

AGENDA

June 9, 2015

6:00 p.m.

The Roy City Planning Commission 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.

Agenda Items

1. Declaration of Conflicts
2. Approval of May 26, 2015 work session minutes
3. 6:00 p.m. – PUBLIC HEARING - Request for Conditional Use approval for a drive up window for Roy East Retail Development within an existing strip-mall type building, located at approximately 4860 S. 1900 W.
6:00 p.m. – PUBLIC HEARING - Request for Conditional Use approval for a drive up window for SH & Sons Sinclair C-Store an existing vacant building, located at approximately 5190 S. 1900 W.
4. Commissioners Minute
5. Staff Update
6. Adjourn



1 ROY CITY PLANNING COMMISSION

2
3 May 26, 2015

4
5 Minutes of the Roy City Planning Commission Meeting held in the Administrative Conference
6 Room of the Roy City Municipal Building on May 26, 2015, at 6:00 p.m.

7
8 The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting
9 was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was
10 posted.

11
12 The following members were in attendance:

13
14 Gennie Kirch, Chairman Steve Parkinson, Planner
15 Bob Dandoy Michelle Drago, Secretary
16 Leland Karras
17 Lindsey Ohlin
18 Joe Paul
19 Tom Stonehocker

20
21 Others present were: Greg Sagen; Jason Kunzler; and Ernest Rowley.

22
23 Pledge of Allegiance: Lindsey Ohlin

24
25 There were no declarations of conflict.

26
27 1. APPROVAL OF MAY 12, 2015, MINUTES

28
29 **Commissioner Karras moved to approve the May 12, 2015, minutes as corrected.**
30 **Commissioner Stonehocker seconded the motion. Commission members Dandoy, Karras,**
31 **Kirch, Ohlin, Paul, and Stonehocker voted "aye." The motion carried.**

32
33 2. PUBLIC HEARING TO CONSIDER A REQUEST FOR APPROVAL OF A CONDITIONAL
34 USE FOR A POLE SIGN WITH AN EMC COMPONENT AT CITY HALL LOCATED AT
35 5051 SOUTH 1900 WEST

36
37 Steve Parkinson stated that Roy City Corporation was requesting approval of a conditional use
38 for a pole sign with and EMC (electronic message center) component which would be located in
39 front of City Hall at 5051 South 1900 West. The zoning for City Hall was a mix of R-1-8 and R-4.
40 Usually an EMC was prohibited in a residential zone, except for a public or quasi-public use. A
41 public or quasi-public use could seek a conditional use for an EMC if it was determined that a
42 public need could be met or a public benefit could be provided and that impact to surrounding
43 properties could be property mitigated.

44
45 Mr. Parkinson said the EMC component would be 49% of the overall sign, which was slightly less
46 than the 50% allowed. The sign would be 17 feet 6½ inches in height, which was less than the 20
47 feet allowed. The EMC would be used to provide information for public events, such as Roy Days,
48 Christmas lights, and sports sign-ups. There would be landscaping around the sign. The sign itself
49 would meet every aspect of the Zoning Ordinance.

50
51 Chairman Kirch asked if the current sign would be taken down. Mr. Parkinson said it would.

52 Commissioner Paul asked if the sign could be a monument sign rather than a pole sign. Steve
53 Parkinson said the City wanted the sign to be high enough to be seen. The EMC component
54 would be 10 to 13 feet above ground. The overall height of the sign would be less than the 20 feet
55 allowed by the ordinance.

56
57 Steve Parkinson said the staff had found that the proposed conditional use and EMC sign
58 complied with the intent and regulations of the Zoning Ordinance and the goals of the General
59 Plan. The application complied with the requirements for the granting of conditional use permits
60 as outlined by the Zoning Ordinance. The staff recommended that the Planning Commission
61 recommend that the City Council approve the conditional use subject to the applicant mitigating
62 any potential impact to the surrounding residential neighborhood and the requirements from each
63 department as outlined in the May 7, 2015, DRC Review Memo.

64
65 **Commissioner Ohlin moved to open the public hearing at 6:06 p.m. Commissioner Paul**
66 **seconded the motion. Commission members Dandoy, Karras, Kirch, Ohlin, Paul, and**
67 **Stonehocker voted “aye.” The motion carried.**

68
69 Chairman Kirch opened the floor for public comments.

70
71 Greg Sagen, 4027 West 4900 South, felt it was ironic that the City was requesting approval of a
72 pole sign when the Planning Commission had been considering monument signs in favor of pole
73 signs. He asked about the reasoning for a pole sign versus a monument sign.

74
75 Steve Parkinson said the proposed sign was chosen by the Beautification Committee. He had
76 made a statement that he personally preferred monuments signs. After listening to the
77 presentation from the Utah Sign Association during the April 28th work session, he understood
78 that it was better to have signs that were over eight feet in height so they could be seen by drivers.
79 Businesses should be given the option of choosing a pole sign or a monument sign.

80
81 Chairman Kirch stated that if the City restricted the use of pole signs, people would question this
82 sign. She felt the sign itself would make a big impression. It would be a nice for the City to display
83 messages on the EMC component. Not everyone read the newsletter. The elevation change
84 would make the sign more visible.

85
86 **Commissioner Stonehocker moved to close the public hearing at 6:09 p.m. Commissioner**
87 **Karras seconded the motion. Commissioner members Dandoy, Karras, Kirch, Ohlin, Paul,**
88 **and Stonehocker voted “aye.” The motion carried.**

89
90 Commissioner Dandoy felt the City's decision to begin putting up the sign before the Planning
91 Commission could even discuss it meant the City planned to move forward with the sign
92 regardless of what the Planning Commission had to say. He asked if the sign was a pylon or a
93 pole sign. .

94
95 Chairman Kirch said the pole would be wrapped.
96 Commissioner Dandoy felt the sign would set a precedent. If the City had the right to put up a
97 pole sign, business owners would assume they had the same right. This type of sign would
98 enhance the City's beautification efforts. He felt using the sign to convey information to citizens

99 was more professional than hanging a banner. The EMC would reach more people in the long
100 run.

101
102 Chairman Kirch asked about the foot candles. Steve Parkinson said the sign's foot candles would
103 be zero at the property line.

104
105 **Commissioner Stonehocker moved to recommend that the City Council approve a**
106 **conditional use for a sign with an EMC component for City Hall located at 5051 South 1900**
107 **West based on the staff's findings and subject to the recommendations of the**
108 **Development Review Committee. Commissioner Dandoy seconded the motion.**
109 **Commission members Dandoy, Karras, Kirch, Ohlin, Paul, and Stonehocker voted "aye."**
110 **The motion carried.**

111
112 3. DISCUSSION OF ROY CITY SIGN ORDINANCE
113

114 Steve Parkinson proposed that the Planning Commission discuss EMC signs, pole signs,
115 monument signs, and possible language for temporary signs. There were already regulations for
116 three of the four types in the ordinance.

117
118 EMC Signs

119
120 Mr. Parkinson asked the Commission members to answer the following questions about EMC
121 signs:

- 122
- 123 • Should they only be allowed in zones as indicated, or should they be allowed in all zones?
 - 124 • Should they continue as permitted uses in some zones and conditional in others, or
 - 125 permitted in all zones with standards written in the ordinance?
 - 126 • How many EMC signs could be located on a parcel?
 - 127 • How many EMC signs could a business have?
 - 128 • Does brightness (foot candles > ambient light) matter if it's commercial property adjacent
 - 129 to commercial property or only when it's adjacent to residential?

130
131 Steve Parkinson stated that the EMC regulations really limited EMC's in the Community
132 Commercial Zone

133
134 Chairman Kirch stated that the Utah Sign Association indicated that Roy's Sign Ordinance was
135 not that bad. She asked if the Section 2002 of Sign Ordinance needed to be redefined to include
136 a formula to calculate the size of a sign. Mr. Parkinson said it did. Chairman Kirch said the sign
137 regulations allowed an EMC to be up to 50% of the size of the sign. Mr. Parkinson said it did.

138
139 Steve Parkinson said the Sign Ordinance currently limited businesses to four square feet of
140 signage for every linear foot of frontage up to a maximum of 300 square feet. Did the City want to
141 allow every business to have its own pole sign? If so, it could become an issue in strip malls.

142
143 Commissioner Dandoy stated that if each business in a strip mall were allowed to have its own
144 sign, it could become a real mess. He felt businesses in a strip mall could collectively request a
145 sign with an EMC component which they all could advertise on. He felt it would be too much risk

146 for each business to put up a sign. The City could not accommodate that. The distance between
147 signs became important as a limiting factor and how many signs per property.

148
149 Mr. Parkinson said some developers would put up as many signs as allowed per ordinance with
150 an EMC in each. He did not have a problem with one sign for a strip mall with an EMC.

151
152 Commissioner Karras felt that if there were too many signs close together no one would be able
153 to read them, and it would not look good. It would not be good to have too many signs compressed
154 in an area.

155
156 Chairman Kirch said the current sign regulations already said there shouldn't be more than one
157 EMC per property, except large shopping centers with over five acres, could have two, which had
158 to be separated by at least 100 feet. She was comfortable with that regulation. She felt businesses
159 in the Regional Commercial could have more than one sign if the frontage allowed it; Community
160 Commercial should be allowed one; and EMC's didn't really apply in residential zones. If EMC's
161 were in residential zones they should be conditional uses or only allowed under certain
162 circumstances, such as a certain amount of frontage, advertising a business, or for public or quasi-
163 public uses. She felt the ordinance already defined size and numbers.

164
165 Steve Parkinson said the current regulations weren't that bad, except EMC's in the Community
166 Commercial Zone were very limited. The property had to be over three acres and in certain
167 intersections. Was it really bad if a business more than 100 feet from an intersection had an EMC?
168 For instance the Midland Market at 3805 South Midland Drive was not able to have an EMC
169 because it did not meet the criteria.

170
171 Chairman Kirch felt that part of the ordinance should be rewritten. Each property in the Community
172 Commercial Zone should be allowed to have an EMC if it had a certain amount of frontage. Mr.
173 Parkinson said the size of a lot in the Community Commercial Zone would determine the size of
174 sign, which would determine the size of the EMC. Was an EMC really that bad for a smaller lot?

175
176 Commissioner Stonehocker said Midland Market was really separated from everything around it.

177
178 Steve Parkinson said the question was could EMC be allowed in the CC Zone with the size
179 determined by lot size.

180
181 Commissioner Karras asked if EMC's would be a conditional use.

182
183 Commissioner Stonehocker felt all EMC's should be a conditional use. Mr. Parkinson asked why.

184
185 Commissioner Dandoy didn't feel a conditional use would be necessary if the City had a solid
186 enough ordinance. What about those businesses on the margins? Should those exceptions be
187 presented to the Planning Commission? The Planning Commission could take a look at their
188 position and make a recommendation to the City Council.

189
190 Chairman Kirch stated that in the Community Commercial, a smaller lot would only allow a smaller
191 EMC. If the City had a character height regulation, it could wipe out EMC's for the smaller lots in
192 the CC Zone. The Utah Sign Association said the character height had to be a minimum for
193 visibility by drivers.

194 Steve Parkinson said he would not regulate character height. Such a requirement would be
195 extremely difficult to enforce and would be regulating content. The Planning Commission felt the
196 height of characters on an EMC should be left up to the business owner.
197

198 Commissioner Dandoy said those businesses had some right to consider an EMC sign. The
199 Planning Commission and City Council wanted to set a standard for uniformity. The ordinance is
200 pretty good, but there were businesses on the margins that would not be able to meet the
201 requirements. They should have a voice in the discussion. They could apply for a conditional use
202 and submit their proposal to the Planning Commission. The Planning Commission could take a
203 serious look at it.
204

205 Steve Parkinson asked why make a sign conditional. From a legal aspect, 95% of a uses would
206 receive a yes. There was a little bit of mitigation. If the City set a standard, was it really necessary
207 to hold a meeting where the public felt they could talk. In reality the Planning Commission could
208 not listen to the public clamor. The City could not deny a conditional use unless it did not meet
209 the requirements of the ordinance. He would rather write the ordinance to address the conditions.
210 He wanted to keep the City out of legal problems.
211

212 Commissioner Dandoy said if the ordinance was written well enough to define expectations and
213 the Council approved it, why would the Planning Commission need to review every EMC request?
214 If a sign did not fall within the boundaries of the ordinance, was there a way for a business to
215 circumvent the ordinance?
216

217 Steve Parkinson stated that the Planning Commission would be able to have its say in the
218 standards in the ordinance.
219

220 Commissioner Dandoy felt that exceptions to the rule should be able to approach the Planning
221 Commission.
222

223 Chairman Kirch asked how many properties would not meet the requirements of the ordinance.
224 Steve Parkinson stated that any business in Community Commercial or Business Park Zone that
225 did not have over three acres and was not within 500 feet of a main intersection would not be able
226 to have an EMC.
227

228 Steve Parkinson suggested that businesses in Community Commercial, Business Park and
229 residential zones fall under the same EMC regulations as Regional Commercial. If the foot
230 candles were zero at the property line, the EMC would not be intrusive.
231

232 Chairman Kirch suggested striking 2003-4(a); and allowing EMC components in manufacturing
233 zones and residential zones for businesses and for public and quasi-public uses. She also
234 suggested that properties in Community Commercial, Manufacturing, Business Park and
235 residential zones be limited to one EMC per site rather than going through the hassle of listing
236 acreages.
237

238 There was a discussion about businesses that might be the exception.
239

240 Commissioner Karras liked the idea of restricting the EMC to how much frontage a business had.
241 Chairman Kirch said that regulation was already in the ordinance. No EMC sign can be located
242 within 100 feet of another EMC sign. The ordinance was pretty good if 4(a) was pulled out.
243

244 Steve Parkinson was concerned about separate parcels being excluded due to the separation
245 requirement. It should be up to business owners how close to put their sign to another one.
246

247 Commissioner Karras felt the City needed to be as fair as it could and not meddle in the business
248 owner's decision. The City just needed to make sure everybody was playing by the same rules.
249

250 Commissioner Dandoy asked what the impact would be if take out 4(a).
251

252 Steve Parkinson felt that EMC's should be permitted in all zones with different standards in each
253 zone
254

255 Commissioner Dandoy stated that business owners should not be excluded from options. They
256 should have a voice. If the sign regulations were written right, the number of requests coming to
257 the Planning Commission would be limited. If the ordinance wasn't written right, an owner could
258 petition the Planning Commission and City Council for a change.
259

260 Chairman Kirch concluded the discussion on EMC's by recommending that 2003-4(a)(1) be
261 reworded to remove reference to NITS. It needed to refer to a brightness standard of 0.3 foot
262 candles above ambient light, address scintillation (flashing images), and indicated that the City
263 would use a light meter versus a luminance meter (nit gun) to measure foot candles. She
264 suggested that the signs be listed in a table.
265

266 Pole Signs 267

268 Steve Parkinson asked the Planning Commission to consider the following questions:
269

- 270 • Should pole signs be allowed in zones as indicated, or should they be allowed in all zones?
- 271 • Should the height be the same in each zone as indicated?
- 272 • Should the Regional Commercial Zones have different regulations than Community
273 Commercial or Business Parks?
- 274 • Should Freeway Oriented signs be allowed to continue? If so, at the same height?
- 275 • Pole versus pole covers?
- 276 • How many pole signs should be allowed on a parcel?
- 277 • How many pole signs can a business have?
- 278 • Can an EMC be part of a pole sign? If so, what percentage of the sign can be EMC?
279

280 Steve Parkinson asked how the Planning Commission felt about poles versus pole covers. The
281 Planning Commission agreed that pole covers raised pole signs to a higher standard.
282

283 There was a discussion about whether to regulate the size of pole covers. The Planning
284 Commission decided to simply require a proportionate pole cover.
285

286 Chairman Kirch felt the minimum height of pole signs should comply with the Manual for Uniform
287 Traffic Control Devices (MUTCD), which requires the bottom of pole signs to be five feet from the

288 ground in rural areas and seven feet in urban areas. Steve Parkinson said the City currently
289 required all pole signs to be a minimum of ten feet above the ground.

290
291 Commissioner Dandoy felt the intent should be defined in the ordinance.

292
293 Commissioner Karras did not particularly care for pole signs, but he did not feel the City should
294 tell businessmen what to do. He felt the intent of the sign regulations was to have some
295 consistency. Business owners needed to understand what the sign regulations were. The sign
296 regulations should be simple. The size of the property should determine the size of the sign, and
297 then the options should be listed.

298
299 Chairman Kirch stated that Freeway Oriented signs were currently allowed up to 50 feet in height.

300
301 Steve Parkinson said businesses were only allowed one pole sign. If a business had a Freeway
302 Oriented sign, it could not have another pole sign along 1900 West.

303
304 Chairman Kirch felt Freeway Oriented signs needed to be kept separate.

305
306 Commissioner Karras asked if there were State regulations that applied to Freeway Oriented
307 signs. Steve Parkinson said billboards were governed by federal regulations. On-premise signs
308 were only regulated by the City.

309
310 Chairman Kirch asked if 50 feet was high enough. The Planning Commission felt it was.

311
312 Steve Parkinson asked if the Planning Commission wanted to keep Freeway Oriented signs a
313 conditional use. Chairman Kirch felt they should be permitted.

314
315 Chairman Kirch suggested that shopping center signs be a permitted use rather than a conditional
316 use.

317
318 Monument Signs

319
320 Steve Parkinson asked the Planning Commission to consider these questions:

- 321
- 322 • Should monument signs be allowed in zones as indicated, or should they be allowed in all
 - 323 zones?
 - 324 • How many can be on a parcel?
 - 325 • How many can a business have?
 - 326 • What percentage of the sign can be an EMC?
 - 327 • Should the height remain as indicated, or can they be taller?
- 328

329 Mr. Parkinson said a monument sign could have an EMC component that was 50% of the sign's
330 size. A monument sign could be a maximum of 6 feet in height and 8 feet in width. The Planning
331 Commission agreed with all three regulations.

332
333 Commissioner Paul asked about monument signs in residential subdivisions. After a discussion,
334 Chairman Kirch stated that there were not that many. She suggested that the ordinance be left
335 as it was.

336 Temporary Signs

337

338 Steve Parkinson proposed regulations for temporary signs (see attached copy). He asked the
339 Planning Commission to consider these questions:

340

341 • What types of temporary signs should be allowed?

342 ○ Murals (painted or fabric)

343 ○ Balloon or air activated

344 ○ Banner

345 ○ Blade

346 ○ Freestanding/Yard

347 ○ Light Pole/Support Pole

348 ○ People

349 ○ Portable

350 ○ Projected Image

351 ○ Sidewalk

352 ○ Vehicle and Wraps

353 ○ Window (what percentage?)

354 • How many temporary signs can be on a parcel?

355 • How many temporary signs can a business have (strip mall versus single building)?

356 • What length of time can a business have a temporary sign?

357 • For what occasion can a business have a temporary sign? How many occasions?

358 • Should a permit be required for a temporary sign? If so, what should the cost be?

359

360 Chairman Kirch felt the proposed regulations should include language limiting the size of
361 temporary signs. She felt the size regulations should follow the same parameter as other signs.
362 The regulations needed to identify what a temporary sign was. Businesses needed to understand
363 the difference between temporary and permanent signs. A list of types of temporary signs should
364 be included in the regulations. She didn't feel projected images should be allowed.

365

366 There was a discussion about 'people' as temporary signs. Steve Parkinson said 'people' actually
367 fell under free speech. His only concern was that they didn't block the sidewalk or an entrance
368 into a building.

369

370 The Planning Commission decided not to include 'people' on the types of temporary signs
371 allowed.

372

373 Commissioner Dandoy was concerned about the proposed holiday periods. What gave the City
374 the right to determine when a business owner could hold a sale? Chairman Kirch said the
375 proposed holidays were set national sale dates for retail sales. She proposed that the words 'such
376 as' be added to the end of the sentence, "A business may advertise a special service, product or
377 sale during the following holiday periods, *such as*:" She also suggested that an additional category
378 be added to the holidays periods labeled as "Other holiday – please define on permit."

379

380 Chairman Kirch asked about the permit. Mr. Parkinson was proposing a no fee permit. Chairman
381 Kirch asked if the City would issue a decal to be placed on the temporary sign. Mr. Parkinson said
382 a decal would be issued if he could find one the right size that would stick and was inexpensive.
383 Chairman Kirch suggested using plastic sleeves in which a piece of paper could be inserted.

384 Commissioner Paul was excused at 7:26 p.m.
385

386 Chairman Kirch felt there should be a limit on the number of balloons and blades allowed on a
387 property. If a business used all of the special promotions and sales dates allowed by the proposed
388 regulations, there could be quite a few temporary signs in the City. She felt there should be
389 language in the overall sign regulations limiting the number of signs on any property, whether
390 they were permanent or temporary.
391

392 Steve Parkinson stated that he planned to invite business owners to the next work session to
393 discuss temporary signs. Every temporary sign in the City was currently illegal. The City wanted
394 business owners to have signs. It understood the need for temporary signs, but the number of
395 temporary signs needed to be reeled in.
396

397 Chairman Kirch felt business owners needed to know that too many temporary signs was counter-
398 productive.
399

400 Commissioner Dandoy felt there was good information on the table. What would happen if
401 business owners came to the work session and said the City was strangling them? Would it
402 change the City's position?
403

404 Commissioner Karras wasn't as worried about what businessmen felt about the ordinance as he
405 was about whether the City's regulations were out of line with other cities. There had to be some
406 regulations.
407

408 Commissioner Dandoy felt the City had to be careful not to offend businesses in the community.
409 Offending them would create problems. Ordinances were about making things better for both
410 residents and businesses.
411

412 There was a discussion about making temporary signs permanent.
413

414 4. COMMISSIONER'S MINUTES 415

416 Chairman Kirch invited public comments from the audience.
417

418 Ernest Rowley, 3648 West 6050 South, stated that he owned a surveying company. He knew of
419 a few occasions that stipulations in Roy's ordinances had chased businesses out of the
420 community because it was too hard to develop property. He hoped the Planning Commission
421 would start to look at the development portions of the ordinance and open it up for discussion. At
422 that time he could not relate particular details.
423

424 Commissioner Dandoy asked that Mr. Rowley write down specific details and submit them to Mr.
425 Parkinson who would forward them to the Planning Commission. Unless the Planning
426 Commission knew about the details, it would be clueless about where to start.
427

428 Steve Parkinson asked if the problems were with standards or building regulations. Mr. Rowley
429 said yes. Mr. Parkinson said there was a community to the south with stricter regulations than
430 Roy that was booming.

431 Commissioner Dandoy stated that he had visited UDOT's website and found that UDOT was
432 planning to widen 5600 South between 1900 and 2050 West. UDOT still had not informed the
433 City about the project, and there weren't specific details on its website. UDOT did say 5600 South
434 was being widened for public safety.

435
436 5. STAFF UPDATE

437
438 Steve Parkinson reported that the Lutheran Church had submitted a revised site plan that was
439 under review. The main issue right now was storm drainage. The Planning Commission would be
440 considering a site plan for Station Square at the next meeting. Aderra Apartments had submitted
441 a site plan. West Park Subdivision was trying to get their improvement drawings approved so they
442 could begin construction. The 4000 South round-about was beginning construction. When 4000
443 South was done, the City would start on the 4800 South round-about.

444
445 Chairman Kirch asked if the City had approved the black color of the library. Mr. Parkinson said
446 he would have to check. Chairman Kirch said the amphitheater was not the same position as
447 shown on the site plan.

448
449 Chairman Kirch stated that UTA needed to take care of the Dyer's Road at its 4000 South Station.

450
451 6. ADJOURN

452
453 **Commissioner Karras moved to adjourn at 7:49 p.m. Commissioner Ohlin seconded the**
454 **motion. Commission members Dandoy, Karras, Kirch, Ohlin, and Stonehocker voted**
455 **"aye." The motion carried.**

456
457

458
459

460
461

462
463

464
465

466
467

468

Attest:

Gennie Kirch
Chairman

Michelle Drago
Secretary

dc:pmay2615



SYNOPSIS

Application Information

Applicant: Steven Smoot
Scott Kjar
Request: Request for Conditional Use approval for a drive up window for East Roy Retail Development within an existing strip-mall type building.
Address: 4860 S. 1900 W.

Land Use Information

Current Zoning: CC, Community Commercial
Adjacent Land Use: North: Commercial; CC zoning South: Commercial; CC zoning.
East: Residential; R-4 zoning West: Commercial; CC zoning.

Staff

Report By: Steve Parkinson
Recommendation: Recommends approving with conditions

APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 15 (Conditional Uses)
- Roy City Zoning Ordinance Title 10, Chapter 17 (Table of Uses)

BACKGROUND

The applicant is requesting approval for a drive up window on the North of the exiting strip-mall type building. The proposed drive up window will not change the dynamics between the surrounding commercial businesses or the residential to the east.

Elevations: Originally there was no elevations given for staff to review. On June 4th the applicant sent an elevation drawing (see exhibit "C") and it appears that the proposed change to the northern elevation will be to convert a single glass panel into a sliding window, plus the adding of a metal plate on the bottom covering some existing glass. Staff is unsure of 1st if the glass will be removed or just covered? And 2nd what color the metal will be and if there will be any texture to the metal plate.

Site Plan: Because of the inclusion of a drive up window lane, staff had identified a issues that need to be addressed, see exhibit "D", however since the DRC memo was sent to the applicant on May 20th, the applicant has resubmitted a site plan (June 4th) and it appears that the applicant has incorporating the issues into the new site plan.

Landscaping: Because this is an existing building that hasn't been vacant, no increase in landscaping is required.

CONDITIONS OF APPROVAL

1. Mitigate all mentioned and any potential impacts to the residential neighborhood to the east
2. Compliance with any potential Department requirements upon complete review of newly submitted site plan.

FINDINGS

1. The proposed Exterior changes can meet the minimum building standards as established in the Zoning Ordinance.

- The proposed site plan improvements can meet the site design standards as established in the Zoning Ordinance with the conditions as outlined within this report.

ALTERNATIVE ACTIONS

Approve, Approve with conditions, Table or Deny.

RECOMMENDATION

Staff recommends that the Planning Commission recommend approval of the request for a Drive up window for the East Roy Retail Development located at 4860 S. 1900 W.

EXHIBITS

- Aerial Map
- Proposed Site Plan,
- Proposed Elevation
- DRC Review Memo – May 20, 2015

EXHIBIT “A” – AERIAL MAP

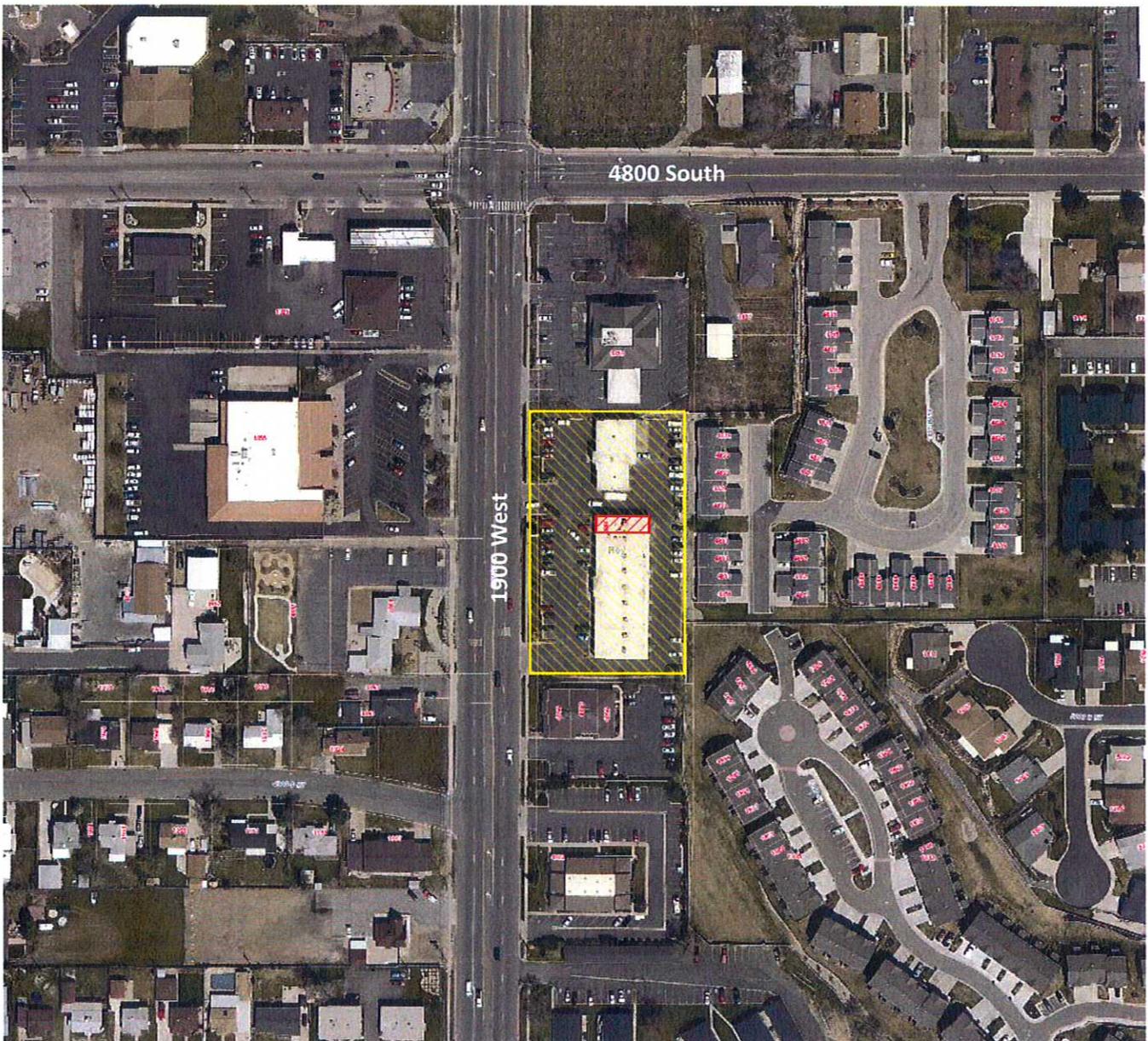
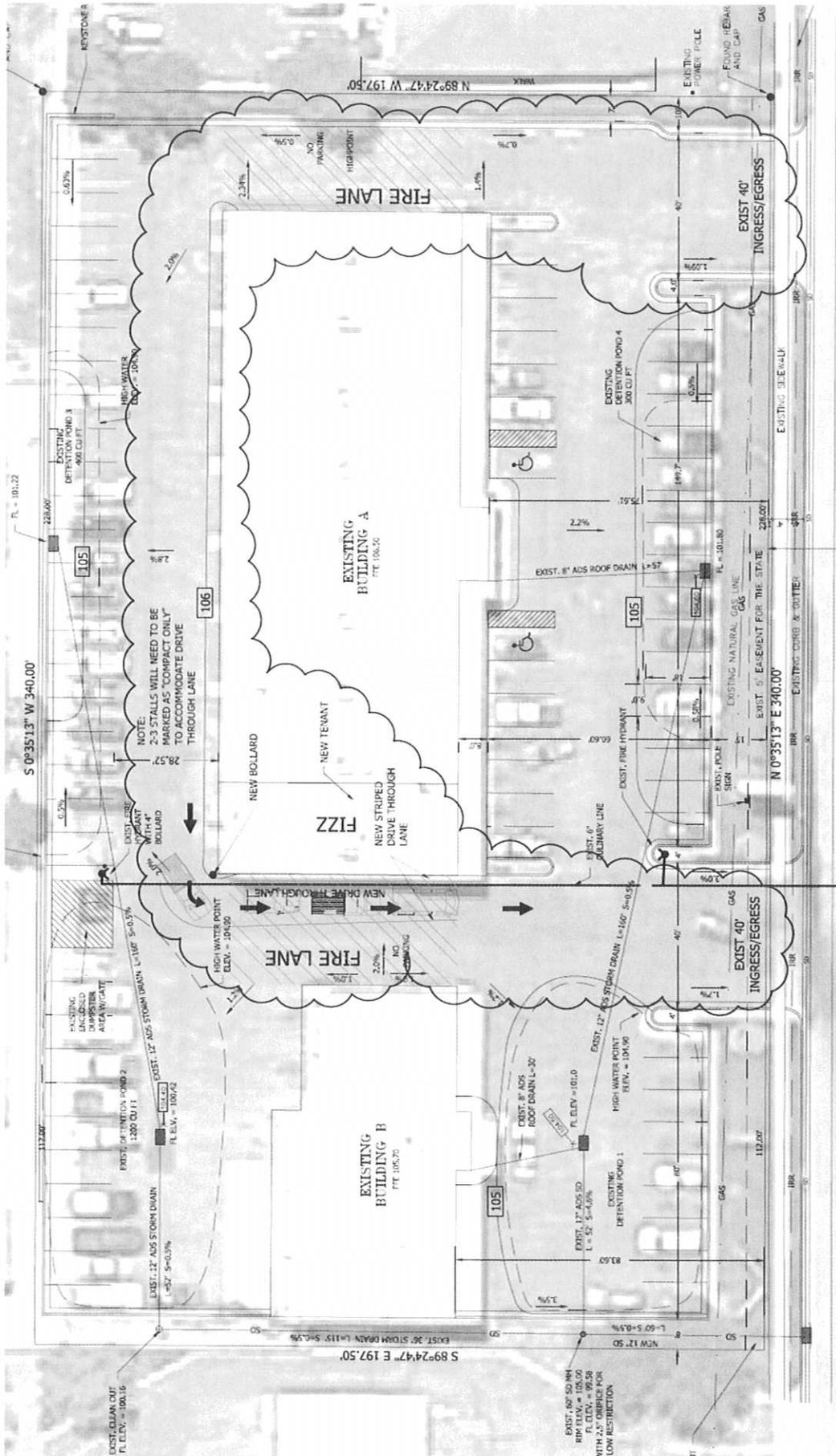


EXHIBIT "B" – PROPOSED SITE PLAN



NOTE:
23 STALLS WILL NEED TO BE
MARKED AS "COMPACT ONLY"
TO ACCOMMODATE DRIVE
THROUGH LANE

EXIST. 60" SD NH
RIP ELEV. = 105.00
F. ELEV. = 99.50
DITY. 25' PER FOR
FLOW RESTRICTION



EXHIBIT "C" – PROPOSED ELEVATION

Existing



Proposed





DEVELOPMENT REVIEW COMMITTEE

REVIEW MEMO

Date: 20 May 2015

To: Steven Smoot
Scott Kjar

From: Steve Parkinson – Planning & Zoning Administrator 
Mark Miller – City Engineer
Jeff Comeau – Deputy Fire Chief
Ed Pehrson – Building Official
Ross Oliver - Public Works Director
Clint Drake – City Attorney

Subject: East Roy Retail Development [4860 So. 1900 We.]

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.

Engineering-Fire-Legal-Building-Public Works

- I. No Comment

Planning

A. General Comments

- I. The scale on the drawing is incorrect.

B. Building Design Standards

- I. No building elevations were given to show the proposed drive-up window and how it changes the existing northern façade.

C. Site Design Standards

- I. What's the distance between the proposed drive through lane and the parking stalls to the east of the building? A minimum of 24' is required.
2. Can two vehicles pass between the parking stalls and the drive through lane?
3. Can a truck make the 90° turn?

D. Site Lighting Standards

- I. No new lighting is proposed.

E. Site and Building Sign Standards

- I. No new signage has been proposed. All signage requires a separate permit.



SYNOPSIS

Application Information

Applicant: Saraj Haq
Request: Request for Conditional Use approval for a drive up window for SH & Sons Sinclair C-Store an existing vacant building.
Address: 5190 S. 1900 W.

Land Use Information

Current Zoning: RC, Regional Commercial
Adjacent Land Use: North: Commercial; RC zoning South: Commercial; RC zoning.
East: Commercial; RC zoning West: Commercial; RC zoning.

Staff

Report By: Steve Parkinson
Recommendation: Recommends approving with conditions

APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 15 (Conditional Uses)
- Roy City Zoning Ordinance Title 10, Chapter 17 (Table of Uses)

BACKGROUND

The applicant is requesting approval for a drive up window on the North elevation of the exiting vacant C-Store building. The proposed drive up window will not change the dynamics between the surrounding commercial businesses, however, it will have significant effect on the site itself. They are also looking to install a propane tank, even though it is an allowed type of use, concerns come with the manner on which they are proposing to install it. They want to install it vertically making it a tall rather than low to the ground.

Elevations: The proposed change to the northern elevation will use similar materials as currently exists. Once completed no one should know there was a change to the building itself.

Site Plan: Because of the inclusion of a drive up window lane, staff has identified several issues that need to be addressed, see exhibit "D".

Landscaping: Currently there are a few areas of landscaping, most of which is currently dead or dying. Also because the site has been vacant for longer than a year, the City can look for ways to bring the property up to today's standards as much as possible. There are areas on which can be landscaped within the parking area that will enhance the site.

CONDITIONS OF APPROVAL

1. Compliance with all Department requirements as outlined within the DRC Review Memo dated June 1, 2015.
2. Compliance with any potential future comments on revised drawings.

FINDINGS

1. The proposed Exterior changes can meet the minimum building standards as established in the Zoning Ordinance.

- The proposed site plan improvements can meet the site design standards as established in the Zoning Ordinance with the conditions as outlined within this report.

ALTERNATIVE ACTIONS

Approve, Approve with conditions, Table or Deny.

RECOMMENDATION

Staff recommends that the Planning Commission recommend approval of the request for a Drive up window for the East Roy Retail Development located at 5190 S. 1900 W.

EXHIBITS

- Aerial Map
- Proposed Site Plan,
- Proposed Elevations
- DRC Review Memo – June 1, 2015

EXHIBIT “A” – AERIAL MAP

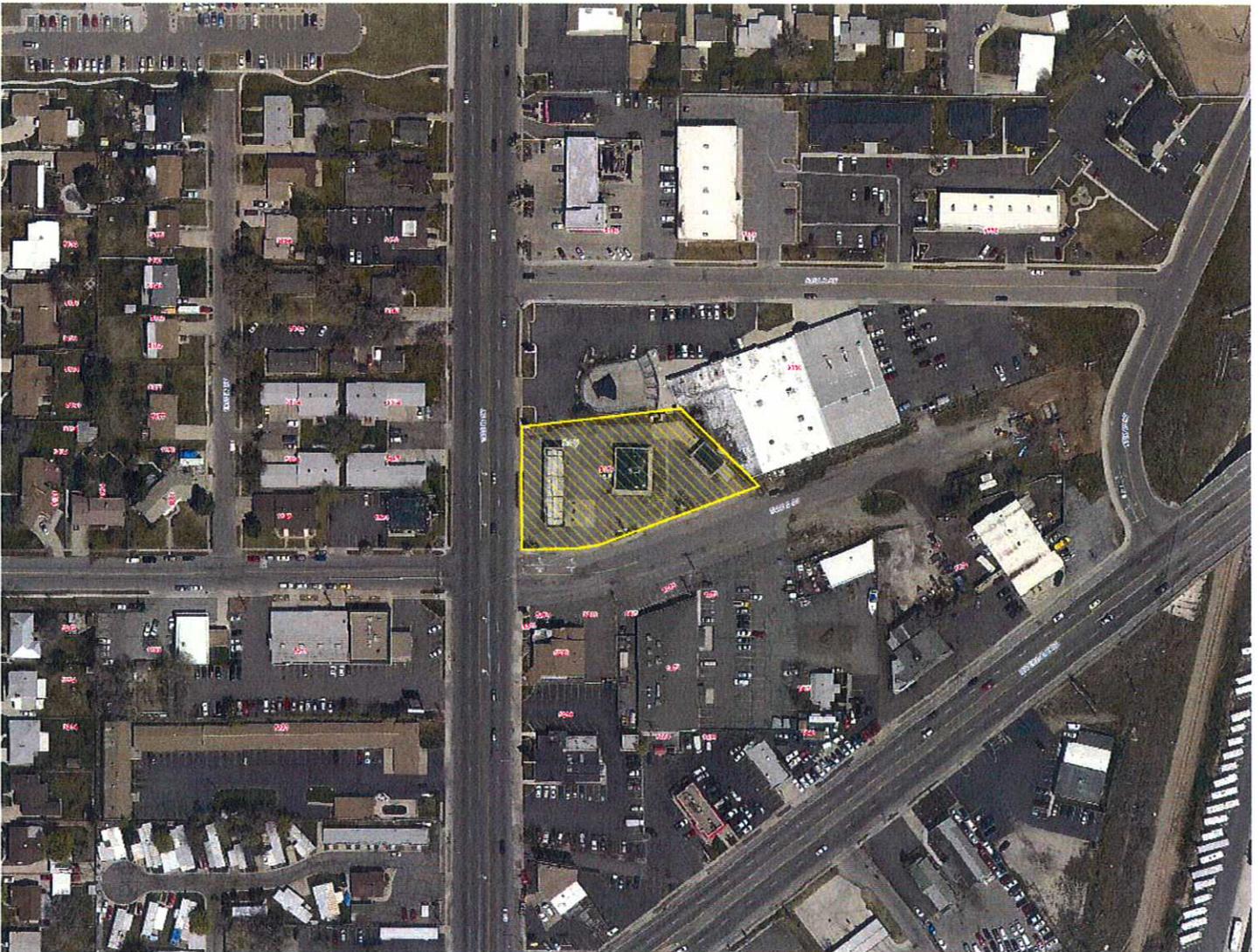
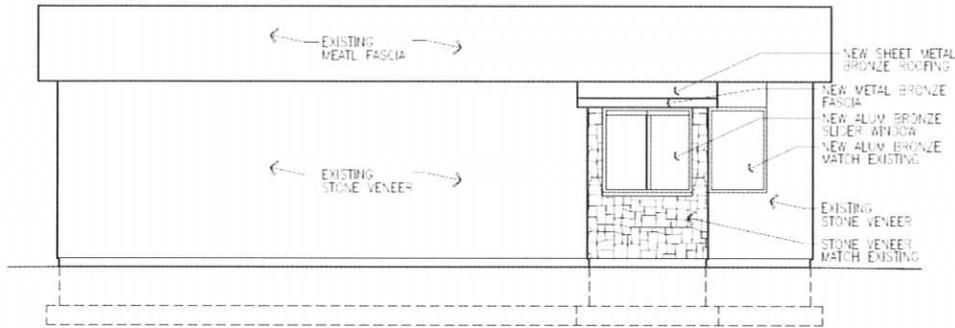
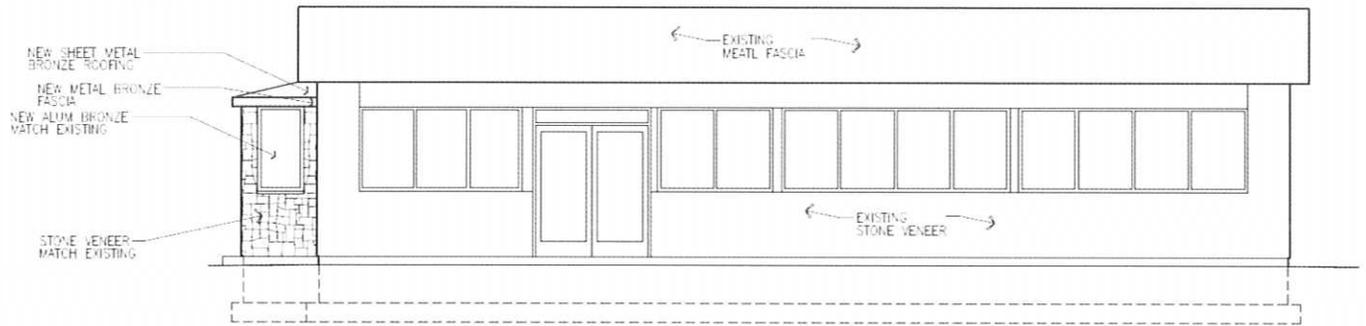


EXHIBIT "C" – PROPOSED ELEVATION

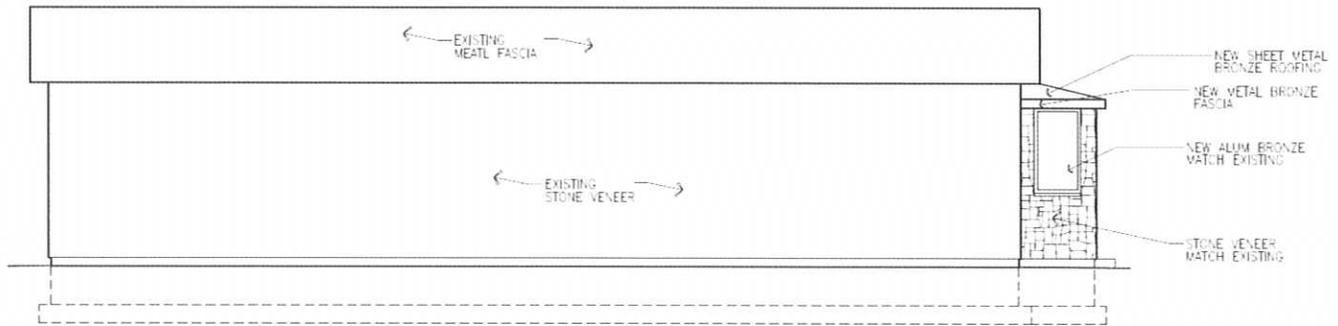
North Elevation



West Elevation



East Elevation





Date: 1 June 2015
To: Saraj Haq
From: Steve Parkinson – Planning & Zoning Administrator 
Mark Miller – City Engineer
Jeff Comeau – Deputy Fire Chief
Ed Pehrson – Building Official
Clint Drake – City Attorney
Subject: Roy SH & Sons – Sinclair at 5190 South 1900 West

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.

Engineering –

1. The handicap access must meet current A.D.A. standards. Insufficient detail has been provided to determine if the stall and aisle are acceptable.
2. Storm drainage and detention has not been addressed.
3. Existing utility services should be shown.
4. Entry, aisle and parking stall widths should be indicated.
5. Proposed signs, fencing, lighting, landscaping and dumpster enclosure details are usually provided for review.

Fire

1. No comments at this time above the requirements for the State Fire Marshall on the propane tank

Building

1. Provide information on the electrical that will be serving the propane tank pump station.
2. Provide the location of the emergency shut off for the propane pump station.
3. Clarify which factor, wind or seismic, governs the design in the structural calculations for the propane tank.
4. Need to provide plans for the new portion that will be built on the North side of the building.
5. Accessible aisle shall be directly in line with the curb ramp and shall be marked.
6. Accessible parking signs will be required to be installed and the accessible parking stalls shall be marked.
7. Accessible parking stalls shall be located on each side of the access aisle way.

Legal – Public Works

1. No comments at this time.

Planning

A. General Comments

1. The scale on the draw is incorrect.
2. The site plan and the actual site don't match
3. Does the current dumpster enclosure have solid gates? If not there will need to be gates installed that block the view of the dumpster from public view.

B. Site Design Standards

1. The currently landscaping is dead, need a landscaping plan along with an irrigation plan.

2. Will the areas between the sidewalk and the curb be landscaped? Plans don't show these areas.
3. 5% of the parking area needs to be landscaped
4. There is currently a five (5) foot walkway around the entire building but it is not shown on the drawings.
5. The site is lacking landscaping, especially within the parking area. 5% of the parking area needs to be landscaped.
6. Where is the drive-up window lane? Where is the stacking area? How will this interact with the rest of the site?
7. Parking stalls are required to be 9' x 20' for perpendicular stalls, angled stalls must meet industry standards for size of stall and back-up area. Show distance on plans.
8. Why is the proposed propane tank concrete pad outside the existing landscaped area? If the tank has to be at that location increase the size of the landscaped area to encompass the pad.
9. What is the relationship between the ADA stall and the drive-up window lane?

C. Site Lighting Standards

1. The site plan shows seven (7) light poles, six (6) of which are existing and 12' in height. What does the one (1) new one look like and what is the height of it?

D. Site and Building Sign Standards

1. No signage was proposed, but will require a separate permit.