



ROY CITY
Planning Commission Work-Session
February 25, 2020 – 6:00 p.m.
Community Development Conference Room
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:

Jason Sphar, Chair
Don Ashby
Samantha Bills
Torris Brand
Ryan Cowley
Jason Felt
Annette Mifflin
Claude Payne

Steve Parkinson, City Planner

Excused: Commissioner Chris Collins, and Assistant City Attorney, Brody Flint

Others in attendance: Kevin Homer

Pledge of Allegiance: Commissioner Mifflin

1. DECLARATIONS OF CONFLICT

There were none.

2. APPROVAL OF JANUARY 14, 2020, REGULAR MEETING MINUTES

Commissioner Brand moved to APPROVE the January 14, 2020 regular meeting minutes, as written. Commissioner Cowley seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Felt, Mifflin, Payne, and Sphar voted “aye”. The motion carried.

3. APPROVAL OF JANUARY 28, 2020 WORK-SESSION MINUTES

Commissioner Cowley moved to APPROVE the January 28, 2020 work-session meeting minutes, as written. Commissioner Bills seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Felt, Mifflin, Payne, and Sphar voted “aye”. The motion carried.

4. TRAINING

Steve Parkinson, City Planner, introduced the training videos created by the Land Use Academy of Utah (LUAU). The Commission watched the following training videos:

- What Hat do You Wear; Part 1 – How to make a decision in Land Use Planning in Utah
- What Hat do You Wear; Part 2 – How to apply the law to your decisions
- What Hat do You Wear; Part 3 – Working with Public Input

Mr. Parkinson said that the agendas indicate whether an items if legislative or administrative so that the Commission was aware of what kind of item they were discussing. He invited the Commission to ask questions.

The Commission discussed specific items they had made decisions on recently, and whether they were administrative or legislative in nature. Mr. Parkinson clarified that a rezone was technically a request to amend the zoning map, which was a legislative issue. They discussed the burden of proof that was set on the applicant for these kinds of applications.

Mr. Parkinson briefly addressed conditional use permits and stated that the Planning Commission can deny a request if the potential problems cannot be reasonably mitigated with the conditions. There were some items that fell under the land use authority of the City Planner, and Mr. Parkinson gave a few examples. The Planning Commission was the land use authority for site plan review of commercial sites and residential developments with tri-plexes or larger, architectural review, and conditional use permits.

5. COMMISSIONERS MINUTE

The Commission and staff discussed the status of the General Plan update.

6. STAFF UPDATE

Mr. Parkinson provided an update on various projects throughout the City.

7. ADJOURN

Commissioner Cowley moved to adjourn at 6:53 p.m. Commissioner Mifflin seconded the motion. Commissioners Ashby, Bills, Brand, Cowley, Felt, Mifflin, Payne, and Sphar voted "aye". The motion carried.

Jason Sphar
Chair

Attest:

Morgan Langhof
City Recorder

dc: 02-25-20