



MINUTES – Planning Commission

Thursday, January 24, 2019

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 Kirk Wilkins

Present:

5 Commission Members: Kirk Wilkins, Bryan Chapman, Bryce Anderson, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele
Staff: Dave Stroud, Planning Director; Sarah Carroll, Senior Planner; Daniel McRae, Engineer II; Nicolette Fike, Deputy Recorder
10 Others: Katie Springer, Seth Springer, Jed Stewart, Josh Wagstaff

1. Pledge of Allegiance - led by Seth Springer

2. Roll Call – A quorum was present

15 3. Public Input

Public Input Open by Chairman Kirk Wilkins

No public comment was given.

Public Input Closed by Chairman Kirk Wilkins

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4. Oath of Office for Planning Commissioner Bryce Anderson. – Oath was administered by Deputy Recorder.

25 5. Election of Commission Chair and Vice Chair.

Commissioner Carn made a nomination and motion that Kirk Wilkins be the Planning Commission Chair for the 2019-2020 Term and Bryan Chapman as Vice Chair. Seconded by Commissioner Steele. Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7-0.

30 6. Public Hearing: Home Occupation for Katie's Korner Preschool, located at 454 S. Wild Spur Ln. Kathryn Springer, applicant.

Planning Director Dave Stroud presented the application. The applicant is requesting approval of a preschool for children ages 3-4 in the basement of her home at 454 Wild Spur Lane. The operating hours will be from 9:30-2:30. The applicant has proposed a maximum of 10 students per class and two classes per day.

35 Katie Springer was present as applicant. She noted that the need for a preschool is great in this area.

Public Hearing Open by Chairman Kirk Wilkins Receiving no public comments, the Public Hearing was closed by Chairman Kirk Wilkins.

40 Commissioner Kilgore

- Received confirmation from the applicant that they would comply with the conditions from City Staff.
- Asked what the area was to the north, not behind her house. The applicant, Katie Springer, responded that it was a detention pond. She noted they have no plans for outside play. It is all inside.
- He asked about entry. Katie Springer noted that there is no basement entrance, the Fire Marshall has signed off on the main floor entrance because of the number and size of window wells. Commissioner Kilgore noted they usually include the space of entryway to the application, which still complies.

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Commissioner Anderson

- Asked if there had been any concern from neighbors. Katie Springer noted that several have come to her with support, no one has come to her with concerns.

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Commissioner Wilkins.

- Noted it was nice to have an application where everything said it complies.

55 **Motion made by Commissioner Carn to approve the Katie's Korner Preschool, located at 454 Wild Spur Lane, with the Findings and Conditions in the Staff Report dated January 17, 2019. Including adding the square footage on the stairs and the first floor. Seconded by Commissioner Cunningham.**

Commissioner Kilgore wanted to include the front entryway as well to the motion as part of the additional sq. ft. area.

60 **Commissioner Carn amended the motion to include the front entryway. Commissioner Cunningham agreed.**

65 **Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7 - 0.**

7. **Business Item: Preliminary Plat and Site Plan for Quailhill Plat F (Mt. Saratoga), located approximately 250N. Mt. Saratoga Blvd., Edge Homes, applicant.**
Senior Planner Sarah Carroll presented the plans. This request is for preliminary plat and site plan approval for 261 units within Quailhill at Mt Saratoga. This phase includes 8.68 acres of open space and associated amenities including a clubhouse, pool, swing set, playground, drinking fountain, and trails. A portion of Mt. Saratoga Blvd. will be recorded with this plat as well.

75 Jed Stewart with Edge Homes was present as applicant. He noted that the change between the initial concept plan and tonight is primarily due to topography. It will be improved.

Commissioner Steele

- 80 - Noted on Plat F bldg. A, a notation of LC 202 and asked what it stood for. Jed Stewart explained that stood for Limited Common owned by the HOA.
- Would there be an elevator. Jed Stewart replied the buildings were all 3 stories so they wouldn't have an elevator. Commissioner Steele suggested they refer to the Fair Housing Act Design Manual. It's not ADA requirements. It could prevent a lawsuit.

Commissioner Kilgore

- 85 - Received confirmation from the applicant that they would comply with the conditions from City Staff.

Daniel McRae, Engineer II, requested that a condition be added that the public to private road transitions be addressed as per City Engineer redlines. Commissioner Carn noted that Staff Report Condition 1, that all requirements of City Engineer shall be met, would possibly cover that. Senior Planner Sarah Carroll noted they have already given the applicant that feedback and staff felt that condition would cover it.

Commissioner Carn

- 95 - Asked if it was City Code to require water conserving sprinkler heads. Senior Planner Sarah Carroll replied it was City Code for public and private.

Commissioner Wilkins

- Felt his concerns had been addressed.

100 **Motion made by Commissioner Kilgore that Based upon the evidence and explanations received today, I move that the Planning Commission approve the proposed site plan. I also move that the Planning Commission forward a recommendation to the City Council for approval of Quailhill Plat F Preliminary Plat, located at approximately 250 North Mt. Saratoga Blvd., with the findings and conditions in the staff report for January 24th, 2019. Seconded by Commissioner Steele.**

105 **Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7 - 0.**

8. **Business Item: Preliminary Plat for Pump House 5 located at the Corner of 400 W. and Crossroads Blvd. City Initiated.**

110 Planning Director Dave Stroud presented the item. This is a request for preliminary plat approval for a one lot subdivision in the Agriculture zone that consists of 0.34 acres.

Commissioner Kilgore received confirmation from Staff that the City would also comply with conditions.

115 Motion made by Commissioner Steele to forward a positive recommendation to the City Council regarding the Pump Station 5 Preliminary Plat with the Findings and Conditions in the Staff Report. Seconded by Commissioner Carn. Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7 - 0.

120 9. Approval of Minutes:
a. December 13th, 2018

Motion made by Commissioner Chapman to approve the minutes of December 13th, 2018. Seconded by Commissioner Carn. Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7 - 0.

125 10. Reports of Action. - No Reports were needed.

130 11. Commission Comments.
Commissioner Wilkins noted that sometimes the packets could be compressed in size better.
Commissioner Anderson received clarification on public hearing items and business items where the public comes to comment during the open comment section. It was discussed that Planning Commission allows the open comment section as a public service.
Commissioner Carn noted he attended the meeting with City Administration and School Board this morning.
135 Commissioner Steele suggested taking the code a chapter at a time at a meeting to talk about it and if there were any discussion for just 10 minutes. Commissioners felt it might be good in meetings where time allowed.

A motion was made by Commissioner Steele that an agenda item be added to Planning Commission for discussion of City development code, one chapter at a time, in a time frame of not more than 10 minutes. Commissioner Carn seconded.

140 Commissioner Carn suggested it be placed on the agenda as a possible item. Planning Director Dave Stroud advised that if there was not time to discuss it could be continued to a following meeting instead of listing it as possible.

145 Commissioner Chapman asked to amend the motion to leave it to the prerogative of the Chair to Table the item or not. Commissioner Steele agreed to the amendment. Commissioner Carn agreed as well. Planning Director Dave Stroud suggested that they leave it up to staff to decide if there is room to include it on the agenda. Commissioner Steele accepted that amendment and Commissioner Carn agreed. Aye: Bryce Anderson, Bryan Chapman, Christopher Carn, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 7 - 0.

150 12. Director's Report. - Planning Director Dave Stroud noted that the next meeting was February 7th 2019. He noted that we have been progressing with staff approvals which saves time for Staff and Applicant.

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

14. Meeting Adjourned Without Objection at 6:51 p.m. by Chairman Kirk Wilkins.

160 7 FEB 2019
Date of Approval



[Signature]
Planning Commission Chair
Kirk Wilkins

[Signature]
Deputy City Recorder

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