



MINUTES – Planning Commission

Thursday, June 27, 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 Vice Chairman Bryan Chapman

Present:

5 Commission Members: Bryan Chapman, Bryce Anderson, Christopher Carn, Troy Cunningham, Ken Kilgore
Staff: Dave Stroud, Planning Director; Josh Bishop, Assistant City Attorney; Gordon Miner, City Engineer; Kayla Moss, Deputy Recorder

Excused: Commission Members: Kirk Wilkins and Sandra Steele

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1. Pledge of Allegiance - led by Commissioner Carn
2. Roll Call – A quorum was present
3. Public Input - Open by Vice Chairman Bryan Chapman, receiving no public comment, the Input time was closed.

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4. Public Hearing: Update to the Standard and Technical Specifications and Drawings Manual. City Initiated. City Engineer Gordon Miner presented the item.

Public Hearing Open by Vice Chairman Bryan Chapman

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No public comment was given.

Public Hearing Closed by Chairman Bryan Chapman

25 Commissioner Kilgore mentioned item E 16-K regarding Storm Drains says detention ponds can be on a residential lot that has a residence there. He wondered if this intended for a developer to have a residential lot set aside for a detention pond. Also, currently if you are on a one acre lot or larger the City has exempted them from full landscaping. He wondered if a detention pond would be included in this.

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30 City Engineer Gordon Miner responded that the intention is to limit it to one residential lot. It would be the responsibility of the residential land owner to maintain the detention pond and surface improvements. The City would still be responsible for the subsurface. This is to try and prevent having to create an HOA because of a detention pond. He will talk to staff about the over one acre landscaping exemption.

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Motion made by Commissioner Carn to forward a positive recommendation to City Council regarding these proposed revisions to the City's Standard Technical Specifications and Drawings with the following modification; limited to one residential lot in a development and (City) Engineering work with (City) Staff on the large lot exemption. Seconded by Commissioner Kilgore Aye: Christopher Carn, Bryan Chapman, Ken Kilgore, Troy Cunningham, and Bryce Anderson.

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5. Business Item: Site Plan and Conditional Use Permit for Havoline Xpress Lube located at 1457 N. Exchange Dr. Brad Findlay, applicant. Planning Director Stroud presented the site plan to the Planning Commission. Brad Findlay, applicant, expressed excitement to be in the City if this is approved.

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45 Commissioner Kilgore Received confirmation from the applicant that they would comply with the conditions from City Staff.

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Motion made by Commissioner Anderson to approve site plan for Havoline Xpress Lube and automobile repair located at 1457 N. Exchange Drive with the findings and conditions in the staff report. Seconded by Christopher Carn. Aye: Christopher Carn, Bryan Chapman, Ken Kilgore, Troy Cunningham, Bryce Anderson.

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Motion made by Commissioner Carn to recommend approval of the Conditional Use Permit for Havoline Xpress Lube located at 1457 N. Exchange Dr. with the findings and conditions in the staff report. Seconded by Troy Cunningham. Aye: Christopher Carn, Bryan Chapman, Ken Kilgore, Troy Cunningham, and Bryce Anderson.

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6. **Business Item: Major Site Plan Amendment and Conditional Use Permit for AT&T Wireless Tower, located at 273 West Aspen Hills Blvd. Doug Kofford, applicant.** Planning Director Dave Stroud presented the item.

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Planning Commissioner Carn recused himself from this item due to his professional association with AT&T.

Commissioner Kilgore Received confirmation from the applicant that they would comply with the conditions from City Staff. He asked if the applicant would be storing fuel on site. Doug Kofford advised they used standard equipment on site. The Fire Marshall would need to approve.

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Motion made by Commissioner Cunningham to approve a Major Site Plan Amendment for a cell tower located within the Riverview Elementary School site, subject to staff findings and conditions in the staff report. Seconded by Commissioner Kilgore. Aye: Bryan Chapman, Ken Kilgore, Troy Cunningham, Bryce Anderson.

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Motion made by Commissioner Kilgore to recommend approval to City Council for the conditional use permit for AT&T Cell Tower, subject to findings and conditions in the staff report. Seconded by Commissioner Cunningham. Aye: Bryan Chapman, Ken Kilgore, Troy Cunningham, Bryce Anderson.

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7. **Business Item: Site Plan and Conditional Use Permit for Welby-Jacob Pond/Pumphouse located approximately 925 West Military Road, Nate Shipp, applicant.** Planning Director Stroud presented the site plan and conditional use permit to the Planning Commission. Daniel Herzon was present for applicant.

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Planning Commissioner Kilgore asked if the City will maintain the property since there is no landscaping. Planning Director Dave Stroud advised that the City would be in charge of maintenance.

Motion made by Commissioner Anderson to approve the proposed site plan of the Welby-Jacob pond and pumpstation at approximately 925 West Military Road, with the Findings and Conditions in the staff report. Seconded by Commissioner Cunningham. Aye: Christopher Carn, Bryan Chapman, Ken Kilgore, Troy Cunningham, Bryce Anderson.

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Motion made by Commissioner Cunningham to recommend approval for the proposed conditional use permit for the Welby-Jacob pond and pumpstation at approximately 925 W. Military Rd. with the Findings and Conditions in the staff report. Seconded by Commissioner Carn. Aye: Christopher Carn, Bryan Chapman, Ken Kilgore, Troy Cunningham, Bryce Anderson.

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8. **Approval of Minutes:**
a. June 6, 2019

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Motion made by Commissioner Carn to approve the minutes of June 6, 2019. Seconded by Commissioner Cunningham. Motion passed unanimously. Commissioner Anderson abstained.

9. **Reports of Action.** - None

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10. **Discussion of City Code: Title 19.08 – Home Occupations & 19.09 – Off-Street Parking. (10 min.)**
This item was not discussed at the meeting due to Planning Commission members being absent.

11. **Commission Comments.** - None

12. **Director's Report.** – Planning Director Dave Stroud gave a report of recent City Council actions.

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

Meeting Adjourned Without Objection at 6:31 p.m. by Vice Chairman Bryan Chapman

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11 July 2019
Date of Approval

[Signature]
Deputy City Recorder

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[Signature]
Planning Commission Chair
Kirk Wilkins