



ROY CITY
Planning Commission Work-Session
April 28, 2020 – 6:00 p.m.
Digital Work-Session Meeting

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
Torriss Brand
Ryan Cowley
Annette Mifflin
Claude Payne

Steve Parkinson, City Planner

Excused: Commissioners Samantha Bills, Chris Collins, Jason Felt, and Assistant City Attorney, Brody Flint

1. DECLARATIONS OF CONFLICT

There were none.

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

Commissioner Ashby moved to approve the April 14, 2020 regular meeting minutes. Commissioner Mifflin seconded the motion. Commissioners Ashby, Brand, Cowley, Mifflin, Payne, and Sphar voted “aye.” The motion carried.

3. DISCUSSION ON THE GENERAL PLAN UPDATE

Steve Parkinson, City Planner, said that the intent of this discussion was to determine how the Planning Commission wanted to proceed with the General Plan update. They needed to discuss how many meetings to hold, whether they should hold separate open houses for the public, and how the meetings should be noticed. Mr. Parkinson had sent an email to the Commissioners containing a link to the draft General Plan, and he asked them to go through it when they had a chance.

The Commission wanted to advertise the draft General Plan and public meetings as much as possible. They discussed holding open houses on days other than Tuesday to attract those that wouldn't normally be able to attend. They suggested advertising the update through the utility bill, newsletter, and potentially sending an informational post card to each citizen. Staff would research potential costs. They briefly discussed the timeframe, which was uncertain during the current pandemic. Mr. Parkinson confirmed that there would be a section online for public comments.

4. COMMISSIONERS MINUTE

5. STAFF UPDATE

Mr. Parkinson reported that the City Council discussed the Form-Based Code during their last work session, and some concerns were expressed. The Mayor put together a small committee of two Council Members and Mr. Parkinson. This committee would address each of the Council's concerns.

Mr. Parkinson then reported on the status of various building projects throughout the City.

6. ADJOURN

Commissioner Cowley moved to adjourn at 6:34 p.m. Commissioner Ashby seconded the motion. Commissioners Ashby, Brand, Cowley, Mifflin, Payne, and Sphar voted "aye." The motion carried.

Jason Sphar
Chair

Attest:

Morgan Langholf
City Recorder

dc: 04-28-20