects, and explained the information could be found on the City website. He also reviewed future road construction projects.

Planning Commissioners discussed:

- Public Transportation.
- Transparency of information for future road projects.
- Traffic calming measures.
- Staff efforts to create good long-range plans.
- Managing growth and infrastructure.

CLOSED SESSION

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

ADJOURNMENT

Meeting Adjourned Without Objection 8:12 p.m. by Chair Rachel Sprosty Burns.

Date of Approval

Planning Commission Chair

Deputy City Recorder