



APPLICATION REVIEW CHECKLIST

Updated 11.24.25

Application Information

TYPE OF APPLICATION

NAME OF PROJECT

Applicant:	NAME
Owner:	NAME
Location:	ADDRESS
Project Acreage:	INFO
Residential Units/Lots:	NUMBER
Current Use:	USES
Land Use Designation:	Choose an item.
Requested Land Use:	Choose an item.
Parcel Zoning:	Choose an item.
Requested Zoning:	Choose an item.
Adjacent Zoning:	ZONES
Adjacent Uses:	USES
Past Action and Date:	Choose an item. Click or tap to enter a date.
Type of Action:	Choose an item.
Land Use Authority:	Choose an item.
Planner:	Choose an item.

If checked yes, then add these to the report

Land Use Overlay:	Choose an item.
In Gateway Overlay:	Choose an item.
Wildland Urban Interface:	Choose an item.
In Hillside Areas:	Choose an item.
In Waterfront Buffer:	Choose an item.
Wetlands:	Choose an item.
Floodplain:	Choose an item.
Agricultural Protection:	Choose an item.

Date Received:

1st submittal: Click here to enter a date.

2nd submittal: Click here to enter a date.

3rd submittal: Click here to enter a date.

4th submittal: Click or tap to enter a date.

Date of Review:

1st submittal: Click here to enter a date.

2nd submittal: Click here to enter a date.

3rd submittal: Click here to enter a date.

4th submittal: Click or tap to enter a date.

Parcel Number(s) and size:

Number/Size

Section 19.13 – Application Submittal

- Application Complete (Date of Payment): Click or tap to enter a date.
- Rezone Required: Choose an item.
- General Plan Amendment required: Choose an item.
- If Preliminary Plat, is Site Plan also required? Choose an item. Submitted?: Choose an item.- **Inform the applicant if required**

Section 19.13.04 – Process

- Required Meetings: Choose an item.
- Planning Director Approval: Choose an item.
- Public Hearing Required – check 19.13.04 process table: Choose an item.
- Neighborhood Meeting Required: Choose an item.
 - Required for any multi-family or non-residential development proposal adjacent to developed property in a residential zone.
 - **Inform the applicant via email with the steps in the code;** this should be completed prior to approval by the Land Use Authority - preferably before PC.
 - **Email Sent:** Choose an item. **Date:** Click or tap to enter a date.

DRC Review

DRC Review Comments:

- Any DRC comments?

Code Review

- 19.04, Land Use Zones
 - Zone: Choose an item.
 - General Plan Land Use: Choose an item.
 - Density: List number of units and acreage, plus density (i.e. 10 units/5 acres = 2 units per acre)

[Copy and Paste Residential or Commercial Land Use Table from Excel](#)

INSERT TABLE

- **Don't Forget to check the exceptions and *** at the bottom of 19.04.07 table**
 - Lot Size Reductions: Choose an item. If "Yes," add criteria from 19.04.07.2
 - Footprint Development: Choose an item. If "Yes," add criteria from 19.04.07.3

No density shall be calculated on sensitive lands.	Item.	
A Neighborhood Plan is required in the Mixed Residential Zone.	Item.	
Open Space and Landscaping Requirements: For non-residential and non-agricultural uses open space is not required; however a minimum of 20% of the total project shall be used for landscaping, including improvements consistent with the Parks and Trails Master Plan,	Item.	

General Plan, Bicycle and Pedestrian Master Plan, or other applicable plan.		
Prohibition of Creating New Residential Units. No existing Dwelling, Two-family; Dwelling, Three-family; or Dwelling, Multi-family, shall be further subdivided or otherwise approved to contain an additional dwelling(s).	Item.	
19.04.08 & 19.04.11 Proposed Uses Allowed - Permitted Uses: ADDUSESHERE	Item.	
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. 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.	Item.	
19.04.09 (9) and 19.04.11 (superscript 2): Ancillary uses and edge uses may not exceed 20% of the building area within a Master Development Plan contained in a Master Development Agreement	Item.	
START HERE		
19.04.09 Establishment of Land Use Zones: Mixed-use Zone		
Regulation	Compliance	Findings
At least 75% of the building frontage facing a public street, primary pedestrian way, or parking lot shall be devoted to pedestrian-oriented features (e.g., storefronts, pedestrian entrances to nonresidential uses; transparent display windows; landscaping).	Item.	
50% of the ground level façade shall be devoted to windows affording view into the interior of the building.	Item.	
Upper level features: Upper floor balconies, bays, or windows shall be provided on multiple story buildings.	Item.	
Entrances: When nonresidential and residential uses are located in a vertical mixed-use structure, separate pedestrian entrances shall be provided for each use. i. The entrances for nonresidential uses shall be designed to be visually distinct from the entrances for residential uses.	Item.	
Entrances to individual residential units in a vertical mixed-use project shall not be allowed along a street frontage. Instead shared entrances to residential units located above the ground floor shall be from lobbies that serve multiple units. Façade treatment. All sides of a building that are open to public view (including views from adjacent residential dwellings or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.	Item.	
Parking, loading, and circulation: i. Parking facilities shall be separated for nonresidential uses and residential uses, except that guest parking for residential uses may be shared with nonresidential uses. ii. If enclosed parking, including parking garages and structures, is provided for residential and nonresidential portions of a mixed-use project, separate areas/levels shall be provided for each use and separate entrances shall be provided.	Item.	
Loading areas: Loading areas for nonresidential uses shall be located as far as possible from residential units and shall be completely screened from view from the residential portion of the project and public streets. Loading areas shall be compatible in architectural design and details with the overall project through the use of at least 2 out of 3	Item.	

materials and colors used in the overall project. The location and design of loading areas shall mitigate nuisances from noise when residential uses might be impacted.		
Vehicular circulation: i. Vehicular circulation shall be designed to direct non-residential traffic away from adjacent residential streets outside the mixed-use districts, to the greatest extent feasible. ii. Roadways are prohibited between the waterway and buildings nearest the waterway.	Item.	
Pedestrian design: Developments shall provide enhanced pedestrian amenities throughout the project, including seating, pedestrian area lighting, special paving, public art, water features, common open space, directories, and similar items to create a pleasant pedestrian experience.	Item.	
Mixed-use Layout: i. Separate site access driveways shall be provided, whenever possible, for nonresidential and residential uses. Site access driveways shall incorporate distinctive design elements, landscape features, and signs to help differentiate access to nonresidential parking areas from access to residential parking areas. ii. For vertical mixed-use projects, only nonresidential uses shall be located on the ground floor along public/private street frontages. Residential uses may be located above the ground floor and in areas that do not have frontage on a street. Up to 20% of the ground floor frontage may be occupied by lobby entrances to multiple residential units and pedestrian amenities (e.g., plaza, paseo, or courtyard).	Item.	
A prominent entrance shall be oriented to the major street on which the structure has frontage, street corner, courtyard, plaza, park, or other structures on the site, but not to interior blocks or parking lots/structures.	Item.	
Live/work units, dwelling units that are used jointly for commercial and residential purposes, shall be designed with the following elements: i. Each live/work unit fronting a public street shall have a pedestrian oriented frontage that allows views into the interior of the nonresidential areas of the unit. ii. The living space within the live/work unit shall be contiguous with the commercial space, with direct access between the two areas.	Item.	
Operational standards: a. Outdoor nonresidential uses in a mixed-use project that includes residential uses shall be prohibited from operating between the hours of 11:00 P.M. and 6:00 A.M. b. Loading and unloading activities shall not take place after 10:00 P.M. or before 6:00 A.M. on any day of the week.	Item.	

[Copy and Paste Mixed-use Land Use Table from Excel](#)

INSERT TABLE OR DELETE IF NOT MU

CREATE THE CHECKLIST FOR THESE ITEMS

- Residential Above Commercial: (insert review if applicable)
 - e. Residential above Commercial in the MU or RC Zones. At least 25% of the project area shall be landscaped and amenities provided per Section 19.19.
 - Amenities may be provided inside the building to meet the requirements.

- f. Residential in the MU Zone. All new residential development is subject to the requirements of Section 19.19.
- g. Footprint Development in the MU Zone. For the commercial portion of the development a minimum of 20 percent of the project area shall be landscaped. For the residential portion of the development, the requirements of Section 19.19 apply and the footprint development standards apply.

19.04.12 Establishment of Land Use Zones: Mixed Waterfront Zone

Regulation	Compliance	Findings													
Fill out Mixed Waterfront Design Guidelines sheet found at "S:\PLANNING DEPARTMENT\Checklist\Master Checklist\mixed waterfront design standards.dotx"	Item.														
Purpose and Intent: Multiuse land development shall be prioritized and preferred, with an emphasis on community gathering spaces and recreational opportunities along the waterfront.	Item.														
The Utah Lake Shoreline Trail, and Jordan River trail, and connections thereto, shall be a top priority of any development in the Mixed Waterfront Zone and shall be required.	Item.														
Developments must include a mix of residential, and office or commercial uses.	Item.														
Density shall be focused around the waterfront with density decreasing further from the water's edge.	Item.														
Important characteristics that must be addressed in this land use zone include: a. neighborhood services and facilities, b. social gathering places, c. attractive landscaping, d. convenient access to public areas along the lakeshore, e. appropriately placed parking, f. a sense of personal safety, g. well-maintained housing, and attractive parks.	Item.														
Density: a. The maximum residential density upon the residential portion of any development shall be based upon the amount of commercial acreage provided, as outlined in the tables below (see figure 4.1), with smaller amounts of commercial reflecting lower residential density.															
<p style="text-align: center;">Development Density Table</p> <table border="1"> <caption>Development Density Table</caption> <thead> <tr> <th>Percent Commercial</th> <th>Residential Unit Density</th> </tr> </thead> <tbody> <tr> <td>20-25</td> <td>3</td> </tr> <tr> <td>26-30</td> <td>4</td> </tr> <tr> <td>31-35</td> <td>5</td> </tr> <tr> <td>36-40</td> <td>6</td> </tr> <tr> <td>41-45</td> <td>7</td> </tr> <tr> <td>46-50</td> <td>8</td> </tr> </tbody> </table>	Percent Commercial	Residential Unit Density	20-25	3	26-30	4	31-35	5	36-40	6	41-45	7	46-50	8	Item.
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31-35	5														
36-40	6														
41-45	7														
46-50	8														

i. For mixed-use buildings one hundred percent of the main floor must be commercial to count towards the commercial requirement. Entrances to upper level residential are an exception and shall not be counted towards or against commercial acreage.	Item.	
ii. The maximum percentage of commercial development is indicated by the far right category in the table.	Item.	
b. The Land Use Authority has the discretion to increase the overall density by two (2) additional units per acre. In considering an increase in overall density, the City Council shall consider:	Item.	
i. If the Neighborhood Plan proposes to donate open space to the City for a city-wide amenity supported by the City;	Item.	
ii. a significant increase in the acreage of open space proposed to exceed the required percentage of open space in Chapter 19.19 by at least 25%; and	Item.	
iii. the creation of additional and significant amenities to exceed the required number of points in Chapter 19.19 by at least 25%, that may be enjoyed by all residents of the neighborhood.	Item.	
Sensitive Lands, as defined in 19.02, shall not be included in the calculation of density.	Item.	
Required residential parking shall not be counted towards commercial acreage when calculating density.	Item.	
Mixed-use buildings may count the commercial footprint and commercial parking towards the commercial percentage within the development.	Item.	
Lot, Setback, and Development Requirements: See table in 19.04.12.5.	Item.	
Open Space, Landscaping, and Development Requirements: If the open space is common space, the developer shall record a public access easement at plat recordation to any adjacent public open space or access to the waterfront.	Item.	
Open space includes parks, plazas, courtyards, arcades, pedestrian walkways, natural areas and landscaped areas.	Item.	
Open space shall not include:		
i. Required setbacks between buildings; ii. narrow space under ten feet (10') in width that is immediately adjacent to buildings; iii. space between buildings and parking areas under ten feet (10'); iv. private (limited common) residential patios or yards; v. drive aisles; or private roads or alleys.	Item.	
At least seventy 5% of required open space must be usable, contiguous, and available for recreational uses.	Item.	
Open space may include parks, walkways, natural areas, landscaped areas, and usable wetland areas.	Item.	
Landscaping is to be used for commercial lots and open space is to be used for multi-family or mixed-use areas. Required commercial landscaping shall not be counted towards the open space requirement, and open space shall not be counted toward the required commercial landscaping requirement.	Item.	

<p>For areas where commercial and residential are completely separate buildings:</p> <ol style="list-style-type: none"> 1. Commercial and residential shall be separate lots. 2. Commercial lots or sites shall contain 20% landscaping. 3. The residential portion shall have 15% overall open space. 4. The overall combined landscaping and open space acreage shall not be less than 25% of total acreage. <p>a. This includes 20% landscaping for commercial sites and required open space for residential.</p>	Item.	
<p>For areas containing mixed-use buildings:</p> <ol style="list-style-type: none"> 1. Commercial, mixed-use, and residential areas shall be separated by lot boundaries for the purpose of calculating landscaping, open space, and amenities. 2. Commercial lots or sites shall contain 20% landscaping that is separate from residential open space requirements. 3. Mixed-use lots shall meet multi-family amenity requirements. 4. The overall combined landscaping and open space acreage shall not be less than 25% of total acreage a. This includes a 20% landscaping for commercial sites and required open space for residential and mixed-use. 5. Single family and multi-family shall follow 19.19. 	Item.	
<p>Sharing of common open space between residential and nonresidential uses may be allowed by the applicable Land Use Authority when it is clear that the open space will provide direct benefit to residents and patrons of the project subject to the following limitations:</p>		
<p>i. Up to 30% of the required open space for residential uses in a horizontal mixed-use project may be provided as quasi-public open space within the nonresidential component of the project or up to 70% where such quasi-public open space will be immediately adjacent to the waterfront; or</p>	Item.	
<p>ii. Up to 50% of the required open space for residential uses in a vertical mixed-use project may be provided as quasi-public open space within the nonresidential component of the project or up to 70% where such quasi-public open space will be immediately adjacent to the waterfront.</p>	Item.	
<p>iii. The minimum area of shared common open space areas shall be 150 sq. ft. with a minimum width of 10 feet. These areas shall be accessible for use by the general public.</p>	Item.	
<p>iv. Quasi-public open space areas shall not include outdoor dining areas or other outdoor activity areas for exclusive use by an individual business.</p>	Item.	
<p>v. Quasi-public open space areas are areas located on private property and accessible to the general public. These areas may include pedestrian oriented amenities, including enhanced seating, lighting, paving, landscaping, public art, water features, and other similar features deemed appropriate by the land use authority.</p>	Item.	
<p>If the project is adjacent to the waterfront, open space and common areas shall border the waterfront and be connected to the waterfront through public access trails.</p>	Item.	
<p>If the project is not adjacent to the waterfront, then the open space and common areas shall be connected to the waterfront through public access trails.</p>	Item.	
<p>When the trail is located on the opposing side of the River, a connecting bridge shall be required and may count toward amenity points.</p>	Item.	

Shops and other commercial uses shall be primarily located along the waterfront in order to create a destination focused development that promotes uses and activities along the waterfront.	Item.	
In order to create a balanced waterfront development, both a commercial and residential component are required and shall be developed simultaneously, unless a phasing plan approved in a development agreement provides otherwise. Projects without one component or the other will not be considered.	Item.	
Design: All buildings and structures shall conform to the Mixed Waterfront Design Standards.	Item.	
Residential and non-residential uses shall not be separated from each other by a public or private roadway as defined in the adopted Engineering Technical Specifications.	Item.	
Fences shall not separate residential uses from non-residential uses, but this requirement shall not apply to fences to delineate individual private residential patio areas or yards.	Item.	
Uses shall be integrated to allow development that cannot be accomplished by the potential implementation of other zones.	Item.	
Access via trails shall be implemented throughout the residential and nonresidential areas.	Item.	
Neighborhood Plan Required: A Neighborhood Plan shall be required to guide future development in the Mixed Waterfront zone.	Item.	
Neighborhood Plans shall include the identification and placement of lot types, designated commercial areas, open space types, and all infrastructure, utilities, grading, and other aspects detailing future construction.	Item.	
Neighborhood Plan must be approved prior to submittal of an application for a site plan, preliminary plat, or final plat	Item.	
Neighborhood Plans shall include conceptual plans for integration with adjacent waterfront land uses, including roads, building connections, and trail connections.	Item.	
Neighborhood Plans shall include streets, such that blocks and urban fabric are walkable and bikeable. Bus and rail alignments shall be located outside of neighborhood blocks.	Item.	
Neighborhood Plans must identify the overall theme of a community. All elements of the development shall follow a Unified Waterfront Theme.	Item.	
Neighborhood Plan Requirements. The required Neighborhood Plan shall include the following:		
a. Character and Theme Plan identifying the organizational design framework showing a clearly recognizable neighborhood character and theme that is mixed-use and waterfront focused, while also distinguishing the neighborhood from others and cohesively unifying the neighborhood through its distinctive design elements. Character and Theme Plan shall meet the requirements as outlined in the Mixed Waterfront Design Standards.	Item.	
Community character and theme elements shall include the following: <ol style="list-style-type: none"> Architectural Façade Plan identifying the principal façade and secondary façade(s) for each buildable lot; conceptual architectural elevations to scale (including building height); open space, landscaping, and recreational design concepts; community signage, and place identification; Street Naming Plan; 	Item.	

<p>vi. identification of mixed-use sites and buildings, commercial locations, and residential locations; and</p> <p>vii. a demonstration of how the development relates to and integrates the waterfront area.</p>		
<p>b. Transportation Network and Street Plan shall include:</p> <ul style="list-style-type: none"> i. adjacent streets; ii. modifications to existing streets, if any; iii. a key for the street network; iv. existing, new, and modified streets, rear lanes, and shared drives including: <ul style="list-style-type: none"> 1. centerline radius; 2. data table indicating ownership; 3. right-of-way width; 4. number of vehicular lanes; 5. street type; and 6. transportation provisions; v. any existing or proposed public transit stops or ways, bicycle ways, and trails within and adjacent to the Neighborhood Plan area; and vi. local street network consisting of all new streets within the Neighborhood. 	Item.	
<p>c. Phasing Plan - including phase boundaries, acreages, and the sequence for each phase.</p> <ul style="list-style-type: none"> i. Demonstrate that commercial will be developed simultaneously or ahead of residential or according to a development agreement. 	Item.	
<p>d. Existing conditions and features within and adjacent to the project area including:</p> <ul style="list-style-type: none"> i. roads, ii. structures, iii. drainages, iv. wells, v. septic systems, vi. buildings, vii. trails, viii. waterfront characteristics (wetlands, water elevations, etc.), and 	Item.	
<p>e. Open Space Plan - for each area assigned as open space (see Section 19.19) including:</p> <ul style="list-style-type: none"> i. general type, use, and programming concepts of all open spaces; ii. identification of open space integration with the waterfront; iii. conceptual landscape treatment; and iv. recreational amenities (public vs. private and active vs. passive). 	Item.	
<p>f. Landscaping and Fencing Plans per Section 19.06.</p>	Item.	
<p>g. Lotting Plan – including a conceptual plan for Lot Types and Parking to include:</p> <ul style="list-style-type: none"> i. layout and description of all lot and unit types; ii. building configurations including number of buildings per lot, lot dimensions; iii. setbacks for principal and accessory buildings; iv. commercial; v. residential and commercial parking (including guest parking); 	Item.	

vi. mixed-use;		
vii. landscape areas;		
viii. open space areas;		
ix. lot coverage; and		
x. lot frontage.		
h. Mass and Scaling plan for the streetscape and waterfront that shall include:	Item.	
i. scaled streetscape and waterfront elevations; and		
ii. maximum building size.		
i. Conceptual Utility Plan that includes a schematic with existing and proposed utility alignments and sizes sufficient to show how the property will be served including drainage, sewer, culinary, and secondary water connections and any other existing or proposed utilities needed to service the proposed development or that will need to be removed or relocated as part of the project.	Item.	
j. If a development is less than 10 acres and adjacent properties are also designated mixed waterfront land use in the General Plan the adjacent conceptual layouts for adjacent properties shall be included.	Item.	
k. Show integration with abutting mixed waterfront development, both existing and potential future abutting development (based upon the Zoning Map and Future Land Use Map).	Item.	

[Copy and Paste Mixed Water Front Land Use Table from Excel](#)

INSERT TABLE OR DELETE IF NOT MW

- Density:
- Open Space and Landscaping Requirements:
- Mixed Residential Zone:
- Mixed-use Zone Standards.
- Design elements shall be incorporated in the development to include the following:
 - a. Residential and non-residential uses shall not be separated from each other by a public or private roadway as defined in the adopted Engineering Technical Specifications.
 - b. Fences shall not separate residential uses from non-residential uses, but shall not apply to fences to delineate individual private residential patio areas.
 - c. Uses shall be integrated to allow development that cannot be accomplished by the potential implementation of other zones.
 - d. Access via trails is highly encouraged between the residential and non-residential areas.
- Check for all requirements in DA's, MDA's, DAP, CP, VP, NP, Open Space Agreements, etc. (make a table)

CREATE A TABLE OR DELETE IF N/A

19.04.14 Establishment of Land Use Zones: Gateway Overlay		
Regulation	Compliance	Findings
Landscaping: In addition to the landscaping requirements in Chapter 19.06, a unified landscaping theme must be provided that is designed to:		

a. Be compatible with adjacent land uses and landscaping, including similar size and types of plants and street furniture;	Item.	
b. Utilize water conservation and use of plant material suited to conditions in Saratoga Springs, including drought tolerant plants and those identified as appropriate in USDA hardiness zones 7a and 7b.	Item.	
Entrance Feature. A developer in this zone is encouraged to allow by easement a City entrance feature at each entrance to the City that is visible from the nearest public right-of-way. The location of the easement shall be determined at the discretion of the City Council for the placement of an entrance feature. Also, at the discretion of the City Council, the developer can build a City approved entrance sign to help meet the Streetscape Elements requirement, which would qualify as 10 amenity points.	Item.	
Streetscape. Each lot within the Gateway Overlay shall meet the Streetscape requirements as outlined in the table below:		
<p>a. <u>Gateway Overlay Streetscape Elements (Assign points only to applicable elements) – Points prorated</u></p> <p>i. <u>Every lot within a Gateway Overlay Zone shall contribute at least 10 points of the table's amenities for every 150 linear feet facing an arterial or collector street. If a lot within the Gateway Overlay Zone faces more than one arterial/collector, just the greater length of one arterial/collector shall be required. Each lot's required amenities may be within the lot or the subdivision.</u></p> <p>ii. <u>Amenities shall face the main road(s) with the intention of streetscape elements being visible as one enters the City.</u></p> <p>iii. <u>Land Use Authority Approves at Site Plan.</u></p>	Weight	Total
1. Planter Beds or Boxes (20' square foot minimum)	2.00	
2. Decorative Litter Receptacle (See Saratoga Site Amenities Spec.)	2.00	
3. Outdoor Restaurant Seating (Minimum 1 table, 4 chairs or 2 small tables w/2 chairs each)	4.00	
4. Four Ornamental Trees (above minimum, 2" caliper or similar maturity)	2.00	
5. Bench (See City Standards & Specs. & Saratoga Site Amenities Spec.)	4.00	
6. Bike Racks (decorative full size in bike space; capacity 5% of parking)	2.00	
7. Drinking Fountain (ADA s/swivel head)	4.00	
8. Gas Fire Pit	4.00	
9. Tree Guard	2.00	
10. Tree Grate	2.00	
11. Entrance Feature	10.00	
	TOTAL	
Provides at least 10 points from table's amenities (see above)?	Item.	
<i>See full code and example images if you have any questions...</i>		
19.05 Supplemental Regulations		
Regulation	Compliance	Findings
Flood Plain: All buildings and structures intended for human occupancy shall be constructed at least one (1) foot above the base	Item.	

flood elevation of Zone A as defined on the FEMA Flood Insurance Map.		
Water & Sewage: Each lot shall be connected to City water and sewer.	Item.	
Transportation Master Plan: No building lot shall be created and no structure shall be erected within the location of a proposed street, road, highway, or right-of-way as shown on the City's currently-approved Transportation Master Plan.	Item.	
Property Access - All lots shall abut a dedicated public street or highway or a private roadway.	Item.	
19.05.16. Special Standards and Considerations Governing Particular Uses. <i>See Code for details</i>	Item.	
Automobile refueling stations and car wash operations.	Item.	
Automobile Repair, Minor:	Item.	
Car Wash (full service).	Item.	
Hotels.	Item.	
Kennel, Private.	Item.	
Storage, Self-Storage, or Mini-Storage Units.	Item.	
Vehicle Storage.	Item.	
Public and Private Utility Building or Facility and Public Building Sites.	Item.	
Bars.	Item.	

19.05.03 Free Standing Antennae or Towers

Regulation	Compliance	Findings
Free-standing antennae or towers. References to mono-pole towers or free-standing structures in this section of the code shall not be interpreted to include small wireless facility poles. For definition and regulations pertaining to small wireless facility poles. For definition and regulations pertaining to small wireless facilities, see Title 8.05.		
Proliferation Minimized: No new mono-pole or other free-standing structure shall be approved unless the applicant demonstrates that the proposed antenna cannot be accommodated on an existing building or structure.	Item.	
Mono-pole towers. Mono-pole towers are required to obtain Site Plan Review approval prior to construction.	Item.	
Antennae within the right-of-way and on top of sports field lighting. Mono-poles are not permitted within a public right-of-way.	Item.	
Antennae may be located on top of existing light poles or power poles, subject to the following conditions and requirements: Antennae located on light poles or power poles shall not extend outward more than four feet from the pole. The wireless provider must apply for a small wireless facility permit under Title 8.05.		
When antennae are located on top of an existing light pole or power pole, they shall not be closer than the current city street light separation standards.	Item.	
Right-of-Way / On Top of Sports Field Lighting: i. Mono-poles are not permitted within a public or private right-of-way. ii. Antennae may be located on top of existing light poles or power poles, subject to the following conditions and requirements: 1. The maximum height of the antennae shall not exceed 10 feet above the height of the existing pole in the right-of-way or 15' above the height of the existing pole in other locations.	Item.	

<p>a. In the event the pole needs to be replaced, light fixtures on replacement poles shall be placed at the original height, and shall meet all other City standards.</p> <p>2. Antennae located on light poles or power poles shall not extend outward more than four feet from the pole.</p> <p>iii. When antennae are located on top of an existing light pole or power pole, they shall not be closer than 250' to each other.</p>		
<p>City Property: Mono-poles may be allowed on City property at the City's sole discretion. The applicant must apply for a Site Plan Review and sign a lease agreement on a form approved by the City Attorney.</p>	Item.	
<p>Design: All new mono-pole and other free-standing structures constructed under this Section shall use Stealth Design. Examples of Stealth Design include, but are not limited to, water towers, clock towers, steeples, flag poles, lights, and manmade trees.</p> <p>i. The design shall be reviewed by the Development Review Committee for compatibility with surrounding structures and final approval granted by the Land Use Authority.</p>	Item.	
<p>Height: The maximum height for free-standing antennae or mono-pole towers shall be based on the property size as follows:</p> <p>Up to 1 acre: defer to maximum height for each zone.</p> <p>1 to 5 acres: 80 feet.</p> <p>5+ acres: 100 feet.</p> <p>The maximum height limits include the height of any structure on which the free-standing antennae or mono-pole may be located, and any lightning poles or other items attached to the antennae or mono-pole.</p>	Item.	
<p>Location / Minimum Lot Size:</p> <p>i. Residential zones: Mono-pole towers may be located in residential zones or on parcels designated for residential land use by the General Plan in limited locations as listed below. All other locations within residential zones are prohibited.</p> <ol style="list-style-type: none"> 1. School sites that are 5 acres in size or greater. 2. Parks that are 5 acres in size or greater. 3. Public building sites and public utility sites that are 1 acre in size or greater. <ul style="list-style-type: none"> a. Meter collectors and repeaters shall be allowed on any size lot. 4. Within or adjacent to transmission powerline corridors on properties that are one acre or greater in size. The mono-pole shall be located within 120 feet of the powerline corridor. <p>ii. Non-residential zones: mono-poles may be located in non-residential zones within properties that are one acre or greater in size.</p>	Item.	
<p>Setbacks: Mono-poles shall comply with the setback requirements of the underlying zone.</p>	Item.	
<p>When located in a residential zone or on a non-residential lot that is adjacent to residential zones, development, or property designated for residential land use by the general plan, monopoles shall be a minimum of 200 feet from the property line abutting residential uses. This will allow for adequate separation from residential development.</p>	Item.	
<p>Location: When located in a residential zone or on a non-residential lot that is adjacent to residential zones, development, or property designated for residential land use by the general plan, monopoles shall be a minimum of 200 feet from the property line abutting residential uses. This will allow for adequate separation from residential development.</p>	Item.	

Spacing. No mono-pole shall be approved within 1000 feet of another mono-pole, except those within 120 feet of or adjacent to existing transmission powerline corridors. This is permitted because mono-poles will blend in with the power poles.	Item.	
Antennae Extensions: The antennae shall not extend outward further than four feet from the monopole (8-foot diameter around the pole) or 6 feet (12-foot diameter around the pole) if a solid shield style design is used, rather than individual exposed antennae.	Item.	
Climbing Pegs: After installation the climbing pegs within the first 20 feet to the ground shall be removed for safety purposes.	Item.	
Site and Architectural Design:		
i. Buildings housing cell tower equipment are exempt from Chapter 19.16.		
ii. Buildings housing cell tower equipment shall be constructed of masonry and include an anti-graffiti coating.		
iii. Buildings housing cell tower equipment shall include a minimum of a 4:12 gabled pitched roof.	Item.	
iv. Building colors shall be earth-tones.		
v. Lattice towers greater than 35 feet are prohibited.		
vi. Portable towers are prohibited unless approved through a special event permit.		

19.06 Landscaping and Fencing

General Provisions

Drainage across property lines shall follow International Residential Code (IRC) and International Building Code (IBC), as of 2024 (shall drain onto own property).	Item.	
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Landscape Plans

Regulation	Compliance	Findings
Landscape Architect: Landscaped plans shall be prepared by a licensed landscape architect.	Item.	
Existing Conditions: Show the location and dimension of all existing and proposed structures, property lines, easements, parking lots, power lines, rights-of-way, ground signs, refuse areas, and lighting.	Item.	
Planting Plan: Show location and planting details for all proposed vegetation and materials. Indicate the size of the plant material at maturation. All existing vegetation that will be removed or remain must be identified.	Item.	
Plants: The name (both botanical and common name), quantity, and size of all proposed plants.	Item.	
Topography: Existing and proposed grading of the site indicating contours at two-foot intervals.	Item.	
Irrigation: Irrigation plans showing the system layout and details.	Item.	
Fencing: Location, style, and details for proposed and existing fences and identification of the fencing materials.	Item.	
Data Table: Table including the total number of each plant type, and total square footage and percentage of landscaped areas, domestic turf grasses, decorative rock, mulch, bark, and drought tolerant plant species.	Item.	

Planting Standards		
Deciduous Trees: Minimum 2" in caliper.	Item.	
Evergreen Trees: Minimum 6' in height.	Item.	
Tree Base Clearance: 3' diameter around every tree must be kept clear of turf and rock mulch. In parking lot islands and other narrow strips where turf two feet or less in width would otherwise occur, this clear area may be reduced to 2'.	Item.	
Shrubs: 25% of required shrubs must be a minimum of 5 gallons in size at time of installation; all other required shrubs shall be a minimum of 1 gallon in size.	Item.	
Turf: No landscaping shall be comprised of more than seventy percent turf, except within landscaped parks.	Item.	
Artificial Turf: Shall require a building permit shall meet the following requirements with documentation provided by home owner or contractor: <ul style="list-style-type: none"> i. Artificial turf shall have a minimum eight-year "no-fade" warranty; ii. Multi-color blend needed to mimic real grass iii. Must be installed according to manufacturer's instructions; iv. Minimum pile height shall be 1.5 inches, minimum face/pile weight shall be at least 50 oz. per square yard, and water permeability shall be at least 19 inches per hour; v. Landscape plan shall provide for a minimum of 25 percent live vegetation coverage to comply with residential front and/or street side yard landscape standards; vi. Landscaping shall maintain a five-foot diameter around trees free from rock, debris, or artificial turf; vii. Rubber or inorganic infill is prohibited while organic infill is permitted; viii. The term "artificial turf" shall not be construed to include artificial trees, shrubs or bushes; and ix. Storm water runoff shall be maintained on-site. 	Item.	
Drought Tolerant Plants: 50% of all trees and shrubs shall be drought tolerant.	Item.	
Rock Mulch: Rock mulch shall be two separate colors and separate sizes and must be contrasting in color from the pavement and other hard surfaces. All colors used must be earth tones.	Item.	
Design Requirements		
Evergreens: Evergreens shall be incorporated into landscaped treatment of sites where screening and buffering are required.	Item.	
Softening of Walls and Fences: Plants shall be placed intermittently against long expanses of building walls, fences, and barriers to create a softening effect.	Item.	
Planting and Shrub Beds: Planting and shrub beds are encouraged to be used in order to conserve water.	Item.	
Water Conservation: Water-conserving sprinkler heads and rain sensors are required. Drip lines should be used for shrubs and trees.	Item.	
Energy Conservation: Placement of plants shall be designed to reduce energy consumption. Deciduous trees are encouraged to be planted on the south and west sides of structures. Evergreens are encouraged to be planted on the north side of structures.	Item.	
Placement: Whenever possible, landscaping shall be placed immediately adjacent to structures, particularly where proposed structures have large empty walls.	Item.	

Trees and Power Poles: No trees shall be planted directly under or within 10' of power lines, poles, or utility structures unless: <ol style="list-style-type: none"> The Land Use Authority gives its approval. The Power Company or owner of the power line gives written consent. The maximum height or width at maturity of the tree species planted is less than 5' to any pole, line, or structure. 	Item.	
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Preservation of Existing Vegetation

Where possible and appropriate, existing native vegetation must be incorporated into the landscape treatment of the proposed site.	Item.	
Tree Preservation: Existing mature evergreen trees of 16' in height or greater, and existing mature deciduous or decorative trees of more than 4" in caliper, shall be identified on the landscape plan and preserved if possible. If a mature tree is preserved, an area around the roots as wide as the existing canopy shall not be disturbed.	Item.	
If preservation is not possible, the required number of trees shall be increased by double the number of such trees removed.	Item.	
The replacement trees for evergreen trees shall be evergreens, and for deciduous shall be deciduous.	Item.	
Deciduous trees smaller than 4" inches in caliper, or mature ornamental trees, that are removed shall be replaced on a 1-to-1 ratio.	Item.	
Replacement trees shall be in addition to the minimum tree requirements of this Chapter, and shall comply with minimum sizes as outlined in the Chapter.	Item.	

Planter Beds

Weed Barrier: A high quality weed barrier or pre-emergent shall be used.	Item.	
Materials: High quality materials such as wood chips, wood mulch, ground cover, decorative rock, landscaping rocks, or similar materials shall be used, and materials must be heavy enough to not blow away in the wind.	Item.	
Edging: Concrete edging must be used to separate planter and turf areas in all non-residential zones.	Item.	
Drip Lines: Drip lines must be used in planter beds.	Item.	

Fencing and Screening

Front Yards: Fences exceeding 3' in height shall not be erected in any front yard space of any residential lot.	Item.	
Clear Sight Triangle: All landscaping and fencing shall be limited to a height of not more than 3' and the grade at such intersections shall not be bermed or raised and comply with AASHTO Standards.	Item.	
Street side yards: fencing in street side yards adjacent to a driveway shall not exceed three feet for a distance of 15 feet back from the intersection of driveway and sidewalk, or driveway and property line where no sidewalk exists as shown in the drawing below. Fencing shall also comply with all other clear sight triangle requirements as stated in 19.06.	Item.	
Retaining walls: for construction of retaining walls four feet or taller in height of unbalanced fill or for any wall supporting surcharge loads, a building permit must be obtained. Prior to construction of retaining walls, Chapter 18 of the City Code shall be consulted to determine if a grading permit is also required. Where there is a difference in elevation on opposite sides of the fence, the height of the fence shall be measured from the ground level on the highest side of the wall when the fence is placed on top of the wall. If the fence is placed at the bottom of the	Item.	

<p>wall, the fence height shall be measured from the ground it is placed upon and there shall be at least 2 feet to access and maintain the retaining wall. Retaining walls shall follow all applicable regulations outlined in Chapter 19.10 of the City Code, regardless of slope.</p>		
<p>Height: Approval of fences over 6 feet in height will be determined on a case-by-case basis by the City Council for all new developments if fencing is proposed during the subdivision review process, or by the Planning Director for all developments that have received final approval; however, in no case will a fence be allowed to exceed eight feet in height. The following criteria shall be applied in making this determination:</p> <ol style="list-style-type: none"> compatibility with fences of surrounding uses; quality of proposed materials; aesthetics of proposed materials; requirements of applicable development agreements; intensity of existing surrounding uses; and applicable conditions of approval. 	Item.	
<p>Prohibited fencing:</p> <ol style="list-style-type: none"> No barbed wire, chain link, razor, or wire (agricultural, electric, chicken wire, mesh wire, hog fencing, etc.) fences shall be allowed. This does not apply to chain link or wire fences if the fence: (1) is not being used to delineate lot boundaries; and (2) is being used for Agricultural uses or otherwise for the keeping of animals; and (3) does not occupy more than 50% of any residential yard; or (4) is for back stops, sports fields, or sport court fencing within a public or private park. No fencing that parallels existing fencing shall be permitted within an existing fenced yard. Exceptions: interior fencing to enclose chickens, bees, or other livestock as otherwise specifically permitted under this Code, and any fencing of three feet or less in height within an existing fenced yard. 	Item.	
<p>Double frontages: where lots have frontages onto more than one street, that area designated by the property owner as the rear yard may have a solid or view obstructing fence, wall, or hedge not exceeding 6 feet in height. Where the double frontage lot is also a corner lot (3 frontages), clear sight across corner property shall be required and enforced. See Section 19.06.11, Clear Sight Triangles.</p>	Item.	
<p>Non-residential and Multi-family: fencing and other screening materials for multifamily, residential, commercial, or industrial projects must receive approval by the Land Use Authority through the Site Plan review process. See Chapter 19.13 for Site Plan review requirements. In addition, the following criteria shall be applied:</p> <ol style="list-style-type: none"> compatibility with fences of surrounding uses; quality of proposed materials; aesthetics of proposed materials; requirements of applicable development agreements; intensity of existing surrounding uses; and applicable conditions of approval. 	Item.	
<p>Required Residential Fencing: Fencing in residential development shall be placed along property lines abutting open space, parks, canals, and trails. In addition, fencing may also be required adjacent to undeveloped properties.</p>	Item.	
<p>Fences along open space, parks, canals, and trails shall be semi-private. Exception: privacy fencing is permitted for property lines abutting trail corridors that are not City maintained and are both adjacent to and visible from an arterial.</p>	Item.	

Fencing along arterial roads shall be of a consistent material and color within each development.	Item.	
Fencing along open space, parks, and trails may be less than 6' in height but shall not be less than 3' in height, at the discretion of the property owner or HOA as applicable.	Item.	
Screening at Boundaries of Residential Zones: For residential developments, abutting active agricultural property or operations, a solid fence or wall shall be installed and maintained along the abutting property line.	Item.	
Amount of Required Landscaping		
Portions of the property that are not developed with structures, rights of ways, or parking areas shall be required to be landscaped per the definition of Landscaping in Section 19.02 in all land use zones.	Item.	
Multi-family, common space not including parks and nonresidential development in all zones shall be required to adhere to the minimum landscaped standards in 19.06.07 of the Land Development Code.	Item.	
At least 50% of the landscaped area shall be covered with live vegetation at maturity, including shrubs, grasses, flowers, tree and shrub canopies and other live vegetation. The percentage may be reduced to 40% in areas where bark mulch, wood or plant fiber mulch, or rubber mulch is used instead of rock mulch.	Item.	

[Copy and Paste Landscape Amount Table from Excel Here](#)

19.07 Planned Unit Development

Regulation	Compliance	Findings
Effective July 18, 2013 it is the intent of the City Council to discontinue the granting of Planned Unit Developments or the Planned Unit Development Overlay Zone.	Item.	
	Item.	

19.09 Off Street Parking

General Provisions

Regulation	Compliance	Findings
Materials: Parking areas shall consist of concrete, asphalt, or other impervious materials approved in the City's adopted construction standards	Item.	
Parking Area Access: Common Access: Parking areas for one or more structures may have a common access so long as the requirements of all City ordinances, regulations, and standards are met. The determination of the locations for a common access shall be based upon the geometry, road alignment, and traffic volumes of the accessed road per the Standard Technical Specifications and Drawings.	Item.	
Sidewalk Crossing: All non-residential structures are required to provide parking areas where automobiles will not back across a sidewalk to gain access onto a public or private street.	Item.	

Cross Access: Adjacent non-residential development shall stub for cross-access. Developers must provide the City with documentation of cross-access easements with adjacent development.	Item.																					
Lighting: Parking areas shall have adequate lighting to ensure the safe circulation of automobiles and pedestrians. Lighting shall be shielded and directed downward.	Item.																					
Location of Parking Areas: Required off-street parking areas for non-residential uses shall be placed walking path of travel distance to the nearest customer entrance from the correlating non-residential use and individual tenant space as outlined in the table below. Unenclosed parking for residential areas shall not be provided in rear yards, unless said yard abuts an alley-type access or is fenced with privacy fencing.																						
<table border="1"> <thead> <tr> <th>Size of Non-Residential Use and Individual Tenant Space</th> <th>Walking Path of Travel Distance to the Nearest Customer Entrances</th> </tr> </thead> <tbody> <tr> <td>Up to 1,500 square feet</td> <td>150'</td> </tr> <tr> <td>1,501 to 5,000 square feet</td> <td>200'</td> </tr> <tr> <td>5,001 to 10,000 square feet</td> <td>250'</td> </tr> <tr> <td>10,001 to 25,000 square feet</td> <td>300'</td> </tr> <tr> <td>25,001 to 50,000 square feet</td> <td>350'</td> </tr> <tr> <td>50,001 to 75,000 square feet</td> <td>400'</td> </tr> <tr> <td>75,001 to 100,000 square feet</td> <td>450'</td> </tr> <tr> <td>100,001 to 125,000 square feet</td> <td>500'</td> </tr> <tr> <td>Over 125,000 square feet</td> <td>600'</td> </tr> </tbody> </table>	Size of Non-Residential Use and Individual Tenant Space	Walking Path of Travel Distance to the Nearest Customer Entrances	Up to 1,500 square feet	150'	1,501 to 5,000 square feet	200'	5,001 to 10,000 square feet	250'	10,001 to 25,000 square feet	300'	25,001 to 50,000 square feet	350'	50,001 to 75,000 square feet	400'	75,001 to 100,000 square feet	450'	100,001 to 125,000 square feet	500'	Over 125,000 square feet	600'	Item.	
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Over 125,000 square feet	600'																					
Exception: To promote walkability, Mixed-use and Mixed Waterfront zones, and the Town Center Overlay (identified in the General Plan), shall be allowed to place parking garages and parking lots on the edge of shopping areas. <ul style="list-style-type: none"> i. The walking path travel distance from a business' main entrance shall not apply to these areas. 																						
Curb Cuts and Shared Parking: In most cases, shared parking areas shall share ingress and egress. This requirement may be waived when the City Engineer believes that shared accesses are not feasible. In reviewing the site plans for the shared parking areas, the City Engineer shall evaluate the need for limited access, appropriate number of curb cuts, shared driveways, or other facilities that will result in a safer, more efficient parking and circulation pattern.	Item.																					
Parking plans shall show the following: the required number of stalls and aisles scaled to the correct dimensions; the correct number of ADA accessible parking spaces; storm water drainage capabilities; lighting; landscaping and irrigation; and pedestrian walkways.	Item.																					
Provide accessible parking as required by Americans with Disabilities Act, see https://www.ada.gov/topics/parking/ https://adata.org/factsheet/parking	Item.																					
Certain types of medical facilities need more accessible stalls, see link.	Item.																					
Accessible stalls shall be as close to the primary entrance as possible.	Item.																					
Parking Requirements and Shared Parking																						
Available on-street parking shall not be counted towards meeting the required parking stalls.	Item.																					
When a parking requirement is based upon square footage, the assessed parking shall be based upon gross square footage of the building or use unless otherwise specified in the requirement.	Item.																					
When parking requirements are based upon the number of employees, parking calculations shall use the largest number of employees who	Item.																					

work at any one shift. Where shift changes may cause substantial overcrowding of parking facilities, additional stalls may be required.		
When a development contains multiple uses, more than one parking requirement may be applied.	Item.	
Any fraction obtained when calculating the parking requirement shall be rounded up to the next whole number to determine the required number of parking stalls.	Item.	
Where no comparative land use standard for parking is found in Section 19.09.10, Required Minimum Parking, the Land Use Authority for the related development shall determine an appropriate requirement using the following criteria: (see code)		
Any information provided by the developer relative to trip generation, hours of operation, shared parking, peak demands, or other information relative to parking shall be considered when evaluating parking needs.	Item.	
Parking Deviations. Parking requirements may deviate from the standards contained in Section 19.09.10, Required Minimum Parking, when the Land Use Authority determines that the deviation meets the intent of this Chapter. Reductions may not exceed 25% of the parking requirements and shall be based on the following criteria: <ol style="list-style-type: none"> 1. the intensity of the proposed use; 2. times of operation and use; 3. whether the hours or days of operation are staggered thereby reducing the need for the full amount of required parking; 4. whether there is shared parking agreement in accordance with Section 19.09.05.10 below; 5. the number of employees; 6. the number of customers and patrons; 7. trip generation; and 8. peak demands. 	Item.	
Shared Parking. Up to 25% of required parking may be shared with an adjacent use upon approval by the Land Use Authority. The developer must provide: <ol style="list-style-type: none"> a. an agreement granting shared parking or mutual access to the entire parking lot; and b. peak demand data by a professional traffic engineer showing that shared parking will accommodate the uses. 	Item.	
Guest Parking. Two-Family dwellings, Three-Family dwellings, Multi-Family dwellings, and dwellings above commercial. <ol style="list-style-type: none"> a. Guest parking shall be provided at a ratio of 0.25 stalls per unit. <ol style="list-style-type: none"> i. When a rear-load product is allowed in a village plan or neighborhood plan, and is accessed with aprons rather than driveways, guest parking shall be provided at a ratio of one stall per unit. b. Driveways shall not count towards the guest parking requirement. c. Guest parking shall be located within two-hundred feet of the dwelling unit. 	Item.	
Pedestrian Walkways and Accesses. <p>Parking lots larger than 75,000 square feet shall provide raised or delineated pedestrian walkways. Walkways shall be a minimum of 10' wide and shall be placed through the center of the parking area and extend to the entrance of the building. Landscaped islands along the center walkway shall be placed at a minimum interval of every 30'. Landscaped islands are encouraged to be offset from one another to create a feeling of greater coverage. Pedestrian covered walkways may</p>	Item.	

be substituted for tree-lined walkways. Where the developer desires to have a driveway access at the center of the parking area, a pedestrian access shall be placed on either side of the driveway.		
Landscaping in Parking Areas		
All parking areas (not including a driveway for an individual dwelling) for non-residential or multi-family residential uses that are adjacent to public streets shall have landscaped strips of not less than 10' in width placed between the sidewalk and the parking areas, containing a berm, hedge, or screen wall with a minimum height of 3' to minimize intrusion of lighting from headlights and other lighting on surrounding property. Trees, both deciduous and evergreen, shall be placed in the strip with spacing of no more than 30' between trees except in the clear sight triangle, and except where located beneath powerlines. The standards of section 19.06.06, Planting Standards and Design Requirements, shall apply for the minimum size of vegetation. Within regional parks this requirement may be met through the use of intermittent planter beds rather than a berm, hedge, or screen wall; trees or shrubs may be clustered in the planter beds where necessary to shield light spillage.	Item.	
All landscaped areas abutting any paved surface shall be curbed (not including a driveway for an individual dwelling). Boundary landscaping around the perimeter of the parking areas shall be separated by a concrete curb 6" higher than the parking surface.	Item.	
Clear Sight Triangles must be followed.	Item.	
All landscaped parking areas shall consist of trees, shrubs, and groundcover. Areas not occupied by structures, hard surfaces, vehicular driveways, or pedestrian walkways shall be landscaped and maintained. All landscaped areas shall have an irrigation system.	Item.	
On doubled rows of parking stalls, there shall be one 36' x 9' landscaped island on each end of the parking rows, plus one 36' x 9' landscaped island to be placed at a minimum of every 20 parking stalls. Each island on doubled parking rows shall include a minimum of two trees per planter.	Item.	
On single rows of parking or where parking abuts a sidewalk, there shall be one 18' x 9' foot landscaped island a minimum of every 10 stalls. Islands on a single parking row shall have a minimum of one tree per island. <ul style="list-style-type: none"> i. Exception: Landscaped islands are not required in single rows of parking that abut or are no farther than 6' from a landscaped area containing an equal or greater number of trees as would have been provided in islands, in addition to trees required for the landscaped area. Such trees shall be located within 9' of the edge of parking area, and shall have a canopy width that, at maturity, will extend into the parking area. 	Item.	
Landscaped islands at the ends of parking rows shall be placed and shaped in such a manner as to help direct traffic through the parking area.	Item.	
Required Minimum Parking		
<i>See table in 19.09</i>	Item.	
Drive-thru Requirements		
Each stacking space shall accommodate one vehicle and be no less than 20 feet in length from the point of service.	Item.	
All drive-thru facilities must provide at a minimum 3 stacking spaces (60') per lane (up to 3 stacking spaces may count towards required parking).	Item.	

Bank or financial institution (including ATMs): minimum of 3 stacking spaces per lane.	Item.	
Food or beverage establishment: minimum of 5 stacking spaces.	Item.	
Entrances and exits of drive-thru lanes shall be clearly marked to designate the direction of traffic flow.	Item.	
A Final Traffic report shall be provided and approved to demonstrate how all queuing shall be contained within the property, business, or use and not affect the surrounding roads. Stacking shall be designed so that it does not have the potential to overflow onto the street or adjacent property, business, or use.	Item.	
Landscaping: A three foot (3') wide raised median or planter between the drive-thru aisle and the parking area shall be provided.	Item.	
All drive-thru lanes adjacent to public streets shall have landscaped strips of not less than 10 feet in width placed between the sidewalk and the drive-thru lanes that contain a berm, hedge, or screen wall with a minimum height of three feet to minimize intrusion of lighting from headlights and other lighting from surrounding properties.	Item.	
All drive-thru lanes adjacent to residential development or residentially-zoned property shall be setback a minimum of 20 feet from the property line. Speaker boxes that are located between a non-residential building and residential development or residentially-zoned property shall not operate between 10:00 P.M. and 7:00 a.m.	Item.	
Gateway Overlay Parking		
Developments in the Gateway Overlay shall be designed with no parking between the Gateway Overlay arterial or collector streets and the street side of any buildings.	Item.	

Curbside Pick-up Signs in Commercial, Office Warehouse, and Business Park Zones (19.18)		
<p>Curbside Pick-up Signs –</p> <ul style="list-style-type: none"> i. Location. Curbside pick-up signs shall be placed at the front of a designated parking stall closest to the curb or sidewalk that is used specifically for curbside pick-up. ii. Size. The area of the sign shall not exceed 1.6 square feet. iii. Height. A curbside pick-up sign shall not exceed six feet in height. iv. Number. The maximum number of curbside pick-up signs allowed shall not exceed 5 percent of the parking stalls on the lot on which the business is located. <ul style="list-style-type: none"> 1. Additional curbside pick-up stalls above the 5% may be provided so long as the required number of non-curbside parking stalls are provided. For example, if 100 parking stalls are required and the developer has provided 95 non-curbside pick-up stalls, the developer may exceed the limit of 5 curbside pick-up stalls. v. Illumination. Curbside pick-up signs shall not be illuminated. 	Item.	

[Copy and Paste Parking Stall Dimensions Table from Excel Here](#)

19.10 Hillside Development		
Requirements at Concept Plan, Village Plan, and Neighborhood Plan		
Regulation	Compliance	Findings
Slope Survey: Detailed slope map derived from data no older than 5 years with a minimum of 2-foot contour intervals: i. The map shall identify and delineate all disturbed and undisturbed areas. ii. The map shall include a color legend of the site with the existing slopes	Item.	

identified in increments of 0-14.99 percent, 15-29.99 percent, and 30 percent or greater.		
Lotting Plan: Plan showing overall project layout, including: i. lots with setbacks; ii. limits of disturbance and buildable areas; iii. open spaces; and iv. roads, highways, and rights-of-way.	Item.	
Conceptual Grading and Drainage Plan: Plan which identifies at a minimum all existing and proposed drainages, areas of proposed cuts and fills, and the proposed size and scale of such areas and activities.	Item.	
Requirements of Development Activity, Subdivision, and Site Plan		
Regulation	Compliance	Findings
Grading and Drainage Plan: A Grading and Drainage Plan shall be prepared by an engineer, land surveyor, or landscape architect licensed by the State of Utah. Such plan shall comply with applicable provisions of the City's Engineering Standards. <ul style="list-style-type: none"> i. A slope classification map and analysis for the development site. Two maps shall be prepared. The first shall represent the pre-development slope districts and the second shall represent post-development slope districts. ii. Balanced cut and fill shall be implemented to the maximum extent practicable. Balanced cut and fill measures include the following: 1. avoiding stockpiling material on-site; and 2. minimizing the export and import of material. iii. All roof drainage that cannot be drained to a roadway or approved drainage system shall be managed on site via Low Impact Development principles, per City storm water regulations. iv. Topsoil stockpile areas shall be designated. v. Access or haul road locations, designs, and maintenance requirements shall be designated on the grading plan. vi. A written statement addressing the Hillside Development Guidelines found in 19.10.05 of this Chapter shall be submitted with the grading plan. 	Item.	
Slope Protection Plan and Requirements: A Slope Protection Plan shall be prepared by an engineer, land surveyor, or landscape architect licensed by the State of Utah and shall identify areas within the project with contiguous slopes greater than 30 percent that are required to be protected from disturbance. These areas may be located within lots if the provisions of this chapter can be met, otherwise they shall be placed in protected open space. In either case, these areas shall be identified on the development application, subdivision plan, site plan, and building plan as areas that may not be disturbed. The following standards apply to the slope protection plan: <ul style="list-style-type: none"> i. Provide a detailed slope map derived from a physical survey no older than 5 years with a minimum of two-foot contour intervals. <ul style="list-style-type: none"> 1. The map shall identify all disturbed and undisturbed areas. 2. The map shall include a color legend of the site slope percentages in increments of 0-14.99 percent, 15-29.99 percent, and 30 percent or greater. ii. Contiguous slopes of 30 percent or greater are to be protected, except for the following exceptions: <ul style="list-style-type: none"> 1. Areas with slopes that exceed 30 percent may be disturbed if: <ul style="list-style-type: none"> A. They are smaller than one-half (0.50) acre in size; B. They are isolated from other areas that exceed 30 percent; 	Item.	

<ul style="list-style-type: none"> C. They are less than 100 feet in length and width; and D. Their disturbance or removal will not create unstable geologic or drainage conditions that result in damage to public or private property. <ol style="list-style-type: none"> 2. Man-made slopes exceeding 30 percent may be disturbed if it is determined, per the geotechnical report, that the change in grade will restore the area and will improve the stability of a previously disturbed area. 3. Prior to disturbance of the slope a geotechnical report shall be prepared by a licensed engineer and shall be approved by the City Engineer, along with a grading plan. 		
<p>Vegetation Preservation and Slope Stabilization Plan: A Slope Stabilization Plan shall be prepared by a qualified professional licensed by the state of Utah and shall contain all of the following:</p> <ul style="list-style-type: none"> i. Location of existing vegetation on the development site, including noxious and invasive weeds, and areas of native vegetation to be preserved, containing the following details: <ul style="list-style-type: none"> 1. A delineation of the area to be developed or remain permanent native open space; An inventory or survey of the vegetation species or a subset of species (such as noxious weeds) present; 2. A map showing the area and the location of populations of each species; and 3. A characterization of each identified plant species as native versus non-invasive or noxious. ii. For open space or common area of the development proposed to remain native and cleared of existing vegetation possessing erosion control characteristics at least equal to the existing native vegetation, which was removed, in compliance with the Engineering Standards. Existing non-invasive vegetation shall be replaced in kind; iii. A plant schedule listing the plant species and seed mixes to be used for revegetation in accordance with City standards for revegetation species; iv. A plan showing how the planting and installation of revegetation will be supervised by a person or firm having expertise in the practice of revegetation (e.g., licensed landscape architects) and how the revegetation will be protected with mulch and fertilized and watered in conjunction with a planting and maintenance schedule; v. Slope stabilization and erosion control measures while new vegetation is being established; vi. Temporary irrigation as needed until established; vii. Plans shall comply with Utah Wildlife-Urban Interface Code. 	Item.	
<p>Geology Report: A Geology Report shall be prepared by a Geotechnical Engineer or Geologist licensed by the State of Utah. A geologic map shall accompany the report. Mapping shall reflect careful attention to the rock composition, structural elements, and surface or subsurface distribution of the earth materials exposed or inferred within both bedrock and surficial deposits. The map shall clearly distinguish the difference between observed and inferred features or relationships. The Geology Report shall contain, at a minimum, the following:</p> <ul style="list-style-type: none"> i. Identification of any zones of deformation with respect to active faults and other mass movements of soil and rock; 	Item.	

<ul style="list-style-type: none"> ii. Alluvial fans and other areas with debris and flood flow hazards; iii. Identification of anomalies of the terrain or characteristics of the geological materials which would have any potential impact upon the use of the site; iv. Active or inactive landslide areas; v. Identification of all rock fall zones; and vi. Written recommendations for construction of proposed structures or public improvements to minimize or avoid impacts of potential geological hazards (as prepared by a Geotechnical Engineer). 		
<p>Fire Protection Report: A Fire Protection Report, approved by the Fire Marshall, shall be prepared to assess fire probability and potential hazards. The plan shall be prepared by a person or agency qualified by training and experience and approved by the City Fire Marshall. The Fire Protection Report is a separate and independent obligation from the Fire Protection Plan that may be required by the Fire Marshall or Building Official in the Wildland-Urban Interface Code, Fire Code, or Building code. The Fire Protection Report shall include the following:</p> <ul style="list-style-type: none"> i. The width and approximate location of any easement required for access of fire protection equipment; ii. The width and approximate location of recommended fuel breaks on the development site; and iii. A letter from the Fire Marshall specifying required fire protection measures and fire suppression flow. 	Item.	
<p>Physical Constraints Report: A report prepared by a licensed geologist or geotechnical engineer demonstrating that buildings, structures, or building envelopes shall not be placed on or within any of the following areas:</p> <ul style="list-style-type: none"> i. Natural or manmade slopes exceeding 30 percent with the exception of terracing to accommodate walk-out basements; ii. Within the distance recommended by the Geology Report of any fault line; iii. Area considered as navigable, interstate waters, or areas having an significant nexus to such waters per federal law, within the jurisdiction of the United States or State of Utah such as wetlands, drainages, streams, rivers, and lakes, whether or not ephemeral, without the proper permits (or letter exempting the area from such jurisdiction) through the Utah Division of Water Rights and United States Army Corps of Engineers or other state or federal entity having jurisdiction; iv. landscape hazard areas, except that lots, but not buildings or building envelopes, may be included in landslide areas if supported by the required geotechnical report; v. an area of flood hazard as defined and specified in Chapter 18.02; vi. areas of springs, seeps, or surface water areas. <ul style="list-style-type: none"> 1. These areas are defined as follows: <ul style="list-style-type: none"> A. Spring: A spring is any natural situation where water flows from an aquifer. B. Seep: A seep is a moist or wet place where water, usually ground, reaches the earth's surface from an underground aquifer. C. Surface water areas: Surface water is water on the surface such as in a river, lake, or wetland. 	Item.	

vii. existing or master planned detention basins, roads, and utility corridors.		
Hillside Development Guidelines		
Regulation	Compliance	Findings
General Guidelines: A written statement addressing the following guidelines shall be submitted with the grading plan:		
<ul style="list-style-type: none"> a. Development shall be concentrated in the flattest areas of the site in order to preserve as much of the natural terrain as possible. b. Varied lot sizes and designs shall be utilized in order to reduce the amount of grading required and preserve natural landforms. c. Building pads shall be located in order to preserve as much of the natural terrain as possible. d. Lots and buildings shall be designed to fit the natural contour of the site rather than the site being altered to fit a particular structure type. e. Large flat pads shall be avoided in favor of stepped pads, or split-level structures that follow the general contours of the site. 	Item.	
Limits of Disturbance: No building or other structure is allowed on slopes greater than 30 percent. No excavation, grading, or permanent clearing shall be allowed on slopes greater than 30 percent, without the necessary methods implemented and outlined in this Chapter.	Item.	
Limits on grading: Grading shall comply with the following standards, in addition to the standards within other applicable Chapters:		
<ul style="list-style-type: none"> a. All cut, filled, and graded slopes and transitions shall be re-contoured to blend into the grade of surrounding land. b. The outside corners or edges of all permanent cut and fill slopes shall be rounded to eliminate sharp corners and shall have a minimum curvature radius of at least five feet. c. All permanent cuts and fills shall be constructed and stabilized to prevent settlement, sliding, and erosion. d. Mass grading and benching of hillside areas to create large flat building envelopes for multiple homes shall be avoided. Instead, smaller stepped envelopes for each home shall be used that follow the existing topography. e. Cut and fill slopes exceeding 50 percent shall be retained. f. The maximum slope of driveways shall not exceed 15 percent and shall minimize disturbance to natural terrain. g. Terracing shall be used to facilitate the completion of balanced cut and fill slopes as well as to reduce overall impacts to slopes. 	Item.	
Limits on changes to established lot grades: The elevation of an established lot shall not be permanently raised or lowered more than 6 feet at any point for construction of any structure or improvement, except:		
<ul style="list-style-type: none"> a. Areas outside the building pad but within the lot may be raised or lowered more than 6 feet if a retaining wall or other slope protection measure is used to reduce the steepness of man-made slopes, provided that the retaining wall complies with the provisions of this chapter. 	Item.	
Limits on man-made slopes:		
<ul style="list-style-type: none"> a. Maximum cuts and fills shall not exceed 25 feet in height unless it is determined, per a geotechnical report, that the change in grade will restore the area and will improve the stability of a previously disturbed area. 	Item.	
Terracing and retaining walls: Use of retaining walls is encouraged to reduce the steepness of man-made slopes as outlined herein. Cutting	Item.	

terraces combined with the use of retaining walls may be implemented to create buildable areas, to minimize or alleviate potential erosion to hillsides, and to establish planting pockets conducive to revegetation of hillsides. The following standards shall apply:

- a. Individual retaining walls may be permitted to support deep slopes but shall not exceed 10 feet in height as measured from adjacent finished grade.
- b. When the overall retained height would exceed 10 feet, the retaining wall shall be segmented into a maximum of three stepped walls with no individual wall exceeding 6 feet in height as measured from the lowest adjacent grade to the top of the wall.
- c. Retaining walls taller than 4 feet shall be separated from any other retaining wall by a minimum distance of 3 horizontal feet or half the height of the highest wall, whichever is greater. Terraces created between retaining walls shall be permanently landscaped or re-vegetated per City Code.
- d. A building permit shall be obtained if required by the Building code. The lot owner or developer may be required to obtain documentation from the building official that a building permit is not required.
- e. The parabolic slip plane mode of failure of the retaining wall system shall be used to determine height and wall separation.

Structures: Additional grading for structures shall be determined on an individual lot basis, shall be minimized by designing the house to fit the natural slopes, and shall meet the following requirements:

- a. The general location and magnitude of cuts and fills shall be identified with each site plan.
- b. Where building masses orient against the lot's existing contours, the structures shall be stepped with the grade and broken into a series of individual smaller components.
- c. Structures and foundation types shall be utilized that are compatible with the existing hillside conditions and require less grading. Split-level, embedded structures, and stepped foundations shall be utilized.
- d. Building highest shall comply with the requirements in the specific zone using the definition in 19.02.
- e. No more than four feet of the foundation may be exposed on the fronts of the structure and no more than six feet on the sides and backs of the structure.

Preservation of existing vegetation: Existing concentrations of significant trees and vegetation shall be preserved, except that noxious or invasive trees and vegetation and sage brush are not required to be preserved.

- a. For the purposes of this subsection, "significant trees and vegetation" means:
 - i. Large trees of 6-inch caliper or greater; and
 - ii. Groves of 5 or more smaller trees, or clumps of shrubs covering an area of 50 square feet or more measured at the drip lines.
- b. Areas with significant trees and non-invasive vegetation may not be disturbed unless specifically approved by the City, based on a replacement plan as described in Chapter 19.06.

Revegetation:

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<ul style="list-style-type: none"> a. Any permanent slope exposed or created in new development shall be landscaped or revegetated with native or adapted trees and other native or adapted plant material. b. New vegetation shall be equivalent to, or exceed, the density and erosion control characteristics of the original vegetation cover to mitigate adverse environmental and visual effects. c. All existing native or adapted vegetation within and adjacent to major drainage channels shall be preserved to the maximum extent practical. d. All areas of the site where removal of native or adapted natural vegetation in the course of development will occur shall be replanted with native or adapted trees and plants. The vegetation shall possess erosion control characteristics (such as fast growing and deep roots) at least equal to the native or adapted vegetation which was removed. These may be replaced within other areas of the site such as open space, common areas, or street trees. e. Use of fire-resistant plants for revegetation is strongly encouraged and shall be required if the area is located in a Wildland-Urban Interface area per the City's Fire Code. (For a list of fire-resistant plants, refer to the Wildland-Urban Interface, contact the local Forest Service, or contact the Utah Division of Forestry, Fire, and State Lands.) f. All disturbed areas shall be stabilized no later than 30 days after the disturbance is complete. Reseeding may be delayed until the earliest planting season thereafter if temporary stabilization measures are implemented in the interim. 		
<p>Buildable Area and Limits of Disturbance:</p> <ul style="list-style-type: none"> a. Slopes greater than 30 percent shall be identified on the plat and restricted on the plat as protected, undisturbed areas. A lot may contain existing natural grades in excess of 30 percent if the following conditions are met: <ul style="list-style-type: none"> i. The subdivision plat clearly identifies the limits of disturbance and each lot contains a buildable area that is: <ol style="list-style-type: none"> 1. At least 2000 square feet on contiguous area; 2. A minimum dimension of 30 feet in any direction; 3. No greater than 30% in slope; and 4. Contained within the building setbacks of a proposed lot. ii. Slopes greater than 30% shall be recorded on the plat or site plan with the prohibition on their disturbance. iii. No grading, building, accessory building, or structure will be allowed outside of the limits of disturbance as delineated on the respective plat or site plan. iv. Access and driveways shall be included within the limits of disturbance for a lot. v. No grading related to the construction of the structure shall occur outside the limits of disturbance. b. The buildable area and limits of disturbance must be recorded on the plat along with an easily identified location for clear access. 	Item.	
<p>Streets and hard surface trail access and driveways:</p> <ul style="list-style-type: none"> a. Streets and hard surface trails and driveways may cross slopes over 30 percent and up to 50% if deemed necessary by the 	Item.	

<p>Development Review Committee. Approval shall be based on the following findings:</p> <ul style="list-style-type: none"> i. No alternate location for access is feasible or available. ii. No individual segment or increment of the street or trail crossing these slopes exceeds 1500 feet in length. iii. Visual, environmental, and safety impacts from the street or trail crossing shall be mitigated as outlined in the revegetation, grading, and erosion sections of this chapter. <p>b. The developer shall dedicate to the City a slope easement for any cut or fill slope created by construction of a street on a hillside which is not contained within the public right-of-way to allow for future road maintenance or reconstruction of the road.</p> <p>c. Points of access shall be provided to trails in canyons, drainages, and natural washes shall be provided to all developed and undeveloped land for emergency firefighting equipment.</p> <p>d. Emergency vehicle access shall be provided to all developments that are located adjacent to such canyons, drainages, or washes.</p> <p>e. When open space, common area, or undeveloped land is behind lots, access between homes is required every 1000 feet for emergency access.</p> <p>f. Private driveways that are longer than 150 feet shall not exceed a grade of 10% at any point, so as to not hinder emergency service vehicles.</p> <p>g. Driveways longer than 150 feet shall require a fire truck turn around.</p> <p>h. Access via streets and driveways require approval by the Fire Chief and shall comply with the Fire Code.</p>		
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<p>Drainage corridor and flood zone protection:</p> <ul style="list-style-type: none"> a. Filling and dredging. Filling or dredging of natural drainage channels as identified for protection by the City shall meet engineering standards. b. Minimum setbacks. Lots shall be setback 20 feet horizontally from the top of the required freeboard, whether ephemeral or not, of: (a) water courses; (b) gullies; and (c) major drainages as identified for protection by the City as open channels in the Storm Drain Capital Facilities Plan. 	<p>Item.</p>	
<p>Responsibility for construction and maintenance of improvements: The developer shall be fully responsible for making all improvements in accordance with accepted plans.</p>	<p>Item.</p>	

19.11 Lighting		
General Standards		
Regulation	Compliance	Findings
Material: All Lighting Fixtures and assemblies shall be metal.	Item.	
Base: All lighting poles shall have a 16" decorative base.	Item.	
Type: All lighting fixtures shall be of the full cutoff variety. Shoebox fixtures are prohibited.	Item.	
Angle: Shall be directed downward.	Item.	
Lamp: Bulbs may not exceed 4000k.	Item.	
Drawings: Design and location of fixtures shall be specified on the plans.	Item.	

Flags: The United States flag and the state flag shall be permitted to be illuminated from dusk till dawn. All other flags shall not be illuminated past 11:00 p.m. Flag lighting sources shall not exceed 10,000 lumens per flagpole. The light source shall have a beam spread no greater than necessary to illuminate the flag.	Item.	
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Prohibited Lighting: Searchlights, strobe lights and any laser source light or any similar high intensity light.	Item.	
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Descriptions: Descriptions of the illuminating devices, fixtures, lamp supports, and other devices. This description may include, but is not limited to, manufacturers' specifications, drawings, and sections.	Item.	
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Residential Lighting

Floodlights: Floodlights are prohibited.	Item.	
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Street Lighting: All street lighting fixtures shall be metal and black and also include an arm and bell shade or a pole and lantern configuration and meet the City Standards.	Item.	
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Building Lighting: Building lighting shall be full cutoff and downward directed, and only for the illumination of vertical surfaces such as building facades and signs, and shall not cast illumination beyond the surface being illuminated.	Item.	
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Single Family: Homes located less than one half mile from Camp Williams shall have full cutoff lighting that does not exceed 90, and no upward lighting is permitted.	Item.	
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Nonresidential Lighting

All wall-mounted fixtures shall not be mounted above 16'. The exception shall be those instances where there is a second story access directly from the outdoors, and under-eave lighting. Wall-mounted lighting shall be only for the illumination of vertical surfaces such as building facades and signs, and shall not cast illumination beyond the surface being illuminated.	Item.	
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Intermittent lighting must be of the "motion sensor" type that stays on for a period of time not to exceed 10 minutes and has a sensitivity setting that allows the lighting fixture to be activated only when motion is detected on the site.	Item.	
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All trespass lighting shall not exceed 1.0 foot-candles measured at the property line.	Item.	
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Exceptions: <ul style="list-style-type: none"> • Trespass lighting into residential development shall not exceed 0.1 foot-candles measured at the property line. • Trespass lighting along adjoining property lines of nonresidential land uses, based on existing zoning and the Future Land Use Map, shall not exceed five foot-candles measured at the property line. 	Item.	
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Service station canopies must utilize canopy lights that are fully recessed into the canopy or are fully shielded by the canopy.	Item.	
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All freestanding lighting fixtures and assemblies shall be black. Regional Parks may include theme lighting fixtures in colors other than black. The color shall enhance the theme of the park and shall be approved during the site plan review process.	Item.	
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Pole design shall include an arm and bell shade. Regional Parks may include theme lighting fixtures that do not include an arm and bell shade. The design shall enhance the theme of the park and shall be approved during the site plan review process.	Item.	
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Parking lot poles shall be limited to a height of 16' when in or within 200' of a residential zone; all other locations shall have a height limit of 20'.	Item.	
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All lighting fixtures in surface parking lots and on the top decks of parking structures shall be fitted to render them full cutoff.	Item.	
One hour after closing or by 11:00 pm, whichever is earlier, businesses must turn off at least 50% of building lighting and lighting fixtures in surface parking lots and on top decks of parking structures; however, those lighting fixtures turned off may be set to function utilizing a motion detector system. Lights may be turned back on one half hour prior to the first employee shift.	Item.	
Business open for 24 hours must turn off 50% of their outdoor and parking lot lighting by 11:00 pm and must keep them off until one half hour before sunrise, however, those lighting fixtures turned off may be set to function utilizing a motion detector system.	Item.	

Walkway Lighting

Lighting of all pedestrian pathways is recommended.	Item.	
All pathway, walkway, and sidewalk lighting fixtures shall be mounted at a height not to exceed 10'.	Item.	
i. Themed walkway lighting within Regional Parks shall not exceed a height of 25'. Such lighting within 200' of residential development shall not exceed 16'.	Item.	

Bollard lighting shall be limited to a height of 4'.	Item.	
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Lighting Plan

Plans indicating the location and types of illuminating devices on the premises.	Item.	
Descriptions of the illuminating devices, fixtures, lamp supports, and other devices. This description may include, but is not limited to, manufacturers' specifications, drawings, and sections.	Item.	
Photometric sheet showing measurement of light intensity across the site and onto adjacent property in terms of candela, lumens, and foot-candles.	Item.	

19.12 Subdivision		
Preliminary Plat Requirements		
Regulation	Compliance	Findings
Standard Plat Format followed.	Item.	
Name and address of property owner and developer.	Item.	
Name of land surveyor.	Item.	
The location of proposed subdivision with respect to surrounding property and street.	Item.	
The name of all adjoining property owners of record, or names of adjoining developments.	Item.	
The names and location of ROW widths of adjoining streets and all facilities within 100' of the platted property.	Item.	
Street and road layout with centerline bearing and distance labels, dimensions, and names of existing and future streets and roads, (with all new names cleared through the City GIS Department).	Item.	
Subdivision name cleared with Utah County.	Item.	
North arrow.	Item.	
A tie to a permanent survey monument at a section corner.	Item.	
The boundary lines of the project with bearings and distances and a legal description.	Item.	
Layout and dimensions of proposed lots with lot area in square feet.	Item.	
Location, dimensions, and labeling of roads, structures, irrigation features, drainage, parks, open space, trails, and recreational amenities.	Item.	

Location of prominent natural features such as rock outcroppings, woodlands, steep slopes, etc.	Item.	
Proposed road cross sections.	Item.	
Proposed fencing.	Item.	
Vicinity map.	Item.	
All required signature blocks are on the plat.	Item.	
Prepared by a professional engineer licensed in Utah.	Item.	
Proposed methods for the protection or preservation of sensitive lands.	Item.	
Location of any flood plains, wetlands, and other sensitive lands.	Item.	
Location of 100-year high water marks of all lakes, rivers, and streams.	Item.	
Projected Established Grade of all building lots.	Item.	
A data table. 1. total project area; 2. total number of lots, dwellings, and buildings; 3. where buildings are included, square footage of proposed building footprints and, if multiple stories, square footage by floor; 4. for multi-family developments, the number of proposed garage parking spaces and number of proposed total parking spaces; 5. percentage of buildable land; 6. acreage of sensitive lands and percentage sensitive lands comprise of total project area and open space area; 7. area and percentage of open space or landscaping; 8. area to be dedicated as right-of-way (public and private); 9. net density of dwellings by acre (sensitive lands must be subtracted from base acreage).	Item.	
Phasing Plan: Including a data table with the following Information for each phase: i. Subtotal area in square feet and acres; ii. number of lots or dwelling units; iii. open space area and percentage; iv. utility phasing plan; v. number of parking spaces; vi. recreational facilities to be provided; vii. overall plan showing existing, proposed, and remaining phases.	Item.	

Final Plat Requirements

Subdivision name and location.	Item.	
Standard Plat Format followed.	Item.	
Name and address of property owner and developer.	Item.	
Name of land surveyor.	Item.	
The location of proposed subdivision with respect to surrounding property and street.	Item.	
The name of all adjoining property owners of record, or names of adjoining developments.	Item.	
The names and location of ROW widths of adjoining streets and all facilities within 100' of the platted property.	Item.	
North arrow.	Item.	
A tie to a permanent survey monument at a section corner.	Item.	
The boundary lines of the project with bearings and distances and a legal description with total project area in SF and acres.	Item.	
Layout and dimensions of proposed lots with lot area in square feet and acres. Lot boundaries shall include dimensions and bearings.	Item.	
Lot Numbers.	Item.	

Location, dimensions, and labeling of roads, structures, irrigation features, drainage, parks, open space, trails, and recreational amenities.	Item.	
Location of prominent natural features such as rock outcroppings, woodlands, steep slopes, etc.	Item.	
Proposed road ROW widths.	Item.	
Vicinity map.	Item.	
All required signature blocks are on the plat.	Item.	
Prepared by a professional engineer licensed in Utah.	Item.	
Proposed methods for the protection or preservation of sensitive lands.	Item.	
Fencing plans.	Item.	
Location of any flood plains, wetlands, and other sensitive lands.	Item.	
Flood plain boundaries as indicated by the Federal Emergency Management Agency as well as the location of 100-year high water marks of all lakes, rivers, and streams.	Item.	
Existing and Proposed easements.	Item.	
Street monument locations.	Item.	
Lot and road addresses and addresses for each intersection. Road names shall be approved by the City GIS department before being added to the subdivision plat.	Item.	
A data table. 1. total project area; 2. total number of lots, dwellings, and buildings; 3. where buildings are included, square footage of proposed building footprints and, if multiple stories, square footage by floor; 4. for multi-family developments, the number of proposed garage parking spaces and number of proposed total parking spaces; 5. percentage of buildable land; 6. acreage of sensitive lands and percentage sensitive lands comprise of total project area and open space area; 7. area and percentage of open space or landscaping; 8. area to be dedicated as right-of-way (public and private); 9. net density of dwellings by acre (sensitive lands must be subtracted from base acreage).	Item.	
Phasing Plan: Including a data table with the following Information for each phase: i. Subtotal area in square feet and acres; ii. number of lots or dwelling units; iii. open space area and percentage; iv. utility phasing plan; v. number of parking spaces; vi. recreational facilities to be provided; vii. overall plan showing existing, proposed, and remaining phases.	Item.	
Check that all open space areas note who owns it, who improves it, who maintains it, and who maintains any regional trail surfaces. And specifies public access easements over regional trails.	Item.	
Check that all living space pop-outs are in the building footprint area on the plat (applies to footprint development and multi-family) (example: a townhome with an upper floor pop-out that extends out over a garage needs to be in the lot area on the plat)	Item.	
Developer shall ensure all rollback taxes are paid prior to recordation.	Item.	
Condominium Process		
Condominium projects shall receive Site Plan and Preliminary Plat approval.	Item.	

A Declaration of Condominium and Condominium Plat shall be submitted.	Item.	
The Condominium Plat shall follow the Final Plat requirements.	Item.	
Subdivision Layout		
Layout: The subdivision layout should be generally consistent with the City's adopted Land Use Element of the General Plan, and shall conform to any land use ordinance, any capital facilities plan, any impact fee facilities plan, and the transportation master plan.	Item.	
Trails Master Plan: Shows required trails	Item.	
Block Length: The maximum length of blocks shall be 1,000'. In blocks over 800' in length, a dedicated public walkway through the block at approximately the center of the block will be required.	Item.	
Such a walkway shall not be less than 15' in width unless otherwise approved by the City in accordance with other applicable standards approved by the City Council.	Item.	
Connectivity: The City shall require the use of connecting streets, pedestrian walkways, trails, and other methods for providing logical connections and linkages between neighborhoods.	Item.	
Mailboxes: Group mailboxes shall be accessed only from a local street, and shall not be placed on a collector or arterial street, unless a bulbout is provided with space for a minimum of 3 vehicles to park outside the lane of travel and shoulder.	Item.	
Private Roads: Private roads may be constructed as approved as part of the Preliminary Plat approval and so long as such roads meet the same standards identified in the Saratoga Springs Standard Street Improvement Details.	Item.	
Access: Where the vehicular access into a subdivision intersects an arterial road as defined in the Transportation Master Plan, driveways shall not be placed on the intersecting road within 100' of the arterial connection.	Item.	
Two separate means of vehicular access onto a collector or arterial road shall be required to be constructed to City road standards when the total number of equivalent residential units (including adjacent developments and neighborhoods) served by a single means of access will exceed thirty.	Item.	
Exception: Where no point of second access is available within 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.	Item.	
Where two means of access are required, the points of access shall be placed a minimum of 500' apart, measured along the center of the driving lane from center of right-of-way to center of right-of-way. The City Fire Chief may require a greater distance than 500 feet if: <ol style="list-style-type: none"> 1. an essential link exists between a legitimate governmental interest and the requirement; and 2. the requirement is roughly proportionate, both in nature and extent, to the impact of the proposed development. 	Item.	
Driveway and Driveway Approaches:		
Construction: single driveways in the A, RA, and RR zones that are constructed of road base or gravel shall include a concrete apron at the entrance to the garage and at the intersection with the street, each a minimum of 5 feet in depth. Single driveways in all other zones, and shared driveways in all zones, shall be constructed of concrete or asphalt.	Item.	
Shared Driveways: Shared driveways shall be a minimum of 26' in width and shall direct all runoff to a public or private drainage system.	Item.	

<p>All dwellings on shared driveways shall provide enclosed garages or other covered parking. Shared driveways accessing more than four dwellings shall also provide a minimum of 25' of parking space between the garage and shared driveway. Shared driveways with four or fewer dwellings, if not providing a minimum of 20' of parking space, shall install a remote garage door opener prior to issuance of Certificate of Occupancy. All requirements of the Fire Code shall also be met.</p>		
<p>1. Shared Driveways may be used for clustered single-family lots.</p> <ul style="list-style-type: none"> a. When there are more than two units sharing a driveway, the maximum length shall be 150 feet. b. The maximum amount of units accessing a shared driveway shall be six. <p>2. Shared driveways may be used for two-family, three-family, and multi-family units.</p> <ul style="list-style-type: none"> a. The maximum length shall be 150 feet. b. The maximum amount of units accessing a shared driveway shall be 10. <p>3. Number of Driveway Approaches: Only one driveway approach is allowed per property frontage. A circular driveway is considered one driveway approach if installed in accordance with the provisions of this section.</p> <ul style="list-style-type: none"> a. Corner lots may have one driveway approach per street frontage. b. Circular driveways must have at least 15' between the two closest edges of the driveway approach at the property line and meet all other conditions of this code. <p>4. Driveway Approach widths: Residential driveway aprons shall not exceed 30 feet in width, except as follows.</p> <ul style="list-style-type: none"> a. Driveway aprons may be increased up to 45-ft in width if the home has a 3 car garage and/or parking pad and the combined width of all drive approaches on a single frontage does not consume more than 60% of the total property frontage and all other conditions of the section are met. 	Item.	
<p>iii. Driveway Widths:</p> <ol style="list-style-type: none"> 1. Driveways shall be a minimum of 20 feet deep and eight feet wide for a single-wide driveway and sixteen feet wide for a double-wide driveway. 2. Rear-load alley product, as approved as part of a Community Plan, Village Plan, or Neighborhood Plan, may have an apron in lieu of a driveway approach for access to the garage from the alley. The apron shall be a minimum of five feet deep and shall not count towards required parking. 	Item.	
<p>iv. Driveway Approach Locations: Driveway approaches shall be a minimum of 5' from any property line where water meters are located, except for corner lots as specified below.</p> <ol style="list-style-type: none"> 1. For corner lots, or where the vehicular access into a subdivision intersects a collector or arterial road as defined in the Transportation Master Plan, the minimum driveway approach distance, as measured from the edge of the right of way to the nearest edge or driveway surface shall be as follows: Local = 15 feet; Collector = 40 feet, Arterials = 100 feet. 2. Residential lots or parcels shall not be allowed to have access ways onto arterial roads such as Redwood Road, Crossroads Boulevard, Pioneer Crossing, and Pony Express. Exceptions may be made for large lots (at least 1 acre in size) or for lots where the home is set back over 	Item.	

150 feet from the arterial roadway. Approval by UDOT may be required.		
v. The City may reject any permit or proposal for a driveway approach where staff has determined the proposed location would be dangerous or where it conflicts with any permanent improvements, existing or master planned utilities, or waterways.	Item.	
Lot Design		
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 impractical due to size, shape, steepness of terrain, location of watercourses, sanitary sewer problems, driveway grades, or other physical constraints and considerations.	Item.	
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.	Item.	
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: <ol style="list-style-type: none"> i. For subdivisions with 20 or less lots: no more than 10% (rounding down) of the total lots are allowed to be flag lots; ii. For subdivisions with 50 or less lots: no more than 7.5% (rounding down) of the total lots are allowed to be flag lots; and iii. For subdivision with more than 50 lots: no more than 5% (rounding down) of the total lots are allowed to be flag lots. 	Item.	
Land dedicated as public roads and rights-of-way shall be separate and distinct from land included in lots adjacent to public roads and rights-of-way. In no case may land dedicated for public roads and rights-of-way be included in the area calculation of any lots, except for non-conforming lots.	Item.	
Side property lines shall be at approximately right angles to the street line or radial to the street line.	Item.	
Corner lots for residential use shall be 10% larger than the required minimum lot. Corner lots in the R1-10, R1-9, R2-8, R3-6, MR-10, MF-14, and MF-18 zones shall be 10% larger than the minimum required of the zone.	Item.	
No lot shall be created that is divided by a municipal or county boundary line.	Item.	
Remnants of property shall not be left in the subdivision that do not conform to lot requirements or are not required or suitable for common open space, private utilities, public purposes, or other purpose approved by the Land Use Authority.	Item.	
Double access lots are not permitted with the exception of corner lots.	Item.	
Driveways for residential lots or parcels shall not be allowed to have access on major arterials.	Item.	
Exception: Exceptions may be made for large lots (at least 1 acre in size) or for lots where the home is set back over 150' from the arterial roadway. Approval by UDOT may be required.	Item.	
All subdivisions along arterial roadways shall conform to the City's requirements and adopted street cross-section including pedestrian walkways, park strips, landscaping, and fencing.	Item.	
Street Connectivity		

<p>Connectivity Standards. All new subdivisions shall provide connectivity with adjacent developed and undeveloped properties and with adjacent open space, amenities, parks, and natural areas. All new subdivisions are required to:</p> <p>Extend streets, sidewalks, and trails at least once in each direction to adjacent properties; and</p>	Item.	
Connect to all existing vehicular and pedestrian access points on adjacent developed properties; and	Item.	
Install and connect public trails into all adjacent public open space, parks, and trails, which includes but is not limited to connections to trail corridors with public access easements; and	Item.	
Stub public streets at least every 1,000 feet into all adjacent sides of undeveloped properties; and	Item.	
Connect or stub into all adjacent master-planned rights-of-way, sidewalks, trails, and public transportation stops, stations, and facilities.	Item.	
<p>Exceptions: Connectivity Standards may be reduced by the Land Use Authority for Preliminary Plats, Final Plats, or Site Plans, as applicable, if the applicant provides clear and convincing evidence that it is impracticable to achieve due to the following:</p> <ul style="list-style-type: none"> i. Right-of-way, intersection, or access spacing cannot meet the Standard Technical Specifications and Drawings for City of Saratoga Springs; or 	Item.	
<ul style="list-style-type: none"> ii. The property is adjacent to the Jordan River, Utah Lake, delineated wetlands, slopes exceeding 30%, drainage channels, natural features, open space, or waterways that do not allow for a crossing or an access; or iii. The property is adjacent to fully developed property that does not have any vehicular or pedestrian access points. 	Item.	
<ul style="list-style-type: none"> iv. Exceptions shall be construed narrowly by the Land Use Authority. v. These exceptions shall not apply to trail connections. 	Item.	
<p>Arrangement of Streets. The arrangement of streets in new developments shall make provision for the continuation of the existing streets in adjoining areas (or their proper projection where adjoining land is not subdivided) at the same or greater width (but in no case less than the required minimum width per the City's Standard Technical Specifications and Drawings). Exceptions below shall be construed narrowly and only granted if the developer provides clear and convincing evidence to the Land Use Authority that the exception is met.</p>	Item.	
<p>In order to develop a public street grid throughout the City, public right-of-way connections through and between developments shall be made at a minimum of every 1000 feet and in a manner that will provide safe and convenient access to existing or planned arterial/collector streets, schools, public parks, public trails, private parks or trails with public access easements, employment centers, commercial areas, or similar neighborhood activity centers. The connections may be completed over time in phases as part of a circulation plan. This requirement does not apply to commercial development; however, all streets and trails on the Transportation Master Plan and Parks, Recreation, Trails, and Open Space Master Plan shall be included and shall be public streets.</p>	Item.	
<p>A public street connection shall be provided to any existing or approved public street right-of-way stub abutting the development, unless it is demonstrated that a connection cannot be made because of the existence of one of the following conditions:</p>	Item.	

i. Physical conditions that preclude development of a public street meeting the City's Standard Technical Specifications and Drawings. Such conditions may include, but are not limited to, topography, natural resource areas, such as wetlands, ponds, streams, channels, rivers or lakes, or slopes exceeding 30%.		
ii. Buildings or other existing development on adjacent lands, including previously subdivided but vacant lots or parcels, which obstruct a connection now and in the future.	Item.	
Circulation Plan. A circulation plan shall be provided as part of a preliminary subdivision plat or site plan application.	Item.	
The circulation plan shall include connections to adjacent parcels and shall address street, sidewalk, and trail connectivity and shall include facilities shown on the City's adopted Master Plans.	Item.	
The circulation plan shall show the connectivity, block length dimensions, cul-de-sac length dimensions, bike and pedestrian trails, and any proposed traffic calming features.	Item.	
The circulation plan shall include proposed connections to and across adjacent properties.	Item.	
Minor Subdivision Requirements		
A Minor Subdivision is a one-time process. To ensure adequate infrastructure, lots contained in an existing recorded subdivision plat are not eligible to apply for a Minor Subdivision.	Item.	
The minimum lot size for lots created through a Minor Subdivision shall be 1 acre, or the minimum allowed by the zone, whichever is greater.	Item.	
A Minor Subdivision may subdivide a parcel into a maximum of 4 parcels.	Item.	
Lots created through a Minor Subdivision may not be buildable until all other applicable state and local requirements are met.	Item.	
Application includes an updated Preliminary Title Report. <ul style="list-style-type: none"> i. The Title Report must also demonstrate that the proposed minor subdivision has not been involved in any prior minor subdivision. 	Item.	
Minor Subdivision Plats shall conform to all of the requirements for Final Subdivision Plats layouts as provided in section 19.12.03.	Item.	

19.13 Process

Regulation	Findings
Neighborhood Meeting. Required before Planning Commission for any multi-family or non-residential development proposal adjacent to developed property in a residential zone. Inform the applicant when this is required.	
Notice/Land Use Authority.	
Master Development Agreement. A Master Development Agreement shall be required of any development that is in excess of 20 acres in size if non-residential or mixed-use or developments in excess of 160 acres in size if residential. A Master Development Agreement may also be required pursuant to this Title 19 including Chapter 19.26 or may be desirable or necessary pursuant to the exercise of the City	

Council's legislative discretion in the fact scenarios listed in Section 19.13.08.	
Phasing Improvements.	
Payment of Lieu of Open Space.	Amount of \$:
Piping of Canals	For residential projects, piping of canals per canal company specifications if a canal or canal easement that area is adjacent to or within the area of the proposed residential project, unless the canal company or Bureau of Reclamation does not allow piping. Non-residential projects shall install secure fencing adjacent to canal easements or canals per canal company specifications to prevent entry from the non-residential project onto the canal or canal easement.
Burial of Overhead Utility Lines	See Section 19.13.10

Concept Plan Application Requirements		
Regulation	Compliance	Findings
A completed application and affidavit, form, and application fee.	Item.	
Plat/Parcel Map of the area available at the Utah County Surveyor's Office.	Item.	
Proposed changes to existing zone boundaries, if such will be needed	Item.	
Conceptual elevations and floor plans, if available	Item.	
Drawn to a scale of not more than 1" = 100'	Item.	
Proposed name of subdivision, cleared with the County Recorder to ensure the name is not already in use	Item.	
Name of property if no subdivision name has been chosen. This is commonly the name in which the property is locally known	Item.	
Locations and widths of existing and proposed streets and right-of-ways	Item.	
Road centerline date including bearing, distance, and curve radius	Item.	
Configuration of proposed lots with minimum and average lot sizes	Item.	
Approximate locations, dimensions, and area of all parcels of land proposed to be set aside for park or playground use or other public use, including acreages, locations, and percentages of each and conceptual plan of proposed recreational amenities	Item.	
Those portions of property that qualify as sensitive lands per Section 19.02.02., including acreages, locations, types, and percentages of total project area and of open space	Item.	
Total acreage of the entire tract proposed for subdivision	Item.	
General topography shown with 1' or 2' contours and slope arrows with labels	Item.	
North arrow, scale, and date of drawing	Item.	
Property boundary with dimensions	Item.	
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, number of required and proposed ADA compliant parking spaces, percentage of buildable land, percentage and amount of open space or landscaping, and net density of dwellings by acre	Item.	
Existing conditions and features within and adjacent to the project area including roads, structures, drainages, wells, septic systems, buildings, and utilities	Item.	
Conceptual utility schematic with existing and proposed utility alignments and sizes sufficient to show how property will be served including drainage, sewer, culinary and secondary water connections and any other existing or proposed utilities needed to service the proposed development or that will need to be removed or relocated as part of the project	Item.	

A schematic drawing of the proposed project that depicts the existing proposed transportation corridors within 2 miles, and the general relationship of the proposed project to the Transportation and Land Use Element of the General Plan and the surrounding area	Item.	
Trails Master Plan: Shows required trails	Item.	

19.14 Site Plan Review

Regulation	Compliance	Findings
Approval Required: Site Plan approval shall be required for all developments which contain the following uses, together with any others for which it is required elsewhere in these Ordinances: <ol style="list-style-type: none"> 1. Any industrial use; 2. Any commercial use; 3. Any institutional use; 4. Two-Family Structures and Three-Family Structures; and 5. A multi-family residential development. 	Item.	
Site Plan Standards: The entire parcel area shall be built upon, landscaped, or paved in accordance with the zone's open space and parking requirements.	Item.	
Piping of Irrigation Ditches: All existing irrigation canals and ditches which are located on the site or straddle a site property line shall be piped with a sufficient size pipe and shall be approved by the City Engineer.	Item.	
Preliminary Plat With Attached Units: When the proposed Site Plan includes attached units, the Site Plan submittal shall include a preliminary subdivision plat. Said plat shall include an ALTA survey of the property recorded with the Utah County Surveyor pursuant to the Utah Code, the proposed building locations, proposed floor plans and proposed elevations identifying each building in the development. Approval of the proposed Site Plan may occur simultaneously with the approval of the proposed preliminary plat.	Item.	
Nuisances: All commercial uses shall be free from objectionable odors, noises, hazards, or other nuisances.	Item.	
Residential Conversions: No existing residential dwelling or residential lot in any commercial or residential zone may be used or converted into a commercial use unless all of the standards set forth herein are met, including parking regulations, setbacks, landscaping, and architectural design.	Item.	
Ownership Affidavit: A statement of ownership and control of the subject property and a statement describing the nature of the intended use.	Item.	
Vicinity Map: A general location map indicating the approximate location of the subject parcel.	Item.	
Context plan: A context plan shall include the existing features within 200 feet of the proposed Site Plan property line. Existing features include, but are not limited to, buildings, ingress and egress points, landscaping areas, pedestrian paths, and property names.	Item.	
Site Analysis: A site analysis is a plan view drawing demonstrating land constraints and existing features. Existing features may consist of the presence of boulders, existing man-made features, significant trees, canals or ditches, access points or public rights-of-way, and existing conditions within 200 feet of the property line.	Item.	
Survey: A survey prepared and stamped by a Utah registered land surveyor listing the metes and bounds legal description and the gross acreage within the subject parcel.	Item.	

Compliance statement: A statement indicating how the proposed development complies with the City's adopted Land Use Element of the General Plan.	Item.	
Final Construction Drawings containing, at a minimum, all items specified in the City's "Standard Technical Specification and Drawings" manual. Applicant shall provide three full-size 24" x 36" copies and five 11 x 17 inch reductions as required on the application form, along with digital copies as outlined below. <p>Additional copies may be required prior to adding the application to the Planning Commission agenda. Final Construction Drawings for a Site Plan is hereby required and shall be prepared and stamped by licensed or certified professionals including architects, landscape architects, land planners, engineers, surveyors, transportation engineers, or other professionals deemed necessary by the Planning Director. The City may require plans prepared by any or all of the above-noted professionals. A Site Plan application shall also contain the following :</p> <ul style="list-style-type: none"> i. locations, dimensions, floor plans, uses and heights of all proposed buildings and structures, including overhangs, porches, stairwells, and balconies, and the locations of all structures on adjoining properties; ii. access points, provisions for vehicular and pedestrian circulation on and off site, interconnection to adjacent sites, dimensions of such access and circulation, and pedestrian paths within 200 feet of the property boundary; iii. acceleration and deceleration lanes, and dimensions thereof, if required; iv. off-street parking and loading areas complying with the City's off-street parking requirements contained in Chapter 19.09 of this Title; v. proposed outdoor display areas; vi. screening and buffering provisions, including types and heights of existing and proposed buffering and fencing elements; vii. location and treatment of refuse collection areas, storage areas, mechanical equipment, and external structures; viii. location, type, and size of all business and on-site circulation signage; ix. tabulation of square footage devoted to various land uses, ground coverage by structures, and other impervious surfaces; x. type of construction of all structures, presence or absence of fire sprinkling, and location of existing and proposed fire hydrants; xi. Established Grade of building area. 	Item.	
Final Hydraulic and Hydrological storm drainage report and calculations. Location of all existing and proposed secondary irrigation systems, both on site and on adjacent properties, including ditches, pipes, and culverts;	Item.	
Final Traffic report: Said report shall comply with the standards outlined in the City's adopted Transportation Master Plan and shall include, but not be limited to, the following: <ul style="list-style-type: none"> i. an analysis of the average daily trips generated by the proposed project; ii. an analysis of the distribution of trips on City street systems; iii. a description of the type of traffic generated; and 	Item.	

iv. recommendations on what mitigation measures should be implemented with the project to maintain a level of service for existing and proposed residents acceptable to the City.		
Data table including: i. total project area ii. total number of lots, dwellings, and buildings iii. square footage of proposed building footprints and, if multiple stories, square footage by floor iv. number of proposed garage parking spaces v. number of proposed surface parking spaces vi. percentage of buildable land vii. acreage of sensitive lands and what percent sensitive lands comprise of total project area and of open space area viii. area and percentage of open space or landscaping ix. area to be dedicated as right-of-way (public and private) x. net density of dwellings by acre (sensitive lands must be subtracted from base acreage). xi. number of off-street parking spaces (e.g., number of proposed garage parking spaces, number of proposed surface parking spaces, etc.)		Item.
Landscaping Plan: A landscaping plan, prepared and stamped by a licensed landscape architect, indicating the location, spacing, types, and sizes of landscaping elements and existing trees, and showing compliance with the City's off-street parking requirements, the City's design guidelines and policies, and the requirements of the appropriate zone.		Item.
Lighting Plan: A lighting plan indicating the illumination of all interior areas and immediately adjoining streets showing the location, candle power, and type of lighting proposed, and in conformance with the City's lighting standards. An individual photometric plan is also required.		Item.
Elevations: The elevations of all proposed buildings, fences, and other structures viewed from all sides indicating height of structures, the average finished grade of the site at the foundation area of all structures, percentage of building materials proposed, and color of all materials. A board showing building colors and materials is required.		Item.
Signage Plan: An overall signage plan shall be approved during the Site Plan approval process. All information to be provided for the sign approval shall be submitted concurrent with Site Plan application materials, consistent with the requirements in Section 19.18.		Item.
Fee: A fee set by resolution of the City Council shall accompany the application for any Site Plan review.		Item.
Considerations Relating to Traffic Safety and Traffic Congestion: i. the effect of the site development plan on traffic conditions on adjacent street systems; ii. the layout of site with respect to location and dimensions of vehicular and pedestrian entrances, exits, driveways, and walkways; iii. the arrangement and adequacy of off-street parking facilities to prevent traffic congestion and compliance with the provisions of Chapter 19.09, off-street parking requirements; iv. the location, arrangement, and dimensions of truck loading and unloading facilities; v. the circulation patterns within the boundaries of the development; and vi. the surfacing and lighting of off-street parking facilities.		Item.

Considerations Relating to Outdoor Advertising: Outdoor advertising shall comply with the provisions of Chapter 19.18.	Item.	
Consideration Relating to Landscaping: <ul style="list-style-type: none"> i. the location, height, and materials of walls, fences, hedges, and screen plantings to ensure harmony with adjacent development, to provide buffer areas, or to conceal storage areas, utility installations, or other unsightly development; ii. the requirements of Chapter 19.06; iii. the planting of ground cover or other surfaces to prevent dust and erosion; and iv. the unnecessary destruction of existing healthy trees. 	Item.	
Considerations Relating to Buildings and Site Layout: <ul style="list-style-type: none"> i. the general silhouette and mass, including location on the site, elevations, and relation to natural plan coverage, all in relationship to the character of the neighborhood; ii. the exterior design in relation to adjoining structures in height, bulk, and area openings, breaks in facade facing the street, line and pitch of roofs, and the arrangement of structures on the parcel; iii. compliance with the City's Architectural design standards. 	Item.	
The proposed project shall comply with the City's adopted Land Use Element of the General Plan, Land Use Ordinance, land development regulations, architectural guidelines, and all other adopted ordinances, regulations, policies, and standards.	Item.	
Trails Master Plan: Shows required trails	Item.	

19.16 Site and Architectural Design Standards

General Site Design Standards

Regulation	Compliance	Findings
Submittal Requirements. Scaled building elevations and perspectives (3D renderings) shall be submitted that indicate all colors, styles, materials, and other proposed building treatments. Photorealistic material and color boards shall also be submitted with the items required accompanying development application. An RYB Hexadecimal Color Code number shall be provided for all applicable elevation colors; however, natural materials shall be exempt and shall instead provide a photographic image of the proposed material.	Item.	
Pedestrian Connectivity: All buildings and sites shall be designed to be pedestrian friendly by the use of connecting walkways.	Item.	
Safe pedestrian connections shall be provided to link between buildings with the public rights-of-way, as well as links within a development. Sidewalks shall also be provided to link the building to pedestrian facilities adjacent to the property, and when feasible between developments.	Item.	
All developments shall provide pedestrian connections that lead to the building entrances of adjacent non-residential and residential sites and shall stub to adjacent undeveloped property to allow for future connections.	Item.	
All pedestrian connections shall be shown on the related site plan or plat.	Item.	
Parking Areas: On-site parking shall be located primarily to the sides or rear of the building. Variations may be approved by the Land Use Authority, subject to the following criteria: <ul style="list-style-type: none"> i. The use is a big box with outparcels or smaller commercial buildings helping to screen parking, or 	Item.	

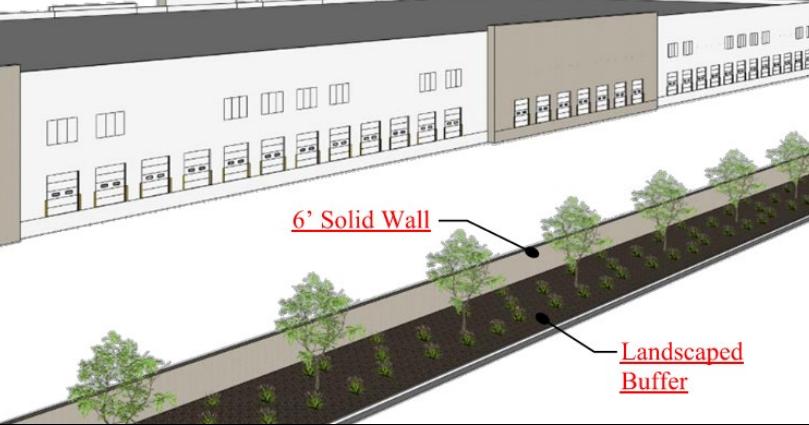
<ul style="list-style-type: none"> ii. At least 50% of the parking is located to the side or rear of the building, or iii. A safety issue is created by locating parking to the side or rear as verified and documented by the Saratoga Springs Police Department. For example, the parking will be entirely concealed from view by existing walls or buildings, or iv. That portion of development that lies within the Waterfront Buffer Overlay, or v. The development is Office, Warehouse/Flex space and when loading docks are not adjacent to a public right-of-way. Exception: when a lot with Office, Warehouse/Flex space is adjacent to more than one public street, loading docks may face the lower classification of the streets. 		
<p>Parking lots shall be designed with a hierarchy of circulation: major access drives with no parking; major circulation drives with little or no parking; and then parking aisles for direct access to parking spaces.</p>	Item.	
<p>Parking lots adjacent to, and visible from, public streets shall be screened from view through the use of earth berms, screen walls, landscape hedges or combinations thereof with a minimum height of 3' as measured from the parking surface. Within regional parks this requirement may be met through the use of intermittent planter beds rather than a berm, hedge, or screen wall; trees and shrubs may be clustered in the planter beds where necessary to avoid light spillage.</p>	Item.	
<p>Acceleration and Deceleration Lanes: Acceleration and deceleration lanes shall be required on major arterials when deemed necessary by the City Engineer.</p>	Item.	
<p>Parking Structures: Parking structures shall be architecturally consistent with the project buildings, including the use of the same primary finish materials as the exterior of the adjacent or adjoining buildings.</p>	Item.	
<p>When placement of parking structures along site frontages is necessary, visual mitigation such as landscape buffers, upper-level setbacks, or additional architectural treatment shall be used.</p>	Item.	
<p>The view of a parking structure from a public street shall be minimized by placing its shortest dimension along the street edge.</p>	Item.	
<p>The top deck of parking structures shall include screen walls, periphery landscape islands, or similar features where visible from public view in order to soften the appearance of the top of the parking structure and screen the view of cars on the top deck of the structure.</p>	Item.	
<p>All top deck lighting shall be screened and directed downward to avoid light spill onto the street below and shall consist of only bollards or building lighting. Light poles are prohibited.</p>	Item.	
<p>Trash Enclosures, Storage Areas, and External Structures: Landscaping, fencing, berms, or other devices integral to overall site and building design shall screen trash enclosures, storage areas, and other external structures.</p>		
<p>Service yards, refuse and waste-removal areas, loading docks, truck parking areas and other utility areas shall be screened from view by the use of a combination of walls, fences, and dense planting. Screening shall block views to these areas from on-site as well as from public rights of way and adjacent properties. This does not apply to Municipal Buildings.</p>	Item.	
<p>All trash dumpsters shall be provided with solid enclosures.</p> <ul style="list-style-type: none"> j. Enclosures shall be composed of 6' high solid masonry or decorative precast concrete walls, with opaque gates and self-latching mechanisms to keep gates closed when not in use. 	Item.	

Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles. Gates shall be made of opaque metal for durability. Chain-link gates with or without opaque slats are not acceptable. Colors and materials shall be consistent with the main building or use.		
Where trash enclosures, storage areas, or other external structures are adjacent to parking areas, a 3' landscaped buffer shall be provided that does not impede access into and out of vehicles.	Item.	
These areas shall be well maintained and oriented away from public view. The consolidation of trash areas between buildings is encouraged. The use of modern disposal and recycling techniques is encouraged. This section shall not apply to community or public recycling bins or drop boxes; however, the location shall be determined by city Staff in accordance with the standards herein.	Item.	
Utility Boxes: Dense vegetative buffers which include an evergreen variety of plant materials shall be placed where appropriate to screen all utility boxes and pedestals in order to remain attractive during the winter months.	Item.	
Interconnection. Interconnection shall occur via pedestrian and vehicular connections. All parking and other vehicular use areas shall be interconnected with, or stubbed to, all adjacent non-residential developed and undeveloped properties, as designated on the land use map or the zoning map, in order to allow maximum off-street vehicular circulation. Walkways and trails shall be connected to adjacent sites and stubbed for future development. All residential site plans shall meet 19.12 Connectivity Standards.	Item.	

Site Design Standards: Non-Residential Development

Shopping Cart Corrals: Shopping cart corrals are required for big box or mid box retail uses. Roof covers are recommended as the local climate includes wind, rain, and winter snow conditions. If roof covers are utilized, they shall blend in with the established building design.	Item.	
The shopping cart corral rail finish shall match or compliment the exterior finishes of the main building through the use of two out of three of the same exterior colors and finishes.	Item.	
Uses Within Buildings: All uses established in any commercial, office warehouse, business park, or industrial zone shall be conducted entirely within a fully enclosed approved building except those uses deemed by the City Council to be customarily and appropriately conducted in the open. Uses which qualify for this exception include vegetation nurseries, home improvement centers with lumber, outdoor cafes, outdoor retail display, car wash vacuums, auto dealerships, and similar uses.	Item.	
Outdoor Display: All retail product displays shall be located under the buildings' permanent roof structure or on designated display pads within front landscape areas.	Item.	
All display areas shall be clearly defined on the approved Site Plan and designated on the site with a contrasting colored, painted, or striped surface.	Item.	
Display areas shall not block building entries or exits, pedestrian walks, required parking spaces, or required landscaped areas.	Item.	
Seasonal uses outside of these areas may be approved through the Temporary Use process.	Item.	
Outdoor Storage Standards: Outdoor storage areas shall be located to minimize views from adjacent public rights-of-way, residential development or zones, and adjacent developments. They shall be located behind or to the side of buildings.	Item.	

Outdoor storage shall be screened from public view. Screening shall consist of a solid wall, excluding CMU blocks. Screening shall be a minimum of 6 feet high and may reach a maximum height of 20 feet subject to approval by the Land Use Authority. A building permit is required for all fencing or walls higher than 7 feet. Chain link fencing is prohibited.	Item.	
The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.	Item.	
A landscape strip with a minimum width of 5 feet shall be installed next to the screening fence or wall when the storage area is adjacent to or visible from a public right-of-way.	Item.	
Outdoor storage materials must be stored in an orderly manner such that fire codes are met and access to all areas of the yard is possible (e.g. access lanes).	Item.	
The outdoor storage materials may not extend above the height of the fence or wall.	Item.	
Access Requirements: <ul style="list-style-type: none"> a. Each roadway shall not be more than 40' in width, measured at right angles to the center line of the driveway except as increased by permissible curb return radii; and b. the entire flare of any return radii shall fall within the right-of-way. 	Item.	
Off-Street Truck Loading Space: Every structure involving the receipt or distribution by vehicles of materials or merchandise shall provide and maintain on the building's lot adequate space for standing, loading, and unloading of the vehicles in order to avoid undue interference with public use of streets, alleys, required parking stalls, or accessible stalls.	Item.	
Screening of Storage & Loading Areas: To alleviate the unsightly appearance of loading facilities, these areas shall not be located on the side(s) of the building facing the public street(s). Such facilities shall be located interior to the site. This does not apply to Municipal Buildings	Item.	
Screening for storage and loading areas shall be composed of 6' high solid masonry or architectural precast concrete walls with opaque gates and self-latching mechanisms, to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles.	Item.	
Distribution areas in Heavy Commercial, Office Warehouse, Light Industrial, and Industrial zones shall be buffered from view of the public right-of-way through the use of landscaping and opaque screening walls. Paved loading areas shall be set back a minimum of 10 feet from the right-of-way, and the setback area shall be landscaped with street trees every 30 feet adjacent to the public right-of-way.		

 <p>The diagram illustrates a building on a hillside. A 6' solid wall is shown on the left side of the building, with a landscaped buffer consisting of trees and shrubs to its right. The building has multiple windows and a flat roof.</p>		
<p>Gates shall be made of opaque metal for durability. Chain-link gates with opaque slats are prohibited.</p>	Item.	
<p>The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.</p>	Item.	
<p>Trash areas shall be designed to include the screening of large items (e.g. skids and pallets) as well as the trash bin(s) that are needed for the business (unless storage is otherwise accommodated behind required screened storage areas).</p>	Item.	
<p>Buffers: A wall and landscaping, fencing, or landscaping of acceptable design shall effectively screen the borders of any commercial or industrial lot which abuts an existing agricultural or platted residential use. Such a wall, fence, or landscaping shall be at least 6' in height, unless a wall or fence of a different height is required by the Land Use Authority as part of a site Plan review.</p>	Item.	
<p>No chain-link or wood fences are permitted as buffering or screening between commercial and residential. Masonry and solid vinyl are suggested types of fences, and as circumstances require, one or the other may be required.</p>	Item.	
<p>Unless otherwise required by this Title, walls or fences used as a buffer or screen shall not be less than 6' in height.</p>	Item.	
<p>Parking Lot Buffers: There shall be a minimum of 10' of landscaping between parking areas and side and rear property lines adjacent to agricultural and residential land uses.</p>	Item.	
<p>Building Buffer: No building shall be closer than 5' 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.</p>	Item.	
<p>Change in Grade Buffer: Where a proposed change in grade would increase the elevation of a non-residential development adjacent to existing residential development greater than three feet (3'), a buffer shall be established adjacent to the existing residential development, as follows:</p>		
<p>An increased setback requirement of two feet (2') per one-foot (1') of elevation change, as measured by the difference between the existing finished floor elevation of the nearest building on the residential property and the proposed finish floor elevation of the nearest non-residential building. The increased setback requirement shall be in addition to the existing setback requirement, as outlined in Section 19.04.</p>	Item.	
<p>Should there be any dispute regarding the requirement of this buffer, the applicant for the proposed non-residential development shall be responsible for providing a survey showing the change in</p>	Item.	

finished floor elevation between the proposed non-residential development and the existing residential development.		
Screening:		
i. A six-foot masonry wall shall be constructed on the subject property, inward from the shared property line, and shall be set at or within 1 foot vertically of the finished floor elevation of the nearest non-residential building located on the subject property; and,	Item.	
ii. One tree shall be required per 15 linear feet along the masonry wall required in (i) above to provide additional screening and privacy.	Item.	
No drive-thru lanes shall be permitted within the setback area.	Item.	
This buffer shall be in addition to any other required buffers.	Item.	
Exceptions: The Land Use Authority may grant exceptions to the buffer requirements outlined in this section, as follows:		
i. The proposed non-residential development is separated from an existing residential development by a roadway, canal, trail corridor, or powerline easement, measuring at least 20 feet in width, or by any other existing natural or man-made feature that provides equivalent physical separation; or,	Item.	
ii. An existing natural or man-made feature that provides visual screening equivalent to that required by the standard buffer as described in this section.	Item.	
iii. The determination of “equivalent physical separation” or “equivalent visual screening” shall be made by the Land Use Authority based on site-specific conditions, including but not limited to topography, vegetation, and built structures.	Item.	
General Architectural Design Standards		
General standards do not apply one-family and two-family dwellings unless governed under a DA.		
Building Articulation for Buildings Under 20,000 Square Feet (footprint): Building elevations exceeding 40' in length shall incorporate a minimum of one horizontal elevation shift or combination of vertical and horizontal elevation shifts that together equal at least five feet, stepping portions of the elevation to create shadow lines and changes in volumetric spaces, and a minimum of two of the following, all spaced at intervals of 20' of horizontal width:		
i. Addition of horizontal and vertical divisions by use of textures or materials.	Item.	
ii. Primary material change (i.e. change in material type, size, or color).	Item.	
iii. Addition of projections such as balconies, cornices, covered entrances, porte-cochères, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36".	Item.	
iv. Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 12", gables or other similar devices.	Item.	
Building Articulation for Buildings 20,000 Square Feet (footprint) and Over: Building elevations exceeding 60' in length shall incorporate a minimum of one horizontal elevation shift or combination of vertical and horizontal elevation shifts that together equal at least 20 feet, stepping portions of the elevation to create shadow lines and changes in volumetric spaces, and a minimum of two of the following, all spaced at intervals of 50' of horizontal width:		
v. Addition of horizontal and vertical divisions by use of textures or materials.	Item.	

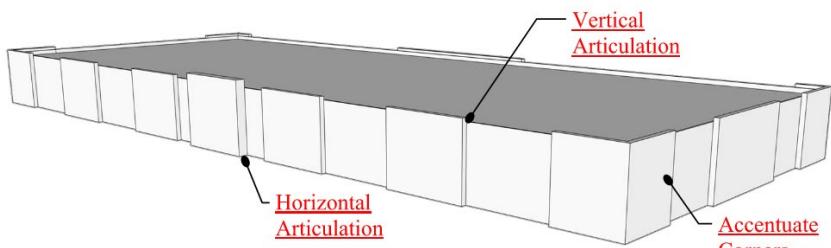
<p>vi. Primary material change (i.e. change in material type, size, or color).</p> <p>vii. Addition of projections such as balconies, cornices, covered entrances, porte-cochères, trellis', pergolas, arcades, and colonnades. Such trellis' and awnings extend outward from the underlying wall surface at least 36".</p> <p>Variation in the rooflines by use of dormer windows, overhangs, arches, stepped roofs at a minimum of 36", gables or other similar devices.</p>		
Exception: In the I/C zone, Section 19.16.05(2) shall not apply to building elevations that are 50 percent or more obscured by natural topography, from adjacent or future developments, as measured at the property line, and are not fronting public or private streets.		
Roof Treatment: Sloped roofs shall provide articulation and variations in order to break up the massiveness of the roof. Sloped roofs shall include eaves which are proportional to the roofs slope and scale of the building.	Item.	
Flat roofs shall be screened with parapets on all sides of the building. If no roof top equipment exists or is proposed, the parapet shall be a minimum of 12" in height above the roof.	Item.	
All roofs on three-family and multi-family dwellings shall have a minimum pitch of 3/12 (25% slope). To provide architectural enhancement, residential structures are encouraged to have multiple pitch variations.	Item.	
Roof mounted equipment shall not be visible from adjacent public and private streets as well as from adjacent properties, unless grade differences make visibility unavoidable.	Item.	
Screening shall be solid and shall be consistent with the material and color of exterior finishes of the building through the use of at least two out of three of the exterior finishes of the building.	Item.	
Windows: Windows, other than rectangular windows, may be used as accents and trim. Untreated aluminum or metal window frames are prohibited.	Item.	
Awnings, Canopies, Trellises, Pergolas, and Similar Features: All such features must be attached to a vertical wall.	Item.	
All such features shall project at least 4' from the building when located over a pedestrian traffic area and no less than 2' otherwise.	Item.	
All such features shall maintain a minimum clearance above sidewalk grade of 8' to the bottom of the framework when located over a pedestrian traffic area.	Item.	
Backlighting is not permitted.	Item.	
Mechanical Equipment: All mechanical equipment shall be located or screened and other measures shall be taken so as to shield visibility of such equipment from any public or private streets.	Item.	
Wing walls, screens, or other enclosures shall be shall be integrated into the building and landscaping of the site, whether located on the ground or roof.	Item.	
Rooftops of buildings shall be free of any mechanical equipment unless completely screened from all horizontal points of view.	Item.	
Screening materials shall conform to the color scheme and materials of the primary building.	Item.	
Residential Architectural Design Standards		
General standards do not apply one-family and two-family dwellings unless governed under a DA.		
Architectural Wrap: Stone, brick, wainscot, and other front elevation materials shall be wrapped a minimum of 2' into interior side elevations	Item.	

and shall extend the full width of any street side yard, or façade abutting common open space.		
Materials and Colors: A minimum of three materials and three colors shall be utilized on front or street side elevations, building façades abutting common open space, or building facades abutting an arterial or collector road. A minimum of two materials and two colors shall be utilized on interior side and rear elevations. The roof shall not be considered a material or color.	Item.	
No more than 75% of any building elevation shall consist of any one material or color.	Item.	
Carports and similar structures shall be compatible in architectural design and details with the main residential structure through the use of at least 2 out of 3 of the same materials and colors.	Item.	
For each new three-family and multi-family residential building, all building facades abutting an arterial or collector road shall include either a porch pop out of at least 36 inches on every other residential unit or shall include a dormer gable on every other residential unit.		
Color Variation: Three-family, and multi-family developments containing more than five buildings shall be designed with at least 2 color palettes.	Item.	
Non-Residential Architectural Design Standards		
Four-Sided Architecture: All sides of a building that are open to public view (including views from adjacent residential dwellings or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.	Item.	
Color and Materials: Exterior Building Materials shall be considered any materials that make up the exterior envelope of the building and shall be limited to no more than 4 and no less than 2 types of materials per building, window and door openings excluded.	Item.	
Color of exterior building materials (excluding accent colors) shall be limited to no more than 4 and no less than 2 major colors per building. The roof shall not be considered a material or color.	Item.	
Bright colors, such as neon or fluorescent colors, bright orange or yellow, and primary colors, are only permitted as accent colors.	Item.	
No more than 75% of any building elevation shall consist of any one material or color. No more than 75% of any building elevation shall consist of any 1 color. The roof shall not be considered a material or color. <ul style="list-style-type: none"> i. Windows, doors, and accent materials or colors shall be excluded from the percentage of calculations for overall materials and colors for each elevation. ii. No more than 50% of any building elevation shall consist of CMU, except in the Office Warehouse and Industrial zones, or iii. Office, Warehouse, Flex buildings in approved zones that utilize concrete tilt up construction are exempt from the maximum 75% of one material per elevation requirement but must follow all other architectural standards. 	Item.	
Prohibited Materials: Tiles. Full veneer brick and tiles exceeding $\frac{1}{2}$ " in thickness is permitted, however veneer tile is prohibited. Stucco stone patterns and stucco brick patterns. Wood as a primary exterior finish material. Plain, grey, unfinished CMU block except as an accent material.	Item.	
Stairways: All stairways to upper levels shall be located within the building unless otherwise approved by the Land Use Authority for secondary access to outdoor patio decks or other usable outdoor area.	Item.	

Roof Drains: All roof drains, conduit and piping, maintenance stairs and ladders, and other related services shall be located on the interior of the building.	Item.	
Exception: For all non-residential buildings with pitched roofs, exterior rain gutter drains, and downspouts are permitted where necessary for functional roof drainage. To minimize visual impact: <ol style="list-style-type: none"> All exterior drainage elements shall be designed using materials and colors that closely match the building's primary or accent colors. Downspouts shall be integrated into the architectural design in a manner that reduces visibility. 		
Electrical Panels: To the extent possible, all electric panels and communication equipment should be located in an interior equipment room.	Item.	
Street Orientation: All Retail or Commercial buildings shall have expansive windows, balconies, terraces, or other design features oriented to the street or adjacent public spaces.	Item.	
At least 35% of the first-floor elevation(s) of a building that is viewed from a public street shall include windows, and/or glass doors to minimize the expanse of blank walls and encourage a pedestrian friendly atmosphere. For purposes of determining the glass area, the first floor shall be the first 10 feet from the finished floor. This standard does not apply to a single-story retail building of 50,000 square feet or greater provided a single primary tenant occupies the entire building square footage and additional architectural elements are used in place of windows and/or glass doors to include awnings or canopies, and must include roof line changes and horizontal articulation.	Item.	
Metal Buildings: Metal buildings are only permitted in the Agricultural, Residential Agricultural, Rural Residential, Office Warehouse and Industrial Zones.	Item.	
All metal buildings shall be designed to have an exterior appearance of conventionally built structures. Stock, "off the shelf" metal buildings are prohibited.	Item.	
Metal buildings in the Agricultural, Residential Agricultural, and Rural Residential zones shall only be used for agriculture as defined in Section 19.02.02 of the City Code.	Item.	
19.16.08. Office Warehouse, Heavy Commercial, Light Industrial, and Industrial Additional Standards		
At least 75% of the building frontage facing a public street, primary pedestrian way, or parking lot shall be devoted to pedestrian-oriented features (e.g., storefronts, pedestrian entrances to nonresidential uses; transparent display windows; landscaping).		
“Warehouse/Flex” Use Standards. <ol style="list-style-type: none"> Each tenant shall designate at least 10% of the floor area for office and/or retail use. The required office and/or retail area may be divided among multiple levels. For example, if 10% of the floor area equals 10,000 square feet this area may be split over multiple stories. 	Item.	
Additional Architectural Standards. <ol style="list-style-type: none"> All buildings shall have architectural elements to provide visual interest and reduce the perceived mass of the building. Both horizontal and vertical articulation is required on all sides of the building. 		

i. Horizontal articulation is required every 50 feet, minimum, along the face of the primary façade, every 75 feet minimum along the sides or secondary façade(s), and every 200 feet minimum along the rear or loading façade. This variation shall include the following:

1. Modulate the facade by stepping portions of the building in or out horizontally to create shadow lines and visually delineate areas of the building. For facades 200 feet or longer a minimum horizontal articulation of 3 feet is required. For facades less than 200 feet, 2-foot horizontal articulation is required.
2. Building corners shall be highlighted through articulated masses at the corners to provide visual interest by incorporating a minimum projection of two feet in depth that spans at least 30 feet in horizontal length and the full height of building.

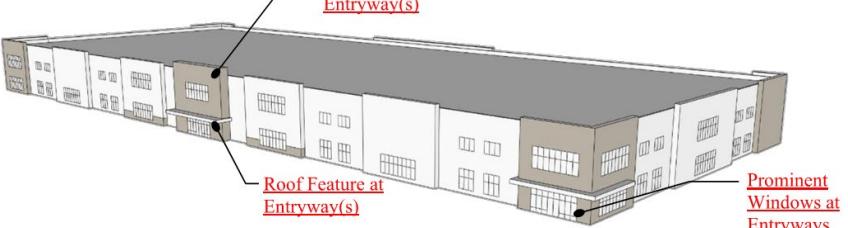


3. Add visual interest by distinctly changing the texture and color of wall surfaces at building entryways and corner elements.

be concrete or pavers and provide space for outdoor seating, landscape planters, and other staff or visitor amenities.

b. Building entryways shall be clearly identifiable with distinct materials and design features.

- i. Primary building entryways shall have an amenity zone extending a minimum of 15 feet in front of the building entry and be a minimum of 30 feet long. These areas shall be concrete or pavers and provide space for outdoor seating, landscape planters, and other staff or visitor amenities.
- ii. Building entryways shall include a prominent window wall or storefront system to clearly indicate the entryway.
- iii. Provide overhead projections such as roof elements, covered entrances, trellises, or pergolas at primary building entryways. These elements shall extend a minimum of 4 feet from the primary building façade and shall extend a minimum of 4 feet on either side of the entryway.
- iv. The architectural features at building entrances shall also include at least 3 of the following features:
 1. a parapet or wall element that extends above the primary wall;
 2. awnings or canopies;
 3. horizontal articulation of a minimum of 3 feet at building entryways (this articulation shall extend a minimum of 10 feet on either side of the doorway);
 4. a distinct material at the entryway; or
 5. decorative lighting highlighting the entryway.;

<p>c. Buildings with multiple entrances shall employ the features above at all public entryway locations. Distinct unit or business entryways should be clearly distinguished from the site entry.</p> 		
<p>d. All buildings shall include variation in roof height and appropriately sized parapets to obscure rooftop equipment from view.</p> <ul style="list-style-type: none"> i. All roofs shall be flat and shall be screened with parapets on all sides of the building. The parapet height shall be sized to visually obscure any rooftop equipment from the pedestrian view from public and private streets. Where this is not viable, a screen or wall system shall be used to block rooftop equipment from view. ii. Roof profiles shall have a minimum of two feet of vertical articulation - aligned with the horizontal articulation - to create distinct building masses and reduce the perceived scale of the overall facade. Horizontally articulated corner elements must extend 2 feet above the primary roof parapet. iii. Lower roof elements, trellises, awnings, and other architectural shade elements are encouraged to create visual interest and provide a human scale. These shall be located over the main entry and/or over occupied rooftop space. 		
<p>e. The building façade facing public street frontage shall include large glass windows on the street level and smaller windows on the upper floors.</p> <ul style="list-style-type: none"> i. Opaque, heavily tinted, or reflective glass shall not be used on the first floor of a building facing a public street. ii. Buildings fronting a public street shall provide glass at a minimum of 25% of the façade area on the first floor and a minimum of 10% of the upper floor facing the street. iii. Where a building is located on a corner lot, the secondary street-facing façade shall have a minimum of 15% glass on the first floor and 10% on the upper floor(s). iv. All facades shall have a minimum of five% windows, including the receiving and loading areas. v. For purposes of determining the glass area, the first floor shall be the first 15 feet from the finished floor, and each full 15 feet of height above the first floor shall be considered an upper floor. 		
<p>f. Building materials shall be high-quality and durable to reflect the quality of Saratoga Springs.</p> <ul style="list-style-type: none"> i. A minimum of 20% of the primary facade shall be clad in high-quality materials such as brick masonry, natural stone, or architectural metal panel. 10% of all other facades should also include one or more of these materials for visual interest and quality. <ul style="list-style-type: none"> 1. Masonry and stone 2. Integral color CMU 3. High-quality concrete systems 		

4. Finished and treated tilt-up concrete panels
5. Architectural metal panel

ii. No more than 75% of any building facade shall consist of any one material or color.

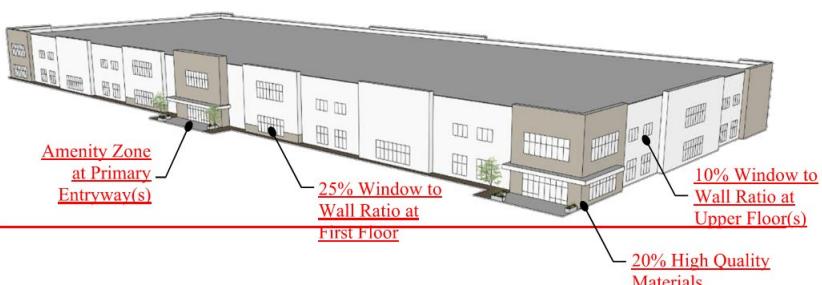
iii. No more than 20% of any façade shall be clad in corrugated metal.

iv. Articulated corner and entry features shall have a distinct color or material feature.

v. Office Warehouse and Heavy Commercial developments with more than one building shall be designed with different, but complementary colors and materials on each building to provide architectural variety.

vi. Primary colors should be of a neutral color palette but contrast in tone to enhance visual interest.

vii. Accent colors may be used to support a business brand, or highlight key architectural features or elements. Accent colors shall be complementary to the overall building color palette and shall be limited to 8% of the area of the façade. Artwork, signage and awnings as approved by the Land Use Authority are exempt from this standard.



19.16.09 Mixed-use and Mixed Waterfront Site Additional Standards

At least 75% of the building frontage facing a public street, primary pedestrian way, or parking lot shall be devoted to pedestrian-oriented features (e.g., storefronts, pedestrian entrances to nonresidential uses; transparent display windows; landscaping).	Item.	
50% of the ground level façade shall be devoted to windows affording view into the interior of the building.	Item.	
Upper level features: Upper floor balconies, bays, or windows shall be provided on multiple story buildings.	Item.	
Entrances: When nonresidential and residential uses are located in a vertical mixed-use structure, separate pedestrian entrances shall be provided for each use. <ul style="list-style-type: none"> i. The entrances for nonresidential uses shall be designed to be visually distinct from the entrances for residential uses. 	Item.	
Entrances to individual residential units in a vertical mixed-use project shall not be allowed along a street frontage. Instead shared entrances to residential units located above the ground floor shall be from lobbies that serve multiple units. Façade treatment. All sides of a building that are open to public view (including views from adjacent residential dwellings or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.	Item.	
Parking, loading, and circulation: <ul style="list-style-type: none"> i. Parking facilities shall be separated for nonresidential uses and residential uses, except that guest parking for residential uses may be shared with nonresidential uses. ii. If enclosed parking, including parking garages and structures, is provided for residential and nonresidential 	Item.	

portions of a mixed-use project, separate areas/levels shall be provided for each use and separate entrances shall be provided.		
Loading areas: Loading areas for nonresidential uses shall be located as far as possible from residential units and shall be completely screened from view from the residential portion of the project and public streets. Loading areas shall be compatible in architectural design and details with the overall project through the use of at least 2 out of 3 materials and colors used in the overall project. The location and design of loading areas shall mitigate nuisances from noise when residential uses might be impacted.	Item.	
Vehicular circulation: <ul style="list-style-type: none"> i. Vehicular circulation shall be designed to direct non-residential traffic away from adjacent residential streets outside the mixed-use districts, to the greatest extent feasible. ii. Roadways are prohibited between the waterway and buildings nearest the waterway. 	Item.	
Pedestrian design: Developments shall provide enhanced pedestrian amenities throughout the project, including seating, pedestrian area lighting, special paving, public art, water features, common open space, directories, and similar items to create a pleasant pedestrian experience.	Item.	
Mixed-use Layout: <ul style="list-style-type: none"> i. Separate site access driveways shall be provided, whenever possible, for nonresidential and residential uses. Site access driveways shall incorporate distinctive design elements, landscape features, and signs to help differentiate access to nonresidential parking areas from access to residential parking areas. ii. For vertical mixed-use projects, only nonresidential uses shall be located on the ground floor along public/private street frontages. Residential uses may be located above the ground floor and in areas that do not have frontage on a street. Up to 20% of the ground floor frontage may be occupied by lobby entrances to multiple residential units and pedestrian amenities (e.g., plaza, paseo, or courtyard). 	Item.	
A prominent entrance shall be oriented to the major street on which the structure has frontage, street corner, courtyard, plaza, park, or other structures on the site, but not to interior blocks or parking lots/structures.	Item.	
Live/work units, dwelling units that are used jointly for commercial and residential purposes, shall be designed with the following elements: <ul style="list-style-type: none"> i. Each live/work unit fronting a public street shall have a pedestrian oriented frontage that allows views into the interior of the nonresidential areas of the unit. ii. The living space within the live/work unit shall be contiguous with the commercial space, with direct access between the 2 areas. 	Item.	
Operational standards: <ul style="list-style-type: none"> a. Outdoor nonresidential uses in a mixed-use project that includes residential uses shall be prohibited from operating between the hours of 11:00 P.M. and 6:00 A.M. b. Loading and unloading activities shall not take place after 10:00 P.M. or before 6:00 A.M. on any day of the week. 	Item.	
19.16.10 Waterfront Buffer and Gateway Overlays, Additional Standards		
Height and setbacks for buildings and structures that exceed 35 feet in height:	Item.	

i. Waterfront buffer facing building facades for floors above 35 feet in height shall be set back an additional 5 feet from the floors below. Each additional floor shall be set back an additional 5 feet.		
Ground floor transparency: i. The building façade facing the Waterfront Buffer or Gateway Overlay arterial and collector streets shall have at least 50% of the waterfront level façade area devoted to display windows and/or windows affording some view into the interior areas. ii. Multi-family residential buildings with no main floor lobby area, and/or no retail or office space are exempt.	Item.	
Prohibited building materials: i. High gloss or shiny metal panels as a primary material. ii. Mirror glass panels.	Item.	
Entrances: i. Entrances in the Waterfront Buffer Overlay shall be as prominent on the waterfront side of a building as on the street side. ii. Entrances shall be placed so as to be highly visible.	Item.	
Building Facades Treatment: i. Facades on the Waterfront Buffer or Gateway Overlay arterial or collector street shall be pedestrian scale, and not give the appearance of the “back of a building”. ii. All sides of a mixed-use, multi-family, or non-residential building that are open to public view (including views from adjacent residential dwellings, trails, or probable location of residential dwellings) shall receive equal architectural design consideration as the building front.	Item.	
View corridor: Each Waterfront Buffer development shall provide at least one 50' wide view corridor for every 3 acres of development. View corridors shall be kept free of structures and other obstructions, and shall extend from the water through the entirety of the development generally perpendicular to the water. (see figure 16.1)	Item.	

19.18 Signs

Regulation	Compliance	Findings
Site Plans require signage information (if tenant known, show location potential location size)	Item.	
Monument sign location meets code and sign details provided	Item.	
Wall signs and potential locations and details	Item.	

19.18.18 Signage in the Gateway Overlay Zone

Regulation	Compliance	Findings
The standards for signage in the Gateway Overlay shall be the same as for the underlying zoning as found in Chapter 19.18. including the following:		
a. All signs in a development shall follow a design plan that dictates uniformity in sign appearance and style, to be approved with the site plan; and	Item.	
b. Signs shall not obscure display windows or significant building features.	Item.	

19.19 Open Space

Minimum Required Open Space		
Regulation	Compliance	Findings
Open Space Required: A minimum of one Equivalent Acre of park space is required for every 40 residential units in a development, or fraction thereof.	Item.	
Minimum Percentage by Development: In addition to the minimum Equivalent Acres, to ensure a livable community, in no case shall the percentage of total open space acreage provided in the following types of development be less than the listed percentage: <ol style="list-style-type: none"> Single family developments: 10% of overall development acreage Multi-family developments: 15% of overall development acreage Mixed-use and Mixed Waterfront developments: 25% of overall development acreage Developments with both single family and multi-family: combination of the requirement based on the acreage for each type of housing. 	Item.	
Other Limitations: In no case may the cumulative total of the following categories qualify for more than 50% of a development's Equivalent Acre requirement. <ol style="list-style-type: none"> Unimproved, not Sensitive Lands Open space with no access 	Item.	
Minimum Required Amenities		
Minimum Points: Minimum required points are based on the number of required Equivalent Acres provided in a contiguous park and are outlined in the table in 19.19.05(2).	Item.	
Mixture of Amenities and Required Amenities: All parks are required to provide a mixture of amenities, including at least 1 separate item each from Categories C, D, and E.	Item.	
No more than 25% of the points may be met by one specific item type in any one category.	Item.	
All parks over 5 Equivalent Acres are also required to provide at least one item from Category A or B, and three items from category P, and a minimum one toilet restroom per each 5 acres or fraction thereof.	Item.	
Items in Categories A and B may qualify for impact fee credits, if identified in the Parks and Trails Master Plan.	Item.	
Payment in Lieu of Open Space		
Applicability: the City's Payment in Lieu of Open Space Program may be utilized for all or a portion of the requirement for developments that meet one or more of the following criteria: <ol style="list-style-type: none"> any single-family development where a minimum of 75% of the lots are 10,000 square feet or larger, or any single-family development with a park requirement of less than 1 acre, or any development in the MW zone where such fee will aid in the creation of large clustered open spaces near the waterfront, or that portion of a development that is located within ¼-mile of an existing improved regional public park. 	Item.	
Total Cost: <ol style="list-style-type: none"> The City shall maintain an annually updated list of land values for the cost of a non-sensitive developable acre, and apply the land value to the required Equivalent Acres for which the applicant desires to pay a fee in lieu. 	Item.	

2. The City shall calculate the minimum required points per this chapter, and multiply the points by \$2,000 to determine the cost of the minimum required open space improvements, including landscaping, parks, trails, and other amenities.		
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19.21 Agricultural Protection Overlay

19.21.09. Removing Land from an Agriculture Protection Area

Regulation	Compliance	Findings
Is the property located in an Agricultural Protection Area in the map located at Utah Agricultural Protection Areas Utah Agricultural Protection Areas Utah's State Geographic Information Database (AGRC) ?	Item.	
Any owner may remove land from an agriculture protection area within the incorporated area of the City of Saratoga Springs by filing a petition for removal of the land from the agriculture protection area with the City Council.		
The City Council shall: <ol style="list-style-type: none"> grant the petition for removing land from an agriculture protection area even if removal of the land would result in an agriculture protection area of less than the number of acres established by the City as the minimum under Section 19.21.03 (see next section in checklist); in order to give constructive notice of the removal to all persons who have, may acquire, or may seek to acquire an interest in land in or adjacent to the agriculture protection area and the land removed from the agriculture protection area, file a legal description of the revised boundaries of agriculture protection area with the City of Saratoga Springs, the County Recorder, and the Planning Commission. 	Item.	
The remaining land in the agriculture protection area is still an agriculture protection area.	Item.	

19.21.03. Area Requirements

In accordance with Utah Code § 17-41-301, the minimum number of continuous acres that must be included in an agricultural protection area within the City of Saratoga Springs is hereby established at forty acres.	Item.	
A variance to the minimum acreage requirement may be given for land which is used in intensive livestock operations or in fruit production. A variance may also be given if the acreage is continuous to an existing agriculture protection area or contiguous to an existing or proposed agriculture protection area that is not within the City of Saratoga Springs.	Item.	
Creation of an agriculture protection area shall not impair the ability of land within the area to obtain benefits of Utah Code § 59-2-501 -515, Farmland Assessment Act. The eligibility of land for the benefits of the Farmland Assessment Act shall be determined exclusively by the provisions of that act, notwithstanding the land's location within an agriculture protection area.	Item.	

19.25 Waterfront Buffer Requirements

Waterway Setbacks

Regulation	Compliance	Findings
Riparian Setback: No disturbance shall occur within 50' of the Jordan River ordinary high-water mark or the Utah Lake Compromise line.	Item.	

Exception: Boardwalks, patios, decks, and associated seating areas may be placed within the riparian setback. Such areas shall not exceed 300 square feet.		
Shoreline Trails: Jordan River and Utah Lake shoreline trail corridors shall be a minimum of 20' in width measured landward from the edge of the riparian setback.	Item.	
Patio/Lawn Area: A minimum of 15' shall be maintained between the Shoreline or Jordan River trail corridor and structures/parking areas to allow for lawns, patios, restaurant eating areas, and similar low-impact uses. Roads shall not be located between the first row of buildings and the waterway.	Item.	
Landscaping in Riparian and Trail Setbacks: Native and naturalized plants allowed. Manicured landscaping and lawns are prohibited.	Item.	
Bank Stabilization: Industry-accepted bioengineering designs shall be used to meld structural features with the environment and may include the use of features such as live plants, willow cuttings, logs, woody debris, coir fabrics, straw bales etc. The use of riprap or other hard armoring techniques is discouraged and may only be approved by the State of Utah.	Item.	
Utah Lake and Jordan River Shoreline Trails		
All developments whose projects are next to, adjacent to, or abutting, or include Utah Lake or the Jordan River shall provide an improved pedestrian shoreline trail throughout the length of the project.		
<ol style="list-style-type: none"> i. The shoreline trail shall at all times be accessible to the public. ii. The developer will work with the City and any other agency whose approval is necessary, to determine the exact location of the trail. iii. The developer shall construct the trail as close to the waterway as reasonably possible. iv. The trail shall be hard surfaced and shall be a minimum of 12' in width. 	Item.	
In the event that a portion of the planned shoreline trail throughout a developer's project is located on property not in the possession of or under control of the developer, the developer will work with the City to identify a proper location through the developer's project on which to construct the trail. In all cases, the developer shall construct the shoreline trail as close to the waterway as reasonable possible.	Item.	
The developer will work with the City to determine which party will construct the shoreline trail throughout the developer's project. <ol style="list-style-type: none"> a. If the developer constructs the shoreline trail throughout the developer's project, the developer may receive credit for the trail against the open space requirements of this Title. However, if the developer is granted a credit, the developer shall maintain the trail in perpetuity and grant the City a perpetual public access easement. b. The shoreline trail shall be constructed in accordance with the City's design guidelines, standards, and regulations. 	Item.	
If the City specifically agrees in writing, the shoreline trail will be maintained by the City after the City issues a Certificate of Final Acceptance.	Item.	
Public Access and Parking		
Developments shall provide a public access to the Shoreline or Jordan River trail.	Item.	

Developments shall provide public parking for bicycles and shall permit a portion of their motor vehicle parking to be available to the public in non-residential areas.	Item.	
Public pedestrian access shall include clearly marked travel pathways from the public street through parking areas to primary building entries.	Item.	
Parking areas visible from the Shoreline or Jordan River trail or the waterway shall be screened from view by landscaping or decorative fencing at least 3' in height.	Item.	
Appropriate landscaping should be utilized to screen habitat areas within the riparian setback from new development.	Item.	
Site Coverage and Building Permeability		
On lots or sites with a width greater than 100' that are generally parallel to the river corridor, structures shall not exceed 70% of the width of the site.	Item.	
On lots or sites with a 50' to 80' width that are generally parallel to the river, structures shall not exceed 50' in width or 70% of the width of the site, whichever is greater.	Item.	
At a maximum interval of 300' that is generally parallel to the river, there shall be a clear visual and pedestrian connection at the ground level from a public street to the river corridor. Such connections may consist of pathways, landscaping, transparent entrances and lobbies that provide the ability to see through a building, and other features with a similar effect.	Item.	
The visual and pedestrian connection shall not be less than 30' wide.	Item.	

19.26 Planned Community Zone		
Community Plan Review		
Regulation	Compliance	Findings
Size: No property of less than 500 contiguous acres shall be zoned as a Planned Community District.	Item.	
Process: Community Plans require a recommendation from the Planning Commission and approval by the City Council per Chapter 19.17 and as detailed throughout the rest of this Section.	Item.	
Uses Permitted within a Planned Community District:		
Permitted Uses: Since the character and land use designations of each Community Plan may vary widely, a specific list of uses that are permitted by-right is not dictated in this zone. Instead, the detailed list of uses that are permitted by right shall be established in each Village Plan. Generally, however, the establishment of uses that are permitted by right within a particular Village Plan, shall be guided but not limited to uses found in the Land Development Code.	Item.	
Interim Uses. Any use which has a valid conditional use permit prior to being zoned or rezoned to the Planned Community Zone is permitted to continue prior to the approval of a Village Plan, provided that the use may only be continued pursuant to the terms and conditions upon which the conditional use permit was approved by the prior zoning authority.	Item.	
a. The continuation of such an interim use after the approval of any Village Plan may only occur with the express approval of the City Council, and on such terms and conditions as the Council may dictate. b. In approving the Village Plan, the City may require mitigation measures, including buffers, transitions, or alternate access routes	Item.	

to ensure that the interim uses are compatible with the other intended uses in the Village Plan and the community as a whole.		
Location of Uses. The pattern, arrangement, and location of each land use shall generally be guided by the General Plan Land Use Map; however, in the Community Plan, the applicant may refine the location and pattern of land uses shown on the General Plan Land Use Map in order to improve design, accessibility, and marketability using the General Plan as guidance for overall character and intent.	Item.	
Guiding Standards of a Community Plan:		
Development Type and Intensity. The allowed uses and the conceptual intensity of development in a Planned Community District shall be as established by the Community Plan.	Item.	
<p>Equivalent Residential Unit Transfers. Since build-out of a Planned Community District will occur over many years, flexibility is necessary to respond to market conditions, site conditions, and other factors. Therefore, after approval of a Community Plan, residential density or non-residential intensity may be transferred within the Planned Community District as necessary to improve design, accessibility, and marketability. Guiding transfer provisions shall be provided in the Community Plan and detailed transfer provisions shall be established in the Village Plans. Transfer provisions shall adhere to the following standards:</p> <ul style="list-style-type: none"> a. The overall intent and character of the Community Plan shall be maintained and the transfer of Equivalent Residential Units shall not materially alter the nature of each land use, land use designation, or district established in the Community Plan. b. The maximum number of Equivalent Residential Units established in the Community Plan shall not be exceeded. c. The method to transfer Equivalent Residential Units shall be established within a Community Plan, provided that the transfer of Equivalent Residential Units into or out of any land use designation or district established in the Community Plan shall not exceed 15% without approval of the City Council. In no case shall the transfer of Equivalent Residential Units into or out of any land use designation or district exceed 20% of that established in the Community Plan. d. Equivalent Residential Units may not be transferred from a more intensive into a less intensive land use designation or district established in the Community Plan such that it exceeds the underlying maximum density and intensity limits. e. Equivalent Residential Units may not be transferred into any open space, park, or school unless said use is replaced elsewhere within the same district. f. Each Community Plan shall identify the manner in which transfers of Equivalent Residential Units shall occur. 	Item.	
Development Standards. Guiding development standards shall be established in the Community Plan.		
<ul style="list-style-type: none"> a. The Community Plan standards shall be sufficient to establish an overall theme and appearance for the entirety of the Planned Community District by establishing a common landscape philosophy, common lighting, consistent fencing and buffer treatments, signage, and a hierarchy of entry monuments. b. The Community Plan shall establish common architectural guidelines meeting the City's design standards to address style authenticity, color, material, form and massing, and building entry. 	Item.	

<ul style="list-style-type: none"> c. The Community Plan shall establish a mechanism to assure architectural quality and consistency throughout the Planned Community District. d. Detailed development standards and regulations shall be contained in a Village Plan and may replace or supplement the standards contained in the Land Development Code, except where specifically provided in the Village Plan. e. Any matters not specifically addressed in the Village Plan will be governed by other applicable regulations and standards of the City. f. Community Plans or Village Plans shall not supersede engineering standards adopted by the City. Notwithstanding, alternative road cross sections may be approved by the City Council subject to the legislative discretion of the City Council. 		
<p>Open Space Requirements. Open space, as defined in Section 19.02.02, shall comprise a minimum of 30% of the total Planned Community District area.</p>	Item.	
<p>a. Open space is defined as:</p> <ul style="list-style-type: none"> i. active open spaces such as parks, playgrounds, pathways and trails, pavilions, community gardens, ball fields, community centers, swimming pools, plazas, sports courts, and informal spaces which encourage the use and enjoyment of the open space; ii. sensitive lands, including, but not be limited to: canyons and slopes in excess of 30%, ridge lines, streams or other natural water features, creek corridors, historic drainage channels, wildlife habitat, native vegetation, wetlands, geologically sensitive areas, and significant views and vistas; however, no more than 50% of the required open space area shall be comprised of sensitive lands; iii. agricultural lands and equestrian facilities worthy of preservation for continued use; and iv. entry features and any portion of a park strip or landscaped median that exceeds City standards, or other amenities, such as fountains and public art, that creates attractive neighborhoods. 	Item.	
<p>b. Open space shall not include:</p> <ul style="list-style-type: none"> i. lands occupied by residential, commercial, light industrial, office structures, parking areas, streets or sidewalks; ii. setbacks and spaces between buildings or parking areas or other hard surfaces that have no recreational value; and iii. areas between multi-family structures or similar treatments that are not larger than 5,000 square feet, are not part of a community trail system, and are not developed as a recreational or community amenity (e.g. park, pool, community garden, and picnic area). 	Item.	
<p>c. Open Space shall be preserved and maintained through one or a combination of the following:</p> <ul style="list-style-type: none"> i. dedication of the land as a public park or parkway system; ii. dedication of the land as permanent open space on the recorded plat; iii. granting the City a permanent open space easement on the private open spaces to guarantee that the open space remain perpetually in recreation use, with ownership and maintenance being the responsibility of an owner's association, master association, or other governing body; iv. through compliance with the provisions of the Condominium Ownership Act, as outlined in Utah Code Title 57, and which 	Item.	

<p>provides for the payment of common expenses for the upkeep of common areas and facilities; or</p> <p>v. in the event the common open space and other facilities are not maintained in a manner consistent with the approved plan, the City may at its option cause such maintenance to be performed and assess the costs to the affected property owners' association, master association, or other governing body.</p>		
<p>Structures. No structure (excluding signs and entry features) may be closer than twenty feet to the peripheral property line of the Planned Community District boundaries.</p> <ol style="list-style-type: none"> The area within this twenty-foot area is to be used as a buffer strip and may be counted toward open space requirements, but shall not include required back yards or building set back areas. The City Council may grant a waiver to the requirement set forth in this Subsection upon a finding that the buffer requirement will result in the creation of non-functional or non-useable open space area and will be detrimental to the provision of useful and functional open space within the Project. 	Item.	
Contents of Community Plans		
<p>Description. A metes and bounds legal description of the property and a vicinity map.</p>	Item.	
<p>Use Map. A map depicting the proposed character and use of all property within the Planned Community District. This map shall be of sufficient detail to provide clear direction to guide subsequent Village Plans in terms of use and buildout. This map is not required to specify the exact use and density for each area and instead, to allow flexibility over the long-term, may describe ranges of buildout and ranges of uses.</p>	Item.	
<p>Buildout Allocation. An allocation of all acreage within the Planned Community District by geographic subarea or parcel or phase with ranges of buildout levels calculated based on the City's measure of equivalent residential units, including residential and non-residential density allocations and projections of future population and employment levels.</p>	Item.	
<p>Open Space Plan. A plan showing required open space components and amenities.</p>	Item.	
<p>Guiding Principles. A general description of the intended character and objectives of the Community Plan and a statement of guiding land use and design principles that are required in subsequent and more detailed Village Plans and are necessary to implement the Community Plan. The guiding land use and design principles shall address:</p> <ol style="list-style-type: none"> Community-wide systems and themes including streetscape treatments, drainage and open space corridors, pedestrian systems, park and recreation systems, and public realm elements. The desired character of the Community Plan, including conceptual landscaping plan showing the general character and nature of live plant species and potential design treatment of major features. Guiding development standards critical to ensure the desired character of each geographic sub-area or parcel or phase is maintained in the subsequent Village Plans. Guiding standards shall include density and floor area ratio and, as appropriate, guidance for standards addressing height, setbacks, parking requirements, parking lot locations, and minimum private open space. 	Item.	

Utility Capacities. A general description of the current capacities of the existing on- and off-site backbone utility, roadway, and infrastructure improvements and a general description of the service capacities and systems necessary to serve the maximum buildout of the Community Plan. This shall be accompanied by a general analysis of existing service capacities and systems, potential demands generated by the project, and necessary improvements.	Item.	
Conceptual Plans. Other elements as appropriate including conceptual grading plans, wildlife mitigation plans, open space management plans, hazardous materials remediation plans, and fire protection plans.	Item.	
Development Agreement. A Master Development Agreement, as described in Section 19.26.11.	Item.	
Additional Elements. The following shall be included in the Community Plan or submitted separately in conjunction with the Community Plan: <ol style="list-style-type: none"> description of and responses to existing physical characteristics of the site including waterways, geological information, fault lines, general soils data, and slopes (2-foot contour intervals); a statement explaining the reasons that justify approval of a Community Plan in relation to the findings required by Section 19.26.05; an identification and description of how environmental issues, which may include wetlands, historical sites, and endangered plants, will be protected or mitigated; and the means by which the Applicant will assure compliance with the provisions of the Community Plan, including architectural standards and common area maintenance provisions, and a specific description of the means by which phased dedication and improvement of open space will occur to assure the adequate and timely provision and improvement of open spaces. 	Item.	
Application and Fees. The following shall be submitted in conjunction with the Community Plan: <ol style="list-style-type: none"> completed Community Plan application; fees as determined by the City Recorder; and copies of submitted plans in the electronic form required by the City. 	Item.	

19.27 Addressing and Street Naming		
Double Check all Addresses after GIS Assigns Them		
Regulation	Compliance	Findings
WebApp to Review Addresses assigned by GIS: https://ssgis.maps.arcgis.com/apps/webappviewer/index.html?id=b4786008c6dd420ab06445cd8d5e5fe0		
Lot Numbers: Are they correct and sequential. Lot numbers shall not be duplicated in separate phases/plats in the same development, i.e. Phase 1 and Phase 2 shall not have Lot 101.	Item.	
Address Numbers: is it accurate and sequential and does it fit between the intersection coordinates	Item.	
Compare Surrounding Addresses: do the addresses work with surrounding addresses? Are there any repetitions in address numbers? Do the street names match and line up with streets in other plats and across intersections?	Item.	
Double Access Lots and Corner Lots. These types of lots should have an address on each road frontage, unless front door access is not	Item.	

allowed. If a front door is allowed, but not a driveway, this should be clear on the plat.		
No Access on Double Frontage of Lots: The plat should state what this means. No driveway and no front door, or just no driveway	Item.	
Alternate Addresses: are they in the right location on the lot and do they make sense concerning lots that have no access. What does “no access mean”?	Item.	
Rear Load: Meet with Brian to review every time there is a rear-load product.	Item.	
Rear Load: label “FRONT” to identify which side is the front, but check grading to see if the units can be accessed from the front.	Item.	
Grading/Slope: Does the grade in front of rear-load product allow for front door access for EMT and deliveries?	Item.	
New Address: street names shall be proposed by the developer and approved by City staff. Street coordinates and house numbers shall be approved by City staff and placed on the final subdivision plat by the developer before plat recordation.	Item.	
Duplicate Street Names: No duplication of street names or numbers shall be used. No phonetic duplications shall be used (same name, spelled differently). If a street is terminated by unimproved land and continues on the same bearing beyond the unimproved land, it should continue with the same name.	Item.	
Continuity. Proposed street names are encouraged to have the following characteristics: Historic significance, local sense of places, overall theme, compatibility with adjacent streets	Item.	
Compass Directions. The 4 compass directions shall not be used as part of the street name.	Item.	
Name Length. Street names shall not be longer than 13 letters, including spaces between letters. (this does not include the street type designator)	Item.	
Street Type Designations. Proposed street names and types shall be matched as follows: a. Boulevard (Blvd), Parkway (Pkwy): This name may only be used for arterials and collectors.. b. Drive (Dr), Way (Wy): Meandering, curvilinear, or diagonal street usually longer than 1000 feet. c. Road (Rd): Limited streets that may run in a direction and are most always longer than 1000 feet. d. Streets (St), Avenues (Ave): Straight directional streets. e. Lanes (Ln), Row: Short collector or minor streets which are usually less than 1000 feet in length. May be used in names for private rights-of way. f. Circle (Cir), Court (Ct), Place (Pl), Cove (Cv): Permanent dead end streets or cul-de-sac streets usually less than 600 feet in length and containing three or more lots or separate dwelling structures. g. Center (Cntr) and Mall: Designations reserved for high density commercial developments with multiple structures and occupancies that can be substituted for the street type designator in an assigned address.	Item.	
Street and Property Numbering. Each street, lot, unit, dwellings, or parcel in the site plan or plat shall be addressed according to the following standards:	Item.	

1. All street intersections shall be addressed numerically. Street intersection numbers shall end with a “0” or a “5” and with “North,” “South,” “East,” or “West”.	Item.	
2. Where possible, property addresses shall be odd on the south and west sides of a street.	Item.	
3. Where possible, property addresses shall be even on the north and east sides of a street.	Item.	
4. Property addresses for IADUs (see Chapter 19.20), ADUs, stacked multi-family, dwelling above commercial, commercial/retail, or office building that have multiple users shall be identified by a single address, and the individual units shall have a unique identifier such as suite, apartment, dwelling, or unit number.	Item.	
5. Dual addresses on corner lots will be assigned at plat recordation. At Building Permit issuance, one address shall be permanently assigned.	Item.	
6. Buildings that are hidden behind other buildings or do not have public frontage, shall be numbered from the centerline of the principal access or driveway.	Item.	
7. City Staff shall assign numbers to site plans before final site plan approval, based on the above standards.	Item.	
8. If a unit faces a street, it shall be numbered on that street. If a unit faces open space, it shall be numbered to the alley way.	Item.	
Building Identification. All buildings shall have approved address numbers, and such numbers shall be identified using the following standards:	Item.	
1. Background. Numbers shall be set on a background of a contrasting color.	Item.	
2. Size. Residential building numbers shall be at least 4-inch tall block letters. All building numbers shall be of sufficient size so as to be legible from the street or private road. Non-residential buildings shall use Western Arabic numbers or alphabetic letters that are a minimum 4 inches high with a minimum stroke width of 0.5 inch, installed on a contrasting background and be plainly visible from the street or road fronting the property.	Item.	
3. Visibility. Numbers shall be placed in a position that is plainly legible and visible from the street or road fronting the property. When a building is at a distance greater than the required setback from a street or when view of the building is blocked by trees or shrubs, numbers shall be displayed on a sign attached to a fence, gate, street mailbox, or lawn stake, in addition to being placed on the building. <ul style="list-style-type: none"> a. Stacked multi-family structures, condominiums, commercial, office, or institutional building numbers shall be placed in a prominent location at the main entrance of such buildings. b. Interior suites, apartments, units, or offices shall be clearly identified in a logical numeric or alphabetic sequence. c. Attached side-by-side town homes, commercial, office, or institutional buildings adjacent to a public or private street shall have individual addresses for each unit building numbers or letter with associated unit numbers. Developments with buildings that do not have direct access to a public or private street shall use one address from the public or private street, and each unit shall have a number or letter, such as 1, 2, 3 or A, B, C and so on. with building numbers or letters and associated unit numbers. 	Item.	

<p>d. Stacked multi-family structures, commercial, office, or institutional buildings shall have 1 address facing a public or private street and each unit shall have a number or letter such as 1, 2, d, or A, B, C and so on. with an individual building number or letter with associated unit numbers.</p> <p>e. Townhomes, three-family dwellings, two-family dwellings, commercial, office, or institutional buildings that have a front door that faces a public or private road and a driveway or parking access from a rear alley shall number only attach address numbers to the front of each unit and not the rear.</p> <p>f. Townhomes, three-family dwellings, two-family dwellings, commercial, office, or institutional buildings that have a front door that faces open space or another building and have a driveway or parking access from a rear alley shall number both the front and back of each unit. The applicant shall verify that address numbers are not duplicated in units that are across the green space or across the alley.</p>		
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Fiscal Impact	
Regulation	Findings
Is there any City maintained open space?	
What is the anticipated cost to the City?	
When will City maintenance begin?	