



# MINUTES – Planning Commission

Thursday, April 23, 2020

City of Saratoga Springs City Offices

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

## PLANNING COMMISSION MEETING MINUTES

**Call to Order - 6:00 p.m.** by Chairman Troy Cunningham

**Present:** Via Video Conference

- 5 Commission Members: Bryce Anderson, Audrey Barton, Troy Cunningham, Ken Kilgore, Reed Ryan, Josh Wagstaff.  
Staff: Dave Stroud, Planning Director; Gina Grandpre Planner II; Conrad Hafen, Assistant City Attorney; Gordon Miner, City Engineer; Jeff Pearson, Engineer II; Nicolette Fike, Deputy Recorder, David Johnson, Economic Development Director.  
10 Others: Daniel Schmidt, Thomas Lehnardt, Lou Phung

1. **Pledge of Allegiance** - led by Commissioner Cunningham.

2. **Roll Call** – A quorum was present

15 3. **Business Item: Preliminary Plat for Saratoga Springs Commercial Plat E located west of 1303 N. Exchange Drive. Daniel Schmidt, WPI as applicant.**

20 Planner II Gina Grandpre presented the item. The proposed preliminary plat of Saratoga Springs Commercial Plat E contains one lot in the Regional Commercial zone. The lot size is 2.01 acres and .8 acres will be dedicated as a public right of way as Exchange Drive. Open space is not required in a commercial subdivision plat but the site plan is required to have a minimum of 20 percent landscaping. Daniel Schmidt was present as applicant. Planning Director Dave Stroud advised that it is up to the State DABC to determine compliance and so Planning Commission will not see the site plan.

25 Commissioner Kilgore

- Received confirmation from the applicant that they would comply with all conditions.

Commissioner Barton

30 - Inquired how street names are determined, more particularly regarding Exchange Drive. Planning Director Dave Stroud advised that Exchange Dr. was already an established street name which will continue.

35 **Motion made by Commissioner Barton that the Planning Commission forward a recommendation of approval to the City Council regarding the preliminary plat of Saratoga Springs Commercial Plat E, located south of Crossroads Blvd, west of Exchange Drive based upon the Findings and Conditions in the Staff Report. Seconded by Commissioner Anderson.**

**Aye: Bryce Anderson, Audrey Barton, Troy Cunningham, Ken Kilgore, Reed Ryan, Josh Wagstaff. Motion passed 6 - 0.**

40 4. **Business Item: Site Plan for Saratoga Springs Commercial Lot 402 & 403 located approximately 153 W. Crossroads Blvd., Daniel Schmidt, WPI as applicant.**

45 Planner II Gina Grandpre presented the item. The applicant is requesting approval of two Site Plans in the Saratoga Springs Commercial Plat D Subdivision. Daniel Schmidt was present as applicant. He noted that these are two lots within plat D, there will be more lots coming for this project; the road and these two lots should all be built together.

Commissioner Cunningham

- Asked about potential tenants. Daniel Schmidt responded that they have a number of tenants signing leases which he cannot name yet; they will promote themselves. They have seen a little bit of a slowdown

50 at this time but several tenants are willing to move forward, others may take longer. They anticipate at least these two buildings will be strong.

Commissioner Kilgore

- Received confirmation from the applicant that they would comply with all conditions.
- Received clarification on the compliance list from Planner II Gina Grandpre.

Commissioner Wagstaff

- Asked about the current General Plan, this area has not been updated on it yet. Economic Development Director David Johnson noted an update to the area had been made and the map may still need updated. Staff will follow up with this.

**Motion made by Commissioner Ryan to approve the proposed site plan of the Saratoga Springs Commercial Lots 402 and 403 Retail Building at ~191 W. crossroads Blvd. in the Regional Commercial zone with the findings and conditions in the Staff Report. Seconded by Commissioner Kilgore.**

**Aye: Bryce Anderson, Audrey Barton, Troy Cunningham, Ken Kilgore, Reed Ryan, Josh Wagstaff. Motion passed 6 - 0.**

**5. Approval of Minutes: March 26, 2020**

Commissioners Kilgore and Anderson noted typos in the minutes.

**Motion made by Commissioner Anderson to approve the minutes of March 26, 2020. Seconded by Commissioner Barton. Aye: Bryce Anderson, Audrey Barton, Troy Cunningham, Ken Kilgore, Reed Ryan, Josh Wagstaff. Motion passed 6 - 0.**

**6. Reports of Action.** – No Reports were needed.

**7. Commission Comments.**

Commissioner Barton inquired who named the streets. Planning Director Dave Stroud advised that for the most part it is the developer. Those are then approved along with the plats in Planning Commission and City Council.

**8. Director’s Report.** – Planning Director Dave Stroud noted that most of the staff was working from home. Waiting to hear of any new Planning Commission applicants. In response to Commissioner Cunningham he advised next month’s meeting should go forward as planned; continuing with the current video conference at least through May.

Commissioner Wagstaff asked for an updated General Plan map. Economic Development Director David Johnson advised it should be in the GIS map section and they will follow up with that.

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

**10. Meeting Adjourned Without Objection at 6:24 p.m. by Chairman Troy Cunningham.**

5/14/2020

Date of Approval

*[Signature]*  
Deputy City Recorder



*[Signature]*  
Planning Commission Chair