

1 Providence City Planning Commission
2 Providence City Office Building, 164 North Gateway Drive, Providence UT 84332
3 July 25, 2018 6:00 p.m.
4

5 **Call to Order:** Gary Sonntag, Vice Chair
6 Attendance: Voting: Rowan Cecil
7 Voting Alternate: Bob Perry
8 Excused: Alex Bearnson, Ruth Ann Holloway, Robert James, John Parker
9

10 **Approval of the Minutes:**

11 **Item No. 1.** The Planning Commission will consider approval of the minutes for June 13, 2018.

- 12 • No corrections

13 Motion to approve the minutes from June 13, 2018 – R Cecil, second – B Perry

14 Vote:

15 Yea: R Cecil, B Perry, G Sonntag

16 Nay: None

17 Abstained: None

18 Excused: R Holloway, R James, J Parker

19 Excused Alternate: A Bearnson
20

21 **Item No. 2.** The Planning Commission will consider approval of the minutes for July 11, 2018.

22 Corrections

- 23 • Page 2 Line 41 putting **in** why

24 Motion to approve the minutes from July 11, 2018 – B Perry, second – R Cecil

25 Vote:

26 Yea: R Cecil, B Perry, G Sonntag

27 Nay: None

28 Abstained: None

29 Excused: R Holloway, R James, J Parker

30 Excused Alternate: A Bearnson
31

32 **Public Comments:** Citizens may appear before the Planning Commission to express their views on issues within
33 the City's jurisdiction. Comments will be addressed to the Commission. Remarks are limited to 3 minutes per
34 person. The total time allotted to public comment is 15 minutes.

- 35 • No comments from the public.
36

37 **Public Hearing(s):** None
38

39 **Action Item(s):**

40 **Item No. 1. Final Plat:** The Providence Planning Commission will consider for approval a final plat for Providence
41 Heights Subdivision, Phase 2, a 17 lot subdivision located in the general area of 900 South 400 East, Providence UT.
42

- 43 • S Bankhead mentioned the note on item 10 that if any changes are made to the pond located on lots 24 &
44 25 both lot owners will be involved in the decisions.
45 • G Sonntag recommended including a vicinity map in the final packet. He felt it would be beneficial for
46 those who don't look at the plats every day.
47

48 **FINDINGS OF FACT:**

- 49 1. Executive Staff used the Providence City Master Plan 2000 as revised, and examined current and
50 anticipated development in the immediately surrounding area, to review the application and
51 determined that the General Plan calls for this type of development in the area where it is
52 proposed.
53 2. Executive Staff used Providence City Code 11-3-3 Final Plat and other applicable sections to
54 review the plat.
55

1 **CONCLUSIONS OF LAW:**

- 2 1. The applicant has met all necessary requirements that would entitle them to approval of their
3 final plat.

4 **CONDITIONS:**

- 5 1. The applicant shall continue to meet all applicable City, state and federal laws, codes, rules.
6 2. The development agreement will need to be approved by the City Council.
7 3. The construction plans will need to be signed by the City Engineer.

8 **RECOMMENDATION:** That the Planning Commission give their approval for the final plat of The
9 Providence Heights Subdivision, Phase 2.

10 Motion to approve the final plat for the Providence Heights Subdivision, Phase 2 – R Cecil, second – B Perry

11 Vote:

12 Yea: R Cecil, B Perry, G Sonntag

13 Nay: None

14 Abstained: None

15 Excused: R Holloway, R James, J Parker

16 Excused Alternate: A Bearson

17
18 **Study Items(s):**

19 **Item No. 1. General Plan:** The Providence Planning Commission will discuss a draft of general plan Chapters: 5 –
20 Land Use, Neighborhoods, & Design, 6 – Transportation Systems, 7 – Moderate Income Housing, 8 – Environmental
21 Stewardship, 9 – Public Services, 10 Public Safety and Emergency Management, and 11 – Annexation Policy Plan.
22 The Commission will discuss maps associated with the general plan, including but not limited to: transportation
23 corridor plan, future rezone of existing districts, and zone districts of future annexations (Discussion time
24 approximately 30 minutes)

- 25 • G Sonntag suggested working through chapter 9 and coming back to the rest when the others are present.
- 26
- 27 • Chapter 9 Overall Goal – Providence will manage public services in a manner that meets the needs of the
28 city residents, **businesses and public infrastructure** now without compromising ~~it's~~ **the city's** ability to
29 meet future needs.
- 30
- 31 • Objective 1 – Reduce current and future load demands on Providence's storm water, sewer and water
32 systems ~~through low impact design and development approaches.~~
- 33 ○ 1a – Maintain an annexation ~~development~~ policy plan consistent with the city's ability to stay
34 within the capacity of storm water, sewer and drainage.
- 35 ○ ~~1b – Design functional storm water facilities retention and detention ponds, bio-wales, rain~~
36 ~~gardens, etc. as visually and physically accessible amenities.~~
- 37 ○ ~~1c – Prepare a City floodplain and storm water manage plan. Inventory the existing capacity of~~
38 ~~the storm drainage facilities, both public and private. Develop a plan to improve and build storm~~
39 ~~drainage projects.~~
- 40 ○ ~~1d – Inventory the City water system, to include its sources, water shed, treatment, testing,~~
41 ~~transmission, storage, distribution, backflow, prevention, cross connection prevention, pipe~~
42 ~~materials, metering. Develop a plan to improve and build the necessary water improvements.~~
- 43 ○ ~~1f – Inventory the City sewer collection system to include, pipe, pipe size, manholes intercepting~~
44 ~~trunk line, lift stations, lateral connections to sewer mains, infiltration flow. Develop a plan to~~
45 ~~improve the sewer system~~
- 46 ○ **1b – Develop solutions for promoting ground percolation/ absorption landscaping and on-site**
47 **storm water retention.**
- 48 ○ 1c – Procedure for the prevention and correction of sewer infiltration of ground water, storm
49 water and unauthorized discharge into the sewer system.
- 50 ○ 1d – Develop a public education program to encourage
- 51 ■ low impact design (shower heads, toilets ets), landscape design, wise water use and
52 water conservation
- 53 ■ flood prevention, and flood insurance rate program
- 54 ■ **reporting unauthorized discharge**
- 55 ■ **encourage promoting irrigation on non-peak load strategy**

- 1 • Objective 2 - Maintain an adequate supply of clean culinary water to meet present and future needs and
2 demands.
- 3 ○ 2a – Increase storage capacity to meet growing culinary water demands.
- 4 ○ 2b – Review and update the water master plan as needed.
- 5 ○ 2c – Develop a plan and budget for maintenance, repair, and replacement of existing facilities.
- 6 ○ 2d – Evaluate and ~~preserve~~ protect water shed and point source protection areas.
- 7 ○ 2e – Maintain water quality through qualified testing ~~procedures~~ and analysis.
- 8 ○ 2f – Evaluate, develop, inspect and enforce ~~procedures~~ ordinances to prevent cross
9 contamination.
- 10 ○ 2g – ~~Incentivize reduced water demand and use of non-potable water for outdoor water needs.~~
- 11 ○ 2h – Encourage decreased water demand and use through a public education campaign on wise
12 water use and water conservation.
- 13
- 14 • Objective 3 – Maintain a sewer ~~disposal~~ collection system that is efficient, economical, and sanitary.
- 15 ○ 3a – Review and update the current sewer ~~system~~ master plan.
- 16 ○ 3b – Evaluate the feasibility of the options for a wastewater treatment ~~plant~~ facility.
- 17 ○ 3c – Continue the cleaning (every three years) and video inspection filming (every ten years) of
18 the collection lines. Clean and inspect sewer collection system.
- 19 ○ 3d – Review flows throughout the system and strategically implement weirs and/or metering
20 stations to monitor flows. Consider regional monitoring stations. Develop a plan to monitor
21 flow capacity of sewer system.
- 22 ○ 3e – Develop a public education program explaining what are unacceptable discharges into the
23 sewer system. ~~to include the problems with home sump pumps connected to the sewer~~
24 ~~disposal system.~~
- 25
- 26 • Objective 4 – Provide public services ~~and facilities with consideration of life cycle cost including upfront~~
27 ~~costs and ongoing operation and maintenance costs.~~ of water, sewer, and parks and recreation facilities
28 ~~with consideration of life cycle costs, including upfront costs and on-going operation and maintenance~~
29 ~~costs.~~
- 30 ○ 4a – Create a development impact fee schedule that will adequately cover ~~new~~ infrastructure
31 development costs. ~~and revise as needed to address cost increases.~~
- 32
- 33 • Objective 5 – Create parks as places of civic open space and centers of community activity. ~~as a vital~~
34 ~~contribution to a livable community.~~
- 35 ○ *5a – ~~Require~~ Develop Promote open space park space as a part of new developments and
36 ensure the location contributes to a city-wide network of parks and open spaces.
- 37 ○ 5b – ~~Create a~~ Maintain a current parks and recreation master plan identifying target locations
38 for new parks and expansion of existing parks or sports facilities to meet current and future
39 demand.
- 40 ○ 5c – Evaluate current impact fees for property acquisition and construction of new parks and the
41 expansion of existing parks, and sports facilities to meet future demands.
- 42
- 43 • *Objective 6 – Maintain a cemetery that ~~will~~ meets the needs of the city’s residents. ~~current and future~~
44 ~~residents.~~
- 45 ○ 6a – Develop a ~~plan for~~ cemetery master plan. ~~expansion that considers property acquisition,~~
46 ~~O&M costs, and charging appropriate fees for ?plot sales, maintenance, and services.~~
- 47
- 48 • *Objective 7 – Maintain a storm water collection system that is compliant to federal and state
49 requirements.
- 50 • * (move to strategy) Review the current National Pollutant Discharge Elimination System (NPDES) Permit
51 and the General Permit for Discharges for Small Municipal Separate Storm Sewer Systems (MS4) to ensure
52 compliance.
- 53 ○ 7a – ~~Evaluate current assets and~~ Prepare a Storm Water Master Plan.
- 54 ○ 7b – Coordinate and work with the Cache County Storm Water Coalition to meet the
55 requirements of the current NPDES and MS4 Permits.

- 7c – Create a public education program for maintenance of private storm water facilities.
- 7d – Evaluate current user fees to ensure monies for maintenance, repair and replacement of current facilities, and the construction of future storm water facilities.
- 7e – Evaluate the feasibility of storm water impact fees.
- ~~Objective 8 – Investigate secondary pressurized Evaluate and manage Providence City’s stock/shares in the various irrigation companies.~~ Evaluate secondary pressurized water system to meet the citizen’s irrigation needs.
 - 8a – Prepare a secondary water system feasibility study.
 - 8b – ~~Investigate and incorporate storm water as a source to supplement secondary irrigation water needs.~~ Develop sources for secondary water sources.
 - 8c – Consider a shared secondary water system with Millville-surrounding municipalities.
 - 8d – Develop and implement a maintenance plan and agreement with the various irrigation companies.
- ~~Objective 9 – Maintain and promote recreation, cultural, and civic programs and events. to create and/or preserve a sense of community and heritage.~~
 - 9a – ~~When feasible, work with the~~ Coordinate with the county and surrounding communities to share facilities.
 - 9b – Continue support of the Cache County Library Providence/River Heights Branch.
 - 9c – Providence City current and future events through the use of print, internet and radio advertising will ~~Continue and~~ improve public information distribution. ~~via the newsletter, website, Mayor’s Town Hall, Providence Pipeline (mass communication system), social media etc.~~
 - 9d – Sponsor and support events and civic engagements. ~~and provide facilities for use by external groups.~~
 - *9e - Make city facilities available for events, civic activities and engagements.
 - 9f – Expand and promote recreational and cultural activities and opportunities for ~~children, youth and adults~~ city residents and visitors.
 - 9g – Expand and promote events that focus on the heritage and diversity of Providence City.
- Objective 10 – Maintain a street system that provides access throughout the City to include road pavement treatments, repairs and replacement. (move to transportation)
- Objective 11 – Snow Removal (move to transportation)

Reports:

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

- No staff reports presented

Commission Reports: Items presented by the Commission Members will be presented as informational only; no formal action will be taken.

- No Commission reports presented.

Motion to adjourn – R Cecil, second – B Perry

Vote:

Yea: R Cecil, B Perry, G Sonntag

Nay: None

Abstained: None

Excused: R Holloway, R James, J Parker

Excused Alternate: A Bearnson

Minutes prepared by Mindi Petersen

Minutes APPROVED 08/22/2018

Robert James, Chair

Skarlet Bankhead, City Recorder