



MINUTES – Planning Commission

Thursday, July 16, 2026

City of Saratoga Springs City Offices

319 S. Saratoga Road, Saratoga Springs, Utah 84045

PLANNING COMMISSION MEETING MINUTES

CALL TO ORDER - 6:01 p.m. by Vice Chair Doug Willden.

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

Present:

Commission Members: Matt Harris, Scott A. Hill, Virginia Rae Mann, Chris Roman, Doug Willden.
Staff: Sarah Carroll, Planning Director; Conrad Hafen, Attorney; AnnElise Harrison, Public Relations Manager; David Jellen, Senior Planner; Sam Stout, Planner II; Scott Petrik, Engineer; Wendy Wells, Deputy Recorder.

Others: James Backman, Andrea Harris, Weston Remund.

Excused: Rachel Sprosty Burns, NH Rather.

3. **Public Input** - Public input was opened by Vice Chair Doug Willden. Receiving no public comment, the Public Hearing was closed by the Vice Chair.

OATH OF OFFICE

1. Oath of Office for New Planning Commissioner Matt Harris. Commissioner Harris briefly introduced himself and expressed excitement about participating on the Planning Commission.

PUBLIC HEARINGS

1. **Amendment to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.04 – Establishment of Land Use Zones and Official Map. Citywide. City-Initiated.**

Senior Planner David Jellen presented the item. The proposed changes would update the minimum lot sizes for the R1-40 and R1-20 residential zoning districts to be consistent with the minimum lot sizes outlined in the respective zoning district definitions. Additionally, an arterial roadway setback is being proposed for the Mixed-Use Zoning district, consistent with the other non-residential zoning districts.

Public Hearing Open by Vice Chair Doug Willden. Receiving no public comment, the Public Hearing was closed by the Vice Chair.

Commissioner Hill appreciated that Staff was working to create consistency in the code.

Commissioner Willden received clarification regarding the 105-foot setback.

Senior Planner David Jellen noted that part of that setback was to preserve the trail corridor.

Planning Director Sarah Carroll gave an explanation of what comprised the 105-foot setback. She advised that the center line of an arterial would be the center line of Redwood Road, which would leave 90 feet on each side, and 30 feet of that would be for the trail corridor, which would only leave about a 15-foot setback.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the proposed Code Amendments to Chapter 19.04 with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

Yes: Matt Harris, Scott A. Hill, Virginia Rae Mann, Chris Roman, Doug Willden.

No: None.

Absent: Rachel Sprosty Burns, NH Rather.

Motion passed 5 - 0.

2. **Avative Fiber Shelter UCCU Major Site Plan Amendment, located at 1364 North Commerce Drive. This amendment is a proposal for a 12' X 12' Telecommunication shelter to be placed on the east side of property in an existing landscaped area. Weston Remund as applicant.**

Planner II Sam Stout presented the item. The applicant is requesting approval of a Site Plan Amendment for Lot 4 of the Saratoga Crossroads Subdivision. An unmanned 12' x 12' telecommunication shelter is proposed to be placed on the east side of the property in an existing landscaped area.

Public Hearing Open by Vice Chair Doug Willden. Receiving no public comment, the Public Hearing was closed by the Vice Chair.

Commissioner Hill felt the Fiber Shelter would blend in well in the proposed location. He wondered if the building would be a permanent fixture.

Applicant Weston Remund of Strata Networks was in attendance on behalf of Avative Fiber to answer any questions. He confirmed that the building was planned to be permanent. He noted that the building was pre-built and would be craned in and anchored to a concrete foundation.

Motion made by Commissioner Mann that the Planning Commission forward a recommendation for approval of the requested Site Plan Amendment (major) for Avative Fiber Shelter UCCU located at 1364 N Commerce Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Roman.

Yes: Matt Harris, Scott A. Hill, Virginia Rae Mann, Chris Roman, Doug Willden.

No: None.

Absent: Rachel Sprosty Burns, NH Rather.

Motion passed 5 - 0.

BUSINESS ITEMS

1. **Bonneville Drive Extension Preliminary Plat, located at Bonneville Drive, north of Hallmark Drive. City-Initiated.**

Senior Planner David Jellen presented the item. The proposed Bonneville Drive Road Dedication Plat consists of approximately 1.2 acres and extends Bonneville Drive between the Hallmark Drive intersection and the City's border with Eagle Mountain.

Commissioner Willden received clarification that a road dedication was where a portion of land was taken with the intention of dedicating it to the public for Right-of-Way purposes.

Commissioner Hill made note that under Title 19.12 – Subdivisions, there were 6 items that were not in compliance, and he also noted that there were 5 conditions listed with the Possible Motions, and he wanted to be sure that all were in compliance.

Senior Planner David Jellen verified that the redlines had been carried forward as part of the approval and had been addressed.

Motion made by Commissioner Roman that the Planning Commission forward a recommendation for approval of the requested roadway dedication plat for Bonneville Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Harris.

Yes: Matt Harris, Scott A. Hill, Virginia Rae Mann, Chris Roman, Doug Willden.

No: None.

Absent: Rachel Sprosty Burns, NH Rather.

Motion passed 5 - 0.

2. **Approval of Minutes: June 25, 2026.**

Motion made by Commissioner Hill to approve the minutes of June 25, 2026. Seconded by Commissioner Mann.

Yes: Matt Harris, Scott A. Hill, Virginia Rae Mann, Chris Roman, Doug Willden.

No: None.

Absent: Rachel Sprosty Burns, NH Rather.

Motion passed 5 - 0.

REPORTS

1. **Commission Comments.** Commissioner Hill reminded Commissioners of a few upcoming events:

- APA Fall conference at the Davis Community Events Center - pre-registration is currently open.
- UDOT program on August 27th - future plans will be presented.
- Larry H. Miller Real Estate presentation in September/October at the LHM facility - more information will be coming.

2. **Director's Report.** – Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She advised that the next Planning Commission meeting would be held on July 30th. She reminded Commissioners that the city would cover the registration fee for any Commissioners that would like to attend the APA conference.

CLOSED SESSION

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

ADJOURNMENT

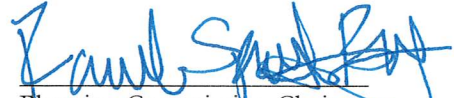
Meeting Adjourned Without Objection 6:29 p.m. by Vice Chair Doug Willden.

07.30.26

Date of Approval


Deputy City Recorder




Planning Commission Chair