

1 Providence City Planning Commission Agenda
2 Providence City Office Building, 164 North Gateway Drive, Providence UT 84332
3 October 10, 2018 6:00 p.m.

4
5 **Call to Order:** Robert James, Chair
6 Attendance: Voting: G Sonntag, B Perry, Robert James, John Parker,
7 Voting Alternate: L Banda
8 Excused: R Cecil
9

10 **Approval of the Minutes:**

11 **Item No. 1.** The Planning Commission will consider approval of the minutes for September 26, 2018.

12 Motion to approve the minutes from September 26, 2018 – J Parker, second – G Sonntag

13 Vote:

14 Yea: B Perry, G Sonntag, R Holloway, J Parker

15 Nay: None

16 Abstained:

17 Excused: R Cecil

18 Excused Alternate:

19 Corrections:

20 Page 1 line 31 delete a

21 Page 1 line 52 one

22 Page 2 line 9 an

23 Page 2 line 37 that the

24

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

- 28 • None

29

30 **Public Hearing(s):**

31 R James opened the public hearing.

32

33 **Item No. 1 (6:10 PM) Code Amendments:**

34 Prior to making a recommendation on the following code amendments, the Planning Commission is holding a
35 public hearing. The purpose of the public hearing is to provide an opportunity for anyone interested to comment
36 on the proposal before action is taken.

- 37 • 10-8-5: Commercial Zoned Districts-Site Development. This amendment requires a preconstruction
38 meeting before beginning construction on a commercial site plan.
- 39
- 40 • 10-9-4: Frontages: Curb, Gutter, and Sidewalk. This amendment requires frontage improvements when
41 building a primary structure on a parcel that is not part of a subdivision.
- 42
- 43 • 11-3-3: Subdivision Regulations, Final Plat: This amendment requires the Storm Water Pollution
44 Prevention Plan (SWPPP) and the engineer's cost estimates be submitted with the final plat and
45 construction drawings.
- 46
- 47 • 11-5: Subdivision Regulations, Public Improvements. Amendments include but are not limited to the
48 following:
- 49 • Requires all storm water (excluding finish grades and landscaping), water, sewer, and other
50 improvements that may be deemed necessary minimum improvement. Requires all testing
51 results and redline drawings be submitted to the City prior to the minimum improvement

52 inspection. Prohibits the installation of asphalt prior to the minimum improvement inspection.
53 Clarifies the following mandatory approval stages: preconstruction, minimum improvements,
54 substantial completion, final and warranty. Requires security bonds be increased if the actual bid
55 is higher than the engineer's estimates.
56

- 57 • No public in attendance
- 58
- 59 • R James closed the public hearing.
- 60

61 **Action Item(s):**

62 **Item No. 1. Proposed Code Amendments.** The Providence Planning Commission will consider for recommendation
63 to the City Council approval of amendments to Providence City Code for the following:

- 64 • 10-8-5: Commercial Zoned Districts-Site Development
- 65 • 10-9-4 Frontages: Curb, Gutter, and Sidewalk
 - 66 • Improvements should be made in accordance with city standards including but limited to
 - 67 Providence City standards and specifications manual
 - 68 • Pre-construction meeting
- 69 • 11-3-3 Final Plat
- 70 • 11-5 Public Improvements
 - 71 • Inspection report and/or punch list

72
73 (Discussion time approximately 10 minutes)

- 74 • R James asked for clarification on 10-9-4 4b "if applicable". S Bankhead explained if the parcel is less than
75 1 acre of property and it is not part of a larger development a NOI is not required. A SWPP is still required.

76
77 Motion to recommend the City Council approve the amendments to Providence City Code for 10-8-5, 10-9-4, 11-3-3
78 and 11-5 – B Perry, second – J Parker

79 Vote:
80 Yea: B Perry, G Sonntag, R Holloway, J Parker
81 Nay: None
82 Abstained:
83 Excused: R Cecil
84 Excused Alternate:

85
86 **Item No. 2. Annexation Policy Plan:** The Providence Planning Commission will consider for recommendation to the
87 City Council approval of the revised Annexation Policy Plan (General Plan Chapter 11). (Discussion time
88 approximately 10 minutes.)

89 Motion to recommend the City Council approve the annexation policy plan – G Sonntag, second – R Holloway

90 Vote:
91 Yea: B Perry, G Sonntag, R Holloway, J Parker
92 Nay: None
93 Abstained:
94 Excused: R Cecil
95 Excused Alternate:

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101 **Item No. 3. Final Plat Providence Hollow Subdivision Phase 3.** The Providence Planning Commission will consider
102 for approval a final plat for Providence Hollow Subdivision Phase 3, a 29-lot single-family residential subdivision
103 located in the general area of Spring Creek Parkway and Sarah Street, Providence UT; (Discussion time
104 approximately 10 minutes)

105 Discussion before vote:

- 106 • G Sonntag asked if the easement is occupied with any irrigation. S Bankhead explained it is a pressurized
107 line.
- 108 • D Macfarlane explained there is not a recorded easement for the irrigation. The same process was done
109 on phase 1 and 2.
- 110 • B Perry asked if the occupants of these lots will see the landslide and fire hazard reports. S Bankhead
111 explained there will be mention of it in the development agreement. Normally the associated reports
112 that go along with it are not recorded.
- 113 • D Macfarlane discussed how the findings on landslides affects the lots. He explained the process and
114 stated there is a low risk for landslide hazard.
- 115 • R James asked for clarification on what note 6 would say. D Macfarlane said it would be verbatim from B
116 Speth's letter.

117

118 **FINDINGS OF FACT:**

- 119 1. Executive Staff used the Providence City Master Plan 2000 as revised, and examined current and
120 anticipated development in the immediately surrounding area, to review the application.
- 121 2. ES used PCC 11-3-3 Final Plat and other applicable chapters and sections of Title 11 Subdivision
122 regulations to review the application and Final plat.
- 123 3. ES used PCC 10-8-1 Area Requirements and other applicable chapters and sections of Title 10 Zoning
124 Regulations.
- 125 4. ES used the Providence City Corporation Department of Public Works Standards and Specifications
126 Manual to review the application and final plat.
- 127 5. ES used the Cache County GIS Parcel Summary. The summary indicates areas that may need further
128 review.

129

130 **CONCLUSIONS OF LAW:**

- 131 1. ES determined that the General Plan calls for this type of development in the area where it is proposed.
- 132 2. ES determined that the Final Plat meets the requirements of 11-3-3 and 10-8-1 and other applicable
133 chapters and sections of Title 10 Zoning Regulations with the completion of the conditions listed below.
- 134 3. The applicant prepared a Landslide & Fire Hazard Report to address the sensitive areas identified in the
135 GIS Parcel Summary (attached).

136

137 **CONDITIONS:**

- 138 1. The following must be added to the final plat: a note for lots 2, 4, 7 & 8 and include the requirements
139 from Spring Creek Water Company as per their letter (attached). Each lot (2, 4, 7, & 8) needs to have a
140 note shown on each individual lot to see the note.
- 141 2. The easement for the temporary turnaround on the east end of 525 North must be recorded prior to
142 recording the final plat.
- 143 3. If applicable, the findings in the Landslide & Fire Hazard Report should be noted on the affected Lots.
- 144 4. The applicant shall continue to meet all applicable City, state and federal laws, codes, rules.
- 145 5. The construction drawings need to be approved and signed by the City Engineer.
- 146 6. The development agreement needs to be approved and signed by the City Council.

147

148 **RECOMMENDATION:** That the Planning Commission give their approval for the final plat for Providence Hollow
149 Subdivision Phase 3.

150 Motion to approve the final plat for Providence Hollow Subdivision Phase 3 preliminary plat with conditions 5 & 6
151 as stated – G Sonntag, second – J Parker

152 Vote:

153 Yea: B Perry, G Sonntag, R Holloway, J Parker

154 Nay: None

155 Abstained: None

156 Excused: R Cecil

157 Excused Alternate:

158

159 **Study Items(s):**

160 **Item No. 1. Proposed Code Amendment:** The Providence Planning Commission will discuss amendments to
161 Providence City Code Title 10 Zoning Regulations, Chapter 4 Establishment of Districts, Section 4 Mixed Use District.
162 The Mixed Use District is established to stimulate economic development by providing a unique planning
163 environment which combines light commercial, office, and residential development in a pedestrian friendly manner.
164 This district encourages creative development and site design for mixed use commercial, office, and residential uses
165 within the District. The MX District includes a mixture of uses with no one land use type being a constant dominate
166 or prevailing use. (15 minutes)

- 167 • S Bankhead gave a background on 10-4-4.
- 168 • Page 5 10-4-4 A – amend to include the Life Cycle Zone
- 169 • Purpose: This district encourages creative development and site design for mixed use, commercial, ~~office~~,
170 and residential uses within the District.
- 171 • Mixed use district with no one land use type being a constant ~~dominate~~ **dominant**
- 172 • **However of the land uses being used no one land use shall be no less than 20%.**
- 173 • Page 5 10-4-4-C- Any uses not listed on a table in that section are ~~conditional uses~~ **not permitted.**
- 174 • S Bankhead explained the table is in 10-6.
- 175 • There is no definition for “commercial zone”, however there is for “light commercial”. Removing the word
176 “light” will keep verbiage consistent.
- 177 • Define the uses of a commercial zone and commercial retail zone.
- 178 • Page 5 10-4-4-C – Any development in the MX District must include retail and either commercial or
179 residential uses. S Bankhead will reword this sentence.
- 180 • Look how other cities are combining residential and retail percentages in their codes.
- 181 • L Banda explained she felt the horizontal and vertical mixed use esthetically needs to fit. She suggested not
182 limiting it to one.
- 183 • G Sonntag explained he felt the focus should be on a strong retail base. Residential should be secondary
184 and if residential shall occur it should be vertical. R Holloway felt to be responsible to the citizens the
185 revenue needs to be available to keep the city functioning.
- 186 • R James suggested looking at other cities that have similar ordinances.

187

188 **Item No. 2. General Plan Map:** The Providence Planning Commission will discuss changes to the draft General Plan
189 Map – Future Re-zoning of Existing Districts & Annexed Areas.

- 190 • S Bankhead gave a background on the map and recent changes that have been made.
- 191 • S Bankhead explained this map is a combination of future rezone districts and annexed areas.
- 192 • S Bankhead explained Life Cycle is not an overlay it is a zone.
- 193 • R James suggested getting more detail from Millville City as to what they see to the west of the general
194 commercial district.
- 195 • R James discussed the south east annexation area of the map.

196

197 **Reports:**

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

- 199 • S Bankhead reported there is a rezone application for the property that is part of the original Highlands
200 plan. If the developer does not meet his averaging requirements it will require a rezone of the lots.
- 201 • S Bankhead reported there is a vacant lot to the north of the miniature golf course. It is currently zoned
202 commercial general district. There is an application to consider zoning it to multi-family high. D

203 Macfarlane would like to put townhomes at that location. R James recommended this a study item before
204 it goes to public hearing.
205 • S Bankhead reported the council is considering accessory dwelling units.
206 • S Bankhead reported there was an excellent presentation from the Housing Gap Coalition at the City
207 Council meeting.
208 • The County Council awarded Providence City \$200,000 to use towards the Spring Creek Crossing. The
209 developers agreed to pay 75% towards the east crossing. They will also improve sidewalk that is along 300
210 east.

211
212 Commission Reports: Items presented by the Commission Members will be presented as informational only; no
213 formal action will be taken.

- 214 • None

215
216 Motion to adjourn –G Sonntag, second – J Parker

217 Vote:

218 Yea: B Perry, G Sonntag

219 Nay: None

220 Abstained: None

221 Excused: R. Cecil

222 Excused Alternate:

223 Meeting adjourned approximately 8:35 PM

224 Minutes prepared by Mindi Petersen

225

226 **APPROVED 10/24/2018**

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230 _____
Robert James, Chair

231

Skarlet Bankhead, City Recorder