



AGENDA – Planning Commission Meeting

Planning Commission Chair Rachel Sprosty Burns
Planning Commission Vice Chair Doug Willden
Planning Commissioner Matt Harris
Planning Commissioner Scott A. Hill
Planning Commissioner Virginia Rae Mann
Planning Commissioner NH Rather
Planning Commissioner Chris Roman

CITY OF SARATOGA SPRINGS
Thursday, October 8, 2026 @ 6:00 pm
City of Saratoga Springs Council Chambers
319 S. Saratoga Road, Saratoga Springs, UT 84045

CALL TO ORDER

1. Pledge of Allegiance.
2. Roll Call
3. Public Input – *This time has been set aside for the public to express ideas, concerns, and comments for subject matter not listed as public hearing on the agenda. Please avoid repetitive comments. Limit of 3 minutes per speaker, unused time may not be given to another. Time for Public Input is limited to no more than 15 minutes total.*

PUBLIC HEARINGS

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

1. Rezone for Lake Mountain School District Support Services Building and Expansion – Rezone from Public School Bus Lot (PSBL) and Agriculture (A) to Institutional/Civic (I/C) and Public School Bus Lot (PSBL). Located approximately at the southwest corner of 400 North Thunder Boulevard. Julie King as applicant. Senior Planner David Jellen.
2. Amendments to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.18 – Sign Regulations for City Informational and Political Signs. Citywide. City-Initiated. Code Compliance Inspector Manny Monroy.

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: September 24, 2026.

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. The Chair or Vice Chair will maintain order during meetings while respecting First Amendment rights. Prohibited conduct includes disrupting the meeting by blocking access, preventing speakers from being heard, unauthorized screen sharing, repeated interruptions after notice, preventing others from accessing the meeting, threatening or committing violence, or violating content-neutral meeting rules such as time limits, no repetitive comments, and speaking only during allotted times. After one warning identifying the prohibited conduct, the Chair or Vice Chair may remove the individual if the conduct continues. This policy does not restrict speech based on viewpoint. Criticism, offensive speech, and unpopular opinions remain protected unless they constitute prohibited conduct, a true threat, obscenity, or fighting words.

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.



Rezone

Lake Mountain School District Support Services Building

October 8, 2026

PUBLIC HEARING

Applicant:	Julie King
Owner:	Alpine School District
Location:	303 West 400 North
Project Acreage:	21.13 Acres
Residential Units/Lots:	N/A
Current Use:	Undeveloped/Public School Bus Lot
Land Use Designation:	Institutional/Civic
Parcel Zoning:	Public School Bus Lot and Agricultural
Requested Zoning:	Institutional / Civic and Public School Bus Lot
Adjacent Zoning:	R1-10 and Agricultural
Adjacent Uses:	Low Density Residential and Institutional
Type of Action:	Legislative
Land Use Authority:	City Council
Planner:	David Jellen, Senior Planner

A. Executive Summary and Request:

The applicant has requested to rezone a 20.14-acre property located at 303 West 400 North. The application includes a proposal to rezone the property from Agricultural (A) and Public School Bus Lot (PSBL) to Institutional/Civic (I/C) and PSBL (See Exhibit 2). In addition to the requested rezone, the applicant has submitted an accompanying Concept Plan showing a proposed expansion to the existing public school bus lot canopies and new support services building for the Lake Mountain School District, as depicted in Exhibit 5.

Recommendation:

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

B. Background:

July 16, 2013 - the City Council approved the original Rezone application for this property (PSBL).

The property was recorded as Lot 3 and Parcel A of the Saratoga Springs High School subdivision on June 5, 2009.

C. Process:

Code Section 19.13.04 outlines the process for a Rezone and General Plan 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 with or without conditions, continue, or deny the request.

Concept Plan

Section 19.17.02 states “Petitions for changes to the City’s Zoning Map for all land use zones may be accompanied by an application for Concept Plan Review or Master Development Agreement approval pursuant to Chapter 19.13 of this Code.”

Per Chapter 19.13 of the Land Development Code, the process for a Concept Plan includes an informal review of the Concept Plan by both the Planning Commission and the City Council. The review shall be for comment only and is non-binding.

A concept plan has been submitted with the request for a rezone and General Plan Amendment and is included with this staff report. The concept plan is meant to help understand the intent of the applicant’s request and their future development plans. The attached concept plan review is non-binding and does not address all concerns or requirements of the Land Development Code. The items marked “shall comply” or “does not comply” shall be incorporated into the site plan application.

D. Community Review:

This 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, and, except for code amendments, mailing notices to property owners whose land is directly affected by the request and property owners within 300 feet of the subject property at least 10 calendar days prior to the public hearing.

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

E. General Plan:

The General Plan Land Use Map shows the property as being located within the Institutional/Civic land use designation. The General Plan characterizes development within the Institutional/Civic land use classification as “areas designated for civic or institutional space, including municipal buildings and schools.”

Staff conclusion: *Complies.* The proposed rezone is consistent with the City’s General Plan and General Plan Land Use Map.

F. Code Criteria:

A zoning map amendment (rezone) and General Plan Amendment are legislative decisions. The City Council has significant discretion when considering these changes. The criteria for a rezone and general plan amendment are outlined below and act as guidance in the decision making. Note that the criteria are non-binding.

19.17.03. Planning Commission and City Council Review.

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

***Staff finding: Complies.** The application will be reviewed by the Planning Commission and receive a recommendation prior to review by the City Council. The application was received on September 18, 2026, and upon completion of review, October 8, 2026 was the soonest available Planning Commission meeting.*

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 this Title.

***Staff finding: Complies.** Please see Sections E and F of this report.*

3. The Planning Commission shall provide the notice and hold a public hearing as required by the Utah Code and Chapter 19.13. For an application which concerns a specific parcel of property, the City shall provide the notice required by the Utah Code and Chapter 196.13 for a public hearing.

***Staff finding: Complies.** Please see Section D of this report.*

19.17.04. Gradual Transition of Uses and Density.

It is the policy of the City Council, through exercising its zoning authority, to: (a) transition high intensity uses to help prevent the impacts of high density uses on low density areas; and (b) to limit inconsistent uses being located on adjacent parcels. The City Council may implement this policy using its zoning powers. Through amendments to the General Plan and the Zoning Map, the City Council intends to apply the following guidelines to implement this policy:

1. Residential lots, parcels, plats, or developments should not increase by more than 20% of density as compared to adjacent lots, zones, parcels, plats, or developments to enable a gradual change of density and uses. To appropriately transition, new lots should be equal to or larger than immediately adjacent existing platted lots.
2. Exceptions.
 - a. The City should avoid allowing high intensity uses (e.g., commercial, industrial, multi-family structures, etc.) adjacent to lower intensity uses (e.g., single family, low density residential, etc.), however may allow these uses to be located adjacent to each other if appropriate transitions and buffers are in place. Appropriate buffers and transitions include a combination of roadways,

landscaping, building orientation and facades, increased setbacks, open spaces, parks, and trails.

3. Despite these guidelines, the City Council recognizes that it will become necessary to allow high intensity next to low intensity uses in order to allow for the implementation of multiple zones in the City. The City Council should use their best efforts to limit inconsistent uses and zones being located on adjacent parcels and to mitigate inconsistent uses and zones through transitions and buffers.

Staff finding: Complies. *The site of the request is adjacent to residential on the west side, and adjacent to similar institutional uses on the east and south sides. The I/C zone has greater setbacks than the adjacent residential zoning, but allows for more height and more intense uses. The greater setbacks will help buffer the adjacent residential homes.*

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;

Staff finding: Consistent if approved.

2. the proposed change will not decrease or otherwise adversely affect the health, safety, convenience, morals, or general welfare of the public;

Staff finding: Up for discussion. *The current zone and the requested zone offer different uses, building heights, and setbacks. Findings for either approval or denial are included in Section G of this report.*

3. the proposed change will more fully carry out the general purposes and intent of this Title and any other ordinance of the City;

19.01.04. Purpose.

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.

Staff finding: Up for discussion. 19.04.09 states the purpose of each zone. The purpose of the I/C and PSBL zones are included below. The Planning Commission should evaluate this information and make a recommendation to the City Council.

Institutional/Civic:

The purpose of the Institutional/Civic Land Use Zone is to allow for public or quasi-public land uses. Development under these regulations should provide for university or college campuses as well as traditional schools, libraries, hospitals, public buildings or facilities, and other land uses that provide essential services to the general public, as well as some ancillary commercial uses to benefit the public use of certain facilities.

Public School Bus Lot:

The purpose of the Public School Bus Lot Land Use Zone is to allow for a specific land area used for the storage or layover of public school buses or motor coaches. Development under these regulations may only provide for a bus lot, administrative office space, maintenance facilities, fueling stations, or other accessory uses associated with a public school district in a specific setting. Such development is characterized by large buffer strips, open spaces, landscaping, and quality site development standards.

- 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; and

Staff finding: Up for discussion.

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

Staff finding: Up for discussion.

G. 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

“I move that the Planning Commission forward a recommendation for approval of the requested Rezone for the Lake Mountain School District Support Services Building located at 303 West 400 North, with the Findings and Conditions in the Staff Report.”

Findings

1. The application is consistent with the General Plan, as articulated in Section E of the staff report, which section is incorporated by reference herein.
2. The application complies with the criteria in Title 19 of the Land Development Code, as articulated in Section F of the staff report, which section is incorporated by reference herein.

Conditions:

1. All conditions of the City Engineer shall be met, including but not limited to those in the attached Engineering Staff Report.
2. All requirements of the Fire Chief shall be met.
3. Once approved by the City Council, all remaining redlines on plans, Engineering staff report, and the redlines in the Application Review Checklist shall be corrected before the construction drawings are approved by staff.
4. All other Code requirements shall be met.
5. Any other conditions or changes as articulated by the Planning Commission:

_____.

Option 2 – Continuance

"I move to **continue** the **Rezone** for Lake Mountain School District Support Services Building to another meeting on [DATE], with direction to the applicant and Staff on information and/or changes needed to render a decision, as follows:

1. _____.

Option 3 – Negative Recommendation

"I move that the Planning Commission forward a recommendation for denial of the requested Rezone for the Lake Mountain School District Support Services Building located at 303 West 400 North, with the Findings below:

1. The application is not consistent with the General Plan:
 - a. _____, and/or,
2. The application is not consistent with Section [XX.XX] of the Code:
 - a. _____.

H. Exhibits:

1. City Engineer's Report
2. Location & Zone Map
3. Application Review Checklist
4. Concept Site Plan
5. Conceptual Building Elevations

Staff Report

Author: Scott Petrik, Staff Engineer

Subject: LMSD Support Services Building – Concept Plan

Date: October 8, 2026

Type of Item: Concept Plan Review



SARATOGA
SPRINGS

Description:

A. Topic: The applicant has submitted a concept plan application. Staff has reviewed the submittal and provides the following recommendations.

B. Background:

Applicant: Allison Le – MHTN Architects, Inc.

Request: Concept Plan

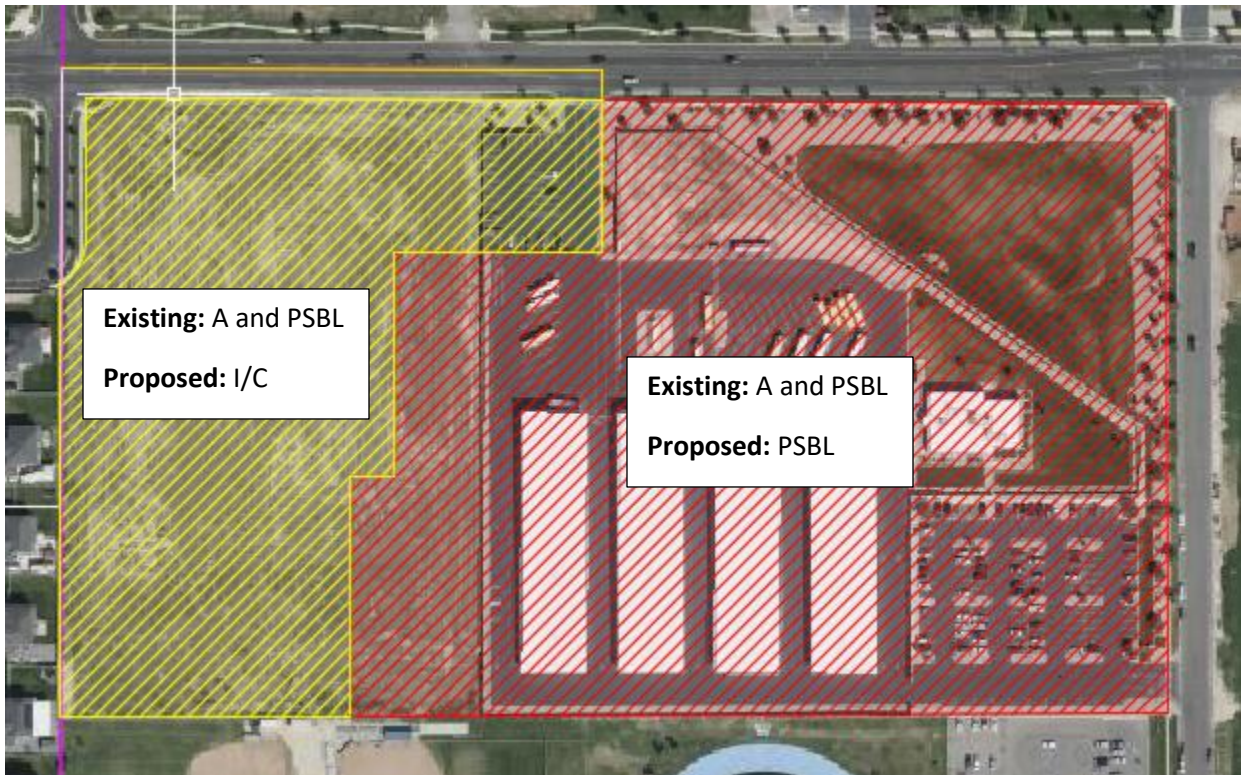
Location: W 400 North & N Thunder Blvd.

Acreage: 20 acres - 2 lots

C. Recommendation: Staff recommends the applicant address and incorporate the following items into the development of their project and construction drawings.

1. The City has insufficient information at this time to determine what project and system improvements will be necessary to service the developer's property. As a result, this review does not reserve utility system capacity. Prior to, concurrent with, or subsequent to Final Plat Approval, the developer will be required to install all required infrastructure to service the property while mitigating negative impacts to the existing system. In addition to all required project improvements, the developer may also be required to install any and all system improvements, subject to required impact fee credits.
2. These are concept-level plans which are not ready for construction. The applicant understands that full engineering review will need to occur on final-level engineering plans to comply with City Standards. The applicant also understands that concept plans do not entitle the applicant to any approvals, including lot yields, and that approvals are not granted until final-level engineering plans are accepted by the City for construction.
3. The developer is required to adhere to the horizontal and vertical sewer separations standards established by the State of Utah.
4. The developer shall construct an 8-inch pressure irrigation line to connect the existing 6-inch line in Carlton Ave to the existing 8-inch line in Thunder Blvd.
5. The developer shall dedicate Parcel A of the current Plat (Parcel 66:290:0007) to the City as public right-of-way as identified on the Plat.

Exhibit 2: Location Map



DRC Review	
DRC Review Comments:	
Refer to comments on plans	

Commercial Land Use Table				
19.04.01 Requirements		Institutional/Civic		-- Pick a ZONE from the drop down
Category To Be Reviewed	Regulation	Compliance	Staff Findings	All Yellow boxes have drop downs
Development Size (Minimum)	N/A	N/A		
Lot Size (Minimum)	20,000 sq. ft.	Complies	UC Lot will be 6.65 acres	
Front/Corner Side Setback (Minimum)	25'	Shall Comply	Dimension setbacks on the site plan	
Interior Side Setback (Minimum)	25'	Shall Comply	Dimension setbacks on the site plan	
Rear Setback (Minimum)	25'	Shall Comply	Dimension setbacks on the site plan	
Building Separation (Minimum)	20'	Complies	No additional structures proposed on site	
Lot Width (Minimum)	80'	Complies	Lot width is greater than 80'	
Lot Frontage (Minimum)	80'	Complies	Lot frontage is greater than 80'	
Building Height (Maximum)	50'	Shall Comply	Confirm that the building height is measured from established grade	
Lot coverage (Maximum)	50%	Complies	Lot coverage is less than 50%	
Building Size (Minimum)	N/A	N/A		
Building Size (Maximum)	N/A	N/A		
Arterial Street Setback	105' off the arterial roadway centerline, or, if applicable, 15' from the back of the 30' trail corridor - whichever is greater.	N/A		

1. One building of 80,000 sq. ft. maximum is permitted for every
2. These limits shall not be applied to "Retail, Big Box," "Office,

19.04.07.2 Requirements		
Regulation	Compliance	Staff Findings
o Lot Size Reductions:		-- If "YES" fill out the table below
Lot size reductions may be granted by the City Council for residential development in the R1-20, R1-10, R1-9, R2-8, and MR zones, based on the criteria below.		
a. The City Council may approve a reduction in the lot size if such reduction serves a public or neighborhood purpose such as:	N/A	N/A
i. a significant increase in the amount or number of parks and recreation facilities proposed by the developer of property in this zone;	N/A	N/A
ii. the creation of additional and significant amenities, exceeding the required number of points in Chapter 19.19 by at least 25 percent, that may be enjoyed by all residents of the neighborhood.	N/A	N/A
b. In making a determination, the City Council shall have sole discretion to make judgments, interpretations, and expressions of opinion with respect to the implementation of the above criteria. In no case shall reductions in lot sizes be considered a development right or a guarantee of approval.	N/A	N/A
c. In no case shall the City Council approve a residential lot size reduction greater than ten percent of the minimum lot size required by the underlying zone notwithstanding the amenities that are proposed.	N/A	N/A
d. In no case shall the City Council grant a residential lot size reduction for more than 25 percent of the total lots in the development.	N/A	N/A
e. Corner lots shall be measured against the minimum required size in the zone, not any approved lot size reduction.	N/A	N/A

19.04.07.3 Requirements		
Regulation	Compliance	Staff Findings
o Footprint Development:	N/A	-- If "YES" fill out the table below
a. The minimum lot size shall not apply.	N/A	N/A
b. The minimum lot width shall not apply.	N/A	N/A
c. Setbacks shall be measured from the building to the edge of the adjacent Right-of Way or sidewalk, whichever is nearer.	N/A	N/A
d. A minimum of 35 percent of the total project area shall be designated as common area excluding roads. This may include limited common area for patios or similar uses for each unit, which may be fenced.	N/A	N/A

19.04.10.6 Requirements		
Regulation	Compliance	Staff Findings
o Residential Above Commercial:	N/A	-- If "YES" fill out the table below
e. Residential above Commercial in the MU or RC Zones. At least 25% of the project area shall be landscaped and amenities provided per Section 19.19	N/A	N/A
- Amenities may be provided inside the building to meet the requirement.	N/A	N/A
f. Residential in the MU Zone. All new residential development is subject to the requirements of Section 19.19	N/A	N/A
g. Footprint Development in the MU Zone. For the commercial portion of the development a minimum of 20 percent of the project area shall be landscaped. For the residential portion of the development, the requirements of Section 19.19 the residential portion of the development, the requirements of Section 19.19 the residential portion of the development, the requirements of Section 19.19 patios or similar uses for each unit, which may be fenced.	N/A	N/A

19.04.10.7 Requirements		
Regulation	Compliance	Staff Findings

o Mixed-use Zone Standards:	N/A	← If "YES" fill out the table below
- Design elements shall be incorporated in the development to include the following:	N/A	N/A
a. Residential and non-residential uses shall not be separated from each other by a public or private roadway as defined in the adopted Engineering Technical Specifications.	N/A	N/A
b. Fences shall not separate residential uses from non-residential uses, but shall not apply to fences to delineate individual private residential patio areas.	N/A	N/A
c. Uses shall be integrated to allow development that cannot be accomplished by the potential implementation of other zones.	N/A	N/A
d. Access via trails is highly encouraged between the residential and non-residential areas.	N/A	N/A

Blue boxes are for applicant to fill out completely

SUBMITTAL 1				
Regulations	Sheet #	Description of Compliance (Applicant)	City Planner Finding	Compliance
No density shall be calculated on sensitive lands.				N/A
A Neighborhood Plan is required in the Mixed Residential Zone.				N/A
Open Space and Landscaping Requirements: For non-residential and non-agricultural uses open space is not required; however a minimum of 20% of the total project shall be used for landscaping, including improvements consistent with the Parks and Trails Master Plan, General Plan, Bicycle and Pedestrian Master Plan, or other applicable plan.			>20% shown on plans, provide landscape plans with full size plan submitted	Shall Comply
Prohibition of Creating New Residential Units. No existing Dwelling, Two-family Dwelling, Three-family, or Dwelling, Multi-family, shall be further subdivided or otherwise approved to contain an additional dwelling(s).				N/A
19.04.08 & 19.04.11 Proposed Uses Allowed - Permitted Uses:			Pending Code Amendment	Shall Comply
A neighborhood meeting is required for all public parks, public playgrounds, public recreation areas, or other public park improvements prior to new construction. City staff will notify residents within the subdivision or neighborhood area prior to any meeting. Any proposal for a regional park within the City will also be required to go Through a Site Plan review according to the requirements within the Land Development Code.				N/A
19.04.09 (9) and 19.04.11 (superscript 2): Ancillary uses and edge uses may not exceed 20% of the building area within a Master Development Plan contained in a Master Development Agreement				N/A
19.05 Supplemental Regulations				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
General Provisions				
Flood Plain: All buildings and structures intended for human occupancy shall be constructed at least one (1) foot above the base flood elevation of Zone A as defined on the FEMA Flood Insurance Map.			Property is located outside of floodplain	Complies
Water & Sewage: Each lot shall be connected to City water and sewer.			Refer to engineering redlines on plans	Shall Comply
Transportation Master Plan: No building lot shall be created and no structure shall be erected within the location of a proposed street, road, highway, or right-of-way as shown on the City's currently-approved Transportation Master Plan.			ROW dedication required per redlines	Shall Comply
Property Access - All lots shall abut a dedicated public street or highway or a private roadway.			ROW dedication required per redlines	Shall Comply
19.05.16, Special Standards and Considerations Governing Particular Uses, See Code for details				
Automobile refueling stations and car wash operations.				N/A
Automobile Repair, Minor:			Pending Code Amendment	Shall Comply
Car Wash (full service).				N/A
Hotels.				N/A
Kennel, Private.				N/A
Storage, Self-Storage, or Mini-Storage Units.				N/A
Vehicle Storage.				N/A
Public and Private Utility Building or Facility and Public Building Sites.				N/A
Bars.				N/A
19.06 Landscaping and Fencing				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
General Provisions				
Drainage across property lines shall follow International Residential Code (IRC) and International Building Code (IBC), as of 2024 (shall drain onto own property).			TBD with full landscape plans	Shall Comply
Landscape Plans				
Landscape Architect: Landscaped plans shall be prepared by a licensed landscape architect.			TBD with full landscape plans	Shall Comply
Existing Conditions: Show the location and dimension of all existing and proposed structures, property lines, easements, parking lots, power lines, rights-of-way, ground signs, refuse areas, and lighting.			TBD with full landscape plans	Shall Comply
Planting Plan: Show location and planting details for all proposed vegetation and materials. Indicate the size of the plant material at maturation. All existing vegetation that will be removed or remain must be identified.			TBD with full landscape plans	Shall Comply
Plants: The name (both botanical and common name), quantity, and size of all proposed plants.			TBD with full landscape plans	Shall Comply
Topography: Existing and proposed grading of the site indicating contours at two-foot intervals.			TBD with full landscape plans	Shall Comply
Irrigation: Irrigation plans showing the system layout and details.			TBD with full landscape plans	Shall Comply
Fencing: Location, style, and details for proposed and existing fences and identification of the fencing materials.			TBD with full landscape plans	Shall Comply
Data Table: Table including the total number of each plant type, and total square footage and percentage of landscaped areas, domestic turf grasses, decorative rock, mulch, bark, and drought tolerant plant species.			TBD with full landscape plans	Shall Comply
Planting Standards				
Deciduous Trees: Minimum 2" in caliper trunk size.			TBD with full landscape plans	Shall Comply
Evergreen Trees: Minimum 6' in height.			TBD with full landscape plans	Shall Comply
Tree Base Clearance: 3' diameter around every tree must be kept clear of turf and rock mulch. In parking lot islands and other narrow strips where turf two feet or less in width would otherwise occur, this clear area may be reduced to 2'.			TBD with full landscape plans	Shall Comply
Shrubs: 25% of required shrubs must be a minimum of 5 gallons in size at time of installation; all other required shrubs shall be a minimum of 1 gallon in size.			TBD with full landscape plans	Shall Comply
Turf: No landscaping shall be comprised of more than seventy percent turf, except within landscaped parks.			TBD with full landscape plans	Shall Comply
Drought Tolerant Plants: 50% of all trees and shrubs shall be drought tolerant.			TBD with full landscape plans	Shall Comply
Rock Mulch: Rock mulch shall be two separate colors and separate sizes and must be contrasting in color from the pavement and other hard surfaces. All colors used must be earth tones.			TBD with full landscape plans	Shall Comply
Planting and Shrub Beds			TBD with full landscape plans	Shall Comply
Weed Barrier: A high-quality weed barrier or pre-emergent shall be used.			TBD with full landscape plans	Shall Comply
Materials: High quality materials such as wood chips, wood mulch, ground cover, decorative rock, landscaping rocks, or similar materials shall be used, and materials must be heavy enough to not blow away in the wind.			TBD with full landscape plans	Shall Comply
Edging: Concrete edging must be used to separate planter and turf areas in all non-residential zones.			TBD with full landscape plans	Shall Comply
Drip Lines: Drip lines must be used in planter beds.			TBD with full landscape plans	Shall Comply
Artificial Turf is not permitted			TBD with full landscape plans	Shall Comply
Design Requirements				
Evergreens: Evergreens shall be incorporated into landscaped treatment of sites where screening and buffering are required.			TBD with full landscape plans	Shall Comply
Softening of Walls and Fences: Plants shall be placed intermittently against long expanses of building walls, fences, and barriers to create a softening effect.			TBD with full landscape plans	Shall Comply
Planting and Shrub Beds: Planting and shrub beds are encouraged to be used in order to conserve water.			TBD with full landscape plans	Shall Comply
Automated water-conserving irrigation systems: water-conserving sprinkler heads and rain sensors, shall be required for all new landscaping in nonresidential developments as well as for all irrigated open spaces that are held in common or in Homeowner's Association ownership in residential developments. While irrigation systems are required for all landscaped areas, all systems shall be efficient in the use of water such as the installation of drip lines for shrubs and trees.			TBD with full landscape plans	Shall Comply
Energy Conservation: Placement of plants shall be designed to reduce energy consumption. Deciduous trees are encouraged to be planted on the south and west sides of structures. Evergreens are encouraged to be planted on the north side of structures.				
Preservation of Existing Vegetation				
Where possible and appropriate, existing native vegetation must be incorporated into the landscape treatment of the proposed site.			No existing trees	N/A
Tree Preservation: Existing mature evergreen trees of 16" in height or greater, and existing mature deciduous or decorative trees of more than 4" in caliper, shall be identified on the landscape plan and preserved if possible. If a mature tree is preserved, an area around the roots as wide as the existing canopy shall not be disturbed.			No existing trees	N/A
If preservation is not possible, the required number of trees shall be increased by double the number of such trees removed.			No existing trees	N/A
The replacement trees for evergreen trees shall be evergreens, and for deciduous shall be deciduous.			No existing trees	N/A

All Yellow boxes have drop downs

Deciduous trees smaller than 4" inches in caliper, or mature ornamental trees, that are removed shall be replaced on a 1-to-1 ratio.			No existing trees	N/A
Replacement trees shall be in addition to the minimum tree requirements of this Chapter, and shall comply with minimum sizes as outlined in the Chapter.			No existing trees	N/A
Placement: Whenever possible, landscaping shall be placed immediately adjacent to structures, particularly where proposed structures have large empty walls.			TBD with full landscape plan	Shall Comply

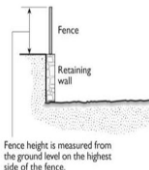
Trees and Power Poles: No trees shall be planted directly under or within 10' of power lines, poles, or utility structures unless: a. The Land Use Authority gives its approval. b. The Power Company or owner of the power line gives written consent. c. The maximum height or width at maturity of the tree species planted is less than 5' to any pole, line, or structure.			TBD with full landscape plans	Shall Comply																																								
Amount of required Landscaping																																												
Portions of the property that are not developed with structures, rights of ways, or parking areas shall be required to be landscaped per the definition of Landscaping in Section 19.02 in all land use zones.			TBD with full landscape plans	Shall Comply																																								
Multi-family, common space not including parks and nonresidential development in all zones shall be required to adhere to the minimum landscaped standards in 19.06.07 of the Land Development Code.			TBD with full landscape plans	Shall Comply																																								
At least 50% of the landscaped area shall be covered with live vegetation at maturity, including shrubs, grasses, flowers, tree and shrub canopies and other live vegetation. The percentage may be reduced to 40% in areas where bark mulch, wood or plant fiber mulch, or rubber mulch is used instead of rock mulch.			TBD with full landscape plans	Shall Comply																																								
<table><tr><th>Required Landscaped Area¹</th><th>Minimum Deciduous Trees²</th><th>Minimum Evergreen Trees²</th><th>Minimum Shrubs</th></tr><tr><td>< than 1,000</td><td>1</td><td>1</td><td>7</td></tr><tr><td>1,001 - 3,000</td><td>3</td><td>1</td><td>10</td></tr><tr><td>3,001 - 5,000</td><td>5</td><td>2</td><td>13</td></tr><tr><td>5,001 - 7,000</td><td>5</td><td>3</td><td>14</td></tr><tr><td>7,001 - 9,000</td><td>6</td><td>3</td><td>17</td></tr><tr><td>9,001 - 11,000</td><td>6</td><td>4</td><td>19</td></tr><tr><td>11,001 - 13,000</td><td>6</td><td>4</td><td>22</td></tr><tr><td>13,001 - 15,000</td><td>7</td><td>5</td><td>25</td></tr><tr><td>15,001 +</td><td>7 + 1 per additional 1000 sq. ft.</td><td>5 + 1 per additional 1000 sq. ft.</td><td>25 + 1 per additional 1000 sq. ft.</td></tr></table>	Required Landscaped Area ¹	Minimum Deciduous Trees ²	Minimum Evergreen Trees ²	Minimum Shrubs	< than 1,000	1	1	7	1,001 - 3,000	3	1	10	3,001 - 5,000	5	2	13	5,001 - 7,000	5	3	14	7,001 - 9,000	6	3	17	9,001 - 11,000	6	4	19	11,001 - 13,000	6	4	22	13,001 - 15,000	7	5	25	15,001 +	7 + 1 per additional 1000 sq. ft.	5 + 1 per additional 1000 sq. ft.	25 + 1 per additional 1000 sq. ft.				
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¹ Areas are measured in square feet. Parking lot landscaping islands may have different standards and are found in Chapter 19.09. ² This number shall be increased per the requirements of Section 19.06.06 above.																																												

SUBMITTAL 1				
Landscape Amount				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Total Square Footage - 877,820				
Required Landscaping - 175,564			TBD with full landscape plans	Shall Comply
Required Deciduous Trees - 60			TBD with full landscape plans	Shall Comply
Required Evergreen Trees - 58			TBD with full landscape plans	Shall Comply
Required Shrubs - 78			TBD with full landscape plans	Shall Comply
Drought Tolerant Plants - 98			TBD with full landscape plans	Shall Comply

*The formula for the required landscaping is 20%. If it is different use you can change the formula in B5

Screening and Fencing				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Front Yards: Fences exceeding 3' in height shall not be erected in any front yard space of any residential lot.			Indicate all proposed and existing fence heights and materials	Shall Comply
Street side yards: fencing in street side yards adjacent to a driveway shall not exceed three feet for a distance of 15 feet back from the intersection of driveway and sidewalk, or driveway and property line where no sidewalk exists as shown in the drawing below. Fencing shall also comply with all other clear sight triangle requirements as stated in 19.06.			Indicate all proposed and existing fence heights and materials	Shall Comply
Retaining walls: for construction of retaining walls four feet or taller in height of unbalanced fill or for any wall supporting surcharge loads, a building permit must be obtained. Prior to construction of retaining walls, Chapter 18 of the City Code shall be consulted to determine if a grading permit is also required. Where there is a difference in elevation on opposite sides of the fence, the height of the fence shall be measured from the ground level on the highest side of the wall when the fence is placed on top of the wall. If the fence is placed at the bottom of the wall, the fence height shall be measured from the ground it is placed upon and there shall be at least 2 feet to access and maintain the retaining wall. Retaining walls shall follow all applicable regulations outlined in Chapter 19.10 of the City Code, regardless of slope.			Will there be any retaining walls installed with this development?	Shall Comply
Height: Approval of fences over 6 feet in height will be determined on a case-by-case basis by the City Council for all new developments if fencing is proposed during the subdivision review process, or by the Planning Director for all developments that have received final approval; however, in no case will a fence be allowed to exceed eight feet in height. The following criteria shall be applied in making this determination: - compatibility with fences of surrounding uses; - quality of proposed materials; - aesthetics of proposed materials; - requirements of applicable development agreements; - intensity of existing surrounding uses; and - applicable conditions of approval.			Indicate all proposed and existing fence heights and materials	Shall Comply
Prohibited fencing: - No barbed wire, chain link, razor, or wire (agricultural, electric, chicken wire, mesh wire, hog fencing, etc.) fences shall be allowed. This does not apply to chain link or wire fences if the fence: - is not being used to delineate lot boundaries; and - is being used for Agricultural uses or otherwise for the keeping of animals; and - does not occupy more than 50% of any residential yard; or - is for back stops, sports fields, or sport court fencing within a public or private park. - No fencing that parallels existing fencing shall be permitted within an existing fenced yard. Exceptions: - interior fencing to enclose chickens, bees, or other livestock as otherwise specifically permitted under this Code, and any fencing of three feet or less in height within an existing fenced yard. - Fencing not closer than 3 feet from the perimeter fencing with access to maintain the area between the fences. - Fencing around sports courts, including fencing for tennis courts, batting cages, pickleball courts, ball diamond backstops, etc. subject to the following requirements: - Fencing shall not exceed fifteen (15) feet in height within single-family lots and eighteen (18) feet within multi-family developments; and - Fencing shall not make up any part of a perimeter fence; and - Fencing shall be located entirely within the Rear Yard of Street Side Yard of the lot for single-family residences; and - Fencing shall not be located within three (3) feet of the rear of the side property lines; and - Fencing shall not be located closer than three (3) feet to the primary or accessory structure; and - Fencing shall be at least 75 percent open, and be one of the following: - Chain link fence without slats, - Vinyl covered chain link without slats, or - Sports netting or mesh.			Indicate all proposed and existing fence heights and materials	Shall Comply
Double frontages: where lots have frontages onto more than one street, that area designated by the property owner as the solid or view obstructing fence, wall, or hedge not exceeding 6 feet in height. Where the double frontage lot is also a corner lot (3 frontages), clear sight across corner property shall be required and enforced. See Section 19.06.11, Clear Sight Triangles.				N/A
Non-residential and Multi-family: fencing and other screening materials for multifamily, residential, commercial, or industrial projects must receive approval by the Land Use Authority through the Site Plan review process. See Chapter 19.13 for Site Plan review requirements. In addition, the following criteria shall be applied: - compatibility with fences of surrounding uses; - quality of proposed materials; - aesthetics of proposed materials; - requirements of applicable development agreements; - intensity of existing surrounding uses; and - applicable conditions of approval.			Indicate all proposed and existing fence heights and materials	Shall Comply
Required Residential Fencing: Fencing in residential development shall be placed along property lines abutting open space, parks, canals, and trails. In addition, fencing may also be required adjacent to undeveloped properties.				N/A
Fences along open space, parks, canals, and trails shall be semi-private.				

All Yellow boxes have drop downs

Exception: privacy fencing is permitted for property lines abutting trail corridors that are not City maintained and are both adjacent to and visible from an arterial.				N/A																				
b. Fencing along arterial roads shall be of a consistent material and color within each development.				N/A																				
c. Fencing along open space, parks, and trails may be less than 6' in height but shall not be less than 3' in height, at the discretion of the property owner or HOA as applicable.				N/A																				
Screening at Boundaries of Residential Zones: For commercial, mixed use, and industrial developments abutting residential zones an opaque fence or wall shall be installed and maintained along lot lines.			Indicate all proposed and existing fence heights and materials	Shall Comply																				
For residential developments, abutting active agricultural property or operations, a solid fence or wall shall be installed and maintained along the abutting property line.				N/A																				
The opaque fence shall be a minimum of six feet in height but not more than eight feet. A lower height fence may be required adjacent to a front property line for sight distance and traffic safety (see Section 19.06.08). Walls above six feet shall first be reviewed and approved by the Land Use Authority during site plan review. In determining the specific height of the fence, the following criteria shall be applied: a. compatibility with fences or walls of surrounding uses; b. aesthetics of proposed materials; c. requirements of applicable development agreements; d. intensity of existing surrounding uses; and e. applicable conditions of approval			Indicate all proposed and existing fence heights and materials	Shall Comply																				
Where there is a difference in elevation on opposite sides of the fence, the height of the required fence shall be measured from the highest elevation: 			Will there be any retaining walls installed with this development?	Shall Comply																				
Clear Sight Triangle: All landscaping and fencing shall be limited to a height of not more than 3' and the grade at such intersections shall not be beamed or raised and comply with AASHTO Standards.			TBD with full landscape plans	Shall Comply																				
Exceptions: a. Deciduous tree canopies may be located in the clear sight triangle of privately maintained intersections only if at maturity, as defined in Section 19.06.06, the distance between the ground and base of the canopy is maintained at no less than eight feet and any portion of the tree trunk at maturity enters the clear sight triangle is no greater than twelve inches in diameter.			TBD with full landscape plans	Shall Comply																				
19.09 Off-Street Parking																								
General Provisions																								
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance																				
Materials: Parking areas shall consist of concrete, asphalt, or other impervious materials approved in the City's adopted construction standards.			Asphalt proposed	Complies																				
Parking Area Access: Common Access: Parking areas for one or more structures may have a common access so long as the requirements of all City ordinances, regulations, and standards are met. The determination of the locations for a common access shall be based upon the geometry, road alignment, and traffic volumes of the accessed road per the Standard Technical Specifications and Drawings.			Access to site shown on plans	Complies																				
Sidewalk Crossing: All non-residential structures are required to provide parking areas where automobiles will not back across a sidewalk to gain access onto a public or private street.			Further pedestrian connections needed, per redlines	Shall Comply																				
Cross Access: Adjacent non-residential development shall stub for cross-access. Developers must provide the City with documentation of cross-access easements with adjacent development.			Further pedestrian connections needed, per redlines	Shall Comply																				
Lighting: Parking areas shall have adequate lighting to ensure the safe circulation of automobiles and pedestrians. Lighting shall be shielded and directed downward.			TBD with full lighting plans	Shall Comply																				
Location of Parking Areas: Required off-street parking areas for non-residential uses shall be placed walking path of travel distance to the nearest customer entrance from the correlating non-residential use and individual tenant space as outlined in the table below. Unenclosed parking for residential areas shall not be provided in rear yards, unless said yard abuts an alley-type access or is fenced with privacy fencing. <table border="1"><thead><tr><th>Size of Non-Residential Use and Individual Tenant Space</th><th>Walking Path of Travel Distance to the Nearest Customer Entrances</th></tr></thead><tbody><tr><td>Up to 1,500 square feet</td><td>150'</td></tr><tr><td>1,501 to 5,000 square feet</td><td>200'</td></tr><tr><td>5,001 to 10,000 square feet</td><td>250'</td></tr><tr><td>10,001 to 25,000 square feet</td><td>300'</td></tr><tr><td>25,001 to 50,000 square feet</td><td>350'</td></tr><tr><td>50,001 to 75,000 square feet</td><td>400'</td></tr><tr><td>75,001 to 100,000 square feet</td><td>450'</td></tr><tr><td>100,001 to 125,000 square feet</td><td>500'</td></tr><tr><td>Over 125,000 square feet</td><td>600'</td></tr></tbody></table>	Size of Non-Residential Use and Individual Tenant Space	Walking Path of Travel Distance to the Nearest Customer Entrances	Up to 1,500 square feet	150'	1,501 to 5,000 square feet	200'	5,001 to 10,000 square feet	250'	10,001 to 25,000 square feet	300'	25,001 to 50,000 square feet	350'	50,001 to 75,000 square feet	400'	75,001 to 100,000 square feet	450'	100,001 to 125,000 square feet	500'	Over 125,000 square feet	600'			How many buses will be parked on the bus lot?	Shall Comply
Size of Non-Residential Use and Individual Tenant Space	Walking Path of Travel Distance to the Nearest Customer Entrances																							
Up to 1,500 square feet	150'																							
1,501 to 5,000 square feet	200'																							
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100,001 to 125,000 square feet	500'																							
Over 125,000 square feet	600'																							
Exception: To promote walkability, Mixed-use and Mixed Waterfront zones, and the Town Center Overlay (identified in the General Plan), shall be allowed to place parking garages and parking lots on the edge of shopping areas. i. The walking path travel distance from a business' main entrance shall not apply to these areas.				N/A																				
Curb Cuts and Shared Parking: In most cases, shared parking areas shall share ingress and egress. This requirement may be waived when the City Engineer believes that shared accesses are not feasible. In reviewing the site plans for the shared parking areas, the City Engineer shall evaluate the need for limited access, appropriate number of curb cuts, shared driveways, or other facilities that will result in a safer, more efficient parking and circulation pattern.				N/A																				
Parking plans shall show the following: the required number of stalls and aisles scaled to the correct dimensions; the correct number of ADA accessible parking spaces; storm water drainage capabilities; lighting; landscaping and irrigation; and pedestrian walkways.			Refer to redlines on plans	Shall Comply																				
Provide accessible parking as required by Americans with Disabilities Act, see: https://www.ada.gov/topics/parking/																								
https://adata.org/factsheet/parking			ADA stalls shown on plans	Complies																				
Certain types of medical facilities need more accessible stalls, see link.				N/A																				
Accessible stalls shall be as close to the primary entrance as possible.			ADA stalls shown on plans	Complies																				

Parking Requirements and Shared Parking				
Available on-street parking shall not be counted towards meeting the required parking stalls.			On-street parking is not counted	Complies
When a parking requirement is based upon square footage, the assessed parking shall be based upon gross square footage of the building or use unless otherwise specified in the requirement.			How many buses will be parked on the bus lot?	Shall Comply
When parking requirements are based upon the number of employees, parking calculations shall use the largest number of employees who work at any one shift. Where shift changes may cause substantial overcrowding of parking facilities, additional stalls may be required.				N/A
When a development contains multiple uses, more than one parking requirement may be applied.				N/A
Any fraction obtained when calculating the parking requirement shall be rounded up to the next whole number to determine the required number of parking stalls.			How many buses will be parked on the bus lot?	Shall Comply
Where no comparative land use standard for parking is found in Section 19.09.10, Required Minimum Parking, the Land Use Authority for the related development shall determine an appropriate requirement using the following criteria: (see code)				
Any information provided by the developer relative to trip generation, hours of operation, shared parking, peak demands, or other information relative to parking shall be considered when evaluating parking needs.			Refer to redlines on plans	Shall Comply
Parking Deviations. Parking requirements may deviate from the standards contained in Section 19.09.10, Required Minimum Parking, when the Land Use Authority determines that the deviation meets the intent of this Chapter. Reductions may not exceed 25% of the parking requirements and shall be based on the following criteria: 1. the intensity of the proposed use; 2. times of operation and use; 3. whether the hours or days of operation are staggered thereby reducing the need for the full amount of required parking; 4. whether there is shared parking agreement in accordance with Section 19.09.05.10 below; 5. the number of employees; 6. the number of customers and patrons; 7. trip generation; and 8. peak demands.			No parking deviations requested	N/A
Shared Parking. Up to 25% of required parking may be shared with an adjacent use upon approval by the Land Use Authority. The developer must provide: a. an agreement granting shared parking or mutual access to the entire parking lot; and b. peak demand data by a professional traffic engineer showing that shared parking will accommodate the uses.			No shared parking proposed	N/A
Guest Parking. Two-Family dwellings, Three-Family dwellings, Multi-Family dwellings, and dwellings above commercial. a. Guest parking shall be provided at a ratio of 0.25 stalls per unit. i. When a rear-load product is allowed in a village plan or neighborhood plan, and is accessed with aprons rather than driveways, guest parking shall be provided at a ratio of one stall per unit. b. Driveways shall not count towards the guest parking requirement. c. Guest parking shall be located within two-hundred feet of the dwelling unit.				N/A
Pedestrian Walkways and Accesses. Parking lots larger than 75,000 square feet shall provide raised or delineated pedestrian walkways. Walkways shall be a minimum of 10' wide and shall be placed through the center of the parking area and extend to the entrance of the building. Landscaped islands along the center walkway shall be placed at a minimum interval of every 30'. Landscaped islands are encouraged to be offset from one another to create a feeling of greater coverage. Pedestrian covered walkways may be substituted for tree-lined walkways. Where the developer desires to have a driveway access at the center of the parking area, a pedestrian access shall be placed on either side of the driveway.			Parking areas are less than 75,000 sq. ft.	Complies
Landscaping in Parking Areas				
All parking areas (not including a driveway for an individual dwelling) for non-residential or multi-family residential uses that are adjacent to public streets shall have landscaped strips of not less than 10' in width placed between the sidewalk and the parking areas, containing a berm, hedge, or screen wall with a minimum height of 3' to minimize intrusion of lighting from headlights and other lighting on surrounding property. Trees, both deciduous and evergreen, shall be placed in the strip with spacing of no more than 30' between trees except in the clear sight triangle, and except where located beneath powerlines. The standards of section 19.06.06, Planting Standards and Design Requirements, shall apply for the minimum size of vegetation. Within regional parks this requirement may be met through the use of intermittent planter beds rather than a berm, hedge, or screen wall; trees or shrubs may be clustered in the planter beds where necessary to shield light spillage.			TBD with full landscape plans	Shall Comply
All landscaped areas abutting any paved surface shall be curbed (not including a driveway for an individual dwelling). Boundary landscaping around the perimeter of the parking areas shall be separated by a concrete curb 6" higher than the parking surface.			TBD with full landscape plans	Shall Comply
Clear Sight Triangles must be followed.			TBD with full landscape plans	Shall Comply
All landscaped parking areas shall consist of trees, shrubs, and groundcover. Areas not occupied by structures, hard surfaces, vehicular driveways, or pedestrian walkways shall be landscaped and maintained. All landscaped areas shall have an irrigation system.			TBD with full landscape plans	Shall Comply
On doubled rows of parking stalls, there shall be one 36' x 9' landscaped island on each end of the parking rows, plus one 36' x 9' landscaped island to be placed at a minimum of every 20 parking stalls. Each island on doubled parking rows shall include a minimum of two trees per planter.			TBD with full landscape plans	Shall Comply
On single rows of parking or where parking abuts a sidewalk, there shall be one 18' x 9' foot landscaped island a minimum of every 10 stalls. Islands on a single parking row shall have a minimum of one tree per island. i. Exception: Landscaped islands are not required in single rows of parking that abut or are no further than 6' from a landscaped area containing an equal or greater number of trees as would have been provided in islands, in addition to trees required for the landscaped area. Such trees shall be located within 9' of the edge of parking area, and shall have a canopy width that, at maturity, will extend into the parking area.			TBD with full landscape plans	Shall Comply
Landscaped islands at the ends of parking rows shall be placed and shaped in such a manner as to help direct traffic through the parking area.			TBD with full landscape plans	Shall Comply
Required Minimum Parking				
See table in 19.09 .HERE			How many buses will be parked on the bus lot?	Shall Comply
Dimensions for Parking Stalls & Aisle				
	Stall Width	Stall Length	Aisle Width (one-way traffic)	Aisle Width (two-way traffic)
	90° Parking			
Required	9'	18'	24'	
Provided	9'	20'	N/A	26'
19.11 Lighting				
General Standards				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Materials: All Lighting Fixtures and assemblies shall be metal.			TBD with full lighting plans	Shall Comply
Finish: All lighting poles shall have a 16" decorative base.			TBD with full lighting plans	Shall Comply
Type: All lighting fixtures shall be of the full cutoff variety. Shoebox fixtures are prohibited.			TBD with full lighting plans	Shall Comply
Angle: Shall be directed downward.			TBD with full lighting plans	Shall Comply
Lamp: Hubs may not exceed 4000K.			TBD with full lighting plans	Shall Comply
Drawings: Design and location of fixtures shall be specified on the plans.			TBD with full lighting plans	Shall Comply
Flags: The United States flag and the state flag shall be permitted to be illuminated from dusk till dawn. All other flags shall not be illuminated past 11:00 p.m. Flag lighting sources shall not exceed 10,000 lumens per flagpole. The light source shall have a beam spread no greater than necessary to illuminate the flag.			TBD with full lighting plans	Shall Comply
Prohibited Lighting: Searchlights, strobe lights and any laser source light or any similar high intensity light.			TBD with full lighting plans	Shall Comply
Descriptions: Descriptions of the illuminating devices, fixtures, lamp supports, and other devices. This description may include, but is not limited to, manufacturers' specifications, drawings, and sections.			TBD with full lighting plans	Shall Comply
Nonresidential Lighting				
All wall-mounted fixtures shall not be mounted above 16'. The exception shall be those instances where there is a second story access directly from the outdoors, and under-eave lighting. Wall-mounted lighting shall be only for the illumination of vertical surfaces such as building facades and signs, and shall not cast illumination beyond the surface being illuminated.			TBD with full lighting plans	Shall Comply
Intermittent lighting must be of the "motion sensor" type that stays on for a period of time not to exceed 10 minutes and has a sensitivity setting that allows the lighting fixture to be activated only when motion is detected on the site.			TBD with full lighting plans	Shall Comply

All Yellow boxes have drop downs

All trespass lighting shall not exceed 1.0 foot-candles measured at the property line.				
Exceptions: - Trespass lighting into residential development shall not exceed 0.1 foot-candles measured at the property line. - Trespass lighting along adjoining property lines of nonresidential land uses, based on existing zoning and the Future Land Use Map, shall not exceed five foot-candles measured at the property line.			TBD with full lighting plans	Shall Comply
Service station canopies must utilize canopy lights that are fully recessed into the canopy or are fully shielded by the canopy.			TBD with full lighting plans	Shall Comply
All freestanding lighting fixtures and assemblies shall be black. Regional Parks may include theme lighting fixtures in colors other than black. The color shall enhance the theme of the park and shall be approved during the site plan review process.			TBD with full lighting plans	Shall Comply
Pole design shall include an arm and bell shade. Regional Parks may include theme lighting fixtures that do not include an arm and bell shade. The design shall enhance the theme of the park and shall be approved during the site plan review process.			TBD with full lighting plans	Shall Comply
Parking lot poles shall be limited to a height of 16' when in or within 200' of a residential zone; all other locations shall have a height limit of 20'.			TBD with full lighting plans	Shall Comply
All lighting fixtures in surface parking lots and on the top decks of parking structures shall be fitted to render them full cutoff.			TBD with full lighting plans	Shall Comply
One hour after closing or by 11:00 pm, whichever is earlier, businesses must turn off at least 50% of building lighting and lighting fixtures in surface parking lots and on top decks of parking structures; however, those lighting fixtures turned off may be set to function utilizing a motion detector system. Lights may be turned back on one half hour prior to the first employee shift.			TBD with full lighting plans	Shall Comply
Business open for 24 hours must turn off 50% of their outdoor and parking lot lighting by 11:00 pm and must keep them off until one half hour before sunrise; however, those lighting fixtures turned off may be set to function utilizing a motion detector system.			TBD with full lighting plans	Shall Comply
Walkway Lighting				
Lighting of all pedestrian pathways is recommended.			TBD with full lighting plans	Shall Comply
All pathway, walkway, and sidewalk lighting fixtures shall be mounted at a height not to exceed 10'. Themed walkway lighting within Regional Parks shall not exceed a height of 25'. Such lighting within 200' of residential development shall not exceed 16'.			TBD with full lighting plans	Shall Comply
Bollard lighting shall be limited to a height of 4'.			TBD with full lighting plans	Shall Comply
Lighting Plan				
Plans indicating the location and types of illuminating devices on the premises.			TBD with full lighting plans	Shall Comply
Descriptions of the illuminating devices, fixtures, lamp supports, and other devices. This description may include, but is not limited to, manufacturers' specifications, drawings, and sections.			TBD with full lighting plans	Shall Comply
Photometric sheet showing measurement of light intensity across the site and onto adjacent property in terms of candle, lumens, and foot-candles.			TBD with full lighting plans	Shall Comply
19.12 Subdivision				
Subdivision Layout				
Layout: The subdivision layout should be generally consistent with the City's adopted Land Use Element of the General Plan, and shall conform to any land use ordinance, any capital facilities plan, any impact fee facilities plan, and the transportation master plan.			Refer to plans on file	Complies
Trails Master Plan: Shows required trails			Sidewalk should match the width of the sidewalk on the eastern half of the property.	Shall Comply
Block Length: The maximum length of blocks shall be 1,000'. In blocks over 800' in length, a dedicated public walkway through the block at approximately the center of the block will be required.				N/A
Such a walkway shall not be less than 15' in width unless otherwise approved by the City in accordance with other applicable standards approved by the City Council.				N/A
Connectivity: The City shall require the use of connecting streets, pedestrian walkways, trails, and other methods for providing logical connections and linkages between neighborhoods.			Refer to pedestrian connectivity redlines	Shall Comply
Mailboxes: Group mailboxes shall be accessed only from a local street, and shall not be placed on a collector or arterial street, unless a bulb-out is provided with space for a minimum of 3 vehicles to park outside the lane of travel and shoulder.				N/A
Private Roads: Private roads may be constructed as approved as part of the Preliminary Plat approval and so long as such roads meet the same standards identified in the Saratoga Springs Standard Street Improvement Details.				N/A
Access: Where the vehicular access into a subdivision intersects an arterial road as defined in the Transportation Master Plan, driveways shall not be placed on the intersecting road within 100' of the arterial connection.			Access is not onto an arterial road	N/A
Two separate means of vehicular access onto a collector or arterial road shall be required to be constructed to City road standards when the total number of equivalent residential units (including adjacent developments and neighborhoods) served by a single means of access will exceed thirty.				
Exception: Where no point of second access is available within 500' and where all units are provided with an approved sprinkler system, a second access shall not be required until the number of units reaches double the above limits.			Two means of access shown on plans	Complies
Where two means of access are required, the points of access shall be placed a minimum of 500' apart, measured along the center of the driving lane from center of right-of-way to center of right-of-way.				
The City Fire Chief may require a greater distance than 500 feet if: - an essential link exists between a legitimate governmental interest and the requirement; and - the requirement is roughly proportionate, both in nature and extent, to the impact of the proposed development.			Accesses are sufficiently spaced	Complies
Driveway and Driveway Approaches: Construction: single driveways in the A, RA, and RR zones that are constructed of road base or gravel shall include a concrete apron at the entrance to the garage and at the intersection with the street, each a minimum of 5 feet in depth. Single driveways in all other zones, and shared driveways in all zones, shall be constructed of concrete or asphalt.				N/A

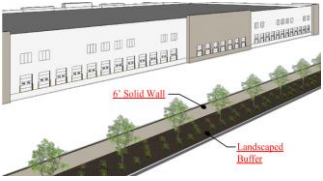
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Shared Driveways: Shared driveways shall be a minimum of 26' in width and shall direct all runoff to a public or private drainage system. All dwellings on shared driveways shall provide enclosed garages or other covered parking. Shared driveways accessing more than four dwellings shall also provide a minimum of 25' of parking space between the garage and shared driveway. Shared driveways with four or fewer dwellings, if not providing a minimum of 20' of parking space, shall install a remote garage door opener prior to issuance of Certificate of Occupancy. All requirements of the Fire Code shall also be met.				N/A
1. Shared Driveways may be used for clustered single-family lots. a. When there are more than two units sharing a driveway, the maximum length shall be 150 feet. b. The maximum amount of units accessing a shared driveway shall be six. 2. Shared driveways may be used for two-family, three-family, and multi-family units. a. The maximum length shall be 150 feet. b. The maximum amount of units accessing a shared driveway shall be 10. 3. Number of Driveway Approaches: Only one driveway approach is allowed per property frontage. A circular driveway is considered one driveway approach if installed in accordance with the provisions of this section. a. Corner lots may have one driveway approach per street frontage. b. Circular driveways must have at least 15' between the two closest edges of the driveway approach at the property line and meet all other conditions of this code. 4. Driveway Approach widths: Residential driveway aprons shall not exceed 30 feet in width, except as follows. a. Driveway aprons may be increased up to 45-ft in width if the home has a 3 car garage and/or parking pad and the combined width of all drive approaches on a single frontage does not consume more than 60% of the total property frontage and all other conditions of the section are met.				N/A
Driveway Widths: 1. Driveways shall be a minimum of 20 feet deep and eight feet wide for a single-wide driveway and sixteen feet wide for a double-wide driveway. 2. Rear-load alley product, as approved as part of a Community Plan, Village Plan, or Neighborhood Plan, may have an apron in lieu of a driveway approach for access to the garage from the alley. The apron shall be a minimum of five feet deep and shall not count towards required parking.				N/A
Driveway Approach Locations: Driveway approaches shall be a minimum of 5' from any property line where water meters are located, except for corner lots as specified below. 1. For corner lots, or where the vehicular access into a subdivision intersects a collector or arterial road as defined in the Transportation Master Plan, the minimum driveway approach distance, as measured from the edge of the right of way to the nearest edge or driveway surface shall be as follows: Local = 15 feet; Collector = 40 feet, Arterials = 100 feet. 2. Residential lots or parcels shall not be allowed to have access ways onto arterial roads such as Redwood Road, Crossroads Boulevard, Pioneer Crossing, and Pony Express. Exceptions may be made for large lots (at least 1 acre in size) or for lots where the home is set back over 150 feet from the arterial roadway. Approval by UDOT may be required.				N/A
The City may reject any permit or proposal for a driveway approach where staff has determined the proposed location would be dangerous or where it conflicts with any permanent improvements, existing or master planned utilities, or waterways.			Accesses are sufficiently spaced	Complies
Street Connectivity				
Connectivity Standards. All new subdivisions shall provide connectivity with adjacent developed and undeveloped properties and with adjacent open space, amenities, parks, and natural areas. All new subdivisions are required to: Extend streets, sidewalks, and trails at least once in each direction to adjacent properties; and Connect to all existing vehicular and pedestrian access points on adjacent developed properties; and Install and connect public trails into all adjacent public open space, parks, and trails, which includes but is not limited to connections to trail corridors with public access easements; and Stub public streets at least every 1,000 feet into all adjacent sides of undeveloped properties; and Connect or stub into all adjacent master-planned rights-of-way, sidewalks, trails, and public transportation stops, stations, and facilities.				
Exceptions: Connectivity Standards may be reduced by the Land Use Authority for Preliminary Plats, Final Plats, or Site Plans, as applicable, if the applicant provides clear and convincing evidence that it is impracticable to achieve due to the following: i. Right-of-way, intersection, or access spacing cannot meet the Standard Technical Specifications and Drawings for City of Saratoga Springs; or			Refer to pedestrian connectivity redlines	Shall Comply
ii. The property is adjacent to the Jordan River, Utah Lake, delineated wetlands, slopes exceeding 30%, drainage channels, natural features, open space, or waterways that do not allow for a crossing or an access; or			Refer to pedestrian connectivity redlines	Shall Comply
iii. The property is adjacent to fully developed property that does not have any vehicular or pedestrian access points.			Refer to pedestrian connectivity redlines	Shall Comply
iv. Exceptions shall be constructed narrowly by the Land Use Authority.				N/A
v. These exceptions shall not apply to trail connections.				N/A

A schematic drawing of the proposed project that depicts the existing proposed transportation corridors within 2 miles, and the general relationship of the proposed project to the Transportation and Land Use Element of the General Plan and the surrounding area			Refer to plans on file	Complies
Trails Master Plan: Shows required trails			Refer to plans on file	Complies
19.14 Site Plan Review				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Approval Required: Site Plan approval shall be required for all developments which contain the following uses, together with any others for which it is required elsewhere in these Ordinances: 1. Any industrial use; 2. Any commercial use; 3. Any institutional use; 4. Two-Family Structures and Three-Family Structures; and 5. A multi-family residential development.			TBD with full site plan submittal	Shall Comply
Site Plan Standards: The entire parcel area shall be built upon, landscaped, or paved in accordance with the zone's open space and parking requirements.			TBD with full site plan submittal	Shall Comply
Piping of Irrigation Ditches: All existing irrigation canals and ditches which are located on the site or straddle a site property line shall be piped with a sufficient size pipe and shall be approved by the City Engineer.			TBD with full site plan submittal	Shall Comply
Preliminary Plat with Attached Units: When the proposed Site Plan includes attached units, the Site Plan submittal shall include a preliminary subdivision plat. Said plat shall include an ALTA survey of the property recorded with the Utah County Surveyor pursuant to the Utah Code, the proposed building locations, proposed floor plans and proposed elevations identifying each building in the development. Approval of the proposed Site Plan may occur simultaneously with the approval of the proposed preliminary plat.			TBD with full site plan submittal	Shall Comply
Nuisances: All commercial uses shall be free from objectionable odors, noises, hazards, or other nuisances.			TBD with full site plan submittal	Shall Comply
Residential Conversions: No existing residential dwelling or residential lot in any commercial or residential zone may be used or converted into a commercial use unless all of the standards set forth herein are met, including parking regulations, setbacks, landscaping, and architectural design.			TBD with full site plan submittal	Shall Comply
Ownership Affidavit: A statement of ownership and control of the subject property and a statement describing the nature of the intended use.			TBD with full site plan submittal	Shall Comply
Vicinity Map: A general location map indicating the approximate location of the subject parcel.			TBD with full site plan submittal	Shall Comply
Context plan: A context plan shall include the existing features within 200 feet of the proposed Site Plan property line. Existing features include, but are not limited to, buildings, ingress and egress points, landscaping areas, pedestrian paths, and property names.			TBD with full site plan submittal	Shall Comply
Site Analysis: A site analysis is a plan view drawing demonstrating land constraints and existing features. Existing features may consist of the presence of boulders, existing man-made features, significant trees, canals or ditches, access points or public rights-of-way, and existing conditions within 200 feet of the property line.			TBD with full site plan submittal	Shall Comply
Survey: A survey prepared and stamped by a Utah registered land surveyor listing the metes and bounds legal description and the gross acreage within the subject parcel.			TBD with full site plan submittal	Shall Comply
Compliance statement: A statement indicating how the proposed development complies with the City's adopted Land Use Element of the General Plan.			TBD with full site plan submittal	Shall Comply
Final Construction Drawings containing, at a minimum, all items specified in the City's "Standard Technical Specification and Drawings" manual. Applicant shall provide three full-size 24" x 36" copies and five 11 x 17 inch reductions as required on the application form, along with digital copies as outlined below. Additional copies may be required prior to adding the application to the Planning Commission agenda. Final Construction Drawings for a Site Plan is hereby required and shall be prepared and stamped by licensed or certified professionals including architects, landscape architects, land planners, engineers, surveyors, transportation engineers, or other professionals deemed necessary by the Planning Director. The City may require plans prepared by any or all of the above-noted professionals. A Site Plan application shall also contain the following: a. locations, dimensions, floor plans, uses and heights of all proposed buildings and structures, including overhangs, porches, stairwells, and balconies, and the locations of all structures on adjoining properties; b. access points, provisions for vehicular and pedestrian circulation on and off site, interconnection to adjacent sites, dimensions of such access and circulation, and pedestrian paths within 200 feet of the property boundary; c. acceleration and deceleration lanes, and dimensions thereof, if required; d. off-street parking and loading areas complying with the City's off-street parking requirements contained in Chapter 19.09 of this Title; e. proposed outdoor display areas; f. screening and buffering provisions, including types and heights of existing and proposed buffering and fencing elements; g. location and treatment of refuse collection areas, storage areas, mechanical equipment, and external structures; h. location, type, and size of all business and on-site circulation signage; i. tabulation of square footage devoted to various land uses, ground coverage by structures, and other impervious surfaces; x. type of construction of all structures, presence or absence of fire sprinkling, and location of existing and proposed fire hydrants; j. Established Grade of building area.			TBD with full site plan submittal	Shall Comply
Final Hydraulic and Hydrological storm drainage report and calculations. Location of all existing and proposed secondary irrigation systems, both on site and on adjacent properties, including ditches, pipes, and culverts.			TBD with full site plan submittal	Shall Comply
Final Traffic report: Said report shall comply with the standards outlined in the City's adopted Transportation Master Plan and shall include, but not be limited to, the following: a. an analysis of the average daily trips generated by the proposed project; b. an analysis of the distribution of trips on City street systems; c. a description of the type of traffic generated; and d. recommendations on what mitigation measures should be implemented with the project to maintain a level of service for existing and proposed residents acceptable to the City.			TBD with full site plan submittal	Shall Comply
Data table including: a. total project area b. total number of lots, dwellings, and buildings c. square footage of proposed building footprints and, if multiple stories, square footage by floor d. number of proposed garage parking spaces e. number of proposed surface parking spaces f. percentage of buildable land g. acreage of sensitive lands and what percent sensitive lands comprise of total project area and of open space area h. area and percentage of open space or landscaping i. area to be dedicated as right-of-way (public and private) j. net density of dwellings by acre (sensitive lands must be subtracted from base acreage). k. number of off-street parking spaces (e.g., number of proposed garage parking spaces, number of proposed surface parking spaces, etc.)			TBD with full site plan submittal	Shall Comply
Landscaping Plan: A landscaping plan, prepared and stamped by a licensed landscape architect, indicating the location, spacing, types, and sizes of landscaping elements and existing trees, and showing compliance with the City's off-street parking requirements, the City's design guidelines and policies, and the requirements of the appropriate zone.			TBD with full site plan submittal	Shall Comply
Lighting Plan: A lighting plan indicating the illumination of all interior areas and immediately adjoining streets showing the location, candle power, and type of lighting proposed, and in conformance with the City's lighting standards. An individual photometric plan is also required.			TBD with full site plan submittal	Shall Comply
Elevations: The elevations of all proposed buildings, fences, and other structures viewed from all sides indicating height of structures, the average finished grade of the site at the foundation area of all structures, percentage of building materials proposed, and color of all materials. A board showing building colors and materials is required.			TBD with full site plan submittal	Shall Comply
Signage Plan: An overall signage plan shall be approved during the Site Plan approval process. All information to be provided for the sign approval shall be submitted concurrent with Site Plan application materials, consistent with the requirements in Section 19.18.			TBD with full site plan submittal	Shall Comply
Fee: A fee set by resolution of the City Council shall accompany the application for any Site Plan review.			TBD with full site plan submittal	Shall Comply
Trails Master Plan: Shows required trails			TBD with full site plan submittal	Shall Comply

All Yellow boxes have drop downs

19.16 Site Architectural Design Standards				
General Site Design Standards				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Submittal Requirements: Scaled building elevations and perspectives (3D renderings) shall be submitted that indicate all colors, styles, materials, and other proposed building treatments. 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.			Provide 3D renderings with the full site plan submittal	Shall Comply
Pedestrian Connectivity: All buildings and sites shall be designed to be pedestrian friendly by the use of connecting walkways.			Refer to pedestrian connectivity redlines	Shall Comply
Safe pedestrian connections shall be provided to link between buildings with the public right-of-way, as well as links within a development. Sidewalks shall also be provided to link the building to pedestrian facilities adjacent to the property, and when feasible between developments.			Refer to pedestrian connectivity redlines	Shall Comply
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.			Refer to pedestrian connectivity redlines	Shall Comply
All pedestrian connections shall be shown on the related site plan or plat.			Refer to pedestrian connectivity redlines	Shall Comply
Parking Areas: 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% 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, or iv. That portion of development that lies within the Waterfront Buffer Overlay, or v. The development is Office, Warehouse/Flex space and when loading docks are not adjacent to a public right-of-way. Exception: when a lot with Office, Warehouse/Flex space is adjacent to more than one public street, loading docks may face the lower classification of the streets.			Refer to redlines on plan	Shall Comply
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.			Parking lot has hierarchy of circulation	Complies
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 3' 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.			Screening required for parking along 400 N	Shall Comply
Acceleration and Deceleration Lanes: Acceleration and deceleration lanes shall be required on major arterials when deemed necessary by the City Engineer.			Refer to Engineering redlines	Shall Comply
Parking Structures: 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.				N/A
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.				N/A
The view of a parking structure from a public street shall be minimized by placing its shortest dimension along the street edge.				N/A
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.				N/A
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.				N/A
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.				
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.			Show on plans and provide further details	Shall Comply
All trash dumpsters shall be provided with solid enclosures. i. Enclosures shall be composed of 6' 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.			Show on plan and provide further details	Shall Comply
Where trash enclosures, storage areas, or other external structures are adjacent to parking areas, a 3' landscaped buffer shall be provided that does not impede access into and out of vehicles.			Show on plan and provide further details	Shall Comply
These areas shall be well maintained and oriented away from public view. The consolidation of trash areas between buildings is encouraged. The use of modern disposal and recycling techniques is encouraged. 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.			Show on plans and provide further details	Shall Comply
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.			Show on plan and provide further details	Shall Comply
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.			Refer to pedestrian connectivity redlines	Shall Comply

Site Design Standards: Non-Residential Development				
Shopping Cart Corral: Shopping cart corrals are required for big box or mid box retail uses. 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.				N/A
The shopping cart corral rail finish shall match or complement the exterior finishes of the main building through the use of two out of three of the same exterior colors and finishes.				N/A
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 City Council to be customarily and appropriately conducted in the open. 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.			Use shall be conducted entirely within a fully-enclosed building	Complies
Outdoor Display: All retail product displays shall be located under the buildings' permanent roof structure or on designated display pads within front landscape areas.				N/A
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.				N/A
Display areas shall not block building entries or exits, pedestrian walks, required parking spaces, or required landscaped areas.				N/A
Seasonal uses outside of these areas may be approved through the Temporary Use process.				N/A
Outdoor Storage Standards: 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.				N/A
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.				N/A
The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.				N/A
A landscape strip with a minimum width of 5 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.				N/A
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).				N/A
The outdoor storage materials may not extend above the height of the fence or wall.				N/A
Access Requirements: a. Each roadway shall not be more than 40' 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.				N/A
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.			Loading space has space for adjacent parking	Complies
Screening of Storage & Loading Areas: 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.			Loading space located on rear of building	Complies
Screening for storage and loading areas shall be composed of 6' 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.			Screening required for loading area	Shall Comply
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.				N/A
				
Gates shall be made of opaque metal for durability. Chain-link gates with opaque slats are prohibited.			Screening required for loading and dumpster area	Shall Comply
The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.			Screening required for loading and dumpster area	Shall Comply
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).			Screening required for loading and dumpster area	Shall Comply
Buffers: 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 6' 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.			Provide more information about the existing fence adjacent to the residential property	Shall Comply
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.			Provide more information about the existing fence adjacent to the residential property	Shall Comply
Unless otherwise required by this Title, walls or fences used as a buffer or screen shall not be less than 6' in height.			Provide more information about the existing fence adjacent to the residential property	Shall Comply
Parking Lot Buffers: There shall be a minimum of 10' of landscaping between parking areas and side and rear property lines adjacent to agricultural and residential land uses.			TBD with landscaping plans	Shall Comply
Building Buffer: No building shall be closer than 5' 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.			Building is more than 5' from any parking area	Complies
Change in Grade Buffer: Where a proposed change in grade would increase the elevation of a non-residential development adjacent to existing residential development greater than three feet (3'), a buffer shall be established adjacent to the existing residential development, as follows:				
An increased setback requirement of two feet (2') per one-foot (1') of elevation change, as measured by the difference between the existing finished floor elevation of the nearest building on the residential property and the proposed finish floor elevation of the nearest non-residential building. The increased setback requirement shall be in addition to the existing setback requirement, as outlined in Section 19.04.			The building is lower than the adjacent residences	Complies
Should there be any dispute regarding the requirement of this buffer, the applicant for the proposed non-residential development shall be responsible for providing a survey showing the change in finished floor elevation between the proposed non-residential development and the existing residential development.			The building is lower than the adjacent residences	Complies
Screening: i. A six-foot masonry wall shall be constructed on the subject property, inward from the shared property line, and shall be set at or within 1 foot vertically of the finished floor elevation of the nearest non-residential building located on the subject property; and,			The building is lower than the adjacent residences	Complies
ii. One tree shall be required per 15 linear feet along the masonry wall required in (i) above to provide additional screening and privacy.			The building is lower than the adjacent residences	Complies
No drive-thru lanes shall be permitted within the setback area.			The building is lower than the adjacent residences	Complies
This buffer shall be in addition to any other required buffers.			The building is lower than the adjacent residences	Complies
Exceptions: The Land Use Authority may grant exceptions to the buffer requirements outlined in this section, as follows: i. The proposed non-residential development is separated from an existing residential development by a roadway, canal, trail corridor, or powerline easement, measuring at least 20 feet in width, or by any other existing natural or man-made feature that provides equivalent physical separation; or,			The building is lower than the adjacent residences	Complies
ii. An existing natural or man-made feature that provides visual screening equivalent to that required by the standard buffer as described in this section.			The building is lower than the adjacent residences	Complies

iii. The determination of "equivalent physical separation" or "equivalent visual screening" shall be made by the Land Use Authority based on site-specific conditions, including but not limited to topography, vegetation, and built structures.			The building is lower than the adjacent residences	Complies
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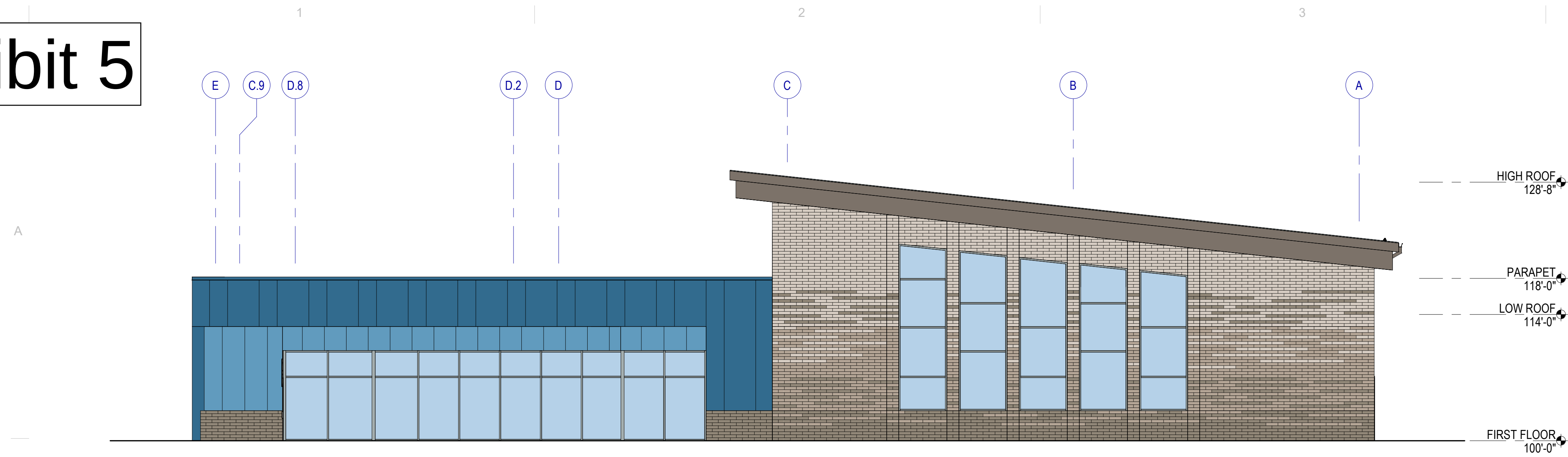
General Architectural Design Standards				
<i>General standards do not apply one-family and two-family dwellings unless governed under a D.A.</i>				
Building Articulation for Buildings Under 20,000 Square Feet (footprint): Building elevations exceeding 40' in length shall incorporate a minimum of one 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, and a minimum of two of the following, all spaced at intervals of 20' of horizontal width: i. Addition of horizontal and vertical divisions by use of textures or materials. ii. Primary material change (i.e. change in material type, size, or color). iii. Addition of projections such as balconies, cornices, covered entrances, porte-cochères, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36". iv. Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 12", gables or other similar devices.			Building is greater than 20,000 sf	N/A
Building Articulation for Buildings 20,000 Square Feet (footprint) and Over: Building elevations exceeding 60' in length shall incorporate a minimum of one horizontal elevation shift or combination of vertical and horizontal elevation shifts that together equal at least 20 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' of horizontal width: i. Addition of horizontal and vertical divisions by use of textures or materials. ii. Primary material change (i.e. change in material type, size, or color). iii. Addition of projections such as balconies, cornices, covered entrances, porte-cochères, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36". Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 36", gables or other similar devices.			Provide full architectural details with site plan submittal	Shall Comply
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.			Building is not obscured by natural topography	N/A
Roof Treatment: 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.			Provide full architectural details with site plan submittal	Shall Comply
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" in height above the roof.			Provide full architectural details with site plan submittal	Shall Comply
All roofs on three-family and multi-family dwellings shall have a minimum pitch of 3/12 (25% slope). To provide architectural enhancement, residential structures are encouraged to have multiple pitch variations.				N/A
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.			Provide full architectural details with site plan submittal	Shall Comply
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.			Provide full architectural details with site plan submittal	Shall Comply
Windows: Windows, other than rectangular windows, may be used as accents and trim. Untreated aluminum or metal window frames are prohibited.			Provide full architectural details with site plan submittal	Shall Comply
Awnings, Canopies, Trellises, and Pergolas:				
If attached to a building, all such features shall project at least 4' from the building when located over a pedestrian traffic area and no less than 2' otherwise.			Provide full architectural details with site plan submittal	Shall Comply
All such features shall be compatible in architectural design and details with the primary structure through the use of similar colors and building materials. Any posts utilized by such features shall be no smaller than 6" square or diameter and the roofing shall be compatible in color with the primary structure.			Provide full architectural details with site plan submittal	Shall Comply
All such features shall ensure proper drainage to prevent water accumulation on the canopy, around the building or on adjacent property.			Provide full architectural details with site plan submittal	Shall Comply
All such features shall maintain a minimum clearance above sidewalk grade of 8' to the bottom of the framework when located over a pedestrian traffic area and shall not obstruct any vehicular traffic.			Provide full architectural details with site plan submittal	Shall Comply
All such features shall not be located within any public utility easement, unless an encroachment permit is approved by the City's Public Works Department.			Provide full architectural details with site plan submittal	Shall Comply
Backlighting is not permitted.			Provide full architectural details with site plan submittal	Shall Comply
a. All such features shall adhere to the maximum height requirements of the applicable zoning district or the height of the primary structure, whichever is more restrictive.			Provide full architectural details with site plan submittal	Shall Comply
b. The following setbacks shall be applied to all such features located in non-residential zoning districts:				
i. All such features shall follow the applicable zoning district setback requirements for structures along streets classified as Arterials, as outlined in Chapter 19.04.			Provide full architectural details with site plan submittal	Shall Comply
ii. All such features that are greater than 200 square feet in size shall be required to maintain a setback of 5 feet from the property line.			Provide full architectural details with site plan submittal	Shall Comply
iii. All such features that are less than 200 square feet in size shall be required to maintain a setback of 2 feet from the property line.			Provide full architectural details with site plan submittal	Shall Comply
Mechanical Equipment: 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.			Provide full architectural details with site plan submittal	Shall Comply
Wing walls, screens, or other enclosures shall be integrated into the building and landscaping of the site, whether located on the ground or roof.			Provide full architectural details with site plan submittal	Shall Comply
Rooftops of buildings shall be free of any mechanical equipment unless completely screened from all horizontal points of view.			Provide full architectural details with site plan submittal	Shall Comply
Screening materials shall conform to the color scheme and materials of the primary building.			Provide full architectural details with site plan submittal	Shall Comply
Non-Residential Architectural Design Standards				
Four-Sided Architecture: 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.			Provide full architectural details with site plan submittal	Shall Comply
Color and Materials: 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 4 and no less than 2 types of materials per building, window and door openings excluded.			Provide full architectural details with site plan submittal	Shall Comply
Color of exterior building materials (excluding accent colors) shall be limited to no more than 4 and no less than 2 major colors per building. The roof shall not be considered a material or color.			Provide full architectural details with site plan submittal	Shall Comply
Bright colors, such as neon or fluorescent colors, bright orange or yellow, and primary colors, are only permitted as accent colors.			Provide full architectural details with site plan submittal	Shall Comply
No more than 75% of any building elevation shall consist of any one material or color. No more than 75% of any building elevation shall consist of any 1 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% of any building elevation shall consist of CMU, except in the Office Warehouse and Industrial zones, or iii. Office, Warehouse, Flex buildings in approved zones that utilize concrete tilt up construction are exempt from the maximum 75% of one material per elevation requirement but must follow all other architectural standards.			Provide full architectural details with site plan submittal	Shall Comply
Prohibited Materials: Tiles, Full veneer brick and tiles exceeding 1/2" in thickness is permitted, however veneer tile is prohibited. Stucco stone patterns and stucco brick patterns. Wood as a primary exterior finish material. Plain, grey, unfinished CMU block except as an accent material.			No prohibited building materials proposed	Complies

Stairways: 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.			Provide full architectural details with site plan submittal	Shall Comply
Roof Drains: All roof drains, conduit and piping, maintenance stairs and ladders, and other related services shall be located on the interior of the building.			Provide full architectural details with site plan submittal	Shall Comply
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.			Provide full architectural details with site plan submittal	Shall Comply
Electrical Panels: To the extent possible, all electric panels and communication equipment should be located in an interior equipment room.			Provide full architectural details with site plan submittal	Shall Comply
Street Orientation: All Retail or Commercial buildings shall have expansive windows, balconies, terraces, or other design features oriented to the street or adjacent public spaces.			Provide full architectural details with site plan submittal	Shall Comply
At least 35% 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. 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.			Provide full architectural details with site plan submittal	Shall Comply
Metal Buildings: Metal buildings are only permitted in the Agricultural, Residential Agricultural, Rural Residential, Office Warehouse and Industrial Zones.				N/A
All metal buildings shall be designed to have an exterior appearance of conventionally built structures. Stock, "off the shelf" metal buildings are prohibited.				N/A
Metal buildings in the Agricultural, Residential Agricultural, and Rural Residential zones shall only be used for agriculture as defined in Section 19.07.02 of the City Code.				N/A
19.18 Signs				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Site Plans require signage information (if tenant known, show location potential location size)			Provide additional details	Shall Comply
Moment sign location meets code and sign details provided			Provide additional details	Shall Comply
Wall signs and potential locations and details			Wall signage shall require separate building permit	Shall Comply
19.27 Addressing and Street Naming				
Double Check all Addresses after GIS Assigns Them				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
WebApp to Review Addresses assigned by GIS: https://gis.maps.arcgis.com/apps/webappviewer/index.html?id=b4786008c6d4420d06445c4815c566c1				
Address Numbers: is it accurate and sequential and does it fit between the intersection coordinates			Address assigned with original plat: 303 W. 400 North	Complies
Building Identification. All buildings shall have approved address numbers, and such numbers shall be identified using the following standards:			TBD with building inspection	Shall Comply
1. Background. Numbers shall be set on a background of a contrasting color.			TBD with building inspection	Shall Comply
2. Size. Residential building numbers shall be at least 4-inch tall block letters. All building numbers shall be of sufficient size so as to be legible from the street or private road. Non-residential buildings shall use Western Arabic numbers or alphabetic letters that are a minimum 4 inches high with a minimum stroke width of 0.5 inch, installed on a contrasting background and be plainly visible from the street or road fronting the property.			TBD with building inspection	Shall Comply
3. Visibility. Numbers shall be placed in a position that is plainly legible and visible from the street or road fronting the property. When a building is at a distance greater than the required setback from a street or when view of the building is blocked by trees or shrubs, numbers shall be displayed on a sign attached to a fence, gate, street mailbox, or lawn stake, in addition to being placed on the building. a. Stacked multi-family structures, condominiums, commercial, office, or institutional building numbers shall be placed in a prominent location at the main entrance of such buildings. b. Interior suites, apartments, units, or offices shall be clearly identified in a logical numeric or alphabetic sequence. c. Attached side-by-side town homes, commercial, office, or institutional buildings adjacent to a public or private street shall have individual addresses for each unit building numbers or letter with associated unit numbers. Developments with buildings that do not have direct access to a public or private street shall use one address from the public or private street, and each unit shall have a number or letter, such as 1, 2, 3 or A, B, C and so on. with building numbers or letters and associated unit numbers. d. Stacked multi-family structures, commercial, office, or institutional buildings shall have 1 address facing a public or private street and each unit shall have a number or letter such as 1, 2, d, or A, B, C and so on. with an individual building number or letter with associated unit numbers. e. Townhomes, three-family dwellings, two-family dwellings, commercial, office, or institutional buildings that have a front door that faces a public or private road and a driveway or parking access from a rear alley shall number only attach address numbers to the front of each unit and not the rear. f. Townhomes, three-family dwellings, two-family dwellings, commercial, office, or institutional buildings that have a front door that faces open space or another building and have a driveway or parking access from a rear alley shall number both the front and back of each unit. The applicant shall verify that address numbers are not duplicated in units that are across the green space or across the alley.			TBD with building inspection	Shall Comply
Fiscal Impact				
Regulations	Sheet #	Description of Compliance	City Planner Finding	Compliance
Is there any City maintained open space?			No	N/A
What is the anticipated cost to the City?			None	N/A
When will City maintenance begin?			N/A	N/A

All Yellow boxes have drop downs

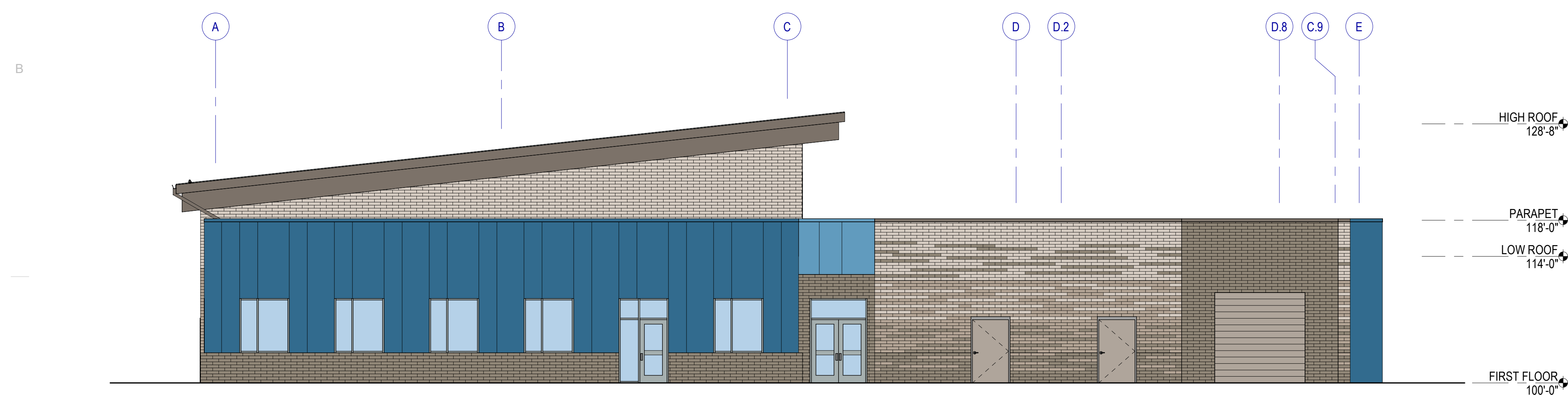
All Yellow boxes have drop downs

Exhibit 5



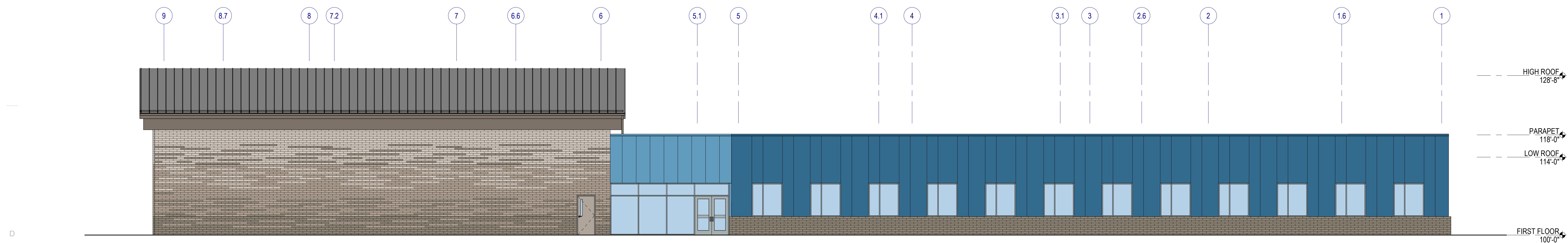
NORTH ELEVATION

SCALE: 1/8" = 1'-0"



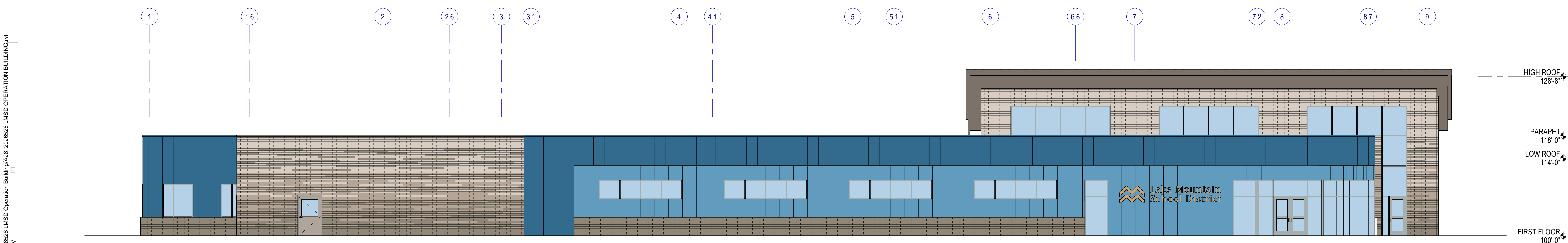
SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



WEST ELEVATION

SCALE: 1/8" = 1'-0"



EAST ELEVATION

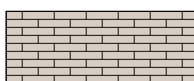
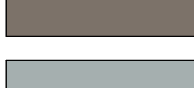
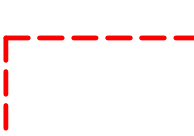
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATIONS GENERAL NOTES

Exterior Finishes: Provide exterior finishes, continuous until a transition is indicated. Provide on all similar elements, and on surfaces not shown in elevation such as back sides of piers, columns and other surfaces that may not be visible in the elevation view.

Lighting: Coordinate wall and soffit mounted lighting locations with Electrical drawings and with the Architect prior to rough-in.

LEGEND - EXTERIOR ELEVATION

	MASONRY - CMU TYPE 1, 4x16 RUNNING BOND BASIS-OF-DESIGN: SUNROC "JAVA"
	MASONRY - CMU TYPE 2, 4x16 RUNNING BOND BASIS-OF-DESIGN: SUNROC "CINNAMON"
	MASONRY - CMU TYPE 3, 4x16 RUNNING BOND BASIS-OF-DESIGN: SUNROC "CREAM"
	INSULATED METAL PANEL - TYPE 1 BASIS-OF-DESIGN: KINGSPAN "REGAL BLUE"
	INSULATED METAL PANEL - TYPE 2 BASIS-OF-DESIGN: KINGSPAN "SLATE BLUE"
	SINGLE-SKIN METAL PANEL MATCH CMU TYPE "1"
	METAL - ALUMINUM STOREFRONT
	GLAZING - VISION
	GLAZING - SPANDREL
	MOCKUP PROVIDE MOCKUP OF AREA AS INDICATED



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LAKE MOUNTAIN SCHOOL DISTRICT

SUPPORT SERVICES BUILDING

CARLTON AVE & 400 N
SARATOGA SPRINGS, UT 84045

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SECRET

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ONLY

MHTN PROJECT NO. 2026526
VIEW AND PRINT THIS DRAWING IN COLOR
 Original drawing is 30 x 42. Do not scale contents of this drawing.

REVISIONS		
CONTRACTOR TO VERIFY DRAWINGS IN FIELD USE REFLECT LAST REVISION DATE.		
NO.	DATE	DESCRIPTION

ISSUE
CONSTRUCTION DRAWINGS
10/15/2026

SHEET NAME

EXTERIOR ELEVATIONS

SHEET NUMBER

A201



PLANNING COMMISSION Staff Report

Code Amendment

Amending Section 19.18.03 & 19.18.05

October 8, 2026

PUBLIC HEARING

Applicant:	City Initiated
Type of Action:	Legislative
Land Use Authority:	City Council
Planner:	Sam Stout, Planner II

A. Executive Summary and Request:

This is a staff-initiated code amendment to establish a definition for “City Informational Signs” and exempt such signs from sign permit requirements and enforcement under Title 19. The amendment is intended to ensure that the City of Saratoga Springs may post official public notices and informational signage without the need to submit permit applications or risk citation under the City’s sign regulations. City Informational Signs are used to communicate important information to the public, including voting information, public notices, City-sponsored events, and other official announcements. The amendment clarifies that signs owned, installed, and maintained by the City for official governmental purposes are exempt from applicable sign permitting requirements and size limitations.

Additionally, HB033 was passed by the Utah State Legislature during the 2026 legislative session. Among other provisions, HB033 requires that a municipality may not prohibit the posting of a political sign on a park strip within the municipality, subject to certain requirements and limitations. The political sign provisions of this amendment are intended to ensure that the City’s Code is consistent with and complies with the requirements of state law. The amendment establishes a definition for “Political Sign” consistent with state law and clarifies that political signs are permitted as provided by Utah law and subject to the requirements and limitations established by the State.

Recommendation:

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

Manuel Monroy

mmonroy@saratogasprings-ut.gov

1307 N Commerce Dr. • Saratoga Springs, Utah 84045
801-766-9793 x247 • 801-766-9794 fax

B. Background:

Title 19 currently regulates signage throughout the City, including requirements related to sign size, location, and permitting. While the intent of these regulations is to regulate private signage, the Code does not clearly define or exempt City-installed informational signage used for governmental purposes.

The City routinely installs temporary and informational signs to communicate with residents regarding elections, public hearings, road closures, City-sponsored events, and other official matters. Without a clear exemption, City-installed signs could technically be subject to permitting requirements or enforcement provisions that were not intended to apply to signage installed by the City for governmental purposes.

This amendment adds a definition for “City Informational Sign” and expressly exempts such signs from sign permit requirements. This provides clarity for City staff, eliminates unnecessary administrative processes, and allows the City to communicate important information to the public in a timely and effective manner.

Prior to the 2026 legislation, the City generally prohibited the placement of “snipe signs” within Saratoga Springs, subject to limited exceptions, these included business advertisements, informational signs, and political signs. The newly enacted legislation, however, limits the City’s ability to regulate or remove political signs that comply with applicable state law.

This amendment also adds a definition for “Political Sign” that incorporates the definition provided in Utah Code § 20A-17-101.5. This provides clear guidance regarding which signs qualify as political signs and, consequently, which signs are subject to the protections and requirements established under state law.

C. Process:

Section 19.17.03 outlines the process criteria for Planning Commission and City Council Review:

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

Complies. *This is a staff-initiated proposal. The application will be reviewed by the Planning Commission and receive a recommendation prior to review by 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 this Title.

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

3. The Planning Commission shall provide the notice and hold a public hearing as required by the Utah Code and Chapter 19.13. For an application which concerns a specific parcel

of property, the City shall provide the notice required by the Utah Code and Chapter 196.13 for a public hearing.

Complies. Please see Section D of this report.

D. Community Review:

Public Hearing: This request has been noticed as a public hearing pursuant to City and State statutes, including posting on the Utah Public Notice Website, the City's website, and at City Hall. As a code amendment, mailed notice to surrounding property owners is not required.

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

E. General Plan:

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

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... 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 amendment supports efficient communication between the City and its residents, enhances transparency, and allows the City to provide timely public information without unnecessary procedural barriers. It will also allow for State Code regarding signage to comply with State Code.*

F. Code Criteria:

Code amendments are a legislative decision and grant the City Council significant discretion. The following criteria serve as guidance pursuant to section 19.17.05

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 of Section 19.17.05 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 D 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, as well as comply with State Code.*

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 provides clarity in code interpretation, reduces administrative burden, and allows the City to carry out governmental communication functions efficiently. It also meets recently passed state legislation from HB033 regarding political signage.*

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 amendment benefits the public by ensuring timely access to official information and provides clear guidance to staff regarding enforcement and permitting.*

5. Any other reason that, subject to the legislative discretion of the City Council, could advance the general welfare. *The amendment promotes transparency, consistency in enforcement, and effective public outreach. Also allows for political signs to be placed within permitted areas during election seasons.*

G. 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 “I move that the Planning Commission forward a recommendation for approval of the requested **Code Amendment**, with the Findings and Conditions in the Staff Report.”

Findings

1. The application is consistent with the General Plan, as articulated in Section E 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 F of the staff report, which section is incorporated by reference herein.

Conditions:

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

_____.

Option 2 – Continuance

“I move to **continue** the **Code Amendment** to another meeting on [DATE], with direction to the applicant and Staff on information and/or changes needed to render a decision, as follows:

1. _____
2. _____

Option 3 – Negative Recommendation

“I move that the Planning Commission forward a recommendation for denial of the requested **Code Amendment** with the Findings below:

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

H. Exhibits:

1. Proposed Code Amendments

Chapter 19.18. Sign Regulations.

Sections:

19.18.03. Definitions.

19.18.05. Signs Not Requiring a Permit.

19.18.03. Definitions.

As used in this Chapter, the following words and phrases have the following meanings, unless the context clearly indicates that a contrary meaning is intended:

1. **“A-frame Sign”** means a portable sign, structure, or configuration composed of two sign faces mounted or attached back-to-back in such manner as to form a basically triangular vertical cross-section.
2. **“Abandoned Sign”** means a sign that remains after the termination of a business or use, or a sign that exhibits fading or peeling paint, missing letters, chips or cracks or damage, or other evidence of neglect for a period in excess of ninety days. Termination of a business shall include ceasing operations, failure to obtain or renew a business license with the City, declaring bankruptcy, or failing to renew, update, or reinstate the business with the State of Utah.
3. **“Active Development”** means a property for which a subdivision, rezone, site plan, or other development application has been submitted, and which application has not expired or been closed for inactivity.
4. **“Alteration”** means the process of changing or rearranging any structural part, face, enclosure, lighting element, coloring, copy (except on electronic message signs), graphics, component, or location of a sign.
5. **“Animated Sign”** means a sign which incorporates moving, rotating, or traveling parts, including special lighting effects such as flashing or intermittent lights (excluding electronic message signs).
6. **“Athletic Facility Sign”** A sign attached to a fence surrounding and immediately adjacent to an athletic facility and facing only the interior of an athletic facility or a sign included as part of a scoreboard that is an integral part of an athletic facility. For purposes of this Chapter, an athletic facility is defined as a regulation size soccer, football, baseball, or softball field contained within a public park facility.
7. **“Awning Sign”** means a building sign that is part of a fabric, plastic, or similar shelter supported by a rigid framework attached to a building, and sheltering the building’s entrance or windows.
8. **“Balloon Sign”** means a balloon or other inflated device, with or without sign copy, placed on or attached to a property, business, or use.
9. **“Banner Sign”** means a sign made of fabric, plastic, or a similar lightweight flexible cloth-like material and hung from a building or framework attached to a building or placed in the ground.
10. **“Bench Sign”** means any sign painted or located on or attached to any part of a bench, seat, or chair placed on or adjacent to a public or private roadway.

11. **“Billboard”** shall have the same meaning as found in Utah Code § 10-9a-103, as amended
12. **“Cabinet Sign, Simple”** means a rectangular box with no rounded sides that houses the main component of a sign, where the sign copy area is composed of a single consistent material with lettering or copy items painted on, or affixed directly to the cabinet (see Figure 18.1).



Figure 18.1

13. **“Cabinet Sign, Complex”** means a polygonal box that houses the main component of a sign, where the sign copy area is composed of a single material with all lettering or copy items raised at least three-quarters of an inch above the primary cabinet (see Figure 18.2).

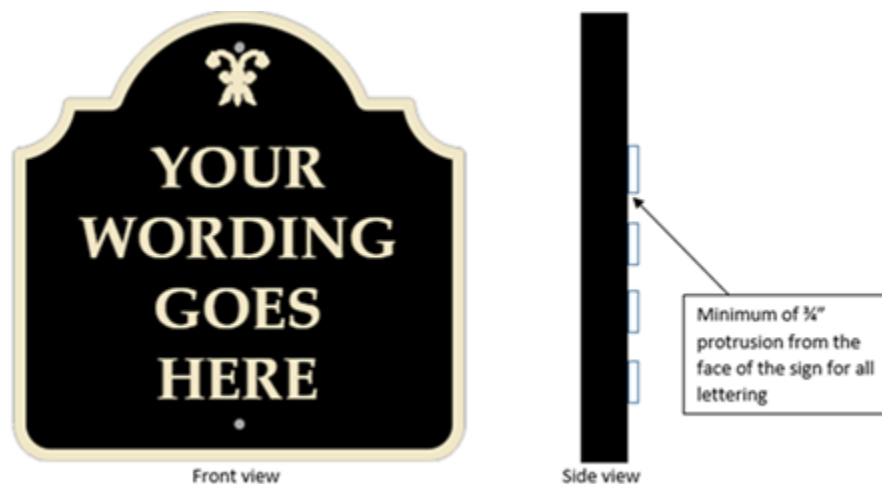


Figure 18.2

14. **“Canopy Sign”** means a building sign that is part of a metal structure supported by a rigid framework that is freestanding or attached to a building and sheltering the building’s entrance, windows, drive-thru, or similar feature.
15. **“Changeable Copy Sign, Digital”** means a sign or portion of a sign with characters, letters, or other copy that can be changed or modified by use of LED or other digital source, where the copy is limited to no more than one change per hour period, and not including Electronic Message Signs.

16. **“Changeable Copy Sign, Physical”** means a sign or portion of a sign with characters, letters, graphics, or other copy that can be changed or modified by mechanical, electrical, or manual means, not including digital, electronic messaging, or Electronic Message Signs.
17. **“Channel Letter Sign”** means a sign formed of individually manufactured characters, letters, graphics, or other copy that can be changed or modified by mechanical, electronic, or manual letters grouped together to form a word, logo, or icon (see Figure 18.3).



Figure 18.3

18. **“City Approved Special Event”** means an event approved by the City but not operated by a City department.
- ~~18.~~19. **“City Informational Sign”** means a sign expressing official City communication, owned, installed, and maintained by the City of Saratoga Springs for informational purposes, such as public notices, voting information, and city sponsored events or announcements.
- ~~19.~~20. **“City Sponsored Special Event”** means an event approved by and operated by a City department.
- ~~20.~~21. **“Clearance”** means the height of the lowest edge of the face of a sign as measured from the finished grade.
- ~~21.~~22. **“Commercial Zone”** means the Regional Commercial, Neighborhood Commercial, Business Park, or Office Warehouse zone.
- ~~22.~~23. **“Commercial Zone Sign”** means any sign located on a property in a commercial zone.

23.24. “Cornerstone Sign” means a message carved or cast into a building, or a metal plaque permanently attached to a building.

24.25. “Double-faced Sign” means a sign with two parallel, identical faces or two identical sign faces that are not parallel but diverge from a common edge at an angle no greater than fifteen degrees, as shown in Figure 18.4.

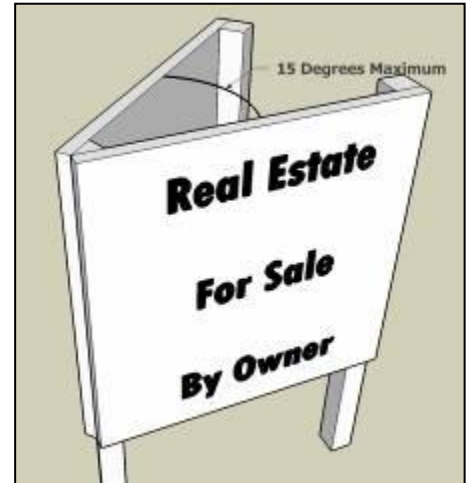


Figure 18.4

25.26. “Drive-thru Board Sign” means a sign oriented to occupants of a vehicle utilizing a drive-thru lane at an establishment that offers transactions or exchanges through a window, with or without ordering capability. Drive-thru board signs shall not be considered a monument sign or wall sign.

26.27. “Electronic Message Sign” means a changeable copy sign, excluding score boards for sports fields, consisting of electronically controlled light sources which change the sign copy or graphics, where the copy changes more frequently than once per 24 hour period.

27.28. “External Illumination” means lighting which is mounted to illuminate a sign face from a remote position outside of the sign structure.

28.29. “Flag” means a sign that is constructed of fabric, plastic, or similar lightweight cloth-like material hung from a permanent or temporary pole, or attached to a structure, in such a manner as to allow movement of the material.

29.30. “Feather Banner Sign” means a type of temporary sign generally made of fabric or other light-weight material attached to a pole anchored into the ground. (see figure 18.5)



Figure 18.5

30.31. “Freestanding Sign” means a type of ground sign that is supported by any number of fixed permanent forms or supports between the sign face and the ground.

31.32. “Ground Sign” means a sign that has its own supporting structure and is not attached to or supported by a building. Types of ground signs include pedestal, pylon, and monument.

32.33. “Group Identification Signs” means a sign regarding two or more properties or uses that may share common frontage, access points, off-street parking, or loading areas.

33.34. “Halo Illumination” means a sign whose face is illuminated from behind and glows around the edges of letters or symbols giving the effect of a halo.

34.35. “Illuminated Sign” means any sign designed to emit artificial light or designed to reflect light from one or more sources of artificial light.

35.36. “Inflated Signs” means a sign that is supported by heated or forced air or lighter-than-air-gases.

36.37. “Interior Directional Signage” means signage that is placed entirely within the boundaries of a development lot or site and situated adjacent to an internal intersection, drive-thru, or other similar feature that warrants vehicular or pedestrian directional clarification.

37.38. “Monument Sign” means a ground sign with a face that extends the entire width of the base. The base only then extends to the ground.

~~38.39.~~ **“Neon Sign”** means any sign visible to the exterior of a building that uses neon, argon, or any similar gas to illuminate transparent or translucent tubing or other materials, or any use of neon, argon, or any similar gas lighting on or near the exterior of a building or window.

~~39.40.~~ **“Nonconforming Sign”** means a sign that legally existed at the time that it was installed under the regulations in effect at that time, but does not conform to the current applicable regulations of the area in which it is located and has been maintained unmodified and continuously since the time the applicable regulations changed to render it nonconforming.

~~40.41.~~ **“Off-premise sign”** means a sign, object, or structure with a message or form of communication that is not designed or intended to direct attention to a property or part of the property where the sign is located.

~~41.42.~~ **“Painted Window Sign”** means a sign painted on windows or doors with markers, paints, or any other type of substance used to display messages.

~~42.43.~~ **“Panel”** means a plate or other delineating feature containing sign copy within a larger sign.

~~43.44.~~ **“Park and Trail Information Sign”** means a regulatory or informational sign for a park, trail, or other open space, including hours of operation, directional markers, mile markers, park rules, etc.

~~44.45.~~ **“Pedestal Sign”** means a freestanding ground sign with two or more vertical supports extending from the sign face to the ground.

~~45.46.~~ **“Pennant”** means an item made of flexible materials suspended from one or more corners, used in combination with other such signs to create the impression of a line.

~~46.47.~~ **“Permanent Sign”** means any sign that is intended to be and is so constructed to be of a lasting and enduring condition, remain unchanged in character and condition beyond normal wear and tear, and be positioned in a permanent manner fixed to the ground, wall, or building.

~~48.~~ **“Pole Sign”** means a freestanding sign which is supported by a single pole mounted permanently in the ground.

~~47.49.~~ **“Political Sign”** shall have the same meaning as found in Utah Code § 20A-17-101.5, as amended.

~~48.50.~~ **“Primary Entrance”** means the entrance used by the majority of visitors to a property, use, or building.

~~49.51.~~ **“Projecting Sign”** means a sign attached to a building and extending in whole or in part beyond any wall of the building.

(Ord. 24-48, Ord. 24-05, Ord. 19-38, Ord. 18-30, Ord. 17-26, Ord. 17-14, Ord 17-02, Ord. 16-20, Ord. 16-04, Ord. 13-16, Ord. 11-9)

19.18.05. Signs Not Requiring a Permit.

The following signs may be placed without a permit:

1. Signs that are placed entirely within a structure or building, and cannot be viewed from outside the building.
2. Works of art that do not include or convey commercial or non-commercial speech.

3. Flags. Properties or uses in residential zones are permitted a maximum of one flag pole for any single property. A maximum of three flag poles are permitted for any single use or property in all other zones. Flags shall be attached to a house, building, foundation, or pole, shall not cross property lines, and shall not exceed the maximum size and height, as measured from established grade to the top of the flag, outlined in the table below:

Mounting Height (feet)	Maximum Flag Size (feet)
35 (or maximum structure height otherwise permitted in	5 by 9.5
30	5 by 8
25	4 by 6
20	3 by 5

4. Residential temporary signage in compliance with the residential sign standards.
5. No more than two window signs per façade of a licensed use, each not exceeding 20 percent of the area of the individual window in which the signs are placed.
6. A Maximum of one neon sign no larger than two square feet per licensed use in a non-residential zone during regular operating hours.
7. Cornerstone signage permanently attached to the building.
8. A maximum of one A-frame sign per licensed use in a non-residential zone during regular operating hours, subject to the following limitations:
 - a. The sign shall not exceed four feet in height and eight square feet in size as shown in Figure 18.7.
 - b. The sign shall be placed behind the sidewalk immediately adjacent to the use. If the adjacent sidewalk is more than fifteen feet back from the edge of pavement, the sign may be placed between the curb and sidewalk, provided that the entire sign shall be no closer than fifteen feet from the curb.
 - c. The sign shall not obstruct or project into the sidewalk.
 - i. Exception: in instances where the sidewalk both abuts the structure and provides width beyond the minimum requirement, the A-frame sign may be placed on the sidewalk in such a manner to be outside the minimum required width and not obstruct passage of the sidewalk.
 - d. The sign shall be weighted to prevent movement by wind.
9. Traffic control signs that are approved by the City Engineer or highway authority and comply with the Manual on Uniform Traffic Control Devices and applicable laws, are permitted. Such traffic control signs shall not be required to comply with the general sign standards listed in 19.18.06.

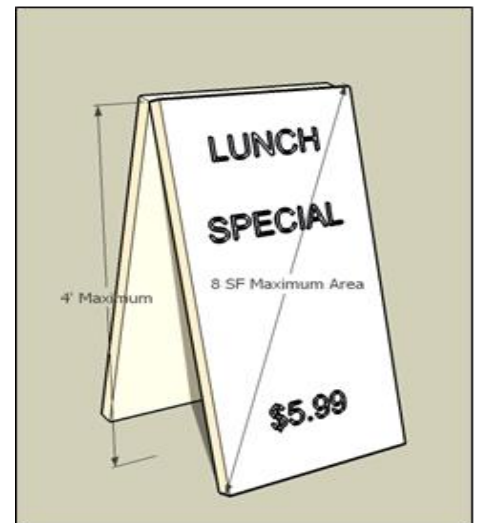


Figure 18.7

10. Vehicle signs in non-residential zones on vehicles parked within a designated parking space, and outside of any site visibility triangle for public safety reasons.
11. Park and Trail Information signs that are approved by a public agency. Such signs shall not be required to comply with the general sign standards listed in 19.18.06.
12. Scoreboards within Regional Parks. No electronic advertising is permitted; only the score may be displayed electronically.
13. HOA Signs.
 - a. Snipe Signs.
 - i. Exception: a Homeowners Association (HOA) may allow and approve the location of these signs on HOA maintained and/or owned property as long as they are not located in an arterial or freeway right-of-way or in the clear sight triangle and shall not be placed on, or cover traffic signs or light poles. These signs shall not exceed 3 square feet in size.
 - b. Banner Signs.
 - i. Banner signs shall only be permitted on a temporary basis.
 - ii. Banner signs shall not exceed four feet in height and thirty-two square feet in size.
 - iii. Banner signs shall be placed in a landscaped area or on a structure, and shall not be located within the clear sight triangle identified in Chapter 19.06.
 - iv. Banner signs shall be limited to no more than 30 days per sign.
14. City Informational Signs may be located on city-owned property, including arterial roads under city ownership or jurisdiction. City informational signs shall be located and designed to not obstruct visibility, interfere with traffic control devices, or create a hazard to pedestrian or vehicular traffic.
- ~~15.~~ 15. Political Signs. Political Signs shall be allowed as required by Utah State Code § 20A-17-101 et. seq., as amended.

(Ord. 24-48, Ord. 17-26, Ord 17-02, Ord. 16-04, Ord. 13-16, Ord. 12-9, Ord. 11-9)



MINUTES – Planning Commission

Thursday, September 24, 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 Chair Rachel Sprosty Burns.

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

Present:

Commission Members: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.
Staff: Sarah Carroll, Planning Director; Rulon Hopkins, Assistant City Attorney; AnnElise Harrison, Public Relations Manager; David Jellen, Senior Planner; Kendal Black, Senior Planner; Austin Roy, Senior Planner; Caden Baines, Planner II; Ken Knight, Engineer; Wendy Wells, Deputy Recorder.
Others: Bradley Gygi, John Miller, Marty Beaumont, Scott Carlson, Brett Stout, Gary Merrell, Thomas Lehnardt, Ben Duzett.

Excused: None.

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

PUBLIC HEARINGS

1. **Annexation Policy Plan Update Public Hearing, located approximately in the Andover Annexation area northeast of Pony Express Parkway and Clark Drive.**

Planning Director Sarah Carroll presented the item. One unincorporated land parcel (13:028:0066) is proposed to be added to the City's Annexation Policy Plan. The parcel would eventually be annexed into the City as part of the Andover Property – located approximately northeast of the intersection of Clark Drive and Pony Express Parkway.

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

Scott Carlson of Lehi was in attendance to answer questions.

Commissioner Hill received clarification that if the annexation did not occur, the parcel of land would stay in the county and could eventually move into Lehi.

Motion made by Commissioner Willden that the Planning Commission forward a recommendation for approval of the requested Annexation Policy Plan Area Map Amendment for the City of Saratoga Springs, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Roman. Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

2. **Spring Heights II Rezone, General Plan Amendment (GPA), located at 2300 N. Redwood Road. Marty Beaumont with St. John Properties as applicant.**

50 Senior Planner Austin Roy presented the item. The applicant is requesting to rezone the property from
Agricultural (A) to Regional Commercial (RC) and Light Industrial (LI) and change the land use from Business
Park (BP) to Regional Commercial (RC) and Light Industrial (LI). The proposed rezone would allow for a
commercial development which would consist of a combination of office, retail, and flex buildings. The
proposed commercial project would be similar to the approved Spring Heights development to the north with
55 the same types of buildings and uses, with the exception that Spring Heights II would include a Class A office
building.

Public Hearing Open by Chair Rachel Sprosty Burns.

60 Deputy Recorder Wendy Wells read an emailed comment from resident Amber Rawle who expressed
concerns regarding some warehouse projects she was aware of that had been built on Redwood Road near
Harvest Hills where residents had complained about noise and disruptive lighting. She did not think there was
a need for additional warehouse type buildings in the area as she felt there were plenty of those, and traffic was
already congested. She asked that the rezone be rejected.

65 No comments were made from those in attendance at the meeting, and the public hearing was closed by the
Chair.

70 Applicant Marty Beamont of St. John Properties was in attendance to answer questions. He noted there had
been some lighting issues that he felt had been resolved. He explained that the project had been challenging
due to elevation, but thought the proposal would be a good use of the property, and he did not believe that
use would be more impactful than the current land use designation of Business Park. He shared that a
neighborhood meeting had been held where many questions and concerns had been discussed that he felt had
been addressed in a positive manner.

75 Commissioner Hill received information that the planned office building in the project would bring the use
more in compliance with the future land use map and General Plan. He wondered if there was a Development
Agreement in place to secure that, and asked what type of business environment the applicant anticipated.

80 Senior Planner Austin Roy and Mr. Beaumont agreed there was a Development Agreement that had been
drafted and the office building was included in the agreement.

85 Mr. Beaumont addressed Commissioner Hill's question regarding the business environment, and shared that
the project just to the north was in the process of being leased and one tenant would be Alpine School
District, and there was also a planned medical office. He noted that he had similar developments in Pleasant
Grove that included some retail, but generally featured a mix of business types.

90 Commissioner Hill received clarification that the applicant was still in the early stages of the application
process, which was why parking was listed as "shall comply," with details such as the number of required
ADA stalls to be finalized before the final plan was submitted. He was also informed that there would be a
few drive-thrus in the project.

95 Commissioner Sprosty Burns raised several questions regarding the proposed development, noting that the
property had previously been anticipated for a school and asked why the proposed use had changed. She also
inquired about the transition, or "feathering," between the proposed development and adjacent residential
properties, and asked Staff to explain "feathering"; she requested more information on examples of light
industrial uses adjacent to residential areas; building height; the canal; fencing and landscaping; the amount of
excavation; and the proposed elevations in relation to Redwood Road. She also expressed her concern that the
property had been zoned for a school and the proposed use differed significantly from that intended use.

100 Senior Planner Austin Roy explained that Alpine School District (which would be converting to Lake
Mountain School District) owned the property but had determined that it did not intend to use the site for a
future school. He advised that the General Plan had updated the use to Business Park. He responded to the
request to explain "feathering", and shared that it referred to transitioning from higher-density to lower-

density development to create a buffer, and noted that the extent of such a transition was at the discretion of the City Council. He highlighted that the way code viewed the flex buildings was similar to the way warehouse was viewed in that generally half the square footage was for storage and typically had less intense usage and traffic. He went on to explain that light industrial was a newer zoning designation and that similar developments, including Northshore and the future Cliff Lake had no buffer between the uses. He stated that the proposed building would be approximately 24 feet tall, with a maximum allowable height of 40 feet.

Mr. Beaumont addressed questions regarding the canal, explaining that they had worked with the canal company and planned to pipe the canal. He also discussed the proposed landscaping and fencing, stating that a vinyl privacy fence was planned in areas where fencing was required. Regarding grading, he explained that significant excavation would be necessary to level the site and that approximately 15 feet of excavation was anticipated. He acknowledged concerns from residents regarding views but noted that the excavation should help preserve some views. He explained that the plan was at a very preliminary stage, but he thought it would be designed with three tiers to address the site's elevation changes, with each tier expected to add approximately 10 feet in elevation.

Commissioner Harris received clarification that the commitment to the office building would stand due to the Development Agreement language.

Commissioner Rather received clarification that the north property would be Office Warehouse and Regional Commercial. He expressed mixed feelings about the proposal, noting that while he did not prefer the proposed architecture, he felt the development would result in less obstruction of views and less intensive use of the property. He also expressed concern about the development's proximity to the City's Gateway Overlay. Considering these factors, he stated that he had conflicted feelings about the overall proposal.

Commissioner Mann liked that the proposal would minimally impact residential views. She asked whether approval of the rezone would create an obligation to allow a 50-foot building if the concept plan were later changed. She liked the current proposal, but was very concerned about the possibility of a taller building.

Senior Planner Austin Roy affirmed that if the rezone were accepted then a 50-foot building could be built in the RC zone.

Mr. Beaumont noted that it was not their intention to sell the property or to build a tall building, but said that he understood the concern.

Commissioner Hill received some clarification regarding the possible location of the office building. He thought the proposed plan would have a minimal impact on residents.

Commissioner Sprosty Burns thought the intention with the space was to bring head of household employment. She expressed her perception that a disproportionate amount of the City's commercial development was occurring in the northern part of the City.

Planning Director Sarah Carroll advised that the original concept plan did not have an office building, but they had added it in the spirit of compromise.

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Rezone and General Plan Amendment for Spring Heights II, located at approximately 2300 N. Redwood Road, with the Findings and Conditions in the Staff Report.

Seconded by Commissioner Willden.

Yes: Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: Matt Harris, Rachel Sprosty Burns.

Absent: None.

Motion passed 5 - 2.

Commissioner Harris explained that he had voted no because he felt it should stay in the current zone.

Commissioner Sprosty Burns agreed with Commissioner Harris, and also felt there was a need to bring in more head of household jobs, and wasn't sure the proposal would accomplish that.

3. **Saratoga Springs Senior Seminary Rezone, and General Plan Amendment (GPA), located Northwest of New Alpine School District High School. Bradley Gygi as applicant.**

Planner II Caden Baines presented the item. The applicant is requesting to amend the Future Land Use Map of the General Plan from Low Density Residential to Institutional/Civic, and rezone from Planned Community to Institutional/Civic. The 1.78-acre property is located northwest of the new Alpine School District High School and is being proposed to be used as a seminary.

Planner II Caden Baines noted that parking was something that needed to be worked out.

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

Applicant Bradley Gygi of Salt Lake City was in attendance to answer questions. He shared that he was aware of the need to improve the pedestrian connections to the sidewalk, as well as iron out the parking plan. He noted that in general, there would not be a great need for parking because the students walked over to the building from the high school, and it would only be staff and instructors who would need parking spaces. He explained that if they paved the entire area for parking it would reduce landscaping and could become an accessory parking lot for the high school.

Commissioner Hill thought the Senior Seminary building should be planned and constructed at the same time as the high school. He received information regarding the parking requirements, noting that the actual parking need was significantly less than the required number of spaces for an education center. He also mentioned that a similar seminary in the City was functioning well with fewer parking spaces. He also asked if there had been a new design for the proposed building, different from previous seminary designs.

Mr. Gygi said they were not using standard plans for the seminary and institute buildings any longer, and this one was a custom design for the site.

Commissioner Rather expressed his appreciation for the new design and asked Mr. Gygi to pass along his positive feedback to those involved in the church's building and development decisions.

Motion made by Commissioner Harris that the Planning Commission forward a recommendation for approval of the requested Rezone and General Plan Amendment for Saratoga Springs Senior Seminary located northwest of the new Alpine School District High School, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Rather.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

4. **Amendment to Title 19 Land Development Code of the City of Saratoga Springs, Chapter 19.05 – Supplementary Regulations - Fencing for Public Utilities, located at West Village Parkway Parcel 59:011:0083. Corey Pace as applicant.**

Senior Planner Kendal Black presented the item. This is an applicant-initiated code amendment. The requested code amendment is to modify the language in Section 19.05.16 to allow public utilities to have a wall or fence that has a maximum height of ten (10) feet. Current code allows a maximum height of eight (8) feet for public and private utilities. The applicant has provided two options for the code amendment depending on if the commissioners wanted to recommend the 8 or 10 feet.

Assistant City Attorney Rulon Hopkins clarified that the amendment would provide that, if applicable state or federal laws or regulations governing public utilities required standards greater than those required by the City code, the state or federal requirements would prevail.

215

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

220

Commissioner Sprosty Burns received clarification regarding roads and residential areas on the map. She noted that she preferred a 10-foot fence.

225

Planning Director Sarah Carroll explained that they had met with the applicant to gain a better understanding of the request, and the concern had been whether it was advisable to have every utility in the City be able to have a 10-foot fence.

230

Commissioner Hill shared that he had sat on a public commission for a power utility and due to that insight felt strongly that a 10-foot fence should be the rule for safety and protection.

Commissioner Harris wanted to know why the extra 2 feet might make a difference, since an 8-foot fence was already fairly tall.

Commissioner Hill thought the extra 2 feet mattered because the utility companies had done studies and had developed a standard to determine that a 10-foot fence was preferred.

235

Commissioner Sprosty Burns felt a 10-foot fence provided more security and protection for the utilities.

Commissioner Roman thought a 10-foot fence would help to provide a better sound barrier.

240

Motion made by Commissioner Hill that the Planning Commission forward a recommendation for approval of the requested Code Amendment to Chapter 19.05, with the Findings and Conditions in the Staff Report, specifying that the maximum height of a utility fence or wall shall be 8 feet. All utility fences and walls shall be designed to be compatible with the character and appearance of surrounding neighborhood. Notwithstanding the foregoing, of greater fence or wall height shall be permitted to the extent required the applicable state or federal law, regulation, or other governmental requirements. Seconded by Commissioner Willden.

245

After further discussion on the height of 8 or 10 feet maximum, **Commissioner Hill Amended the motion to “the maximum height of a utility fence or wall shall be 10 feet”.**
Amended Second by Commissioner Willden.

250

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

255

Motion passed 7 - 0.

BUSINESS ITEMS

260

- 1. RMP Jumbers Substation Site Plan, located at West Village Parkway Parcel 59:011:0083. Corey Pace as applicant.**

Senior Planner Kendal Black presented the item. The applicant is seeking approval for an electrical substation on Parcel 59:011:0083, located west of Fox Hollow and east of the future Mountain View Corridor within the Agricultural Zone. The parcel is approximately 5.25 acres; however, only 0.89 acres will be fenced and used for the substation. The site is located more than 400 feet from nearby homes and is adjacent to the future Mountain View Corridor pathway. No buildings are proposed as part of the development.

265

Commissioner Hill wanted to be sure all of the “shall comply” items would be met.

270

Senior Planner Kendal Black advised that there were 4 conditions left to be met, and those would be completed before final approval.

Motion made by Commissioner Willden that the Planning Commission forward a recommendation for approval of the requested Site Plan for Rocky Mountain Power Jumpers Substation Site Plan located at Parcel 59:011:0083, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Mann.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

2. Saratoga Springs Commercial Plat F Lot 606 Site Plan, located at 1199 North Redwood Road. Thomas Lehnardt as applicant.

Senior Planner Kendal Black presented the item. The applicant is seeking approval for a sit-down restaurant. The parking standard used to calculate the parking for the development is 1 stall per 100 square feet for a restaurant. The 4,612-square-foot building and 35-seat outdoor seating area require 53 parking stalls, with 53 stalls provided. The property is 47,756 square feet (1.10 acres) in size. The proposed building is 27' tall.

Senior Planner Kendal Black advised that the location was for a barbecue restaurant with outdoor seating.

Applicant Thomas Lehnardt of Highland was in attendance to answer questions.

Commissioner Hill received clarification that the lot to the south was for In-N-Out Burger, and that the restaurant would be Mission BBQ. Based on feedback from residents, he thought they would be very pleased to have this restaurant coming to the City.

Commissioner Sprosty Burns wanted to ensure the walk-in cooler was not accessible from outside, and received information that it was not.

Motion made by Commissioner Mann that the Planning Commission forward a recommendation for approval of the requested Site Plan for Saratoga Springs Commercial Plat F Lot 606, located at 1199 North Redwood Road, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Harris.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

3. Saratoga Springs Commercial Plat G Lot 712 Site Plan, located at 421 West Lake Drive. Thomas Lehnardt.

Senior Planner Kendal Black presented the item. The applicant is seeking approval for a multi-tenant building. Uses include one commercial building with up to six 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 53 required parking stalls and 55 provided for the 7,700-square foot building. The property is 74,052 square feet (1.70 acres) in size. The proposed building is 23'-4" tall.

Applicant Thomas Lehnardt of Highland was in attendance to answer questions.

Commissioner Hill received clarification that Commercial Plat G Lot 712 was for a multi-tenant retail building, and did include a drive-thru. He asked what type of businesses would be there.

Mr. Lehnardt explained that they were working with a few businesses, but did not make any announcements until a lease had been signed. He thought that most of the businesses would be general retail.

Motion made by Commissioner Rather that the Planning Commission forward a recommendation for approval of the requested Site Plan for Saratoga Springs Commercial Plat G Lot 712, located at 421

West Lake Drive, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Willden.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

4. **Evans Estates Preliminary Plat, located at 1126 West Fairfield Road. Daryl Hodgson as applicant.**

Senior Planner Austin Roy presented the item. The proposed plat consists of 30.27 acres of land and will be subdivided into 74 lots, ranging in size from 10,033 to 16,902 square feet. The plat includes 3.21 acres of open space, split between Parcels A, D, E, and F.

Senior Planner Austin Roy advised that Parcels B and C had existing homes on them.

Applicants Ben Duzett with Focus Consulting and Developer Brett Stout were both in attendance to answer questions.

Commissioner Hill noted there were a few items listed as “shall comply”, and received clarification that those would be finalized when they applied for building permits. He felt traffic in the area would be mostly limited to neighborhood traffic.

Commissioner Sprosty Burns was concerned about traffic and was informed that there were some plans to add a signal at 1000 West and Pony Express Parkway, and extend 1000 West south to Pony Express Parkway, which could help alleviate some traffic issues.

Motion made by Commissioner Mann that the Planning Commission approve the requested Preliminary Plat for Evans Estates located at approximately 1126 W. Fairfield Road, with the Findings and Conditions in the Staff Report. Seconded by Commissioner Hill.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

5. **Approval of Minutes: August 27, 2026.**

Motion made by Commissioner Willden to approve the minutes of August 27, 2026. Seconded by Commissioner Rather.

Yes: Rachel Sprosty Burns, Matt Harris, Scott A. Hill, Virginia Rae Mann, NH Rather, Chris Roman, Doug Willden.

No: None.

Absent: None.

Motion passed 7 - 0.

REPORTS

1. **Commission Comments.** Commissioner Hill reported on the APA Utah Learning session. He recognized the City’s Planning Staff who had participated on the panel, and felt it had gone really well.

2. **Director’s Report.** – Planning Director Sarah Carroll advised of upcoming agenda items and recent City Council actions. She also noted that the APA Utah Learning session had been successful. She advised Commissioners that Senior Planner/Long-Range Planner Tippe Morlan and Assistant City Attorney Rulon Hopkins had accepted leadership positions with other municipalities, and would be leaving Saratoga Springs. She thanked them for their hard work and professionalism. She also reminded Commissioners to complete their annual training, and the next Planning Commission meeting would be held on October 8th.

385 Commissioner Sprosty Burns thanked both Tippe and Rulon for their hard work and felt that both of their
accomplishments reflected positively on the City. She thought the training and support they received during
their time with the City had helped prepare them to advance into positions of greater responsibility and
reflected their dedication and professional growth.

390 Commissioner Roman expressed appreciation to Assistant City Attorney Rulon Hopkins for all of his hard
work, and noted that he would be missed by the Planning Commission.

CLOSED SESSION

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

395 **ADJOURNMENT**

Meeting Adjourned Without Objection at 7:44 p.m. by Chair Rachel Sprosty Burns.

400 _____
Date of Approval

Planning Commission Chair

405 _____
Deputy City Recorder