



**ROY CITY**  
**Planning Commission Regular meeting**  
**March 14, 2023 – 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:

Claude Payne, Vice Chair  
Samantha Bills  
Torriss Brand  
Chris Collins  
Jason Felt  
Janel Hulbert  
Jason Sphar

Steve Parkinson, City Planner  
Matt Wilson, Assistant City Attorney

Excused: Commissioners Ryan Cowley and Daniel Tanner

Others in attendance: Glenda Moore, Kevin Homer, Wes Graham, Cambria Hulbert and John Newhall

Pledge of Allegiance: Commissioner Brand

1. DECLARATIONS OF CONFLICT

Commissioner Felt declared he was the surveyor on administrative item four.

Assistant City Attorney Matt Wilson asked who Commissioner Felt was employed with and if he had any ownership or partnership in the firm. He also clarified it was technically not a financial conflict and that Commissioner Felt was allowed to stay for the discussion.

2. APPROVAL OF THE DECEMBER 13, 2022, REGULAR MEETING MINUTES

**Commissioner Bills moved to approve the December 13, 2023; regular meeting minutes as written. Commissioner Hulbert seconded the motion. Commissioners Bills, Brand, Collins, Felt, Hulbert, Payne, and Sphar voted “aye.” The motion carried.**

3. CONTINUATION OF A REQUEST FOR SITE PLAN & ARCHITECTURAL REVIEW APPROVAL FOR STARBUCKS LOCATED AT APPROXIMATELY 5591 SOUTH 1900 WEST

Mr. Wilson recommended taking a vote to see if Commissioner Felt could vote on this item, before they took any action on the item.

**Commissioner Brand moved to allow Commissioner Felt to be a part of the discussion but not to vote in order to avoid the appearance of conflict. Commissioner Hulbert seconded the motion. Commissioners Bills, Brand, Collins, Hulbert, and Payne voted “aye”, Commissioner Sphar voted “nay”. The motion carried.**

Applicant John Newhall stated the last time he had been present at the Planning Commission, he had been new to the project and was catching up to speed as best he could. Mr. Newhall commented that he knew parking was a concern, but he would do the best he could to address any questions there might be regarding any changes required by City staff.

City Planner Steve Parkinson presented the item and stated this was a continuation of site plan and architectural approval for Starbucks on 1900 W. He described the site plan and detailed how landscaping would appear. Mr. Parkinson stated there had not been a lot of changes, but the location of the dumpster had changed, and he recounted Staff's concern that that the parking requirements for the site would change the overall look of the site.

Mr. Parkinson described the architecture, and explained the ordinance required the main entry to be off the street, but it was actually on the other side of the building facing the parking lot. He added they they had not addressed all of the concerns that Staff had.

Mr. Parkinson commented that in terms of the site plan, the building was not going to move very much but it would affect the way the rest of the parking lot looked. He expressed that the applicants needed to address the location of the entrance. Mr. Parkinson stated that Staff had given the recommendation of tabling it, based on those concerns alone.

Commissioner Brand clarified additional landscape would be required in the area and asked how that would affect the project. Mr. Parkinson stated they would lose more stalls. Commissioner Brand asked if they had spoken to the other businesses that shared the parking lot, to which Mr. Newhall replied he had not.

Commissioner Hulbert asked if the adjoining parking lot was considered part of the building's parking. Mr. Parkinson replied yes and no; it was technically a separate parcel. Commissioner Hubert commented there were cars for sale in some of the parking stalls next to the building and asked how that worked. Mr. Parkinson replied those were Deal Depot's and they had a small car lot there.

**Commissioner Brand moved to table both the Site Plan and Architectural review for Starbucks with the conditions as stated in the staff report until staff has determined that both meet the minimum requirements to come back. Commissioner Sphar seconded the motion. Commissioners Bills, Brand, Collins, Felt, Hulbert, Payne, and Sphar voted "aye." The motion carried.**

**4. CONSIDER A REQUEST FOR SITE PLAN & ARCHITECTURAL REVIEW APPROVAL FOR TACO BELL LOCATED AT APPROXIMATELY 2746 WEST 4000 SOUTH**

It was noted that the applicant was not in attendance

Mr. Parkinson expressed that the applicants wanted to Zoom but the logistics were too difficult, and they were too short on time that evening to make that work. Mr. Parkinson commented it was a simple plan that he could present without the applicants being in attendance, and noted there were not a lot of changes to discuss.

Mr. Parkinson described the site plan for the property in question and commented some of his concerns with the drive-up window and suggested Taco Bell come up with a plan if the queuing became an issue and they had offered to put up cones for the busy times to mitigate the problem.

Mr. Parkinson stated one of the concerns they had was how the building addressed the street and showed the two proposals that Taco Bell had come up with to address this concern. He commented they were leaning towards having a faux blacked out window, and that Taco Bell had been quick to address concerns and had worked very well with the suggestions.

Mr. Parkinson stated Staff recommended approval based on the conditions listed in the Staff Report.

Commissioner Hubert wondered what it entailed with them bordering residential use. Mr. Parkinson replied they would put up a six-foot wood fence and were making sure their lighting would not spill over. He clarified it was not a residential zone and Taco Bell was going above and beyond what the ordinance for those zones. Commissioner Hubert commented she liked the creativity of the faux window and that she was concerned about the traffic build-up in the drive-thru, but she appreciated their taking it into consideration and addressing the issue.

**Commissioner Collins moved to approve the Site Plan for Taco Bell with the conditions as stated in the staff report. Commissioner Brand seconded the motion. Commissioners Bills, Brand, Collins, Felt, Payne, and Spahr voted “aye.” Commissioner Hulbert voted “nay”. The motion carried.**

**Commissioner Spahr moved to approve the Architecture review for Taco Bell with the conditions as stated in the staff report. Commissioner Bills seconded the motion. Commissioners Bills, Brand, Collins, Felt, Hulbert, Payne, and Spahr voted “aye.” The motion carried.**

5. TO CONSIDER A REQUEST FOR SITE PLAN & ARCHITECTURAL REVIEW APPROVAL FOR OAKLEY ROASTING LOCATED AT APPROXIMATELY 3551 WEST 5600 SOUTH

Applicant Wes Graham presented the item. He stated they were looking to do a commercial development in the parking lot of South Fork Hardware and the plan was for a local Utah-based coffee shop. Mr. Graham indicated he had an updated site plan after having received the suggestions from Staff, and passed out the updated plan to members of the Commission.

Mr. Graham continued to say they had addressed the concerns presented to him and he felt they had been able to address them all. He stated one of the big concerns was the drive aisle and directing traffic to which they would put in directional arrows and additional signage to clarify for customers the driving patterns. He continued that another concern was the location of the drive-thru window due to the ordinance for that zone, but they had relocated the location to align with the ordinance and not face residential homes.

Mr. Graham stated they were going to have minimal seating and saw this mostly as drive-through use and so they had met parking requirements per the code, and they would make sure all of the equipment was screened off from the residential. He showed a rendering of where the dumpster would be located and how it would be closed in at least 20-feet away from the residential zone.

Mr. Graham discussed the landscaping and stated they would stay in line with the current landscaping in the area.

Mr. Parkinson showed an aerial photo of the location. He stated there was a parcel that existed there that had been subdivided and had not been used until now.

Mr. Parkinson stated the biggest concerns had been the facilities of the drive-thru window and after speaking with the attorney the traffic was not as much of an issue as the menu board and the ordering box facing residents. He commented that having that on the other side of the building really addressed his main concern and there were no issues parking-wise.

Mr. Parkinson commented on the architecture and stated he wished this building would be downtown because it was in alignment with the downtown architecture. He recommended approval for the site plan and the architecture.

Commissioner Hubert commented she also really liked the design and felt it would add to the area nicely.

**Commissioner Collins moved to approve the Site Plan for Oakley Roasting as presented along with the conditions as stated in the staff report. Commissioner Felt seconded the motion. Commissioners Bills, Brand, Collins, Felt, Hulbert, Payne, and Sphar voted “aye.” The motion carried.**

**Commissioner Collins moved to approve the Architecture review for Oakley Roasting with the conditions as stated in the staff report. Commissioner Hulbert seconded the motion. Commissioners Bills, Brand, Collins, Felt, Payne, and Sphar voted “aye.” The motion carried.**

#### 6. ELECTIONS OF CHAIR AND VICE-CHAIR FOR 2023.

Vice-Chair Payne turned the time over to City Planner Parkinson to handle the elections.

Mr. Parkinson opened the floor for nominations for Planning Commission Chair.

**Commissioner Sphar nominated Ryan Cowley. Commissioner Brand seconded the motion.**

**Commissioner Collins nominated Janel Hulbert. No one seconded the motion. Nomination died.**

**Commissioners Bills, Brand, Collins, Felt, Hulbert, Payne, and Sphar voted “aye,” for Ryan Cowley. The motion carried.**

Mr. Parkinson opened the floor for nominations for Planning Commission Vice-Chair.

**Commissioner Felt nominated Claude Payne. No one seconded the motion. Nomination died.**

**Commissioner Collins nominated Jason Felt. Commissioner Payne seconded the motion.**

**Commissioners Bills, Brand, Collins, Hulbert, Payne, and Sphar voted “aye,” for Jason Felt  
Commissioner Felt voted “nay”. The motion carried.**

7. COMMISSIONERS MINUTE

There were none.

8. STAFF UPDATE

Mr. Parkinson reported the moderate-income housing bill had been accepted by the State, and they were now in the tail end of the stationary plan. He thanked everyone who had come out to the open house to cast their vote. He announced there would be a joint work session to present the project and hopefully it would be adopted late-spring/early-summer.

Mr. Parkinson discussed the developments happening around town.

Mr. Parkinson introduced Matt Wilson as Assistant City Attorney. Mr. Wilson provided his background. Mr. Parkinson mentioned Andy Blackburn had recently retired, and a new City Attorney had been hired and would be introduced at the next City Council meeting.

9. ADJOURN

**Commissioner Sphar moved to adjourn at 6:50 p.m. Commissioner Hulbert seconded the motion. Commissioners Bills, Brand, Felt, Hulbert, Payne, and Sphar voted “aye”, Commissioner Collins voted “nay”. The motion carried.**

---

Claude Payne  
Vice- Chair