

**City of Saratoga Springs
Planning Commission Meeting
June 23, 2016**

Regular Session held at the City of Saratoga Springs City Offices
1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

Minutes

Present:

Commission Members: Kirk Wilkins, Sandra Steele, Hayden Williamson, David Funk, Ken Kilgore, Troy Cunningham

Staff: Kimber Gabryszak, Planning Director; Mark Christensen, City Manager; Sarah Carroll, Senior Planner; Kevin Thurman, City Attorney; Gordon Miner, City Engineer; Jamie Baron, Planner I; Cindy LoPiccolo, City Recorder

Excused: Brandon MacKay

Call to Order - 6:30 p.m. by Chairman Kirk Wilkins

1. Pledge of Allegiance - led by Commissioner Williamson

2. Roll Call – A quorum was present

3. Public Input

Public Input Open by Chairman Kirk Wilkins

No input was given.

Public Input Closed by Chairman Kirk Wilkins

4. Public Hearing: Amendment to the Annexation Expansion Area of the City's Annexation Policy Plan.

Sarah Carroll, Senior Planner, presented the annexation expansion plan for the City. This would only impact the boundary on the map for the annexation policy plan. The City has not heard anything official back from Lehi on how they feel about the expansion plan.

Commissioner Wilkins opened the public hearing. There were not comments and the public hearing was closed.

Commissioner Cunningham wondered how much coordination there is with Lehi on projects that go over the borders of Lehi and Saratoga Springs.

Senior Planner Carroll advised that the borders have overlapped for years and there is not currently a solution for it.

City Attorney Thurman advised that State Law does go over the fact that municipalities can coordinate together to make sure there are not overlaps but it is not a requirement.

Motion made by Commissioner Steele to forward a recommendation for approval for the proposed amendment to the annexation policy plan, specifically the amendment to the annexation expansion area map as shown in the attached exhibit A, based on the findings in the staff report. Seconded by Commissioner Funk. Aye: Sandra Steele, David Funk, Hayden Williamson, Kirk Wilkins, Ken Kilgore, Troy Cunningham. Motion passed 6 - 0.

5. Public Hearing: Site Plan and Conditional Use Permit for Discount Tire located at 1413 North Exchange Drive, Discount Tire, Applicant.

Jamie Baron, Planner, presented this site plan and conditional use permit to the Planning Commission. This area is currently zoned Regional Commercial so this would be a conditional use. The building would have six bays. There are 41 parking stalls provided to them currently so with the employees and stalls per bay requirements they are shy by one stall. The staff recommends a positive recommendation for this project.

Zach Johnson, the applicant, advised that Discount Tire has about 800 stores nationwide. They are all family owned and they pride themselves on service. They like to be a part of communities and they are excited to be in Saratoga Springs.

Commissioner Wilkins opened the public hearing. There were no comments so the public hearing was closed.

Commissioner Kilgore mentioned that there will be four tire centers within a two mile radius if this is approved. He wondered if that was a typical competitive density. He is concerned about not having enough parking and not meeting the sign requirements. He feels that parking is a big issue. He wondered if the applicant will be able to add two more parking stalls. There have been a lot of parking issues in the shopping center they are wanting to locate in. He also wondered if there was a possibility to reduce the secondary sign to 50% of the primary sign size.

Zach Johnson advised that Discount Tire does a lot of due diligence to understand the growth of communities before they locate. They would not be moving forward if there were too many competitors in the area. The engineering firm puts together an analysis of other businesses in the area before they decide where to locate. In regards to parking he mentioned that you are not going to see 30 employees on a typical day. The average maximum will normally just be 15 employees so there should not be an issue with parking. One concern they have with the site is the single entrance for deliveries and just normal traffic. They will look into finding more spots but it's up to what the site size can allow. He is also willing to talk to Discount Tire to see if they can reduce the secondary sign size to be 50% of the primary sign size. It is likely they will just want to increase the primary sign to the maximum allowed so that the other two signs will conform to the code.

Commissioner Cunningham echoed his concerns about parking.

Commissioner Steele advised that in similar facilities she has observed that the bays count as parking and because of that she is comfortable with the amount of parking. The base of the monument sign says that it is painted CMU but she cannot find painted CMU anywhere on the building. The color needs to match the building so she suggested some other things that could be used. She also had some concerns about having a lighter color tan in the back of the building. She would like to see it painted the same color as the building.

Commissioner Williamson is also not concerned about the parking. He feels that Discount Tire knows how to manage their business. He is okay with giving them a variance for the current sign proposal. He thinks three smaller signs is better than making them increase the size of their primary sign to allow for the two other signs.

Commissioner Funk is concerned about parking. He often goes to a Discount Tire store that has plenty of parking but there is almost always a truck coming or going that is delivering tires. With what he sees he thinks there is a possibility to add a couple more parking spots. If he were a customer going to their business and they didn't have parking he would just go across the street to Walmart where there is parking. He thinks it would be to the advantage of the business to have those extra parking spots. He is concerned about the wording in the code that says that businesses "can comply" rather than saying they "will comply". He would like to have assurance that businesses are going to follow what the code says. Commissioner Funk later commented that with consideration of bay parking he is ok with the parking planned.

Planner Baron advised that a condition in the staff report says that they have to follow all of the standards in the code. So the City will make sure that they do comply.

Commissioner Wilkins clarified some things about the lighting for the site. He noted that the applicant does not have any problems with complying with everything. He is in favor in allowing the parking reduction. His justification for this is because of the parking they also have in the bay and in front of the bay. He said they would have to comply with the sign code. He asked that staff verify that trucks will be able to appropriately access the site.

Commissioner Steele noted that she thought they could push snow into the water basin to keep parking unblocked. She mentioned the need to have vegetation to screen the electrical gear cabinets.

Commissioner Wilkins reviewed conditions suggested by the Planning Commissioners.

Motion made by Commissioner Williamson made the motion to forward a positive recommendation of the Discount Tire site plan and conditional use permit with the findings and conditions listed in the staff report with the modifications that the proposed amount of parking is acceptable and the external electrical switch gear cabinet meets the screening code, the base of the monument sign meets code, staff verify the ability for a truck to access the site safely. Seconded by Commissioner Cunningham. Aye: Sandra Steele, David Funk, Hayden Williamson, Kirk Wilkins, Ken Kilgore, Troy Cunningham. Motion passed 6 - 0.

6. Work Session: Code Amendments, Multiple Sections, City Initiated.

Kimber Gabryszak, Planning Director, presented code amendments to the Planning Commission that they would like to hold a public hearing held at a future meeting. The first section is 19.04 which is in regards to zoning. It would reduce some setbacks in the commercial zones and includes some other general clean up. They will also be adding the community commercial zone. There will also be a chapter for Mixed Waterfront and a chapter for design standards. They are also looking into rezoning all of the churches, parks and open space to an Institutional/Civic zone. She also reviewed with commissioners some of the requirements for having and obtaining a solicitor license according to the code.

Commissioner Steele mentioned that the EPA is going to be requiring new development to make sure rain water stays where it falls so that runoff doesn't go into the lake. She is a little hesitant about the backyard requirements that are being proposed. She thinks that putting wording to say that runoff needs to be minimal would be prudent.

Planning Director Gabryszak reviewed changes to Section 19.06 regarding landscaping. The City would like to educate the residents on their options for landscaping. There will also be two changes with screening and fencing. One change is to clarify that it's not just in the agricultural zone that chain link and wire fences are allowed, but also in agricultural uses. It also applies to the keeping of animals. Parallel fencing was also not clear in the code so that was written differently to make more sense. She asked opinions on an engineering recommendation of requiring piping of canals. Commissioners asked for

examples to be brought back. City Attorney Thurman advised that it's a safety and maintenance issue; it's also a liability issue for the City with trails next to open water channels. There could also be a requirement that it be fenced. Commissioner Steele noted that the liability of a closed channel could be just as much. Commissioner Kilgore would like to include Historical Canals.

There are also a couple of changes in regards to signs. They changed the definition for dwell time on signs. Code language was also added for parks and trails and also electronic signs. Electronic signs are going to be allowed in Institutional/Civic and Regional Commercial zones on developments that are four acres or larger. Pedestal signs are only allowed on those that are seven acres or larger.

Commissioner Steele is concerned about electronic signs; she is against them and especially having them on pedestals. The dwell time across the nation also varies from five seconds to one week. If they allow these she would like two electronic sign faces as a safety issue.

Commissioner Funk has an issue with dwell time being a minimum of five seconds. He talked to a sign company that doesn't allow anything less than six seconds. He thinks it should be at least six and maybe seven seconds. Staff recommended having eight seconds for dwell time on electronic signs.

Commissioner Wilkins also does not like the idea of allowing electronic signs on pedestals.

Commissioner Williamson is not as concerned about the pedestals signs as long as the City is managing lumens.

Commissioner Kilgore mentioned that he likes the illumination that points down instead of up and outward.

Planning Director Gabryszak moved on to mention that signs for HOA and public parks are also held to the same standards as any other use on a limited basis. They are also going to allow pedestal and monument signs at parks on a permit basis. A new chapter regarding open space is also being added. They are changing the approach to open space. This has been sent to developers and park designers. A developer right now is using this as their open space standards for their community plan. The City was going to present this sooner but they wanted to see how it worked with the developer. It seems to be working fine. They are proposing a point system so that a certain amount of amenities need to be provided based on how large the open space is. A certain amount of park space is going to be required based on the amount of residences that are being developed. They reviewed the parks in the City that they thought were good and those that they felt were lacking and came up with the standards for the amount of points based on what was provided in the parks.

Commissioner Funk thinks that there is some disparity in the amount of points that are given for different amenities. A 56,000 square foot soccer field is given 55 points and a little league baseball diamond is only given 4 points. A developer is going to see the smaller cost with greater points so no one will ever build a little league baseball diamond. Planning Director Gabryszak replied that when looking at the cost to develop each was where the points came from but she would check further on that. Commissioner Funk thinks that the fee in lieu is addressed well in the code.

Commissioner Wilkins wondered if the points could be changed based on the needs of the City and who would be doing that in the future. Planning Director Gabryszak advised that it cannot be changed based on the needs of the City. They determined the points based on the cost of each amenity. There is also a note that gives the City the ability to give points to an amenity that is not listed in the code. They also added a section about paying a fee in lieu of open space. If they are allowed to pay one based on the criteria in the code they can but if not they can't. She is also going to add Pickle Ball to the open space code.

Commissioner Kilgore thinks that including the fee in lieu in the code is good.

Commissioner Wilkins would like to see that the funds that are being captured by fee in lieu are earmarked for other projects.

Planning Director Gabryszak advised that fee in lieu payments usually go into the general fund and not for a specific park improvement. She will look into being able to allocate it to a specific project. She also mentioned that there are different categories for different types of amenities so that the City could require a variety of improvements for parks and open space. She is going to look into adding winter amenities, which would give developers points, to the code as well.

7. Approval of Minutes:
a. June 9, 2016

Motion made by Commissioner Williamson to approve the minutes of June 9, 2016. Seconded by Commissioner Funk. Aye: Sandra Steele, David Funk, Hayden Williamson, Kirk Wilkins, Ken Kilgore, Troy Cunningham. Motion passed 6 - 0.

8. Reports of Action. None

9. Commission Comments.

Commissioner Funk noted a change in the annexation boundary on the west side of the map. He asked for clarification on those changes.

Planning Director Gabryszak advised that she believes that is a mistake. They didn't give notice to property owners of that change so it can't be amended right now. She will make sure the map is corrected.

10. Director's Report:

- a. Council Actions** – The Council has looked at costs of adding sewer and things for property owners that would like to detach and move to Lehi. They would like that property to stay in the City. They approved the Mountain View Estates rezone and gave feedback on the concept plan. They also approved the first final plat for Catalina Bay.
- b. Applications and Approval** – included in packet
- c. Upcoming Agendas** – Code amendments will be brought back on July 28 to the Planning Commission. They will also be presenting the Deer Meadow site plan. There may also be another work session on other code amendments. Wildflower just resubmitted their area one plan. The final sidewalk data is also being finished up. The Council would like to have a joint meeting with the Planning Commission at the beginning of August or end of July.
- d. Other** – The City put out an RFP for a General Plan update. They selected a consultant and that will be announced after the council approves the contract at the next meeting.

11. Motion to enter into closed session. No closed Session.

12. Meeting Adjourned at 8:57 p.m. by Chairman Kirk Wilkins

7-14-16

Date of Approval

Nicolette Fike, Deputy City Recorder



Planning Commission Chair
Kirk Wilkins