



CITY OF SARATOGA SPRINGS

Planning Commission Meeting
Thursday, January 9, 2014
Meeting held at the Saratoga Springs City Offices
1307 North Commerce Drive, Suite 200, Saratoga Springs

AGENDA

Regular Session commencing at 6:30 P.M.

Regular Meeting

1. Pledge of Allegiance.
2. Roll Call.
3. Public Input – Time has been set aside for any person to express ideas, concerns, comments, questions or issues that are not listed on the agenda. Comments are limited to three minutes.
4. Public Hearing: Preliminary Plat for Harvest Point Commercial located approximately at the southwest corner of Redwood Road and Spring Hill Drive, Ken Berg, applicant. Presented by Scott Langford.
5. Discussion and possible action amending the Planning Commission Bylaws. Presented by Kimber Gabryszak.
6. Work Session Item: Continued discussion of the DR Horton Community Plan and Village Plan. Presented by Kimber Gabryszak.
7. Work Session Item: Discussion of Code Amendments pertaining to 2nd access requirements, Conditional Use permits, approval processes, and signs. Presented by Kimber Gabryszak.
8. Commission Comments.
9. Director's Report.
10. Adjourn.

*Public comments are limited to three minutes. Please limit repetitive comments.

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 766-9793 at least one day prior to the meeting.



**Harvest Point Commercial
Preliminary Plat
January 9, 2014
Public Hearing**

Report Date:	December 19, 2013
Applicant/Owner:	Ken Berg / ATC Investors
Location:	Southwest corner of Redwood Road and Spring Hill Drive
Major Street Access:	Redwood Road
Parcel Number(s) & Size:	58-023-0219; 8.81 acres
Parcel Zoning:	Regional Commercial (RC)
Adjacent Zoning:	Regional Commercial and Agricultural (east); Mixed Use (south); Agricultural (north); Medium and High Density Residential (west)
Current Use of Parcel:	Vacant
Adjacent Uses:	Medium and High Density Residential (west); Commercial (south); Undeveloped (north)
Previous Meetings:	July 8, 2008 City Council
Previous Approvals:	2008 Concept Plan Review
Land Use Authority:	City Council
Future Routing:	Public meeting with City Council
Author:	Scott Langford, Senior Planner

A. Executive Summary:

This is a request for Preliminary Plat approval for an 8.81 acre 8 lot commercial subdivision.

Recommendation:

Staff recommends that the Planning Commission conduct a public hearing, take public comment and discuss the proposed Preliminary Plat, and choose from the options in Section "I" of this report. Options include forwarding a positive recommendation to the City Council as recommended by staff, forwarding a positive recommendation to the City Council with additional conditions, or a motion to continue this item to allow the applicant time to provide additional material.

B. Background:

The concept plan associated with this plat was reviewed by the Planning Commission (10/24/13) and the City Council (11/12/13). The concept plan showed 8 commercial/office buildings for a total of 62,790 square feet.

The previous Concept Plan reviewed in 2008 incorporated 9.13 acres and had 10 commercial buildings with approximately 40,000 square feet.

C. Specific Request:

The 8.81 acre property is zoned Regional Commercial (RC). The proposed 8 lot Preliminary Plat will facilitate commercial and office development permitted in the RC zone. Once a subdivision is approved, developers will have to obtain Site Plan approval through separate applications prior to constructing any buildings.

D. Process:

Per section 19.12.03 of the City Code, all subdivisions must receive a Preliminary Plat approval. An application for a Preliminary Plat shall follow the approved City format. Subdivisions are subject to the provisions of Chapter 19.13, Development Review Processes.

The development review process for subdivision approval involves a formal review of the Preliminary Plat by the Planning Commission in a public hearing, with a formal recommendation forwarded to the City Council. The City Council reviews the Preliminary Plat in a public meeting and formally approves the Preliminary Plat. Final Plats are reviewed and approved by the City Council in a public meeting.

E. Community Review:

Per 19.13.04 of the City Code, this item has been noticed in *The Daily Herald*, and each residential property within 300 feet of the subject property was sent a letter at least ten calendar days prior to this meeting. As of the completion of this report, the City has not received any public comment regarding this application.

F. Review:

The requirements of Preliminary Plat review are found in Section 19.12.03(2) of the City Code. The Harvest Point Preliminary Plat was reviewed within the context of all these and other pertinent sections of the City Code. An in-depth review of code requirements within the context of the provided Preliminary Plat is found in Section "H" of this report.

G. General Plan:

The site is designated as Regional Commercial on the adopted Future Land Use Map. The General Plan states that areas designated as Regional Commercial *"areas are to be located in close proximity to substantial roadways, careful consideration shall be given to the arrangement of structures and other improvements along those corridors."* The proposed subdivision is in alignment with the policies of the General Plan as it will facilitate future commercial growth along Redwood Road.

H. Code Criteria:

Section 19.12.03 of the City Code states, *"All subdivisions are subject to the provisions of Chapter 19.13, Development Review Process"*. The following criteria are pertinent requirements for Preliminary Plats listed in Sections 19.12 (Subdivision Requirements) and 19.04.22 (Regional Commercial Requirements) of the City Code.

Permitted or Conditional Uses: complies. Section 19.04.22(2 & 3) lists all of the permitted and conditional uses allowed in the RC (Regional Commercial) zone. The Preliminary Plat appears to provide commercial building lots that will support permitted and conditional uses for

the Regional Commercial zone. All future development on the proposed commercial lots will be reviewed under separate applications through the Site Plan review and approval process. Businesses falling under the Conditional Use category will be reviewed according the Conditional Use process and standards in the Code at the time of application.

Minimum Lot Sizes: complies. 19.04.22(4) states that the minimum lot size for commercial lots is 20,000 square feet. The smallest lot shown on the Preliminary Plat is 30,000 square feet (Lot #2)

Setbacks and Yard Requirements: complies. Section 19.04.22(5) outlines the setbacks required by the RC zone. These requirements are:

Front: Not less than twenty feet.

Sides: Thirty feet where adjacent to a residential or agricultural zone, twenty feet when adjacent to all other zones. The City Council may reduce the side setback to ten feet if in its judgment the reduction provides a more attractive and efficient use of the property. In the event that a property is located adjacent to another property that is currently zoned Agricultural but is designated as Regional Commercial on the Land Use Map of the Land Use Element of the General Plan, the setback shall be ten feet.

Rear: Twenty feet for all uses except where a rear yard is located adjacent to a residential or agricultural zone. In those cases, the rear yard shall be increased to thirty feet. In the event that the rear of a building faces an arterial or collector street, there shall be a setback of forty feet. The City Council may reduce the rear setback to ten feet if in its judgment the reduction provides a more attractive and efficient use of the property.

Other general requirements: In addition to the specific setback requirements noted above, no building shall be closer than five feet 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.

Review of these requirements will be conducted at the time of Site Plan application; however, the concept plan associated with this Preliminary Plat provided evidence that the proposed lots will support viable commercial options that can comply with the required setbacks.

Parking, vehicle and pedestrian circulation: complies. Section 19.09.11 provides the parking requirements for commercial uses that could locate within this development. Specific parking requirements will be determined once specific uses are provided during Site Plan application; however, it appears that the size of commercial lots will provide adequate area to accommodate most commercial uses.

Vehicular safety in regard to the new driveway access onto Redwood Road was brought up during the Concept Plan review. The applicant has received preliminary approval from UDOT to provide an additional access from this development to Redwood Road. It appears from the Access Approval Letter (attached to this report) that this is an unrestricted access; meaning there is no requirement at this time for a raised median in Redwood Road.

I. Recommendation and Alternatives:

After evaluating the required standards for Preliminary Plats located in an RC zone, staff recommends that the Planning Commission conduct a public hearing and make the following motion:

Recommended Motion:

"Based upon the evidence and explanations received today, I move that the Planning Commission forward a positive recommendation to the City Council to approve the Harvest Point Preliminary Subdivision Plat on property generally located on Southwest corner of Redwood Road and Spring Hill Drive, with the findings and conditions below:

Findings:

1. Per the requirements of Section 19.04.22(4), all lots proposed are greater than 20,000 square feet.
2. Per the requirements of Section 19.04.22(5), the minimum setback and yard requirements for the RC zone will be met.
3. Per the requirements of Section 19.04.22, all lots proposed are large enough to support a variety of commercial uses permitted in the RC zone.

Conditions:

1. That per Section 19.12.02(5) of the City Code, the Preliminary Subdivision Plat shall remain valid for twenty-four months form the date of City Council approval. The City Council may grant extensions of time when such extensions will promote the public health, safety, and general welfare. Said extensions must be requested within twenty-four months of site plan/Subdivision approval and shall not exceed twelve months."
2. All requirements of the City Engineer shall be met, including but not limited to those in the attached report.
3. All requirements of the Fire Chief shall be met, including but not limited to those in the attached report.
4. Any other conditions as articulated by the Planning Commission:

Alternative Motions:

Alternative Motion A

"I move to **continue** the item to another meeting, with direction to the applicant and Staff on information and/or changes needed to render a decision, as follows:

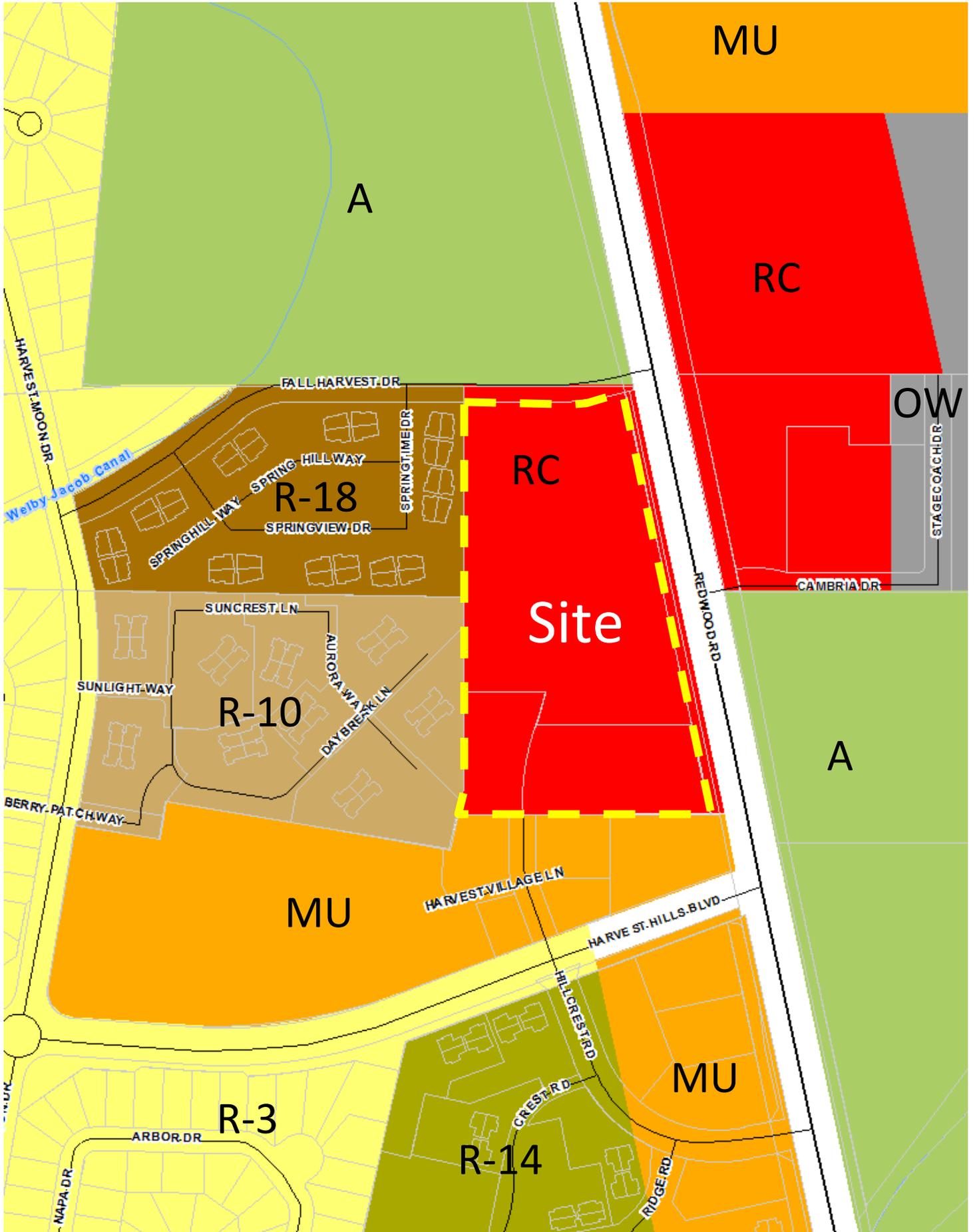
Alternative Motion B

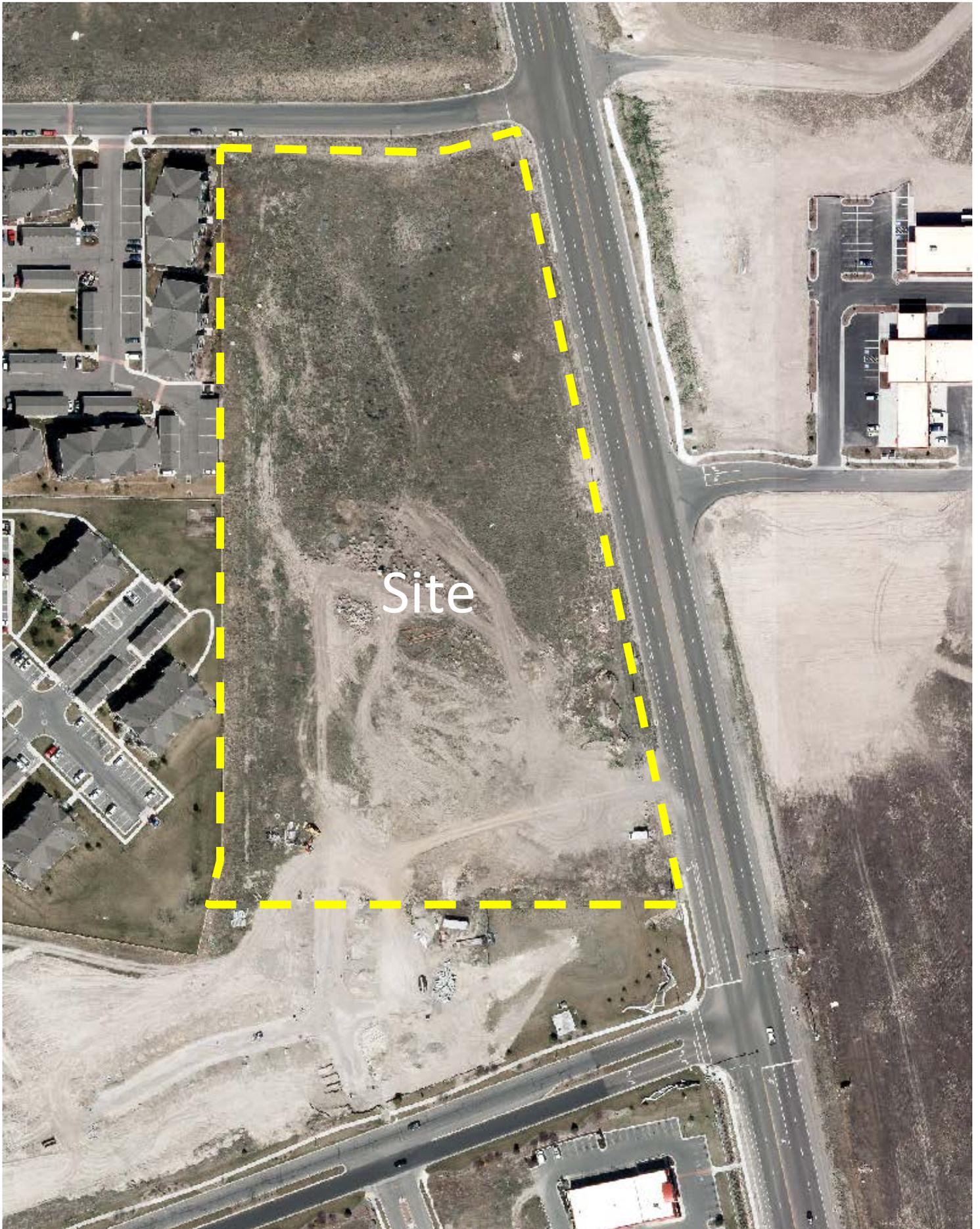
"Based upon the evidence and explanations received today and the following findings, I move that the Planning Commission forward a negative recommendation to the City Council to deny the Harvest Point Preliminary Subdivision Plat on property generally located on Southwest corner of Redwood Road and Spring Hill Drive. Specifically I find that the following standards and/or code requirements have not been met:"

List Specific Code Standards and Requirements:

J. Exhibits:

1. Engineering Report
2. Zoning / Location map
3. Aerial Photo
4. UDOT Access Approval Letter
5. Preliminary Plat Exhibits





UTAH DEPARTMENT OF TRANSPORTATION ACCESS APPROVAL

**HIGHWAY RIGHT OF WAY
ACCESS**

App ID: 55253

Activity:

Function: 0544

Region 3

R3-130544-0

Date: **8/13/2013**

Application of: ATC Investments

By: Cory Robison

Address: 791 West 800 South Mapleton, UT 84664

Cell:(801) 358-7625

Cell:(801) 358-7625

is hereby granted subject to: Utah Department of Transportation's (UDOT's) Regulations For the Accommodation of Utilities on Federal Aid and Non Federal-Aid Highway Right-of-Way, Regulations for the Control and Protection of State Highway Rights of Way, Standard Specifications for Road and Bridge Construction, UDOT Specifications for Excavation of State Highway, State Occupational Safety and Health Laws, Manual on Uniform Traffic Control Devices, Instructions to Flaggers, the approved plans, and any special limitations set forth herein, permission for the purpose of **Access** within the right of way limits in the following locations: **Redwood Road, Cambria Dr. West.**

Highway 0068 Milepost .000 to .000 in/near Saratoga Springs, Utah county

A permit fee of \$475.00 has been received.

The Utah Department of Transportation (UDOT) Region 3 has reviewed and approved Access for the Harvest Park Commercial project at Redwood Road, Cambria Dr. West in Saratoga Springs, Utah. The approved access herewith shall commence after encroachment permit has been obtained and shall be diligently prosecuted to completion. The work shall be completed and all disturbed surfaces or objects restored on or before six months after approval date.

After encroachment permit is received and before access work herewith is commenced, the applicant shall notify Utah Department of Transportation's inspector and commencement of said work is understood to indicate that the applicant will comply with all instruction and regulations of Utah Department of Transportation (as listed) with respect to performance of said work and that she/he will properly control and warn the public of said work to prevent accident and shall defend, indemnify and hold harmless the Utah Department of Transportation from all damages and arising out of any and all operations performed under the Encroachment Permit. Utah Department of Transportation inspection fees shall apply.

Before commencing work on the State highway, the contractor who is awarded the project must have a performance bond on file with UDOT, and obtain an encroachment permit from the Region 3 Permits Office. Plans are approved for six months from the date signed.

Special Limitations:

- Licensee must do all work in accordance with UDOT approved plans.
- Before Commencing work on the State highway, the contractor who is awarded the project must have a performance bond on file with UDOT, and obtain an encroachment permit from the REGION Permits office.

By carrying out the activities allowed by this approval it is conclusive evidence that I have accepted all provisions, limitations, and restrictions of the approval and attachments, understand and agree to all penalties for failing to comply with them, and understand my ability to review a permit and applicable attachments at the appropriate region/district office.

Cory Robison (see app for signature)

(Permittee)

Approved By:


(for Region Director/District Engineer)

VICINITY MAP



TABULATIONS

TOTAL ACREAGE	=	8.81 ACRES
AREA OF ROADWAY	=	1.15 ACRES
AREA OF LOTS	=	7.66 ACRES
BUILDABLE LAND	=	8.81 ACRES 100%
LANDSCAPE	=	2.38 ACRES 27%
NET DENSITY	=	0.90 UNITS/AC

NOTES

1. NO SLOPES GREATER THAN 30% ONSITE
2. NO WETLANDS
3. NO FLOOD PLAINS
4. UDOT REVIEW AND APPROVAL IS REQUIRED FOR ALL REDWOOD ROAD IMPROVEMENTS AND PROPOSED ACCESS LOCATION. STORM DRAIN DISCHARGE FROM SITE IS LIMITED TO A MAXIMUM PEAK FLOW OF 6.8 CFS. THIS MAY REQUIRE SOME ONSITE DETENTION ON EACH LOT BEFORE DISCHARGE TO THE EXISTING STORM DRAIN POND.

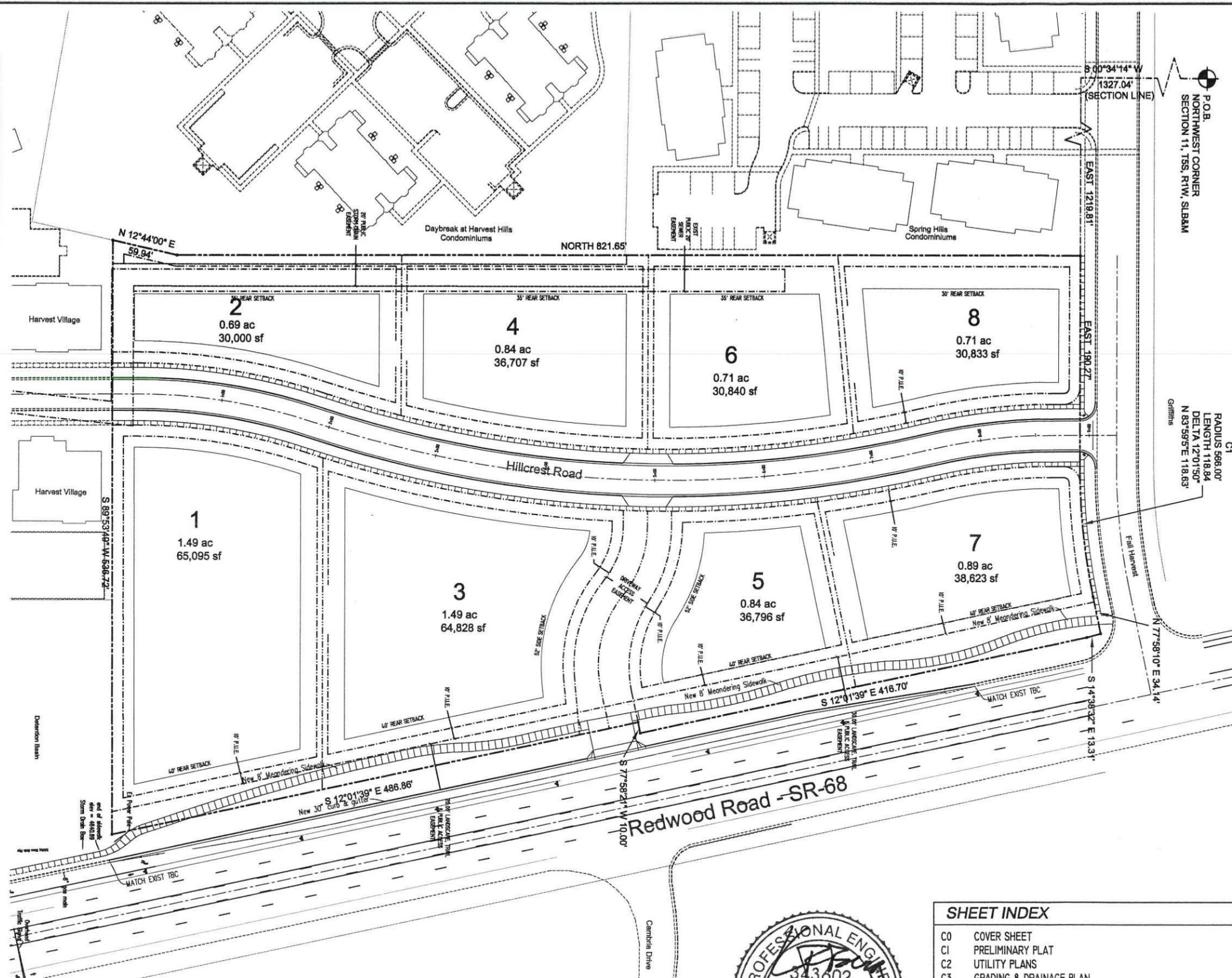
BOUNDARY

BEGINNING AT A POINT WHICH IS S00°34'14"W 1327.04 FEET AND EAST 1219.81 FEET FROM THE NORTHWEST CORNER OF SECTION 11, T5S, R1W, SLB&M, SAID POINT BEING ALONG THE SOUTH RIGHT-OF-WAY LINE OF FALL HARVEST DRIVE;

RUNNING THENCE EASTERLY ALONG SAID LINE THE FOLLOWING THREE (3) COURSES: EAST 190.27 FEET, ALONG THE ARC OF A 566.00 FOOT RADIUS CURVE TO THE LEFT A DISTANCE OF 118.84 FEET (CENTRAL ANGLE 12°01'50" AND CHORD BEARS N83°59'05"E 118.63 FEET) AND N77°58'10"E 34.14 FEET TO A POINT ALONG THE WEST RIGHT-OF-WAY LINE OF REDWOOD ROAD; THENCE SOUTHERLY ALONG SAID LINE THE FOLLOWING FOUR (4) COURSES: S14°38'32"E 13.31 FEET, S12°01'39"E 416.70 FEET, S77°58'21"W 10.00 FEET AND S12°01'39"E 468.86 FEET TO THE NORTH BOUNDARY LINE OF HARVEST VILLAGE; THENCE WESTERLY ALONG SAID BOUNDARY LINE S89°53'49"W 536.72 FEET TO A POINT ALONG THE EASTERLY BOUNDARY LINES OF DAYBREAK AT HARVEST HILLS SUBDIVISION AND SPRING HILLS CREEK CONDOMINIUMS THE FOLLOWING TWO (2) COURSES: N12°44'00"E 59.94 FEET AND NORTH 821.65 FEET TO THE POINT OF BEGINNING.

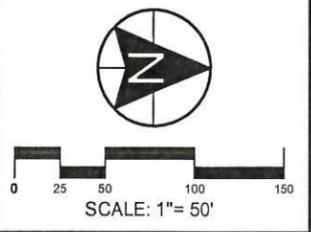
CONTAINS: 8.81 ACRES # OF LOTS: 8

BASIS OF BEARING: SECTION LINE BETWEEN THE NORTHWEST CORNER AND THE NORTH QUARTER CORNER OF SECTION 11 T5S, R2W, SLB&M BEARING EAST 2651.06 FEET



DEVELOPER
ATC INVESTMENTS
791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT
HARVEST POINT COMMERCIAL



Berg
CIVIL ENGINEERING
11038 N Highland Blvd Suite 400
Highland Ut. 84003
office (801) 492-1277
cell (801) 616-1677

NO.	DATE	DESCRIPTION	SEAL
1			
2			
3			
4			
5			
6			
7			

ACTION	DATE
PRELIMINARY PLAN	11/25/13

PROJECT
ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION
PRELIMINARY PLAN

SHEET NAME	SHEET NUMBER
COVER	C0



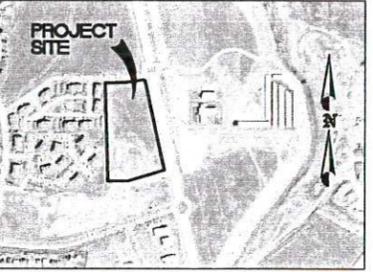
SHEET INDEX

C0	COVER SHEET
C1	PRELIMINARY PLAT
C2	UTILITY PLANS
C3	GRADING & DRAINAGE PLAN
C4	HILLCREST ROAD PLAN AND PROFILE
C5	REDWOOD ROAD IMPROVEMENTS
C6	REDWOOD STRIPING PLAN
C7	OVERHEAD POWER BURY PLAN AND STREET LIGHT PLAN
D1	CONSTRUCTION DETAILS
D2	CONSTRUCTION DETAILS
D3	CONSTRUCTION DETAILS
D4	CONSTRUCTION DETAILS
D5	UDOT DETAILS

RECEIVED NOV 26 2013

- NOTES:**
- PLAT MUST BE RECORDED WITHIN 24 MONTHS OF FINAL PLAT APPROVAL BY CITY COUNCIL. FINAL PLAT APPROVAL WAS GRANTED ON THE _____ DAY OF _____, 20____.
 - THE INSTALLATION OF ALL IMPROVEMENTS SHALL CONFORM TO ALL CITY RULES, ORDINANCES, REQUIREMENTS, STANDARDS, AND POLICIES REGARDING THE DEVELOPMENT OF THIS PROPERTY.
 - PRIOR TO BUILDING PERMITS BEING ISSUED, SOIL TESTING STUDIES MAY BE REQUIRED ON EACH LOT AS DETERMINED BY THE CITY BUILDING OFFICIAL.
 - PLAT MAY BE SUBJECT TO THE MASTER DEVELOPMENT AGREEMENT, DEVELOPER AGREEMENT, SUBDIVISION AGREEMENT, OR SITE PLAN AGREEMENT, SEE CITY RECORDER FOR MORE INFORMATION.
 - BUILDING PERMITS WILL NOT BE ISSUED UNTIL ALL IMPROVEMENTS HAVE BEEN INSTALLED AND ACCEPTED BY THE CITY IN WRITING. ALL IMPROVEMENTS CURRENTLY MEET CITY STANDARDS, AND BONDS ARE POSTED BY THE CURRENT OWNER OF THE PROJECT PURSUANT TO CITY CODE.
 - ALL BONDS AND BOND AGREEMENTS ARE BETWEEN THE CITY, DEVELOPER/OWNER, AND FINANCIAL INSTITUTION. NO OTHER PARTY, INCLUDING UNIT OR LOT OWNERS, SHALL BE DEEMED A THIRD-PARTY BENEFICIARY OR HAVE ANY RIGHTS INCLUDING THE RIGHT TO BRING ANY ACTION UNDER ANY BOND OR BOND AGREEMENT.
 - THE OWNER OF THIS SUBDIVISION AND ANY SUCCESSORS AND ASSIGNS ARE RESPONSIBLE FOR ENSURING THAT IMPACT AND CONNECTION FEES ARE PAID AND WATER RIGHTS ARE SECURED FOR EACH INDIVIDUAL LOT. NO BUILDING PERMITS SHALL BE ISSUED FOR ANY LOT IN THIS SUBDIVISION UNTIL ALL IMPACT AND CONNECTION FEES, AT THE RATES IN EFFECT WHEN APPLYING FOR BUILDING PERMIT, ARE PAID IN FULL AND WATER RIGHTS SECURED AS SPECIFIED BY CURRENT CITY ORDINANCES AND FEE SCHEDULES.
 - ALL OPEN SPACE AND TRAIL IMPROVEMENTS LOCATED HEREIN ARE TO BE INSTALLED BY OWNER AND MAINTAINED BY A HOMEOWNERS ASSOCIATION UNLESS SPECIFIED OTHERWISE ON EACH IMPROVEMENT.
 - ANY REFERENCE HEREIN TO OWNERS, DEVELOPERS, OR CONTRACTORS SHALL APPLY TO SUCCESSORS, AGENTS, AND ASSIGNS.
 - NO DIRECT LOT ACCESS PERMITTED ALONG REDWOOD ROAD AND FALL HARVEST DRIVE.
 - ALL LOTS ARE RESTRICTED TO A MAXIMUM STORM WATER RELEASE RATE OF 0.68 CFS/AC.
 - ALL LOTS MUST PROVIDE OIL/WATER SEPARATOR BEFORE DISCHARGE.

- LEGEND:**
- FOUND SECTION CORNER MONUMENT
 - EXISTING SUBDIVISION SURVEY MONUMENT
 - PROPOSED SUBDIVISION SURVEY MONUMENT
 - EXISTING FIRE HYDRANT
 - PROPOSED FIRE HYDRANT
 - EXISTING STREET LIGHT
 - PROPOSED STREET LIGHT

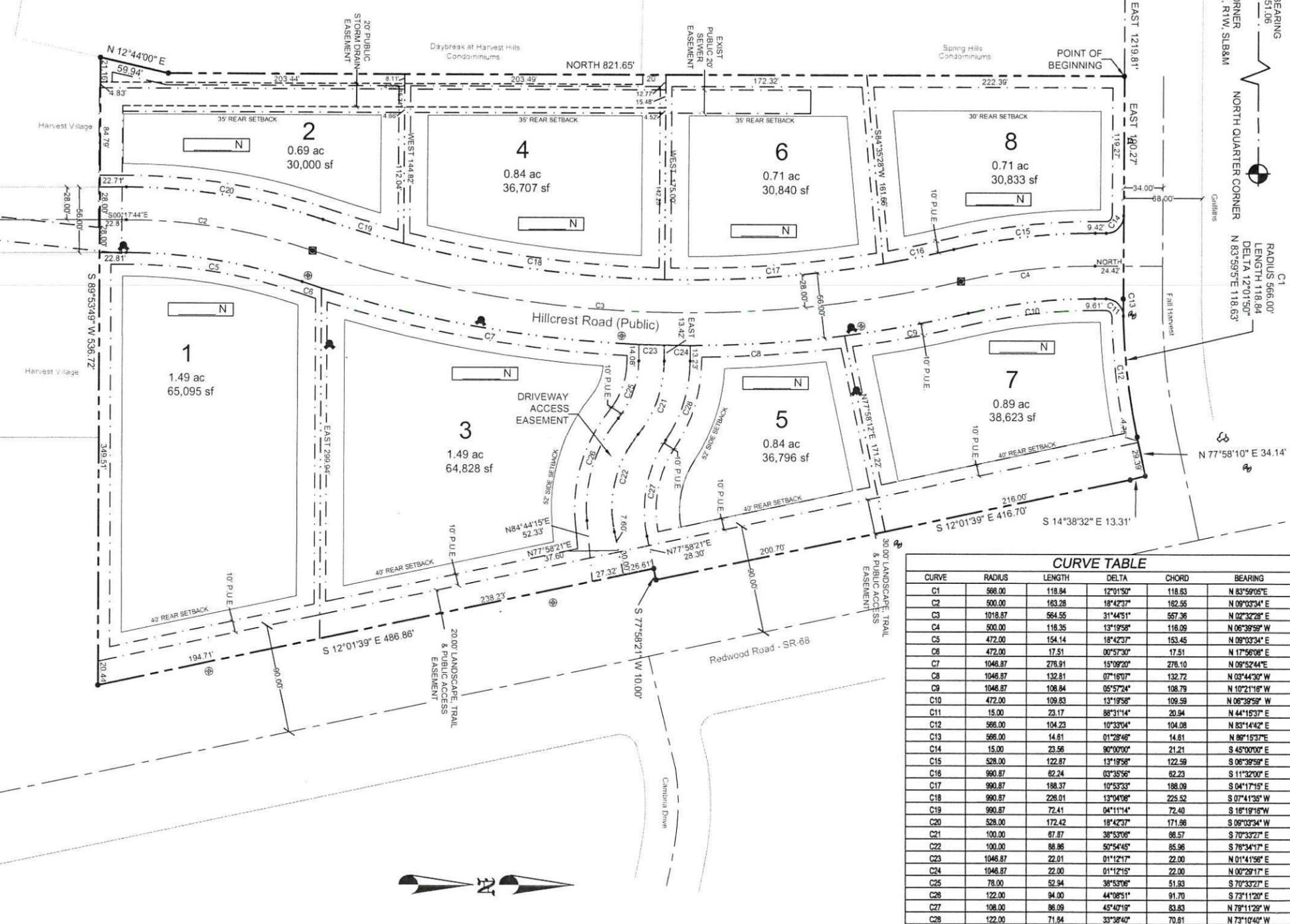


VICINITY SKETCH

HARVEST POINT COMMERCIAL PLAT "A" PRELIMINARY

LOCATED IN A PORTION OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 5 SOUTH, RANGE 1 WEST

SALT LAKE BASE AND MERIDIAN
SARATOGA SPRINGS CITY, UTAH COUNTY, UTAH



CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	CHORD	BEARING
C1	566.00	118.84	12°01'50"	118.83	N 83°59'05"E
C2	500.00	163.28	18°42'37"	162.56	N 09°03'34"E
C3	1018.87	564.55	31°44'51"	557.36	N 02°32'28"E
C4	500.00	118.35	13°19'58"	118.09	N 06°39'59"W
C5	472.00	154.14	18°42'37"	153.45	N 09°03'34"E
C6	472.00	17.51	00°57'30"	17.51	N 17°56'08"E
C7	1046.87	278.91	15°09'20"	278.10	N 09°52'44"E
C8	1046.87	132.81	07°18'07"	132.72	N 03°44'30"W
C9	1046.87	108.84	05°57'24"	108.79	N 10°21'18"W
C10	472.00	109.83	13°19'58"	109.59	N 06°39'59"W
C11	15.00	23.17	88°31'14"	20.94	N 44°16'37"E
C12	566.00	104.23	10°33'04"	104.08	N 83°14'42"E
C13	566.00	14.61	01°28'46"	14.61	N 89°15'37"E
C14	15.00	23.56	90°00'00"	21.21	S 45°00'00"E
C15	528.00	122.87	13°19'58"	122.59	S 06°39'59"E
C16	990.87	62.24	03°36'56"	62.23	S 11°32'00"E
C17	990.87	188.37	10°53'33"	188.09	S 04°17'15"E
C18	990.87	226.01	13°04'08"	225.52	S 07°41'35"W
C19	990.87	72.41	04°11'14"	72.40	S 16°19'16"W
C20	528.00	172.42	18°42'37"	171.86	S 09°03'34"W
C21	100.00	67.87	38°53'08"	66.57	S 70°33'27"E
C22	100.00	88.86	50°54'45"	85.96	S 76°34'17"E
C23	1046.87	22.01	01°12'17"	22.00	N 01°41'56"E
C24	1046.87	22.00	01°12'15"	22.00	N 00°29'17"E
C25	78.00	52.94	38°53'08"	51.83	S 70°33'27"E
C26	122.00	94.00	44°08'51"	91.70	S 73°11'20"E
C27	108.00	86.09	45°04'19"	83.83	N 79°11'29"W
C28	122.00	71.64	33°38'40"	70.61	N 73°10'40"W

BY SIGNING THIS PLAT THE FOLLOWING UTILITY COMPANIES ARE APPROVING THE (A) BOUNDARY, COURSE, DIMENSIONS, AND INTENDED USE OF THE RIGHT-OF-WAY AND EASEMENT GRANTS OF RECORD (B) LOCATION OF EXISTING UNDERGROUND AND UTILITY FACILITIES (C) CONDITIONS OR RESTRICTIONS GOVERNING THE LOCATION OF THE FACILITIES WITH THE RIGHT-OF-WAY, AND EASEMENT GRANTS OF RECORD, AND UTILITY FACILITIES WITH THE SUBDIVISION.

QUESTAR GAS COMPANY APPROVED THIS _____ DAY OF _____ A.D. 20____	ROCKY MOUNTAIN POWER APPROVED THIS _____ DAY OF _____ A.D. 20____
QUESTAR GAS COMPANY COMCAST CABLE TELEVISION APPROVED THIS _____ DAY OF _____ A.D. 20____	ROCKY MOUNTAIN POWER CENTURY LINK APPROVED THIS _____ DAY OF _____ A.D. 20____
COMCAST CABLE TELEVISION	CENTURY LINK



SURVEYOR'S CERTIFICATE

I, _____ DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT I HOLD A LICENSE, CERTIFICATE NO. _____ IN ACCORDANCE WITH THE PROFESSIONAL ENGINEERS AND LAND SURVEYORS LICENSING ACT FOUND IN TITLE 58, CHAPTER 22 OF THE UTAH CODE. I FURTHER CERTIFY THAT BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS, STREETS, AND EASEMENTS, HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH UTAH CODE SECTION 17-23-17, HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THE PLAT. I FURTHER CERTIFY THAT EVERY EXISTING RIGHT-OF-WAY AND EASEMENT GRANT OF RECORD FOR UNDERGROUND FACILITIES, AS DEFINED IN UTAH CODE SECTION 54-8A-2, AND FOR OTHER UTILITY FACILITIES, IS ACCURATELY DESCRIBED ON THIS PLAT, AND THAT THIS PLAT IS TRUE AND CORRECT. I ALSO CERTIFY THAT I HAVE FILED, OR WILL FILE WITHIN 90 DAYS OF THE RECORDATION OF THIS PLAT, A MAP OF THE SURVEY I HAVE COMPLETED WITH THE UTAH COUNTY SURVEYOR.

BOUNDARY DESCRIPTION

A PARCEL OF LAND SITUATED IN THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT WHICH IS S 00°34'14" W 1327.04 FEET AND EAST 1219.81 FEET FROM THE NORTHWEST CORNER OF SECTION 11, T5S, R1W, SL8&M, SAID POINT BEING ALONG THE SOUTH RIGHT-OF-WAY LINE OF FALL HARVEST DRIVE;

RUNNING THENCE EASTERLY ALONG SAID LINE THE FOLLOWING THREE (3) COURSES: EAST 190.27 FEET, ALONG THE ARC OF A 566.00 FOOT RADIUS CURVE TO THE LEFT A DISTANCE OF 118.84 FEET (CENTRAL ANGLE 12°01'50" AND CHORD BEARS N83°59'05"E 118.83 FEET); AND N77°58'10" S 34.14 FEET TO A POINT ALONG THE WEST RIGHT-OF-WAY LINE OF REDWOOD ROAD, THENCE SOUTHERLY ALONG SAID LINE THE FOLLOWING FOUR (4) COURSES: S14°38'32" E 13.31 FEET, S12°01'39" E 416.70 FEET, S77°58'21" W 10.00 FEET AND S12°01'39" E 468.86 FEET TO THE NORTH BOUNDARY LINE OF HARVEST VILLAGE, THENCE WESTERLY ALONG SAID BOUNDARY LINE S89°53'49" W 536.72 FEET TO A POINT ALONG THE EASTERLY BOUNDARY LINES OF DAYBREAK AT HARVEST HILLS SUBDIVISION AND SPRING HILLS CREEK CONDOMINIUMS THE FOLLOWING TWO (2) COURSES: N12°44'00" E 59.94 FEET AND NORTH 821.65 FEET TO THE POINT OF BEGINNING.

CONTAINS: 8.81 ACRES # OF LOTS: 8

BASIS OF BEARING: SECTION LINE BETWEEN THE NORTHWEST CORNER AND THE NORTH QUARTER CORNER OF SECTION 11, T5S, R2W, SL8&M BEARING EAST 2651.06 FEET

DATE _____ SURVEYOR'S NAME _____ LICENSE NO. _____

OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT _____ THE _____ UNDERSIGNED OWNER(S) OF THE ABOVE DESCRIBED TRACT OF LAND HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS AND STREETS TO BE HEREAFTER KNOWN AS

HARVEST POINT COMMERCIAL PLAT "A"

DO HEREBY DEDICATE FOR PERPETUAL USE OF THE PUBLIC AND/OR CITY ALL PARCELS OF LAND, EASEMENTS, RIGHT-OF-WAY, AND PUBLIC AMENITIES SHOWN ON THIS PLAT AS INTENDED FOR PUBLIC AND/OR CITY USE. THE OWNER(S) VOLUNTARILY DEFEND, INDEMNIFY, AND SAVE HARMLESS THE CITY AGAINST ANY EASEMENTS OR OTHER ENCUMBRANCE ON A DEDICATED STREET WHICH WILL INTERFERE WITH THE CITY'S USE, MAINTENANCE AND OPERATION OF THE STREET. THE OWNER(S) VOLUNTARILY DEFEND, INDEMNIFY, AND HOLD HARMLESS THE CITY FROM ANY DAMAGE CLAIMED BY PERSONS WITHIN OR WITHOUT THIS SUBDIVISION TO HAVE BEEN CAUSED BY ALTERATIONS OF THE GROUND SURFACE, VEGETATION, DRAINAGE, OR SURFACE OR SUB-SURFACE WATER FLOWS WITHIN THIS SUBDIVISION OR BY ESTABLISHMENT OR CONSTRUCTION OF THE ROADS WITHIN THIS SUBDIVISION.

IN WITNESS WHEREOF, _____ HAVE HEREUNTO SET _____ THIS _____ DAY OF _____ A.D. 20____

CORPORATE ACKNOWLEDGMENT

STATE OF UTAH }
 COUNTY OF UTAH } S.S.

ON THE _____ DAY OF _____ A.D. 20____, PERSONALLY APPEARED BEFORE ME, _____ AND, WHO BEING BY ME DULY SWORN DID SAY EACH FOR HIMSELF, THAT HE, THE SAID _____ IS THE PRESIDENT AND HE THE SAID _____ IS THE SECRETARY OF _____ CORPORATION, AND THAT THE WITHIN AND FOREGOING INSTRUMENT WAS SIGNED IN BEHALF OF SAID CORPORATION BY AUTHORITY OF A RESOLUTION OF ITS BOARD OF DIRECTORS AND SAID _____ AND _____ EACH DULY ACKNOWLEDGE TO ME THAT SAID CORPORATION EXECUTED THE SAME AND THAT THE SEAL AFFIXED IS THE SEAL OF SAID CORPORATION.

MY COMMISSION EXPIRES _____ NOTARY PUBLIC RESIDING AT _____ (SEE SEAL BELOW)

ACCEPTANCE BY LEGISLATIVE BODY

THE CITY COUNCIL OF THE CITY OF SARATOGA SPRINGS, COUNTY OF UTAH, APPROVES THIS SUBDIVISION SUBJECT TO THE CONDITIONS AND RESTRICTIONS STATED HEREON, AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS, AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSE OF THE PERPETUAL USE OF THE PUBLIC.

THIS _____ DAY OF _____, A.D. _____

 CITY MAYOR

 CITY RECORDER (SEE SEAL BELOW)

PRELIMINARY PLAT "A"
HARVEST POINT COMMERCIAL

LOCATED IN A PORTION OF THE NORTHWEST QUARTER OF SECTION 11 TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN SARATOGA SPRINGS CITY, UTAH COUNTY, STATE OF UTAH

SCALE: 1" = 50 FEET

SURVEYOR'S SEAL NOTARY PUBLIC SEAL CITY ENGINEER SEAL CLERK/RECORDER SEAL

aztec ENGINEERING
 CIVIL ENGINEERING
 491 N 450 W OREM, UT 84057
 (801) 224-1277

FIRE CHIEF APPROVAL
 APPROVED BY THE FIRE CHIEF ON THIS _____ DAY OF _____ A.D. 20____

 CITY FIRE CHIEF

PLANNING COMMISSION REVIEW
 REVIEWED BY THE PLANNING COMMISSION ON THIS _____ DAY OF _____ A.D. 20____

 CHAIRMAN, PLANNING COMMISSION

SARATOGA SPRINGS ENGINEER APPROVAL
 APPROVAL BY THE CITY ENGINEER ON THIS _____ DAY OF _____ A.D. 20____

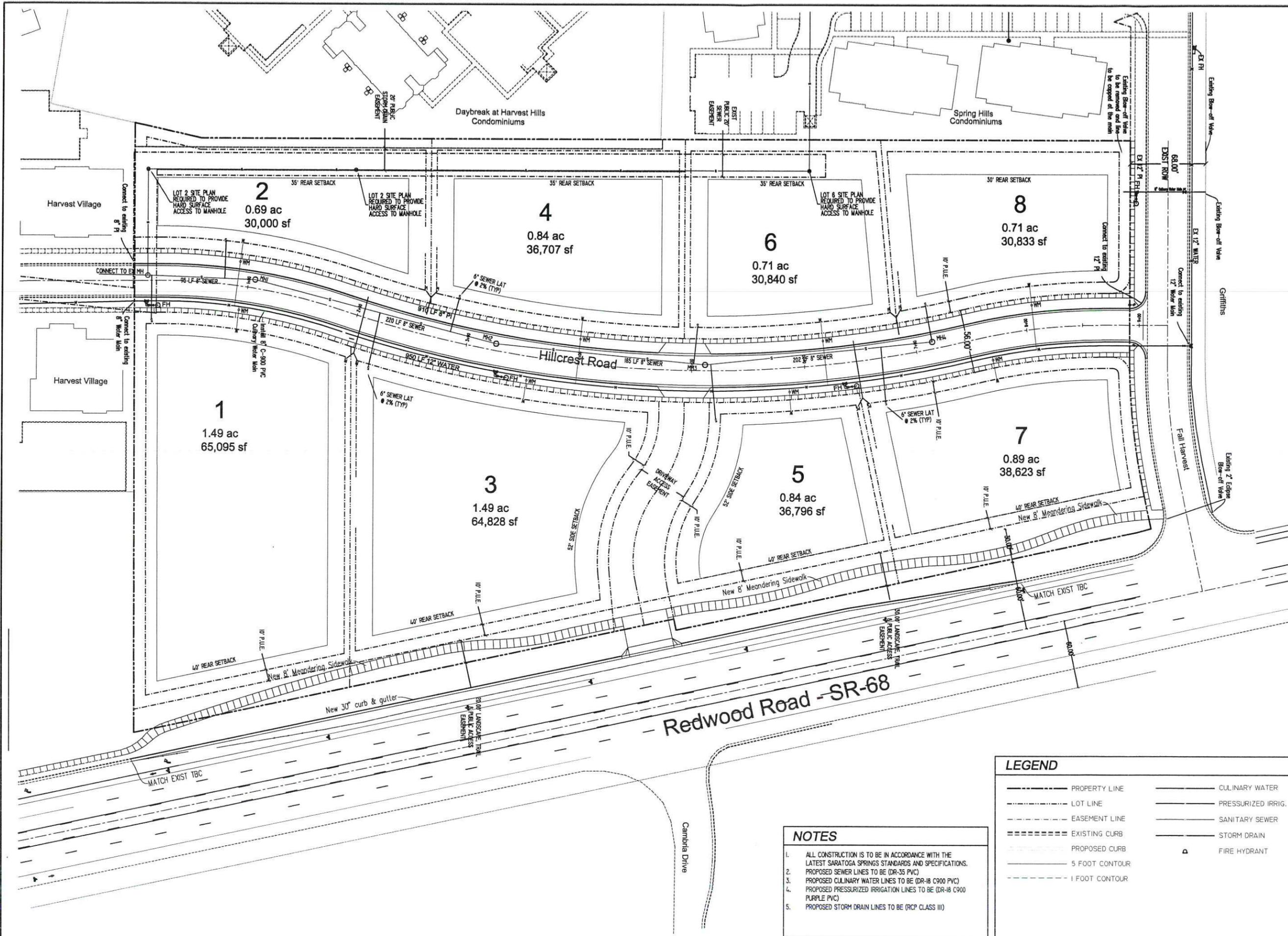
 CITY ENGINEER

SARATOGA SPRINGS ATTORNEY
 APPROVAL BY SARATOGA SPRINGS ATTORNEY ON THIS _____ DAY OF _____ A.D. 20____

 SARATOGA SPRINGS ATTORNEY

LEHI CITY POST OFFICE
 APPROVED BY POST OFFICE REPRESENTATIVE ON THIS _____ DAY OF _____ A.D. 20____

 LEHI CITY POST OFFICE REPRESENTATIVE

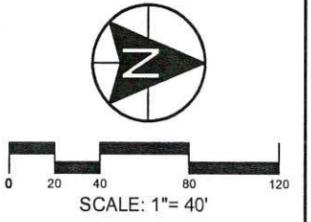


DEVELOPER

ATC INVESTMENTS
791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL



BERG

CIVIL ENGINEERING
11038 N Highland Blvd Suite 400
Highland Ut, 84003
office (801) 492-1277
cell (801) 616-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION
1		
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

PROJECT

**ATC INVESTMENTS
HARVEST POINT COMMERCIAL**

DESCRIPTION

PRELIMINARY PLAN

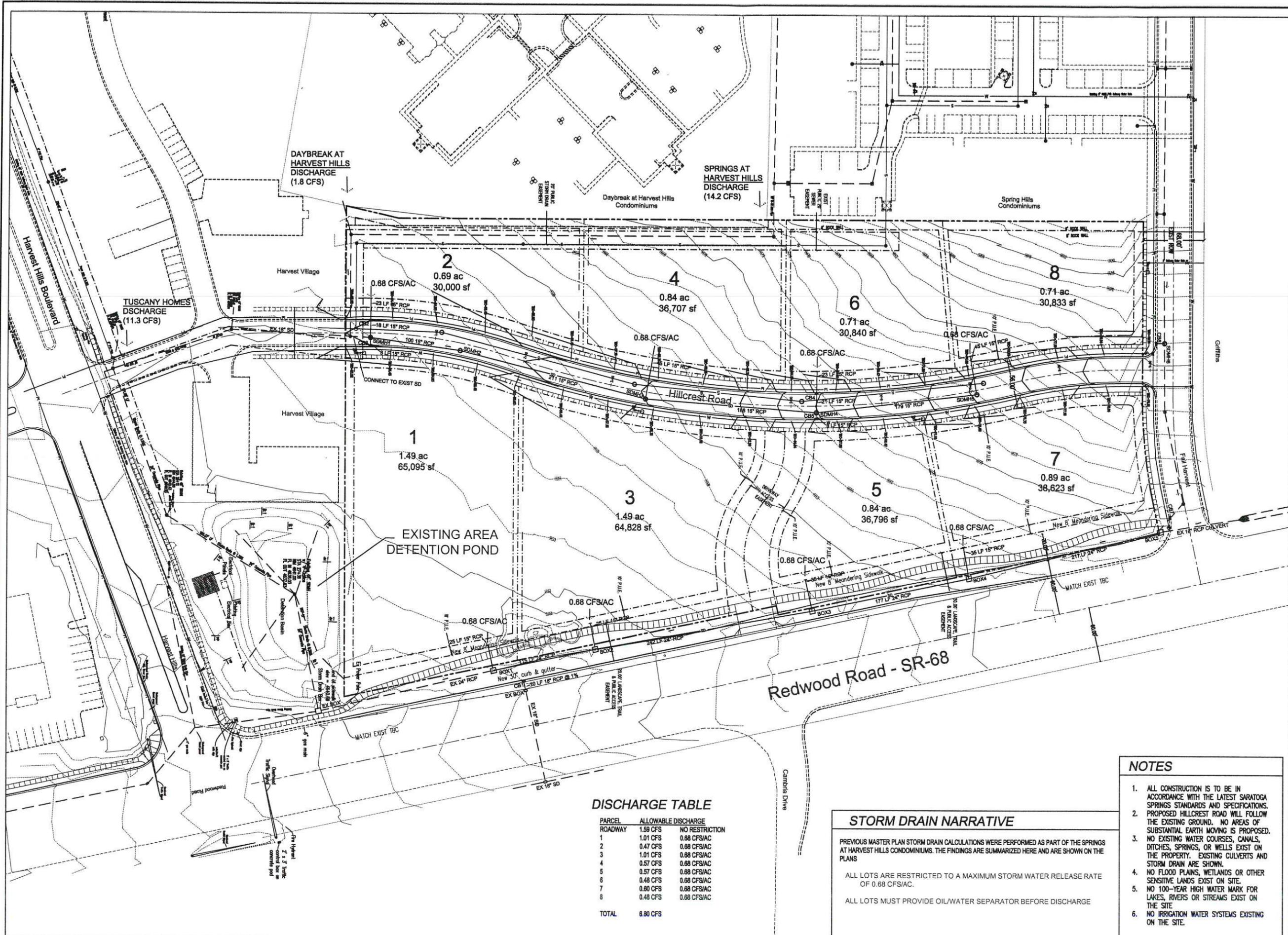
SHEET NAME: **UTILITY PLAN**

SHEET NUMBER: **C2**

- NOTES**
- ALL CONSTRUCTION IS TO BE IN ACCORDANCE WITH THE LATEST SARATOGA SPRINGS STANDARDS AND SPECIFICATIONS.
 - PROPOSED SEWER LINES TO BE (DR-35 PVC)
 - PROPOSED CULINARY WATER LINES TO BE (DR-18 C900 PVC)
 - PROPOSED PRESSURIZED IRRIGATION LINES TO BE (DR-18 C900 PURPLE PVC)
 - PROPOSED STORM DRAIN LINES TO BE (RCP CLASS III)

LEGEND

---	PROPERTY LINE	---	CULINARY WATER
---	LOT LINE	---	PRESSURIZED IRRIG.
---	EASEMENT LINE	---	SANITARY SEWER
---	EXISTING CURB	---	STORM DRAIN
---	PROPOSED CURB	---	FIRE HYDRANT
---	5 FOOT CONTOUR		
---	1 FOOT CONTOUR		



DAYBREAK AT HARVEST HILLS DISCHARGE (1.8 CFS)

SPRINGS AT HARVEST HILLS DISCHARGE (14.2 CFS)

TUSCANY HOMES DSCHARGE (11.3 CFS)

EXISTING AREA DETENTION POND

DISCHARGE TABLE

PARCEL	ALLOWABLE DISCHARGE	NO RESTRICTION
ROADWAY	1.59 CFS	
1	1.01 CFS	0.68 CFS/AC
2	0.47 CFS	0.68 CFS/AC
3	1.01 CFS	0.68 CFS/AC
4	0.57 CFS	0.68 CFS/AC
5	0.57 CFS	0.68 CFS/AC
6	0.48 CFS	0.68 CFS/AC
7	0.80 CFS	0.68 CFS/AC
8	0.48 CFS	0.68 CFS/AC
TOTAL	6.80 CFS	

STORM DRAIN NARRATIVE

PREVIOUS MASTER PLAN STORM DRAIN CALCULATIONS WERE PERFORMED AS PART OF THE SPRINGS AT HARVEST HILLS CONDOMINIUMS. THE FINDINGS ARE SUMMARIZED HERE AND ARE SHOWN ON THE PLANS

ALL LOTS ARE RESTRICTED TO A MAXIMUM STORM WATER RELEASE RATE OF 0.68 CFS/AC.

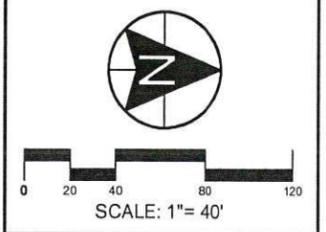
ALL LOTS MUST PROVIDE OIL/WATER SEPARATOR BEFORE DISCHARGE

NOTES

- ALL CONSTRUCTION IS TO BE IN ACCORDANCE WITH THE LATEST SARATOGA SPRINGS STANDARDS AND SPECIFICATIONS. PROPOSED HILLCREST ROAD WILL FOLLOW THE EXISTING GROUND. NO AREAS OF SUBSTANTIAL EARTH MOVING IS PROPOSED.
- NO EXISTING WATER COURSES, CANALS, DITCHES, SPRINGS, OR WELLS EXIST ON THE PROPERTY. EXISTING CULVERTS AND STORM DRAIN ARE SHOWN.
- NO FLOOD PLAINS, WETLANDS OR OTHER SENSITIVE LANDS EXIST ON SITE.
- NO 100-YEAR HIGH WATER MARK FOR LAKES, RIVERS OR STREAMS EXIST ON THE SITE.
- NO IRRIGATION WATER SYSTEMS EXISTING ON THE SITE.

DEVELOPER
ATC INVESTMENTS
791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT
HARVEST POINT COMMERCIAL



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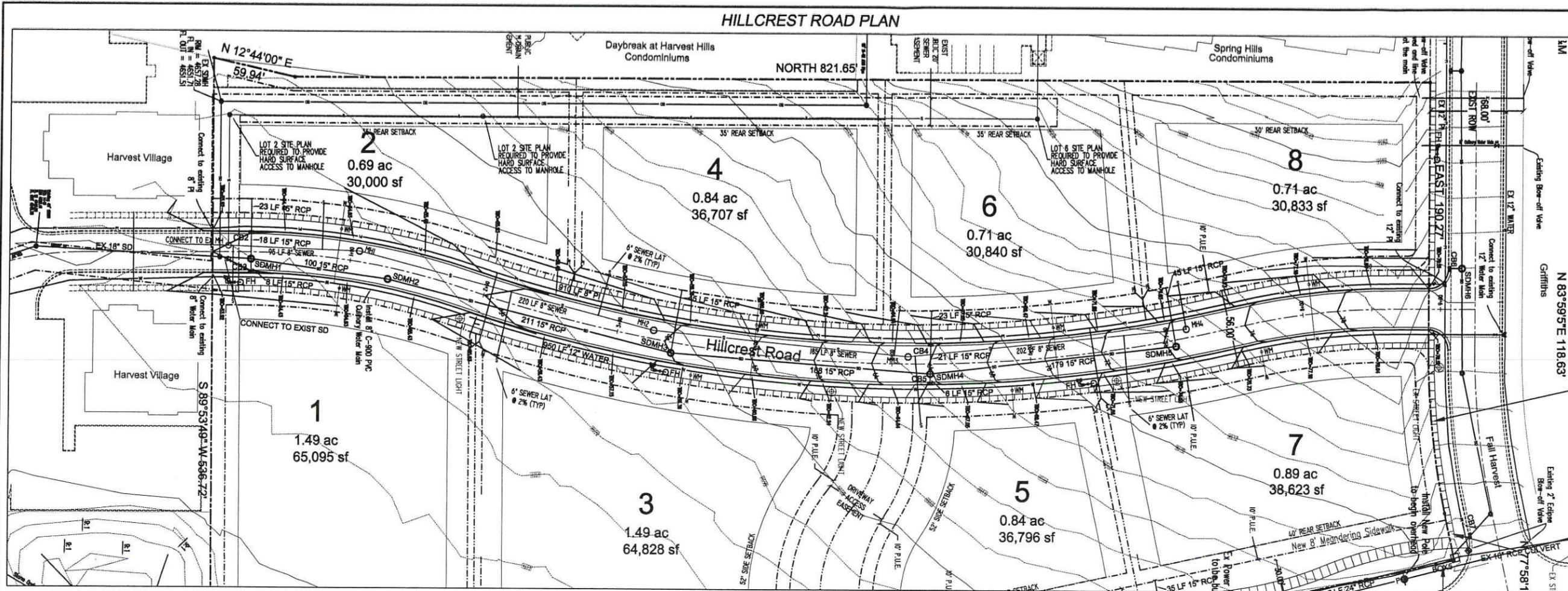
REVISIONS		SEAL
NO.	DATE	DESCRIPTION
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

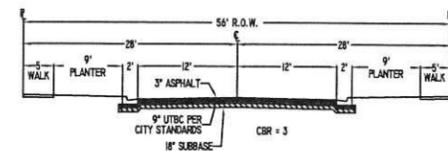
PROJECT
ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION
PRELIMINARY PLAN

SHEET NAME	SHEET NUMBER
GRADING & DRAINAGE PLAN	C3

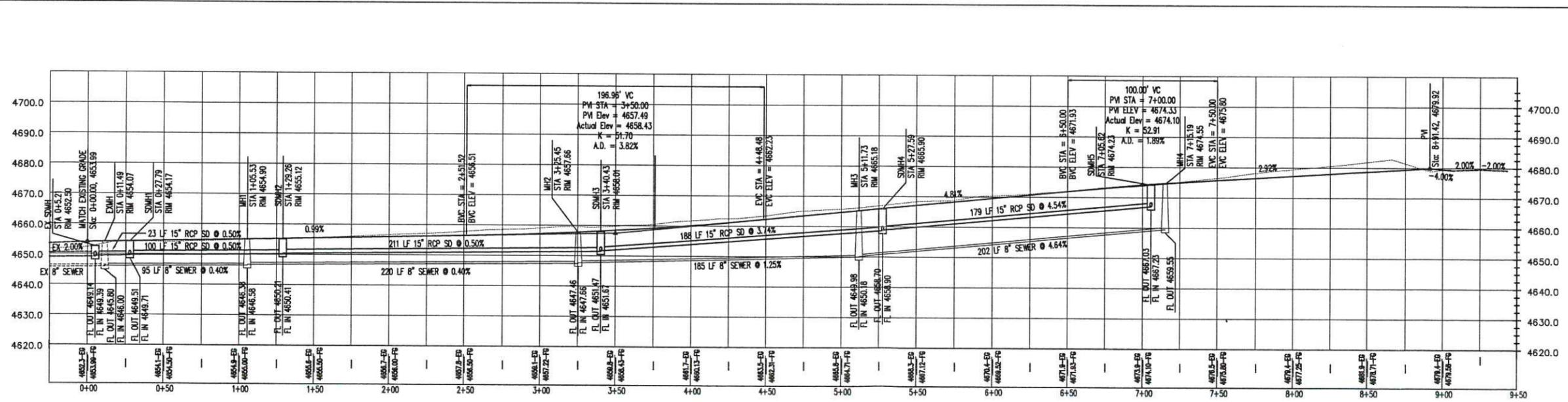


HILLCREST ROAD CROSS SECTION



— GEOTECHNICAL REPORT RECOMMENDATIONS —
 NEAR SURFACE NATIVE CLAY AND SILT SOILS ARE POTENTIALLY COLLAPSIBLE. OVER EXCAVATION MAY BE NEEDED TO MINIMIZE THE POTENTIAL SETTLEMENT OF PAVEMENTS.

HILLCREST ROAD PROFILE



DEVELOPER

ATC INVESTMENTS
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 MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL

SCALE: 1" = 40'

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 cell (801) 616-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION

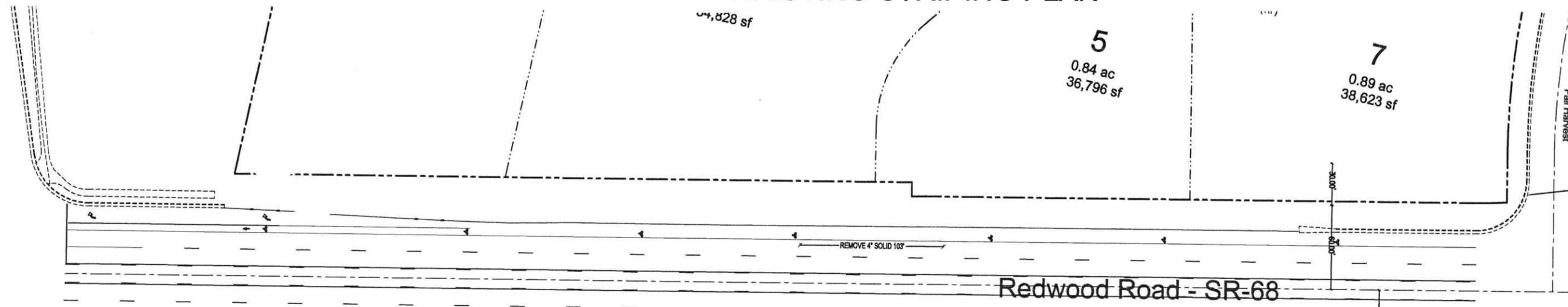
ACTION	DATE
PRELIMINARY PLAN	11/25/13

PROJECT
**ATC INVESTMENTS
 HARVEST POINT
 COMMERCIAL**

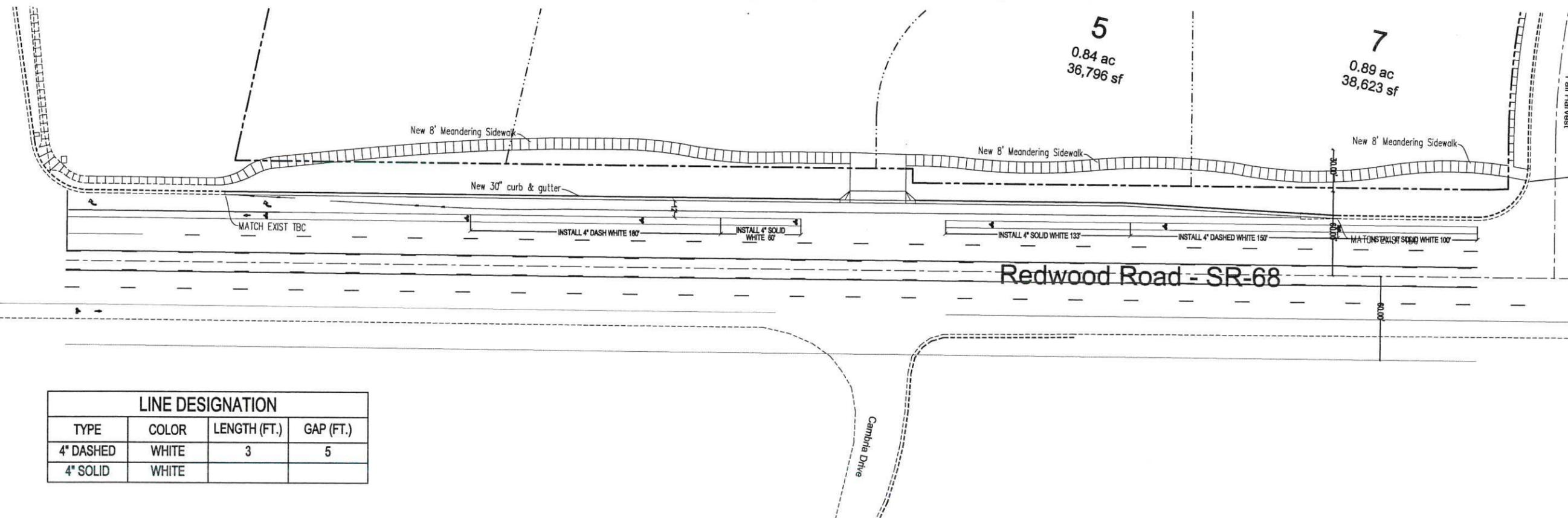
DESCRIPTION
PRELIMINARY PLAN

SHEET NAME	SHEET NUMBER
ROAD PROFILE	C4

EXISTING STRIPING PLAN



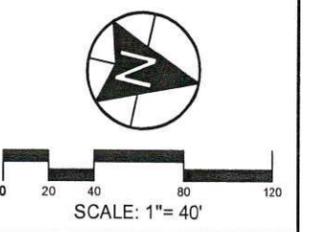
PROPOSED STRIPING PLAN



LINE DESIGNATION			
TYPE	COLOR	LENGTH (FT.)	GAP (FT.)
4" DASHED	WHITE	3	5
4" SOLID	WHITE		

DEVELOPER
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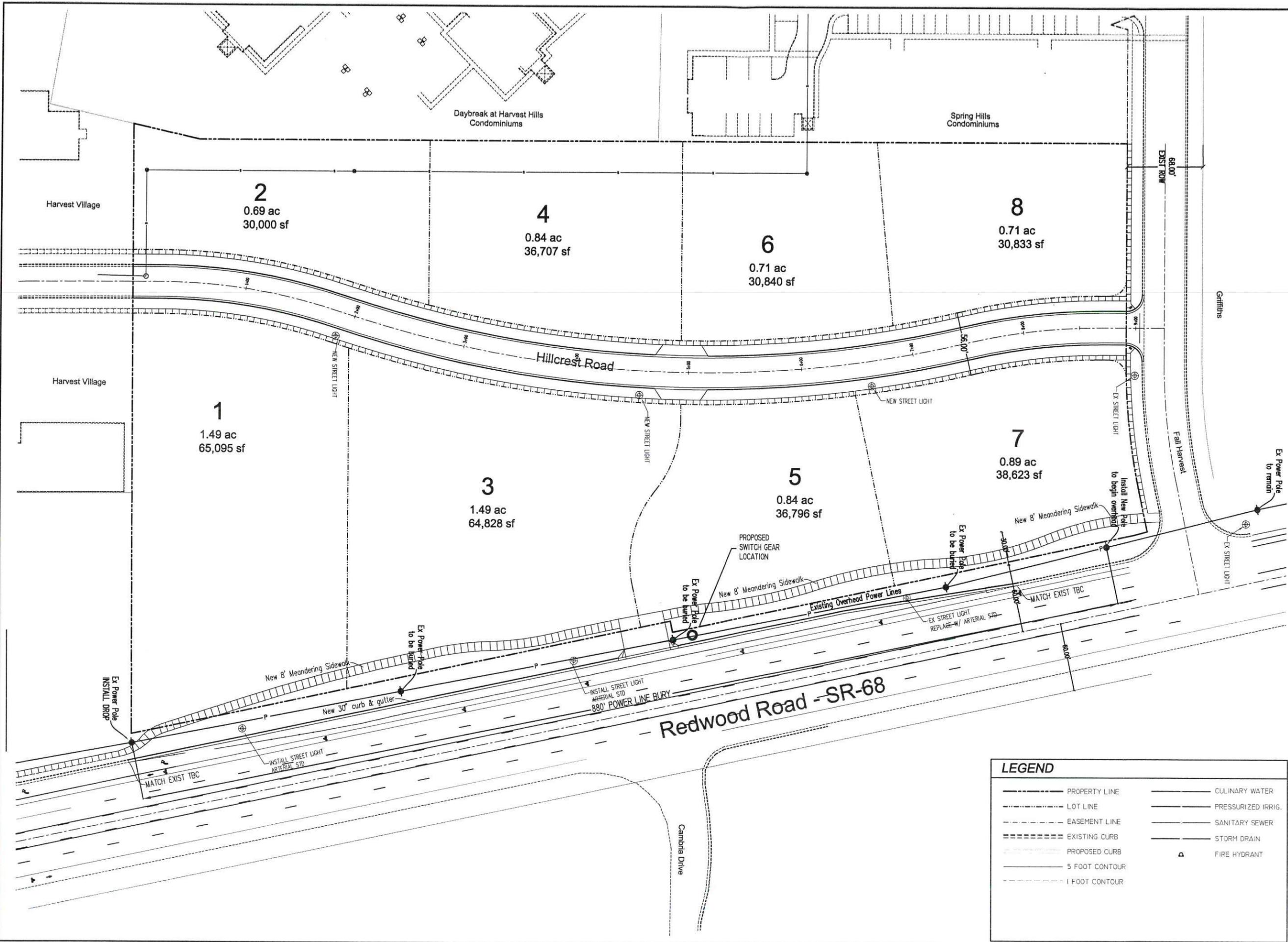
REVISIONS		SEAL
NO.	DATE	DESCRIPTION
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

PROJECT
 ATC INVESTMENTS
HARVEST POINT COMMERCIAL

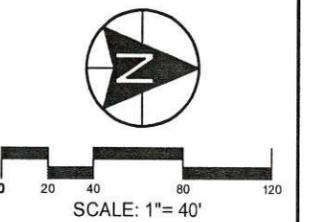
DESCRIPTION
 PRELIMINARY PLAN

SHEET NAME	SHEET NUMBER
STRIPING PLAN	C6



DEVELOPER
ATC INVESTMENTS
 791 WEST 800 SOUTH
 MAPLETON, UT 84664

DEVELOPMENT
HARVEST POINT COMMERCIAL



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REVISIONS			SEAL
NO.	DATE	DESCRIPTION	
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

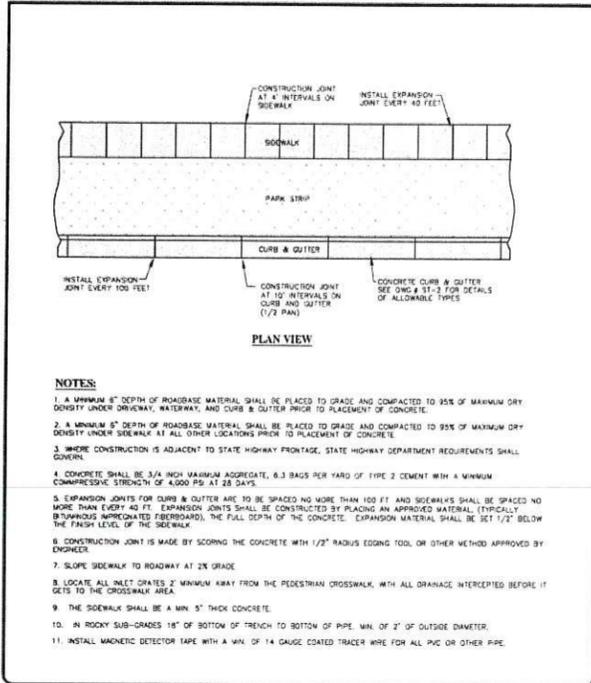
PROJECT
ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION
PRELIMINARY PLAN

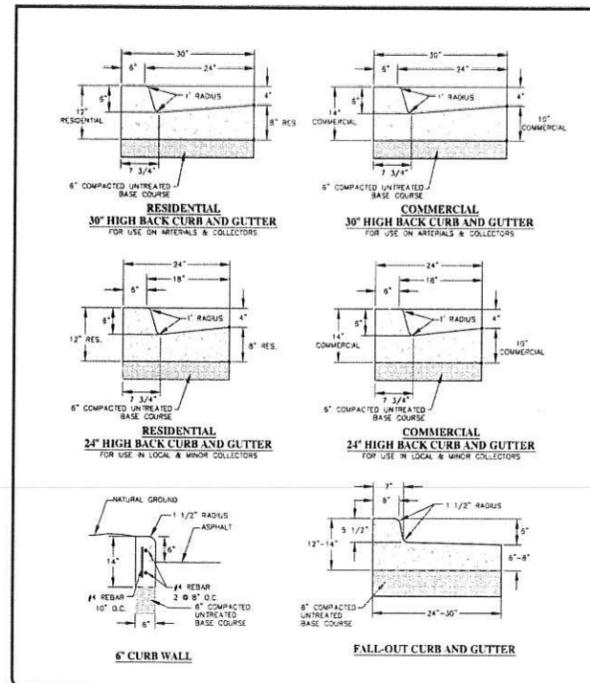
LEGEND

—	PROPERTY LINE	—	CULINARY WATER
- - -	LOT LINE	—	PRESSURIZED IRRIG.
- - - -	EASEMENT LINE	—	SANITARY SEWER
=====	EXISTING CURB	—	STORM DRAIN
-----	PROPOSED CURB	▲	FIRE HYDRANT
—	5 FOOT CONTOUR		
- - - -	1 FOOT CONTOUR		

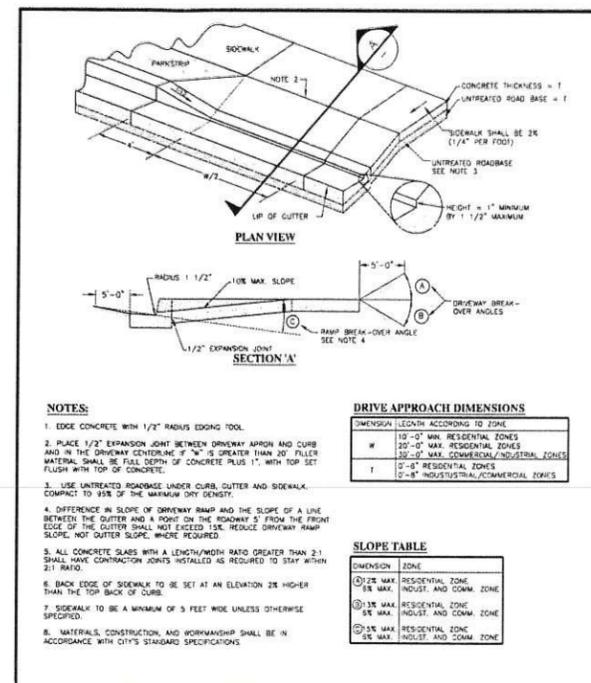
SHEET NAME: **POWER PLAN**
 SHEET NUMBER: **C7**



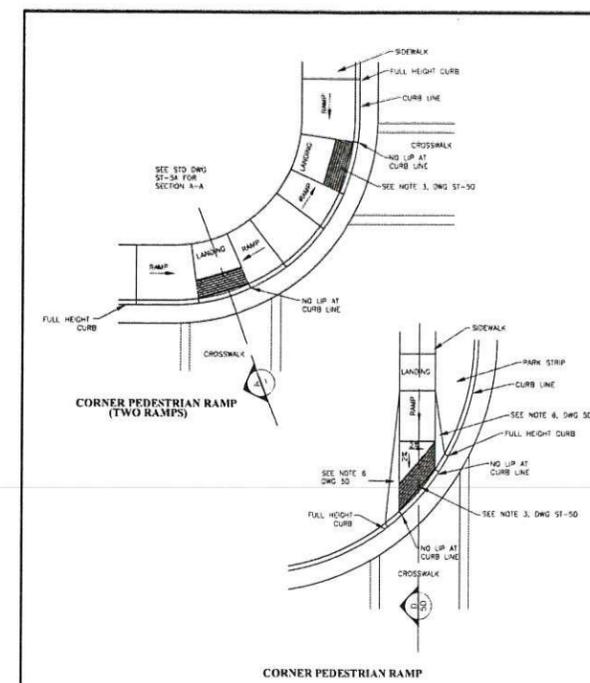
SIDEWALK, CURB & GUTTER STANDARDS	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-1		



CURB & GUTTER DETAILS	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-2		



FLARE DRIVE APPROACH	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-4		



HANDICAP ACCESSIBLE RAMP	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-5C		

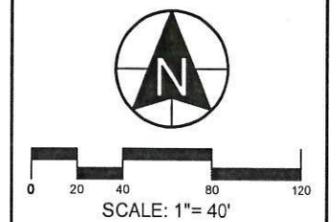
DEVELOPER

ATC INVESTMENTS

791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL



berg

CIVIL ENGINEERING

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cell (801) 616-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

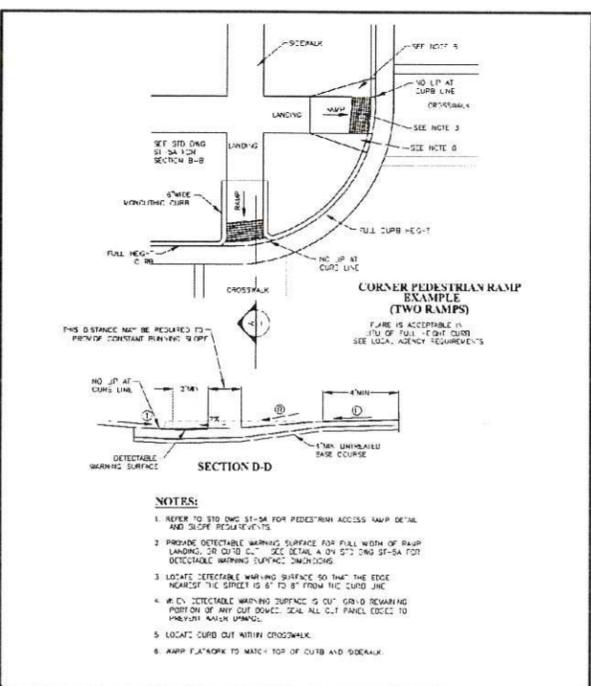
PROJECT

ATC INVESTMENTS HARVEST POINT COMMERCIAL

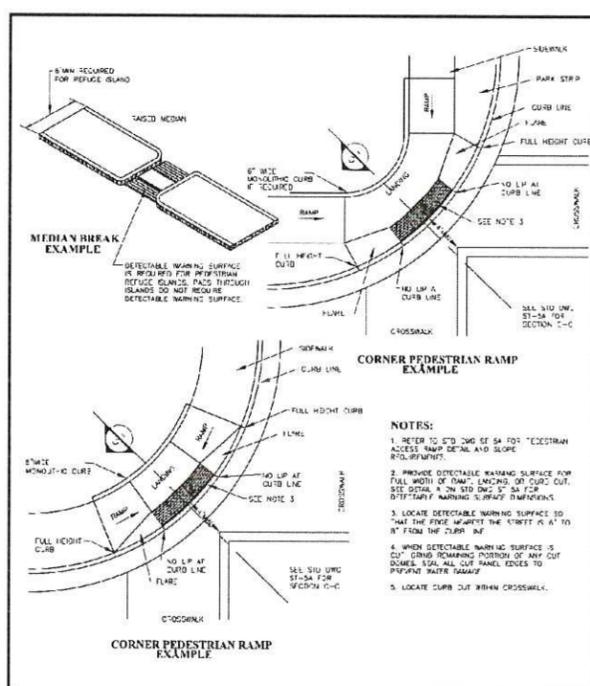
DESCRIPTION

PRELIMINARY PLAN

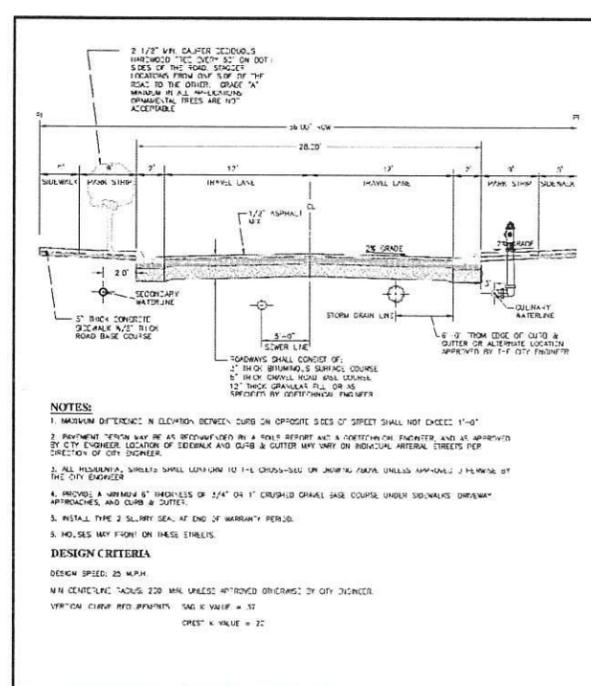
SHEET NAME	SHEET NUMBER
CONSTRUCTION DETAILS	D1



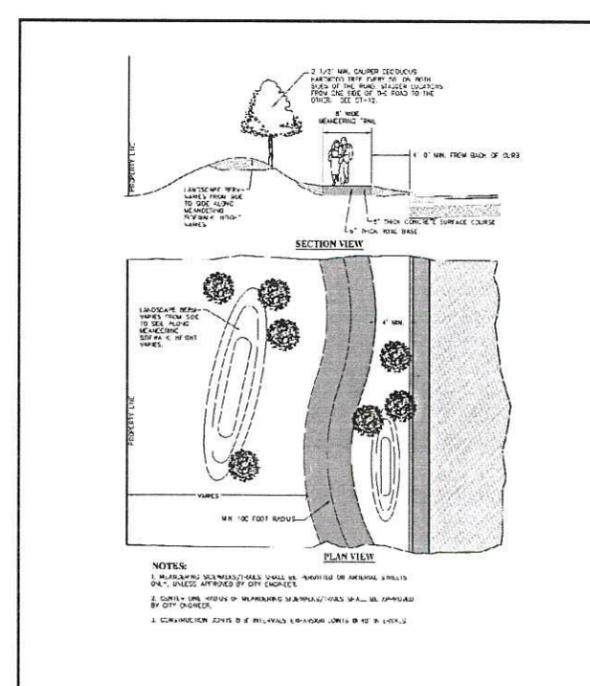
HANDICAP ACCESSIBLE RAMP	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-5D		



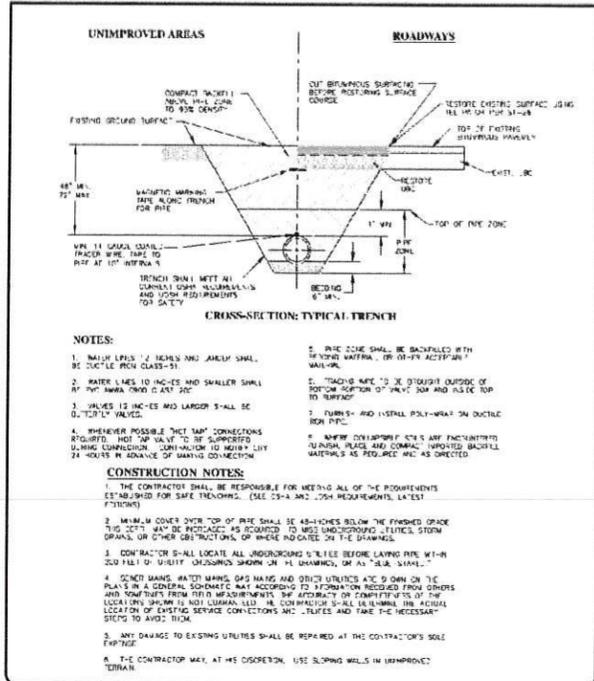
HANDICAP ACCESSIBLE RAMP	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-5E		



RESIDENTIAL ROADWAY 56' RIGHT-OF-WAY	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-8		

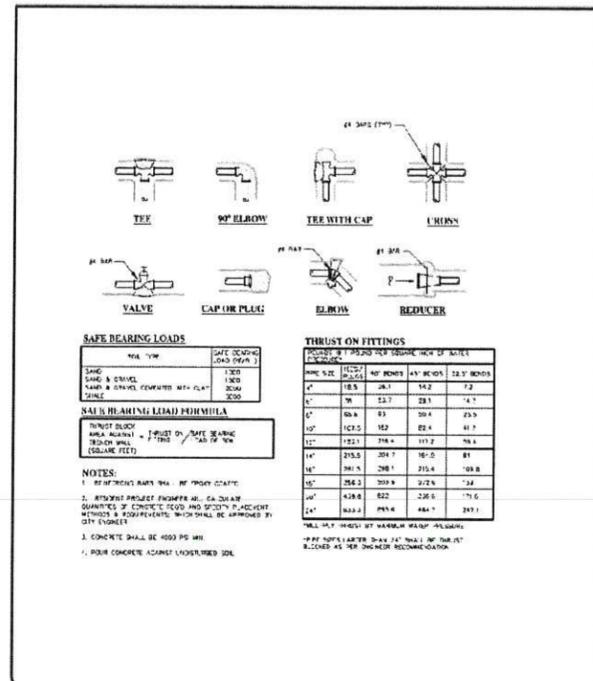


8' WIDE TRAIL STANDARDS	PERMITS AND DEPT.	DATE	REVISIONS	STANDARD
	DESIGNED BY	DATE	DESCRIPTION	STREET STANDARDS
SARATOGA SPRINGS CITY		ST-15A		



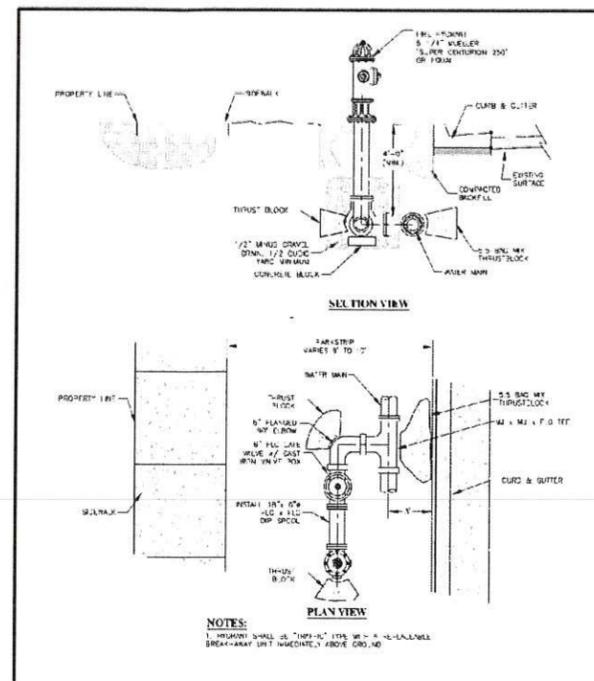
CULINARY WATERLINE TRENCH

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: WT-1



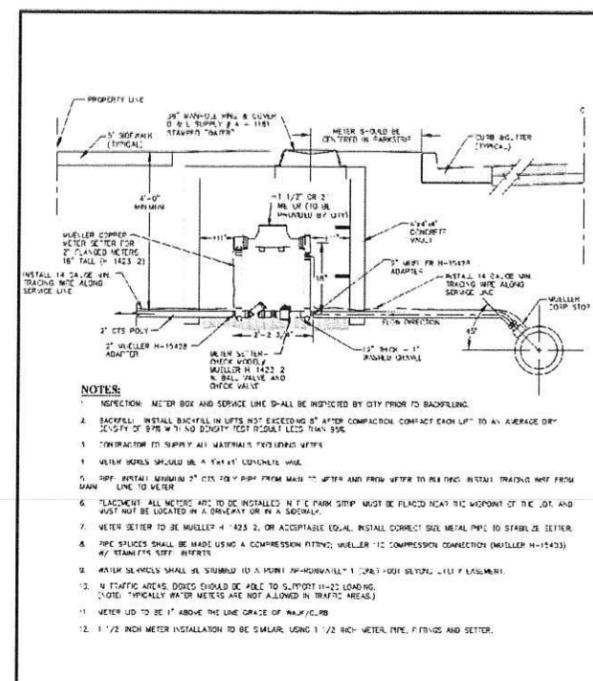
CONCRETE THRUST BLOCKS

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: WT-2



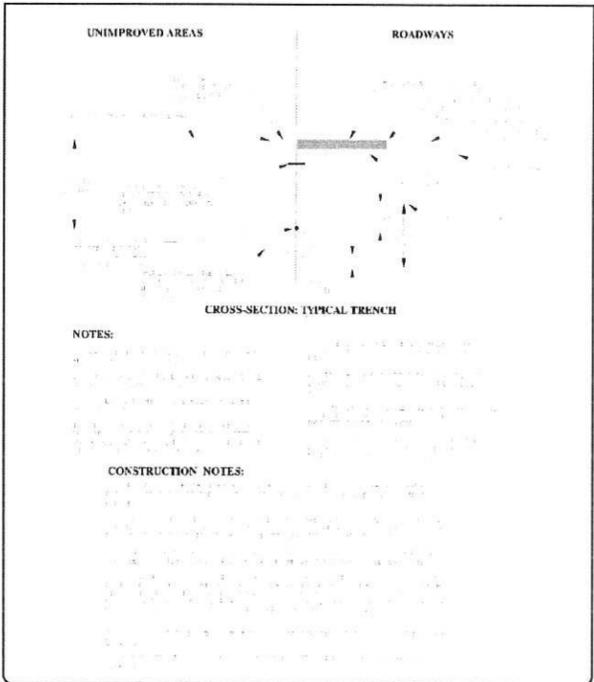
FIRE HYDRANT CONNECTION

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: WT-4



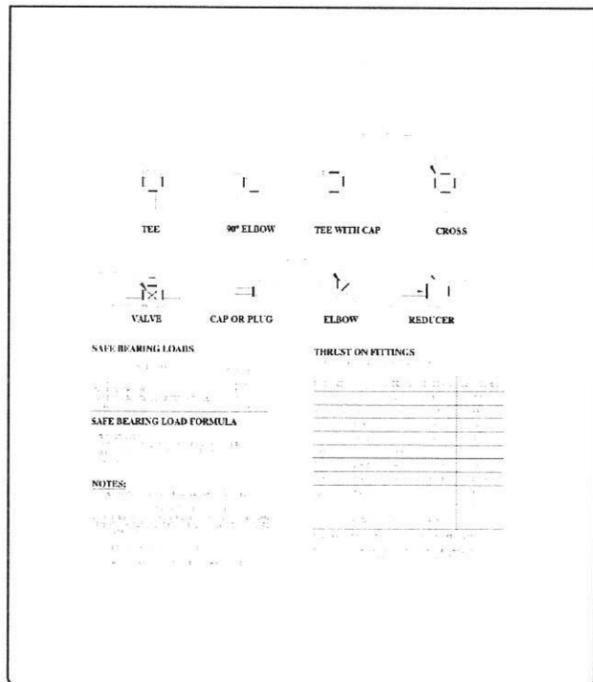
NON-RESIDENTIAL METER CONNECTION 2" OR 1 1/2"

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: WT-6



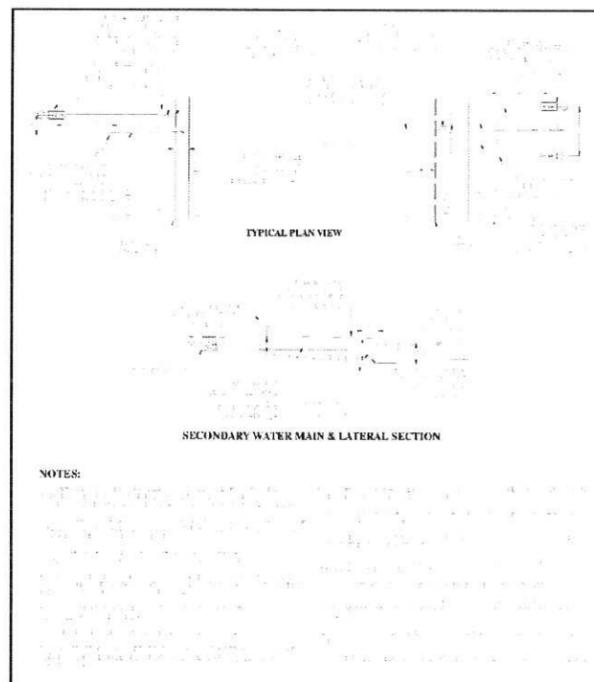
SECONDARY WATERLINE TRENCH

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: SW-1



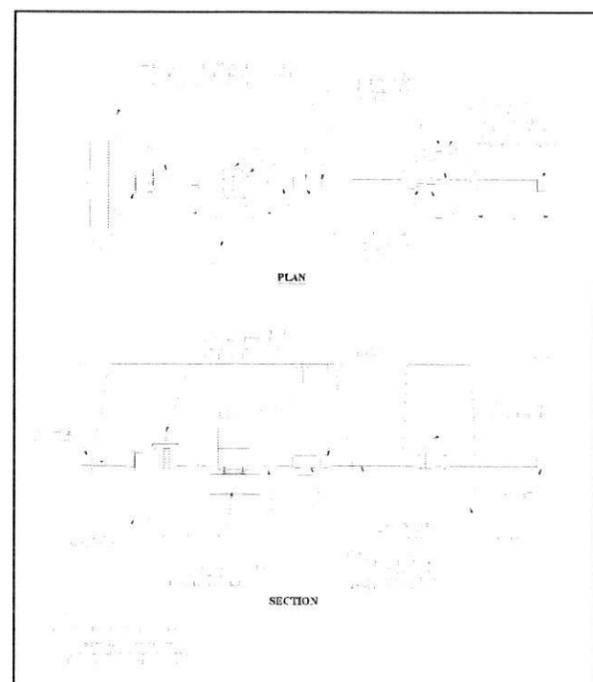
CONCRETE THRUST BLOCKS

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: SW-2



SECONDARY WATER LAYOUT & 1" SINGLE AND DUAL LATERALS

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: SW-3



SINGLE 1" PRESSURE IRRIGATION SERVICE BOX

DATE: 02/15/2011
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT: [Name]
 SHEET: SW-5A

DEVELOPER

ATC INVESTMENTS
 791 WEST 800 SOUTH
 MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL

berg
 CIVIL ENGINEERING
 11038 N Highland Blvd Suite 400
 Highland Ut, 84003
 office (801) 492-1277
 cell (801) 616-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

PROJECT

ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION

PRELIMINARY PLAN

SHEET NAME CONSTRUCTION DETAILS **SHEET NUMBER** D2

UNIMPROVED AREAS **ROADWAYS**

CROSS-SECTION: TYPICAL TRENCH

NOTES:

1. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
2. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
3. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
4. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
5. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
6. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
7. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
8. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
9. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
10. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: STORM DRAIN
DRAWING NAME: SD-1	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SD-1	PROJECT: SD-1	PROJECT: SD-1

STORM DRAIN TRENCH **SD-1**

PLAN VIEW

PLAN VIEW

NOTES:

1. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
2. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
3. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
4. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
5. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
6. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
7. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
8. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
9. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.
10. ALL GUTTER INLET BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR GUTTER INLET BOXES.

GRATES **SIDE VIEW** **SECTION A**

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: STORM DRAIN
DRAWING NAME: SD-2	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SD-2	PROJECT: SD-2	PROJECT: SD-2

GUTTER INLET BOX **SD-2**

PLAN

PLAN

NOTES:

1. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
2. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
3. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
4. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
5. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
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7. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
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9. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.
10. ALL CLEANOUT BOXES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CLEANOUT BOXES.

DIMENSIONS

SECTION 'A' **SECTION 'B'**

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: STORM DRAIN
DRAWING NAME: SD-3	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SD-3	PROJECT: SD-3	PROJECT: SD-3

CLEANOUT BOX **SD-3**

PLAN

PLAN

NOTES:

1. VAULTS ARE DESIGNED TO MEET ASTM C885 WITH AASHTO H-20 LOADING.
2. OPENINGS MAY BE SIZED AND LOCATED AS REQUIRED.
3. OPTIONAL HARDWARE MAY BE CAST IN AS REQUIRED.
4. CHECK HARDWARE SECTION FOR OPTIONAL HARDWARE.
5. POUR CONCRETE COLLARS AROUND CIRCUMFERENCE OF PIPE ON EXTERIOR OF BOX.
6. USE NON-SHRINK GROUT AROUND CIRCUMFERENCE OF PIPE ON INTERIOR OF BOX.
7. BICYCLE SAFE GRATES ONLY PROVIDE TYPE 13 "A" GRATE, DAL I-3516, OR TYPE 16 "L" GRATE, DAL I-3517.

GRATES

TYPE 13 "A" VALLEY FRAME AND GRATE 660 5x6
TYPE 16 "L" CURB-COMBO FRAME AND GRATE 600 5x6

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: STORM DRAIN
DRAWING NAME: SD-4	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SD-4	PROJECT: SD-4	PROJECT: SD-4

COMBINATION GUTTER INLET & CLEANOUT BOX **SD-4**

UNIMPROVED AREAS **ROADWAYS**

CROSS-SECTION: TYPICAL TRENCH

RECOMMENDED TRENCH QUANTITIES

ITEM	DESCRIPTION	QUANTITY	UNIT
1	Excavation	1.00	cu yd
2	Backfill	1.00	cu yd
3	Concrete	1.00	cu yd
4	Grout	1.00	cu yd
5	Grates	1.00	sq ft
6	Manhole	1.00	each
7	Pipe	1.00	lin ft
8	Collar	1.00	each
9	Grout	1.00	cu yd
10	Grout	1.00	cu yd
11	Grout	1.00	cu yd
12	Grout	1.00	cu yd
13	Grout	1.00	cu yd
14	Grout	1.00	cu yd
15	Grout	1.00	cu yd
16	Grout	1.00	cu yd
17	Grout	1.00	cu yd
18	Grout	1.00	cu yd
19	Grout	1.00	cu yd
20	Grout	1.00	cu yd

NOTES:

1. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
2. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
3. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
4. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
5. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
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7. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
8. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
9. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.
10. ALL TRENCHES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR TRENCHES AND MANHOLES.

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: SANITARY SEWER
DRAWING NAME: SS-1	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SS-1	PROJECT: SS-1	PROJECT: SS-1

STANDARD SEWER TRENCH **SS-1**

PLAN VIEW

PLAN VIEW

NOTES:

1. IF GRADE ABOVE INVERTS OF 12" OR 18" SHALL BE REQUIRED TO WATCH TOP OF 24".
2. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
3. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
4. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
5. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
6. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
7. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
8. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
9. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.
10. ALL CAST RINGS AND MANHOLES SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR CAST RINGS AND MANHOLES.

SECTION 'A' **SECTION 'B'**

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: SANITARY SEWER
DRAWING NAME: SS-2	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SS-2	PROJECT: SS-2	PROJECT: SS-2

SANITARY SEWER MANHOLE **SS-2**

PROFILE

PROFILE

PLAN VIEW - 45° WYE BRANCH **PLAN VIEW - "INSERTA TEE"**

NOTES:

1. ALL SEWER SERVICE CONNECTIONS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR SEWER SERVICE CONNECTIONS.
2. ALL SEWER SERVICE CONNECTIONS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR SEWER SERVICE CONNECTIONS.
3. ALL SEWER SERVICE CONNECTIONS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR SEWER SERVICE CONNECTIONS.
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9. ALL SEWER SERVICE CONNECTIONS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR SEWER SERVICE CONNECTIONS.
10. ALL SEWER SERVICE CONNECTIONS SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE UTAS STANDARD SPECIFICATIONS FOR SEWER SERVICE CONNECTIONS.

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: SANITARY SEWER
DRAWING NAME: SS-3	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: SS-3	PROJECT: SS-3	PROJECT: SS-3

SEWER SERVICE CONNECTION **SS-3**

PLAN

PLAN

SECTION 'A' **SECTION 'B'**

DATE: FEBRUARY 2013	REVISION: REVISED PER COMMENTS	STANDARD DETAILS: SURVEY MONUMENT
DRAWING NAME: ST-29A	DRAWN BY: CJO	CHECKED/ APPROVED: SARATOGA SPRINGS CITY
PROJECT: ST-29A	PROJECT: ST-29A	PROJECT: ST-29A

SURVEY MONUMENT **ST-29A**

DEVELOPER

ATC INVESTMENTS
791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL

BERG
CIVIL ENGINEERING
11038 N Highland Blvd Suite 400
Highland, UT, 84003
office (801) 492-1277
cell (801) 616-1677

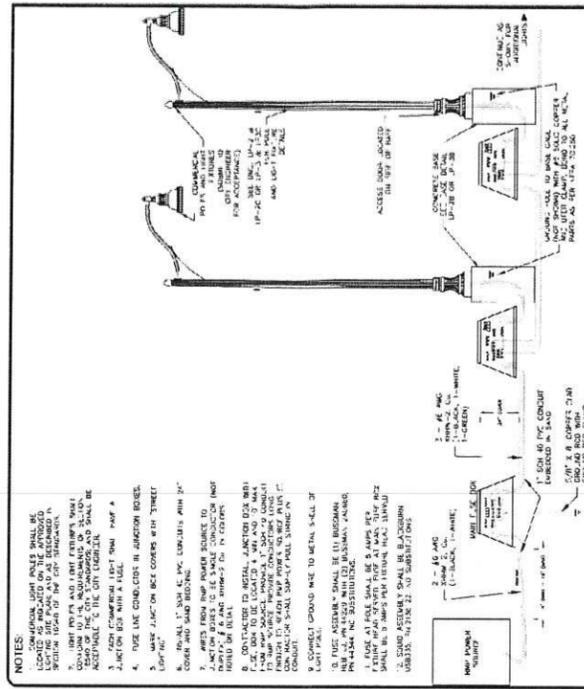
NO.	DATE	DESCRIPTION	SEAL
1			
2			
3			
4			
5			
6			
7			

ACTION: PRELIMINARY PLAN	DATE: 11/25/13
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PROJECT: ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION: PRELIMINARY PLAN

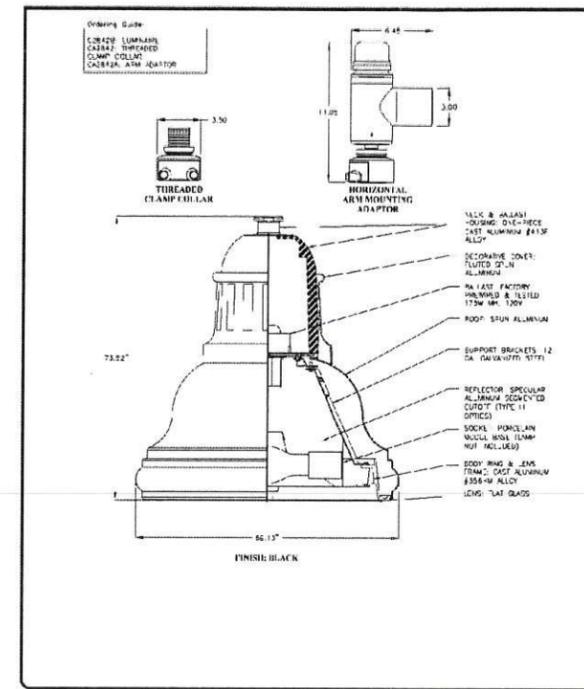
SHEET NAME: CONSTRUCTION DETAILS	SHEET NUMBER: D3
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COMMERCIAL STREET LIGHT CONNECTION DETAIL

DATE	11/25/13
DESIGNED BY	SAI
CHECKED BY	SAI
PROJECT NO.	13-0000
CITY	SARATOGA SPRINGS CITY
SCALE	AS SHOWN

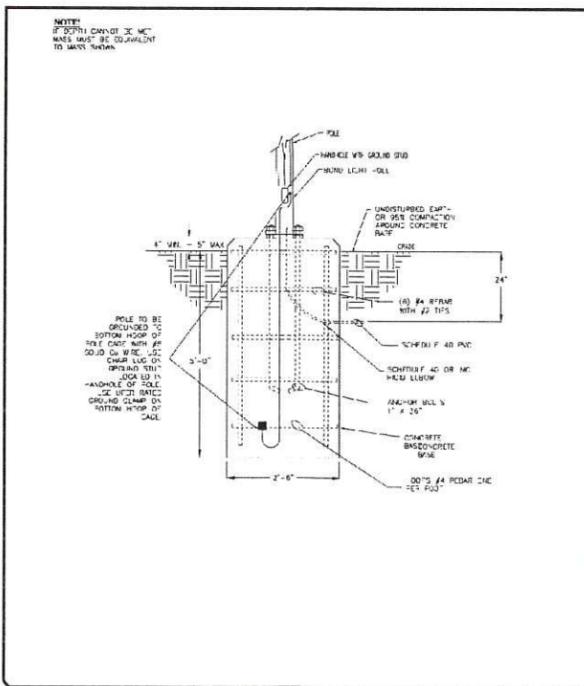
LP-5



ARTERIAL STREET LIGHT LUMINAIRE

DATE	11/25/13
DESIGNED BY	SAI
CHECKED BY	SAI
PROJECT NO.	13-0000
CITY	SARATOGA SPRINGS CITY
SCALE	AS SHOWN

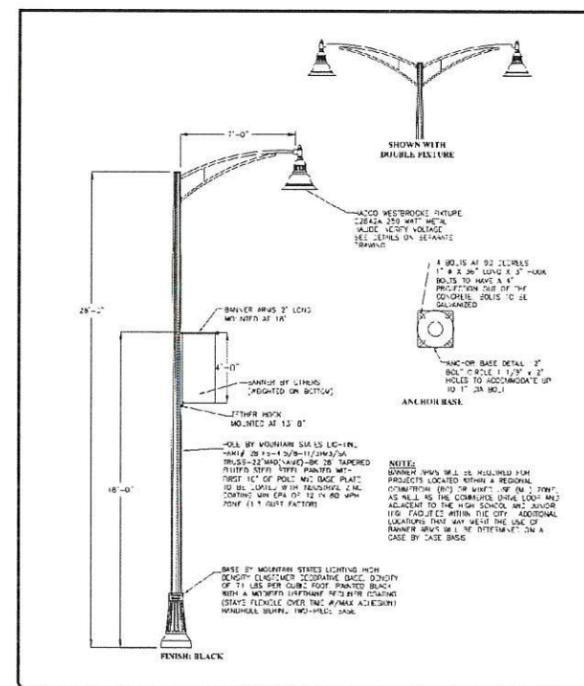
LP-3C



CONCRETE BASE DETAIL FOR 28' ARTERIAL

DATE	11/25/13
DESIGNED BY	SAI
CHECKED BY	SAI
PROJECT NO.	13-0000
CITY	SARATOGA SPRINGS CITY
SCALE	AS SHOWN

LP-3B



28' ARTERIAL STREET LIGHT WITH BANNER ARM

DATE	11/25/13
DESIGNED BY	SAI
CHECKED BY	SAI
PROJECT NO.	13-0000
CITY	SARATOGA SPRINGS CITY
SCALE	AS SHOWN

LP-3A

DEVELOPER

ATC INVESTMENTS

791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT

HARVEST POINT COMMERCIAL

Berg

CIVIL ENGINEERING

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office (801) 492-1277
cell (801) 616-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION
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ACTION	DATE
PRELIMINARY PLAN	11/25/13

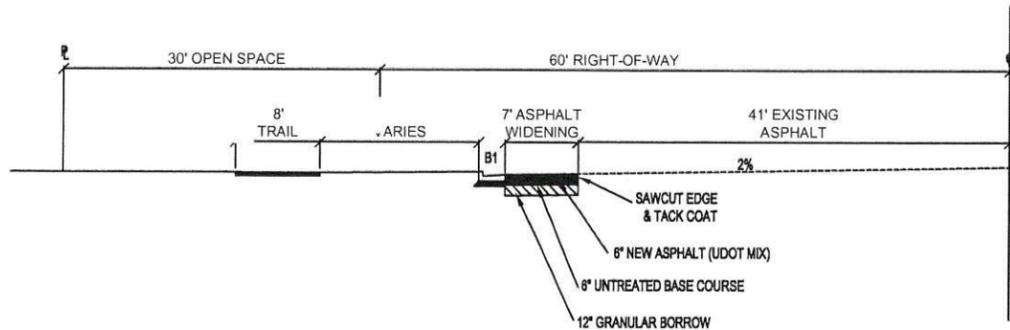
PROJECT

ATC INVESTMENTS HARVEST POINT COMMERCIAL

DESCRIPTION

PRELIMINARY PLAN

SHEET NAME	SHEET NUMBER
CONSTRUCTION DETAILS	D4

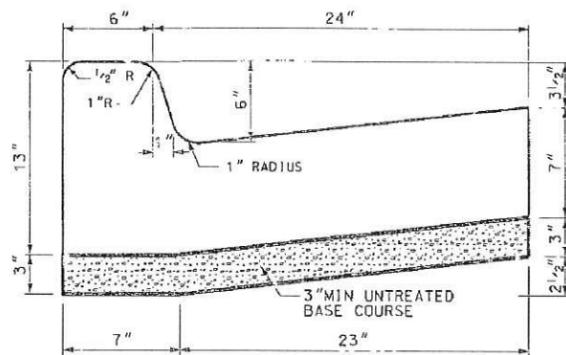


CROSS SECTION REDWOOD ROAD IMPROVEMENTS

N.T.S.

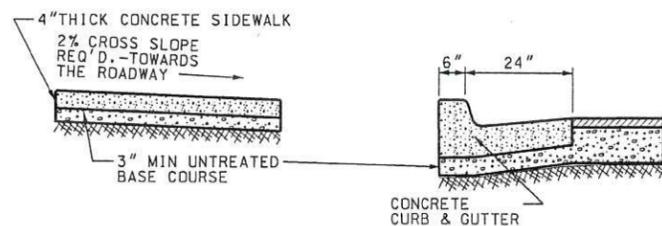
CURB & GUTTER DETAIL

NOT TO SCALE

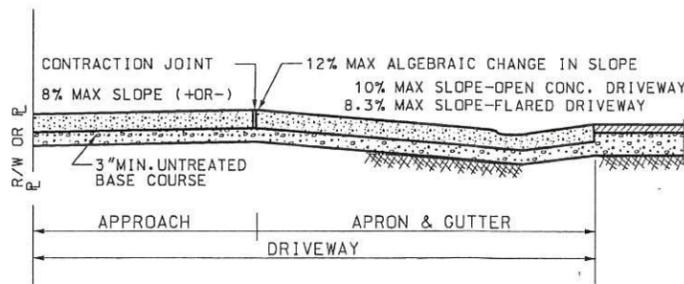


TYPE B1
CURB & GUTTER
AREA = 1.680 SQ.FT.

SECTION A-A



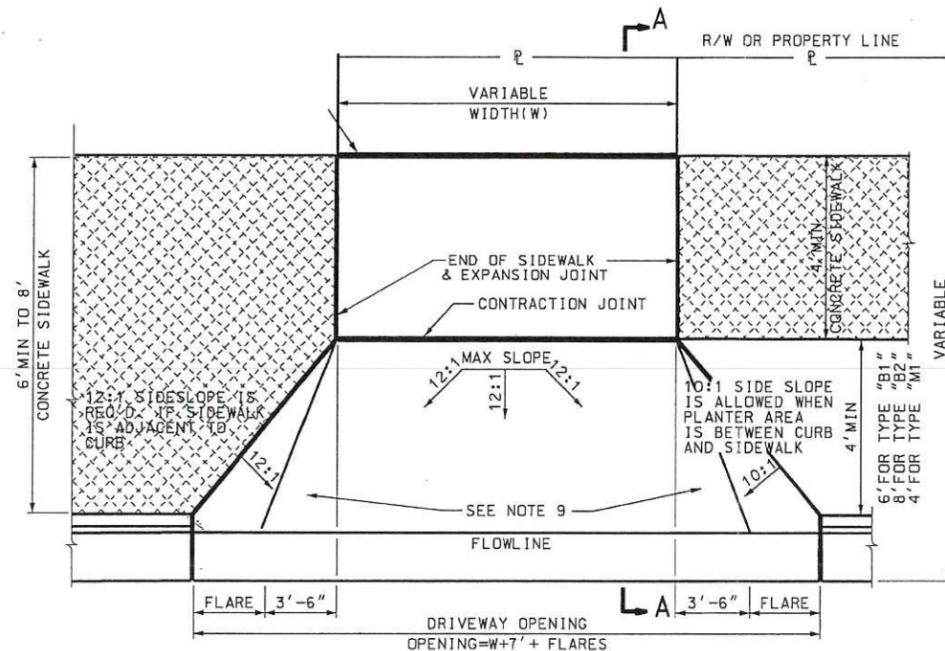
SECTION B-B



SLOPE DETAIL

FLARED ACCESS DETAIL

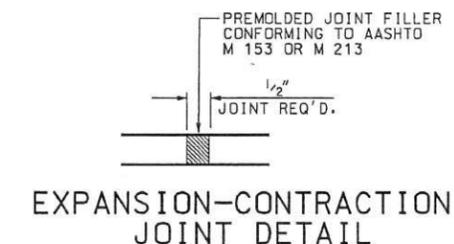
NOT TO SCALE



FLARED DRIVEWAY

NOTES:

- DRIVEWAY DIMENSIONS (MAX. & MIN.) ARE LOCATED IN UDOT "MANUAL FOR THE ACCOMMODATION OF UTILITIES AND THE CONTROL AND PROTECTION OF STATE HIGHWAY RIGHTS OF WAY" CURRENT EDITION.
- MAXIMUM DISTANCE BETWEEN TOOLED OR CONSTRUCTION JOINTS 10' LATERALLY AND LONGITUDINALLY SPACED EQUALLY.
- PROVIDE EXPANSION JOINTS WHERE CONCRETE SIDEWALK BUTTS AGAINST CONCRETE DRIVEWAYS AND IN CONCRETE SIDEWALK AT 30 FEET INTERVALS.
- DO NOT PAY FOR SIDEWALK INSIDE THE DRIVEWAY LIMITS (WIDTH AND LENGTH)
- OPEN CONCRETE DRIVEWAY - FLARED DRIVEWAY
A: RESIDENTIAL = 6 inch THICK. COMMERCIAL = 7 inch THICK
B: EXTEND DRIVEWAY APPROACH TO R/W - PROPERTY LINE
C: IF THE GRADES SHOWN ON THE SLOPE DETAIL CANNOT BE MET, DEPRESS THE LONGITUDINAL SLOPE OF THE SIDEWALK AT A RATE OF 5 PERCENT TO MEET THE APRON - APPROACH ELEVATION.
- USE CLASS AA(AE) CONCRETE FOR SIDEWALK AND DRIVEWAYS
- USE UNTREATED BASE COURSE UNDER ALL SIDEWALKS AND DRIVEWAYS.
- 10:1 = 10% SLOPE; 12:1 = 8.33% SLOPE.
- QUANTITIES FOR DRIVEWAYS INCLUDE RADIUS AND FLARES TO LIP OF GUTTER.



EXPANSION-CONTRACTION JOINT DETAIL

DEVELOPER
ATC INVESTMENTS
791 WEST 800 SOUTH
MAPLETON, UT 84664

DEVELOPMENT
HARVEST POINT COMMERCIAL

BERG
CIVIL ENGINEERING
11038 N Highland Blvd Suite 400
Highland Ut, 84003
office (801) 492-1277
cell (801) 616-1677

REVISIONS			SEAL
NO.	DATE	DESCRIPTION	
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ACTION	DATE
PRELIMINARY PLAN	9/6/13

PROJECT
ATC INVESTMENTS
HARVEST POINT COMMERCIAL

DESCRIPTION
PRELIMINARY PLAN

SHEET NAME
UDOT DETAILS

SHEET NUMBER
D5



**Planning Commission
Memorandum**

Author: Kimber Gabryszak, AICP
Date: January 5, 2014
Re: Adoption of Planning Commission Bylaws
Meeting: January 9, 2014

A. SUMMARY

Section 19.03.05 of the Land Development Code states:

“The Planning Commission shall adopt written rules of procedure for the conduct of its meetings and the performance of its other duties, which rules shall be subject to approval of the Planning Commission Chair and City Attorney and not be in conflict with state law or the terms of this ordinance.”

The Planning Commission has a set of bylaws, however they have not been formally adopted, signed, and recorded.

Section 3.04.03 of the City Code states:

“Subject to the approval of the City Council, the Planning Commission shall adopt Rules of Procedure consistent with this Code for its own organization and for the transaction of business. Such rules shall not be inconsistent with any directive or instruction received from the City Council.”

Upon the approval of the Planning Commission Chair and City Attorney, the Bylaws must also be approved by the City Council.

B. AMENDMENTS

Staff has proposed several amendments to the existing bylaws prior to formal adoption, in order to improve the procedures of the Commission.

- Clarify and quantify the attendance policy (the number of meetings/months may be altered at the direction of the Commission).
- Implement a 10:00 p.m. cutoff time that may only be exceeded by a successful motion to continue.
- Updating the types of meetings and streamlining motions to be consistent with the Council's.

C. RECOMMENDATION

Staff recommends that the Commission review the bylaws and amendments and give input to the Planning Commission Chair and City Attorney prior to formal adoption, and make a recommendation for approval of the adopted bylaws to the City Council.

D. EXHIBITS

- A. Draft Bylaws – clean copy (pages 3-11)
- B. Draft Bylaws – changes showing (pages 12-21)

CITY OF SARATOGA SPRINGS
PLANNING COMMISSION

Exhibit A
Draft Bylaws - Clean

BYLAWS & RULES OF PROCEDURES

Effective _____, 2014

A. ORGANIZATION

1. Appointment of Chair and Vice Chair: The Commission, at its first regular meeting in January of each year, shall elect a Chair and Vice Chair.
2. The Chair to Preside at the Commission Meeting: The Chair shall preside at all meetings of the Commission and shall provide general direction for the meetings.
3. Duties of the Chair:
 - a. To call the Commission to order on the day and hour scheduled and proceed with the order of business.
 - b. To announce the business before the Commission in the order in which it is to be acted upon, including opening and closing public hearings.
 - c. To receive and submit in the proper manner all motions and propositions presented by the members of the Commission.
 - d. To put to vote all questions which are properly moved, or necessarily arise in the course of proceedings, and to announce the results of motions.
 - e. To inform the Commission, when necessary, on any point of order or practice. In the course of discharging this duty, the Chair shall have the right to call upon legal counsel for advice.
 - f. To authenticate by signature, when necessary, or when directed by the Commission, all of the acts, findings and orders, and proceedings of the Commission.
 - g. To maintain order at the meetings of the Commission.
 - h. To move the agenda along, hold down redundancy by limiting time allowed for comments if necessary, set guidelines for public input, and reference handouts and procedures during meetings.

- i. Recognize speakers and Commissioners prior to receiving comments and presentations.
4. Duties of the Vice Chair: The Vice Chair, during the absence of the Chair, shall perform all the duties and functions of the Chair.
5. Temporary Chair: In the event of the absence or the disability of both the Chair and Vice Chair, the Planning Commission members shall appoint another Planning Commission member to serve as Chair Pro Tem until the Chair or Vice Chair returns. In such event, the Chair Pro Tem shall have all the powers and perform the functions and duties assigned to the Chair of the Commission.
6. Secretary: The City Recorder, or the City Recorder's designee, shall serve as secretary of the Planning Commission.
7. Secretary Duties:
 - a. To post public notices of Planning Commission meetings.
 - b. To attend every session of the Commission, to record roll, to read any communications, resolutions or other papers which may be ordered to be read by the Chair of the meeting and to receive and bring to the attention of the Commission all messages and other communications.
 - c. To keep minutes of the proceedings of the Commission and to record them.
 - d. To keep and maintain a permanent record file of all documents and papers pertaining to the work of the Commission.
 - e. To perform such other duties as may be required.

B. RIGHTS AND DUTIES OF MEMBERS

1. Meeting Attendance: Every member of the Commission shall attend the sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused shall notify the secretary at least 24 hours in advance of the meeting. The secretary shall inform the Chair of the excused absences.
 - a. If any Commission member is absent from more than three meetings in any consecutive three-month period, the absence shall be reported to the City Council and Mayor, and the City Council shall have the option of replacing said Commission member per Section 3.04.02 of the City Code.

2. Conflict of Interest: A Planning Commission member may declare a conflict of interest from a specific agenda item. Members of the Planning Commission who may have an actual, apparent, or reasonably foreseeable conflict of interest on any matter on the Commission's agenda shall disclose and explain the apparent conflict to the Commission. After declaring a conflict of interest, a Planning Commission member shall not participate in the discussion or vote on that matter, nor attempt to use his/her influence with other Commissioners either before, during or after the meeting. Below are some guidelines for conduct:
 - a. There may be a conflict of interest if there are personal, familial, or financial ties between a Planning Commissioner and proponent/opponent of any item of business.
 - b. A Planning Commissioner may appear before the Commission through his/her employment as an advocate or agent for a proponent only after the Commissioners disqualification on the subject matter.
 - c. A Planning Commissioner must not sell or offer services or solicit prospective clients or employment by stating an ability to influence Planning Commission decisions.
 - d. A Planning Commissioner must not use the power of office to seek or obtain a special advantage that is not in the public interest nor any special advantage that is not a matter of public knowledge.
3. Explaining the Vote: After the vote is taken any member of the Commission desiring to explain his/her vote shall be allowed an opportunity to do so.
4. Not to Vote Unless Present: No member of the Commission shall be permitted to vote on any question unless the member shall be present when the vote on any question is taken and when the result is announced. No member shall give his/her proxy to any other person.
5. Types of Meetings:
 - a. **Definitions.**
 - i. **"Closed Meeting"** means a meeting that is properly closed in accordance with the Utah Open and Public Meetings Act that is part of a regular meeting, special meeting, or emergency meeting.
 - ii. **"Emergency Meeting"** means a meeting of an urgent or emergency nature that meets the requirements of the Utah Open and Public Meetings Act.
 - iii. **"Regular Meeting"** means a meeting listed on the City Council's annual meeting schedule that meets the requirements of the Utah Open and Public Meetings Act.
 - iv. **"Special Meeting"** means a meeting to consider matters of a non-emergency or non-urgent nature that is not listed on the City Council's

annual meeting schedule and that meets the requirements of the Utah Open and Public Meetings Act.

- v. **“Quorum”** means three members of the Council, excluding the Mayor.

b. **Types of Meetings.**

- i. **Regular Meetings.** The Commission shall hold regular meetings at least once each month. The Commission shall adopt a regular meeting schedule on an annual basis. Regular meetings may include work sessions and/or policy sessions.
- ii. **Special Meetings.** The Chair or three Commission members may order the convening of a special meeting of the Commission. Each order shall be entered in the minutes of the Commission and provide at least three hours’ notice to each Commission member of the meeting. The City Recorder shall serve notice of the special meeting on each Commission member who did not sign the order by delivering the notice personally or by leaving it at the member’s residence. The special meeting shall otherwise comply with the noticing requirements of the Utah Open and Public Meetings Act. Any action taken by the Commission may not be reconsidered or rescinded at any special meeting unless the number of members of the Commission present at the special meeting is equal to or greater than the number of members present at the meeting when the action was approved.
- iii. **Emergency Meetings.** An emergency meeting to consider matters of an emergency or urgent nature may be held if unforeseen circumstances make it necessary to do so. In such an event, in accordance with the Utah Open and Public Meetings Act, the Commission must give the best notice practicable of the time and place of the emergency meeting and the topics to be considered at the emergency meeting. An emergency meeting may not be held unless an attempt has been made to notify all of the Commission members and a majority of the Council members, not including the Mayor, approves the meeting.
- iv. **Closed Meetings.** Closed meetings may be held for the purposes and by following the procedures listed in Utah Code §§ 52-4-101—305. In accordance with this section, the closed meeting may be held upon a vote by two-thirds of the Commission members present, so long as a quorum is present. After conclusion of the closed meeting, no vote is required to resume to a public (open) session. In such a case, the Chair or Chair Pro Tem shall announce the end of the closed meeting and the resumption of the public session.

- 6. Meetings, Matter Considered: Other Business items pertaining to the affairs of the City of Saratoga Springs Planning Commission and falling within the authority and jurisdiction of the Commission may be considered and acted upon at any regular meeting of the Commission.

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 - b. The staff summary should be sufficient in detail to assist the Commission in stating findings.
 - c. Motions may be repeated for clarification following discussion and prior to the vote at the request of any Commissioner.
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motion shall wait until after a vote on the original motion to make a new motion.

7. To Reconsider a Motion: to recall a previous motion for further evaluation and/or action, a motion for reconsideration may be made by a Commissioner who voted with the majority. The motion to reconsider must pass with a majority vote. If it is determined that the motion should stand as previously approved, no formal vote is necessary. If the former motion is to be amended or made void, the motion shall be put to a formal vote of the Commission. Motions to reconsider a previous motion must take place during the same meeting the motion was made or when the minutes containing that particular item are approved.
8. Opening and Closing Informal Hearings: No motion is necessary to open and close the public portion of each public hearing. The Chair or Chair Pro Tem shall announce the opening and closing of each public hearing prior to Planning Commission discussion and vote on the matter.
9. Recess: No motion is necessary to break for a short recess. The Chair or Chair Pro Tem shall announce that the Commission is taking a break and announce a specific time to reconvene the meeting. The time to reconvene must be during the same day as the meeting in which the motion to recess was made.
10. Motion to Continue Past 10:00 p.m.: Business begun prior to 10:00 p.m. may continue after 10:00 p.m. however a motion is required to begin new business after 10:00 p.m. If such a motion is not made or if such a motion is made and fails, remaining items will be placed on the next regular meeting of the Commission.
11. Adjourn: No motion is necessary to adjourn the meeting. In such a case, the Chair or Chair Pro Tem shall announce the adjournment at the end of each Planning Commission meeting.

F. PROCEDURES – DEBATE

1. Interruptions and Questions: No member of the Commission shall interrupt or question another member in debate without obtaining the Commissioner's consent, and to obtain such consent, shall first address the Chair.

G. PROCEDURES – VOTING

1. Changing a Vote: No member shall be permitted to change his/her vote after the Chair announces the decision.
2. Tie Votes: Votes that result in a tie shall be considered the end of the motion at issue and shall result in an action of denial. In cases where the Planning Commission is acting in an advisory role, a tie vote shall result in the item going to the City Council without a favorable recommendation from the Commission.

3. Conflict of Interest Disqualification: Any member declaring a conflict of interest shall be disqualified and shall leave the room and not participate in the discussion and vote pertaining to that particular matter.

H. PROCEDURES – SUSPENSION OF RULES

1. Suspension or Alteration of Rules: No standing rules of the Commission shall be altered, amended, suspended or rescinded without the vote of a majority of all members of the Commission and approval by the City Council by ordinance.

I. AMENDMENT OF RULES OF PROCEDURE

1. These rules of the procedure may be amended at any meeting of the Commission upon a majority vote of all of the members of the Planning Commission and approval by the City Council by ordinance.

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J. RECORDING OF RULES

1. These rules and all subsequent amendments shall be recorded by the City Recorder in the Planning Commission’s Handbook and copies shall be furnished to each member of the Commission.

Signature of Chair
City of Saratoga Springs Planning Commission

Date

CITY OF SARATOGA SPRINGS
PLANNING COMMISSION

BYLAWS & RULES OF PROCEDURES
Effective _____, 2014

A. ORGANIZATION

1. Appointment of Chair and Vice Chair: The Commission, at its first regular meeting in January of each year, shall elect a Chair and Vice Chair.
2. The Chair to Preside at the Commission Meeting: The Chair shall preside at all meetings of the Commission and shall provide general direction for the meetings.
3. Duties of the Chair:
 - a. To call the Commission to order on the day and hour scheduled and proceed with the order of business.
 - b. To announce the business before the Commission in the order in which it is to be acted upon, including opening and closing public hearings.
 - c. To receive and submit in the proper manner, all motions and propositions presented by the members of the Commission.
 - d. To put to vote all questions which are properly moved, or necessarily arise in the course of proceedings, and to announce the results of motions.
 - e. To inform the Commission, when necessary, on any point of order or practice. In the course of discharging this duty, the Chair shall have the right to call upon legal counsel for advice.
 - f. To authenticate by signature, when necessary, or when directed by the Commission, all of the acts, findings and orders, and proceedings of the Commission.
 - g. To maintain order at the meetings of the Commission.
 - h. To move the agenda along, hold down redundancy by limiting time allowed for comments if necessary, set guidelines for public input, and reference handouts and procedures during meetings.

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- i. Recognize speakers and Commissioners prior to receiving comments and presentations.
4. Duties of the Vice Chair: The Vice Chair, during the absence of the Chair, shall perform all the duties and functions of the Chair.
 5. Temporary Chair: In the event of the absence or the disability of both the Chair and Vice Chair, the Planning Commission members shall appoint another Planning Commission member to serve as Chair Pro Tem until the Chair or Vice Chair returns. In such event, the Chair Pro Tem shall have all the powers and perform the functions and duties assigned to the Chair of the Commission.
 6. Secretary: The City Recorder, or the City Recorder's designee, shall serve as secretary of the Planning Commission.
 7. Secretary Duties:
 - a. To post public notices of Planning Commission meetings,
 - b. To attend every session of the Commission, to record roll, to read any communications, resolutions or other papers which may be ordered to be read by the Chair of the meeting and to receive and bring to the attention of the Commission all messages and other communications.
 - c. To keep minutes of the proceedings of the Commission and to record them.
 - d. To keep and maintain a permanent record file of all documents and papers pertaining to the work of the Commission.
 - e. To perform such other duties as may be required.

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B. RIGHTS AND DUTIES OF MEMBERS

1. Meeting Attendance: Every member of the Commission shall attend the sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused shall notify the secretary at least 24 hours in advance of the meeting. The secretary shall inform the Chair of the excused absences.
 - a. If any Commission member is absent from more than three meetings in any consecutive three-month period, the absence shall be reported to the City Council and Mayor, and the City Council shall have the option of replacing said Commission member per Section 3.04.02 of the City Code.

2. **Conflict of Interest:** A Planning Commission member may declare a conflict of interest from a specific agenda item. Members of the Planning Commission who may have an actual, apparent, or reasonably foreseeable conflict of interest on any matter on the Commission’s agenda shall disclose and explain the apparent conflict to the Commission. After declaring a conflict of interest, a Planning Commission member shall not participate in the discussion or vote on that matter, nor attempt to use his/her influence with other Commissioners either before, during or after the meeting. Below are some guidelines for conduct:
 - a. There may be a conflict of interest if there are personal, familial, or financial ties between a Planning Commissioner and proponent/opponent of any item of business.
 - b. A Planning Commissioner may appear before the Commission through his/her employment as an advocate or agent for a proponent only after the Commissioners disqualification on the subject matter.
 - c. A Planning Commissioner must not sell or offer services or solicit prospective clients or employment by stating an ability to influence Planning Commission decisions.
 - d. A Planning Commissioner must not use the power of office to seek or obtain a special advantage that is not in the public interest nor any special advantage that is not a matter of public knowledge.
3. **Explaining the Vote:** After the vote is taken any member of the Commission desiring to explain his/her vote shall be allowed an opportunity to do so.
4. **Not to Vote Unless Present:** No member of the Commission shall be permitted to vote on any question unless the member shall be present when the vote on any question is taken and when the result is announced. No member shall give his/her proxy to any other person.

5. Types of Meetings:

a. Definitions.

- i. **“Closed Meeting”** means a meeting that is properly closed in accordance with the Utah Open and Public Meetings Act that is part of a regular meeting, special meeting, or emergency meeting.
- ii. **“Emergency Meeting”** means a meeting of an urgent or emergency nature that meets the requirements of the Utah Open and Public Meetings Act.
- iii. **“Regular Meeting”** means a meeting listed on the City Council’s annual meeting schedule that meets the requirements of the Utah Open and Public Meetings Act.
- iv. **“Special Meeting”** means a meeting to consider matters of a non-emergency or non-urgent nature that is not listed on the City Council’s

Kimber Gabryszak 12/31/13 5:24 PM

Comment [1]: I am ok with this language just because it helps avoid confusion over what is and isn't a conflict. If we only use or reference the state language of fiduciary or pecuniary interest it can be confusing to them. Can we leave most of it and just pare it down?

Kevin Thurman 12/31/13 4:19 PM

Comment [2]: Please see Council bylaws. The Council bylaws are consistent with State law. I'd rather not create a higher standard than what is required by Utah law.

Kimber Gabryszak 12/31/13 5:14 PM

Deleted: <#>Place: All meetings of the Commission shall be held at such place as the Commission or Planning Staff may designate. A meeting having been convened at the place designated, may, with proper agenda notice, be adjourned by the Commission to any other place within the City of Saratoga Springs for the sole purpose of investigating some particular matter of business which may be more conveniently investigated at such other place, or may be adjourned to any other room more convenient for conducting the business of the Commission, so long as proper notice of the meeting location is provided and posted for the general public.

... [1]

annual meeting schedule and that meets the requirements of the Utah Open and Public Meetings Act.

v. **“Quorum”** means three members of the Council, excluding the Mayor.

b. Types of Meetings.

- i. **Regular Meetings.** The Commission shall hold regular meetings at least once each month. The Commission shall adopt a regular meeting schedule on an annual basis. Regular meetings may include work sessions and/or policy sessions.
- ii. **Special Meetings.** The Chair or three Commission members may order the convening of a special meeting of the Commission. Each order shall be entered in the minutes of the Commission and provide at least three hours' notice to each Commission member of the meeting. The City Recorder shall serve notice of the special meeting on each Commission member who did not sign the order by delivering the notice personally or by leaving it at the member's residence. The special meeting shall otherwise comply with the noticing requirements of the Utah Open and Public Meetings Act. Any action taken by the Commission may not be reconsidered or rescinded at any special meeting unless the number of members of the Commission present at the special meeting is equal to or greater than the number of members present at the meeting when the action was approved.
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1. Order of Business: The order of business shall generally be as follows:
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Kimber Gabryszak 12/31/13 5:16 PM
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motion shall wait until after a vote on the original motion to make a new motion.

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SPECIAL NOTE: The Chair of the meeting may open and close public hearings by stating: "without objection, I open/close the public hearing",

Kimber Gabryszak 12/31/13 5:19 PM

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Comment [3]: This helps prevent stalemates.

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Kevin Thurman 12/31/13 4:03 PM

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3. Conflict of Interest Disqualification: Any member declaring a conflict of interest shall be disqualified and shall leave the room and not participate in the discussion and vote pertaining to that particular matter.

Kevin Thurman 12/31/13 4:03 PM

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H. PROCEDURES – SUSPENSION OF RULES

1. Suspension or Alteration of Rules: No standing rules of the Commission shall be altered, amended, suspended or rescinded without the vote of a majority of all members of the Commission and approval by the City Council by ordinance.

Kevin Thurman 12/31/13 4:03 PM

Deleted: <#>Abstention: Any member abstaining from a vote may remain seated at the table and participate in the discussion. Reasons for abstention must be stated at the time of the abstention and such reason shall not be considered a conflict of interest. .

I. AMENDMENT OF RULES OF PROCEDURE

1. These rules of the procedure may be amended at any meeting of the Commission upon a majority vote of all of the members of the Planning Commission and approval by the City Council by ordinance.



J. RECORDING OF RULES

1. These rules and all subsequent amendments shall be recorded by the City Recorder in the Planning Commission’s Handbook and copies shall be furnished to each member of the Commission.

Kevin Thurman 12/31/13 4:19 PM

Comment [4]: This is already our practice. I think we should reduce the bylaws as much as possible.

Kevin Thurman 12/31/13 4:06 PM

Deleted: The public shall have the opportunity to review and respond to the Rules of Procedure prior to the adoption by the Planning Commission through the regular process of reviewing pending agendas and packet materials. The planning Commission is not required to provide more public notice or publication of its proposed Rules of Procedure prior to the posting of the regular agenda or prior to the preparation of regular written materials that are customarily distributed to the Planning Commission.

Signature of Chair _____ Date
City of Saratoga Springs Planning Commission

Place: All meetings of the Commission shall be held at such place as the Commission or Planning Staff may designate. A meeting having been convened at the place designated, may, with proper agenda notice, be adjourned by the Commission to any other place within the City of Saratoga Springs for the sole purpose of investigating some particular matter of business which may be more conveniently investigated at such other place, or may be adjourned to any other room more convenient for conducting the business of the Commission, so long as proper notice of the meeting location is provided and posted for the general public.

Regular Meetings – Time for Notice: Regular meetings of the Commission shall be held on the second and fourth Thursday of the month at the hour of 6:30 p.m. At the discretion of the Chair, field trips or work sessions may be held at locations and times that are duly advertised.

Special Meetings: The secretary shall give notice of the time and purpose of every special meeting of the Commission at least 24 hours prior to such meeting. Such notice shall be delivered to each member of the Commission personally, or by telephone. Such notice may also be given by the United States Mail, directed to the member of the Commission so to be notified at the member's residence and mailed no less than five days prior to the time fixed for such meetings. It is specifically provided, however, that any member may, in writing waive notice prior of the meeting.

1.



Planning Commission Memorandum

Author: Kimber Gabryszak, AICP
Date: January 5, 2014
Re: Legacy Farms Community Plan and Village Plan 1
Meeting: January 9, 2014, Continued Work Session

A. Background

The Commission held a work session on December 12, 2013. As discussion was not concluded at that meeting, a second work session has been scheduled for this meeting. Following this work session, a public hearing will be scheduled for later in January or in February.

B. Summary

Applicant:	D.R. Horton
Owner:	Corporation of Presiding Bishopric Church of Jesus Christ of LDS
Location:	SE corner intersection of Redwood and 400 south to Saratoga Drive
Parcel Zoning:	Planned Community (PC)
Adjacent Zoning:	PC and Low Density Residential (R-3)
Previous Approvals:	Annexation Agreement (2010) Rezone to PC zone (2010) City Center District Area Plan (2010)
Future Routing:	City Council
Author:	Kimber Gabryszak, Planning Director

The applicants are requesting approval of a Community Plan and Village Plan pursuant to Section 19.26 of the Land Development Code (Code) and the City Center District Area Plan (DAP). The proposal allocates 1000 units of density to ~182 acres within the DAP.

The Community Plan lays out the broader guidelines for the development while the Village Plan provides the specifics for the first phase of development. The application proposes the use of Form Based Code to implement specific standards for blocks, subzones, unit layout and type, transition of density, building setbacks, architecture, roadways, open space, landscaping, lighting, and other applicable standards.

Staff recommends that the Planning Commission conduct a continued work session to review and discuss the proposed Community Plan and Village Plan 1, and give feedback and direction to the applicants in preparation for a public hearing.

C. Staff Report Review

The analysis done in the report for the December 12, 2013 meeting is still applicable. Please review that report for additional analysis and background.

PDF copies of the proposed Legacy Farms Community Plan and Village Plan 1 may be viewed and downloaded by visiting www.saratogaspringscity.com/planning, and clicking on “pending applications”.



Planning Commission Memorandum

Author: Kimber Gabryszak, AICP
Date: January 5, 2014
Re: Code Amendment Drafts
Meeting: January 9, 2014, Work Session

A. SUMMARY

Based on direction from and discussion with the Development Code Update Subcommittee, the first code amendment priorities identified have been to clarify, clean up, and update 2nd Access standards, Development Review Processes, Uses, Temporary Uses, and Signage. Each draft amendment is summarized below for your convenience.

Due to the full agenda, only a brief work session will be held. Please review the draft language and come prepared with initial questions, with deeper discussion and direction to be held during an additional work session at the January 23rd meeting

B. 2nd ACCESS

Code Section 19.12 Subdivisions – the draft amendment clarifies the timing, triggers, and standards for when a second point of access is required:

- A second access will be required whenever the total number of units on a single point of access exceeds 50 single-family units, or 75 multi-family units, or a combination of 100 single/multi-family units. These numbers include both existing and proposed units.
- Where there is no second access point within 500', and all units are sprinkled, the limits can be doubled.
- A second access must be onto a collector or arterial road, and must be separated by a distance of 500 feet of driving distance.
- While not articulated, the Fire Code still contains the improvement / load-bearing standards to be met.
- **Input requested at the next work session:** any concerns or changes necessary to move forward with the public hearing process.

C. DEVELOPMENT REVIEW PROCESS/ROLES

In general, the amendments allow for Planning Director approval of a new category: "Administrative Conditional Use Permits, to allow Planning Commission approval of regular Conditional Use Permits. To accomplish these changes, amendments to three sections of the Code are required.

Input requested at the next work session: any general comments about the concept, and any specific comments about the content necessary to move forward with public review.

19.03.08 Powers and Duties of the Planning Commission

This section has been amended to allow the Planning Commission to be the Land Use Authority for development projects that the Council has delegated to them.

19.13 Development Review Processes

There are several amendments to this section:

- Updating the table in 19.13.04.1 to reflect Planning Commission approval of most CUPs, to create Administrative CUPs approved by Staff, and to create Long Term Temporary Use Permits approved by the Commission.
- Creating a section for Concept Plan Process so that it is not lost under other processes
- Making Concept Plan an administrative / DRC process unless the DRC identifies issues that need Commission or Council input
 - **Input requested at the next work session:** if the DRC wants additional input, should a concept plan go only to Commission, only to Council, or to both?
- Updating the section outlining the process for Planning Commission decisions
- Adding a section outlining the process for City Council decisions
- Adding a section outlining the process for Planning Director decisions
- Clarifying that the Urban Design Committee is advisory and cannot make decisions
- Adding the effect of Master Development Agreement expiration
- Other minor clean ups and corrections

19.04 Uses/Zones

Section 19.04 has seen quite a few draft amendments:

- 19.04.07 – added section numbers to more easily reference the tables
- 19.04.07.1 – verified and corrected the numbers to match the requirements in each zone district, added a row for nonresidential uses, and added references to exceptions and increases.
- 19.04.07.2 and 19.04.07.3 – verified and corrected uses to match the requirements in each zone district, and first attempt of identification of those minor uses that could be processed administratively as Administrative CUPs,
 - **Input requested at the next work session:** Staff did not identify those Conditional Uses that should go to the Council for final approval. Please suggest which uses need the ++ reference added for Council approval.
- 19.04.08 and on – each zone district has been amended to delete the allowed and conditional uses and only reference the tables in 19.04.07 and clarify which minimum lot sizes apply to residential uses and which to nonresidential

D. 19.18 SIGNAGE – wall signs for offices

The draft amendment proposes adding a definition for “office use”, and also includes three options to provide a clear process and clear standards for office wall signs:

1. Prohibit all office wall signage, or
2. Permit only building identification signage, or
3. Limit office buildings to 50% the sign area that a commercial/retail building would be permitted, with additional restrictions on height and number per building to avoid clutter.

Input requested at the next work session: feedback as to which option, or option not listed, is most desirable to the Commission.

E. TEMPORARY USES

The Temporary Use draft is not attached; draft amendments went to the Planning Commission for a work session on December 12, 2013. The Commission provided comments, and the draft will be edited and return to the subcommittee and Commission at a later date.

F. EXHIBITS

(Note: for document size only amended sections are included. For complete chapters please see your copy of the Code or the online copy.)

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| A. 19.12.06.1 – Subdivision Improvements (2 nd Access) | (pages 4 - 5) |
| B. 19.03.08 – Powers and Duties of the Planning Commission | (pages 6 - 7) |
| C. 19.13 – Development Review Processes | (pages 8 - 15) |
| D. 19.04 – Uses/Zones | (pages 16 - 23) |
| a. (Only the pages through the the first zone district are included for reference; similar changes were made to every zone district for a total of 71 pages. The entire section will be provided prior to the hearing and is available upon request.) | |
| E. 19.18 – Signage (affected sections only) | (pages 24 - 35) |

3. **Warranty of Public and Private Improvements.** After acceptance in writing by the City, required improvements shall be guaranteed by the developer for materials and workmanship for one year, or two years if the requirements of Utah Code § 10-9a-604.5 are met.
 - a. Such a warranty provision shall be included in all development agreements and bond agreements.
 - b. A warranty agreement shall be submitted for approval by the City Manager and the City attorney, unless equivalent warranty provisions have been included in a performance assurance bond agreement.
 - c. Enforcement of the warranty shall be assured by one of the following:
 - i. Retention of ten percent of the total cost of all requirement improvements to be placed in an escrow account for the duration of the warranty period;
 - ii. An irrevocable standby letter of credit for no less than ten percent of the cost of all required improvements for the duration of the warranty period; or
 - iii. An escrow account in an amount no less than ten percent of the cost of all required improvements that shall be released upon expiration of the warranty period.
 - d. At the conclusion of the one or two year warranty period, the City must issue a Certificate of Final Acceptance before the retained ten percent can be released.

4. **Default.** In the event that the owner, developer, or contractor is in default or fails or neglects to satisfactorily install the required improvements within one year from the date of posting the performance bond (or other period of time as specified per agreement with the City), or fails to correct, repair, or replace the defective improvements during the one or two year warranty period, the City may declare the bond proceeds forfeited and may, in its sole discretion, install or cause the required improvements to be installed, repaired, or replaced using the bond proceeds. The City may also use the bond proceeds to pay for administrative and legal costs incurred and may take any other action legally available.

19.12.06. General Subdivision Improvement Requirements.

1. **Subdivision Layout.** This Section contains general requirements regarding overall subdivision design and layout. The following provisions apply to new subdivisions:
 - a. The subdivision layout shall conform to the City's adopted Land Use Element of the General Plan, any land use ordinance, any capital facilities plan, and any impact fee facilities plan.
 - b. The maximum length of blocks shall be 1,000 feet. In blocks over 800 feet in length, a dedicated public walkway through the block at approximately the center of the block will be required.
 - i. Such a walkway shall not be less than fifteen feet in width unless otherwise approved by the City.

- ii. Blocks intended for commercial or industrial uses shall be designed specifically for such purposes, with adequate space set aside for off-street parking and delivery facilities.
- iii. A block shall be measured from the centerline of one intersection to the centerline of the next intersection or apex of the nearest cul-de-sac. For purposes of measuring block length, an intersection may include two-way, three-way, or four-way intersections of roadways.
- c. The City will require the use of connecting streets, pedestrian walkways, trails, and other methods for providing logical connections and linkages between neighborhoods.
- d. Private roads may be constructed as approved by the City Council so long as such roads meet the same standards and requirements for public roads in the City except that park strips are not required.
- e. Access:
 - i. Two separate means of vehicular access onto a collector or arterial road shall be required when the following thresholds are met:
 - 1. Whenever the total number of single-family units served by a single means of access will exceed fifty (50).
 - 2. Whenever the total number of multi-family units served by a single means of access will exceed seventy-five (75).
 - 3. Whenever the total number of multi-family and single-family units served by a single means of access will exceed one hundred (100).
 - ii. Exceptions: where no point of second access is available within five hundred feet (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.
 - iii. Where two means of access are required, the points of access shall be placed a minimum of 500 feet apart, measured along the center of the driving lane from center of right-of-way to center of right-of-way.

Kimber Gabryszak 12/19/13 1:47 PM

Comment [1]: I will get the new curb language from Scott once approved (these edits are to the July Code version)

Kimber Gabryszak 12/9/13 4:03 PM

Comment [2]: Grand Junction CO and the state of Oregon both use 30 for single family and 100 for multi-family; Sunnyvale CA uses 50 for everything. Due to the concerns over recent townhome projects, we can reduce single family to 30 and reduce multi-family to 50 if the PC / CC prefer.

2. Lot Design. The following provisions apply to new lots:

- a. All subdivisions shall result in the creation of lots that are developable and capable of being built upon. A subdivision shall not create lots that would make improvement impracticable due to size, shape, steepness of terrain, location of watercourses, sanitary sewer problems, driveway grades, or other physical constraints and considerations.
- b. All lots or parcels created by the subdivision shall have frontage on a street or road that meets the City's ordinances, regulations, and standards for public roads.
- c. Flag lots may be approved with less frontage when the Planning Commission determines that the creation of such a lot would result in an improved design or better physical layout for the lot based on the following criteria:

19.03.06. Powers and Duties of the Planning Commission: Land Use Element of the General Plan.

1. The Planning Commission shall prepare and recommend a Land Use Element of the General Plan for the City of Saratoga Springs, or amendments thereto, in accordance with relevant sections of Utah Code.
2. The Land Use Element of the General Plan shall be used by the Planning Commission as a basis of making findings on decisions pertaining to Conditional Use permits and in making recommendations on large scale developments, changes to the land use ordinances, or changes to the zoning map.
3. The Planning Commission shall not make any decision or recommendation for approval for any Conditional Use Permit, land use ordinance change, development proposal, or change to the zoning map that does not comply with the Land Use Element of the General Plan.

19.03.07. Powers and Duties of the Planning Commission: Land Use Ordinance.

1. The Planning Commission may propose a land use ordinance or zoning map for the City of Saratoga Springs, may propose amendments of an existing land use ordinance or zoning map, and may adopt procedures for the proposals to be initiated by its members.
2. The Planning Commission shall consider and give its recommendations on any amendment to the land use ordinance which is proposed by the City Council and submitted to it for approval, denial, or recommendation.
3. Before the Planning Commission proposes any land use ordinance change, it shall comply with the requirements of Chapter 19.17.
4. In considering a proposed amendment to this Title or the City's official Zoning Map, the Planning Commission may submit a recommendation to the City Council for or against the proposal, or it may recommend an alternate amendment.

19.03.08. Powers and Duties of the Planning Commission: Development Proposals.

1. The Planning Commission shall take action to recommend to the City Council approval or denial of any proposed development projects in accordance with the terms of land use regulations of the City plus any procedural bylaws the Planning Commission may have adopted under authority in this ordinance.

2. The Planning Commission shall take action to approve or deny any proposed development projects for which powers as the Land Use Authority have been granted in accordance with the terms of land use regulations of the City plus any procedural bylaws the Planning Commission may have adopted under authority in this ordinance.
3. The Planning Commission shall perform other duties as required under the terms of this ordinance.

community facilities, the applicant may be required to dedicate, grant easements, or otherwise reserve land for schools, parks, playgrounds, public rights-of-way, utility easements, and other public purposes.

4. **Concurrent Installation of Public Utilities.** The City recognizes the policy of concurrently installing public utilities in relation to any development within the City boundaries. Although the City will work with developers to provide utilities to a developer’s project, the City is under no obligation to install utilities in order to accommodate a proposed development. The City reserves the right to approve only those developments wherein all necessary public utilities and infrastructure have been installed.

19.13.03. Application Forms Required.

1. Applications for permits and other procedures (appeals, Site Plans, subdivisions, variances, Master Development Plans, plat amendments, etc.) established by this ordinance shall be filed on the forms provided by the City.
 - a. Applications shall be accompanied by a Master Development Plan, when required, Concept Plan, Preliminary Plat for proposed subdivisions, Final Plat, and any other maps, plans, drawings, tabulations, calculations, and text needed to demonstrate compliance with the City Code and as described in this Chapter.
 - b. An application is not complete until the Planning Director acknowledges in writing that the application is complete.
2. Application fees for each type of permit and other procedures established by this ordinance shall be set by resolution of the City Council. Payment of application fees shall always precede review of the application.
3. The filing of an application constitutes permission for the Mayor, City Council, City Manager, Planning Commission, Hearing Examiner, or City employees to inspect the proposed development site during their consideration of the application. The City may delay consideration of any application when inclement weather or snowpack prevents a useful site inspection.

19.13.04. Specific Development Processes and Submittal Requirements.

1. This Section of the Chapter identifies the development processes for each of the major types of developments within the City of Saratoga Springs. The following table is a summary of these processes:

<u>Process and Land Use Authority</u> →	Planning Director Approval	Planning Commission Hearing	<u>Planning Commission Approval</u>	Planning Commission Recommendation	City Council Approval
<u>Development Type</u> ↓					
Preliminary Plat		X		X	X

Kimber Gabryszak 12/24/13 9:24 AM
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Condominium and Final Plat					X
Minor Subdivision		X	<u>X</u>	▼	▼
Planned Unit Development		X		X	X
Site Plan Review		X		X	X
Major Grading Permit				<u>X</u>	
<u>Conditional Use – Administrative*</u>	<u>X</u>				
Conditional Use**		X	<u>X</u>	▼	▼
Temporary Use – Short Term	X				
<u>Temporary Use – Long Term</u>		<u>X</u>	<u>X</u>		
Home Occupation*	X	X		X	
Master Development Agreement		X		X	X

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* Administrative Conditional Uses may be approved by staff unless staff determines Planning Commission approval is necessary based on the criteria in § 19.13.04.5.

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** Conditional Uses may require City Council approval. See 19.04.07 for tables of Permitted, Conditional, and Administrative Conditional Uses by Zone.

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Comment [2]: Change reference and put the criteria elsewhere....

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2. A Neighborhood Meeting is required for any multi-family or non-residential development proposal adjacent to developed property in a residential zone.
 - a. This meeting shall include the developer or applicant and adjacent residents within the subdivision.
 - b. If a homeowners association exists in the area, the developer or builder shall notify the HOA by mail of the meeting at least ten calendar days before the meeting.
 - c. The developer or applicant shall provide notice of the meeting by mail to each residential property within 300 feet of the property at least ten calendar days prior to the meeting.
 - d. The developer or applicant shall be required to determine the noticing area with the advice and consent of Staff.
 - e. The developer or applicant must provide a proposed site plan and building elevations for review and discussion at the meeting.
 - f. The developer or applicant must provide City staff with a written record of what transpired during the meeting, as well as an attendance roll from the meeting.
 - g. The Neighborhood Meeting must take place prior to a proposed project being reviewed by the Planning Commission.

Kimber Gabryszak 12/24/13 9:16 AM

Comment [3]: 500' here, 300' elsewhere. I am changing this to 300 to be consistent.

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3. Submittal of Application.
 - a. The developer or property owner shall file a properly completed development application form, including all required supporting materials and an appropriate application fee, with the Planning Director.
 - b. The Planning Director shall determine whether the application is complete within ten business days after its filing.
 - i. If the application is complete, the Planning Director shall place the application on the next possible agenda taking into consideration public notice requirements and other criteria for placing an item on the agenda found in Title 2 of the City Code.
 - ii. If the application is not complete, the Planning Director shall return it with a written statement explaining what is needed to complete the application.

4. Notice of Public Hearings.
 - a. Notice for items requiring a public hearing shall comply with the requirements of this Section.
 - b. The developer shall incur the entire cost of providing the notice required by this Section and shall provide the City with a mailing list for all properties required to be mailed notice as specified herein.
 - c. Notice of the date, time, and place of the public hearing shall be provided at least 10 calendar days before the public hearing as follows:
 - i. mailed to each affected entity (for ordinance, zoning map, and general plan amendments only);
 - ii. posted:
 1. in at least three public locations in the City; or
 2. on the City's website;
 - iii. published on the Utah Public Notice Website;
 - iv. published in a newspaper of general circulation in the City; and
 - v. mailed to:
 1. property owners directed affected by the proposal; and
 2. property owners of each parcel or lot within 300 feet of the property that is the subject of the public hearing.

5. Decision of Planning Director.
 - a. The Planning Director shall determine whether the proposed development complies with all applicable requirements of this ordinance or other development ordinances and policies of the City.
 - b. If the Planning Director determines that the proposed development application is complete and is in compliance with the City Code, then the Planning Director may take action on the application.
 - c. In proposals where the Planning Director determines that potential issues may arise or additional comment is needed, a public hearing on the application may be scheduled with the Planning Commission, and the

Kimber Gabryszak 11/7/13 5:41 PM

Comment [4]: What would this refer to? Is it possible to have it be outside the 300'? If not, delete.

Planning Commission shall become the land use authority.

6. Decision of Planning Commission.

- a. The Planning Commission shall conduct a hearing, when required, on the proposed development application.
- b. At the hearing, the Planning Commission shall take testimony and, in the case of an administrative decision, determine whether the proposed development complies with all applicable requirements of this ordinance or other development ordinances and policies of the City.
- c. If the Planning Commission determines that the proposed development application is complete and is in compliance with the City Code, then the Planning Commission may take action on the application.
 - i. If the Planning Commission is the land use authority, the Planning Commission may make a decision on the application.
 - ii. If the City Council is the land use authority, the Planning Commission may make a recommendation to the City Council on the application.
 - iii. The Planning Commission may also table its decision or recommendation if it finds that the application materials are incomplete or if more information or clarification is needed from the applicant, the Development Review Committee, or City Attorney regarding the proposed project.

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Deleted: exercise its legislative discretion to act

7. Decision of City Council.

- a. The City Council shall conduct a hearing, when required, on the proposed development application.
- b. At the hearing, the City Council shall take testimony and, in the case of an administrative decision, determine whether the proposed development complies with all applicable requirements of this ordinance or other development ordinances and policies of the City.
- c. If the City Council determines that the proposed development application is complete and is in compliance with the City Code, then the City Council may take action on the application.

Kimber Gabryszak 11/7/13 5:42 PM
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8. Remand.

- a. Any land use authority may remand an application to a recommending body for further review and recommendation.

19.13.05. Concept Plan Process.

- a. A Concept Plan application shall be submitted before the filing of an application for subdivision or Site Plan approval unless the subdivision was part of a previous Concept Plan application and the application does not significantly deviate from the previous Concept Plan.
- b. The Concept Plan review involves an informal conference and review of the plan with the developer and the City's Development Review Committee.

- c. If the Development Review Committee determines that potential issues may arise or additional input is needed, an informal review of the plan may be scheduled with the Planning Commission and/or City Council.
- d. The developer shall receive comments from the Development Review Committee, and Planning Commission and City Council if necessary, to guide the developer in the preparation of subsequent applications.
- i. The Development Review Committee, Planning Commission, and City Council shall not take any action on the Concept Plan review.
 - ii. The Development Review Committee, Planning Commission, and City Council comments shall not be binding, but shall only be used for information in the preparation of the development permit application.
- e. The Concept Plan review is intended to provide the developer with an opportunity to receive input on a proposed development prior to incurring the costs associated with further stages of the approval process. This review does not create any vested rights to proceed with development. Developers should anticipate that the City may raise additional issues in further stages, not addressed at the Concept Plan stage.
- f. The following items shall be submitted for a Concept Plan review:
- iii. A completed application and affidavit, form, and application fee.
 - iv. Plat/Parcel Map of the area available at the Utah County Surveyor's Office.
 - v. Legal description of the entire proposed project.
 - vi. Proposed changes to existing zone boundaries, if such will be needed.
 - vii. A schematic drawing of the proposed project that depicts the area of the proposed project, air and ground transportation corridors within two miles, and the general relationship of the proposed project to the Land Use Element of the General Plan and the surrounding area.
 - viii. Concept Plan Map: Five full-size 24" x 36" copies of the Concept Plan, drawn to a scale of not more than 1" = 100' and seven reductions on 11" x 17" paper, showing the following:
 1. Proposed name of subdivision, cleared with the County Recorder to ensure the name is not already in use.
 2. Name of property if no subdivision name has been chosen. This is commonly the name in which the property is locally known.
 3. Locations and widths of existing and proposed streets.
 4. Configuration of proposed lots with minimum and average lot sizes.
 5. Approximate locations, dimensions, and area of all parcels of land proposed to be set aside for park or playground use or other public use.
 6. Proposed future drainage scheme.

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- Kimber Gabryszak 11/7/13 5:47 PM
Comment [5]: Both or just one?
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Moved down [1]: The developer shall provide a schematic drawing of the proposed project that depicts the area of the proposed project, air and ground transportation corridors within two miles, and the general relationship of the proposed project to the Land Use Element of the General Plan and the surrounding area. -

- Kimber Gabryszak 10/24/13 1:42 PM
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- Kimber Gabryszak 10/24/13 1:43 PM
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7. Those portions of property that qualify as sensitive lands per Section 19.02.02.
 8. Total acreage of the entire tract proposed for subdivision.
 9. General topography.
 10. North arrow, scale, and date of drawing.
 11. Property boundary with dimensions.
 12. Data table including total number of lots, dwellings, and buildings, square footage of proposed buildings by floor, number of proposed garage parking spaces, number of proposed surface parking spaces, percentage of buildable land, percentage of open space or landscaping, and net density of dwellings by acre.
- g. File of all submitted plans in pdf format.

19.13.06. Urban Design Committee Participation.

1. The City has established an Urban Design Committee that may consist of persons appointed by the City Council at its discretion including one professional Architect, one professional builder, at least two City residents, one member of the Planning Commission, one City Council Member, one developer, and City staff members as assigned.
2. The Urban Design Committee is required to review architectural plans and design standards for any new construction within the City of Saratoga Springs except for Single-Family Dwellings. The Committee shall make specific recommendations to the [Planning Director](#), Planning Commission, and City Council regarding Architectural plans and design standards.
3. The Urban Design Committee shall propose detailed Architectural design standards and guidelines that developers and applicants shall comply with. These may be adopted by the City Council through resolution or ordinance and are available for reference through the Planning Department.
4. No final subdivision plats, final Site Plans, commercial Site Plans, or other Conditional Uses that will result in the new construction of commercial, multifamily, attached housing, two-family structures, and three-family structures shall be approved by the City Council until a recommendation is received from the Committee.
5. [The Urban Design Committee is a recommending body only and shall not make final decisions.](#)

19.13.07. Development Agreements.

1. **In General.** Each development request, except for Home Occupations, major grading permits, and minor subdivisions, must have a development agreement and

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bond agreement approved by the City Attorney and City staff. The City Council may determine that a development agreement is not required, but in all cases a bond agreement shall be required. A development agreement is not required when conditions, requirements, findings, and recommendations are all consistent with Title 19 requirements unless the City Council, in exercising its legislative authority pursuant to Utah Code § 10-9a-102, determines that a development agreement is necessary to further the public health, safety, or welfare or any other legitimate purpose outlined in Utah Code § 10-9a-102(1). The City Attorney may provide a standard form for a development agreement that includes many of the most common provisions to facilitate efficiency in the preparation and execution of development agreements.

2. **Contents of Development Agreements.** Development agreements shall, at a minimum, include the following:
 - a. any condition, requirement, and finding made by the Planning Commission and City Council, including required improvements of each phase of development;
 - b. a copy of the Final Plat document, record of survey or legal description, or Site Plan as applicable;
 - c. a description of all required improvements, including parks and trails, and an estimate by the City Engineer of their cost, unless only a bond agreement is required per Sections 19.12.05 and subsection (1) above;
 - d. the following unless contained in a bond agreement under Section 19.12.05:
 - i. a schedule for completion of the required improvements;
 - ii. a process by which the City may, if necessary, complete required improvements using the guarantee provided;
 - e. provisions defining required maintenance activities which include, but are not limited to, general upkeep of landscaping, sidewalks, streets, parks, and utility infrastructure, as well as the repair of such facilities as needed and as may be required by the City during or near the end of the maintenance period. These activities may also be specifically defined in the development agreement;
 - f. a process by which the development agreement may be transferred, with City approval, to the developer's successors;
 - g. a statement that provides that the development agreement and the vested rights it confers shall be void if the developer breaches the agreement.
 - h. a statement that provides that in the event the developer fails to comply with the terms of the agreement, the City may withhold approval of building permits within the project;
 - i. a statement that provides for dedication to the City of right-of-ways to adjacent properties and construction of temporary cul-de-sacs as needed to ensure adequate egress from stub streets;
 - j. declaration of covenants and restrictions, declaration of condominium, or applicable Architectural elevation plans;

- k. special conditions relating to the timing of certain improvements, lot design, performance standards, necessary off-site conditions or improvements, conditions relating to shared open space or parks, special circumstances due to location of utilities, physical characteristics of the subject property, or other conditions identified within the development agreement; and
- l. any additional requirement that the City Council deems necessary to meet the requirements of this Title and to further the purposes in Utah Code § 10-9a-102(1).

3. **Effect of Development Agreement.** The effect of a development agreement is to create vested rights as described in said agreement and to specify the requirements of the development. Subject to constitutional limitations, development agreements do not insulate developments from changes in local, state, or federal law including applicable fire and building codes.

4. **Expiration.** A Master Development Agreement shall require Final Plat approval of all subdivisions within ten years, except as otherwise specified by the City Council.

- a. Effect: density and / or uses that have been constructed, recorded, or otherwise perfected shall remain entitled after the expiration date. Any density and / or uses or portion thereof that have not been constructed, recorded, or otherwise perfected prior to the expiration shall no longer be valid.

5. **Reserved Legislative Powers.** Except for the developer's vested rights, development agreements shall not limit the future exercise of the police powers of the City in enacting zoning, subdivision, development, growth management, platting, environmental, open space, transportation, and other land use plans, policies, ordinances, and regulations after the date of the agreement. However, the developer's vested rights may be affected under facts and circumstances meeting the compelling, countervailing public interest exception to the vested rights doctrine as set forth in *Western Land Equities, Inc. v. City of Logan*, 617 P.2d 388 (Utah 1988), or successor case law or statute. Any such proposed change affecting developers' vested rights shall be of general applicability to all development activity in City. Unless the City declares an emergency, the developer shall be given prior written notice and an opportunity to be heard with respect to the proposed change and its applicability to the property.

19.13.08. Improvements Required.

- 1. For the purposes of this Chapter, required improvements for all developments shall include (when applicable), but are not limited to, the following:
 - a. runoff and erosion control measures, including both structures and plantings, required to implement an approved runoff and erosion control plan;

Kimber Gabryszak 12/24/13 9:51 AM

Comment [6]: Kevin: do we have an expiration section for regular Das, not only MDAs?

Kimber Gabryszak 11/7/13 5:49 PM

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19.04.07. Summary of Land Use Regulations.

1. The following table summarizes the general development standards adopted for individual residential land use zone regulations in the City of Saratoga Springs:

General Development Standards-Residential:

Development Standard	A	RA-5	RR	R-1	R-2	R-3	R-4	R-5	R-6	R-10	R-14	R-18
Maximum ERUs	1 unit/5 acre*	1 unit/5 acres*	1 unit per acre*	1 unit per acre*	2 units acre*	3 units/acre*	4 units/acre*	5 units/acre*	6 units/acre*	10 units/acre*	14 units/acre*	18 units/acre*
Minimum Lot Size:												
Single family Dwelling	5 acres	5 acres	1 acre	1 acre	14,000 sq. ft. [‡]	10,000 sq. ft. [‡]	9,000 sq. ft. [‡]	8,000 sq. ft. [‡]	6,000 sq. ft.	5,000 sq. ft.	5,000 sq. ft.	5,000 sq. ft.
Multi-family Structure	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Nonresidential Use**	5+ acres	5+ acres	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre	1+ acre
Minimum Setbacks (DU):												
Front	50'	50'	35'	35'	25'	25'	25'	25'	25'	25'	25'	25'
Side	12'	12'	12'	12'	8'/20'	8'/20'	8'/16'	6'/12'	5'/10'	5'/10'	5'/10'	5'/10'
Rear	25'	25'	25'	25'	25'	25'	20'	20'	20'	20'	20'	20'
Corner Lots:												
Front	50'	50'	35'	35'	25'	25'	25'	25'	25'	20'	25'	20'
Side (corner side)	12'	12'	12'	12'	20'	20'	20'	20'	20'	15'	20'	15'
Setbacks (accessory buildings):												
Side, Rear	25'	25'	25'	25'	5'	5'	5'	5'	5'	5'	5'	5'
Distance away from any DU	60'	60'	60'	60'	5'	5'	5'	5'	5'	5'	5'	5'
Lot Width	250'	250'	100'	100'	90'	80'	70'	60'	50'	50'	50'	50'
Lot Frontage	250'	250'	75'	75'	35'	35'	35'	35'	35'	35'	35'	35'
Maximum Building Height	35'	35'	35'	35'	35'	35'	35'	35'	35'	40'	35'	35'
Maximum Lot Coverage	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Minimum Dwelling Size	1,600 sq. ft.	1,600 sq. ft.	1,600 sq. ft.	1,600 sq. ft.	1,500 sq. ft.	1,250 sq. ft.	1,250 sq. ft.	1,250 sq. ft.	1,000 sq. ft.	1000 sq. ft.	800 sq. ft.	800 sq. ft.
Minimum % Open Space	None	None	None	None	15%	15%	15%	20%	20%	20%	20%	20%

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Kimber Gabryszak 12/23/13 2:35 PM
Comment [1]: Recommend removing this row, as the minimum size is the same as for a single family dwelling, and rename "residential" instead of dwelling type.

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*Sensitive lands shall not be included in the base acreage when calculating the number of units permitted in any development. No development credit shall be given for sensitive lands.

** Lot sizes shall be a minimum of the stated number and may be increased as stated in the applicable zone districts.

‡ Lot sizes may be reduced as outlined in the applicable zone districts.

2. The following table lists the Permitted, Conditional, and Administrative Conditional uses for the Residential Zones in the City of Saratoga Springs:

Permitted (P), Conditional (C), and Administrative Conditional (AC) Uses by Zone Residential

	A	RA-5	RR	R-1	R-2	R-3	R-4	R-5	R-6	R-10	R-14	R-18
Agriculture	P	P	P									
Apiary (see §§ 19.05.08)	P	P	P	<u>P</u>								
Bed and Breakfast	<u>AC</u>	<u>AC</u>	C	C	C	C	C	C				
Cemetery	C	C	C	C	C	C	C	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
Charter School	P	P	P	P	P	P	P	P	P	P	P	P
Chickens (see §§ 19.05.05 and 19.05.06)		P	P	<u>P</u>	P	P	P	P				
Child Care Center	C	C	C	C	C	C	C	C	C	C	C	C
Churches	C	C	C	C	C	C	C	C	C	C	C	C
Dairy Farm		<u>P</u>										
Educational Center	C	C	C	C	C	C	C	C	C	C	C	C
Equestrian Center	<u>AC</u>	<u>AC</u>										
Farm Animals (see Section 19.05.05)	P	P	P									
Golf Course	P	P	P	P	C	C	C	C				
Home Occupations	<u>See Ch. 19.08</u>											
Large Animal Hospital/Large Veterinary Office	P	P										
Livestock Auction Yard	C	C										
Multi-Family Structures										P	P	P
Office Buildings on properties smaller than 1 acre and part of multi-family												

Kimber Gabryszak 12/9/13 4:17 PM
Comment [2]: Recommend removal from the higher density areas.

Kimber Gabryszak 12/9/13 4:18 PM
Comment [3]: Is there a reason this isn't P in the A zone, or why it's called out separately from Agriculture?

Kimber Gabryszak 12/23/13 2:23 PM
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structure projects												
Plant and Tree Nursery	P	AC	C									
	A	RA-5	RR	R-1	R-2	R-3	R-4	R-5	R-6	R-10	R-14	R-18
Preschool			C	C	C	C	C	C	C	C	C	C
Private Kennels	AC	AC	C									
Private and Quasi-Public Schools	C	C	C	C								
Produce Stand or Farmers Market	AC	AC	C									
Production of Fruit and Crops	P	P										
Public and private utility building or facility	C	C	C	C	C	C	C	C	C	C	C	C
Public Building or Facilities (City Owned)	C	C	C	C	C	C	C	C	C	C	C	C
Public Parks, playgrounds, recreation areas, or other park improvements	P	P	P	P	P	P	P	P	P	P	P	P
Public Schools	C	C	C	C	C	C	C	C	C	C	C	C
Residential Facilities for Elderly Persons	C	C	C	C	C	C	C	C	C	C	C	C
Residential Facilities for Persons with a Disability								C				
Riding Arena (Commercial)	AC	C	C									
Riding Arena (Private)	AC	P	P									
Single Family Dwellings	P	P	P	P	P	P	P	P	P	P	P	P
Stables	P	P	AC									
Temporary Sales Trailer	P	P	P	P	P	P	P	P	P	P	P	P
Two-Family Structure									P	P	P	P

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Kimber Gabryszak 12/23/13 2:36 PM
Comment [4]: Since we don't regulate schools themselves; can we delete this?

Three-Family Structure									P	P	P	P
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++ = Council Approval Required

*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. The noticing area will be determined by the Planning Director on a case-by-case basis. 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.

3. The following table lists the Permitted, Conditional, and Administrative Conditional uses for the Nonresidential Zones in the City of Saratoga Springs:

**Permitted (P), Conditional (C), and Administrative Conditional (AC) Uses by Zone
Nonresidential**

	NC	MU	RC	OW	I	ML	BP	IC	PSBL
Alcoholic Beverage, Package Agency					C				
Alcoholic Beverage, State Liquor Store					C				
Small Animal Hospital/Small Veterinary Office	C	C	P	P					
Animal Kennel, Commercial			C	C	P				
Arts & Crafts Sales	AC	P	P			P			
Automobile, Boat, All-Terrain Vehicle (ATV), Motorcycle, Recreation Vehicle, Sales & Service			C	C	P				
Automobile Refueling Station		C	C	C	C				
Automobile Rental & Leasing Agency			C	C	P		P		
Automobile Repair, Major				C	C		C		
Automobile Repair, Minor			C**	C	C		P		
Automobile Sales			C		C		C		
Bakery	P	P	P			P	C		
Bakery, Commercial				C	C				
Bed and Breakfast		C				C			
Big Box Retail			C						
Bookstore	P	P	P			P			
Building Material Sales (with outdoor storage)			C**	C	P		C		
Building Material Sales (without outdoor storage)			C	C	C		C		
Bus Lot					C				P
Car Wash (full service)			C				C		
Car Wash (self service)			C**	C	C		C		
Child Care Center	C	C	C				C	C	
Churches	C	C					C	C	
Commercial & industrial laundries				C	P				
Commercial Recreation		C	C	C	C	P			
Commuter/Light Rail Station			P	P	P		C	C	
Contract construction services establishments				C	P				
Convenience Store		C	P	C			C		
Convenience Store/Fast Food Combination			C**				C		

Kimber Gabryszak 12/23/13 2:37 PM

Comment [5]: We need to identify those uses that need to go to Council still. I did not select any and am looking for Commission input.

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Kimber Gabryszak 12/24/13 10:01 AM

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	NC	MU	RC	OW	I	ML	BP	IC	PSBL
Copy Center	C	P	P	C			C		
Crematory/Embalming Facility				C	C				
Deli	P	P	P			P	C		
Dry Cleaners	AC	P	P						
Educational Center	C	C	C	C				P	
Electronic Media Rental & Sales		C	P						
Electronic Sales & Repair		C	P						
Equipment Sales & Services			C		P		C		
Financial Institution		P	P						
Fitness Center 5,001 sq. ft. or larger	C	C	C	C			P		
Fitness Center 5,000 sq. ft. or less	P	P	P	P			P	C	
Floral Sales	P	P	P			P			
Fueling Station									P
Fueling Station, Cardlock Facility									P
Funeral Home	C	C	C				C		
Grocery Store		C	P			P			
Hair Salon	P	P	P			P			
Hardware & Home Improvement Retail		C	P				P		
Home Occupations	See Chap. 1 9.08	See Chap. 19.08	See Chapt 19.08	See Chap. 19.08					
Hospital			P				C	P	
Hotels			C	C	C	C	C		
Ice Cream Parlor	P	P	P			P	C		
Impound Yard					C				
Large Animal Hospital/Large Veterinary Office	C	C	P	P					
Laundromat			C	C	C				
Library		P	P					P	
Light Manufacturing				C	C		C		
Marina						P			
Medical and Health Care Offices	C	C	P				P	P	
Mining					C				
Mixed Use, Commercial, Office & Residential Use		P				P			
Motels			C	C	C	C	C		
Multi-Family Structures		P				P			
Non-Depository Institutions			C						
Pawn Shop				C	C				
Personal Service Establishment	C	C		C		C	C		
Plant & Tree Nursery	C		C	C	P				
Postal Center	C	C	P	C				P	
Preschool	C	C	C			C	C		
Printing, lithography & publishing establishments				C	C		P		
Professional Office	C	P	P	P	C	P	P		
Public & private utility building or facility			C	C	C	C		C	C
Public Building or Facilities (City Owned)	P	P	P	P	P	P	P	P	
Public Schools									
Reception Centers	C	C	P			P	C		

	NC	MU	RC	OW	I	ML	BP	IC	PSBL
Recreation Center			C		C	C			
Recreation Rentals			P			P			
Recreational Vehicle Sales			C**						
Recycling Facilities					C				
Research & Development			C	C	C		P	P	
Residential facilities for elderly persons		C				C			
Residential above commercial		P				P			
Restaurant, Casual			P	C		C	C		
Restaurant, Sit Down	P	P	P	P		P	P		
Retail Sales	P	P	P	P		P	C		
Retail Tobacco Specialty Store				C	C				
Self-storage or mini storage units				C	C				
Sexually Oriented Businesses					P				
Shooting Range, indoor or outdoor				C	C				
Single Family Dwellings		P				P			
Specialty Retail	P	P	P	P		P			
Tattoo Parlor					C				
Temporary Sales Trailer		P							
Theater			C			C			
Three-Family Structure		P				P			
Trade or Vocational School				P	P		P	P	
Transit-Oriented Development (TOD)		P				P	C		
Two-Family Structure		P				P			

Kimber Gabryszak 12/9/13 4:30 PM
Comment [6]: This should just fall under the TUP section rather than a use.

Kimber Gabryszak 12/23/13 6:09 PM
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Kimber Gabryszak 12/24/13 10:01 AM
Comment [7]: We need to identify those uses that need to go to Council still. I did not select any and am looking for Commission input.

* The noted Conditional Uses shall only be allowed in the Regional Commercial (RC) Land Use Zone at locations that are outside the Gateway Area. As an ancillary component of the above listed Permitted and Conditional Uses, employers in this zone may offer Child Care Center services for their employees. The provision of such services shall require Conditional Use approval.
 ++ = Council Approval Required

19.04.08. Agricultural (A).

1. **Purpose and Intent.** The purpose of the Agricultural Land Use Zone is to allow for the continuation of agricultural practices and rural residential neighborhoods where farming is allowed together with the keeping of large animals. Residential densities in this zone shall not exceed 1 ERU per five acres.
2. **Permitted Uses.** The uses identified in 19.04.07.2 as Permitted Uses in the Agricultural (A) Land Use Zone.
3. **Conditional Uses.** The identified in 19.04.07.2 as Conditional Uses in the Agricultural (A) Land Use Zone.
4. **Minimum Lot Sizes.** The minimum residential lot size in this zone is 5 acres. Schools or other nonresidential uses may require a minimum size greater than 5 acres and will be evaluated on an individual basis to determine if more property is required to reasonably accommodate the proposed use.
5. **Setbacks and Yard Requirements.**
 - a. Setbacks and yard requirements describe the amount of space required between buildings and property lines.
 - b. All buildings intended for occupancy or principal buildings in this zone are required to maintain a minimum distance from property lines as follows:
 - i. Front: 50 feet (including corner lots)
 - ii. Sides: 12 feet
 - iii. Rear: 25 feet
 - c. All accessory buildings in this zone are required to maintain distances from property lines and other dwellings as follows:
 - i. Sides: 25 feet
 - ii. Rear: 25 feet
 - iii. Minimum separation between accessory buildings used for animals and dwellings: 60 feet.
6. **Minimum Lot Width.** Every lot in this zone shall be at least 250 feet in width at the front building setback.
7. **Minimum Lot Frontage.** Every lot in this zone shall have at least 250 feet of frontage along a public or private street.
8. **Maximum Height of Structures.** No structure in this zone shall be taller than 35 feet or less if otherwise restricted by local, state, or federal height restrictions.
9. **Maximum Lot Coverage.** The maximum lot coverage in this zone is 50%.

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Agriculture
Apiary
Charter School
Keeping of Farm Animals, as allowed in Section 19.05.05 of this Code
Golf Course
Large Animal Hospital/Large Veterinary Office
Production of Fruit and Crops
Public Parks
Single Family Dwellings
Stables
Temporary Sales Trailers

:
Bed and Breakfast
Cemetery
Child Care Center
Churches
Education Center
Equestrian Center
Home Occupations
Livestock Auction Yard
Plant and Tree Nursery
Private Kennels
Private and Quasi-Public Schools
Produce Stand or Farmers Market
Public and Private Utility Buildings or Facilities
Public Building or Facilities (City Owned)
Public Schools
Residential Facilities for Elderly Persons
Riding Arena, Commercial
Riding Arena, Private

13. **Civic Signs.** Temporary banner signs are allowed for civic or school events. These signs shall not exceed four feet in height and thirty-two square feet in size (see Figure 13). Banner signs shall be placed in a landscaped area and shall not be located within the clear vision zone identified in Subsection 19.18.06.4.b. These temporary banner signs may be posted for a period of thirty days.
14. **Vehicle Signs.** Vehicles or trailers used for daily business operations with signage attached or painted on to it must be parked out of the public right-of-way and outside of any site visibility triangle for public safety reasons. Vehicles or trailers may not be parked in the public right-of-way for the sole purpose of advertising.

19.18.05. Permit Process.

1. **Permanent Commercial, Office, Institutional, or Public Facility Signs.** Permanent signs allowed in Section 19.18.08 for commercial and office uses shall be required to follow the permit process outlined below.
 - a. **Signage Plan Review Required.** All commercial, industrial, institutional, or multi-family residential uses submitting a site plan application in accordance with Section 19.14 must submit a signage plan. The signage plan shall be reviewed by the Urban Design Committee, Planning Commission, and City Council in conjunction with the site plan. Any modifications to an approved signage plan must be reviewed by the Planning Commission. All signage plans shall include, at a minimum, the following information:
 - i. Scaled drawings of all proposed building and ground signs. Drawings must indicate the dimensions and sizes of all proposed signs, type of illumination, proposed sign materials and colors, and any other pertinent information.
 - ii. Scaled site and landscaping plans showing the location of all proposed ground signs including internal directional signs.
 - iii. Scaled building elevations showing the location and size of all proposed building signs.
 - iv. Application fee as set forth in the fee schedule adopted by the City.
 - b. **Sign Permit Required.** All permanent signs that have been approved as part of a signage plan must undergo a sign permit application review by City staff. The purpose of this review is to determine whether the proposed sign complies with the approved signage plan. Sign permit applications shall include all the information listed in Subsection 19.18.05.1.a.
 - i. **Timing of Installation.** A sign permit application must be submitted to the City prior to the issuance of any certificate of occupancy for the use. Furthermore, approved signs must be installed prior to the issuance of a final certificate of occupancy. Exceptions to this rule may be approved by the Planning Director if the applicant can prove strict adherence to the rule would impose unreasonable hardship upon the applicant. No temporary business

- e. **Location and Construction.** Banner signs shall be placed on a structure or in a landscaped area and shall not be located within the clear vision zone identified in Subsection 19.18.06.4.b. In order to minimize the effect of the wind, banner signs mounted in the ground must be secured with two rigid vertical members on each end of the sign and two rigid horizontal members on the top and bottom of the sign subject to City staff review. In addition, banners shall have ventilated faces to reduce wind load.

3. **Signs for Seasonal Businesses.**

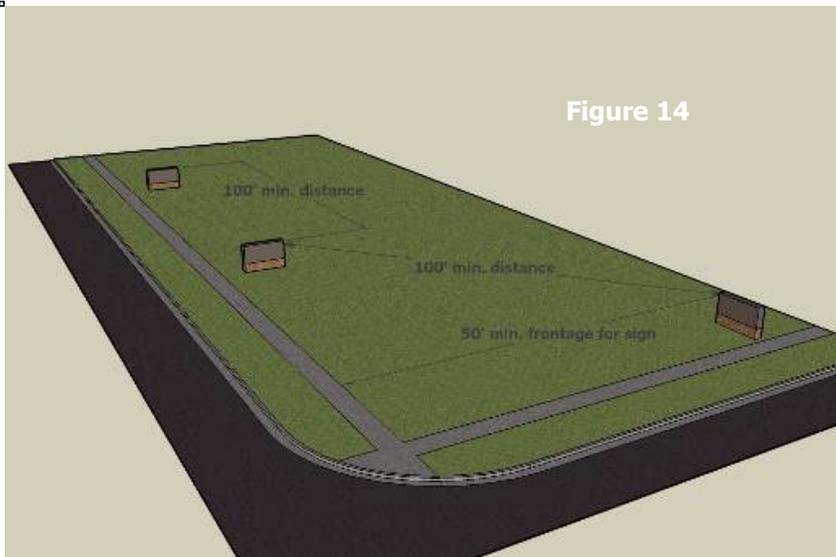
- a. **Number and Duration.** Signs for seasonal uses that have been licensed by the City may request multiple temporary sign permits for on-site banner signs through the conditional use permit review process. Temporary sign permits will be valid for a specified period not to exceed the dates of operation that are approved with the conditional use.
- b. **Size.** The sign dimensions allowed for each temporary sign permit will be established during the conditional use permit review process. The height of banner signs mounted on a building or temporary structure shall not exceed fifteen feet as measured from the nearest sidewalk or curb to the top of the sign.

4. **Location and Construction.** Signs shall be placed on a structure or in a landscaped area and shall not be located within the clear vision zone identified in Subsection 19.18.06.4.b. In order to minimize the effect of the wind, banner signs mounted in the ground must be secured with two rigid vertical members on each end of the sign and two rigid horizontal members on the top and bottom of the sign. In addition, banners shall have ventilated faces to reduce wind load.

5. **Grand Opening Period.** Within the first year of doing business at a particular location, a business may erect, in addition to permitted permanent signs, additional temporary signage at that location for a single period of time not to exceed forty-five calendar days. Such temporary signage may include banners, streamers, pennants, portable and mobile signs, beacon lights, and wind signs. All temporary signage must be removed at the end of the forty-five day period.

19.18.08. Permitted Permanent Signs.

- 1. **Permit Required.** All permanent signs listed within this Section shall obtain a Permanent Sign Permit and a building permit prior to installation. A sign permit application must be submitted to the City prior to receiving a certificate of occupancy.
- 2. **Office Uses.** Freestanding office uses shall only be permitted the following signage. All permitted signs shall also comply with the general standards listed in 19.18.06.



a. **Monument Signs.**

- i. **Number and Location.** Office uses shall be permitted one monument sign for each frontage in excess of fifty feet a site has a public or private street. Monument signs must be separated by a minimum distance of 100 feet as measured diagonally across the property. In addition, monument signs shall be no closer than 100 feet to any other ground sign located on the same frontage (see Figure 15).
- ii. **Size.** Monument signs for office uses shall not exceed seven feet, six inches (7'-6") feet in height. The area of the sign face shall not exceed forty-five square feet (see Figure 15).

Figure 15



- iii. **Design.** Monument signs for office uses shall be constructed of materials and colors that match the building being advertised. The base of the sign shall be at least two feet in height and be finished with building materials to match the building. The base of the sign shall run the entire horizontal length of the sign and shall contain no sign copy. If the uses being advertised involve more than one tenant, the permitted monument sign may list multiple tenants in the sign area. Changeable copy may be incorporated into the area of the sign face; however, it may not exceed fifty percent of this area. A protective cover is required over the portion of a sign which includes changeable copy. Monument signs shall also contain the street number or coordinate of the building the sign is associated with.
- iv. **Illumination.** Monument signs for office uses may be either internally or externally illuminated.
- b. **Tenant Listing Sign.** Office uses shall be permitted one tenant listing sign for each entrance to the building. Signs shall be mounted adjacent to the building entrance and shall be incorporated into the design of the building. Signs shall not exceed nine square feet in size and the top of the sign shall not be mounted more than seven feet above the finished grade of the building (see Figure 16). Signs shall include only the name of the business and the address or suite number.

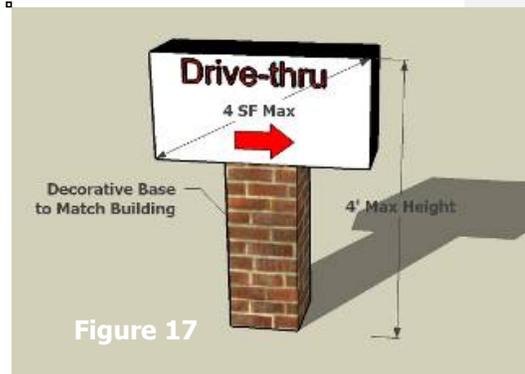
FIGURE 16



- c. **Directional Signs.** Signs which provide direction for pedestrians or vehicles shall be allowed for office uses provided all of the following regulations are met.

i. **Number and**

Location. The number of permitted directional signs shall be determined by City staff at the time of site plan and sign permit review. The number of directional signs allowed shall be the minimum required for safe circulation of pedestrian and



vehicular traffic onto and through a site. All directional signs must be located entirely on-premise.

- ii. **Size.** Directional signs shall not exceed four feet in height and the sign area shall not exceed four square feet in size (see Figure 17).
- iii. **Design.** Directional signs are intended to direct traffic onto and through a site. As a result, a maximum of twenty percent of the

sign face may contain advertising for the associated business or use. The supporting structure for all directional signs must include a decorative base constructed with materials to match the building.

iv. **illumination.** Directional signs shall only be internally illuminated.

d. **OPTION 1: Wall Signs.** ~~Wall signs shall not be permitted for office uses.~~

d. **Option 2: Wall Signs.** ~~Wall signs are limited to a single building identification sign such as a name or logo; individual tenant signs are not permitted.~~

i. **Sign Area.** ~~The maximum permitted area for this wall sign shall be one square foot for every two lineal feet of width of the building face to which the sign is attached.~~

ii. **Mounting Height.** ~~The sign may be mounted at the first or second floor height; for buildings exceeding two stories, the maximum height as measured to the top of the sign shall be thirty feet.~~

iii. **Design.** ~~Wall signs shall not cover or conceal the architectural features on the building and shall blend with the surrounding environment. The color, style, size, scale, and proportion of wall signs shall enhance the exterior of the building. Unless the architecture of the building dictates otherwise, wall signs shall maintain a rectangular shape and have a landscape orientation with the width being greater than the height. No portion of any wall sign shall project above or below the highest or lowest part of the wall on which the sign is located. Wall signs shall not project more than eighteen inches from the face of the building to which it is attached.~~

d. **OPTION 3: Wall Signs.**

iv. **Number.** ~~The number of signs permitted for each building elevation facing a public or private street or parking area for an office building shall be based on the size of the building as outlined in the following table. The total number of building elevations with wall signs shall not exceed two unless otherwise approved through the site plan process for a new project, or administratively approved for an existing project which is already constructed or occupied.~~

1. **Third or Fourth Wall Signs for Office Uses.** ~~These signs must be located on elevations which face a public or private street or a non-residential parking lot. These signs are not allowed on elevations which face undeveloped property, service alleys or driveways, or separate residential areas not included with a planned area.~~

2. **Multiple Tenants.** ~~Buildings with a number of tenants that exceed the number of allowed signs shall not be granted additional signage unless approved through the site plan process.~~

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Deleted: The Planning Director may allow the Urban Design Committee and Planning Commission the opportunity to review and approve wall signs for office uses. This shall be determined on a case-by-case basis. The standards listed in Subsection 19.18.08.3.e. shall be applied when wall signs are considered for office uses.

- 3. **Reduction in Size.** The Director may determine that a reduction in size of a sign for a third or fourth wall sign is necessary. The applicant may be required to submit a sign study which includes all other signage on adjacent buildings within 500’.
- 4. **Approval/Denial.** The Director may approve or deny any request for a third or fourth wall sign. The applicant may appeal an administrative decision to the Hearing Examiner.
- v. **Sign Area.** The maximum permitted area for any wall sign shall be one square foot for every two lineal feet of width of the building face to which the sign is attached. For multi-tenant buildings, only the width of the respective tenant space shall be used to calculate the maximum permitted area.
- vi. **Height.** The height of the sign face of a wall sign shall not exceed the height shown in the below table.
- vii. **Mounting Height.** The sign shall not be mounted at a height exceeding the limits in the below table.
- viii. **Design.** Wall signs shall not cover or conceal the architectural features on the building and shall blend with the surrounding environment. The color, style, size, scale, and proportion of wall signs shall enhance the exterior of the building. Unless the architecture of the building dictates otherwise, wall signs shall maintain a rectangular shape and have a landscape orientation with the width being greater than the height. No portion of any wall sign shall project above or below the highest or lowest part of the wall on which the sign is located. Wall signs shall not project more than eighteen inches from the face of the building to which it is attached.

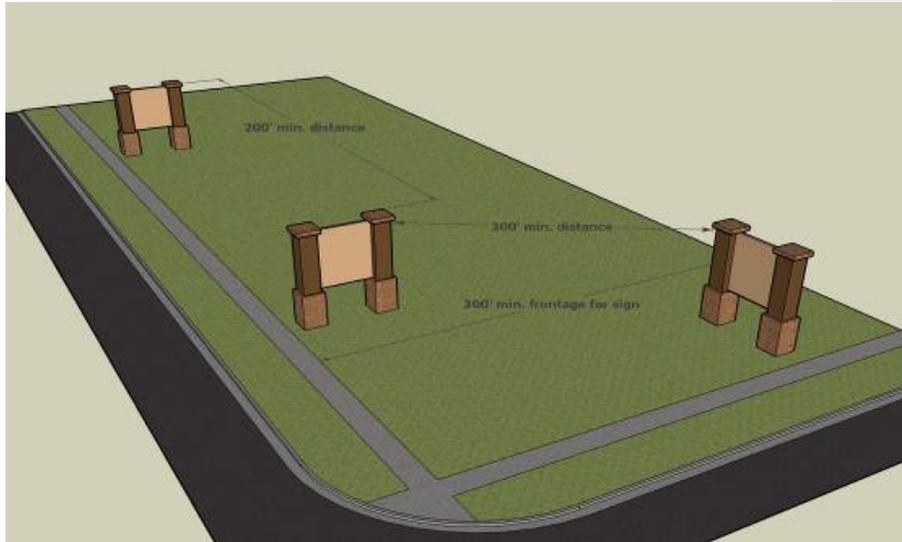
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Office Signage			
<u>Building Size (square feet)</u>	<u>Number of Wall Signs per Elevation</u>	<u>Maximum Letter/Graphic Height (feet)</u>	<u>Maximum Height to Top of Sign (feet from ground)</u>
<u>0 to 9,999</u>	<u>One</u>	<u>Two</u>	<u>Fifteen</u>
<u>10,000 to 24,999</u>	<u>One</u>	<u>Three</u>	<u>Fifteen</u>
<u>25,000 to 49,999</u>	<u>Two</u>	<u>Four</u>	<u>Fifteen</u>
<u>50,000 to 99,999</u>	<u>Three</u>	<u>Five</u>	<u>Thirty</u>
<u>100,000 +</u>	<u>Four</u>	<u>Six</u>	<u>Thirty</u>

- e. **Window Signs.** Office uses shall be permitted window signs in accordance with 19.18.04(2).
3. **Retail/Commercial Uses.** Signage for individual retail buildings and shopping centers shall be regulated as follows. All permitted signs shall also comply with the general standards listed in 19.18.06.
- a. **Ground Signs.** The style of ground signs permitted shall be regulated by the size of the site with which the sign is associated. Commercial projects larger than seven acres shall be permitted to utilize pedestal signs. Any site less than seven acres shall be permitted monument signs only. However, commercial projects larger than three acres but less than seven acres shall be permitted to utilize shared monument signs. Ground signs for multi-tenant commercial projects may list more than one tenant in the sign area.
 - b. **Monument Signs.**
 - i. **Number and Spacing.** One monument sign shall be allowed for each frontage in excess of fifty feet a site has on a public street. Monument signs must be separated by a minimum distance of 100 feet as measured diagonally across the property. In addition, monument signs shall be no closer than 100 feet to any other ground sign located on the same frontage (see Figure 14).
 - ii. **Size and Height.** Monument signs shall not exceed seven feet, six inches (7'-6") in height. The area of the sign face shall not exceed forty-five square feet (see Figure 15).
 - iii. **Design.** Monument signs shall be constructed of materials and colors that match the building being advertised. The base of the sign shall be at least two feet in height and be finished with building materials to match the building. The base of the sign shall run the entire horizontal length of the sign and shall contain no sign copy. Changeable copy may be incorporated into the area of the sign face; however, it may not exceed fifty percent of this area. A protective cover is required over the portion of a sign which includes changeable copy.
 - iv. **Illumination.** Monument signs may be either internally or externally illuminated. These requirements are listed in the general sign standards within Subsection 19.18.06(5).
 - v. **Landscaping.** The base of all permanent ground signs shall include appropriate landscaping. These requirements are listed in the general sign standards within Subsection 19.18.06.(3)(c).
 - c. **Shared Monument Signs.**
 - i. **Number and Spacing.** One shared monument sign shall be allowed for each frontage in excess of 200 feet a site has on a public street. Shared monument signs must be separated by a minimum distance of 200 feet as measured diagonally across the property. No other type of ground signs will be permitted on a site

which utilizes a shared monument signs. A shared monument sign must be located at least 100 feet from an intersection of two public streets.

- ii. **Size and Height.** Shared monument signs shall not exceed ten feet in height. The area of the sign face shall not exceed sixty-four square feet.
 - iii. **Design.** Shared monument signs shall be constructed of materials and colors that match the building being advertised. The base of the sign shall be at least two feet in height and be finished with building materials to match the building. The base of the sign shall run the entire horizontal length of the sign and shall contain no sign copy. Changeable copy may be incorporated into the area of the sign face; however, it may not exceed fifty percent of this area. A protective cover is required over the portion of a sign which includes changeable copy.
 - iv. **Illumination.** Shared monument signs may be either internally or externally illuminated. These requirements are listed in the general sign standards within Subsection 19.18.06.5.
 - v. **Landscaping.** The base of all permanent ground signs shall include appropriate landscaping. These requirements are listed in the general sign standards within Subsection 19.18.06.3.c.
 - vi. **Other.** A minimum of four commercial tenants on a site are required to utilize a shared monument sign.
- d. **Pedestal Signs.**



- i. **Number and Spacing.** One pedestal sign shall be allowed for each frontage in excess of 300 feet a site has on a public street. Pedestal signs must be separated by a minimum distance of 300 feet as measured diagonally across the property. Signs shall be no closer than 200 feet to any other ground sign located on the same frontage and must be at least 200 feet from an intersection of two public streets (see Figure 18).
- ii. **Size and Height.** A pedestal sign shall not exceed twenty feet in height. The area that the sign faces shall not exceed 120 square feet (see Figure 19).

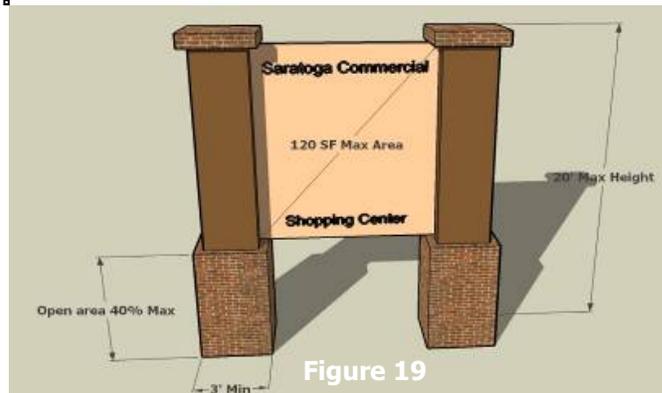


Figure 19

- iii. **Design.** Pedestal signs shall be constructed of materials and colors that match the building being advertised. All pedestal signs shall conceal the actual structural supports of the sign with a cover no less than twenty-four inches wide. At least two vertical structural

supports must be used on pedestal signs. The open area of the sign shall occupy no more than forty percent of the vertical height of the sign. Changeable copy may be incorporated into the area of the sign face; however, it may not exceed fifty percent of this area. A protective cover is required over the portion of a sign which includes changeable copy.

- iv. **illumination.** Pedestal signs shall only be internally illuminated. These requirements are listed in the general sign standards within Subsection 19.18.06.5.
- v. **Landscaping.** The base of all permanent ground signs shall include appropriate landscaping. These requirements are listed in the general sign standards within Subsection 19.18.06.3.c.

e. **Wall Signs.**

- i. **Number.** The number of signs permitted for each elevation facing a public or private street or parking area for a commercial tenant shall be based on the size of the tenant space as outlined in the following table. The total number of elevations with wall signs shall not exceed two unless otherwise approved through the site plan process for a new project, or administratively approved for an existing project which is already constructed or occupied.
 - 1. **Third or Fourth Wall Signs for Retail/Commercial Uses.** These signs must be located on elevations which face a public or private street or a non-residential parking lot. These signs are not allowed on elevations which face undeveloped property, service alleys or driveways, or separate residential areas not included with a planned area.
 - 2. **Reduction in Size.** The Director may determine that a reduction in size of a sign for a third or fourth wall sign is necessary. The applicant may be required to submit a sign study which includes all other signage on adjacent buildings within 500'. Signs located on elevations or walls less than 90 degrees apart must be reduced by a minimum of fifteen percent.
 - 3. **Approval/Denial.** The Director may approve or deny any request for a third or fourth wall sign. The applicant may appeal an administrative decision to the Hearing Examiner.

Commercial Signage			
Tenant Size (square feet)	Number of Wall Signs per Elevation	Maximum Letter/Graphic Height (feet)	Maximum Number of Ancillary Business Signs
0 to 9,999	One	Three	N/A
10,000 to 24,999	One	Four	N/A

25,000 to 49,999	Two	Five	Two
50,000 to 99,999	Three	Six	Three
100,000 +	Four	Nine	Four

- ii. Ancillary businesses within big box stores or grocery stores may also have one sign for each ancillary business on the exterior elevation as long as the sign does not exceed twenty-four square feet in size and complies with all other provisions of this Chapter. This sign will not count towards the number in the table.
 - iii. **Sign Area.** The maximum permitted area for any wall sign shall be one square foot for every lineal foot of width of the building face to which the sign is attached. For multi-tenant buildings, only the width of the respective tenant space shall be used to calculate the maximum permitted area.
 - iv. **Height.** The height of the sign face of a wall sign shall not exceed the height shown in the above table.
 - v. **Design.** Wall signs shall not cover or conceal the architectural features on the building and shall blend with the surrounding environment. The color, style, size, scale, and proportion of wall signs shall enhance the exterior of the building. Unless the architecture of the building dictates otherwise, wall signs shall maintain a rectangular shape and have a landscape orientation with the width being greater than the height. No portion of any wall sign shall project above or below the highest or lowest part of the wall on which the sign is located. Wall signs shall not project more than eighteen inches from the face of the building to which it is attached.
- f. **Awning and Canopy Signs.** Awning and canopy signs shall only be permitted if the architecture of the building or commercial center lends itself to such design. Awning and canopy signs must be approved as part of a signage plan as outlined in Subsection 19.18.05.1.a.
- i. **Number.** No more than three awnings or canopies for each building elevation may be used for signage for any one business. Only awnings or canopies located above windows or doors may be used for signage.
 - ii. **Location.** Sign copy on awnings or canopies shall only be permitted for street level businesses. Sign copy may be located anywhere on an awning; however, no sign copy shall be located on the roof portion of any canopy.
 - iii. **Size.** Sign copy on awnings and canopies shall not exceed twenty percent of the total surface area of the awning or canopy face or twelve square feet, whichever is less (see Figure 20).
 - iv. **Height.** Where signage is displayed on an awning or canopy, a minimum of eight feet of clearance must be maintained between

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