



MINUTES – Planning Commission

Thursday, June 25, 2026

City of Saratoga Springs City Offices

319 S. Saratoga Road, Saratoga Springs, Utah 84045

PLANNING COMMISSION MEETING MINUTES

CALL TO ORDER - 6:02 p.m. by Chair Rachel Sprosty Burns.

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

Present:

Commission Members: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.
Staff: Sarah Carroll, Planning Director; Rulon Hopkins, Assistant City Attorney; Nicolette Fike, City Recorder, David Jellen, Senior Planner; Kendal Black, Senior Planner; Ken Knight, Engineer; Wendy Wells, Deputy Recorder.
Others: Forrest Gaskill.

Excused: NH Rather, 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.

BUSINESS ITEMS

1. **Saratoga Springs Commercial Plat G Lot 710 Site Plan, located at 383 West Crossroads Boulevard. Thomas Lehnardt as applicant.**

Senior Planner Kendal Black presented the item. The applicant is seeking approval for one commercial multi-tenant building. Uses include one commercial building with up to five tenant spaces. The parking standard used to calculate the parking for the development is 4 stalls per 1,000 square feet for Retail and 1 stall per 100 square feet for a restaurant. There are 54 required parking stalls and 55 provided for the 6,854-square foot building. The property is 62,347 square feet (1.43 acres) in size. The proposed building is 23'-4" tall. The proposed site plan complies with all landscaping, lighting, site, and parking requirements, and shall comply with the architectural requirements.

Senior Planner Kendal Black noted that there was a "can comply" item that had been updated to comply since the Planning Commission packet had gone out.

Commissioner Hill received clarification regarding the queuing line and the "can comply" item.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Site Plan for Saratoga Springs Commercial Plat G Lot 710, located at 383 West Crossroads Boulevard, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Roman.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0.

2. **Saratoga Springs Commercial Plat G Lot 711 Site Plan, located at 369 West Crossroads Boulevard. Thomas Lehnardt as applicant.**

Senior Planner Kendal Black presented the item. The applicant is seeking approval for one commercial multi-tenant building. Uses include one commercial building with up to five tenant spaces. The parking standard used to calculate the parking for the development is 4 stalls per 1,000 square feet for Retail and 1 stall per 100 square feet for a restaurant. There are 47 required parking stalls and 50 provided for the 6,415-square foot

building. The property is 49,725 square feet (1.14 acres) in size. The proposed building is 23'-4" tall. The proposed site plan complies with all landscaping, lighting, site, and parking requirements, and shall comply with the architectural requirements.

Senior Planner Kendal Black noted that there was a "can comply" item that had been updated to comply since the Planning Commission packet had gone out.

Commissioner Sprosty Burns received clarification regarding the parking lot connectivity.

Motion made by Commissioner Mann that the Planning Commission forward a recommendation for approval of the requested Site Plan for Saratoga Springs Commercial Plat G Lot 711, located at 369 West Crossroads Boulevard, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Hill.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0.

3. Jacob Ranch Marketplace Lot 7 Site Plan, located at 1873 S. Redwood Road. Forrest Gaskill as applicant. Senior Planners Austin Roy and David Jellen.

Senior Planner David Jellen presented the item. The applicant is seeking approval of the site plan for a commercial building. The lot is approximately 0.69 acres and will contain a single 2,787 square-foot building, divided into two separate units. The proposed uses for the building are take-out restaurants and 17 total parking spaces are included on the site plan.

Senior Planner David Jellen advised that that were a few "shall comply" items that had been redlined and included in the conditions of approval for the project, and the applicant had agreed to them.

Applicant Forrest Gaskill of Salt Lake City was in attendance to answer questions.

Commissioner Hill wondered what type of restaurants would be coming to the community, and asked to review the slides one more time.

Mr. Gaskill stated that, consistent with company policy, they did not disclose the names of prospective tenants and instead allowed each business to announce their own locations. He acknowledged that certain marketing materials may have implied the identities of some prospective tenants.

Motion made by Commissioner Roman that the Planning Commission forward a recommendation for approval of the requested Site Plan for Jacob Ranch Marketplace Lot 7 located at 1873 S. Redwood Road, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0.

4. Jacob Ranch Marketplace Lot 8 Site Plan, located at 1853 S. Redwood Road. Forrest Gaskill as applicant. Senior Planner David Jellen presented the item. The applicant is seeking approval of the site plan for a commercial building. The lot is approximately 0.998 acres and will contain a single 6,057 square-foot building, divided into four separate units. The proposed use for the building includes retail sales. and 38 total parking spaces are included on the site plan.

Senior Planner David Jellen noted that the applicant had provided additional parking.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Site Plan for Jacob Ranch Marketplace Lot 8 located at 1853 S. Redwood Road, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Roman.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0.

5. **Approval of Minutes: May 28, 2026.**

Motion made by Commissioner Hill to approve the minutes of May 28. Seconded by Commissioner Mann.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0

PUBLIC HEARINGS

1. **Amendments to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.12 – Subdivisions and Chapter 19.14 – Site Plan Review. City-initiated. Citywide.**

Senior Planner David Jellen presented the item. The proposed changes to Chapter 19.12 – Subdivisions update the subdivision process and approval procedure, consistent with State legislation. The proposed changes to Chapter 19.14 – Site Plan Review clarify regulations for non-residential developments that are developed in phases.

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

Commissioner Hill appreciated the rendering that had been provided, and felt it added context. He was happy to see language being added that would provide more clarity and transparency.

Motion made by Commissioner Roman that the Planning Commission forward a recommendation for approval of the proposed Code Amendments to Chapters 19.12 and 19.14, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Hill.

Yes: Rachel Sprosty Burns, Scott A. Hill, Virginia Rae Mann, Chris Roman.

No: None.

Absent: NH Rather, Doug Willden.

Motion passed: 4-0.

REPORTS

1. **Commission Comments.**

Commissioner Hill shared that the Fall APA would be held in early September at the Davis County Convention Center, and advised Commissioners to let Planning Director Sarah Carroll know if anyone was planning to go for registration purposes.

2. **Director's Report.** – Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She shared that there would be a new Planning Commission member appointed at the next City Council meeting. She also advised that the next meeting would be held on July 16th.

CLOSED SESSION

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

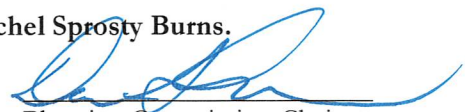
ADJOURNMENT

Meeting Adjourned Without Objection at 6:28 p.m. by Chair Rachel Sprosty Burns.

7.16.2026
Date of Approval

Wendy Wully
Deputy City Recorder




Planning Commission Chair