

Chair

- Ryan Cowley

Vice-Chair

- Jason Felt

City Planner

- Steve Parkinson

**Commission Members**

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

PLANNING COMMISSION AGENDA

September 26, 2023

6:00 p.m.

The Roy City Planning Commission work-session meeting will be held in the Small Training Room in the basement of 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.

Agenda Items

1. Discussion regarding SB 174 and the required changes to Title 11 Subdivision Regulations.
2. Discussion regarding Title 13 Sign Regulations, amending CH 4 – Political/Campaign Signs; and Visual Clearance Triangle.
3. Discussion regarding Title 13 Sign Regulations, Yard Sale Signs.
4. Commissioners Minute
5. Staff Update
6. 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 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 22nd day of September 2023. 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
Roy City Planning Commission Agenda Information – (801) 774-1027

Steve Parkinson, City Planner






Date: 26 September 2023
To: Planning Commissioners
From: Steve Parkinson – Planning & Zoning Administrator 
Subject: Agenda Items #1 – Discussion regarding SB 174 and the required changes to Title II Subdivision Regulations.

SB 174 (2023) requires that each City amend their Subdivision code to accommodate the following requirements:

- Eliminates the Subdivision plat needing Legislative Body approval.
- Eliminates requiring a Concept Plan Application and review.
- Establishes Subdivision Plats to be an Administrative approval.
- Establishes that the Preliminary Plats must be reviewed within 15 days.
- Establishes that the Final Plat must be reviewed within 20 days.

With the limited number of days to review each plat types, the question is who (individual, committee or body) should be the Land Use Authority to review Subdivision Plats?



Date: 26 September 2023
To: Planning Commissioners
From: Steve Parkinson – Planning & Zoning Administrator 
Subject: Agenda Items #2 – Discussion regarding Title 13 Sign Regulations, amending CH 4 – Political/Campaign Signs; and Visual Clearance Triangle.

There was a Court case that requires us to modify a portion of our Sign Ordinance regarding Campaign Signs and when they can be posted.

13-4-1: SIGNS NOT REQUIRING PERMITS:

N. Political and Campaign Signs. Political and Campaign Signs shall meet the following requirements:

3. Posting time limits. It shall be unlawful for any person to post a campaign sign more than sixty (60) days prior to the election for which the sign is posted, or to allow the sign to remain more than fifteen (15) days after the election for which the sign was posted. If candidate(s) are involved in a primary election, then it will be lawful for any person to post a campaign sign more than forty-five (45) days prior to the primary.

We will also look at clarifying language dealing with the Visual Clearance triangle, as there are sections of the chapter that conflict with each other.

13-4-1: SIGNS NOT REQUIRING PERMITS:

N. Political and Campaign Signs. Political and Campaign Signs shall meet the following requirements:

9. Visual clearance triangle. No campaign signs shall be located in the visual clearance triangle located on corner lots. The visual clearance triangle is the triangular area at the corner performed by measuring a distance of forty (40) feet along both lot lines back from the point of intersection of said lines. Signs located within the visual clearance triangle may be removed under section (6) above without prior notice as required by section (7) if determined to be a safety hazard.

13-4-3: SIGNS THAT REQUIRE A PERMIT:

B. Types of signs allowed:


1. Monument Signs:

a. General Requirements

- 2) Visual Clearance Triangle. No Monument Sign shall be located in such a way as to impede the clear view of vehicular or pedestrian traffic on any site, path or roadway, whether public or private.



COMMUNITY DEVELOPMENT DEPARTMENT

Date: 26 September 2023
To: Planning Commissioners
From: Steve Parkinson – Planning & Zoning Administrator 
Subject: Agenda Items #3 – Discussion regarding Title 13 Sign Regulations, Yard Sale Signs.

During the July 18, 2023 City Council meeting within the “Public Comments” portion of the meeting someone spoke about Yard/Garage Sale signs that felt frustrated over the rules over signage.

During the 5 September 2023 City Council Meeting, the Council had a discussion regarding Yard/Garage Sale Signs. Specifically, should residents who elect to hold a garage/yard sale at their personal residence be allowed to place a sign on someone else’s private property, with permission.

The Planning Commission is being asked to discuss whether there should be a change to residential use of garage/yard sale signs under the city’s sign ordinance.

Staff will provide code of other City’s during the work-session.

Here are sections of the Roy City’s code:

13-2-1: DEFINITIONS:

The words and terms defined in this Chapter shall have the meanings as indicated. Words used in the present tense include the future, and words in the singular number include the plural, and words in the plural include the singular. Words defined herein but defined differently elsewhere in Roy City Municipal Code shall be construed as set forth in this chapter. Words not included herein but defined elsewhere in the City Municipal Code shall be construed therein.

SIGN, INCIDENTAL: Any sign or poster which is placed to advertise or announce a specific event, or which pertains to a particular event or occurrence, or which is not designed or intended to be placed permanently, or which related to such events or occurrences that are not taking place on the premises on which the sign is located. Examples, signs or posters relating to garage sales, concerts, “swap meets”, and the like.

SIGN, OFF-PREMISE: A sign which directs attention to a use, product, commodity or service not related to the property on which it is located.

13-3-1: GENERAL PROVISIONS FOR ALL SIGNS:

- E. Signs on Private Property: It shall be unlawful for any person to fasten or attach, paint or place any “sign”, as defines in this Title, upon any private wall, window, door, gate, fence, or sign, or upon any other personal property, without the consent of the owner or lessee, or someone authorized to act on behalf of such owner or lessee.
- F. Signs on Public Property: It shall be unlawful for any person to fasten or attach, paint or place any “sign”, handbill, poster, advertisement or notice of any kind or sort, whether political or otherwise, or to cause the same to be done in or upon any portion the curbstone, lamppost, telephone pole, electric light or power pole, hydrant, bridge or tree, in or upon any portion of any sidewalk, or street. It shall be unlawful to paste, place, paint or attach any “sign” as defines in this Title, upon any building, street, or property of the city. No sign shall be erected on or over public property.

13-3-2: PROHIBITED SIGNS:

5051 South 1900 West; Roy, Utah 84067 || Telephone (801) 774-1040 || Fax (801) 774-1030



- A. It shall be unlawful for any person to erect, place, or maintain a sign in the City of Roy except in accordance with the provisions of this title. The following types of signs are prohibited in all districts:

- 18. Off-Premise Sign.

13-4-1: SIGNS NOT REQUIRING PERMITS:

The following types of signs are exempted from permit requirements but must conform to all other requirements of this Title:

- I. Incidental Sign