

1 **Providence City Planning Commission Meeting**
2 **15 S. Main St., Providence UT 84332**
3 **January 25, 2017 6:00 p.m.**
4
5

6 **Attendance**

7 Chair: Robert James
8 Commissioners: Rowan Cecil, Andrea Diamond, Brent Fresz (Alternate), Mike Harbin, John Parker
9 Excused: None
10 Absent: None
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12

13 **Approval of the Minutes:**

14 **Item No. 1.** The Providence City Planning Commission will consider for approval the minutes January 11, 2017.
15

16 **Motion made to approve the minutes of January 11, 2017.-by R Cecil, seconded J Parker.**
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18 **Vote: Yea: R Cecil, A Diamond, M Harbin, R James, J Parker**
19 **Nay: None**
20 **Abstained: None**
21 **Excused: None**
22

23 Prior to beginning the public hearing, the Planning Commission discussed adding a public comments session on
24 their agenda when appropriate and completed a short review of the training session, *Robert's Rules of Order*.
25

26 **Public Hearing (6:15 PM):**

27 **Item No. 1.** Prior to making a recommendation on the rezone request, to change the zone from Agricultural (AGR)
28 to Single-Family Traditional (SFT) for Parcel No. 02-113-0011; a 5.11 acre (+/-) parcel of property located generally
29 at 685 South 300 East, Providence UT, the Planning Commission is holding a public hearing. The purpose of the
30 public hearing is to provide an opportunity for anyone interested to comment on the proposal before action is
31 taken. The Planning Commission invites you to attend the hearing in order to offer your comments. You may also
32 email comments to the City Recorder, sbankhead@providence.utah.gov.
33

34 **Public Comments**

- 35 • Trevor Booth, Providence City, explained why he submitted a rezone request. His parents owns this parcel of
36 land and this is where he grew up. Now he and his family would like to build a house on the parcel. He intends
37 on using a one-acre area for the house. (AGR zoning allows one resident per five acres.)
38

39 No other comments from public made. Public hearing closed at 6:22 p.m.
40

- 41 • R James noted that the Planning Commission Packet was missing the Executive Staff Review therefore, we will
42 move to the study item discussion prior to addressing Action Item No. 1 on the agenda.
43

44 **Action Item(s):**

45 **Item No. 1:** The Providence City Planning Commission will consider for recommendation to the Providence City
46 Council, a rezone request, to change the zone from Agricultural (AGR) to Single-Family Traditional (SFT) for Parcel
47 No. 02-113-0011; a 5.11 acre (+/-) parcel of property located generally at 685 South 300 East, Providence UT.
48 (estimated discussion time: 10 minutes)
49

50 **Motion to table Action Item No. 1 and proceed to Study Item No. 1 on the agenda made by - A Diamond,**
51 **seconded by J Parker.**
52

53 **Vote: Yea: R Cecil, A Diamond, M Harbin, R James, J Parker**
54 **Nay: None**
55 **Abstained: None**

1 **Excused:** **None**

2
3 **Motion made that the Planning and Zoning Commission recommend to Providence City Council that we adopt**
4 **an ordinance to rezoning the property 02-113-0011 from Agricultural (AGR) to Single Family Traditional (SFT) by**
5 **J Parker, seconded by A Diamond.**

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7 **Vote: Yea:** **R Cecil, A Diamond, M Harbin, R James, J Parker**
8 **Nay:** **None**
9 **Abstained:** **None**
10 **Excused:** **None**

- 11
12 • Executive Staff Review received, distributed and reviewed by Planning Commission.
13 • S Bankhead provided a summary of the ESR findings. Attachments included State law references and
14 regulations, comparison charts of AGR and SFT zoning and the General Plan Review. Regulatory
15 requirements for minimum lot size for the AGR zone is one resident per five acres and SFT is defined as
16 one resident per 12,000 sq. ft. The parcel owner’s intent is to rezone the area to SFT and use a 1-acre lot.
17 The zoning selected is consistent with the Providence City Master Plan. Conclusion from the Executive
18 Staff is the proposed code amendment is consistent with the findings of facts and the master plan. After
19 holding a public hearing in accordance with state regulations, the Executive Staff recommends that the
20 Planning Commission recommend to City Council to adopt an ordinance to rezone the property from AGR
21 to SFT.
22 • R James asked if anyone had any further concerns, questions or comments to make.
23 • A Diamond requested clarification of the symbols on the coding charts.
24 • R James explained symbols on the coding chart and asked if there were any further questions.
25 • No further questions.

26
27 Note: Planning Commission resumed study item discussion.

28
29 **Study Item(s):**

30
31 **Item No. 1:** The Providence City Planning Commission will discuss proposed changes to Providence City Code Title
32 11 Subdivision Regulations, Chapters 1 and 4 amending the definitions for major street, collector street, and minor
33 street. The Planning Commission will also discuss the width of: asphalt, park strip, and sidewalk. (Estimated
34 discussion time: 45 minutes)

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36 **Study Item Discussion**

- 37 • R James asked Councilman Baldwin to provide a brief explanation on why this item was sent back to the
38 Planning Commission for review and to identify specific issues in question.
39 • J Baldwin commented that Councilmembers could not agree on street widths at the last meeting but after
40 further discussion with Councilman Drew, his point of view has changed. Providence City is a bedroom
41 community that is not going to expand much further. The City will not be putting in a freeway or major
42 industrial or commercial area either, so most of the road categories defined in the chart are not going to
43 apply to roads in Providence. Conversely, this should not eliminate the option of creating right of ways
44 that keep the town beautiful. Overall, the chart looks good but there is one thing he feels strongly about
45 and that is the asphalt width currently identified as 29 feet in the chart. From an engineering standpoint,
46 that does not make sense, it should be 30 feet.
47 • R James commented that to summarize then, City Council has reconsidered and there are some points
48 that will now require further discussion. He also noted that the Planning Commission originally did not
49 recommend changes concerning street widths due to the pending updates and revisions that will likely
50 result from the general plan update.
51 • J Baldwin commented that this is guidance needed for developments currently in process impacted by the
52 approved change of ordinance.

53
54 Note: Skarlet Bankhead returned with the Executive Staff Review on the rezone request on Action Item No. 1.

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2 **Motion made to table Study Item No. 1 and proceed with Action item No. 1 on the agenda made by A Diamond,**
3 **seconded by J Parker.**
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5 **Vote: Yea: R Cecil, A Diamond, M Harbin, R James, J Parker**
6 **Nay: None**
7 **Abstained: None**
8 **Excused: None**
9

10 Study item discussion resumed.

- 11 • J Parker commended on right of ways with trees in the center of the road and how that would not add to
- 12 the City.
- 13 • R James commented that this was most likely something a developer would add.
- 14 • J Drew commented on what a great tool the GIS (Geographical Information System) on the Cache County
- 15 Website is and suggested projecting it onto a screen during the Planning Commission Meeting and the
- 16 City Council Meetings. He also talked about the Envision Utah Conference he attended at Utah State.
- 17 Envision Utah is a public/private partnership of municipal governments and private industry and the
- 18 recommendations they are making regarding city development. He has emailed a link to the website to
- 19 everyone he thought would be interested in looking at it.
- 20 • There was extensive discussion on street widths, street categorizations, parking, bike lanes and ADT
- 21 studies.
- 22 • R James commented that these are all aspects that the general plan will be addressing. In regard to the
- 23 proposed changes to Providence City Code Title 11 Subdivision Regulations, Chapters 1 and 4 amending
- 24 the definitions for major street, collector street, and minor street, were these changes that City Council
- 25 made and is recommending?
- 26 • S Bankhead responded that some of the changes are based on what was requested at the City Council
- 27 Meeting. The Executive Staff also added additional specifications to address extreme weather conditions
- 28 in an effort to be proactive and avoid problems. Those additional changes/additions include addressing
- 29 grading and road surfacing in cul-de-sacs, dead end streets and turnarounds. Storm water is another issue
- 30 that needed to be addressed in considering the design and development of roads. Everything in red is
- 31 what has been added.
- 32 • The Planning Commission reviewed changes the Executive Staff submitted on the Public Works
- 33 Specification Manual.
- 34 • R James noted that this matter is a discussion item in review and asked for a status update on CRSA.
- 35 • S Bankhead responded that there is little difference in comparable costs between Landmark and CRSA to
- 36 complete a traffic analysis so it is just a question of which firm to choose. On the economic portion of the
- 37 plan, Brian Carver is making some additional touches and will get back to us next week. We should be able
- 38 to start next week sometime.
- 39 • Discussion closed.

40 **Reports:**

41 **Staff Reports:** Any items presented by Providence City Staff will be presented as informational only.

42 **Commission Reports:** Items presented by the Commission Members will be presented as informational only; no

43 formal action will be taken.

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- 45 • There was no additional information to present.
- 46
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48 Agenda posted by Skarlet Bankhead on January 23, 2017.
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52 **Motion to close the Planning Commission Meeting of January 25, 2017 made by R Cecil, seconded by J Parker.**

53 **Vote:**

1 **Yea:** **R Cecil, A Diamond, M Harbin, R James, J Parker**
2 **Nay:** **None**
3 **Abstained:** **None**
4 **Excused:** **None**
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6 Meeting adjourned at 7:37 p.m.
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8 Minutes prepared by K Merrill.
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Robert James, Chairman

Kristine Merrill, Office Specialist