



SANDY CITY COMMUNITY DEVELOPMENT

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COMMUNITY DEVELOPMENT
DIRECTOR

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MAYOR

SHANE E. PACE
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OFFICER

Staff Report Memorandum July 17, 2025

To: Planning Commission
From: Community Development Department
Subject: Sandy Park Office Sign Theme (Sign Theme Amendment)
9785 S. Monroe St.
[Community #2, Civic Center]

SGN06262025-036889
CBD-O
6.23 acres

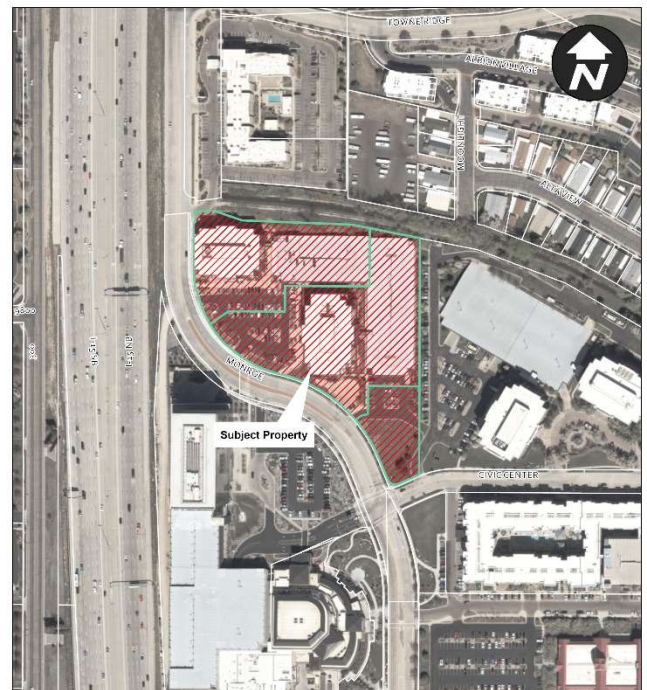
Public Meeting Notice: This item has been noticed to property owners within 500 feet of the subject area, on public websites, and at public locations.

Request

The applicant, Braxton Schenk, on behalf of the Woodbury Corporation, is requesting approval of a sign theme amendment for the combined parcels of the Sandy Park Office complex located at 9785 S. Monroe St. The request is to amend the sign theme in order to update the current monument sign and add an additional monument sign on the property. See Exhibit A for details of the application.

Background

The Sandy Park Office Center consists of three lots that are 6.23 acres (271,378 square feet). The parcels are zoned Central Business District, Office Park Sub-District (CBD-O). The surrounding properties to the east and south and zoned CBD-O. Property to the north is zoned CDB and to the west it is the I-15 highway in the RD zone. The office complex was proposed to be built in 2005 and additional phases in 2008 and 2013. There are two buildings and a parking structure on the site with the smallest southern lot being vacant.



SGN06262025-036889
Sign Theme Amendment
9785 S. Monroe St.
Community Development Department

Property Case History	
Case Number	Case Summary
SPR 05-29	Sandy Park Office – Building D
SPR 05-29	Sandy Park Center Master Sign Theme
SPR-1-13-2713	Sandy Park Office – Building 2
SPR 08-11	Sandy Park Office – Phase 2 and Parking Structure

Public Notice and Outreach

This item has been noticed to property owners within 500 feet. A neighborhood meeting was not held for this project, due to the property being in an established commercial area. Staff have not received any emails or phone calls regarding the project.

Analysis

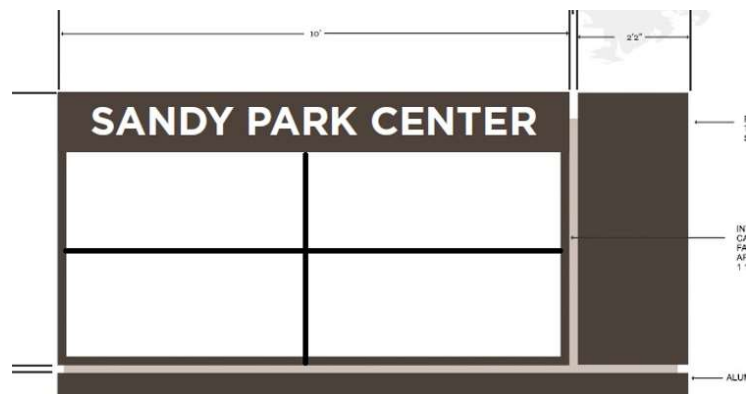
Section 21-26-10(a)(1) of the Sandy City Land Development Code states that all multi-tenant centers/buildings must submit a proposal for design and placement of all on-premises signs to the Planning Commission during site plan review. All such developments must have an approved sign theme before any sign permits will be issued to a business locating within it. The use of multiple cabinet signs or combination of cabinet and individual lettering signs shall not be allowed.



Sign Design is set forth in Sec. 21-26-9(a) of the Sandy City Land Development Code. Each sign submitted for approval shall incorporate the following elements:

1. Architectural compatibility
2. Size, scale, proportion (balance)
3. Illumination
4. Color and style
5. Location
6. Landscaping

The applicant is proposing to add an additional monument sign next to the north office building. There is an existing monument sign adjacent to the south office building (See Exhibit B). The applicant is proposing a new design for the proposed monument sign and replacing the existing monument sign so that both signs are the same design (See Exhibit A). The original sign theme was for a much larger area (19 acres) and included multiple wall signs, eyebrow signage, and five monument signs. Most of these signs were never installed. The only monument sign that was installed was the one existing monument sign near the south office building. Since the sign theme was never fully implemented the applicant is proposing to update the sign theme so there are two monument signs along Monroe Street.



Staff Concerns

Staff has no concerns with the proposed sign theme amendment.

Recommendation

Staff recommends that the Planning Commission approve the sign theme amendment for the Sandy Park Office complex and as described in the staff report for the property located at 9785 S. Monroe St. based on the following findings and subject to the following conditions:

Findings:

1. There is one existing monument sign on the property.
2. An existing sign theme was never fully implemented.

Conditions:

1. That all monument signs are for multi-tenant use.
2. That the existing monument sign be updated to match the proposed monument sign within the next six months.
3. That the signs installed meet all requirements set forth in the Sandy City Land Development Code and sign code.
4. Any signs installed go through the proper sign permitting process.
5. Any additions or alterations to the Sign Theme be approved by the Planning Commission prior to installation.

Planner:



Sarah Stringham
Planner

File Name: S:\USERS\PLN\STAFFRPT\2025\SGN06262025-036889 - SANDY PARK SIGN THEME AMENDMENT\SANDY PARK SIGN THEME.DOCX

Exhibit "A"



Sandy City Sign Theme

RE: Sandy Park Office Complex

To whom it may concern: Woodbury Corp. is requesting a sign theme change to update and refresh the look of the signage on the property. The new sign design is cleaner in our view, as opposed to the dated design of the current monument sign. The new design (if approved) will be installed at the North/West side of the property, and the current monument sign will be updated within 6 months to match the newly approved design.

Thanks for your consideration,

Braxton Schenk

Project Manager

Compass Media (a Woodbury company)

Exhibit "A" continued

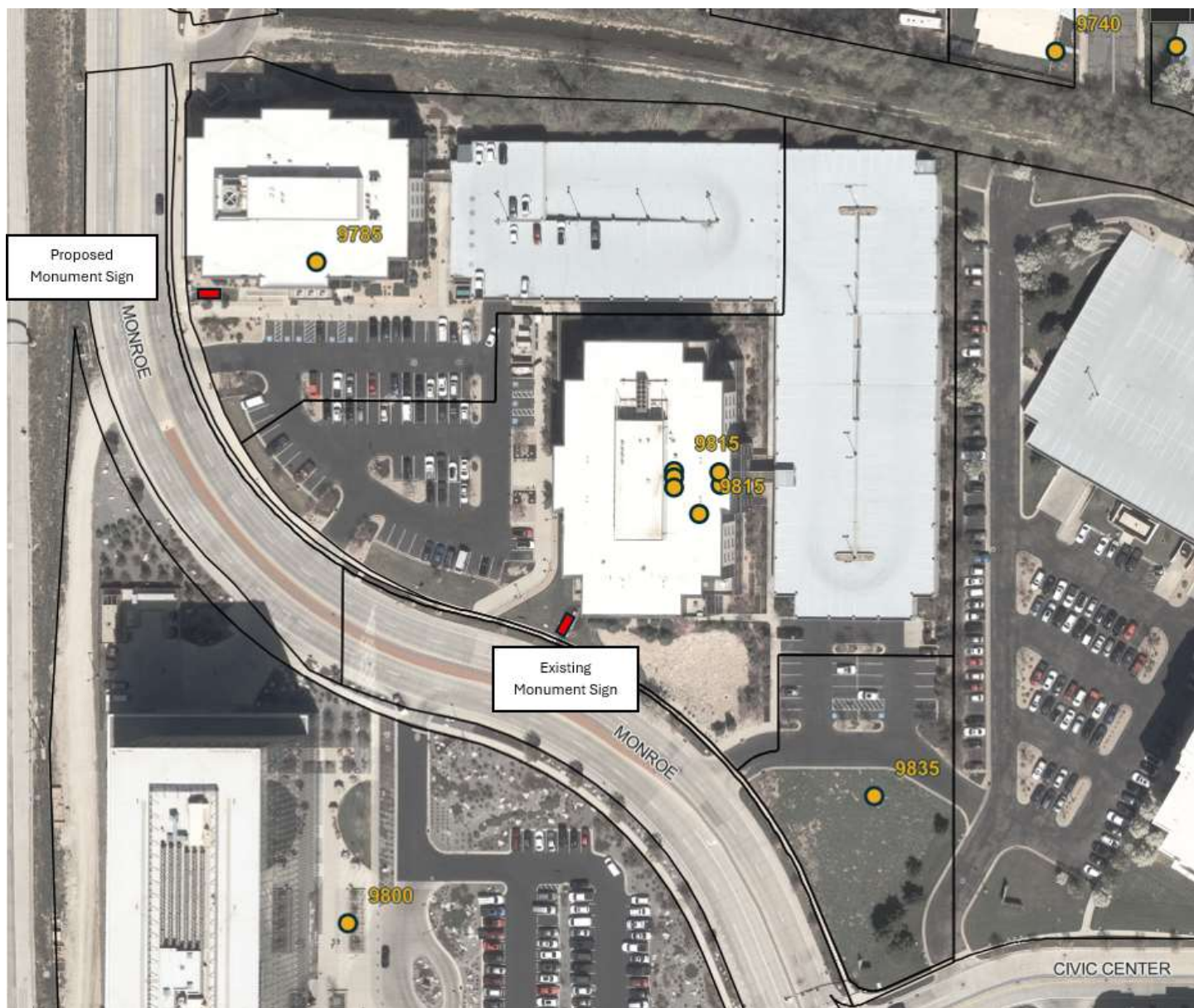


Exhibit "A" continued

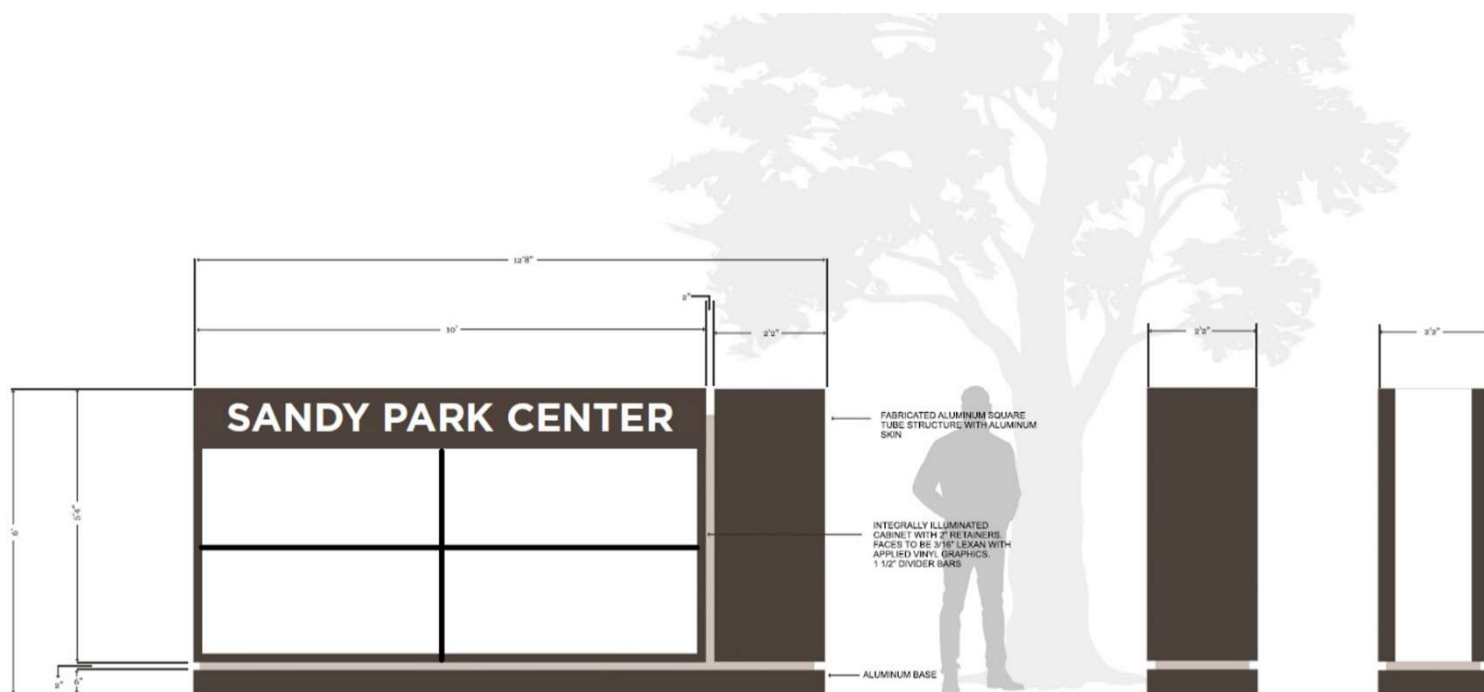


Exhibit "B"

