



**ROY CITY**  
**Planning Commission Regular meeting**  
**September 10, 2019 – 6:00 p.m.**  
City Council Chambers/Courtroom  
5051 South 1900 West

The meeting was a regularly scheduled work-session designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Torris Brand, Chair  
Don Ashby  
Samantha Bills  
Ryan Cowley  
Leland Karras  
Claude Payne  
Jason Sphar

Steve Parkinson, City Planner

Excused: Commissioners Chris Collins & Annette Mifflin, and Assistant City Attorney, Brody Flint

Others in attendance: Zach Stephenson, Robert Clark, Jeff Carter, Gage Crabtree, Trisha Cark, Byron Burnett, Stacey Hernandez, Glenda Moore, Angela Kirby, and Jacob Maughan

Pledge of Allegiance: Commissioner Bills

#### 1. DECLARATIONS OF CONFLICT

There were none.

Steve Parkinson, City Planner, explained that there was a notice sent out to residents regarding an application for a General Plan amendment and rezone request. The public hearing was improperly noticed in the newspaper and online, so that items has been pulled from the agenda. The item would be re-noticed and discussed at the October 9<sup>th</sup> Planning Commission meeting.

Chair Brand opened the floor to anyone that wanted to speak about to item.

Byron Burnett, 4375 South 2675 West, said the notice they received was unclear as to the content of the application. He thought that this was a public hearing for the General Plan update that the City was proposing. He requested that future notices be clearer.

#### 2. CONSIDER A REQUEST FOR SITE PLAN AND ARCHITECTURAL APPROVAL FOR 7-11 LOCATED AT APPROXIMATELY 2792 WEST 4000 SOUTH.

Gage Crabtree, 4598 South 700 West in Riverdale, said staff had prepared a good presentation and he didn't have much to add. The project was to construct a 3,000-square foot convenience store and fuel pump at the northeast intersection of 400 South and Midland Drive. This would be part of the Roy Well Subdivision. He noted that there was supposed to be a right-only ingress, but UDOT denied that application. The ingress/egress to this development would happen through the traffic lane that connects to the existing curb cuts on Midland Drive and 4000 South. The site plan before the Planning Commission tonight doesn't reflect that ingress, but it does show a gap in the retention area at that location.

Steve Parkinson, City Planner, presented the staff report regarding the site plan and architectural plans for the 7-11 convenience store and fuel pumps. He showed the site plan and identified the accesses, as mentioned by Mr. Crabtree. The proposed site plan meets parking and landscaping requirements. Architecturally, the applicant would continue to work with staff to ensure that there are vertical breaks along walls longer than 30 feet. The renderings also show metal as an exterior material, although that is not allowed in this zone. If the Planning Commission wishes to waive that requirement and allow the metal material, they may do so in the motion.

The Commission was not opposed to the metal material and decided to allow it.

Commissioner Karras asked if the applicant had addressed the lighting concerns, as outlined in the memo. Mr. Crabtree said that their intention was to put up free-standing lighting. There would be lighting associated with the fuel pumps, and lighting of the parking area would probably come from the building.

**Commissioner Karras moved to APPROVE the Site Plan for 7-11 located at approximately 2792 West 4000 South, with the conditions and facts as stated in the staff report. Commissioner Bills seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Karras, Payne, and Sphar voted “Aye.” The motion carried.**

**Commissioner Ashby moved to APPROVE the Architectural Designs for 7-11 located at approximately 2792 West 4000 South, with the conditions and facts as stated in the staff report, and a variance to allow the use of metal as an exterior material. Commissioner Karras seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Karras, Payne, and Sphar voted “Aye.” The motion carried.**

3. CONSIDER A REQUEST FOR SITE PLAN AND ARCHITECTURAL APPROVAL FOR JAMESTOWN TOWNHOMES LOCATED AT APPROXIMATELY 4913 SOUTH 1750

Steve Parkinson, City Planner, gave a brief history of the property and project. The property was under new ownership and they wished to continue with the townhome project. The property was already zoned R-4, which allowed for multi-family developments up to 12 units per acre. Based on the size and shape of the subject property, the applicant could have up to seven units. Staff and the DRC have identified a few concerns with the proposed site plan, including parking and landscaping. The Planning Commission could approve the site plan and allow staff to ensure that the site meets requirements. Staff would bring the site plan back to the Planning Commission if there were any major changes. Regarding the architectural plans, Mr. Parkinson reported that they had not received any elevations from the applicant. He recommended tabling the architectural approval until the applicant submits elevations. The applicant was not present.

Commissioner Cowley asked about the concerns with parking, and Mr. Parkinson explained that there were a few visitor parking spaces within the setback, which was not allowed. The units would have two-car garages and there were four visitor parking stalls provided.

After some discussion, the Planning Commission decided to table both the site plan and the architectural approval.

**Commissioner Cowley moved to TABLE the Site Plan and Architectural approval for Jamestown Townhomes located at approximately 4913 South 1750 West until the meeting following the date the applicant submits the proper items for the Architectural review to the City Planner. Commissioner Sphar seconded the motion. Commissioners Ashby, Brand, Collins, Cowley, Karras, Payne, and Sphar voted “Aye.” The motion carried.**

4. COMMISSIONERS MINUTE

Nothing to report

5. STAFF UPDATE

Mr. Parkinson provided the Commission with information regarding the annual convention for the Utah League of Cities and Towns that would be taking place this week. September 23<sup>rd</sup> would be a meeting with the Wasatch Front Regional Council. The Planning Commission and City Council were invited to attend.

6. ADJOURN

**Commissioner Karras moved to adjourn at 6:25 p.m. Commissioner Ashby seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Karras, Payne, and Sphar voted “Aye.” The motion carried.**

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Torris Brand  
Chair

Attest:

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Morgan Langholf  
City Recorder

dc: 09-10-19