



# MINUTES – Planning Commission

Thursday, February 22, 2018

City of Saratoga Springs City Offices

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

## PLANNING COMMISSION MEETING

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

**Present:**

- 5 Commission Members: Kirk Wilkins, Sandra Steele, Breanna Brush, Ken Kilgore, Troy Cunningham, Bryan Chapman  
Staff: Mark Christensen, City Manager; Dave Stroud, Planning Director; Brian Miller, Assistant City Attorney; Nicolette Fike, Deputy Recorder  
Others: Megan Ryan

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1. **Pledge of Allegiance** - led by Commissioner Chapman.
  2. **Roll Call** – A quorum was present
  - 15 3. **Public Input**  
**Public Input Open** by Chairman Kirk Wilkins  
There was no public comment  
**Public Input Closed** by Chairman Kirk Wilkins
  - 20 4. **Training: Utah League of Cities and Towns, Land Use Training.**  
Meg Ryan, Manager - Land Use Academy of Utah, gave the training. She reviewed the Utah Land Use Development and Management Act (LUDMA). She advised on the Duties of the Planning Commission. She advised on things such as appeals and variances, legislative and administrative decisions, public hearing practices, land use tools, General Plan, and Land Use Code.
  - 25 5. **Training: Utah Open Public Meetings Act.**  
Assistant City Attorney Brian Miller presented the training. He advised the Planning Commission on the Utah Open Public Meetings Act (OPMA). He advised on closed meetings.
  - 30 6. **Approval of Minutes:**
    - a. **February 8, 2018**  
There was a correction made to the votes on a motion about The Crossing which was miss-typed.
  - 35 Motion made by Commissioner Chapman to approve the minutes of February 8, 2018. Seconded by Commissioner Cunningham. Aye: Breanna Brush, Bryan Chapman, Troy Cunningham, Ken Kilgore, Sandra Steele, Kirk Wilkins. Motion passed 6 - 0.
  - 40 7. **Commission Comments.**  
Commissioner Kilgore commented that he wanted to clarify that he wanted all the information of impact and things on LED lights in order make the decision on them. He is not totally against them.  
Commissioner Steele noted we need to be acting on illegal signs. If we don't enforce them, it could be construed that we approve them.
  - 45 8. **Director's Report.**  
Planning Director Dave Stroud updated on City Council actions in the last meeting. On The Crossing, Auto uses will still be conditional. Two LED signs were approved, refresh no less than 12 seconds. Lights will be up around the theater until 1 hour after closing for safety reasons.

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

10. Meeting Adjourned Without Objection at 8:25 p.m. by Chairman Kirk Wilkins.

3-8-18

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Date of Approval

M. [Signature]  
Deputy City Recorder

[Signature]  
Planning Commission Chair  
Kirk Wilkins

