



# MINUTES – Planning Commission

Thursday, March 26, 2026

City of Saratoga Springs City Offices

319 S. Saratoga Road, Saratoga Springs, Utah 84045

## PLANNING COMMISSION MEETING MINUTES

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

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

**Present:**

Commission Members: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.

Staff: Sarah Carroll, Planning Director; Rulon Hopkins, Assistant City Attorney; AnnElise Harrison, Public Relations Manager; Austin Roy, Senior Planner; Kendal Black, Planner II; Sam Stout, Planner II; Scott Petrik, Engineer; Wendy Wells, Deputy Recorder.

Others: Keaton Morton, Michael McIntire, Lynsi Neve, Ben Duzett.

**Excused:** Virginia Rae Mann.

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

### BUSINESS ITEMS

1. **North Lake Meadows Phase 2 Preliminary Plat, located at 145 North 1700 West. Keaton Morton as applicant.**

Planner II Sam Stout presented the item. The applicant is requesting approval of a preliminary plat for the Meadows at North Lake 2 Subdivision. The land that makes up the project area was recently annexed to the City of Saratoga Springs from Lehi City. The total area that is being platted is 5.962 acres. The plat will consist of 19 lots with a minimum lot size of 9000 square feet.

Applicant Keaton Morton of Saratoga Springs was in attendance to address questions and provide additional insight as needed. He shared that his experience working with the Saratoga Springs team had been consistently positive, and that Staff members had been exceptional to work with. He expressed sincere appreciation for their efforts.

Commissioner Hill asked about fencing and grading and wanted clarification regarding the compliance of those items. He also noted that he was very impressed with the landscaping plan.

Planner II Sam Stout responded that Engineering had done the review regarding fencing, grading and drainage; He advised that those items were in compliance. In addition, he explained that there was one item that did not yet comply, but would be in full compliance following a code amendment that would be going to City Council relating to open space amenity points.

Commissioner Sprosty Burns received clarification that the code amendment that would be going to City Council was the same one that had been addressed at the last Planning Commission meeting. She also received an explanation regarding taxes and the City's process for ensuring all property taxes were paid.

**Motion made by Commissioner Willden that the Planning Commission approve the request for Meadows at North Lake 2 Preliminary Plat located at 145 North 1700 West with the Findings and Conditions in the Staff Report. Seconded by Commissioner Roman.**

**Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.**

**No: None.**

Absent: Virginia Rae Mann.

Motion passed 6 - 0.

2. **The Hub Lot 5 Site Plan, located at 2438 North Stagecoach Drive. Michael McIntire as applicant.** Planner II Sam Stout presented the item. The applicant is requesting approval of a Site Plan for Lot 5 of The Hub at Saratoga Phase 1 Subdivision. The total project area is 0.69 acres. An unmanned fiber utility, with two buildings – 852 square feet each, are proposed on the site. The site will be visited occasionally for normal maintenance.

Applicant Michael McIntire of Kansas City, Missouri was in attendance to answer questions.

Commissioner Willden asked the applicant to explain a little bit more about the details of the project.

Mr. McIntire explained that it was a fiber amplification hub. He further detailed that as data went across glass fibers every 50-60 miles it needed to be regenerated; the data would then go into server racks, get regenerated, and then be sent back down the line similar to the old coaxial setups for cable.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Site Plan for The Hub Lot 5 located at 2438 N Stagecoach Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Miles.

Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.  
No: None.

Absent: Virginia Rae Mann.

Motion passed 6 - 0.

3. **Approval of Minutes: March 12, 2026.**

Motion made by Commissioner Willden to approve the minutes of March 12, 2026. Seconded by Commissioner Hill.

Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: Virginia Rae Mann.

Motion passed 6 - 0.

## PUBLIC HEARINGS

1. **Lighthouse Cove Concept Plan and Rezone from Agricultural, Rural Residential to R1-10, located at approximately 4200 South Schooner Drive. Lynsi Neve as applicant.**

Planner II Sam Stout presented the item. Perry Investments LLC owns 109 acres of undeveloped property that falls within three different zones; Residential Single Family 10,000 (R1-10), Rural Residential (RR), and Agricultural(A). The property consists of six adjoining parcels of land.

The applicant would like all of the property to be zoned R1-10. The request is consistent with the Land Use Map of the General Plan which designates this area for Low Density Residential. A Concept Plan was submitted along with the rezone request – proposing 197 lots. Red Lines were provided to the applicant addressing items that will need to comply with Land Development Code when Preliminary and Final Plat applications are submitted.

Planner II Sam Stout advised that they were proposing 197 lots with a church site, but if the church was not constructed, there would be 215 lots.

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

Lynsi Neve of Perry Homes was in attendance to answer questions.

Commissioner Hill wanted to know what the average density would be.

Planning Director Carroll advised the density would be 1.8 and would be a single-family product with larger lots and low density.

Commissioner Sprosty Burns inquired if the rural residential area on the map was always planned to be R1-10.

Planner II Sam Stout answered affirmatively that it was planned to be R-1-10.

**Motion made by Commissioner Miles that the Planning Commission forward a recommendation for approval of the requested Rezone for Lighthouse Cove located at 4200 South Schooner Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Rather.**

**Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.**

**No: None.**

**Absent: Virginia Rae Mann.**

**Motion passed 6 - 0.**

2. **Amendments to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.02 – Definitions. The amendment would add a definition for loading bays. Citywide. City-initiated.** Senior Planner Austin Roy presented the item. Staff recently proposed code amendments for an exception for building buffer and Loading bays and the Planning Commission recommended approval of that code amendment and was scheduled for City Council on March 24. Upon further review, it was determined that having a definition for the term “Loading Bay” will help clarify when the exception applies.

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

Commissioner Miles expressed his appreciation for the clarifications made to the code, noting they would be beneficial not only to applicants and staff, but also to the citizens of Saratoga Springs. He felt that clearer, more precise definitions contributed significantly to long-term understanding.

**Motion made by Commissioner Rather that the Planning Commission forward a recommendation for approval of the proposed code amendments to Chapter 19.02, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Miles.**

**Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.**

**No: None.**

**Absent: Virginia Rae Mann.**

**Motion passed 6 - 0.**

3. **Amendments to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.16 – Site and Architectural Design Standards. The amendment would allow an architecture and design exception to additional standards for Office Warehouse, Heavy Commercial, and Light Industrial/Industrial zoned buildings if they are no wider than 200 ft. in front and no larger than 15,000 square feet. Citywide. City-initiated.**

Planner II Kendal Black presented the item. This is a staff-initiated code amendment related to the Additional Standards for Office Warehouse (OW), Heavy Commercial (HC), Light Industrial (LI), and Industrial (I) zones (19.16.08). Currently the code requires that all buildings, regardless of size, are required to adhere to the Additional Standards section that are meant to “reduce the perceived mass of the building.” This makes sense for wide and large warehouse buildings but may not make as much sense for smaller commercial buildings that are allowed in some of these zones. Staff is proposing to allow exceptions under specific circumstances.

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

Commissioner Rather thought the amendment was a good improvement and felt it made a lot of sense.

Commissioners Sprosty Burns and Rather discussed the proposed length of 200 feet, and concluded the amendment was appropriate.

**Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Code Amendment to Chapter 19.16, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Willden.**

**Yes: Rachel Sprosty Burns, Scott A. Hill, Colton Miles, NH Rather, Chris Roman, Doug Willden.**

**No: None.**

**Absent: Virginia Rae Mann.**

**Motion passed 6 - 0.**

## REPORTS

1. **Commission Comments.** No comments given.
2. **Director's Report.** - Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She noted that the next Planning Commission meeting would be held on April 16<sup>th</sup>.

## CLOSED SESSION

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

## ADJOURNMENT

Meeting Adjourned Without Objection at 6 :30 p.m. by Chair Rachel Sprosty Burns.

04.16.2026  
Date of Approval

*Wm. Willden*  
Deputy City Recorder



*Rachel Sprosty Burns*  
Planning Commission Chair