

**Chair**

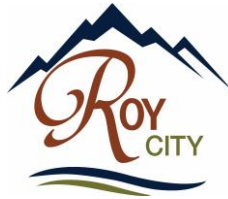
- Ryan Cowley

**Vice-Chair**

- Claude Payne

**City Planner**

- Steve Parkinson

**Commission Members**

- Samantha Bills
- Torris Brand
- Christopher Collins
  - Jason Felt
- Janel Hulbert
- Jason Sphar
- Daniel Tanner

# PLANNING COMMISSION

## AGENDA

### December 13, 2022

### 6:00 p.m.

The Roy City Planning Commission regular meeting will be held in the City Council Chamber / Court Room in the Roy City Municipal Building located at 5051 South 1900 West. The meeting will commence with the Pledge of Allegiance, which will be appointed by the Chair.

This meeting will be streamed live on the Roy City YouTube channel.  
(<https://www.youtube.com/channel/UC6zdmDzxdOSW6veb2XpzCNA>)

#### Agenda Items

1. Declaration of Conflicts
2. Approval of the October 25, 2022 work-session minutes

#### Legislative Items

3. Consider updates to the proposed 2022 General Plan Update to the Moderate-Income Housing Plan with regards to the State required Strategies and Implementations as per HB-462 (2022)

#### Administrative Items

4. A request for Site Plan and Architectural approval for Starbucks located at approximately 5591 South 1900 West
5. A request for Site Plan approval for Berrett's Daycare located at approximately 5756 South 2000 West
6. A request for Site Plan and Architectural approval for Hart's Drycleaners located at approximately 5543 South 1900 West
7. A request for Site Plan approval for Midnight Magnolia located at approximately 5210 South 1900 West
8. A request for Architectural approval for Kidstopia located at approximately 5673 South 1900 West
9. Commissioners Minute
10. Staff Update
11. Adjourn

In Compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Administration Department at (801) 774-1040 or by email: [ced@royutah.org](mailto:ced@royutah.org) at least 48 hours in advance of the meeting.

*Pursuant to Section 52-4-7.8 (1)(e) and (3)(B)(ii) "Electronic Meetings" of the Open and Public Meetings Law, any Commissioner may participate in the meeting via teleconference, and such electronic means will provide the public body the ability to communicate via the teleconference.*

#### **Certificate of Posting**

The undersigned, does hereby certify that the above notice and agenda was posted in a public place within the Roy City limits on this 7<sup>th</sup> day of January 2022. A copy was also provided to the Standard Examiner and posted on the Roy City Website on the same date.

Visit the Roy City Web Site @ [www.royutah.org](http://www.royutah.org)

Roy City Planning Commission Agenda Information – (801) 774-1027

Steve Parkinson, City Planner





**ROY CITY**  
**Planning Commission Work-Session**  
**October 25, 2022 – 6:00 p.m.**  
**Community Development Conference**

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

4  
5 The following members were in attendance:

6  
7 Claude Payne, Vice-Chair

Steve Parkinson, City Planner

8 Torris Brand

9 Chris Collins

10 Jason Felt

11 Janel Hulbert

12 Jason Sphar

13 Daniel Tanner

14  
15 Excused: Commissioners Samantha Bills & Ryan Cowley, and Assistant City Manager Brody Flint

16  
17 Others in attendance: Kevin Homer

18  
19 Pledge of Allegiance: Commissioner Brand

20  
21 1. DECLARATIONS OF CONFLICT

22  
23 There were none.

24  
25 2. APPROVAL OF THE SEPTEMBER 13, 2022 REGULAR MEETING MINUTES

26  
27 **Commissioner Collins moved to approve the September 13, 2022 regular meeting minutes**  
28 **as written. Commissioner Tanner seconded the motion. Commissioners Brand, Collins,**  
29 **Felt, Hulbert, Payne, Sphar, and Tanner voted “aye.” The motion carried.**

30  
31 3. TRAINING

32  
33 Commissioner Janel Hubert asked what the impact fees were for a new developer coming into  
34 town.

35  
36 City Planner Steve Parkinson said that with a commercial building they needed to get a permit,  
37 and oftentimes they did not know who the tenants were, so typically, they would start with a shell.  
38 He elaborated a shell meant they would get the footing and the foundation of the building up  
39 without finishing the inside of the building and wait to get a tenant before completing the inside of  
40 the building. Once a tenant moved in, the impact fees would start hitting.

41  
42 Mr. Parkinson showed two videos provided by the Land Use Academy of Utah. (LULA) The videos  
43 were “The Fantastic Four – part 2 “Rules and Procedures for Utah Planning Commissioners”” and  
44 “Dear City Council: A Message from your Local Developer.”

45  
46 Mr. Parkinson reviewed the videos. Commissioner Torris Brand talked about his experience  
47 building a casino and an RV park in Las Vegas. Commissioner Janel Hubert mentioned an email

that was sent in November about a Wasatch meeting. City Planner Steve Parkinson confirmed that meeting was upcoming.

#### 4. COMMISSIONERS MINUTE

City Planner Parkinson clarified the next meeting would not be November eighth, due to it being Election Day.

Vice Chair Claude Payne said there had been emails about the holiday dinner which would not be held until January and asked for people to RSVP.

#### 5. STAFF UPDATE

City Planner Parkinson presented. He said the Roy departments did not have a materials board, so they brought in the black board and wanted the Planning Commission to look at it. Mr. Parkinson read the statement regarding building materials. He continued with a description of the materials and wanted to make sure that the Planning Commission was okay with using concrete.

Vice Chair Payne commented that graffiti was easier to clean off graffiti on smooth concrete than it was to clean it off stucco.

Mr. Parkinson said they were giving the Planning Commission the ability to allow listed materials and maybe a mix of materials would be acceptable. He specified this side would be facing Harmons and it was a concrete building with panels. Commissioner Brand stated he wanted it to be consistent.

Mr. Parkinson said he had gotten the General Plan back from the consultant, and he was looking at the moderate-income housing plan because it needed to be modified by Council to today's new statutes and he wanted to make sure the wording was consistent.

#### 6. ADJOURN

**Commissioner Tanner moved to adjourn at 6:58 p.m. Commissioner Hulbert seconded the motion. Commissioners Brand, Collins, Felt, Hulbert, Payne, Sphar, and Tanner Payne voted "aye." The motion carried.**

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Claude Payne  
Vice-Chair



## STAFF REPORT

Planning Commission

December 13, 2022

Agenda Item #3

### SYNOPSIS

#### Application Information

Applicant: Roy City

Request: **6:00 p.m. – PUBLIC HEARING** – Consider updates to the proposed 2022 General Plan Update to the Moderate-Income Housing Plan with regards to the State required Strategies and Implementations as per HB-462 (2022).

#### Staff

Report By: Steve Parkinson

Staff Recommendation: Approval

### ANALYSIS

#### **Background:**

In 2019 SB34 required every qualified City to adopt a minimum of three (3) strategies in order to help provide affordable housing as part of their Moderate-Income Housing Plan (MIH). Cities with a fixed rail station were to adopt four (4). We as a City adopted ten (10) of those strategies.

During the last legislative session HB462 was approved which modified those strategies, eliminating some and adding others. As well as requiring City's to also add a "Implementation" portion to the MIH, identifying specific measures, and benchmarks of when each strategy will be completed.

Staff has already reached out to the Department of Workforce Services (DWS) which is the State agency charge of monitoring and determining if each City complies with HB462, regarding our proposed timelines and implementations, if they respond after this report and before the meeting, I will provide the changed language. If after the meeting I will forward to you what they suggested.

### FINDINGS

1. The proposed amendments are consistent with the General Plan.
2. Is consistent with previous discussions with the Planning Commission.

### ALTERNATIVE ACTIONS

The Planning Commission can recommend Approval, Approval with conditions, Deny or Table.

### RECOMMENDATION

Staff recommends forwarding a recommendation of approval to the City Council regarding the proposed updates to the Moderate-Income Housing Plan regarding the State required Strategies and Implementations as per HB-462 (2022) along with any verbiage corrections required by the Department of Workforce Services.

### EXHIBITS

- A. Proposed updates



## EXHIBIT “A” – PROPOSED AMENDMENT

Note - Language to be added has been **bolded** and language to be removed has been ~~struck~~ through.

**Strategy One:** Allow for Higher Density and Mixed Use

**(A): Rezone for densities necessary to facilitate the production of moderate-income housing.**

### Timeline:

- Providing a timeframe on rezoning property is difficult as the City merely processes application and doesn't have control or influence on when applications are submitted.
- Updated General Plan and Future Land Use Map to be completed by January of 2023.
  - Once adopted, revisit plan every two or three years and amend/update as needed.
- City will update the zoning map after every approved rezone request.

### Implementation Measures:

- Provide appropriate guidance to future applicants on rezone application possibilities for higher density or mixed-use zoning options which have the best chance of approval.
- Approve rezone applications which are harmonious with the General Plan and the Future Land Use Map.
- Provide strong considerations to rezone applications which are supported by elements of the General Plan but may not align with the future land use map.
- Consider rezone applications which may not have support of the General Plan but make sense in locations that won't detract from the character of the neighborhood.

**(E): Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones**

### Timeline

- Adopted
  - July 2021.

### Implementation Measures:

- Evaluate the ADU/IADU code every two or three years and amend/update as needed; based on:
  - To provide a greater flexibility in relation to moderate income housing.
  - From feedback provided from homeowners on barriers of code or processes, etc...
- After each evaluation, if there is a need to amend/update the code.
- Draft and present an amendment to the Planning Commission and seek approval from the City.

**(F): ~~Allow~~ Zone or rezone** for higher density or moderate-income residential development in commercial ~~and~~ **or** mixed-use zones, **near major transit investment corridors**, commercial centers, or employment centers;

### Timeline

- Rezoned
  - Downtown – (March 2021 - DT-E, DT-W & DT-G);
  - FrontRunner Station (August 2021 – S-C, S-N, S-S)
- Providing a timeframe on rezoning property is difficult as the City merely processes application and doesn't have control or influence on when applications

are submitted.

- Each year look for opportunities to expand each mixed-use zone onto adjoining properties.
- City will update the zoning map after every approved rezone request.

**Implementation Measures:**

- Each year look for opportunities to expand each mixed-use zone onto adjoining properties.
- Provide appropriate guidance to future applicants on rezone application possibilities for higher density or mixed-use zoning options which have the best chance of approval.
- Approve rezone applications which are harmonious with the General Plan and the Future Land Use Map.
- Provide strong considerations to rezone applications which are supported by elements of the General Plan but may not align with the future land use map.
- Consider rezone applications which may not have support of the General Plan but make sense in locations that won't detract from the character of the neighborhood.

(G): ~~Encourage higher density or~~ Amend Land Use regulations to allow for higher density or new moderate income residential development in commercial of mixed-use zones near major transit investment corridors.

**Timeline:**

- Adopted
  - Downtown – (March 2021 - DT-E, DT-W & DT-G);
  - FrontRunner Station (August 2021 – S-C, S-N, S-S)

**Implementation Measures:**

- Evaluate the mixed-use or multi-family codes every two or three years and amend/update as needed; based on:
  - To provide a greater flexibility or higher densities in relation to moderate income housing.
  - From feedback provided from developers on barriers of code or processes, etc...
- After each evaluation, if there is a need to amend/update the code;
  - Draft and present an amendment to the Planning Commission and seek approval from the City.

(H): Amend Land Use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities.

**Timeline**

- Adopted
  - August 2021.

**Implementation Measures:**

- Evaluate the parking standards at least every two or three years and amend/update as needed; based on:
  - Changes to best practices for parking reductions for City's of similar size as Roy City
  - Changes to transit routes, number of buses per hour, etc...
- After each evaluation, if there is a need to amend/update the code.
  - Draft and present an amendment to the Planning Commission and seek approval from the City.

~~(J): Implement zoning incentives for low to moderate income units in new developments.~~

**Strategy Two:** ~~Apply for or Partner with an Entity that applies Affordable Housing Programs~~

~~**Policy A (R):** Apply for or partner with an entity that applies for affordable housing programs administered by the Department of Workforce Services.~~

~~**Policy B (S):** Apply for or partner with an entity that applies for programs administered by an association of governments established by an inter-local agreement under Title 11, Chapter 13, Inter-local Cooperation Act.~~

~~**Policy C (T):** Apply for or partner with an entity that applies for services provided by a public housing authority to preserve and create moderate income housing.~~

~~**Policy D (U):** Apply for or partner with an entity that applies for programs administered by a metropolitan planning organization or other transportation agency that provides technical planning assistance.~~

~~**Policy E (M):** Reduce impact fees, as defined in UC 11-36a-102, related to low and moderate income housing~~

**Strategy Two:** Utilize a Moderate-Income Housing set aside from a Community Reinvestment Area

(V P:) **Utilize Demonstrate utilization of** a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency **to create or subsidize moderate income housing.** ; ~~the City should find ways in which greater utilization of local, state, and federal funds could be used to promote the development of moderate income housing~~

**Timeline**

- **Adopted Draft plans (17C-5-108) & budgets (17C-5-302) –**
  - **1900 SW November 2019; 1900 SE November 2019; & D&RG June 2022.**
- **Things still to be completed**
  - **Adopt Official Project Area Plan & Budget (17C-5-109 & 17C-5-110) when a “New Project” is approved for construction or by December 2023, or once triggered by a qualifying project**
  - **File Project Area Budget (17C-5-305) when a “New Project” is approved for construction or by June 2024, or once triggered by a qualifying project**
  - **File Interlocal Agreements (17C-5-206) when a “New Project” is approved for construction or by December 2024, or once triggered by a qualifying project.**

**Implementation Measures:**

- **Utilize the CRA housing set aside funds to create additional moderate-income housing units or partner with a qualifying housing developer to create additional housing units targeted for households at 80% or less by end of 2029.**

**Strategy Three: Station Area Plan.**

**(V): Develop and adopt a Station Area Plan in accordance with section 10-9a-403.1.**

**Timeline**

- **Adopted 2017, however applied for and received funding from WERC to update the Plan to comply with HB-462 (2022).**

**Implementation Measures:**

- **Up-dated Station Area Plan to be completed by June of 2023. Once adopted, re-evaluate plan every two or three years and amend/update as needed.**
- **After each evaluation, if there is a need to amend/update the SAP.**
  - **Draft and present an amendment to the Planning Commission and seek approval from the City.**



## STAFF REPORT

Planning Commission

December 13, 2022

Agenda Item # 4

### SYNOPSIS

#### Application Information

Applicant: Pat Burns; Lync Construction  
Rhett Buttars; Lync Construction  
Request: Request for Site Plan and Architectural approval of Starbucks  
Address: Approximately 5591 South 1900 West

#### Land Use Information

Current Zoning: DT-W; Downtown West  
Adjacent Zoning: North: DT-W; Downtown West South: DT-W; Downtown West  
East: DT-E; Downtown East West: DT-W; Downtown West

#### Staff

Report By: Steve Parkinson  
Recommendation: Recommends approval with conditions.

### APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 13 – Mixed Use
  - 10-13-3 – Building Type
  - 10-13-4 – Open Space
  - 10-13-5 – Landscaping
  - 10-13-6 – Parking

### ANALYSIS

#### Project Overview:

This project property is on the northwest side corner of 1900 West and 5600 South within the existing parking lot for Dilly Dallies, the Smoke Shop, Jade Nails and Ganesh restaurant. The proposed project is to development an area within an existing parking lot. (see exhibit “A”)

#### Staff Review:

**Site Plan:** There are several issues with the site plan that once corrected will change the site plan itself. The proposed building is on a separate parcel than most everything that is associated with a project like this. i.e. dumpster, parking, drive-up window access lane, etc.. The building needs to face and address the street, but the proposed is showing the back side to the street.

**Elevations:** The elevations do not appear to meet the minimum requirements of the code, the proposed materials will need to change to comply with the aesthetics of the “Aerospace” theme.

**Summary:** The proposed buildings and site plan have many issues that need to be resolved. Which will change the overall site and building itself. For your information the Planning portion of the DRC memo can be found in Exhibit “D”.

The Planning Commission will need to determine if the proposed development meets the intent of the Zoning Ordinance.

### CONDITIONS FOR APPROVAL

1. Compliance to the requirements and recommendations within this report.
2. Compliance to all requirements as discussed in this meeting





## **FINDINGS**

1. The proposed site plan does not meet the minimum requirements of the Zoning Ordinance.
2. The proposed building elevations do not meet the minimum requirements of the Zoning Ordinance.

## **ALTERNATIVE ACTIONS**

The Planning Commission can recommend Approval, Approval with conditions, Table or Deny.

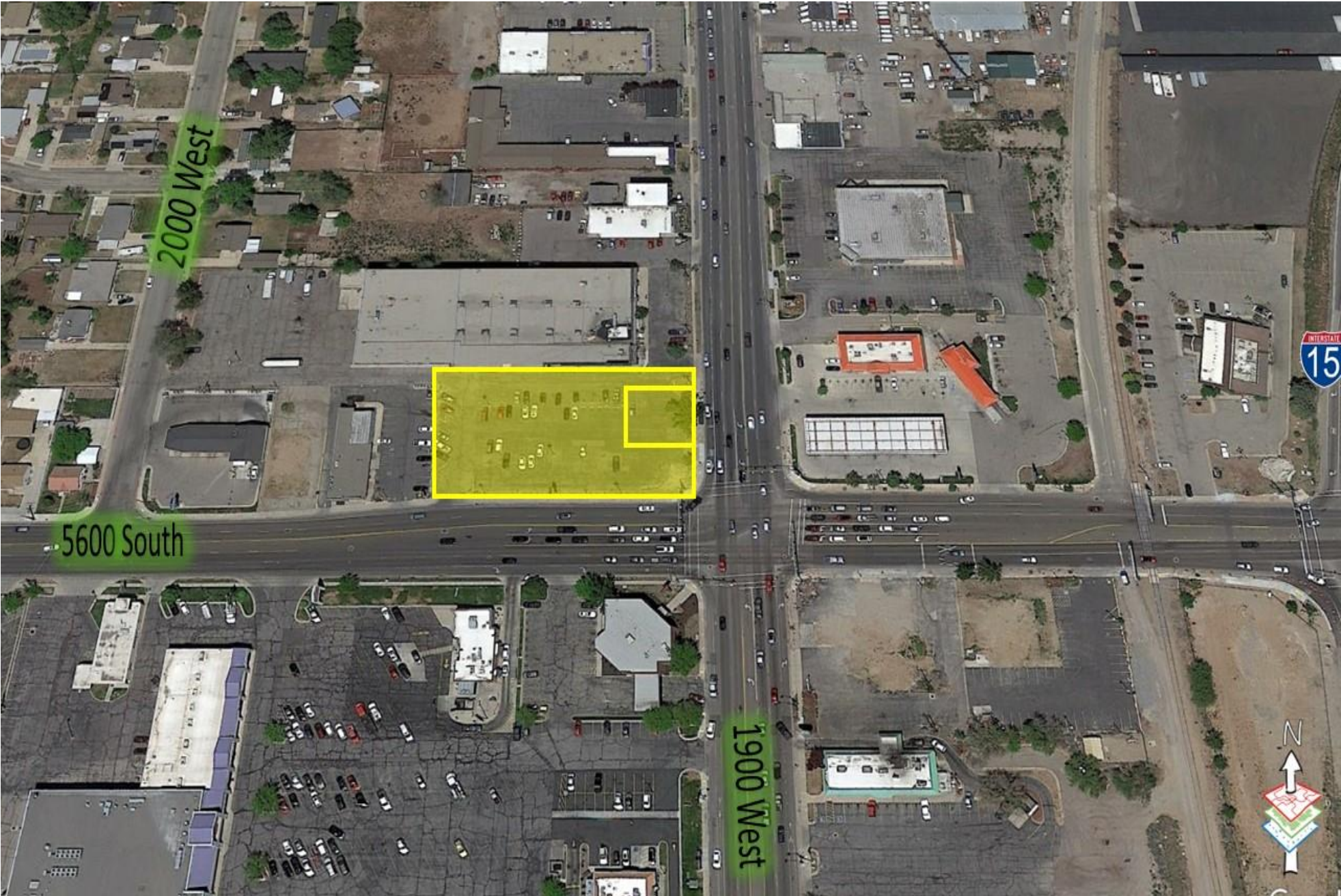
## **RECOMMENDATION**

Staff recommends tabling both the Site Plan and Architectural review with the conditions that all current and future DRC review comments are complied with along with any conditions as stated in the Staff report or during this Planning Commission meeting

## **EXHIBITS**

- A. Aerial Map
- B. Proposed Site Plan
- C. Proposed Building Elevations & Materials
- D. Planning Portion of the DRC Review Memo

EXHIBIT "A" – AERIAL





## EXHIBIT “B” – PROPOSED SITE PLAN

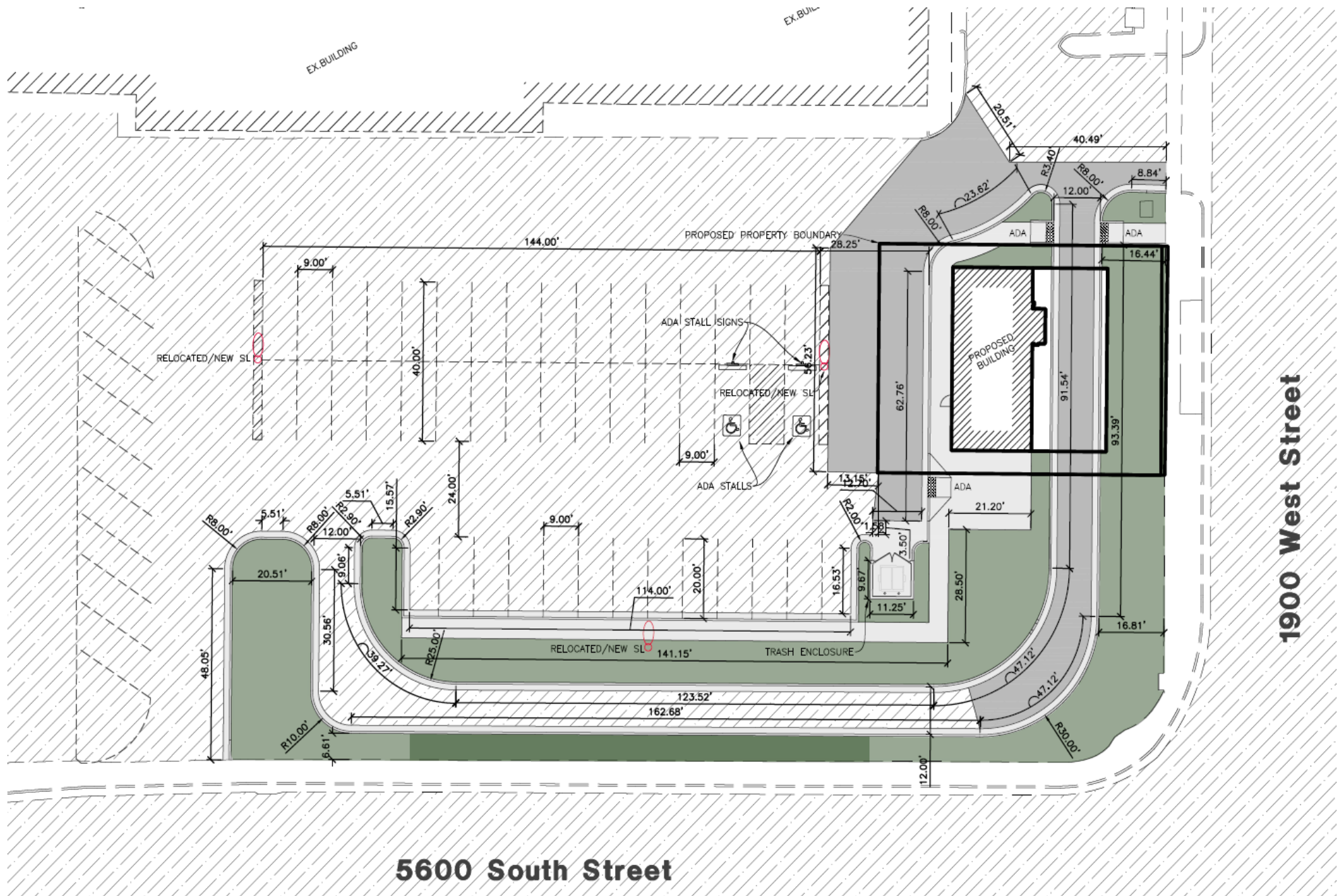


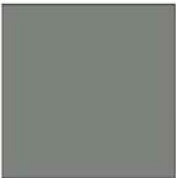
EXHIBIT “C” – PROPOSED ELEVATIONS



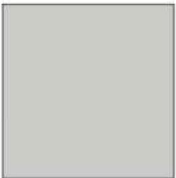
HARDIE BOARD  
BEADED SMOOTH  
NIGHT GRAY



STONE VENEER  
CORONADO STONE -  
COUNTRY CASTLE -  
LOMPOC



STUCCO  
PAINTED TO MATCH  
SW7067 CITYSCAPE



STUCCO  
PAINTED TO MATCH  
SW7064 PASSIVE



ENTRANCE ELEVATION



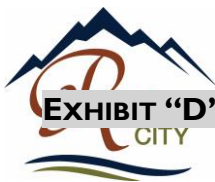
FRONT ELEVATION



SIDE ELEVATION



REAR ELEVATION



Date:

To: Pat Burns

From: Steve Parkinson – Planning & Zoning Administrator

Subject: Starbucks – 5583 So. 1900 We. – plans submitted November 14, 2022

If there are comments below that require corrections OR changes to plans, resubmittal of plans is required.

We have tried to address all items of concern with reference to all applicable City codes or for the general Health, Safety and Welfare of the public, however, this review does not forego any other items of concern that may come to our attention during additional reviews.

### **Planning –**

#### **A. General**

1. Need a letter from UDOT regarding the development and access points.
2. Need a letter from Roy Water Conservancy District.

#### **B. Site Plan Review**

1. With the removal of 48% of the total of parking stalls with is more than a 30% change. Need to know the following, to calculate the required parking stalls needed for all uses.
  - i. The square footage for
    1. Dilly Dallies, and
    2. the Smoke Shop
  - ii. The number of chairs/seats & number of employees for
    1. the Nail Salon
    2. Ganesh
    3. Starbucks
2. Is there any outdoor seating? If so, how many & where will it be located?
3. The site is required to provide a bicycle parking area. Where is it? The minimum required is 2 plus 1 per 5,000 square-feet of the uses listed above.
4. Landscape island with a minimum of five (5) feet in width are required at the beginning and ending of all rows of parking stalls.
5. Landscape island is also required after eight stalls if there are more than eight.
6. All landscape islands are require landscaping and a tree.
7. The majority of the drive-up window access is on a separate parcel. Why is this? This should be on the site of the proposed building.
  - i. The drive-up window access land is within the 15' setback, needs to move beyond the setback.
8. Why is the dumpster and the enclosure on a separate parcel? This should be on the site of the proposed building.
9. The proposed material of the dumpster enclosure is a material not allowed in the zone. It should be consistent with the materials on the building.
10. Is painted chain link fencing with slats a durable material? Needs to be a high-quality material.
11. All mechanical equipment must be screened from public view. Where will it be located?
12. At the end of the drive-up window access (north side of the proposed building) will there be any traffic control devices as it encounters the egress & ingress point from 1900 West?
13. What open space type is being proposed?
14. Need an irrigation plan.
15. How will snow removal within the drive-up window drive work?

#### **C. Architectural Review**

1. The proposed building footprint doesn't match the building elevations.



2. How is the proposed building addressing the street?
  - i. The primary access must be from one of the street sides.
  - ii. The two facades that front the street don't meet the minimum requirement for transparency.
3. How does the proposed material meet the "Aerospace" Design Theme of the zone? The intended visual aesthetic is metal (panels & cladding), glass, brick & natural stone.

**D. Site Lighting**

- I. No information was provided regarding the light poles. Need to provide the overall height of pole with fixture, color of both pole and fixture and what the fixture looks like.



## SYNOPSIS

### Application Information

Applicant: Guy & Iris Berrett  
Request: Request for Site Plan approval of an addition for Berrett's Daycare  
Address: Approximately 5756 South 2000 West

### Land Use Information

Current Zoning: DT-G; Downtown Gateway  
Adjacent Zoning: North: DT-W; Downtown West South: DT-G; Downtown Gateway  
East: DT-G; Downtown Gateway West: R-I-8; Single-Family Residential

### Staff

Report By: Steve Parkinson  
Recommendation: Recommends tabling

## APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 13 – Mixed Use
  - 10-13-5 – Landscaping
  - 10-13-6 – Parking

## ANALYSIS

### Project Overview:

The property is on the East side of 2000 West just south of the EOS building. (Exhibit "A") The property has 8,052 sq.-ft.) in lot area. There are two (2) existing buildings on the property, which have been used as a two-family dwelling for the past few years.

The applicant would like to convert the front building into a Commercial daycare and continue to use the back building as a dwelling unit.

### Staff Review & Comments:

**Site Plan:** There are a several issues with the site plan, (see exhibit "C") some of these are large enough items that will require a re-submittal plan review.

**Elevations:** There were no proposed changes to the exterior of the buildings.

**Summary:** The site currently doesn't meet the minimum requirements of the code. The Planning portion of the DRC Memo can be found in exhibit "D".

The Planning Commission will need to determine if the proposed development meets the intent of the Zoning Ordinance.

## CONDITIONS FOR APPROVAL

1. Compliance to the requirements and recommendations within this report.
2. Compliance to all requirements as discussed in this meeting

## FINDINGS

1. The proposed site plan does not meet the minimum requirements of the Zoning Ordinance.



## **ALTERNATIVE ACTIONS**

The Planning Commission can recommend Approval, Approval with conditions, Table or Deny.

## **RECOMMENDATION**

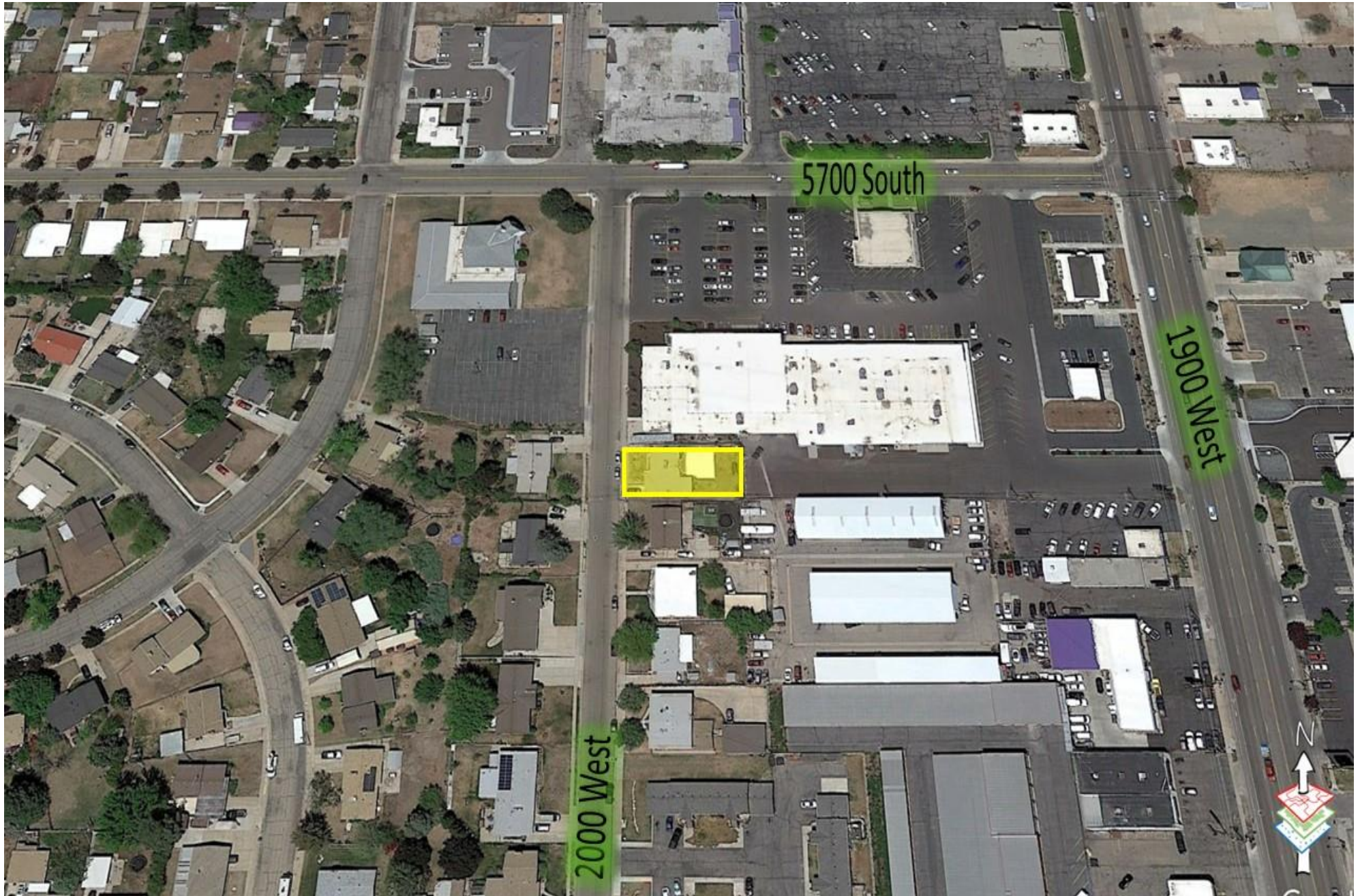
Staff recommends tabling the Site Plan review with the conditions that all current and future DRC review comments are complied with along with any conditions as stated in the Staff report or during this Planning Commission meeting

## **EXHIBITS**

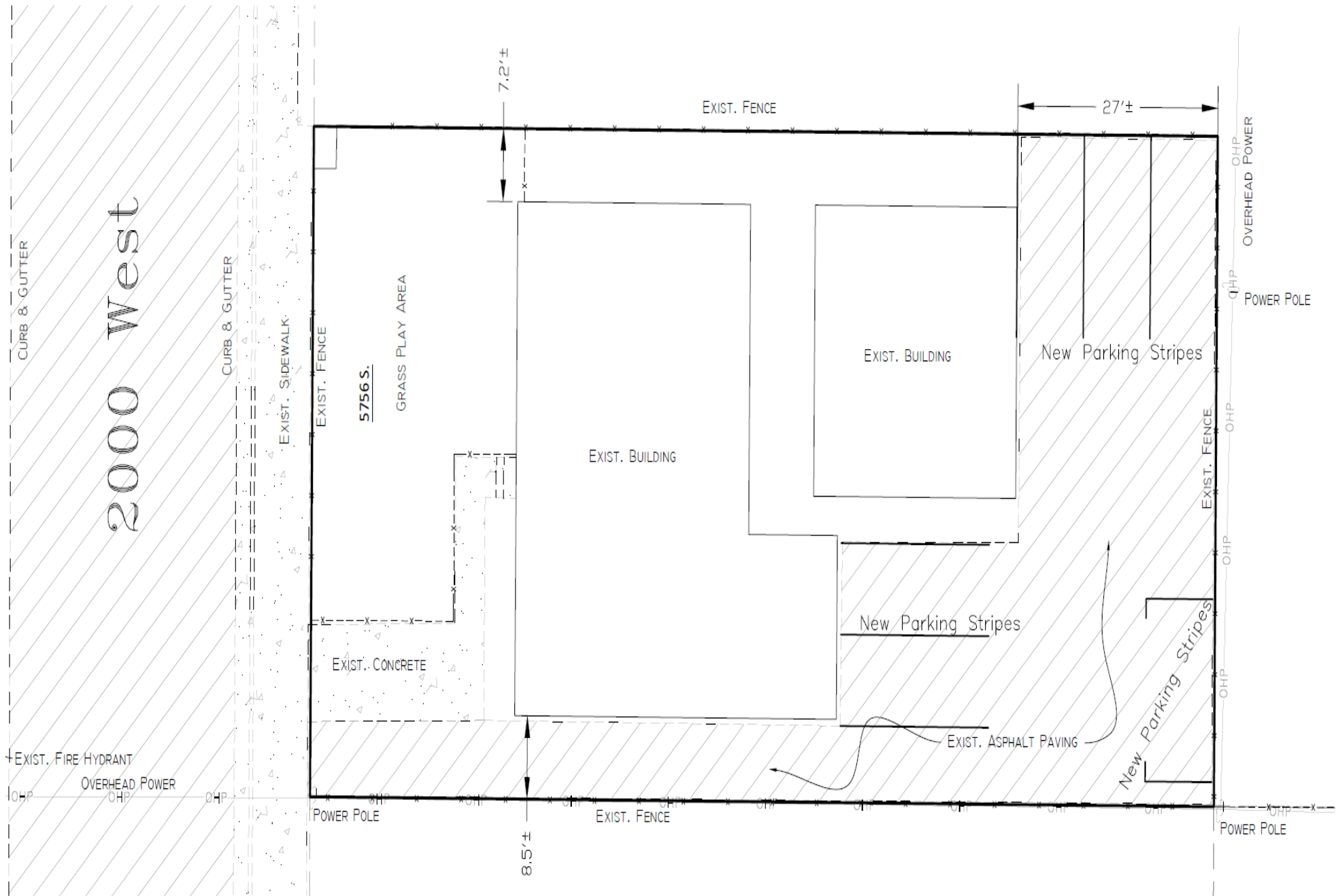
- A. Aerial Map
- B. Proposed Site Plan
- C. Planning Portion of the DRC Review Memo



**EXHIBIT "A" – AERIAL**




**EXHIBIT "B" – PROPOSED SITE PLAN**







Date: 6 December 2022  
To: Guy Berrett  
From: Steve Parkinson – Planning & Zoning Administrator   
Subject: Berrett Daycare – 5756 So. 2000 We. – plans submitted November 18, 2022

If there are comments below that require corrections OR changes to plans, resubmittal of plans is required.

We have tried to address all items of concern with reference to all applicable City codes or for the general Health, Safety and Welfare of the public, however, this review does not forego any other items of concern that may come to our attention during additional reviews.

### **Planning –**

#### **A. Site Plan**

1. To determine the required number of parking stalls the following is needed:
  - a. What is the square footage of the Front Building.
  - b. How many bedrooms does the rear building have?
2. Need to remove the parking stall that is in front of the building. Need to show how this will be accomplished.
3. With only an 8'6" wide access to parking how will large vehicles access the site?
4. All parking stalls must have at the beginning and ending of each row a minimum of a five (5) foot landscape island.
5. For the parking stalls located at the NE corner of the project. Can they get out of the stalls?
6. What is the distance from the stalls on the east side of the front building and the one parallel to the eastern property line?
7. The parallel stall along the eastern property line must be at minimum 9'x25'.
8. Please provide a landscaping plan
9. Please provide an irrigation plan.
10. How will snow removal be accomplished. As in where will the snow be pushed/placed?
11. Where is the dumpster and enclosure?

#### **B. Architectural**

1. Will any portion of either building have exterior modifications done to it? If so, then need to provide elevations showing the proposed changes along with a material & color board.

#### **C. Site Lighting**

1. Drawings did not indicate any site lighting. Will there be any?





## STAFF REPORT

Planning Commission

December 13, 2022

Agenda Item # 6

### SYNOPSIS

#### Application Information

Applicant: Amberlee Allen  
Request: Request for Site Plan and Architectural approval of a storage building for Hart's Dry Cleaning  
Address: Approximately 5543 South 1900 West

#### Land Use Information

Current Zoning: DT-W; Downtown West  
Adjacent Zoning: North: DT-W; Downtown West South: DT-W; Downtown West  
East: DT-E; Downtown East West: DT-W; Downtown West

#### Staff

Report By: Steve Parkinson  
Recommendation: Recommends approval with conditions.

### APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 13 – Mixed Use
  - 10-13-3 – Building Type

### ANALYSIS

#### Project Overview:

This property is on the west side of 1900 West, north of the building where Dilly Dally's is currently located. (Exhibit "A") The property is 0.72 acres (31,542 sq.-ft.) in lot area. The building already exists.

The applicant is looking to add a storage space on the west side of the building.

#### Staff Review & Comments:

**Site Plan:** The proposed storage is appropriately located (behind the primary building), there is enough space that it won't interrupt the required number of parking stalls for the use

**Elevations:** The proposed building will not be visible from 1900 West. The elevations don't appear to meet the minimum requirements of the code along with the proposed materials and colors. (see Exhibit "D")

**Summary:** The proposed building and site can for the most part meet the minimum requirements of the code.

The Planning Commission will need to determine if the proposed development meets the intent of the Zoning Ordinance.

### CONDITIONS FOR APPROVAL

1. Compliance to the requirements and recommendations within this report.
2. Compliance to all requirements as discussed in this meeting

### FINDINGS

1. The proposed site plan can meet all of the requirements of the Zoning Ordinance.
2. The proposed building elevations can meet all of the requirements of the Zoning Ordinance.



## **ALTERNATIVE ACTIONS**

The Planning Commission can recommend Approval, Approval with conditions, Table or Deny.

## **RECOMMENDATION**

Staff recommends approving both the Site Plan and Architectural review with the conditions that all current and future DRC review comments are complied with along with any conditions as stated in the Staff report or during this Planning Commission meeting

## **EXHIBITS**

- A. Aerial Map
- B. Proposed Site Plan
- C. Proposed Building Elevations
- D. Planning portion of the DRC Review Memo

EXHIBIT "A" – AERIAL

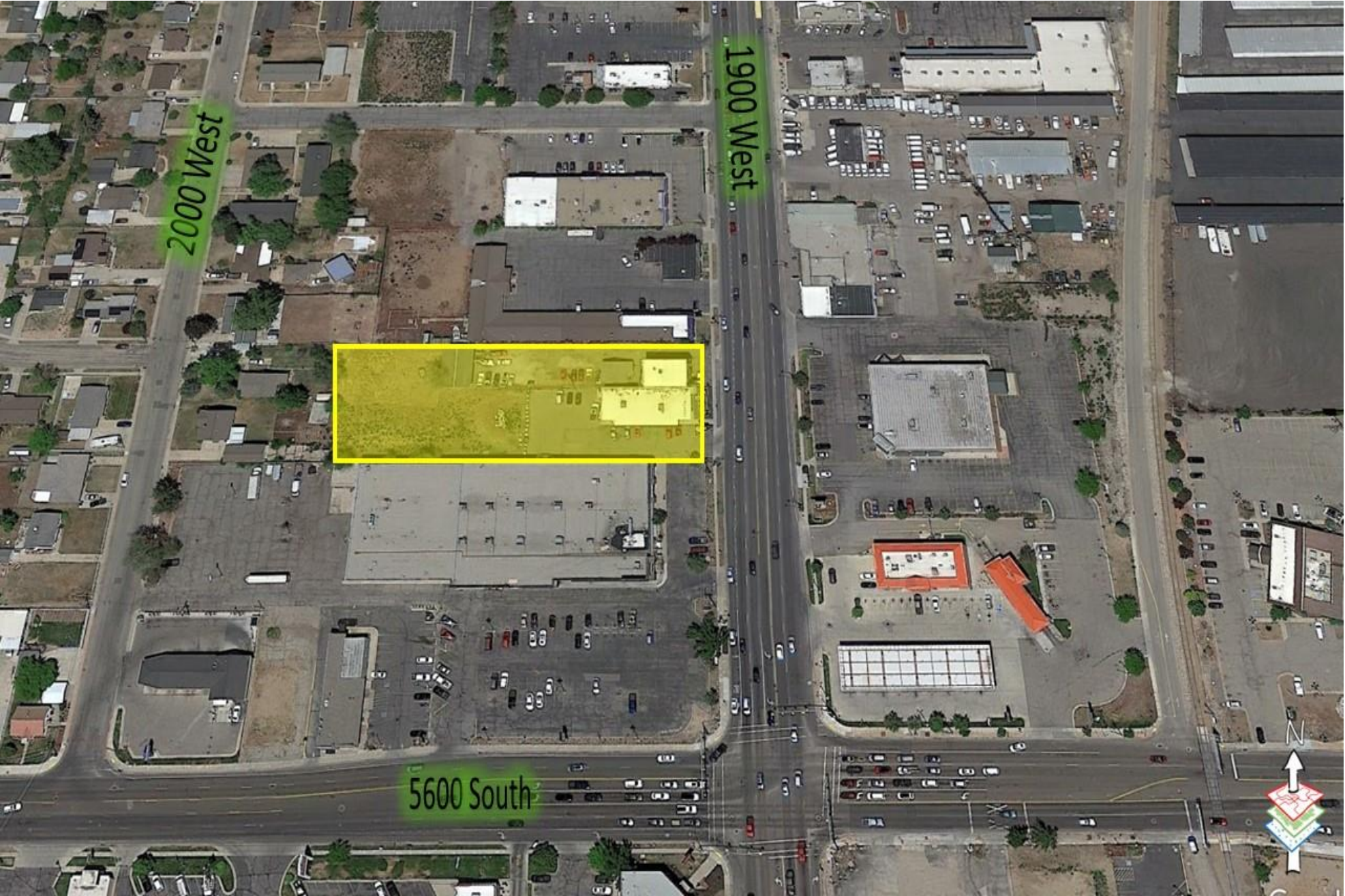




EXHIBIT "B" – PROPOSED SITE PLAN



## EXHIBIT "C" – PROPOSED ELEVATIONS



### Container Details

- 8'x40' = 320 sq.-ft.
- 2 roll up doors on either end
- Made of 14-gauge steel





Date:

To: Amberlee Allen

From: Steve Parkinson – Planning & Zoning Administrator

Subject: Hart's Dry Cleaners – 5543 So. 1900 We. – plans submitted November 18, 2022

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If there are comments below that require corrections OR changes to plans, resubmittal of plans is required.

We have tried to address all items of concern with reference to all applicable City codes or for the general Health, Safety and Welfare of the public, however, this review does not forego any other items of concern that may come to our attention during additional reviews.

### **Planning –**

#### **A. Site Plan**

- I. No comment

#### **B. Architectural**

- I. The proposed structure cannot be industrial grade metal, needs to be of higher quality, that are visually aesthetic to accomplish the overall goal of the zone.
2. 100% metal is not allowed, must include a secondary material





## SYNOPSIS

### Application Information

Applicant: Hailey Leavitt  
Request: Request for Site Plan approval for Midnight Magnolia  
Address: Approximately 5210 South 1900 West

### Land Use Information

Current Zoning: DT-G; Downtown Gateway  
Adjacent Zoning: North: DT- G; Downtown Gateway South: DT- G; Downtown Gateway  
East: DT- G; Downtown Gateway West: DT-G; Downtown Gateway

### Staff

Report By: Steve Parkinson  
Recommendation: Recommends tabling.

## APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 13 – Mixed Use
  - 10-13-3 – Building Type
  - 10-13-4 – Open Space
  - 10-13-5 – Landscaping
  - 10-13-6 – Parking

## ANALYSIS

### Project Overview:

The property is on the Southeast corner of 5200 South and 1900 West, just north of ABC Mandarin. (Exhibit "A") The property is 0.26 acres (11,325.6 sq.-ft.) in lot area.

The applicant is wanting to use the building for three (3) different businesses. A coffee shop, and hair salon and an event hall.

The building already exists but the site lost its non-conforming status because it has been vacant for more than one (1) year. Because of that the site need to come into today's standards.

### Staff Review & Comments:

**Site Plan:** There are a several issues with the site plan and some are simple, and some are not and will require additional work.

**Parking:** The site plan shows 19 parking spots, (nine (9) on site and ten (10) on ABC Mandarin property, the parking requirement breakdown is:

- Hair Salon - one (1) stall per employee plus one (1) per 250 sq.-ft of space
  - there are 10 employees, and the space is 857 sq.-ft. = 14 stalls
- Coffee Shop – one (1) per 250 sq.-ft of space
  - 692 sq.-ft. space = 3 stalls
- Event Hall - one (1) per 250 sq.-ft of space
  - 1,200 sq.-ft. space = 5 stalls
- Total number required is 22 stalls.



Meeting the parking requirement is the largest issue that may be problematic and needs to be resolved. Fortunately, our ordinance allows for shared parking and if they can find the additional stalls needed that would resolve the largest issue.

**Summary:** The proposed site plan can meet the minimum requirements of the code, however, completing everything may take some time. The Planning portion of the DRC memo can be found in exhibit “D”.

The Planning Commission will need to determine if the proposed development meets or can meet the intent of the Zoning Ordinance.

#### **CONDITIONS FOR APPROVAL**

1. Compliance to the requirements and recommendations within this report.
2. Compliance to all requirements as discussed in this meeting.

#### **FINDINGS**

1. The proposed site plan can meet all of the requirements of the Zoning Ordinance.

#### **ALTERNATIVE ACTIONS**

The Planning Commission can recommend Approval, Approval with conditions, Table or Deny.

#### **RECOMMENDATION**

Staff recommends approving the Site Plan review with the conditions that all current and future DRC review comments are complied with along with any conditions as stated in the Staff report or during this Planning Commission meeting

#### **EXHIBITS**

- A. Aerial Map
- B. Proposed Site Plan
- C. Planning portion of the DRC Review Memo

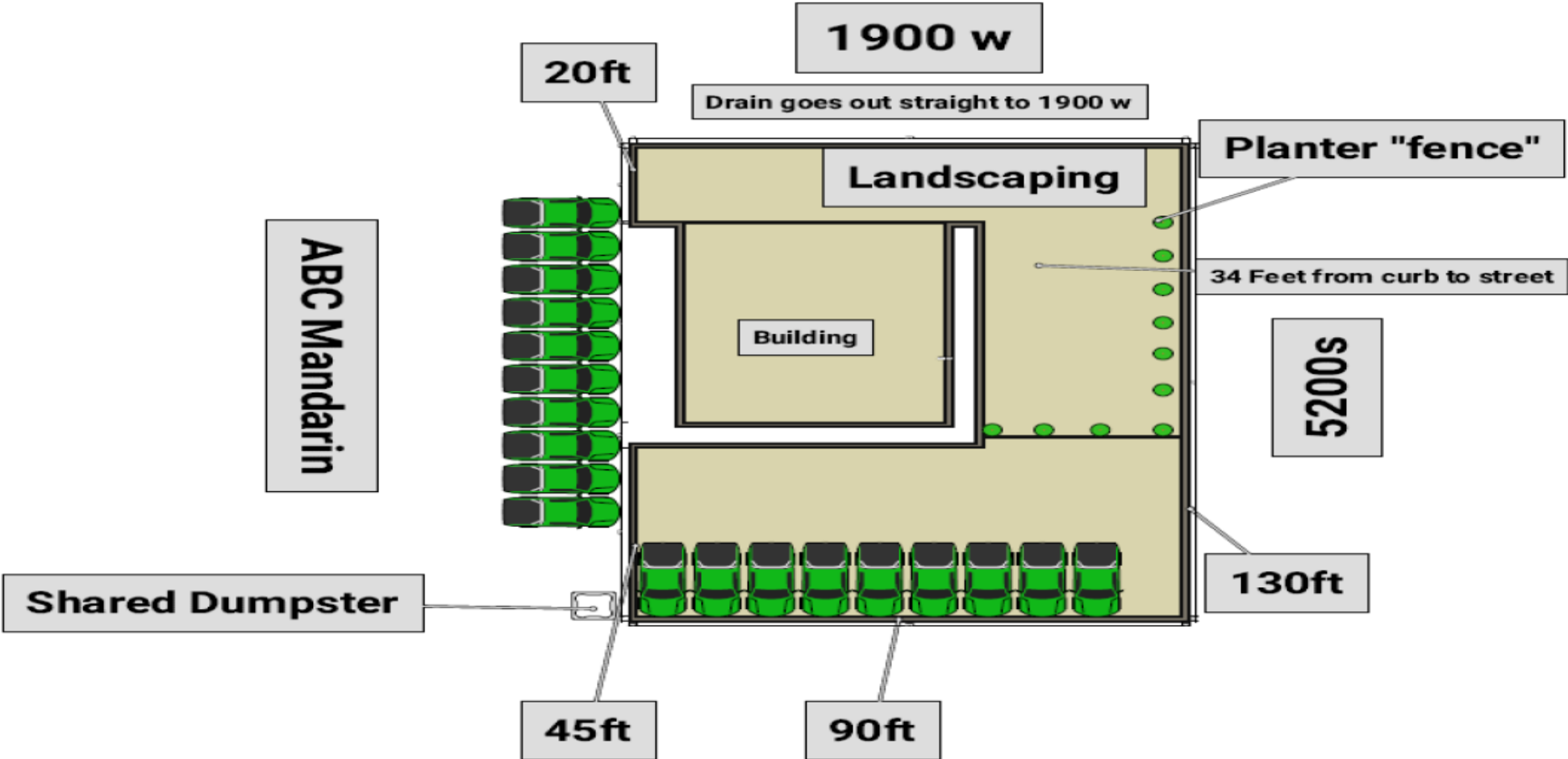


EXHIBIT "A" – AERIAL



**EXHIBIT “B” – PROPOSED SITE PLAN**

**Each car represents a 9x20 parking stall.  
The ones behind the building will be overflow/ staff parking.  
I will have 8-10 salon staff, and 1 coffee shop staff.  
Salon is 857 Sq ft, Coffee shop is 692 Sq ft.  
ABC has 52 stalls, 110 seats, 10 employees, and is 4200 Sq ft.**







Date:

To: Hailey Leavitt

From: Steve Parkinson – Planning & Zoning Administrator

Subject: Midnight Magnolia – 5210 So. 1900 We. – plans submitted October 28, 2022

If there are comments below that require corrections OR changes to plans, resubmittal of plans is required.

We have tried to address all items of concern with reference to all applicable City codes or for the general Health, Safety and Welfare of the public, however, this review does not forego any other items of concern that may come to our attention during additional reviews.

### **Planning –**

#### **A. General Comments**

1. Need a letter from ABC Mandarin stating that this building can use the 10 stalls shown on the site plan. A sign providing such information will need to be posted.
2. Need a letter from ABC Mandarin stating that the uses within this building can use the dumpster.

#### **B. Site Plan**

1. Landscape islands are required at the beginning and ending of a row of parking stalls. The islands must be a minimum of five (5) in width.
2. The site shows 19 stalls (10 of which are shared from ABC Mandarin) the required parking for all of the proposed uses (Salon, Coffee shop & Event Hall) is 22 stalls, will need at least three (3) additional stalls, plus whatever was eliminated due to comment #1 above.
3. What type of fence (material, height and color)? And where exactly will the fence be installed?
4. What will be going within the space created by the fence?
5. Need a landscaping plan
6. Need an irrigation plan.

#### **C. Architectural**

1. No plans were submitted showing any changes to the exterior of the building. No changes can be made without approval by the Planning Commission.





## STAFF REPORT

Planning Commission

December 13, 2022

Agenda Item # 8

### SYNOPSIS

#### Application Information

Applicant: Wang Ouyang  
Request: Request for Architectural review approval of an addition for Kidstopia  
Address: Approximately 5673 South 1900 West

#### Land Use Information

Current Zoning: DT-W; Downtown West  
Adjacent Zoning: North: DT-W; Downtown West South: DT-W; Downtown West  
East: DT-E; Downtown East West: DT-W; Downtown West

#### Staff

Report By: Steve Parkinson  
Recommendation: Recommends approval with conditions.

### APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 13 – Mixed Use
  - 10-13-3 – Building Type

### ANALYSIS

#### Project Overview:

The property is on the West side of 1900 West, just south of Ocean Mart, within the same strip mall. (Exhibit “A”) The property has 1.17 acres (50,965.2 sq.-ft.) in lot area. The proposed project is to push the windows out to the further most part of the building and create a vestibule for entering the space.

#### Staff Review & Comments:

**Site Plan:** There are zero changes.

**Elevations:** The proposed modifications though minor still change the character of the eastern elevation (see exhibits “B”) but nothing different than what City Buffet to the south did when they modified the space. They are proposing to match the material and color of the existing building. There aren’t any issues from staff to warrant a formal DRC review.

**Summary:** The proposed building meets all of the minimum requirements of the code.

The Planning Commission will need to determine if the proposed development meets the intent of the Zoning Ordinance.

### CONDITIONS FOR APPROVAL

1. Compliance to the requirements and recommendations within this report.
2. Compliance to all requirements as discussed in this meeting

### FINDINGS

1. The proposed building elevations can meet all of the requirements of the Zoning Ordinance.

### ALTERNATIVE ACTIONS

The Planning Commission can recommend Approval, Approval with conditions, Table or Deny.



## **RECOMMENDATION**

Staff recommends approving the Architectural review with the conditions as stated in the Staff report or during this Planning Commission meeting

## **EXHIBITS**

- A. Aerial Map
- B. Existing & Proposed Building Elevations



EXHIBIT "A" – AERIAL

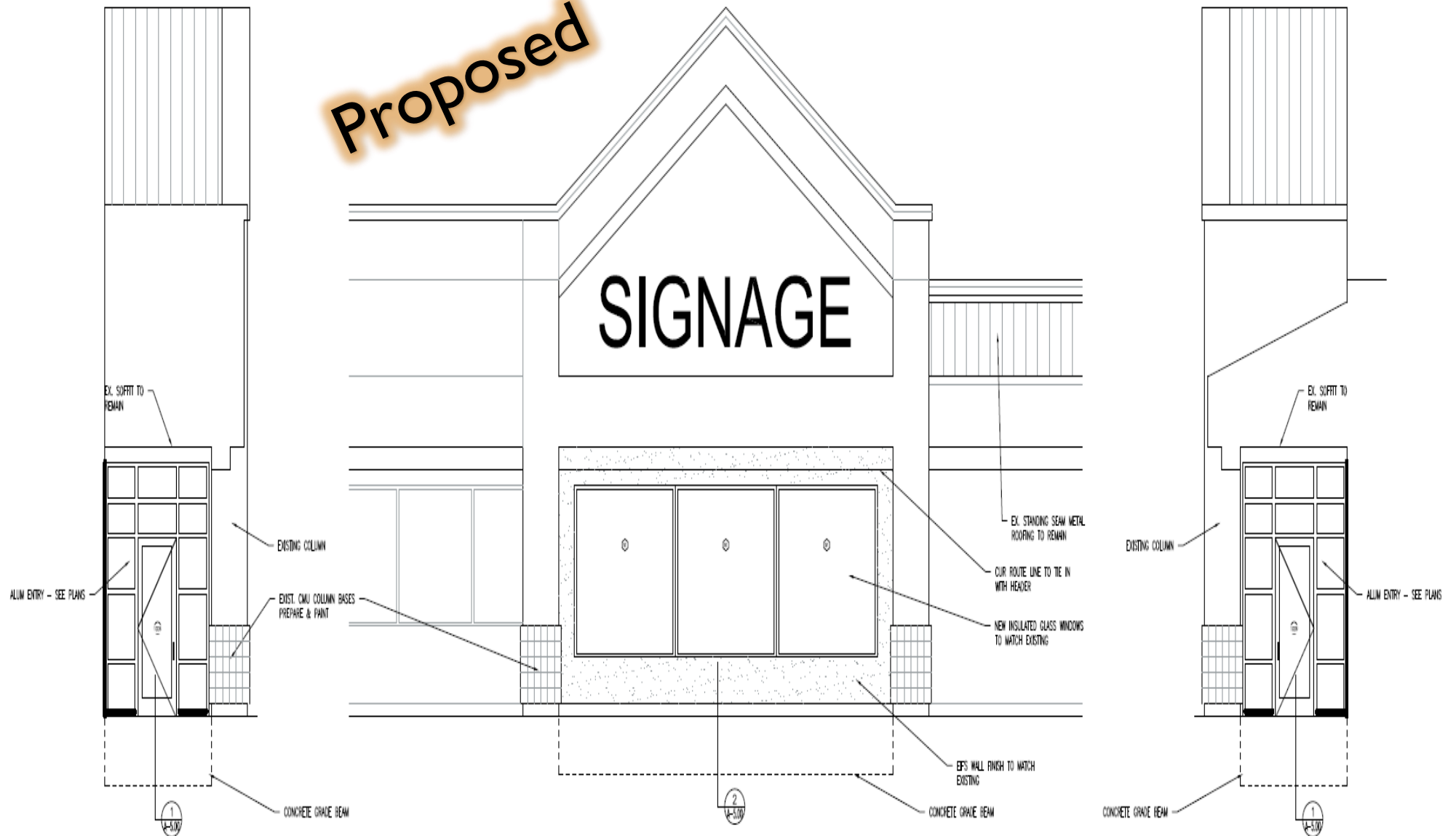




**EXHIBIT “B” – EXISTING & PROPOSED ELEVATIONS**



Proposed



## EXTERIOR ELEVATIONS