



MINUTES – Planning Commission

Thursday, August 28, 2025

City of Saratoga Springs City Offices

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

PLANNING COMMISSION MEETING MINUTES

CALL TO ORDER - 6:02 p.m. by Commissioner Scott Hill.

In the absence of the Chair and Vice Chair, the remaining members voted that Commissioner Hill would act as Chair for this meeting.

1. **Pledge of Allegiance** - led by Commissioner Mann.
2. **Roll Call** - A quorum was present

Present:

Commission Members: Scott A. Hill, Jack K. Mangum, Virginia Rae Mann, Colton Miles.

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

Others: Adam Orme, Drew Parcell.

Excused: Rachel Sprosty Burns, Charlie Carn, Doug Willden.

3. **Public Input** - Public input was opened by Acting Chair Scott Hill. Receiving no public comment, the Public Hearing was closed by the Acting Chair.

PUBLIC HEARINGS

1. **Amendments to Title 19.04 – Establishment of Land Use Zones and Official Map; adding a Schools Overlay and amending parking requirements in Gateway Overlay areas. City-Initiated, City-Wide. Community Development Director Ken Young.** In seeking to provide more direction for the development of schools and related permitted uses, and following legal advice, staff performed research and prepared the first proposed amendment: Adding a Schools Overlay to provide development standards and permitted uses for public or private school and education facilities, including university or college campuses as well as traditional schools, and similar land uses that provide educational services.

The second proposal would amend parking requirements in Gateway Overlay areas and would extend those requirements to properties that front a freeway, in addition to those along arterials and collectors.

Public Hearing Open by Acting Chair Scott Hill. Receiving no public comment, the Public Hearing was closed by the Acting Chair.

Commissioner Miles received clarification that a neighborhood meeting would be required if there was a new school development, or if a school was adding to their existing uses.

Commissioner Hill received clarification the amendment was due to some proposed uses that had come from a charter school; and if approved by City Council, staff would come back with a proposal to place the overlays on all school properties. He felt the streetscape elements looked uniform, and went well with the City's vision.

Motion made by Commissioner Mann to forward a positive recommendation to the City Council for the proposed amendments to Title 19, with the Findings and Conditions in the Staff Report.

Seconded by Commissioner Mangum.

Yes: Scott A. Hill, Jack K. Mangum, Virginia Rae Mann, Colton Miles.

No: None.

Absent: Rachel Sprosty Burns, Charlie Carn, Doug Willden.

Motion passed 4 - 0.

BUSINESS ITEMS

1. **Spring Cove (Riverside Crossing Lot 8) Site Plan**, located at 249 E. Thrive Drive. Adam Orme as applicant. Senior Planner Austin Roy. Community Development Director Ken Young presenting. Applicant is seeking approval of a site plan for three commercial buildings. Uses include general office/retail, medical office, and restaurant takeout. The property is 118,505 square feet (2.72 acres) in size. The proposed site plan complies with all site, parking, landscaping, architectural, lighting, and gateway overlay requirements.

Applicant Adam Orme, architect for the project, was in attendance to answer any questions.

Commissioner Hill received clarification that the drive-thru was not intended for a chain restaurant, but something smaller, and could even be used for other types of businesses, such as a pharmacy. He also thought that everything was in compliance, except for some signage that would need to be addressed.

Commissioner Mangum received clarification the commercial areas would be built as shell buildings with power and plumbing stubbed in, and individual businesses could come in and buy the spaces they needed.

Commissioners discussed traffic signals in the area, and were advised there was one to the west.

Applicant Adam Orme explained this was a commercial development already built and approved, and the traffic study had already been completed and addressed when the development was established.

Motion made by Commissioner Miles that the Planning Commission forward a recommendation for approval of the requested site plan for Spring Cove, located at 249 East Thrive Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

Yes: Scott A. Hill, Jack K. Mangum, Virginia Rae Mann, Colton Miles.

No: None.

Absent: Rachel Sprosty Burns, Charlie Carn, Doug Willden.

Motion passed 4 - 0.

2. **Approval of Minutes: August 14, 2025.**

Motion made by Commissioner Mangum to approve the minutes of August 14, 2025. Seconded by Commissioner Miles.

Yes: Scott A. Hill, Jack K. Mangum, Virginia Rae Mann, Colton Miles.

No: None.

Absent: Rachel Sprosty Burns, Charlie Carn, Doug Willden.

Motion passed 4 - 0.

REPORTS

1. **Commission Comments.** No Commissioner comments were made.
2. **Director's Report.** – Community Development Director Ken Young advised about the upcoming APA Conference, and that it would count towards Commissioner training hours.

CLOSED SESSION

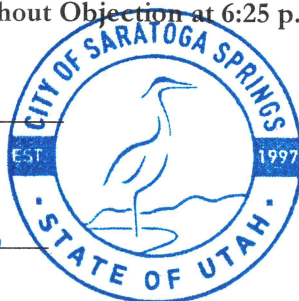
Possible motion to enter into closed session – No closed session was held.

ADJOURNMENT

Meeting Adjourned Without Objection at 6:25 p.m. by Acting Chair Scott Hill.

9-11-25
Date of Approval

Wendy Mulls
Deputy City Recorder



Paul Burns
Planning Commission Chair