

1 **PLANNING COMMISSION MINUTES**

2 Wednesday, April 26th, 2023, 6:00 pm

3 Providence City Office Building, 164 North Gateway Dr., Providence Ut

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5 To view the video recording account of the Planning Commission meeting please visit the Planning  
6 Commission webpage or click on the following YouTube Link: [Planning Commission - YouTube](#)

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8 **HR. MIN. SEC** in **GREEN** are time stamps of the YouTube video of the meeting.

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10 **Call to Order:** Michael Fortune

11 **Chair Roll Call of Commission Members:** Shelly Nazer, Brian Marble, Michael Fortune, Tyler Riggs, Bob  
12 Washburn & Joe Chambers.

13 **City Staff in Attendance:** Ryan Snow (City Manager), Skarlet Bankhead (Community Services Director) & Ty  
14 Cameron (City Recorder).

15 **Pledge of Allegiance:** Tyler Riggs

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17 **1 MIN. 10 SEC.**

18 **Approval of Minutes:** The Planning Commission will consider approval of the minutes for April 12th, 2023.  
19 **(MINUTES)**

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  - Michael Fortune called for the approval of the minutes of April 12<sup>th</sup>, 2023.
  - The Planning Commission found no errors or corrections that were needed.

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24 **Motion to approve the minutes of April 12<sup>th</sup>, 2023 – Shelly Nazer. 2<sup>nd</sup> – Joe Chambers.**

25 **Vote:**

26 **Yea- Shelly Nazer, Brian Marble, Michael Fortune, Tyler Riggs & Joe Chambers.**

27 **Nay-**

28 **Abstained-**

29 **Absent-**

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31 **Motion passes, minutes approved.**

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33 **Public Comments:** Citizens may express their views on issues within the Planning Commission’s jurisdiction.  
34 The Commission accepts comments: in-person, by email [providencacityutah@gmail.com](mailto:providencacityutah@gmail.com) , and  
35 by text 435-752-9441. By law, email comments are considered public record and will be shared  
36 with all parties involved, including the Planning Commission and the applicant.

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  - Michael Fortune opened the floor for public comment.
  - Staff indicated that no comments had come in via email or text.
  - No comments were made.
  - Michael Fortune closed the public comment portion of the meeting.
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48 **Legislative – Action Item(s):**

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50 **4 MIN. 5 SEC.**

- 51 ➤ **Item No. 1 Homes at 291 Preliminary Plat:** The Providence City Planning Commission will  
52 discuss, consider, and may take action on a request to approve a preliminary plat for Homes at 291, a 3-  
53 lot single-family residential subdivision located at 291 N 100 E. **(PLAT ANALYSIS)**
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- 55 • Michael Fortune called item 1, gave a brief introduction and asked Skarlet Bankhead to give an  
56 overview of the Preliminary Plat.
  - 57 • Skarlet Bankhead reviewed with Planning Commission the staff report noting what State and  
58 City Codes were used to analysis this preliminary plat making sure it was in compliance.  
59 Reported that this parcel has a home, mobile home, and detached garage existing on this  
60 property. The home will remain; the mobile home and garage will be removed. This is a 3-lot  
61 residential subdivision. Lots 1 and 2 are adjacent to and will access 100 E. Lot 3 is not adjacent  
62 to 100 E but does have access to 100 E through a 24-ft wide driveway easement on Lot 2.
  - 63 • Ms. Bankhead cited that this analysis is standard to what they have seen before but mentioned  
64 that she included in the conclusion section a piece regarding the city’s recently approved  
65 moderate income housing plan.
  - 66 • Ms. Bankhead discussed with the Planning Commission the City’s general and master plans and  
67 how this parcel fits or complies with those plans, such as park proximity, transportation, and  
68 future development.
  - 69 • Ms. Bankhead referenced the comments in red in the staff report advising that the applicant has  
70 resolved most of those issues. Discussed with the Planning Commission plans for a fee-in-lieu  
71 for the property, service lines, waster water collection and treatment plans and fees, as well as  
72 the culinary water master plan.
  - 73 • Discussed the preliminary plat map and its referenced street cross sections, wells, existing  
74 services, and map notes.
  - 75 • Relayed that Aaron Walker, deputy fire marshal, has submitted his letter regarding fire and life  
76 safety issues with access and hydrant locations.
  - 77 • The Planning Commission read the preliminary plat map notes for the record.
  - 78 • Parties talked about the moderate-income housing guidelines and goals that they have set. Parties  
79 referenced the current housing market and improving the city’s infrastructure.
  - 80 • Parties outlined the definition of inner block developments and what the requirements are for  
81 inner block developments.
  - 82 • Parties continued discussion regarding the goals they set with their moderate-income housing  
83 report and how they will define meeting those goals and showing progress.
  - 84 • Danny MacFarlane, applicant, briefly described the preliminary plat and asked if the Planning  
85 Commission has any questions. Brian Marble asked about irrigation lines and sidewalks. Mr.  
86 MacFarlane responded that the irrigation lines will be piped, and they will complete the sidewalk  
87 in front of the property.
  - 88 • Shelly Nazer thanked the applicant for compromising and listening to the residents.

- The Planning Commission all commented that the preliminary plat looked good and that they did not see any issues.
- Michael Fortune informed the Planning Commission that he would be stepping outside during the vote as he has personal interest in this item.

**Motion to approve the preliminary plat for Homes at 291, a 3-lot single family subdivision located at 291 N 100 E subject to the findings of fact, conclusions of law and conditions as found in the staff report – Tyler Riggs. 2<sup>nd</sup> – Bob Washburn.**

**Vote:**

**Yea- Shelly Nazer, Brian Marble, Tyler Riggs, Bob Washburn & Joe Chambers.**

**Nay-**

**Abstained-**

**Absent-**

**Motion passes, Preliminary Plat for Homes at 291 is approved.**

**Study Items(s):**

**32 MIN 10 SEC.**

- **Item No. 2 Rezone of Parcel 02-096-0038:** The Providence Planning Commission will discuss a rezone application for parcel 02-096-0038 which seeks to rezone from R-1-1 to R-1-10. **(ANALYSIS)**

- Michael Fortune called item 2 and indicated that the applicant is not present tonight. Staff noted that this item was only added a few days ago and the agenda was just sent to the applicant this afternoon so he may not be aware of it.
- Michael Fortune conveyed that in the past when an applicant has not appeared they usually table or continue the item till their next meeting.

**Motion to continue item to next meeting – Joe Chambers. 2<sup>nd</sup> – Brian Marble.**

**Vote:**

**Yea- Shelly Nazer, Brian Marble, Tyler Riggs, Michael Fortune & Joe Chambers.**

**Nay-**

**Abstained-**

**Absent-**

**Motion passes, item continued to next meeting.**

- The Planning Commission asked if the Utah League of Cities and Towns had a summary of the bills that were recently passed that affect the city’s and specifically land use. Staff responded that usually they do put something on their website and would follow up and see what they can find.

- Parties discussed upcoming infrastructure improvements and how it will help them complete the goals that they have set forth in their moderate-income housing report. Ryan Snow reported to the Planning Commission the major projects that will happen in the coming months which included redoing 10 roads, creating a walking trail and bike path and test drilling for wells. Staff explained how completing some of these projects will show that we are progressing in our moderate-income housing report by preparing for increased development.
- Shelley Nazer asked if the City Council will have on their agenda the water conservation letter that informed of a conservation program residents could participate in that the Planning Commission discussed last meeting. Staff indicated that they were advised at the last meeting only to inform the City Council of the letter and then let them decide if they want the Planning Commission to pursue it and that is what they have done.

**Motion to adjourn – Tyler Riggs, 2<sup>nd</sup> – Brian Marble.**

**Vote:**

**Yea- Shelly Nazer, Brian Marble, Tyler Riggs, Michael Fortune & Joe Chambers.**

**Nay-**

**Abstained-**

**Absent-**

**Motion passes, meeting adjourned.**

**Minutes approve by vote of Planning Commission on \_\_\_\_\_ day of \_\_\_\_\_ 2023.**

\_\_\_\_\_  
**Michael Fortune, Chair**

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**Ty Cameron, City Recorder.**