



## **PROVO MUNICIPAL COUNCIL**

**Stormwater Service District**

**Redevelopment Agency of Provo**

**Regular Meeting Agenda**

5:30 PM, Tuesday, June 20, 2023

Council Chambers (Room 100)

Hybrid meeting: 445 W. Center Street, Provo, UT 84601 or

<https://www.youtube.com/provocitycouncil>

The in-person meeting will be held in the **Council Chambers**. The meeting will be available to the public for live broadcast and on-demand viewing on YouTube and Facebook at: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil) and [facebook.com/provocouncil](https://www.facebook.com/provocouncil). If one platform is unavailable, please try the other. If you do not have access to the Internet, you can join via telephone following the instructions below.

### **TO MAKE A VIRTUAL PUBLIC COMMENT:**

To participate in the public comment portion(s) of the meeting, call in as an audience member as the presentation is wrapping up. Be sure to mute/silence any external audio on your end to reduce feedback (if you are viewing the live proceedings on YouTube, mute the YouTube video; you will be able to hear the meeting audio through the phone while you are on the line).

**Press \*9 from your phone to indicate that you would like to speak.** When you are invited to speak, the meeting host will grant you speaking permission, calling on you by the last four digits of your phone number. Please begin by stating your first and last name, and city of residence for the record. After you have shared your comment, hang up. If you wish to comment on a later item, simply re-dial to rejoin the meeting for any subsequent comment period(s).

**June 20 Council Meeting:** Dial **346 248 7799**. Enter Meeting ID 823 0235 9516 and press **#**. When asked for a participant ID, press **#**. To join via computer, visit [zoom.us](https://zoom.us) and enter the meeting ID and passcode: 517399.

### **Decorum**

The Council requests that citizens help maintain the decorum of the meeting by turning off electronic devices, being respectful to the Council and others, and refraining from applauding during the proceedings of the meeting.

### **Opening Ceremony**

#### **Roll Call**

#### **Prayer**

#### **Pledge of Allegiance**

#### **Public Comment**

Fifteen minutes have been set aside for any person to express ideas, concerns, comments, or issues that are not on the agenda:

Please state your name and city of residence into the microphone.

Please limit your comments to two minutes.

State Law prohibits the Council from acting on items that do not appear on the agenda.

## **Action Agenda**

1. A resolution consenting to the appointment of individuals to various boards and commissions. (23-005)
2. A resolution amending the 2023 Council regular meeting schedule. (23-050)
3. Resolution Approving an Interlocal Cooperation Agreement regarding the Provo Municipal Airport Terminal (23-051)
4. An ordinance amending Provo City Code regarding location of boats, recreational vehicles, and trailers. Citywide Application. (PLOT20230034)
5. An ordinance enacting procedures and requirements related to agriculture protection areas. Citywide Application. (PLOT20230092)
6. A resolution regarding year-end appropriations in the General Fund, Stormwater Fund, Airport Fund, and Vehicle Replacement Fund, and a transfer from the Engineering CIP to the Airport Fund. (23-008)
7. An ordinance amending the consolidated fee schedule and Provo City Pay Range Table. (23-008)
8. An ordinance amending the tentative budget for Provo City for the Fiscal Year beginning July 1, 2023, & ending June 30, 2024, in the amount of \$342,097,249 and setting a public hearing to consider a proposed change in the certified tax rate. (23-008)

## **Stormwater Service District**

9. A resolution adopting a budget for the Provo City Stormwater Service District in the amount of \$6,869,489 for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

## **Redevelopment Agency of Provo**

10. A resolution adopting a budget for the Redevelopment Agency of Provo City Corporation for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024, in the amount of \$1,206,958. (23-008)

## **Adjournment**

If you have a comment regarding items on the agenda, please contact Councilors at [council@provo.org](mailto:council@provo.org) or using their contact information listed at: [provo.org/government/city-council/meet-the-council](https://provo.org/government/city-council/meet-the-council)

Materials and Agenda: [agendas.provo.org](https://agendas.provo.org)

Council meetings are broadcast live and available later on demand at [youtube.com/ProvoCityCouncil](https://youtube.com/ProvoCityCouncil)

To send comments to the Council or weigh in on current issues, visit [OpenCityHall.provo.org](https://OpenCityHall.provo.org).

The next Council Meeting will be held on Tuesday, July 18, 2023. The meeting will be held in the Council Chambers, 445 W. Center Street, Provo, UT 84601 with an online broadcast. Work Meetings generally begin between 12 and 4 PM. Council Meetings begin at 5:30 PM. The start time for additional meetings may vary. All meeting start times are noticed at least 24 hours prior to the meeting.

**Notice of Compliance with the Americans with Disabilities Act (ADA)**

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting are invited to notify the Provo Council Office at 445 W. Center, Provo, Utah 84601, phone: (801) 852-6120 or email [evanderwerken@provo.org](mailto:evanderwerken@provo.org) at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at [youtube.com/ProvoCityCouncil](https://youtube.com/ProvoCityCouncil).

**Notice of Telephonic Communications**

One or more Council members may participate by telephone or Internet communication in this meeting. Telephone or Internet communications will be amplified as needed so all Council members and others attending the meeting will be able to hear the person(s) participating electronically as well as those participating in person. The meeting will be conducted using the same procedures applicable to regular Municipal Council meetings.

**Notice of Compliance with Public Noticing Regulations**

This meeting was noticed in compliance with Utah Code 52-4-207(4), which supersedes some requirements listed in Utah Code 52-4-202 and Provo City Code 14.02.010. Agendas and minutes are accessible through the Provo City website at [agendas.provo.org](https://agendas.provo.org). Council meeting agendas are available through the Utah Public Meeting Notice website at [utah.gov/pmn](https://utah.gov/pmn), which also offers email subscriptions to notices.

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** EVANDERWERKEN  
**Department:** Council  
**Requested Meeting Date:**

**SUBJECT:** A resolution consenting to the appointment of individuals to various boards and commissions. (23-005)

**RECOMMENDATION:** Approve the resolution.

**BACKGROUND:** Mayor Michelle Kaufusi has submitted a number of individuals to be reappointed or appointed to various City boards and commissions. These names have been distributed to the Council for their consideration and the resolution has been scheduled for this Council Meeting.

**FISCAL IMPACT:**

**PRESENTER'S NAME:** Mayor Michelle Kaufusi

**REQUESTED DURATION OF PRESENTATION:** 5 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-005



1 RESOLUTION 2023-

2  
3 A RESOLUTION CONSENTING TO THE APPOINTMENT OF  
4 INDIVIDUALS TO VARIOUS BOARDS AND COMMISSIONS. (23-005)  
5

6 WHEREAS, the Mayor, acting pursuant to her statutory authority, has recommended that  
7 individuals be appointed to serve on the various city boards and commissions as detailed below;  
8 and  
9

10 WHEREAS, the Mayor, acting pursuant to her statutory authority, has also recommended  
11 an individual be appointed to serve on the board of the Provo Housing Authority, which is an  
12 independent agency for which state statute grants appointing authority to the Mayor, subject to the  
13 Council's advice and consent; and  
14

15 WHEREAS, on June 20, 2023, the Municipal Council met to ascertain the facts regarding  
16 this matter, which facts are found in the public record of the Council's consideration; and  
17

18 WHEREAS, after considering the Mayor's recommendation and facts presented to the  
19 Municipal Council, the Council (i) consents to the board appointments set forth below and (ii)  
20 finds such appointments will reasonably further the health, safety and general welfare of the  
21 citizens of Provo City.  
22

23 NOW, THEREFORE, be it resolved by the Municipal Council of Provo City, Utah, as  
24 follows:  
25

26 PART I:  
27

28 1. Pursuant to Utah Code Section 35A-8-404, the Municipal Council consents to the  
29 appointment of the individuals listed below to serve on the Provo Housing Authority Board for  
30 the prescribed term:  
31

| <u>Appointee's Name</u> | <u>Board</u>            | <u>Term Expiration Date</u> |
|-------------------------|-------------------------|-----------------------------|
| Abraham Hernandez       | Provo Housing Authority | June 30, 2027               |

32  
33  
34

35 2. Following said appointment, there are 6 members and 1 vacancy on the Provo Housing  
36 Authority Board, as shown on the attached Exhibit A.  
37

38 PART II:  
39

40 1. Pursuant to Provo City Code Section 2.22.010, the Municipal Council consents to the  
41 appointment of the individuals listed below to serve on the Arts Council for the prescribed term:  
42

| <u>Appointee's Name</u> | <u>Board</u> | <u>Term Expiration Date</u> |
|-------------------------|--------------|-----------------------------|
| Daren Smith             | Arts Council | June 30, 2026               |
| Emilie Campbell         | Arts Council | June 30, 2026               |
| Margaret Weber          | Arts Council | June 30, 2026               |

43  
44  
45  
46

47 Thomas Taylor Arts Council June 30, 2026

48  
49 2. Following said appointment, there are 8 members and 3 vacancies on the Arts Council,  
50 as shown on the attached Exhibit B.

51  
52 PART III:

53  
54 1. Pursuant to Provo City Code Section 2.38.010, the Municipal Council consents to the  
55 appointment of the individuals listed below to serve on the Parks and Recreation Board for the  
56 prescribed term:

57  
58 

| <u>Appointee's Name</u> | <u>Board</u>               | <u>Term Expiration Date</u> |
|-------------------------|----------------------------|-----------------------------|
| Jen Peterson            | Parks and Recreation Board | June 30, 2026               |
| Tom Sitake              | Parks and Recreation Board | June 30, 2026               |

61  
62 2. Following said appointments, there are 9 members and no vacancies on the Parks and  
63 Recreation Board, as shown on the attached Exhibit C.

64  
65 PART IV:

66  
67 This resolution and the board and commission appointments indicated herein shall take  
68 effect immediately.

69  
70 END OF RESOLUTION.

**EXHIBIT A<sup>1</sup>**  
**PROVO HOUSING AUTHORITY BOARD APPOINTMENTS**

| <b>Name</b>         | <b>Seat</b>               | <b>Term Expiration Date<sup>2</sup></b> | <b>Appointing Resolution</b> |
|---------------------|---------------------------|-----------------------------------------|------------------------------|
| Eric Speckhard      | 1                         | 6/30/2025                               | 2021-47                      |
| Christian Faulconer | 2                         | 6/30/2025                               | 2021-47                      |
| Katrice MacKay      | 3                         | 6/30/2026                               | 2022-30                      |
| Lynette Hemsath     | 4                         | 6/30/2022                               | 2018-45                      |
|                     | Resident of Provo Housing | 6/30/2026                               | 2022-46                      |
| Martha Wingate      | 5                         | 6/30/2026                               | 2022-35                      |
| Abraham Hernandez   | 6                         | 6/30/2027                               | Attached                     |
| <i>Vacant</i>       | 7                         | Unexpired 6/30/2024                     |                              |

**EXHIBIT B<sup>3</sup>**  
**ARTS COUNCIL APPOINTMENTS**

| <b>Name</b>     | <b>Seat</b> | <b>Residency status<sup>4</sup></b> | <b>Term Expiration Date<sup>5</sup></b> | <b>Appointing Resolution</b> |
|-----------------|-------------|-------------------------------------|-----------------------------------------|------------------------------|
| Mari Harrison   | 1           | Non-Provo resident                  | 6/30/2025                               | 2022-35                      |
| Barta Heiner    | 2           | Provo resident                      | 6/30/2024                               | 2022-16                      |
| Thomas Taylor   | 3           | Provo resident                      | 6/30/2026                               | Attached                     |
| Daren Smith     | 4           | Provo resident                      | 6/30/2026                               | Attached                     |
| <i>Vacant</i>   | 5           |                                     |                                         |                              |
| Margaret Weber  | 6           | Provo resident                      | 6/30/2026                               | Attached                     |
| <i>Vacant</i>   | 7           |                                     |                                         |                              |
| Emilie Campbell | 8           | Provo resident                      | 6/30/2026                               | Attached                     |
| Lisa Joy        | 9           | Provo resident                      | 6/30/2025                               | 2022-35                      |
| <i>Vacant</i>   | 10          |                                     | Unexpired 6/30/2024                     |                              |
| Michael Cheney  | 11          | Provo resident                      | 6/30/2024                               | 2022-35                      |

<sup>1</sup> This Exhibit includes the Provo Housing Authority appointees in the resolution to which it is attached. Anyone not so appointed should be removed from the Exhibit.

<sup>2</sup> Terms of four years, with any vacancies filled for the unexpired term

<sup>3</sup> This Exhibit includes the Arts Council appointees in the resolution to which it is attached. Anyone not so appointed should be removed from the Exhibit.

<sup>4</sup> Up to three members may be non-residents of Provo.

<sup>5</sup> Three-year terms.

**EXHIBIT C<sup>6</sup>**  
**PARKS AND RECREATION BOARD APPOINTMENTS**

| <b>Name</b>     | <b>Seat</b> | <b>Term Expiration<br/>Date<sup>7</sup></b> | <b>Appointing<br/>Resolution</b> |
|-----------------|-------------|---------------------------------------------|----------------------------------|
| Laura Cabanilla | 1           | 12/31/2024                                  | 2022-03                          |
| Bonnie Morrow   | 2           | 6/30/2025                                   | 2022-30                          |
| Tom Sitake      | 3           | 6/30/2026                                   | Attached                         |
| Brittany Hyde   | 4           | 6/30/2025                                   | 2022-46                          |
| William Toutai  | 5           | 12/31/2023                                  | 2021-10                          |
| Larry Hunt      | 6           | 12/31/2023                                  | 2021-10                          |
| Jen Peterson    | 7           | 6/30/2026                                   | Attached                         |
| Dan Mitchell    | 8           | 6/30/2025                                   | 2022-35                          |
| Doug Gardner    | 9           | 12/31/2024                                  | 2022-03                          |

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<sup>6</sup> This Exhibit includes the Parks and Recreation Board appointees in the resolution to which it is attached. Anyone not so appointed should be removed from the Exhibit.

<sup>7</sup> Three-year staggered terms

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** EVANDERWERKEN  
**Department:** Council  
**Requested Meeting Date:**

**SUBJECT:** A resolution amending the 2023 Council regular meeting schedule. (22-084)

**RECOMMENDATION:** Adopt the resolution.

**BACKGROUND:** Due to the statewide changes to the the primary and general election dates for 2023, amendments are proposed the Municipal Council Meeting schedule.

**FISCAL IMPACT:**

**PRESENTER'S NAME:** Justin Harrison, Council Executive Director

**REQUESTED DURATION OF PRESENTATION:** 5 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 22-084

1 RESOLUTION 2023-

2  
3 A RESOLUTION AMENDING THE 2023 COUNCIL REGULAR MEETING  
4 SCHEDULE. (23-050)  
5

6 WHEREAS, pursuant to Utah Code Section 52-4-202(2), at least once each year the  
7 Municipal Council is required to give public notice of the Council's regular meetings that are  
8 scheduled in advance over the course of a year; and  
9

10 WHEREAS, on December 13, 2022, the Provo Municipal Council adopted a regular  
11 meeting schedule specifying the date, time, and place of regular Municipal Council meetings  
12 scheduled for the year 2023; and  
13

14 WHEREAS, on June 7, 2023, the Governor of Utah issued Writ of Election, Proclamation,  
15 and Notice of Election 2023-1P; and  
16

17 WHEREAS, on June 14, 2023, the Utah State Legislature passed H.B. 2001 Election  
18 Amendments; and  
19

20 WHEREAS, on June 20, 2023, pursuant to H.B. 2001, the Municipal Council met to  
21 ascertain the facts regarding this matter and receive public comment, which facts and comments  
22 are found in the public record of the Council's consideration; and  
23

24 WHEREAS, based upon the recommendations of Council Members, the Mayor, and  
25 others, the Municipal Council hereby finds that the amendments to the Council's regular meeting  
26 schedule as shown in Exhibit A reasonably further the health, safety, and general welfare of the  
27 citizens of Provo City.  
28

29 NOW, THEREFORE, be it resolved by the Municipal Council of Provo City, Utah, as  
30 follows:  
31

32 PART I:  
33

34 A. The Municipal Council hereby adopts the amendments to the regular meeting schedule  
35 for the year 2023 as shown in the attached Exhibit A.  
36

37 B. Public notice of the meeting schedule shall be given as provided in Utah Code Section  
38 52-4-202(3).  
39

40 PART II:  
41

42 This resolution shall take effect immediately.  
43

44 END OF RESOLUTION.

## EXHIBIT A

### PROVO MUNICIPAL COUNCIL 2023 Regular Meeting Schedule

| Month    | Day |                                     | Month     | Day |                                                                                                |
|----------|-----|-------------------------------------|-----------|-----|------------------------------------------------------------------------------------------------|
| January  | 3   | Special Meeting as needed           | July      | 4   | Special Meeting as needed                                                                      |
| January  | 10  | Special Meeting as needed           | July      | 11  | Special Meeting as needed                                                                      |
| January  | 17  | <b>Work &amp; Council Meeting</b>   | July      | 18  | <b>Work &amp; Council Meeting</b>                                                              |
| January  | 24  | Special Meeting as needed           | July      | 25  | Special Meeting as needed                                                                      |
| January  | 31  | <b>Work &amp; Council Meeting</b>   |           |     |                                                                                                |
| February | 7   | Special Meeting as needed           | August    | 1   | <b>Work &amp; Council Meeting</b>                                                              |
| February | 14  | <b>Work &amp; Council Meeting</b>   | August    | 8   | Truth in Taxation Meeting** <del>Special Meeting as needed</del>                               |
| February | 21  | Special Meeting as needed           | August    | 15  | Special Meeting as needed <del>Primary Election Day</del>                                      |
| February | 28  | <b>Work &amp; Council Meeting</b>   | August    | 22  | <b>Work &amp; Council Meeting</b>                                                              |
|          |     |                                     | August    | 29  | Special Meeting as needed <del>Board of Canvassers (if needed)</del>                           |
| March    | 7   | Special Meeting as needed           | September | 5   | <del>Primary Election Day</del> and <b>Work &amp; Council Meeting</b>                          |
| March    | 14  | <b>Work &amp; Council Meeting</b>   | September | 12  | Special Meeting as needed                                                                      |
| March    | 21  | Special Meeting as needed           | September | 19  | <del>Board of Canvassers and</del> <b>Work &amp; Council Meeting</b>                           |
| March    | 28  | <b>Work &amp; Council Meeting</b>   | September | 26  | Special Meeting as needed                                                                      |
| April    | 4   | Special Meeting as needed           | October   | 3   | <b>Work &amp; Council Meeting</b>                                                              |
| April    | 11  | Special Meeting as needed           | October   | 10  | Special Meeting as needed                                                                      |
| April    | 18  | <b>Work &amp; Council Meeting</b>   | October   | 17  | <b>Work &amp; Council Meeting</b>                                                              |
| April    | 25  | Special Meeting as needed           | October   | 24  | Special Meeting as needed                                                                      |
|          |     |                                     | October   | 31  | Special Meeting as needed                                                                      |
| May      | 2   | <b>Work &amp; Council Meeting</b>   | November  | 7   | Special Meeting as needed <del>General Election Day</del>                                      |
| May      | 9   | <del>Budget Meeting as needed</del> | November  | 14  | <b>Work &amp; Council Meeting</b>                                                              |
| May      | 16  | <b>Work &amp; Council Meeting</b>   | November  | 21  | <del>General Election Day</del> <del>Board of Canvassers and Work &amp; Council Meetings</del> |
| May      | 23  | <del>Budget Meeting as needed</del> | November  | 28  | Special Meeting as needed                                                                      |
| May      | 30  | <del>Budget Meeting as needed</del> |           |     |                                                                                                |
| June     | 6   | <b>Work &amp; Council Meeting</b>   | December  | 5-6 | <del>Board of Canvassers and</del> Special Meeting as needed                                   |
| June     | 13  | <del>Budget Meeting as needed</del> | December  | 12  | <b>Work &amp; Council Meeting</b>                                                              |
| June     | 20  | <b>Work &amp; Council Meeting</b>   | December  | 19  | Special Meeting as needed                                                                      |
| June     | 27  | <del>Budget Meeting as needed</del> | December  | 26  | Special Meeting as needed                                                                      |

The 2023 Municipal Council will meet according to the calendar above. Council Meetings begin at 5:30 PM, unless otherwise noticed. Work meeting times vary and will be noticed. Regular meetings are held in the Municipal Council Chambers at 445 West Center Street, Provo, UT. Special Meetings may be used for Work and/or Council Meetings at the discretion of the Municipal Council Chair upon proper notice. Only an Emergency meeting will be held with less than 24 hours notice in advance, in compliance with Utah State Law.

Council Meeting Agendas are usually available Thursday prior to Council meetings. Council agendas, meeting minutes, and past meeting materials can be found online at <http://agendas.provo.org>. Council Meetings are noticed through the Utah Public Meeting Notice website at <http://www.utah.gov/pmn/>.

#### Provo City Offices will be closed for these 2023 City Holidays\*

|                     |                                |                       |                                 |
|---------------------|--------------------------------|-----------------------|---------------------------------|
| Monday, January 2   | New Years Day <i>Observed</i>  | Monday, September 4   | Labor Day                       |
| Monday, January 16  | Dr. Martin Luther King Jr. Day | Thursday, November 23 | Thanksgiving Day                |
| Monday, February 20 | President's Day                | Friday, November 24*  | Day After Thanksgiving          |
| Monday, May 29      | Memorial Day                   | Thursday, December 21 | Christmas Eve <i>Observed</i> * |
| Monday, June 19     | Juneteenth                     | Friday, December 22*  | Christmas Eve <i>Observed</i> * |
| Monday, July 4      | Independence Day               | Monday, December 25   | Christmas Day                   |
| Monday, July 24     | Pioneer Day                    |                       |                                 |

\*The Council Office is open Monday-Thursday from 7:00 AM-6:00 PM. Customer Service (Provo 311) is open Monday-Friday from 8:00 AM-6:00 PM. This holiday schedule reflects both the Thursday holiday closures affecting the Council Office and the Friday holiday closures affecting Customer Service.

\*\*6:00am start time





# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** BRIAN JONES  
**Department:** Legal  
**Requested Meeting Date:** 06-20-2023

**SUBJECT:** Resolution Approving an Interlocal Cooperation Agreement regarding the Provo Municipal Airport Terminal

**RECOMMENDATION:** Request approval of interlocal agreement allocating \$15,000,000 in funding to the City.

**BACKGROUND:** \$15,000,000 has been allocated to reimburse costs related to the building of the new airport terminal. This interlocal agreement is necessary for the County to disburse the funds.

**FISCAL IMPACT:** \$15,000,000 will be received by City to reimburse airport expansion costs.

**PRESENTER'S NAME:** Brian Jones

**REQUESTED DURATION OF PRESENTATION:** 5min

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
Airport expansion has already happened and arose out of multiple plans, policies, goals, and objectives.

**CITYVIEW OR ISSUE FILE NUMBER:**

1 Resolution 2023-  
2

3 A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT  
4 REGARDING FUNDING FOR THE PROVO CITY MUNICIPAL AIRPORT  
5 TERMINAL CONSTRUCTION. (23-051)  
6

7 WHEREAS, Provo City has been awarded \$15,000,000 in funding to reimburse costs  
8 associated with the construction of the airport terminal; and  
9

10 WHEREAS, Utah County is the party that will disburse the funds and Provo City and Utah  
11 County need to enter into an interlocal agreement governing the disbursement (attached hereto as  
12 Exhibit A); and  
13

14 WHEREAS, after considering the facts and comments presented to the Municipal Council  
15 at a public meeting held on June 20, 2022, the Council finds that approving the interlocal  
16 agreement reasonably furthers the health, safety and general welfare of the citizens of Provo City.  
17

18 NOW, THEREFORE, be it resolved by the Municipal Council of Provo City, Utah, as  
19 follows:  
20

21 PART I:  
22

- 23 1. The Interlocal Agreement attached as Exhibit A is approved.  
24 2. The Mayor is authorized to sign and execute all necessary and appropriate documents in  
25 conjunction with this agreement.  
26

27 PART II:  
28

29 This resolution shall take effect immediately.  
30

31 END OF RESOLUTION.

**Exhibit A**

Agreement No. 2023 - \_\_\_\_\_

**INTER-LOCAL COOPERATION AGREEMENT  
between  
UTAH COUNTY and  
PROVO CITY**

**For A Project Known As**

**PROVO MUNICIPAL AIRPORT TERMINAL**

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_ 2023, by and between **UTAH COUNTY**, an inter-local agency of the State of Utah, with principal offices located at 100 East Center Street, Suite 2300, Provo, Utah 84606, and **PROVO CITY**, a political subdivision of the State of Utah, with principal offices located at 351 West Center, Provo, Utah 84601.

**RECITALS:**

**WHEREAS**, the Utah Interlocal Co-operation Act, Title 11, Chapter 13, Utah Code Annotated (1953), as amended, permits local governmental units including cities, counties, inter-local agencies and political subdivisions of the State of Utah to make the most efficient use of their powers by enabling them to cooperate with other public entities on the basis of mutual advantage and to exercise joint cooperative action for the benefit of their respective citizens; and

**WHEREAS**, the Program Manager (Utah County) and the Project Sponsor (Provo City) desire to facilitate the construction of a project known as Provo Municipal Airport Terminal (**Approved Project**) which consists of a new airport terminal building located at the Provo Municipal Airport; and

**WHEREAS**, the Program Manager and the Project Sponsor held duly noticed public meetings wherein this Agreement was considered and an Authorizing Resolution was presented for approval by the respective legislative bodies.

**NOW THEREFORE**, in consideration of the covenants and agreements contained herein and other valuable consideration, the sufficiency of which is hereby acknowledged, the Program Manager and the Project Sponsor hereby agree as follows:

**Section 1. PURPOSES.**

This Agreement has been established and entered into between the Program Manager and the Project Sponsor for the purpose of outlining the respective rights and responsibilities of the Program Manager and the Project Sponsor in the construction of the Approved Project.

**Section 2. ADMINISTRATION OF AGREEMENT.**

The parties hereto agree that, pursuant to Section 11-13-207, Utah Code Annotated, 1953 as amended, the Utah County Public Works Director shall act as the administrator responsible for the administration of this Agreement. The parties further agree that this Agreement does not anticipate nor provide for any organizational changes in the parties. The administrator agrees to keep all books and records in such form and manner as the Utah County Auditor shall specify and further agrees that said books shall be open for examination by the parties hereto at all reasonable times.

**Section 3. MULTIPLE JURISDICTIONS.**

If a project is within multiple jurisdictions and/or agencies, one jurisdiction or agency will enter into this interlocal agreement and interface with the Program Manager as the Project Sponsor. Multiple jurisdictions and/or agencies interactions will be outlined within a separate interlocal agreement between said jurisdictions and/or agencies. This agreement shall be referenced in this agreement as an Exhibit.

**Section 4. EFFECTIVE DATE; DURATION.**

This Agreement shall become effective and shall enter into force within the meaning of the Interlocal Cooperation Act, upon the submission of this Agreement to, and the approval and execution hereof by the governing bodies of the Program Manager and the Project Sponsor. The term of this Agreement shall be from the date of execution hereof until the terms and obligations identified herein are completed, but in no event, longer than 3 years from the execution date.

**Section 5. NO SEPARATE LEGAL ENTITY.**

The Program Manager and the Project Sponsor do not contemplate nor intend to establish a separate legal or administrative entity under the terms of this Agreement.

**Section 6. TERMS.**

- 1) **Design and Construction:** The Project Sponsor has obtained, completed, and coordinated with the Program Manager all necessary property acquisitions, design, bidding, and management of the construction of the Project to applicable standards. The Project Sponsor

has completed environmental processes and obtained all required permits and approvals to proceed with the construction of the project.

- 2) **Total Project Cost** - Both the Program Manager and Project Sponsor acknowledge that the Approved Project has been authorized by the Mountainland MPO Regional Planning Committee (Utah County Commission must also approve if county funds are used) to be funded at an amount not to exceed fifteen million dollars (\$15,000,000) (Total Project Cost) for the direct costs of the Approved Project.
  - a) **Matching Funds** - The Project Sponsor is required to pay a match or portion of the Total Project Cost. This amount is 6.77% of the Total Project Cost. The use of Project Sponsor equipment and/or Project Sponsor employee time for the project shall not be reimbursable, but can be claimed by the Project Sponsor as a soft match toward the required 6.77% matching funds required from the Project Sponsor. The Project Sponsor is required to pay the difference between the required match and the value of the soft match, if any.
  - b) **Multi-Year Funding** - Some projects require funding across multiple fiscal years. Reimbursement for Approved Project activities can only be made up to the available amount identified in a single fiscal year. Any balance from a prior year where available funds have not been expended for the Approved Project are then advanced to the next fiscal year and are added to the funds available that fiscal year. Fiscal years for County Transportation Sales Tax Funds begin on January 1<sup>st</sup>. The Approved Project has been approved for four million dollars (\$4,000,000) in year 2023 and eleven million (\$11,000,000) in year 2024.
  - c) **Reimbursement** - The Project Sponsor, if desiring reimbursement for the direct costs of the Approved Project, will provide the Program Manager with one monthly itemized invoice detailing actual costs for the design, utility relocation, construction, or other approved elements of the project. Appropriate backup materials shall also be supplied. The Program Manager agrees to reimburse the Project Sponsor within 30 days of receiving acceptable itemized invoices establishing the validity of the direct costs of the Approved Project. The maximum amount of reimbursement from the Program Manager to the Project Sponsor shall not exceed thirteen million, nine hundred and eighty four thousand, five hundred dollars (\$13,984,500). Any costs which exceed thirteen million, nine hundred and eighty four thousand, five hundred dollars (\$13,984,500) shall be the sole responsibility of the Project Sponsor. The Program Manager will review and approve monthly each itemized invoice and will reimburse the total invoice amount less the required matching funds.
  - d) **Cost Overruns** - The Program Manager maintains an account for cost overruns. The Project Sponsor may request additional funds above the approved Total Project Cost with supporting

documentation demonstrating the need for additional funds. The Program Manager may approve up to 10% of the Total Project Cost up to a maximum of five hundred thousand (\$500,000). The MPO Regional Planning Committee can approve higher amounts (Utah County Commission must also approve if county funds are used). The addition of these contingency funds would require a modification to this agreement. If no additional funds are awarded or the project still requires additional funds, the Project Sponsor will be responsible to fund the overrun.

- e) **Surplus Funds** - Any surplus funds remaining after the completion of the Approved Project will be returned to the Mountainland or Utah County fund balance to be reallocated to other projects selected through the MPO project selection process. Note that Mountainland and Utah County selects and funds projects, not sponsors. Surplus funds cannot be moved to a new project not already approved through the MPO project selection process. Any surplus funds paid by the Project Sponsor shall be returned to the Project Sponsor.
- 3) **Ownership and Maintenance of Approved Project** - The Project Sponsor shall own and be responsible for maintenance, repair and replacement of the completed project.
- 4) **Inspection of Approved Project** - The Program Manager and its designees, upon reasonable notice, reserve the right to enter upon the Approved Project to inspect the same to verify compliance with this Agreement.
- 5) **Other Expenses** - Except as otherwise expressly stated herein, all expenses not identified as a part of the Approved Project or executed prior to the Agreement shall be the sole responsibility of the Project Sponsor.
- 6) **No Third-Party Rights** - The obligations of the parties set forth in this Agreement shall not create any rights in or obligations to any persons or parties other than to the Project Sponsor and Program Manager. This Agreement is not intended to nor shall it be construed to benefit any third party.
- 7) **Recitals** - The Recitals portion of this Agreement constitutes a part of this Agreement.

#### **Section 7. FILING OF INTERLOCAL COOPERATION AGREEMENT.**

Executed copies of this Agreement shall be placed on file with the official keeper of records of the Program Manager and the Project Sponsor, and shall remain on file for public inspection during the term of this Agreement.

#### **Section 8. AMENDMENTS.**

- 1) **Amending this Agreement** - This Agreement may not be amended, changed, modified or altered except by an instrument in writing which shall be: (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, and (c) filed in the official records of each party.
- 2) **Change Orders** - Changes can occur throughout a project. Changes that are outside the scope outlined in this contract must be amended as stated above. Minor changes and adjustments that fall within the original project scope can be addressed with a change order. A change order does not require amending this agreement. A change order is defined as that additional effort necessary by reason of changed conditions which are radical, unforeseen, and completely beyond the control of the Project Sponsor. The Project Sponsor shall create the change order and keep records of them. Any additional costs incurred can be covered by the construction contingency or by added local funding and should be addressed in the change order. If additional costs are more than the construction contingency and available local funds, the Project Sponsor shall contact the Program Manager to review funding options.

#### **Section 9. EXTRA WORK**

Extra work shall be undertaken only when previously authorized in writing by the Program Manager, and is defined as additional work which is neither shown nor defined in this Agreement. Extra work includes additional improvements adjacent to the Approved Project or in other locations that the Project Sponsor desires to complete as a package of projects. Extra work can be for utility projects, facilities that tie into the Approved Project, project betterments, or other work desired by the Project Sponsor. No costs incurred by extra work can be billed to the Approved Project. Any invoices submitted by the Project Sponsor shall clearly detail costs incurred by the Approved Project and list separately costs incurred by the extra work. This agreement shall be referenced in this agreement as an Exhibit.

#### **Section 10. SEVERABILITY.**

If any term or provision of this Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision of law, which would render any of the terms of this Agreement unenforceable.

#### **Section 11. GOVERNING LAW.**

All questions with respect to the construction of this Agreement, and the rights and liability of the parties hereto, shall be governed by the laws of the State of Utah.

**Section 12. INDEMNIFICATION.**

The Project Sponsor shall indemnify and hold the Program Manager harmless from any and all claims of liability for any injury or damage to any person or property whatsoever occurring in, on or about the Approved Project or any part thereof. The Project Sponsor shall further indemnify and hold the Program Manager harmless from and against any and all claims arising from any breach or default in the performance of any obligation on the Project Sponsor's part to be performed under the terms of this Agreement, or arising from any act or negligence of the Project Sponsor, or any of the Project Sponsor's agents, employees, contractors, subcontractors, or invitees and from and against all costs, reasonable attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon. Both the Project Sponsor and Program Manager agree that the terms of this Agreement are subject to, and not a waiver of, the protections, immunities and liability limits of the Governmental Immunity Act, U.C.A. 63G-1-101, et. seq. The Project Sponsor's obligations under this provision shall survive the expiration or other termination of this Agreement.

**Section 13. ENTIRE AGREEMENT**

This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.



IN WITNESS WHEREOF, the parties have signed and executed this Agreement, after resolutions duly and lawfully passed, on the dates listed below:

**UTAH COUNTY**

Authorized by Resolution No. \_\_\_\_\_, authorized and passed on the \_\_\_\_\_ day of \_\_\_\_\_ 2023.

BOARD OF COUNTY COMMISSIONERS  
UTAH COUNTY, UTAH

\_\_\_\_\_  
AMELIA POWERS GARDNER, Chair

ATTEST: AARON R. DAVIDSON  
Utah County Clerk

By: \_\_\_\_\_  
Deputy Utah County Clerk

REVIEWED AS TO FORM AND COMPATIBILITY  
WITH APPLICABLE LAW:  
JEFFREY S. GRAY, Utah County Attorney

By: \_\_\_\_\_  
Deputy Utah County Attorney

**PROVO CITY**

Authorized by Resolution No. \_\_\_\_\_, authorized and passed on the \_\_\_\_\_ day of  
\_\_\_\_\_ 2023.

PROVO CITY MAYOR, PROVO CITY, UTAH

\_\_\_\_\_  
MICHELLE KAUFUSI, Mayor

ATTEST:  
HEIDI PEPINOS, City Recorder

By: \_\_\_\_\_

REVIEWED AS TO FORM AND COMPATIBILITY  
WITH APPLICABLE LAW:  
BRIAN JONES, Provo City Attorney

By: \_\_\_\_\_  
Provo City Attorney

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** SWILMOTH  
**Department:** Development Services  
**Requested Meeting Date:** 06-20-2023

**SUBJECT:** An ordinance amending Provo City Code regarding location of boats, recreational vehicles, and trailers. Citywide Application. (PLOTA20230034)

**RECOMMENDATION:** To be heard at the June 20, 2023 Work & Council Meeting. Please see supporting documents.

**BACKGROUND:** Section 14.34.060 of the Provo City Code currently regulates the location of boats, boat trailers and travel trailers in Residential Zones of Provo City. The Development Services Department wishes to amend the text of this section to clarify the wording as well as include Trailers, along with a definition of Trailers in section 14.06.020. It is believed that this will allow for a more equitable enforcement of trailers in general throughout Provo City residential Zones.

**FISCAL IMPACT:**

**PRESENTER'S NAME:** Abinadi Borja Senior Code Compliance Officer

**REQUESTED DURATION OF PRESENTATION:** 10 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** PLOTA20230034

ORDINANCE 2023.

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING  
LOCATION OF BOATS, RECREATIONAL VEHICLES, AND TRAILERS.  
CITYWIDE APPLICATION. (PLOT20230034)

WHEREAS, it is proposed that Provo City Code Title 14 be amended regarding certain requirements for boats, recreational vehicles, and trailers; and

WHEREAS, on May 24<sup>th</sup>, 2023, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval by a vote of 6-0; and

WHEREAS, on June 20<sup>th</sup>, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) Provo City Code should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

Provo City Code Title 14 is hereby amended as set forth in Exhibit A.

PART II:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.
- B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.
- C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.
- D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.



# Exhibit A

## TITLE 14 ZONING

...

### Chapter 14.06 Interpretation and Definitions

...

#### 14.06.020 Definitions

...

**“Block Face”** means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

**“Boat”** means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

...

**“Building-Main”** means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

**“Camping van”** means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

...

**“Public”** means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

**“Recreational vehicle”** means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

- (a) The term “Recreational vehicle” includes, but is not limited to:
- (i) travel trailers;

- (ii) camping trailers;
- (iii) motor homes;
- (iv) fifth wheel trailers; and
- (v) camping vans.

...

**"Trailer"** means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

~~"Travel trailers" and "recreational vehicles" means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur's license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

...

## Chapter 14.34 Supplementary Development Standards

...

### **14.34.060 ~~Location of Boats, Recreational Vehicles, and Boat Trailers, and Travel Trailers.~~**

(1) In any zone, ~~b~~Boats, recreational vehicles, ~~boat or trailers, or travel trailers~~ may not be placed, kept, or maintained within ~~the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a~~ the clear vision area zone of a corner lot as defined in Section 14.34.100, Provo City Code ~~for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided the item if such facility is owned or rented by a bona fide guest of the occupants of the premises.~~ In any Residential (R) zone, a boat, recreational vehicle, or trailer may not be kept within a front or street side yard, unless:

- (a) It is parked on the driveway or a paved parking area meeting the requirements of Section 14.37.090, Provo City Code;
- (b) Any portion of the boat, recreation vehicle, or trailer over three (3) feet in height is set back a minimum of twelve (12) and one-half (1/2) feet from the inside edge of the sidewalk or, if there is no sidewalk, from the property line; and
- (c) It does not encroach into any public right-of-way.

125 (2) A boat, recreational vehicle, or trailer may be parked on the rear yard or on a side yard that is  
126 not a street side yard.

127  
128 (3) A recreational vehicle may not be occupied while located on a lot in a residential (R) zone  
129 except in compliance with the following requirements:

130  
131 (a) No more than one recreational vehicle may be occupied at a time on the same lot;

132  
133 (b) An occupied recreational vehicle must be parked off the street and in compliance with  
134 subsection (1) or (2);

135  
136 (c) An occupied recreation vehicle may not be occupied for more than seven (7)  
137 consecutive days;

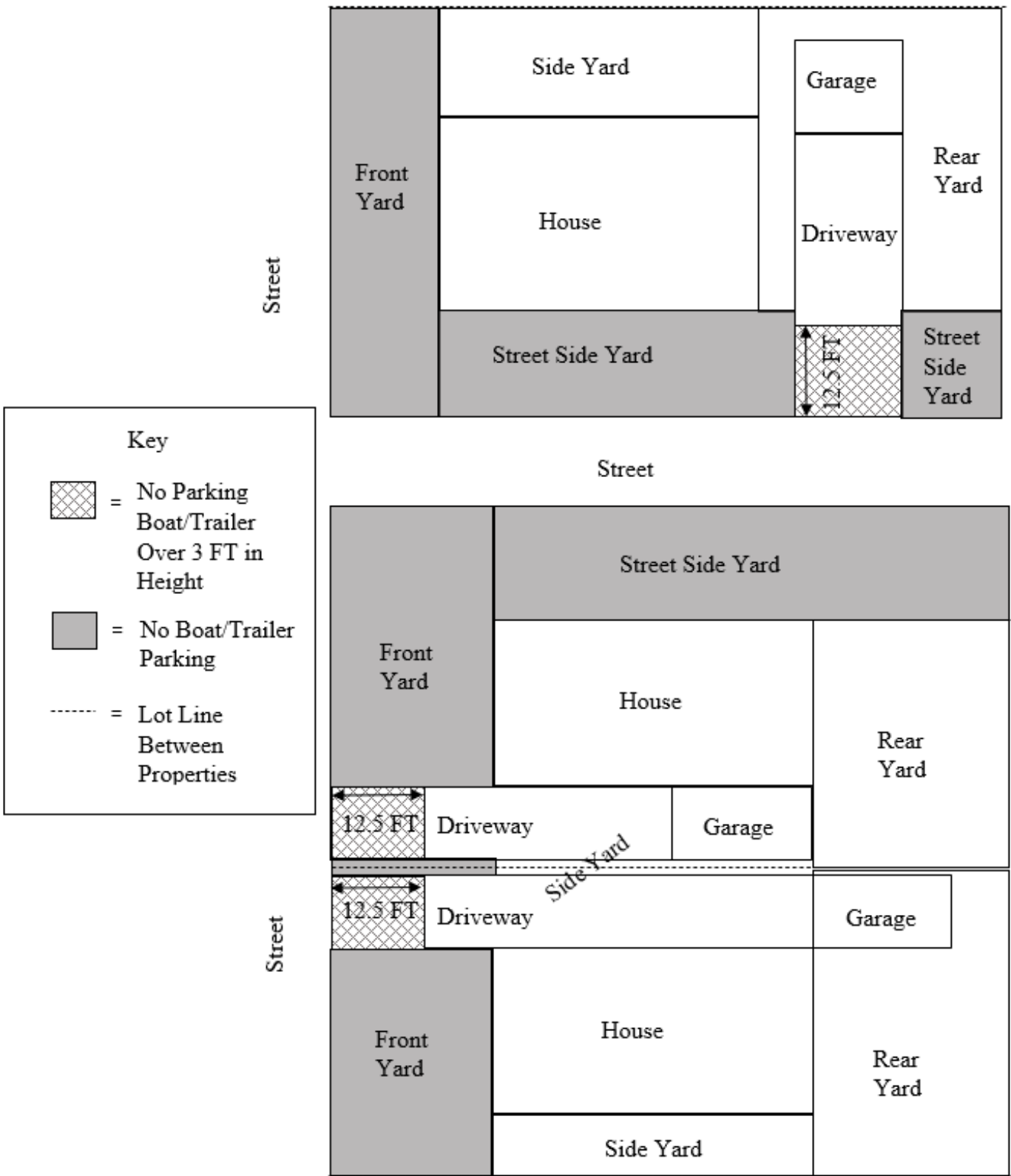
138  
139 (d) The total time in any calendar year that one or more recreational vehicles on the same  
140 lot may be occupied may not exceed thirty (30) days; and

141  
142 (e) Any sewage (black water) waste from any recreational vehicle must be discharged at  
143 a dump station. Discharge of sewage other than at a dump station is unlawful.

144  
145 (4) For the convenience of users of this section, certain terms are illustrated below. If any  
146 conflict arises between an illustration and a definition, the definition shall apply.



**Figure 14.34.060 Restricted Parking Locations for Boats, Recreational Vehicles, and Trailers**







# \*ITEM 1

Development Services requests Text Amendments to Section 14.34.060  
(Location of Boats, Boat Trailers, and Travel Trailers).

***Citywide Application***

PLOTA20230034



#### 14.34.060 ~~Location of Boats, Recreational Vehicles, and Boat Trailers, and Travel Trailers.~~

(1) In any zone, boats, recreational vehicles, boat or trailers, ~~or travel trailers,~~ may not be placed, kept, or maintained within ~~the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a~~ the clear vision area ~~zone~~ of a corner lot as defined in Section 14.34.100, Provo City Code ~~for a temporary period not to exceed twenty four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided the item if such facility is owned or rented by a bona fide guest of the occupants of the premises.~~ In any residential (R) zone, boats, recreational vehicles, or trailers may be kept within the front or street side yards provided each:

- (a) Be kept on the driveway or paved area. For the purposes of this section, a paved area includes: asphalt, concrete, pavers, gravel stabilized with a stabilizer grid, ~~grasscrete,~~ or other similar material approved by the Development Services Director;
- (b) Any portion of a boat, recreation vehicle, or trailer over three (3) feet in height must be set back a minimum of twelve (12) and one-half (1/2) feet from the inside edge of sidewalk or property line, if there is no sidewalk; and
- (c) Does not encroach into any public right-of-way.

(2) Any boat, recreational vehicle, or trailer may be parked on the side or rear yards.

(3) A recreational vehicle may be occupied on a temporary basis while located on a lot in any residential (R) zone provided that:

(a) The recreational vehicle must be parked off the street and in compliance with subsection (1) and (2) above;

(b) Occupancy of the recreational vehicle must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(d) Any sewage (black water) waste must be discharged at a dump station.

(4) For the convenience of users of this section, certain terms are illustrated below. If any conflict arises between an illustration and a definition, the definition shall apply. Figure 14.34.060 Restricted Locations for Boats, Recreational Vehicles, and Trailers

#### 14.06.020 Definitions

“**Block Face**” means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way,

waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

“**Boats**” means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

...

“**Building-Main**” means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

“**Camping van**” means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

...

“**Public**” means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

“**Recreational vehicle**” means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:

- (i) a travel trailer;
- (ii) a camping trailer;
- (iii) a motor home;
- (iv) a fifth wheel trailer; and
- (v) a camping van.

“**Trailer**” means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

“**Travel trailers**” and “**recreational vehicles**” ~~means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur’s license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

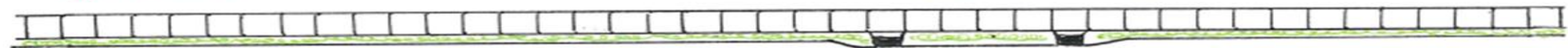


/// = NO TRAILER PARKING

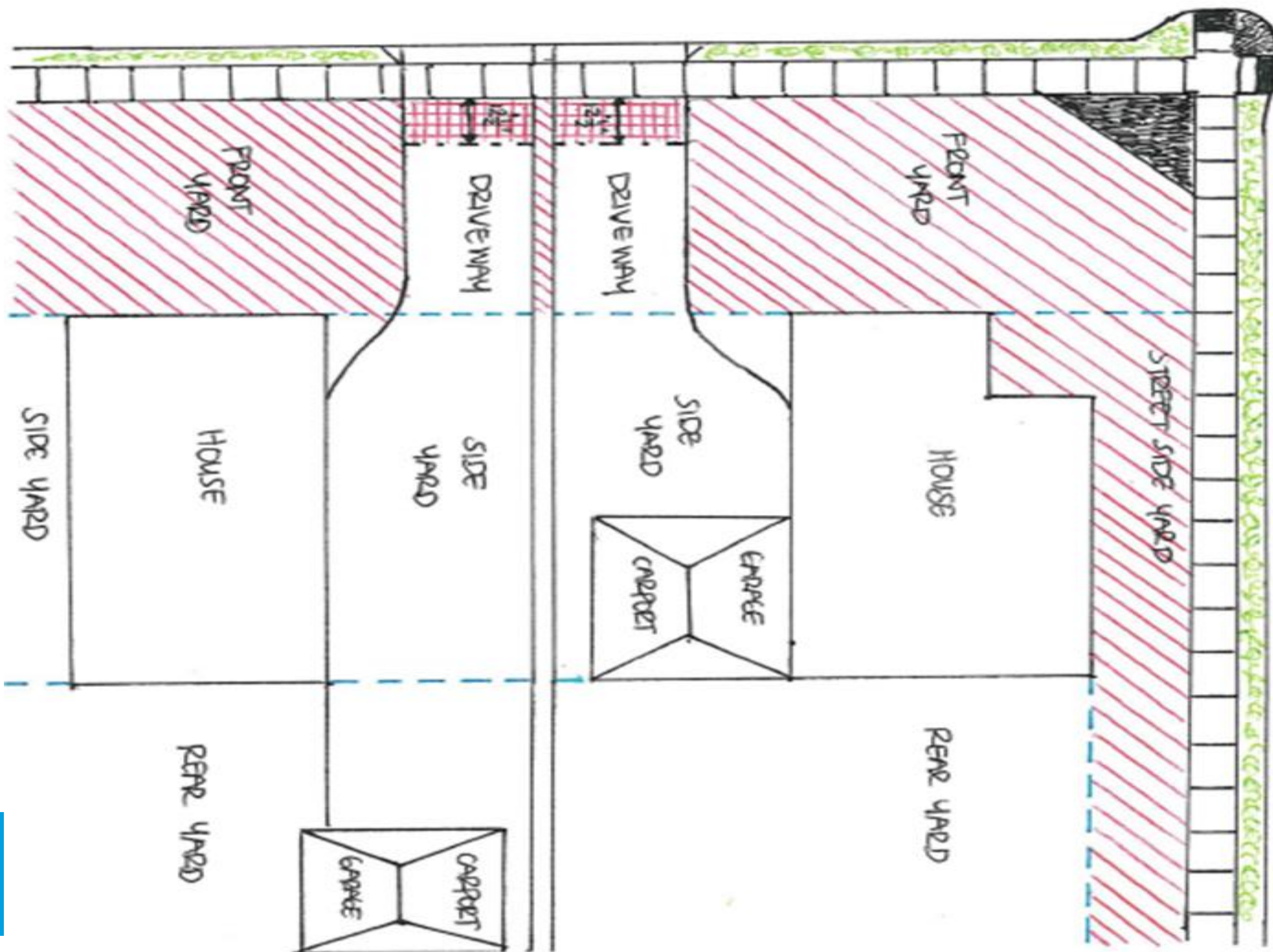
## = NO TRAILER PARKING OVER 3 FT

--- = YARD DIVISIONS  
-.- = TRAILER SET BACK ON DRIVEWAY

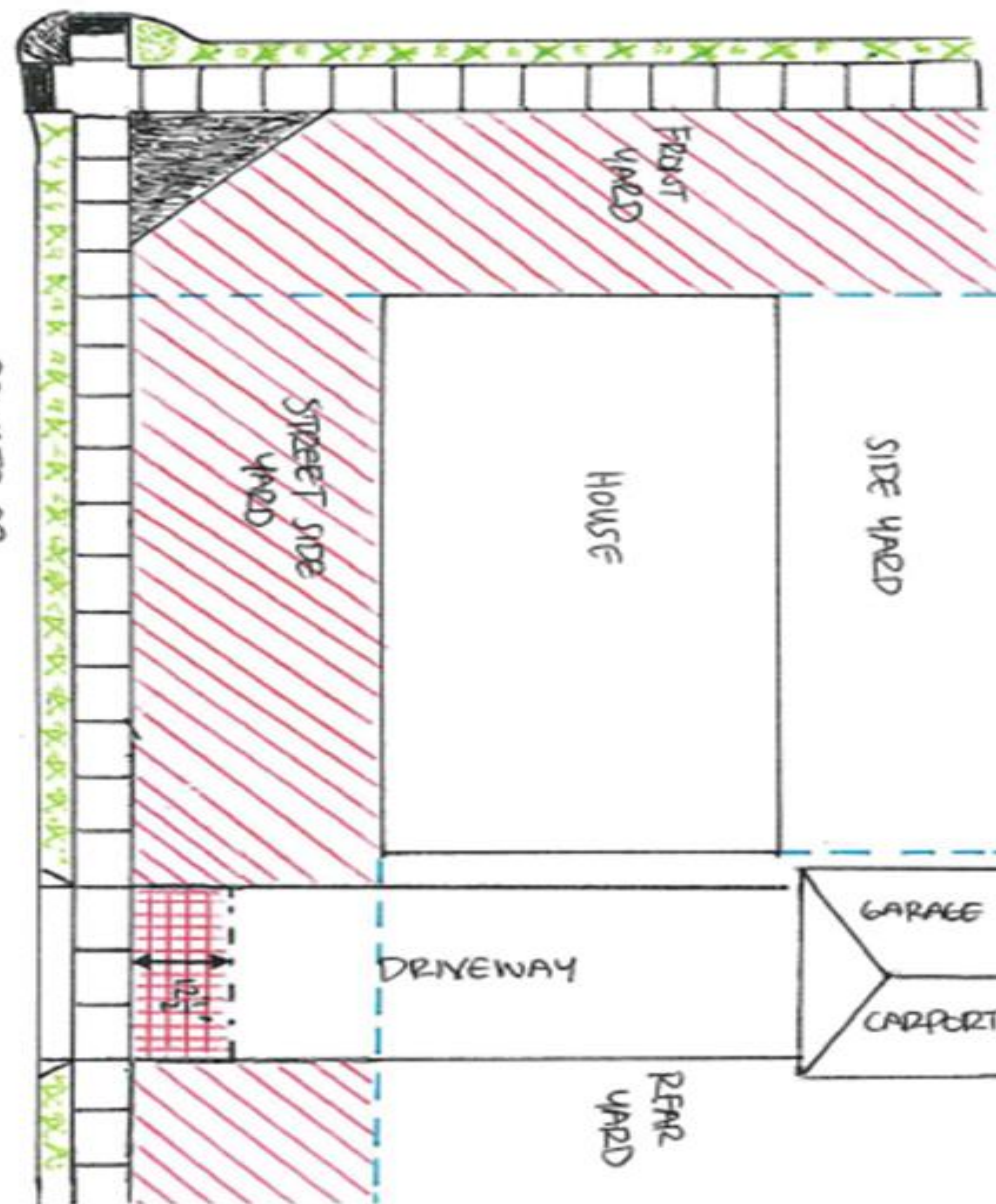
▲ = CLEAR VISION CONTROLLED AREA  
X = PARALLEL PARKWAYS



PUBLIC STREET



PRIVATE OR  
PUBLIC STREET





**\*ITEM #1** Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers and Travel Trailers). Citywide Application. Abinadi Borja (801) 852-6421 aborja@provo.org PLOTA20230034

Applicant: Development Services

Staff Coordinator: Abinadi Borja

Property Owner: Citywide

Parcel ID#: N/A

Acreage: N/A

Number of Properties: N/A

Number of Lots: N/A

**ALTERNATIVE ACTIONS**

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is June 14<sup>th</sup>, 2023, at 6:00 P.M.*
2. **Deny** the requested variance. *This action would not be consistent with the recommendations of the Staff Report. The Board of Adjustment should state new findings.*

**Relevant History:** The Development Services Department desires to revise Section 14.34.060 of the Municipal Code to clarify the text and include other types of trailers. This will allow for an easier understanding of requirements within this section of code, as well as a more equitable enforcement on trailers throughout the city. It is also requested that a list of definitions be added to section 14.06.020 Definitions.

**Neighborhood Issues:** Staff attended District 2, 3, and 5's district meetings. District 2 had no comment. District 3 had one comment on the restriction of the proposed amendment to RV's and trailers and where they can park in Residential Zones. District 5 asked for clarification of the proposed text amendment.

**Staff Recommendation:** Staff recommends that the Planning Commission forward a positive recommendation to the Municipal Council to amend Sections 14.34.060 and 14.06.020, as proposed.

## **OVERVIEW**

Section 14.34.060 of the Provo City Code currently regulates the location of boats, boat trailers and travel trailers in Residential Zones of Provo City. The Development Services Department wishes to amend the text of this section to clarify the wording as well as include Trailers, along with a definition of Trailers in section 14.06.020. It is believed that this will allow for a more equitable enforcement of trailers in general throughout Provo City residential Zones.

## **FINDINGS OF FACT**

1. Provo City Code 14.34.060 currently regulates the location of boats, boat trailers, and travel trailers in Residential Zones.
2. Provo City Code does not regulate the location of all other types of trailers in Residential Zones.
3. Provo City Code specifically defines "Travel Trailers" as "a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur's license, or both, without violating provisions of the Vehicle Code." This definition will change to meet state statute.
4. Provo City Code does not specifically define "Trailers."

## **APPLICABLE ZONING CODES**

14.34.060 Location of Boats, Boat Trailers, and Travel Trailers

14.06.020 Definitions

## **ANALYSIS**

Section 14.34.060 of Provo City Code currently states:

*"Boats, boat trailers or travel trailers may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, except that such boats or trailer may be located anywhere on the lot., except in a clear vision zone of a corner lot as defined in Section 14.34.100, Provo City Code for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for a temporary storage not to exceed seven (7) days if such facility is owned by a bona fide guest of the occupants of the premises."*

This section of code is currently used by Code Compliance Officers to enforce property owners for having boats, boat trailers, and travel trailers parked in front yard areas of Residential Zones. When a property owner is enforced on for violating this section of code, a copy of this section is sent along with a Notice of Violation to the property

owner, As written currently, this section can lend to confusion and misunderstanding as to what is and what is not allowed.

As Officers are enforcing on properties, they generally look along the street to verify if additional properties are also in violation of the same section of code. They often find that some properties have trailers that fit this section of code and are enforceable violations of code.

At times Officers have found one trailer that is enforceable and another trailer which is not enforceable located on the same lot and in similar locations. Including the various proposed definitions to Section 14.34.060 would allow for a more equitable enforcement of various trailers parked in front yard areas of Residential Zones.

Officers have found properties where camper trailers are being used and/or rented as a separate dwelling unit. In addition, some of these trailers have discharged their waste onto the property, and not into the appropriate discharge location (dump station).

Section 14.02.020(2) establishes criteria for the amendments to the zoning title as follows:

**This amendment is in the interest of the public and is consistent with the goals and policies of the Provo City General Plan.**

Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public and is consistent with the goals and policies of the Provo City general Plan. The following guidelines shall be used to determine consistency with the General Plan:

(a) Public purpose for the amendment in question.

**To allow for more parking for all types of trailers in Residential (R) Zones on private properties.**

(b) Confirmation that the public purpose is best served by the amendment in question.

**The text amendment allows for trailers to park in more areas on the property than the previous text allows.**

(c) Compatibility of the proposed amendment with General plan policies, goals, and objectives.

**The text amendment is compatible with the General plan policies, goals, and objectives.**



- (d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provision on changes of use, insofar as they are articulated.

**The text amendment is consistent with the General plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.**

- (e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

**The text amendment does not hinder or obstruct attainment of the General plan's articulated policies.**

- (f) Adverse impacts on adjacent landowners.

**There are no adverse impacts on adjacent landowners.**

- (g) Verification of correctness in the original zoning or General Plan for the are in question.

**The text amendment is city wide.**

- (h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

**There are no conflicts.**

## **CONCLUSIONS**

Based on the Findings of Fact and Analysis, staff recommend the Planning Commission forwards a positive recommendation of the proposed text amendment to Municipal Council.

## **ATTACHMENTS**

1. Current Text from Section 14.34.060
2. Proposed Text Amendment for Sections 14.34.060 & 14.06.020
3. Figure 14.34.060 Restricted Locations for Boats, Recreational Vehicles and Trailers

## **Attachment 1 – Current Text from Section 14.34.060**

### **14.34.060 Location of Boats, Boat Trailers, and Travel Trailers.**

Boats, boat trailers, or travel trailers may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a clear vision zone of a corner lot as defined in Section [14.34.100](#), Provo City Code for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days if such facility is owned by a bona fide guest of the occupants of the premises.

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**The Provo City Code is current through Ordinance 2023-08, passed March 28, 2023.**

Disclaimer: The city recorder has the official version of the Provo City Code. Users should contact the city recorder for ordinances passed subsequent to the ordinance cited above.

[City Website: www.provo.org](http://www.provo.org)

[City Telephone: \(801\) 852-6000](tel:(801)852-6000)

[Code Publishing Company, A General Code Company](#)

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**Attachment 2 – Proposed Text Amendment for Sections 14.34.060 & 14.06.020**

**14.34.060 ~~Location of~~ Boats, Recreational Vehicles, and Boat Trailers, ~~and Travel Trailers.~~**

(1) In any zone, boats, recreational vehicles, boat or trailers, ~~or travel trailers,~~ may not be placed, kept, or maintained within ~~the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a~~ the clear vision area zone of a corner lot as defined in Section 14.34.100, Provo City Code ~~for a temporary period not to exceed twenty four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided the item if such facility is owned or rented by a bona fide guest of the occupants of the premises.~~ In any residential (R) zone, boats, recreational vehicles, or trailers may be kept within the front or street side yards provided each:

- (a) Be kept on the driveway or paved area. For the purposes of this section, a paved area includes: asphalt, concrete, pavers, gravel stabilized with a stabilizer grid, grasscrete, or other similar material approved by the Development Services Director;
- (b) Any portion of a boat, recreation vehicle, or trailer over three (3) feet in height must be set back a minimum of twelve (12) and one-half (1/2) feet from the inside edge of sidewalk or property line, if there is no sidewalk; and
- (c) Does not encroach into any public right-of-way.

(2) Any boat, recreational vehicle, or trailer may be parked on the side or rear yards.

(3) A recreational vehicle may be occupied on a temporary basis while located on a lot in any residential (R) zone provided that:

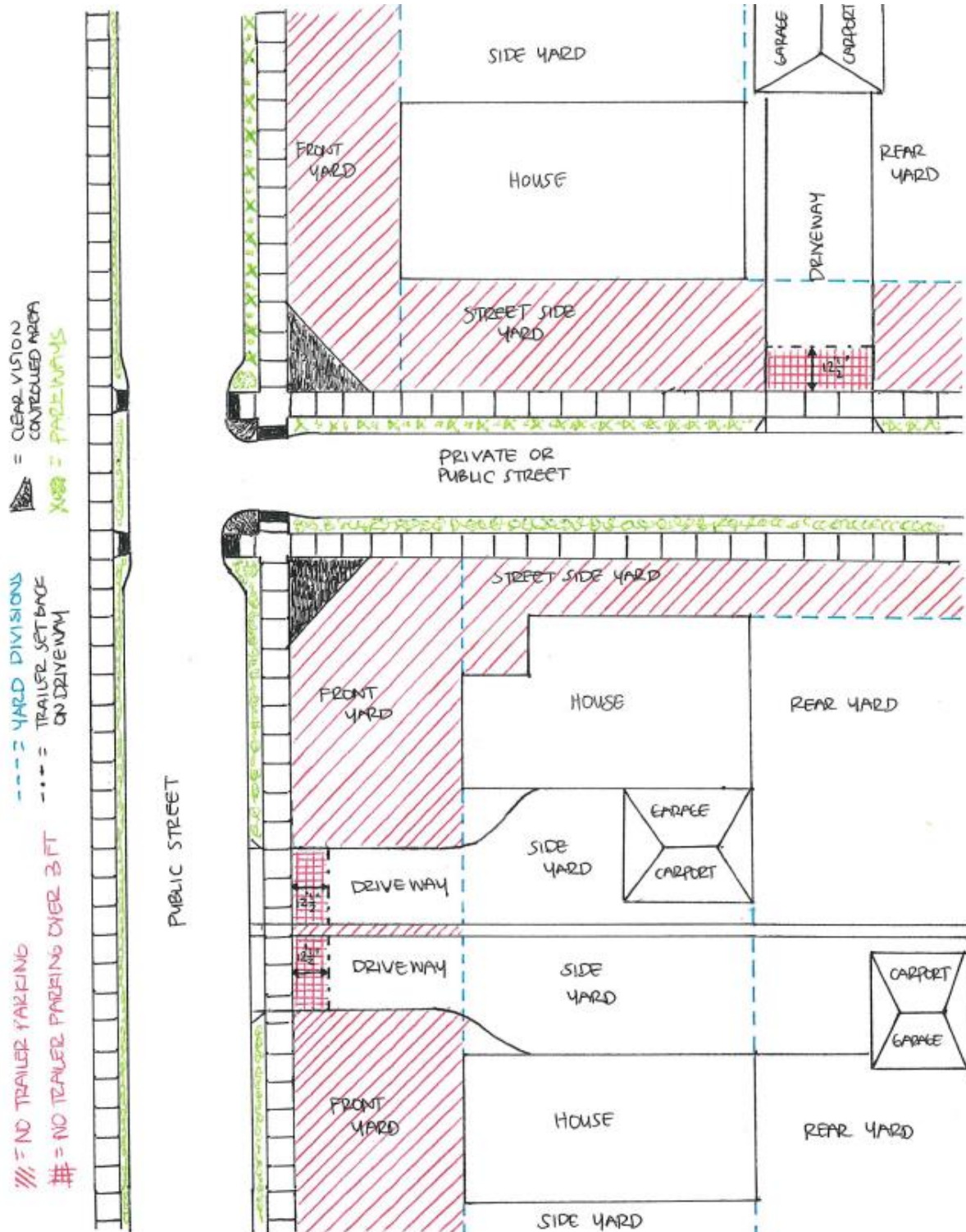
(a) The recreational vehicle must be parked off the street and in compliance with subsection (1) and (2) above;

(b) Occupancy of the recreational vehicle must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(d) Any sewage (black water) waste must be discharged at a dump station.

(4) For the convenience of users of this section, certain terms are illustrated below. If any conflict arises between an illustration and a definition, the definition shall apply.

Figure 14.34.060 Restricted Locations for Boats, Recreational Vehicles, and Trailers



#### 14.06.020 Definitions

...

“**Block Face**” means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a

dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

**“Boats”** means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

...

**“Building-Main”** means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

**“Camping van”** means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

...

**“Public”** means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

**“Recreational vehicle”** means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:

(i) a travel trailer;

(ii) a camping trailer;

(iii) a motor home;

(iv) a fifth wheel trailer; and

(v) a camping van.

**“Trailer”** means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

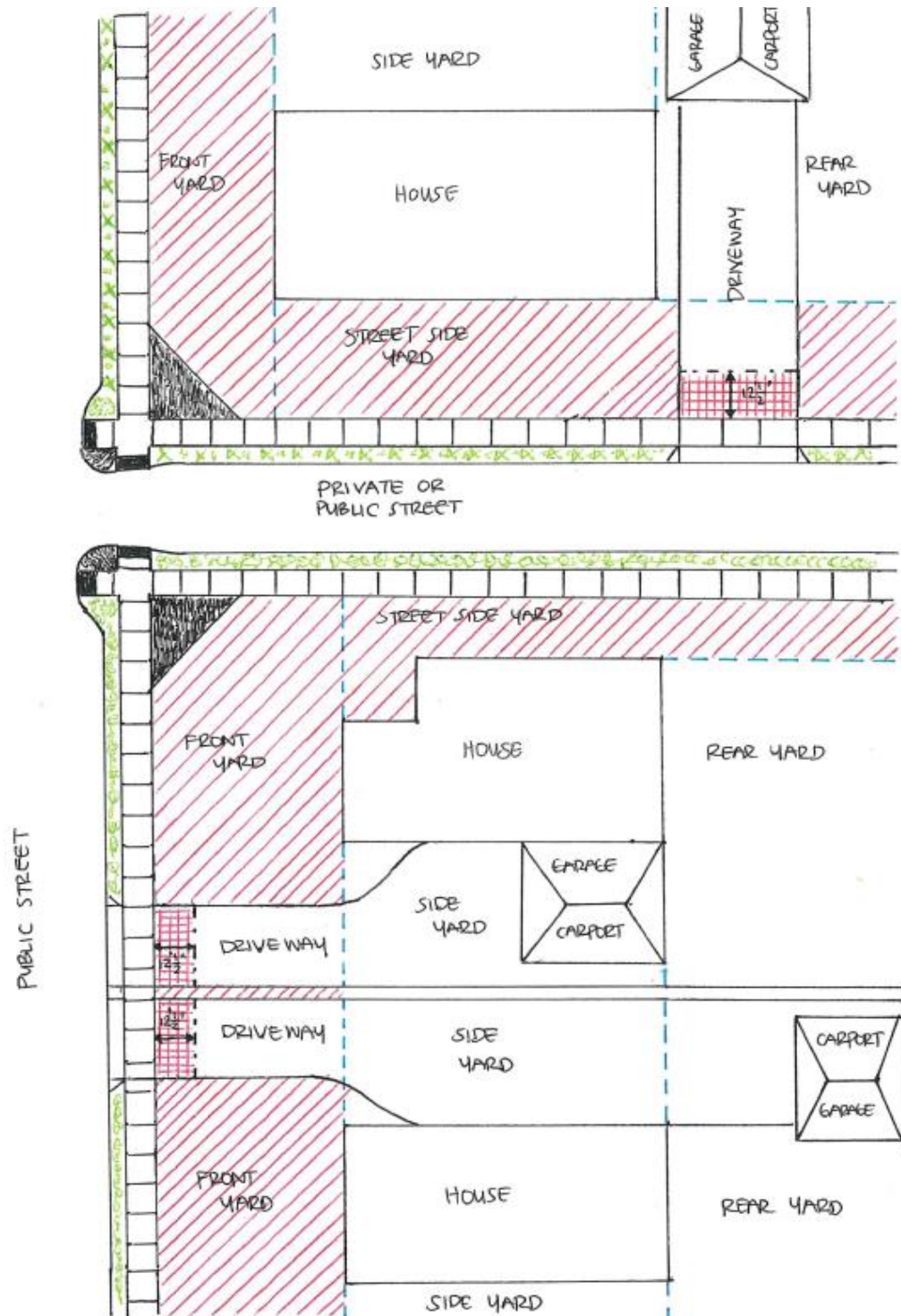
~~**“Travel trailers” and “recreational vehicles” means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur’s license, or both, without violating provisions of the Vehicle Code.**~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.



 = CLEAR VISION  
CONTROLLED AREA  
 $X_{0.02} = \text{PARTICULARS}$



/// = NO TRAILER PARKING  
## = NO TRAILER PARKING OVER 3 FT



# Community Letters for the May 10, 2023 Planning Commission Hearing

**Becky Bogdin | May 9, 2023**

***Round 3 Trailer***

1. **Douglas Jenkins:** “ If I understand correctly, I agree with the changes. Once something is on private property, there are very, very few instances where the city should intervene.

I am all for enforcing laws that prevent such things to be parked on the public road for extended periods of time.”

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**Cindy Caldwell | May 6, 2023**

***Boat and Trailer parking***

Planning Commission:

I have a couple of concerns pertaining to the parking of boats and trailers in driveways. I believe there is an ordinance that fences that extend beyond the front of a building or residence to a public sidewalk cannot be over 4 ft high. Boats and trailers are 2 or 3 times that height. The reasons for not having fences any higher could apply to parking on driveways indefinitely.

The view of neighboring properties are blocked as shown in the photos you included. Vehicles backing out of the nearby driveway can see oncoming traffic. Vehicles on the road won't be able to children who may run out into the street. The view of pedestrians on the sidewalks may be blocked.

I think boats and trailers could be parked on a driveway IF they are at least 15 feet from the sidewalk, thereby NOT blocking the views.

One of your photos is of a home on my street. The trailer is no longer parked on the driveway, but another resident has just moved in across the street with a large "fifth-wheel" trailer in their driveway that dwarfs their large truck and blocks the whole view of the homes on either side of it. It is a big distraction on our street. If it were moved back along the side of their home at least halfway it wouldn't be so bad.

Thanks for your time,  
Cindy Caldwell  
1115 E 640 S, Provo

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**Becky Bogdin | May 8, 2023**

***Compilation of Facebook comments for trailer ordinance***

1. **Matt Ecklund:** “ I'm glad to see the new text. This is, thankfully, not the same proposal as 2 years ago. I'm glad they want to clarify as well as allow residents to use the driveway. I do think section (1) is worded very awkwardly and is difficult to interpret.

I think the wording on dumping sewage should be improved. It doesn't sound like legal language, both in how one should dump and the reasons why. Giving reasons why in the list of restrictions is not the appropriate place. Section headings are where that should go. Also, giving specific instructions on how to dump doesn't seem like it will age well. A phrase like "discharge

must be done properly to avoid environmental harm or unsanitary conditions." Obviously, there may be a better way to say that.

Saying "by accessing a dump station" seems too specific both in process and in the language of the RV community. I would assume there are already words defined in the code to help explain sanitary conditions. If not, those should be included. Then it becomes more enforceable while allowing for future innovation or alternatives to what people commonly do. One example is potentially using a residential septic system appropriately modified for personal, non-commercial use. If that's already allowed, then the language should reflect that."

2. **Neil Hinckley:** "This will cover the issue, that I'm experiencing with a neighbor, thanks!"

3. **Matt Garner:** "The prior text allowed on street trailer/RV parking for up to 24 hours for loading and unloading, the new text does not appear to permit on street parking of RVs/travel trailers under any circumstances.

The clarification of different trailer types makes sense but it seems an additional goal is to now prohibit all RVs from using street parking even momentarily.

While my RV is stored at a facility when not in use, my driveway cannot accommodate my RV due to its slope and the tight turn necessary to navigate it and I need to load/unload at home. I don't think new text allowing more people to park more trailers completely on their property is a fair trade for in turn requiring all property owners to no longer be able to use on-street parking for even short term loading/unloading."

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**Becky Bogdin | May 8, 2023**

***Trailer Round 2***

Hi all

I appreciate this new ordinance much more than the previous 2 versions.

I do have a concern about the language.

My take on the intent was to leave the existing ordinance in play. Or NOT adding any restrictions to the existing ordinance rather.

This proposal allows for parking to be anywhere on the property except the clear vision area, which I appreciate. Then it goes to state:

"Is parked on a legal parking area such as a driveway or other paved surface".

To me this is a great idea for front yard parking. I am not sure how many backyard parked trailers would be in compliance with that restriction and I can image that would be costly.

I would think we would want to keep trailers where they are currently and NOT force them to come from the back yards into the front yards to comply with a "legal parking space".

Thanks for your time

Becky

# Community Letters for the April 12, 2023 Planning Commission Hearing

**Matt Peterson | March 20, 2023**

***Trailer text amendment***

Hi Abinadi,

I'm a neighborhood executive board member for district 3 and many of the folks in our area have questions about this agenda item for the work session:

*Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers). Citywide Impact. Abinadi Borja (801) 852-6421 [aborja@provo.org](mailto:aborja@provo.org) PLOTA20230034*

I understand that a few people have seen the proposed amendments but it has not otherwise been made publicly available. Rather than spend the time and gas to come down to transcribe it personally at the study session I'd like to request a copy of the text amendment as you intend to present it so that the neighborhood discussion can be informed by the actual proposal rather than speculation as I've already encountered conflicting information on it.

Regards,  
Matt Peterson

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**Becky Bogdin | March 29, 2023**

***Trailer ordinance***

Hi all

My concerns about the trailer ordinance are:

1. No reasons are being given other than public clamor for the ordinance change. Residents that I am hearing from are wanting/needing more than that. The best I can compare it to is if it is subject to lawsuit for council to base a zone change on public clamor the same sentiment is being felt here for the ordinance amendment. Some solid reasons for the change would be better received.
2. As I understand it travel trailers and boats are already subject to enforcement under the current ordinance. We are looking at utility trailers which are often used for work.

One example I will use is Kip. He is a friend of my dad's and his mother in law is a former resident of the neighborhood. Kip lives in Highland and flips houses for a living. Last year he did the drug house across from me that COP and zoning got rid of. THANK YOU. Side of house parking is NOT an option and he had a trailer there for the entire summer hauling things in and taking things away.

Now they have moved his mother in law into senior living and he is doing the same for her home. Pictured is his trash trailer but he also has one of those enclosed models.







3. 30 days in the calendar year. Residents I have spoke with think that is too little of time. They would like driveway parking allowed for loading/unloading purposes. I am sure for guests as well.

4. Corner lot parking. This would impact at least 6 people within that little area around my home. PICTs below.





## 5. Trailer living

With the area I am concerned by enforcing this we will be trading one problem for another. I already have shed dwellers, that imo is worse. When we look at different cultures and poverty levels, All of which I have here, I am sure this will NOT solve any issues. They will just do something else. I would prefer trailer living compared to shed living or even the shanty town that existed near Duncan aviation or the barn dwellers.

I don't feel comfortable handing over the shed dwellers address. They were renters in the neighborhood about 7 years ago and could NOT find housing so they lived in the hotel by maverick by the mall until someone from the neighborhood sold them their home. It is a really old small 3 bedroom home and they have 6 kids. One was married and living with them so they had their older kids live in the sheds behind the home. 2 kids have moved away but last I spoke with them about 3 years ago they still had children living in what they called the "cottages". Don't know how they heat those things. My guess is space heaters. But I don't know.

<https://localtvkstu.wordpress.com/2018/11/12/crews-working-to-find-two-people-after-fire-at-farm-in-provo/>

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Becky Bogdin

**Robert Dey | March 27, 2023**

***proposed ordinance concerning trailer parking on private residential areas.***

I usually don't get involved in city policy decisions but this proposed ordinance is not only an incredible overreach by city government but it is a direct attack on the working class and the poor in our city.

First we have entered a time of economic difficulty. Wages are not increasing as fast as inflation, home prices are out of control, rents have followed home prices etc. these things put an economic stranglehold on those who are just getting by. Many are small contractors who make their living doing various construction work. Almost all of these require a trailer or two to move their equipment to and from the job sites. Most of them cannot afford to have a dedicated shop and cannot afford to pay to park their equipment in a paid storage area. This ordinance will put many of them out of business.

Concerning the parking of recreational vehicles, boats, utility trailers, the city of provo has no business telling citizens what they can or cannot park on their privately owned property unless there is a demonstrated safety concern. When I look beyond the surface of this I can only see it as another attack on those citizens whom are in the lower socioeconomic class. If the city makes it illegal for citizens to park their privately owned vehicles on their property then code enforcers can ticket and fine them until they are in a financial position that causes them to lose their possessions and eventually their houses. Then of course its very easy to rezone the area to accommodate apartments or more expensive homes which benefits the more wealthy larger contractors who have ties to city officials. It also eliminates the smaller competitors by driving them out of the area. Whether it is intentional or not is of little consequence the results are the same.

Because of the way our political system is set up the working class citizens are rarely represented by any of their peers, instead they are misrepresented by those in the upper socioeconomic class.

This proposed ordinance will grind upon the faces of the poor and is a sad indication that our city government operates in a sounding chamber that only lets the elected officials hear the echoes of their own small group of citizens.

Robert Dey

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**Eldon Johnston | March 22, 2023**

***Proposed amendment for 14.34.060***

Dear Provo City council and planning commission,

I am writing concerning proposed amendments to city code 14.34.060, regarding trailers, RV's, recreational vehicles and where they are stored on one's property. I'll keep it short and to the point. Until you pay my mortgage, and taxes on the property on which I reside, you have no say as to what is parked on my property and where it is parked. I didn't buy a house that is part of a HOA for a reason. Stop trying to turn Provo into a HOA. I do own a RV trailer, and it is parked on MY property, not my neighbors, not on the public street. It is on MY property. That's all I have to say. I don't see ANY justification for these proposed restrictions.

Eldon Johnston

Concerned member of Provo City

**Brian Sheets | March 21, 2023**

**Re: 14.34.060 Boats, Recreational Vehicles, Trailers, and Travel Trailers**

I do not yet own a boat, an RV, or a trailer of any kind, but I'm writing to voice my objection to the tightening of these laws regarding them. As one gentleman said on a community forum I follow, you're "turning Provo into a bloody HOA."

If the concern is over safety, such as clear views of or from a driveway or sidewalk, that ought to be enforced. If it's about aesthetics... tough cookies! Keep your danged opinions to yourself. You're not the ones paying our mortgage and property taxes, we are. We should be able to do what we want with our property, so long as it isn't a hazard to ourselves or our community.

If article (1)(b) is because the city is being stiffed on taxes by someone allowing friends or family a place to stay, then maybe something ought to be done about the housing market. For one, put limits on "house flippers." *Real families with real housing needs* keep getting undercut by these [mother] flippers who can drop cash, keep it vacant while they wrap it in \$1K worth of band-aids, then sell it for an extra \$100K.

Set policies and update laws that *help* the families. And stop it with these petty "Karen laws" that are just about controlling your neighbors.

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**Brian Sheets**

[REDACTED]

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**Brian Sheets | April 6, 2023**

**Re: 14.34.060 Boats, Recreational Vehicles, Trailers, and Travel Trailers**

Thank you.

After having conversations with Katrice Mackay, I want to clarify that I am not opposed to further creating and enforcing policies regarding street or otherwise obstructive parking; this is strictly about property rights - what I am allowed to keep on my own property, so long as it isn't a public hazard, such as sightline obstruction, improper waste disposal, etc. I merely wish for us to reserve our rights to keep / store boats, trailers, campers, RVs, etc on personal, private property.

Please let me know if you have any follow-up questions.

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**Karen & Jonathan Saluone | April 10, 2023**

**Planning Commission Item #2, April 12th**

Hello Abinadi,

I am a resident who lives in the Fort Utah neighborhood of District 3. I have a question about the staff report that you have written for Item 2 on this week's Planning Commission Agenda. In the Findings of Fact number 3 you reference a state statute (there's a typo in that sentence, by the way) that is related to the proposed definition change. Can you explain more about what state statute you are referring to? Or are you trying to say that this new definition will more closely align with the State's definitions of trailer, travel trailer, etc.? I appreciate any clarification you can provide.

Thanks,  
Karen Saluone

**Karen & Jonathan Saluone | April 12, 2023**  
***Re: Planning Commission Item #2, April 12th***

Hi Abinadi,

Thanks for getting back to me with that information. I couldn't find 13-1-102 in the State Code, maybe that reference is missing a number? But it's okay, I think I understand now how this aligns more with the Utah Code.

Can you tell me how often your division enforces or issues Notices of Violation for this particular code section? And what percentage it is of all Notices of Violations issued? I would love to see data for the last 5 years or since the ordinance was enacted (which I haven't been able to find out). If you could break it out by neighborhood I would love that even more, but something simple like: "In 2022 we had 100 code cases and 10 of them were for 14.34.060" would do.

Thanks,  
Karen Saluone



I have the following concerns about the newest iteration of the Boats, Recreational Vehicles, and Trailers ordinance:

1. Street Side Yard – 12.5 ft setback

I feel that the requirement of a 12.5 ft setback on the street side yard should be removed. This requirement removes the ability to park boats and trailers that were legal under the original ordinance. We should not be making things more restrictive than the original ordinance. I find it interesting that per 14.34.500 (Fencing Standards for Residential Zones), a corner lot can have a solid fence up to 7 ft high on the street side yard and rear yard, but the new revision of the ordinance will not allow any portion of a boat or trailer higher than 3 ft directly behind it. The following picture shows three of these fences on the same street, two of which have parking next to them.



2. 12.5 ft Setback

Is the 12.5 ft setback really needed or should it be smaller? The typical front yard and street side yard setback is 20 ft. The 12.5 ft setback only leaves 7.5 ft usable for taller trailers. I believe there are very few boats, recreational vehicles, enclosed trailers, and dump trailers that are 7.5 ft long or less.

In the April 12, 2023 Planning Commission meeting it seemed to me that the commission wanted to be more lenient and allow boats and trailers to be parked in the front yard driveway or paved area. This 12.5 ft setback seems to make it worse and will not even allow typical work trailers (enclosed or higher sides) to park in most front yards.

I feel that the setback was added to appease those that live on residential collector roads. These collector roads are bad to back out on whether or not a boat or trailer is present. I feel that the setback is not needed in most residential neighborhoods because there is not a lot of traffic. Should this setback be universal, apply only to collector roads, made smaller, or be removed altogether? I feel that setback is not necessary or needs to be much smaller, so that it is possible that residents could actually park a boat or trailer in the front yard.

I have included photos from the previous staff reports. As you can see from these photos the height of a carport or a narrow side yard and house eaves prevent these trailers and boat from being parked deep enough in the yard to meet the newest iteration of the ordinance. I would not have any issue with these parked in my neighborhood.



### 3. Illustration Issues

The illustrations added to 14.34.060 do not even show an example of a paved area. They also seem to only show what I would call older homes that had separate garage/carport and large lots. Most recent homes have smaller lots with the garage/carport integrated into the house. These driveways would not be right next to the property line or behind the house. There are also no examples of driveways that enter from the front yard and go along the street side.

I also believe that the rear yard on the street side is incorrect in these illustrations and the illustration in 14.06.030. If there is a conflict between the illustration and definition, the definition shall apply per 14.06.030. According to the Definitions in 14.06.020, a rear yard means a yard extending across the full width of a lot, having at no point a depth of less than the minimum required horizontal distance between the rear lot line, or its tangent, and the closest permissible location of the main building. There is no definition in 14.06.020 or anywhere else in the code that I could find that defines a street side yard such as it is drawn in these illustrations. In fact 14.06.020 only has a definition for side yard and corner lot. The street side yard in these illustrations is not drawn according to the definition of a side yard in 14.06.020. You cannot simply add or change definitions without looking at all the legal ramifications to those changes. There are likely numerous things that would be made illegal if you simply change the definitions to match the illustration. These illustrations need to be corrected.

Best regards,  
Annette Newren

## Provo City Planning Commission

# Report of Action

May 24, 2023

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\*ITEM #1 Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers). Citywide Application. Abinadi Borja (801) 852-6421 aborja@provo.org PLOTA20230034

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The following action was taken by the Planning Commission on the above-described item at its regular meeting of May 24, 2023:

## RECOMMENDED APPROVAL

On a vote of 6-0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Robert Knudsen

Second By: Andrew South

Votes in Favor of Motion: Jeff Whitlock, Robert Knudsen, Lisa Jensen, Daniel Gonzales, Melissa Kendall, Andrew South.  
*Lisa Jensen was present as Chair.*

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

### **TEXT AMENDMENT**

The text of the proposed amendment is attached as Exhibit A.

### **STAFF PRESENTATION**

The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

### **CITY DEPARTMENTAL ISSUES**

- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

### **NEIGHBORHOOD MEETING DATE**

- Multiple district meetings were held on March 9<sup>th</sup>, 16<sup>th</sup>, and 30<sup>th</sup>, 2023.
- The District Chair determined that a neighborhood meeting would not be required for District 1 and 4.
- Citywide Application: all District Chairs received notification.

### **NEIGHBORHOOD AND PUBLIC COMMENT**

- The District Chair Representative (District 3) was present at the Planning Commission.
- This item was Citywide or affected multiple neighborhoods.
- Neighbors or other interested parties were present or addressed the Planning Commission.

### **CONCERNS RAISED BY PUBLIC**

Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Becky Bogdin – Why are we allowing seven-foot fences in the front yard but not boats or trailers. Why couldn't we allow parking here?
- Annette Newren – Parking should be allowed on the side yard "street". Need to figure out the discrepancies with yards and how they are defined.

## APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Addressed sewage section. Made it simpler and clearer.
- Addressed paving and requirements for trailers to park on paving in front yard compared to side and rear yards. Paving is defined in section as stated in 14.37.080.
- Addressed setback 12 ½ feet to meet standards from Public Works clear vision requirements for a driveway.
- Added an illustration to show setback requirements and where trailers can and cannot park.

## PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Jeff Whitlock – Trailers, construction and smaller work trailers, should be able to be parked behind a legal fence. It can be added to say that. This was originally brought up because of concerns for trailers parking in the front and side yards.
- Robert Knudsen – We ought to be strict on sewage waste and enforce it.
- Lisa Jensen – There will be a backlash regardless of how restrictive this is. There's a misunderstanding from the community that this was ever a rule. If you park your trailer to the side, it can now be in the front on the driveway compared to how it's currently written. Is our attempt to obscure a trailer behind an opaque fence? It can say not allowed in the front yard unless on the driveway but any other yard. This is more permissive, but it accomplishes a greater intent.
- Daniel Gonzales – Side yard discussion will be in a different text ordinance. We have seen it enough times to make a recommendation. It is there. Agrees (likes the way staff has proposed it).
- Melissa Kendall – Reason for setback is safety. The setback is important. Don't see how shortening it will help. We should allow side yard parking. If there is a fence, that would make sense.
- Andrew South – Do we define side yards here or in a different text? Side yard definition and trailers are separate issues to address. Likes the way staff has proposed it. We have something to be more uniformly enforced.
- Scott Johnson (Zoning Enforcement) – Defined why the illustration of the street side yard was drawn and addressed where it comes from in the code. Consistency is what we are looking for.

## FINDINGS / BASIS OF PLANNING COMMISSION DETERMINATION

The Planning Commission identified the following findings as the basis of this decision or recommendation:

- This amendment meets the needs of equitable enforcement, addresses any concerns regarding safety, and provides more clarification on where trailers can be parked.



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Planning Commission Chair



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Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (\*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

**BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS**

## EXHIBIT A

### 14.34.060 ~~Location of~~ Boats, Recreational Vehicles, and Boat Trailers, ~~and Travel Trailers.~~

(1) In any zone, boats, recreational vehicles, ~~boat or trailers, or travel trailers,~~ may not be placed, kept, or maintained within ~~the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a~~ the clear vision area zone of a corner lot as defined in Section 14.34.100, Provo City Code ~~for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided the item if such facility is owned or rented by a bona fide guest of the occupants of the premises.~~ In any residential (R) zone, boats, recreational vehicles, or trailers may be kept within the front or street side yards provided each:

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- (b) Any portion of a boat, recreation vehicle, or trailer over three (3) feet in height must be set back a minimum of twelve (12) and one-half (1/2) feet from the inside edge of the sidewalk or (property line), if there is no sidewalk; and
- (c) Does not encroach into any public right-of-way.

(2) Any boat, recreational vehicle, or trailer may be parked on the side or rear yards.

(3) A recreational vehicle may be occupied on a temporary basis while located on a lot in any residential (R) zone provided that:

(a) The recreational vehicle must be parked off the street and in compliance with subsection (1) and (2) above;

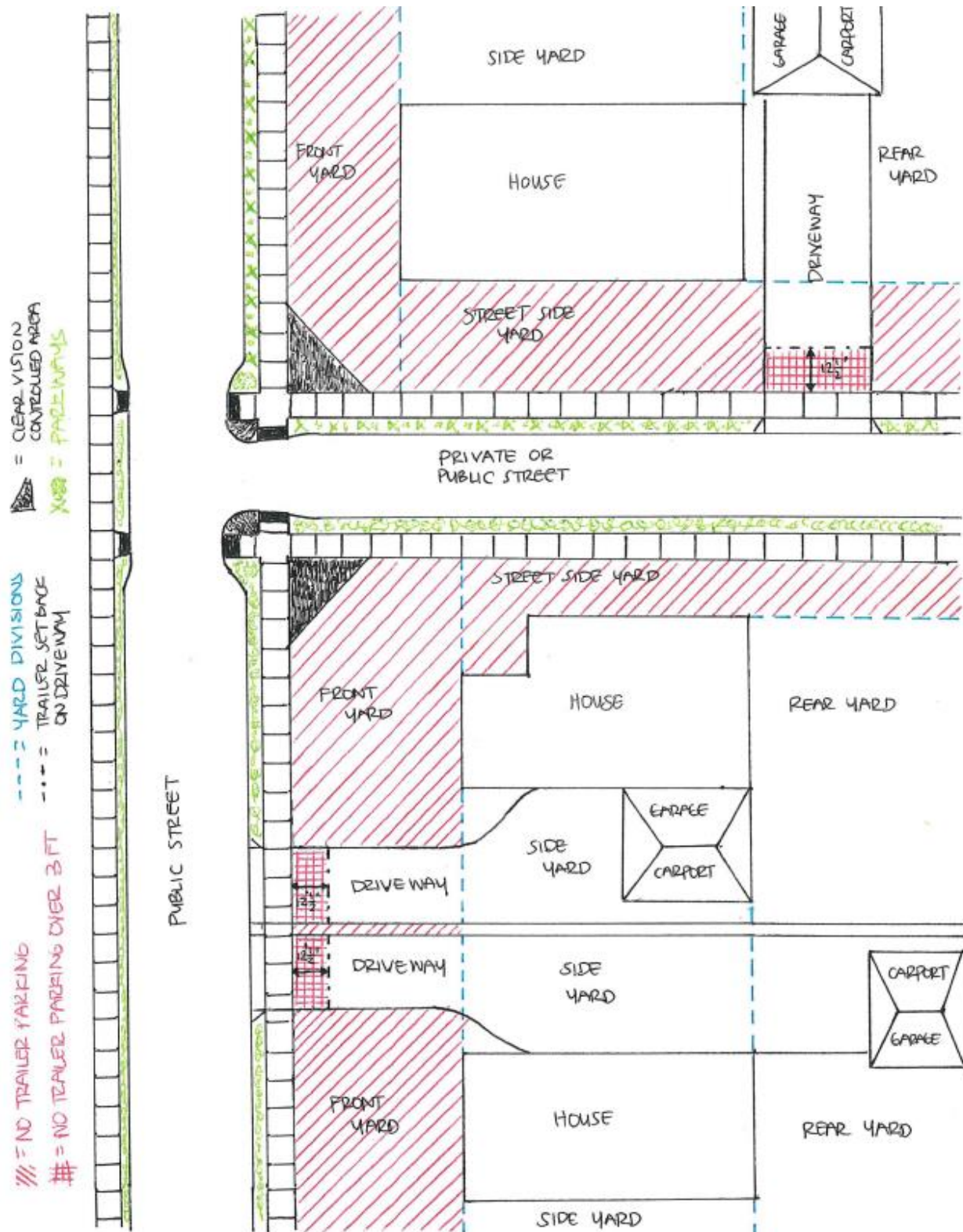
(b) Occupancy of the recreational vehicle must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(d) Any sewage (black water) waste must be discharged at a dump station.

(4) For the convenience of users of this section, certain terms are illustrated below. If any conflict arises between an illustration and a definition, the definition shall apply.



Figure 14.34.060 Restricted Parking Locations for Boats, Recreational Vehicles, and Trailers



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...

**“Block Face”** means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

**“Boats”** means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

...

**“Building-Main”** means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

**“Camping van”** means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

...

**“Public”** means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

**“Recreational vehicle”** means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:

- (i) a travel trailer;
- (ii) a camping trailer;
- (iii) a motor home;
- (iv) a fifth wheel trailer; and
- (v) a camping van.

**“Trailer”** means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

**“Travel trailers” and “recreational vehicles”** ~~means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur’s license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** SWILMOTH  
**Department:** Development Services  
**Requested Meeting Date:** 06-20-2023

**SUBJECT:** An ordinance enacting procedures and requirements related to agriculture protection areas. Citywide Application. (PLOTA20230092)

**RECOMMENDATION:** To be heard at the June 20, 2023 Work & Council Meeting. Please see supporting documents.

**BACKGROUND:** Within the City there are many acres of land in agriculture production. The Municipal Council adopted a resolution expressing the intent to consider annexing additional land (the proposed Smith-Provo Annexation near the northeast boundary of the City) into the City that is in agricultural production. §17-41-101(2)(a), Utah Code Annotated (UCA), defines agricultural production as “production for commercial purposes of crops, livestock, and livestock products.” The Utah Code has established a process by which land in agricultural production can be afforded additional legal protections, including protection from nuisance claims for agricultural activities or operations “using sound agricultural practices, unless that activity or operation bears a direct relationship to public health or safety” [see §17-41-403(1)(a), UCA]. To obtain these protections a landowner can seek approval of an agricultural protection area. Most of these requirements are laid out well in Title 14, Chapter 41 of the Utah Code. However, the Utah Code establishes that the agriculture protection area process should be done at the City level. The final decision on these proposals is to be made by the Municipal Council.

## **FISCAL IMPACT:**

**PRESENTER’S NAME:** Brandon Larsen (801) 852-6408 jblarsen@provo.org

**REQUESTED DURATION OF PRESENTATION:** 10 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** PLOTA20230092

ORDINANCE 2023-\_\_.

AN ORDINANCE ENACTING PROCEDURES AND REQUIREMENTS  
RELATED TO AGRICULTURE PROTECTION AREAS. CITYWIDE  
APPLICATION. PLOTA20230092

WHEREAS, it is proposed that Provo City Code, Chapter 15.24 be enacted to add procedures and requirements related to agriculture protection areas; and

WHEREAS, on May 24, 2023, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval to the Municipal Council by a vote of 6-0; and

WHEREAS, on June 20, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) Provo City Code Chapter 15.24 should be enacted as described herein and (ii) the proposed enactment reasonably furthers the health, safety, and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

Provo City Code Chapter 15.24 is hereby enacted as set forth in Exhibit A.

PART II:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.
- B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.
- C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.



# Exhibit A

## Chapter 15.24

### AGRICULTURE PROTECTION AREAS

Sections:

**15.24.010 Definitions.**

**15.24.020 Agriculture Protection Area Proposals.**

**15.24.030 Area Requirements.**

**15.24.040 Evaluating Proposals.**

**15.24.050 Safeguards for Land in an Agriculture Protection Area.**

#### **15.24.010 Definitions.**

For purposes of this Chapter, any terms defined in Utah Code Title 17, Chapter 41, as amended, shall have the same meaning as given therein.

#### **15.24.020 Agriculture Protection Area Proposals.**

- (1) Agriculture protection area applications must meet, and will be processed according to, the requirements of Utah Code Title 17, Chapter 41, as amended, as well as the requirements set forth in this Chapter.
- (2) The Municipal Council designates the Development Services Department to accept, notice, and process agriculture protection area applications. Acceptance and processing will occur only if the application is properly completed and accompanied by the filing fee. The filing fee is set forth in the Provo City Consolidated Fee Schedule.
- (3) After receiving the written report from the Advisory Board and the Planning Commission, and providing proper notice, the Municipal Council shall make the final decision on all proposed agriculture protection areas.

#### **15.24.030 Area Requirements.**

In accordance with Utah Code Section 17-41-301, as amended, the minimum number of continuous acres that must be included in an agriculture protection area within Provo City is five (5) acres, which land must be receiving the benefits of Title 59, Chapter 2, Farmland Assessment Act, Utah Code, as amended (commonly called "greenbelt").

#### **15.24.040 Evaluating Proposals.**

- (1) A proposed agricultural protection area will be considered at an Advisory Board meeting prior to consideration at a Planning Commission meeting.

- 94 (2) In evaluating a proposal, and in determining whether or not to recommend the creation of an  
95 agriculture protection area, the Advisory Board and Planning Commission may recommend  
96 modification of the proposed agricultural protection area to exclude land planned for a roadway,  
97 park, utility corridor, or commercial development, as determined by the official maps of the City  
98 or another political subdivision or state agency. The Municipal Council may approve, modify and  
99 approve, or reject the proposal.

100  
101  
102 **15.24.050 Safeguards for Land in an Agriculture Protection Area.**

- 103  
104 (1) Any agricultural activity or operation within an agriculture protection area conducted using sound  
105 agricultural practices shall be excluded from the definition or prohibition of a public nuisance  
106 under Title 7 or any other provision of the Provo City Code dealing with public nuisances, unless  
107 that activity or operation bears a direct relationship to public health or safety.  
108  
109 (2) For any new subdivision development located in whole or in part within 300 feet of the boundary  
110 of an agriculture protection area, the owner of the development shall comply with the notice  
111 requirements of Utah Code 17-41-403, as amended.

**\*ITEM #2** Development Services requests an Ordinance Text Amendment to Title 15 (Land Use and Development) to add procedures and requirements related to agriculture protection areas. Citywide Application. Brandon Larsen (801) 852-6408 jblarsen@provo.org PLOTA20230092

**Applicant:** Provo City Development Services

**Staff Coordinator:** Brandon Larsen

**ALTERNATIVE ACTIONS**

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is June 14, 2023, at 6:00 P.M.*

2. **Recommend Denial** of the requested Ordinance Text Amendment. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

**Relevant History:** Provo City is currently considering the annexation of land in agricultural production near its northeast boundary. There are other properties already within the City in agricultural production. The Utah Code has established a process by which land in agricultural production can be afforded special legal protections.

**Summary of Key Issues:**

- The State has established a process to give land in agricultural production legal protections to keep them viable and safe from nuisance claims.
- The provisions of the Utah Code for agricultural protection areas are not repeated within this proposal. This proposal would supplement and build upon the agricultural protections allowed by the State in support of agricultural lands within the City.

**Staff Recommendation:** That the Planning Commission recommend approval of the proposed text amendments to the City Council.

## **OVERVIEW**

Within the City there are many acres of land in agriculture production. The Municipal Council adopted a resolution expressing the intent to consider annexing additional land (the proposed Smith-Provo Annexation near the northeast boundary of the City) into the City that is in agricultural production. §17-41-101(2)(a), Utah Code Annotated (UCA), defines agricultural production as “production for commercial purposes of crops, livestock, and livestock products.”

The Utah Code has established a process by which land in agricultural production can be afforded additional legal protections, including protection from nuisance claims for agricultural activities or operations “using sound agricultural practices, unless that activity or operation bears a direct relationship to public health or safety” [see §17-41-403(1)(a), UCA]. To obtain these protections a landowner can seek approval of an agricultural protection area. Most of these requirements are laid out well in Title 14, Chapter 41 of the Utah Code. However, the Utah Code establishes that the agriculture protection area process should be done at the City level. The final decision on these proposals is to be made by the Municipal Council.

It appears to be appropriate to add requirements in the City Code to address agricultural protection areas, as well as address issues in the process that are left to the discretion of the legislative body (Municipal Council), such as establishing the minimum number of continuous acres included in an agricultural protection area. The proposal would also delegate the Development Services Department to accept, notice, and process these applications, rather than the Municipal Council.

This proposal would also give the Municipal Council discretion on excluding land in a proposed agricultural protection area, which land has been planned for a roadway, park, utility corridor, or commercial development, as per the official maps of the City or other political subdivision or state agency.

The proposal also sets forth specific nuisance protections for agricultural operations with sound practices. For example, operations with sound operations would be excluded from the definition of public nuisance under Title 7 or other nuisance prohibitions in the City Code, unless the activity would impact public health or safety.

The agricultural protection area application process appears to be a legislative matter, which would offer the Council broad discretion in making decisions when considering a particular application.

## **STAFF ANALYSIS**

Section 14.020.020(2) of the City Code establishes criteria for the amendments to the zoning title as follows: **(Staff response in bold type)**

(a) Public purpose for the amendment in question.

**Staff response: To support and protect agricultural operations and activities that incorporate sound practices. Agricultural operations produce crops, livestock, and livestock products that benefit the public at large.**

(b) Confirmation that the public purpose is best served by the amendment in question.

**Staff response: The language proposed has been reviewed by the Provo City Attorney's Office. This proposal will protect agricultural operations, which benefit the public.**

(c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

**Staff response: This proposal is very much in harmony with the General Plan policies, goals, and objectives. The "Agricultural Land" paragraph of the "Fostering a More Resilient City Through Land Use" section of the Land Use Element of the General Plan states: *"Another consideration for making Provo more resilient is preserving agricultural land. Agricultural lands can play a key role in providing locally grown food. Local options are key in events that produce supply-chain disruptions."* Agricultural protection areas, or the allowance thereof, can be a powerful tool for agricultural land preservation.**

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

**Staff response: There are no timing and sequencing issues related to this request.**

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

**Staff response: The proposed amendments will not hinder or obstruct attainment of any of the General Plan policies.**

(f) Adverse impacts on adjacent land owners.

**Staff response: The point of the agricultural protection area process is to give the City a transparent process to consider establishing new protection areas. The nature of these protection areas is to protect agricultural operations that incorporate sound practices from legal issues and nuisance claims. So, the very nature of the process is to establish areas in which agricultural operations are given a priority use status.**



(g) Verification of correctness in the original zoning or General Plan for the area in question.

**Staff response: Not applicable.**

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

**Staff response: No such conflict exists.**

### **CONCLUSIONS**

Staff believes this proposal will help clarify and facilitate the process for those property owners with agricultural operations and activities within Provo City who are seeking protection from nuisance claims and other related legal entanglements. This proposal can be a valuable tool to protect agricultural operations within City boundaries.

### **ATTACHMENTS**

1. Proposed Amendments

**ATTACHMENT 1 – PROPOSED AMENDMENTS**

**Chapter 15.24**  
**AGRICULTURE PROTECTION AREAS**

Sections:

- 15.24.010 Purpose.**
- 15.24.020 Definitions.**
- 15.24.030 Agriculture Protection Area Proposals.**
- 15.24.040 Area Requirements.**
- 15.24.050 Evaluating Proposals.**
- 15.24.060 Safeguards for Land in an Agriculture Protection Area.**

**15.24.010**

**Purpose.**

This Chapter establishes procedures and requirements for agriculture protection areas in the City and are supplemental to those found in Title 17, Chapter 41, Utah Code, as amended. These provisions help protect established agriculture operations from encroachment of urban development and nuisance claims. They also safeguard important planning interests, such as road and utility corridors.

**15.24.020**

**Definitions.**

For the purpose of this Chapter, the following words and terms shall be defined, as follows:

- (1) **"Advisory board"** means:
  - (a) the agriculture protection area Advisory Board created as provided in Title 17, Chapter 41, Part 2, Utah Code, as amended.
- (2) **"Agriculture production"** means production for commercial purposes of crops, livestock, and livestock products. Agricultural production includes the processing or retail marketing of any crops, livestock, and livestock products when more than 50% of the processed or merchandised products are produced by the farm operator.
- (3) **"Agriculture protection area"** means a geographic area created under the authority of this Chapter that is granted the specific legal protections contained in this chapter.
- (4) **"Crops, livestock, and livestock products"** includes:
  - (a) land devoted to the raising of useful plants and animals with a reasonable expectation of profit, including:

- (i) forages and sod crops;
  - (ii) grains and feed crops;
  - (iii) livestock as defined in Title 59, Chapter 2, Utah Code, as amended;
  - (iv) trees and fruits; or
  - (v) vegetables, nursery, floral, and ornamental stock; or
- (b) land devoted to and meeting the requirements and qualifications for payments or other compensation under a crop-land retirement program with an agency of the state or federal government.

### **15.24.030**

#### **Agriculture Protection Area Proposals.**

- (1) Agriculture protection area applications shall meet and be processed according to the requirements of Title 17, Chapter 41, Utah Code, as amended, as well as those requirements set forth in this Chapter.
- (2) The Municipal Council designates the Development Services Department to accept, notice, and process agriculture protection area applications only if they are properly completed and accompanied by the filing fee. The filing fee is set forth in the Provo City Consolidated Fee Schedule.
- (3) After receiving the written report from the Advisory Board and the Planning Commission, and providing proper notice, as set forth in Title 17, Chapter 41, Part 3, Utah Code, as amended, the Municipal Council shall make the final decision on all proposed agriculture protection areas.

### **15.24.040**

#### **Area Requirements.**

- (1) In accordance with Title 17, Chapter 41, Utah Code, as amended, the minimum number of contiguous acres that must be included in an agriculture protection area within Provo City is hereby established at twenty (20) acres, which land must be receiving the benefits of Title 59, Chapter 2, Farmland Assessment Act, Utah Code, as amended (commonly called "greenbelt").
- (2) An agriculture protection area may be approved for land with a minimum contiguous area of ten (10) acres provided the land is receiving the benefits of Title 59, Chapter 2, Farmland Assessment Act, Utah Code, as amended, and if the land is:
  - (a) used in an intensive livestock operation;
  - (b) used for fruit production; or
  - (c) contiguous to an existing agriculture protection area whether within or without Provo City.

### **15.24.050**

#### **Evaluating Proposals.**

- (1) In evaluating a proposal, and in determining whether or not to create or recommend the creation of an agriculture protection area, the Advisory Board, Planning Commission, and Municipal Council may exclude land planned by Provo City, or another political subdivision or state agency, for a roadway, park, utility corridor, or commercial development, as determined by the official maps of the City or other political subdivision or state agency.

### **15.24.060**

#### **Safeguards for Land in an Agriculture Protection Area.**

- (1) Any agricultural activity or operation within an agriculture protection area conducted using sound agricultural practices shall be excluded from the definition or prohibition of a public nuisance under Title 7 or any other provision of the Provo City Code dealing with public nuisances, unless that activity or operation bears a direct relationship to public health or safety.
- (2) Property located within an approved agriculture protection area shall enjoy the benefits and protections as provided in the Utah Code, as such may be amended from time to time. Such benefits may include limitations on local regulations, limitations on zoning map amendments, protection from civil and criminal nuisance claims, favorable policy from state agencies, restrictions on eminent domain, and restrictions on state development projects.
- (3) (a) For any new subdivision development located in whole or in part within 300 feet of the boundary of an agriculture protection area, the owner of the development shall include the following notice on any plat filed with the County Recorder:

**"Agriculture Protection Area**

This property is located in the vicinity of an established agriculture protection area in which normal agricultural uses and activities have been afforded the highest priority use status. It can be anticipated that such agricultural uses and activities may now or in the future be conducted on property included in the agriculture protection area. The use and enjoyment of this property is expressly conditioned on acceptance of any annoyance or inconvenience which may result from such normal agricultural uses and activities."

## Provo City Planning Commission

# Report of Action

May 24, 2023

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\*ITEM #2 Development Services requests an Ordinance Text Amendment to Title 15 (Land Use and Development) to add procedures and requirements related to agriculture protection areas. Citywide Application. Brandon Larsen (801) 852-6408 [jblarsen@provo.org](mailto:jblarsen@provo.org) PLOTA20230092

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The following action was taken by the Planning Commission on the above-described item at its regular meeting of May 24, 2023:

## RECOMMENDED APPROVAL

On a vote of 6:0, the Planning Commission recommended that the Municipal Council approve the above-noted application.

Motion By: Jeff Whitlock

Second By: Robert Knudsen

Votes in Favor of Motion: Melissa Kendall, Andrew South, Jeff Whitlock, Daniel Gonzales, Lisa Jensen, and Robert Knudsen

*Lisa Jensen was present as Chair.*

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

### **TEXT AMENDMENT**

The text of the proposed amendment is attached as Exhibit A.

### **STAFF PRESENTATION**

The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

### **NEIGHBORHOOD MEETING DATE**

- Citywide Application; all Neighborhood Chairs received notification.

### **NEIGHBORHOOD DISTRICT AND PUBLIC COMMENT**

- No district chairs were present.
- Ginny Smith explained that she and her husband (Scott Smith) are fruit growers. They deal with a lot of regulations at the state and federal level. The agricultural advisory board will be familiar with agricultural regulations.
- It is very possible to have a successful agricultural operation on ten acres. She expressed support for allowing agricultural protection areas for operations on ten acres. She knows people who are successful doing such.
- Scott Smith also voiced his support for agricultural operations on ten acres. He used the Crandall fruit operation on east Center Street in Orem as an example of a successful endeavor on ten acres.
- You can produce a significant amount of produce on ten acres.
- It is not a problem to remove land from an agricultural protection area.
- Scott Smith echoed the comments of Ginny Smith who mentioned that regulations help to ensure sound agricultural practices.
- People should feel comfortable buying fruit from an operation that is under federal and state regulations. A grower is subject to inspection at any time.



## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- Lisa Jensen feels the proposal is logical and the Planning Commission has been able to get answers to questions they had about the proposal. They had questions about the meaning of the term “sound agricultural practices” and the minimum amount of land that should be required for an Agricultural Protection Area.
- The Planning Commission recommended the proposal be revised to allow agricultural operations on ten acres, as well as requiring review by the Agricultural Advisor Board before going to a Planning Commission meeting.



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Planning Commission Chair



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Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (\*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

# EXHIBIT A

## Chapter 15.24

### AGRICULTURE PROTECTION AREAS

#### Sections:

- 15.24.010 Purpose.**
- 15.24.020 Definitions.**
- 15.24.030 Agriculture Protection Area Proposals.**
- 15.24.040 Area Requirements.**
- 15.24.050 Evaluating Proposals.**
- 15.24.060 Safeguards for Land in an Agriculture Protection Area.**

#### **15.24.010**

##### **Purpose.**

This Chapter establishes procedures and requirements for agriculture protection areas in the City and are supplemental to those found in Title 17, Chapter 41, Utah Code, as amended. These provisions help protect established agriculture operations from encroachment of urban development and nuisance claims. They also safeguard important planning interests, such as road and utility corridors.

#### **15.24.020**

##### **Definitions.**

For the purpose of this Chapter, the following words and terms shall be defined, as follows:

- (1) **"Advisory board"** means:
  - (a) the agriculture protection area Advisory Board created as provided in Title 17, Chapter 41, Part 2, Utah Code, as amended.
- (2) **"Agriculture production"** means production for commercial purposes of crops, livestock, and livestock products. Agricultural production Includes the processing or retail marketing of any crops, livestock, and livestock products when more than 50% of the processed or merchandised products are produced by the farm operator.
- (3) **"Agriculture protection area"** means a geographic area created under the authority of this Chapter that is granted the specific legal protections contained in this chapter.
- (4) **"Crops, livestock, and livestock products"** includes:

- (a) land devoted to the raising of useful plants and animals with a reasonable expectation of profit, including:
  - (i) forages and sod crops;
  - (ii) grains and feed crops;
  - (iii) livestock as defined in Title 59, Chapter 2, Utah Code, as amended;
  - (iv) trees and fruits; or
  - (v) vegetables, nursery, floral, and ornamental stock; or
- (b) land devoted to and meeting the requirements and qualifications for payments or other compensation under a crop-land retirement program with an agency of the state or federal government.

#### **15.24.030**

#### **Agriculture Protection Area Proposals.**

- (1) Agriculture protection area applications shall meet and be processed according to the requirements of Title 17, Chapter 41, Utah Code, as amended, as well as those requirements set forth in this Chapter.
- (2) The Municipal Council designates the Development Services Department to accept, notice, and process agriculture protection area applications only if they are properly completed and accompanied by the filing fee. The filing fee is set forth in the Provo City Consolidated Fee Schedule.
- (3) After receiving the written report from the Advisory Board and the Planning Commission, and providing proper notice, as set forth in Title 17, Chapter 41, Part 3, Utah Code, as amended, the Municipal Council shall make the final decision on all proposed agriculture protection areas.

#### **15.24.040**

#### **Area Requirements.**

- (1) In accordance with Title 17, Chapter 41, Utah Code, as amended, the minimum number of contiguous acres that must be included in an agriculture protection area within Provo City is hereby established at ten (10) acres, which land must be receiving the benefits of Title 59, Chapter 2, Farmland Assessment Act, Utah Code, as amended (commonly called "greenbelt").

#### **15.24.050**

#### **Evaluating Proposals.**

- (1) A proposed agriculture protection area shall be considered at an Advisory Board meeting prior to consideration at a Planning Commission meeting.

- (2) In evaluating a proposal, and in determining whether or not to create or recommend the creation of an agriculture protection area, the Advisory Board, Planning Commission, and Municipal Council may exclude land planned by Provo City, or another political subdivision or state agency, for a roadway, park, utility corridor, or commercial development, as determined by the official maps of the City or other political subdivision or state agency.

#### **15.24.060**

#### **Safeguards for Land in an Agriculture Protection Area.**

- (1) Any agricultural activity or operation within an agriculture protection area conducted using sound agricultural practices shall be excluded from the definition or prohibition of a public nuisance under Title 7 or any other provision of the Provo City Code dealing with public nuisances, unless that activity or operation bears a direct relationship to public health or safety.
- (2) Property located within an approved agriculture protection area shall enjoy the benefits and protections as provided in the Utah Code, as such may be amended from time to time. Such benefits may include limitations on local regulations, limitations on zoning map amendments, protection from civil and criminal nuisance claims, favorable policy from state agencies, restrictions on eminent domain, and restrictions on state development projects.
- (3) (a) For any new subdivision development located in whole or in part within 300 feet of the boundary of an agriculture protection area, the owner of the development shall include the following notice on any plat filed with the County Recorder:

##### **"Agriculture Protection Area**

This property is located in the vicinity of an established agriculture protection area in which normal agricultural uses and activities have been afforded the highest priority use status. It can be anticipated that such agricultural uses and activities may now or in the future be conducted on property included in the agriculture protection area. The use and enjoyment of this property is expressly conditioned on acceptance of any annoyance or inconvenience which may result from such normal agricultural uses and activities."



# Agriculture Protection Areas

**Agricultural protection areas (APA) protect agricultural operations in the following ways:**

- Strong limits on nuisance claims
- City must make sure its laws, ordinances, and regulations encourage the continuity, development, and viability of agriculture use
- City cannot change the zoning of a property in an APA without the property owner's permission
- Subdivision plats within 300 feet of an APA must include a notice of proximity to an APA. The notice states that normal agricultural uses and activities have been afforded the highest priority use status



# Agriculture Protection Areas

## Elements of this Agricultural Protection Area (APA) Amendment:

- A limited number of definitions
- Requirement to follow the Utah Code APA provisions
- Designation of Development Services as the body to process APA applications
- Area requirements (these are to be established by the individual jurisdictions)
  - Minimum number of acres required to be included in an APA
- Establishment of power for the Municipal Council to excluded land from an APA, which land is planned for roadways, parks, utility corridors, commercial development, as per official jurisdictional maps
- Establishment of protections for land in APAs
  - Nuisance claims, legal protections, zone map amendments, special noticing requirements, etc.



# Agriculture Protection Areas

## Does and Doesn't:

- Does facilitate approval of APAs in Provo City
- Does establish the minimum acreage required to be included in an APA in Provo City
- Doesn't repeat the Utah Code requirements for APAs
- Doesn't include all requirements that must be addressed in an APA application (most requirements are in the Utah Code)
- Does establish a new chapter in Title 15



Exhibit A

Chapter 15.24  
AGRICULTURE PROTECTION AREAS

- Sections:
- 15.24.010 Definitions.
  - 15.24.020 Agriculture Protection Area Proposals.
  - 15.24.030 Area Requirements.
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- (1) Agriculture protection area applications must meet, and will be processed according to, the requirements of Utah Code Title 17, Chapter 41, as amended, as well as the requirements set forth in this Chapter.
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- (3) After receiving the written report from the Advisory Board and the Planning Commission, and providing proper notice, the Municipal Council shall make the final decision on all proposed agriculture protection areas.

15.24.030 Area Requirements.

In accordance with Utah Code Section 17-41-301, as amended, the minimum number of continuous acres that must be included in an agriculture protection area within Provo City is ten (10) acres, which land must be receiving the benefits of Title 59, Chapter 2, Farmland Assessment Act, Utah Code, as amended (commonly called “greenbelt”).

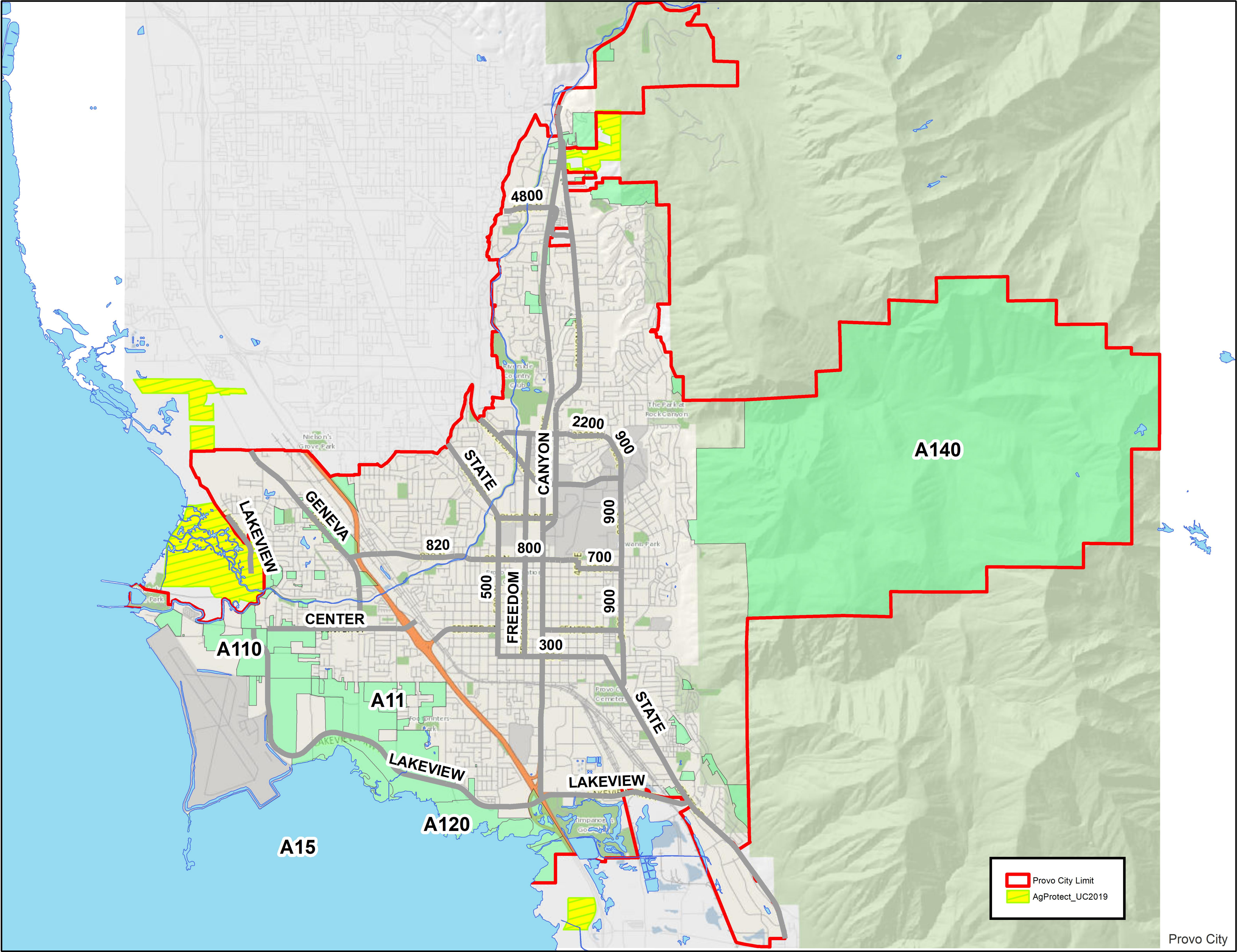
15.24.040 Evaluating Proposals.

- (1) A proposed agricultural protection area will be considered at an Advisory Board meeting prior to consideration at a Planning Commission meeting.
- (2) In evaluating a proposal, and in determining whether or not to recommend the creation of an agriculture protection area, the Advisory Board and Planning Commission may recommend modification of the proposed agricultural protection area to exclude land planned for a roadway, park, utility corridor, or commercial development, as determined by the official maps of the City or another political subdivision or state agency. The Municipal Council may approve, modify and approve, or reject the proposal.

15.24.050 Safeguards for Land in an Agriculture Protection Area.

- (1) Any agricultural activity or operation within an agriculture protection area conducted using sound agricultural practices shall be excluded from the definition or prohibition of a public nuisance under Title 7 or any other provision of the Provo City Code dealing with public nuisances, unless that activity or operation bears a direct relationship to public health or safety.
- (2) For any new subdivision development located in whole or in part within 300 feet of the boundary of an agriculture protection area, the owner of the development shall comply with the notice requirements of Utah Code 17-41-403, as amended.







# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** KZARBOCK  
**Department:** Finance  
**Requested Meeting Date:** 06-06-2023

**SUBJECT:** A resolution regarding year-end appropriations in the General Fund, Stormwater Fund, Airport Fund, and Vehicle Replacement Fund, and a transfer from the Engineering CIP to the Airport Fund. (23-008)

**RECOMMENDATION:** Review and approve year-end appropriations related to budget shortages and scooter revenue.

**BACKGROUND:** Near the end of each fiscal year, Finance reviews the budget to see if any shortages are projected. For example, in FY23, the Streets Division had to spend significantly more on salt and overtime due to the record-breaking amount of snow received. This is necessitating a year-end appropriation so that the division has sufficient budget to make it through the end of June. Having sufficient budget is important for governmental funds since shortages result in audit findings. Finance will review other areas of the budget to see if any additional appropriations related to budget shortages will be necessary.

In addition to budget shortage appropriations, Development Services is requesting that scooter revenue received in FY23 be appropriated to cover wayfinding costs.

We will provide more information about the exact appropriation needs and amounts closer to the meeting date.

**FISCAL IMPACT:**

**PRESENTER'S NAME:** Kelsey Zarbock, Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 15 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-008

1 RESOLUTION 2023-.

2  
3 A RESOLUTION REGARDING YEAR-END APPROPRIATIONS IN THE  
4 GENERAL FUND, STORMWATER FUND, AIRPORT FUND, AND VEHICLE  
5 REPLACEMENT FUND, AND A TRANSFER FROM THE ENGINEERING  
6 CIP TO THE AIRPORT FUND. (23-008)

7  
8 WHEREAS, the Municipal Council of Provo City has received a recommendation from  
9 the Provo City Administration that eight year-end appropriations, one of which involves a  
10 transfer, be considered; and

11  
12 WHEREAS, the first recommendation is to appropriate \$265,000 in the General Fund,  
13 Streets Division for salt and overtime costs related to snowstorms during the winter of 2023, with  
14 the funding source being General Fund balance; and

15  
16 WHEREAS, the second recommendation is to appropriate \$550,000 in the Stormwater  
17 Fund for spring runoff preparations, with the funding source being Stormwater fund balance; and

18  
19 WHEREAS, the third recommendation is to transfer \$2,100,000 from the Engineering  
20 CIP fund to the Airport fund and appropriate the same amount in the Airport Fund for Airport  
21 terminal projects, with the funding source being accumulated revenue from the county  
22 option/highway tax; and

23  
24 WHEREAS, the fourth recommendation is to appropriate \$439,000 in the Airport fund  
25 for interfund interest (\$365,000), vehicle repairs (\$33,000), vehicle fuel (\$6,000), and facility  
26 maintenance (\$35,000), with the funding source being the Airport fund balance; and

27  
28 WHEREAS, the fifth recommendation is to appropriate up to \$75,000 (dependent on  
29 actual revenues) in the General Fund, Development Services Department for wayfinding, with  
30 the funding source being FY2023 scooter revenues; and

31  
32 WHEREAS, the sixth recommendation is to appropriate \$750,000 in the General Fund,  
33 Fire Department for self-contained breathing apparatus since the current equipment expires in  
34 September 2023, with the funding source being General Fund balance; and

35  
36 WHEREAS, the seventh recommendation is to appropriate up to \$65,000 (dependent on  
37 final price) in the Vehicle Replacement Fund for the outright purchase of a new vehicle for the  
38 Fire Department, with the funding source being the Vehicle Replacement fund balance; and

39  
40 WHEREAS, the eighth recommendation is to appropriate up to \$13,790 (dependent on  
41 final price) in the General Fund, General Services Department for the first-year loan payment on  
42 a new vehicle for the Fire Department; and

43  
44 WHEREAS, on June 20, 2023, the Municipal Council met to ascertain the facts regarding  
45 this matter and receive public comment, which facts and comments are found in the public record



46 of the Council's consideration; and

47  
48 WHEREAS, all persons for and against the proposed appropriations were given an  
49 opportunity to be heard; and

50  
51 WHEREAS, after considering the Administration's recommendation, and facts and  
52 comments presented to the Municipal Council, the Municipal Council finds the proposed  
53 appropriations reasonably further the health, safety, and general welfare of the citizens of Provo  
54 City.

55  
56 NOW, THEREFORE, be it resolved by the Municipal Council of Provo City, Utah as  
57 follows:

58  
59 PART I:

60  
61 The Mayor is hereby authorized to appropriate \$265,000 in the General Fund, Streets  
62 Division for salt and overtime costs related to snowstorms during the winter of 2023, applying to  
63 the fiscal year ending June 30, 2023.

64  
65 PART II:

66  
67 The Mayor is hereby authorized to appropriate \$550,000 in the Stormwater Fund for  
68 spring runoff preparations, applying to the fiscal year ending June 30, 2023.

69  
70 PART III:

71  
72 The Mayor is hereby authorized to transfer \$2,100,000 from the Engineering CIP fund to  
73 the Airport fund and appropriate the same amount in the Airport Fund for Airport terminal  
74 projects, applying to the fiscal year ending June 30, 2023.

75  
76 PART IV:

77  
78 The Mayor is hereby authorized to appropriate \$439,000 in the Airport fund for interfund  
79 interest (\$365,000), vehicle repairs (\$33,000), vehicle fuel (\$6,000), and facility maintenance  
80 (\$35,000), applying to the fiscal year ending June 30, 2023.

81  
82 PART V:

83  
84 The Mayor is hereby authorized to appropriate up to \$75,000 (dependent on actual  
85 revenues) in the General Fund, Development Services Department for wayfinding, applying to  
86 the fiscal year ending June 30, 2023.

87  
88 PART VI:

89  
90 The Mayor is hereby authorized to appropriate \$750,000 in the General Fund, Fire

91 Department for self-contained breathing apparatus, applying to the fiscal year ending June 30,  
92 2023.

93 PART VII:

94  
95 The Mayor is hereby authorized to appropriate up to \$65,000 (dependent on final price) in  
96 the Vehicle Replacement Fund for the outright purchase of a new vehicle for the Fire  
97 Department, applying to the fiscal year ending June 30, 2023.

98  
99 PART VIII:

100  
101 The Mayor is hereby authorized to appropriate up to \$13,790 (dependent on final price) in  
102 the General Fund, General Services Department for the first-year loan payment on a new vehicle  
103 for the Fire Department, applying to the fiscal year ending June 30, 2023.

104  
105 PART IX:

106  
107 This resolution shall take effect immediately.

108  
109 END OF RESOLUTION.

## FY23 Year-End Appropriation Requests

After assessing department budgets and learning of some requests that happen to fall at the end of the fiscal year, Finance recommends that the Council approve the budget appropriations in the table below for FY2023. These appropriation requests will comprise one work meeting item on June 6th and then they will be brought to the Council for approval as separate items at the June 20th Council meeting.

| Appropriation Category                 | Fund/Division                         | Detail Amount | Reason                                                                                                                                                                      | Funding Source                                                                                                                                       |
|----------------------------------------|---------------------------------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| FY23 Budget Shortage                   | General Fund/Streets                  | \$ 265,000    | Appropriate \$205,000 for salt and \$60,000 for overtime due to last winter's unprecedented amount of snowfall                                                              | General Fund balance                                                                                                                                 |
| FY23 Budget Shortage                   | Stormwater Fund/Stormwater            | \$ 550,000    | Appropriate \$550,000 for spring runoff prep out of stormwater fund balance                                                                                                 | Stormwater Fund balance                                                                                                                              |
| FY23 Budget Shortage                   | Airport Fund/Airport                  | \$ 439,000    | Appropriate \$439,000 for the following: variable interfund loan interest (\$365,000); vehicle repairs (\$33,000); vehicle fuel (\$6,000); facility maintenance (\$35,000). | Surplus Airport revenues in FY23                                                                                                                     |
| Transfer/appropriation for CIP project | Engineering CIP Fund and Airport Fund | \$ 2,100,000  | Transfer \$2.1 million from Engineering CIP to Airport fund and appropriate in Airport for Terminal Project costs due to success of the airport.                            | Surplus 1/4 cent sales tax revenue from FY20-FY23<br><i>(1/4 cent sales tax revenue is designated by the state for transportation-related costs)</i> |
| Assign revenue for a specific purpose  | General Fund/Development Services     | \$ 75,000     | Appropriate <u>up to</u> \$75,000 in the General Fund, Development Services department for wayfinding.                                                                      | Scooter revenue (General Fund)                                                                                                                       |
| Equipment purchase request             | General Fund/Fire                     | \$ 750,000    | Appropriate \$750,000 in General Fund for self-contained breathing apparatus (current ones expiring Sept 2023)                                                              | General Fund balance                                                                                                                                 |
| Equipment purchase request             | Vehicle Replacement Fund              | \$ 65,000     | Appropriate <u>up to</u> \$65,000 in the Vehicle Replacement fund for the outright purchase of a new Fire vehicle                                                           | Vehicle Replacement fund balance (FY23); loan payments from General Fund (FY23-FY27)                                                                 |
| Equipment purchase request             | General Fund/General Services         | \$ 13,790     | Appropriate <u>up to</u> \$13,790 in the General Fund for first year loan payment on a new Fire vehicle                                                                     | General Fund balance                                                                                                                                 |

= General Fund appropriations



ADMINISTRATIVE  
SERVICES  
TEL 801 852 6504  
351 W CENTER ST  
PO BOX 1849  
PROVO, UT 84603

## NOTICE OF PUBLIC HEARING BEFORE THE PROVO MUNICIPAL COUNCIL

Notice is hereby given that the Municipal Council of Provo, Utah will hold a public hearing on the following item during the Council Meeting that will take place on Tuesday, June 20, 2023 at 5:30 p.m. in the Council Chambers located at the Provo City Center Building, 445 West Center Street, Provo, Utah (new city hall building). Anyone interested is invited to attend.

**Provo City Council will consider the following appropriations and transfers:**

- **Appropriate \$265,000 in the General Fund, Streets Division for salt and overtime costs related to winter storms during the winter of 2023. The funding source is general fund balance.**
- **Appropriate \$550,000 in the Stormwater Fund for spring runoff preparations. The funding source is Stormwater fund balance.**
- **Transfer \$2,100,000 from the Engineering CIP to the Airport Fund and appropriate that amount in the Airport fund for Airport terminal projects. The funding sources is accumulated revenue from the county option transit/highway tax.**
- **Appropriate \$439,000 in the Airport fund for interfund interest (\$365,000), vehicle repairs (\$33,000), vehicle fuel (\$6,000), and facility maintenance (\$35,000). The funding source is the Airport's fund balance.**
- **Appropriate up to \$75,000 in the General Fund, Development Services division for wayfinding. The funding source is FY23 scooter revenue.**
- **Appropriate \$750,000 in the General Fund, Fire Department for self-contained breathing apparatus since the current equipment expires in September 2023. The funding source is general fund balance.**
- **Appropriate up to \$65,000 in the Vehicle Replacement Fund for the outright purchase of a new vehicle for the fire department. The funding source is the Vehicle Replacement fund balance.**
- **Appropriate up to \$13,790 in the General Fund, General Services for the first-year loan payment on a new vehicle for the Fire department.**

The meeting will also be available to the public for live broadcast and on-demand viewing at:

[youtube.com/provocitycouncil](https://youtube.com/provocitycouncil). Those who would like to participate in the meeting virtually may do so via Zoom.

To join the Zoom meeting, visit [zoom.us/join](https://zoom.us/join) and enter Meeting ID **823 0235 9516** and Passcode **517399**. To listen or comment via phone, dial **346-248-7799**, enter Meeting ID **823 0235 9516** and press #. Press # again for participant ID. Once connected, press \*9 to indicate that you would like to comment. For more information regarding how to comment in the electronic meeting, visit [agendas.provo.org](https://agendas.provo.org) and click on the meeting agenda.

Kelsey Zarbock, Budget Officer



# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** MDAYLEY  
**Department:** Council  
**Requested Meeting Date:** 06-20-2023

**SUBJECT:** An ordinance amending the consolidated fee schedule and Provo City Pay Range Table. (23-008)

**RECOMMENDATION:** Pass the ordinance

**BACKGROUND:** As part of adopting the Provo City budget for Fiscal Year 2023-2024, the consolidated fee schedule and pay range table are also updated and adopted.

**FISCAL IMPACT:**

**PRESENTER'S NAME:** Kelsey Zarbock, City Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 5 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-008

ORDINANCE 2023-.

AN ORDINANCE AMENDING THE CONSOLIDATED FEE SCHEDULE  
AND PROVO CITY PAY RANGE TABLE. (23-008)

WHEREAS, as part of the Fiscal Year 2023-2024 budget process, amendments to the Consolidated Fee Schedule and Provo City Code 4.04.050 (Pay Range Table) have also been proposed; and

WHEREAS, on June 6 and June 20, 2023, the Municipal Council held a duly noticed public meeting to receive public comment and ascertain the facts regarding the amendments proposed herein, which facts and comments are found in the meeting records; and

WHEREAS, after considering the Mayor's recommendations, and facts and comments presented to the Municipal Council, the Council finds: (i) the proposed amendments to Provo City Code should be adopted as set forth below; and (ii) such action reasonably furthers the health, safety and general welfare of the citizens of Provo City;

NOW, THEREFORE, be it ordained by the Municipal Council of the City of Provo, Utah as follows:

PART I:

Provo City Code Section 4.04.050 (Pay Range Table) is hereby amended, effective July 09, 2023, as shown in the attached Exhibit A.

PART II:

The Consolidated Fee Schedule is hereby amended, effective July 01, 2023, as shown in the attached Exhibit B.

PART III:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.
- B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.
- C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.
- D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

47

48

END OF ORDINANCE.

## Exhibit A

The table in Provo City Code Section 4.04.050 shall be replaced in its entirety by the following table, which is effective July 9, 2023.

| 2023-24 PAY RANGE TABLE (BIWEEKLY) - EFFECTIVE FIRST FULL PAY PERIOD OF FISCAL YEAR |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
|-------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Grade                                                                               | Steps    |          |          |          |          |          |          |          |          |          |          |          |          |          |
|                                                                                     | A (1)    | B (2)    | C (3)    | D (4)    | E (5)    | F (6)    | G (7)    | H (8)    | I (9)    | J (10)   | K (11)   | L (12)   | M (13)   | N (14)   |
| 15                                                                                  | 1,117.36 | 1,145.29 | 1,173.92 | 1,203.27 | 1,233.35 | 1,264.18 | 1,295.78 | 1,328.17 | 1,361.37 | 1,395.40 | 1,430.29 | 1,466.05 | 1,502.70 | 1,540.27 |
| 16                                                                                  | 1,173.23 | 1,202.56 | 1,232.62 | 1,263.44 | 1,295.03 | 1,327.41 | 1,360.60 | 1,394.62 | 1,429.49 | 1,465.23 | 1,501.86 | 1,539.41 | 1,577.90 | 1,617.35 |
| 17                                                                                  | 1,231.89 | 1,262.69 | 1,294.26 | 1,326.62 | 1,359.79 | 1,393.78 | 1,428.62 | 1,464.34 | 1,500.95 | 1,538.47 | 1,576.93 | 1,616.35 | 1,656.76 | 1,698.18 |
| 18                                                                                  | 1,293.48 | 1,325.82 | 1,358.97 | 1,392.94 | 1,427.76 | 1,463.45 | 1,500.04 | 1,537.54 | 1,575.98 | 1,615.38 | 1,655.76 | 1,697.15 | 1,739.58 | 1,783.07 |
| 19                                                                                  | 1,358.15 | 1,392.10 | 1,426.90 | 1,462.57 | 1,499.13 | 1,536.61 | 1,575.03 | 1,614.41 | 1,654.77 | 1,696.14 | 1,738.54 | 1,782.00 | 1,826.55 | 1,872.21 |
| 20                                                                                  | 1,426.06 | 1,461.71 | 1,498.25 | 1,535.71 | 1,574.10 | 1,613.45 | 1,653.79 | 1,695.13 | 1,737.51 | 1,780.95 | 1,825.47 | 1,871.11 | 1,917.89 | 1,965.84 |
| 21                                                                                  | 1,497.36 | 1,534.79 | 1,573.16 | 1,612.49 | 1,652.80 | 1,694.12 | 1,736.47 | 1,779.88 | 1,824.38 | 1,869.99 | 1,916.74 | 1,964.66 | 2,013.78 | 2,064.12 |
| 22                                                                                  | 1,572.23 | 1,611.54 | 1,651.83 | 1,693.13 | 1,735.46 | 1,778.85 | 1,823.32 | 1,868.90 | 1,915.62 | 1,963.51 | 2,012.60 | 2,062.92 | 2,114.49 | 2,167.35 |
| 23                                                                                  | 1,650.84 | 1,692.11 | 1,734.41 | 1,777.77 | 1,822.21 | 1,867.77 | 1,914.46 | 1,962.32 | 2,011.38 | 2,061.66 | 2,113.20 | 2,166.03 | 2,220.18 | 2,275.68 |
| 24                                                                                  | 1,733.38 | 1,776.71 | 1,821.13 | 1,866.66 | 1,913.33 | 1,961.16 | 2,010.19 | 2,060.44 | 2,111.95 | 2,164.75 | 2,218.87 | 2,274.34 | 2,331.20 | 2,389.48 |
| 25                                                                                  | 1,820.05 | 1,865.55 | 1,912.19 | 1,959.99 | 2,008.99 | 2,059.21 | 2,110.69 | 2,163.46 | 2,217.55 | 2,272.99 | 2,329.81 | 2,388.06 | 2,447.76 | 2,508.95 |
| 26                                                                                  | 1,911.05 | 1,958.83 | 2,007.80 | 2,058.00 | 2,109.45 | 2,162.19 | 2,216.24 | 2,271.65 | 2,328.44 | 2,386.65 | 2,446.32 | 2,507.48 | 2,570.17 | 2,634.42 |
| 27                                                                                  | 2,006.60 | 2,056.77 | 2,108.19 | 2,160.89 | 2,214.91 | 2,270.28 | 2,327.04 | 2,385.22 | 2,444.85 | 2,505.97 | 2,568.62 | 2,632.84 | 2,698.66 | 2,766.13 |
| 28                                                                                  | 2,106.93 | 2,159.60 | 2,213.59 | 2,268.93 | 2,325.65 | 2,383.79 | 2,443.38 | 2,504.46 | 2,567.07 | 2,631.25 | 2,697.03 | 2,764.46 | 2,833.57 | 2,904.41 |
| 29                                                                                  | 2,212.28 | 2,267.59 | 2,324.28 | 2,382.39 | 2,441.95 | 2,503.00 | 2,565.58 | 2,629.72 | 2,695.46 | 2,762.85 | 2,831.92 | 2,902.72 | 2,975.29 | 3,049.67 |
| 30                                                                                  | 2,322.89 | 2,380.96 | 2,440.48 | 2,501.49 | 2,564.03 | 2,628.13 | 2,693.83 | 2,761.18 | 2,830.21 | 2,900.97 | 2,973.49 | 3,047.83 | 3,124.03 | 3,202.13 |
| 31                                                                                  | 2,439.03 | 2,500.01 | 2,562.51 | 2,626.57 | 2,692.23 | 2,759.54 | 2,828.53 | 2,899.24 | 2,971.72 | 3,046.01 | 3,122.16 | 3,200.21 | 3,280.22 | 3,362.23 |
| 32                                                                                  | 2,560.98 | 2,625.00 | 2,690.63 | 2,757.90 | 2,826.85 | 2,897.52 | 2,969.96 | 3,044.21 | 3,120.32 | 3,198.33 | 3,278.29 | 3,360.25 | 3,444.26 | 3,530.37 |
| 33                                                                                  | 2,689.03 | 2,756.26 | 2,825.17 | 2,895.80 | 2,968.20 | 3,042.41 | 3,118.47 | 3,196.43 | 3,276.34 | 3,358.25 | 3,442.21 | 3,528.27 | 3,616.48 | 3,706.89 |
| 34                                                                                  | 2,823.48 | 2,894.07 | 2,966.42 | 3,040.58 | 3,116.59 | 3,194.50 | 3,274.36 | 3,356.22 | 3,440.13 | 3,526.13 | 3,614.28 | 3,704.64 | 3,797.26 | 3,892.19 |
| 35                                                                                  | 2,964.65 | 3,038.77 | 3,114.74 | 3,192.61 | 3,272.43 | 3,354.24 | 3,438.10 | 3,524.05 | 3,612.15 | 3,702.45 | 3,795.01 | 3,889.89 | 3,987.14 | 4,086.82 |
| 36                                                                                  | 3,112.88 | 3,190.70 | 3,270.47 | 3,352.23 | 3,436.04 | 3,521.94 | 3,609.99 | 3,700.24 | 3,792.75 | 3,887.57 | 3,984.76 | 4,084.38 | 4,186.49 | 4,291.15 |
| 37                                                                                  | 3,268.52 | 3,350.23 | 3,433.99 | 3,519.84 | 3,607.84 | 3,698.04 | 3,790.49 | 3,885.25 | 3,982.38 | 4,081.94 | 4,183.99 | 4,288.59 | 4,395.80 | 4,505.70 |
| 38                                                                                  | 3,431.95 | 3,517.75 | 3,605.69 | 3,695.83 | 3,788.23 | 3,882.94 | 3,980.01 | 4,079.51 | 4,181.50 | 4,286.04 | 4,393.19 | 4,503.02 | 4,615.60 | 4,730.99 |
| 39                                                                                  | 3,603.55 | 3,693.64 | 3,785.98 | 3,880.63 | 3,977.65 | 4,077.09 | 4,179.02 | 4,283.50 | 4,390.59 | 4,500.35 | 4,612.86 | 4,728.18 | 4,846.38 | 4,967.54 |
| 40                                                                                  | 3,783.73 | 3,878.32 | 3,975.28 | 4,074.66 | 4,176.53 | 4,280.94 | 4,387.96 | 4,497.66 | 4,610.10 | 4,725.35 | 4,843.48 | 4,964.57 | 5,088.68 | 5,215.90 |
| 41                                                                                  | 3,972.92 | 4,072.24 | 4,174.05 | 4,278.40 | 4,385.36 | 4,494.99 | 4,607.36 | 4,722.54 | 4,840.60 | 4,961.62 | 5,085.66 | 5,212.80 | 5,343.12 | 5,476.70 |
| 42                                                                                  | 4,171.57 | 4,275.86 | 4,382.76 | 4,492.33 | 4,604.64 | 4,719.76 | 4,837.75 | 4,958.69 | 5,082.66 | 5,209.73 | 5,339.97 | 5,473.47 | 5,610.31 | 5,750.57 |
| 43                                                                                  | 4,380.15 | 4,489.65 | 4,601.89 | 4,716.94 | 4,834.86 | 4,955.73 | 5,079.62 | 5,206.61 | 5,336.78 | 5,470.20 | 5,606.96 | 5,747.13 | 5,890.81 | 6,038.08 |
| 44                                                                                  | 4,599.16 | 4,714.14 | 4,831.99 | 4,952.79 | 5,076.61 | 5,203.53 | 5,333.62 | 5,466.96 | 5,603.63 | 5,743.72 | 5,887.31 | 6,034.49 | 6,185.35 | 6,339.98 |
| M1                                                                                  | 3,870.91 |          |          |          |          |          |          |          |          |          |          |          |          | 5,677.33 |
| M2                                                                                  | 4,064.46 |          |          |          |          |          |          |          |          |          |          |          |          | 5,961.20 |
| M3                                                                                  | 4,267.68 |          |          |          |          |          |          |          |          |          |          |          |          | 6,259.26 |
| M4                                                                                  | 4,481.06 |          |          |          |          |          |          |          |          |          |          |          |          | 6,572.22 |
| M5                                                                                  | 4,705.11 |          |          |          |          |          |          |          |          |          |          |          |          | 6,900.83 |
| M6                                                                                  | 4,940.37 |          |          |          |          |          |          |          |          |          |          |          |          | 7,245.87 |
| M7                                                                                  | 5,187.39 |          |          |          |          |          |          |          |          |          |          |          |          | 7,608.16 |
| M8                                                                                  | 5,446.76 |          |          |          |          |          |          |          |          |          |          |          |          | 7,988.57 |
| M9                                                                                  | 5,719.10 |          |          |          |          |          |          |          |          |          |          |          |          | 8,388.00 |
| M10                                                                                 | 6,005.06 |          |          |          |          |          |          |          |          |          |          |          |          | 8,807.40 |



### **Exhibit B**

Due to document format, this exhibit will be attached at a later step. The Consolidated Fee Schedule is available in the meeting materials at [agendas.provo.org](https://agendas.provo.org).

## Provo City Consolidated Fee Schedule

**Administrative**

**Airport**

**Business Licensing**

**Cemetery**

**City Hall Rentals**

**Development Fees**

**Engineering**

**Fire Department**

**Fire Inspection Fees**

**Inspection Fees**

**Impact Fees**

**Justice Court**

**Library at Academy Square**

**Parks and Recreation**

**Covey Center for the Arts**

**Golf Course**

**Park Pavilion Reservations**

**Parks, Parkways, Trails, and Other Park Properties**

**Provo City Recreation Center**

**Provo Shooting Sports Park**

**Sports, Adult**

**Sports, Youth**

**Sports Fields Rental Fees**

**Peaks Ice Arena**

**Permit Areas**

**Police Department**

**Utilities**

**Utility Transportation Fund Fee**

**Culinary Water**

**Energy**

**Sanitation**

**Storm Water**

**Wastewater**

### ADMINISTRATIVE

Blueprints

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|                                               |                                                                     |
|-----------------------------------------------|---------------------------------------------------------------------|
| 8 1/2" x 11"                                  | \$0.75                                                              |
| 12" x 18"                                     | \$2.00                                                              |
| 15" x 30"                                     | \$3.00                                                              |
| 30" x 30"                                     | \$5.00                                                              |
| 400 Scale Aerial                              | \$5.00                                                              |
| Notary Service                                | \$2.00                                                              |
| Records and GRAMA Requests                    |                                                                     |
| Employee time to respond to a records request | The full fee allowed by statute                                     |
| Computer media                                | \$20.00                                                             |
| Bicycle License                               | No charge                                                           |
| Dispatch recordings                           | \$20.00                                                             |
| Fire report                                   | \$15.00                                                             |
| Photocopy, standard                           | \$0.10 per page                                                     |
| Photocopy, special                            | Cost                                                                |
| Photos (per CD of photos)                     | \$20.00                                                             |
| Photos (per printed photo)                    | \$5.00                                                              |
| Police Clearances                             | \$10.00                                                             |
| Insurance Letters                             | \$10.00                                                             |
| Subpoenas                                     | Costs as per statute                                                |
| Traffic accident reports                      | \$10.00                                                             |
| Videos (cost per video)                       | \$25.00 minimum due at time of request (credited against final fee) |
| Fire and Police records                       | \$15.00 minimum due at time of request (credited against final fee) |
| Returned Check Fee                            | \$20.00                                                             |
| Passport Application                          | \$35.00                                                             |

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|                                                                        |         |
|------------------------------------------------------------------------|---------|
| Passport Photo                                                         | \$15.00 |
| Fingerprinting                                                         | \$10.00 |
| Late Fee on Utility Bills                                              | 1.5%    |
| Late Fee on Miscellaneous<br>Accounts Receivable<br>(Customer Service) | 1.5%    |

## AIRPORT

|                                       |                                                                        |
|---------------------------------------|------------------------------------------------------------------------|
| Ground Lease                          | \$0.55 per square foot<br>per year                                     |
| Hangar Rental                         |                                                                        |
| Hangars 1A to 27A                     | \$310.00 per month                                                     |
| City-owned Box Hangars                | \$340.00 per month                                                     |
| All other City-owned T-<br>hangars    | \$405.00 per month                                                     |
| Shade Hangar                          | \$185.00 per month                                                     |
| Tie Downs                             |                                                                        |
| Monthly Fee                           | \$43.00                                                                |
| Annual Fee                            | \$350.00                                                               |
| Fuel Flowage Fee                      | \$0.08 per gallon for<br>non-air carriers. \$0.05<br>for air carriers. |
| Annual Fee for Commercial<br>Services | To be determined                                                       |
| White Badge Fee                       | \$25.00 per year                                                       |
| SIDA Badge Fee                        | \$50.00 per year                                                       |
| Airport Parking Fee                   | <del>\$10.00</del> \$12.00 per<br>vehicle per day                      |
| Rental Car Concessions<br>Fee         | 10% of gross revenue<br>plus \$20.00 per month<br>per parking space    |



|                                   |                                                                                                                 |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Landing Fee                       | <del>\$1.03</del> <del>\$0.97</del> per 1,000<br>pounds landed weight<br>for all aircraft over<br>12,500 pounds |
| Terminal Fee                      | <del>\$1.95</del> <del>\$1.83</del> per<br>enplaned passenger                                                   |
| Office Space Lease                | \$20.00 per square<br>foot per year                                                                             |
| Remain Over Night Fee             | \$50.00 per plane per<br>night                                                                                  |
| Retail Concession Fee             | 5% of gross revenue                                                                                             |
| Customer Facility Charge          | \$3.50 per rental day                                                                                           |
| Electric Vehicle Charging<br>Rate | \$0.11 per kWh                                                                                                  |
| Passenger Facility Charge         | \$4.50 per passenger                                                                                            |
| Document Review Fee               | \$200.00 per<br>application                                                                                     |

## BUSINESS LICENSING

### General Business License

| Number of Employees | Fee   |
|---------------------|-------|
| 0 – 5               | \$125 |
| 6 – 10              | \$175 |
| 11 – 25             | \$300 |
| 26 – 50             | \$425 |
| 51 – 75             | \$550 |
| 76 – 100            | \$675 |
| 101+                | \$800 |

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|                                                        |                                                       |
|--------------------------------------------------------|-------------------------------------------------------|
| Late Fee                                               | \$25.00                                               |
| Name Change                                            | \$10.00                                               |
| Location Change                                        | \$25.00                                               |
| Home Occupation                                        |                                                       |
| New Application                                        | \$37.00                                               |
| Renewal                                                | \$17.00                                               |
| Major Businesses Fee                                   | \$100.00                                              |
| Home Occupation/Day Care/Pre-School                    |                                                       |
| Business License                                       | \$175.00                                              |
| Annual Renewal                                         | \$155.00                                              |
| Auction                                                | Lesser of \$10.00 per<br>day or \$100.00 per<br>month |
| Beer License                                           |                                                       |
| Class "A"                                              | \$350.00                                              |
| Class "B"                                              | \$450.00                                              |
| Class "C"                                              | \$550.00                                              |
| Class "D"                                              | \$300.00                                              |
| Class "E"                                              | \$550.00                                              |
| Class "F"                                              | \$450.00                                              |
| Nonrefundable Portion<br>(included in application fee) | \$50.00                                               |
| Bond                                                   | \$1,000.00                                            |
| Billboards                                             | \$21.00 per billboard                                 |
| Cell/Radio Tower                                       | \$21.00 per tower                                     |
| Christmas Tree Stand                                   |                                                       |
| Business License                                       | \$209.00                                              |
| Permit Fee                                             | \$100.00                                              |
| Clean Up Bond                                          | \$300.00                                              |

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|                                          |                                                 |
|------------------------------------------|-------------------------------------------------|
| Closing Out Sales                        | \$25.00 + \$2.00 per<br>\$1,000.00 of inventory |
| Contracted Services                      |                                                 |
| Business License                         | \$218.00                                        |
| Annual Renewal                           | \$159.00                                        |
| Extra Living Space<br>Registration       | \$50.00 per year                                |
| Fireworks Stand                          |                                                 |
| Business License                         | \$134.00                                        |
| Permit Fee                               | \$200.00                                        |
| Inspection Fee                           | \$50.00                                         |
| Franchise                                |                                                 |
| One-Time Application Fee                 | \$1,500.00                                      |
| Annual Fee                               | 6% of gross revenue                             |
| Keeping Chickens                         | \$20.00                                         |
| Locksmithing                             |                                                 |
| Business License                         | See Contracted<br>Services                      |
| Individual License                       | \$25.00 per person                              |
| Newsstands                               | \$21.00 per newsstand                           |
| Nonprofit – Nonretail                    |                                                 |
| Business License                         | \$218.00                                        |
| Annual Renewal                           | \$159.00                                        |
| Nonprofit – Retail                       |                                                 |
| Business License                         | \$287.00                                        |
| Annual Renewal                           | \$228.00                                        |
| Nuisance Abatement<br>Administrative Fee | \$100.00                                        |
| Parade Vending and<br>Selling Permit     | \$25.00                                         |

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|                                         |                          |
|-----------------------------------------|--------------------------|
| Public Assembly                         |                          |
| Permit Fee                              | \$100.00                 |
| Business License                        | \$100.00 per day         |
| Rendering Facility                      | \$644.00                 |
| Rental Dwelling, Including Mobile Homes |                          |
| One Rental Dwelling with One Unit       | \$20.00                  |
| More Than One Rental Dwelling Unit      | \$60.00                  |
| Residential Accessory Dwelling Unit Fee | \$50.00                  |
| Salon Chair                             | \$28.00                  |
| Sexually Oriented Businesses            |                          |
| Business License                        | \$218.00                 |
| Annual Renewal                          | \$159.00                 |
| Employee License                        | \$50.00 each             |
| Employee Annual Renewal                 | \$25.00 each             |
| Solicitors                              | \$66.00 per employee     |
| Solicitor's Identification Badge        | \$10.00 per employee     |
| Solid Waste Hauler – Commercial         |                          |
| Business License                        | No fee                   |
| Annual Franchise Tax                    | 6% of all gross revenues |
| Solid Waste Hauler – Private            |                          |
| Business License                        | \$218.00                 |
| Annual Renewal                          | \$159.00                 |
| Special Events                          |                          |
| Application Fee                         | \$50.00                  |

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|                                             |                                   |
|---------------------------------------------|-----------------------------------|
| Taxicab Business License<br>Sticker         | \$10.00                           |
| Temporary Business<br>License               |                                   |
| Business License                            | \$218.00                          |
| Permit Fee                                  | \$100.00                          |
| Clean Up Bond for<br>Circuses and Carnivals | \$1,000.00                        |
| Clean Up Bond for All<br>Others             | \$300.00                          |
| Towing and Parking Enforcement              |                                   |
| Business License                            | See Table for all<br>Office Staff |
| Annual Fee per Truck                        | \$38.00                           |
| Vending                                     | \$21.00                           |
| Towing Bond                                 | \$1,000                           |

## CEMETERY

Burial Rights for Spaces

Purchase limited to 2 up or 4 flush per family

Lawn Sites

|                  |            |
|------------------|------------|
| Monument Estates | \$2,000.00 |
| Upright          | \$1,800.00 |
| Flush            | \$1,300.00 |
| Cremation        | \$550.00   |
| Indigent         | \$550.00   |
| 2 Ashes 1 Stone  | \$550.00   |
| 4 Ashes 2 Stones | Full grave |



|                                                                                                  |                              |
|--------------------------------------------------------------------------------------------------|------------------------------|
| Permanent Maintenance                                                                            | 1/2 value of burial<br>space |
| Infant                                                                                           | \$350*                       |
| *There are a limited number of single infant spaces<br>that are \$400.00 for the complete burial |                              |
| Mausoleum                                                                                        |                              |
| Top/Bottom                                                                                       | \$3,500.00                   |
| Mid-Level                                                                                        | \$4,500.00                   |
| Cremation Garden                                                                                 |                              |
| Ossuary/Cenotaph                                                                                 | \$300.00                     |
| Tablet                                                                                           | \$450.00                     |
| Post Single                                                                                      | \$450.00                     |
| Post Companion                                                                                   | \$650.00                     |
| Cored Single                                                                                     | \$600.00                     |
| Cored Companion                                                                                  | \$900.00                     |
| Cremation Estate                                                                                 | \$2,500.00                   |
| Tree Estate                                                                                      | \$2,000.00                   |
| Arbor Niche 24 Niche 48<br>Urn                                                                   | \$850.00                     |
| Community Column 64<br>Niche                                                                     | \$800.00                     |
| Pavilion Shutter                                                                                 | \$1,200.00                   |
| Rustic Monolith 60 Cores                                                                         | \$750.00                     |
| Niche Boulder                                                                                    | \$1,400.00                   |
| Family Columbarium                                                                               | \$7,500.00                   |
| Cremation Bench                                                                                  | \$2,500.00                   |
| Cremation Pedestal Bird<br>Bath                                                                  | \$3,000.00                   |
| Mausoleum Niche Level 1                                                                          | \$800.00                     |
| Mausoleum Niche Level 2                                                                          | \$900.00                     |

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|                                                    |                         |
|----------------------------------------------------|-------------------------|
| Mausoleum Niche Level 3                            | \$700.00                |
| 8" Crypt Vase Mounting<br>Hardware                 | \$25.00                 |
| 8" Crypt Plastic Vase                              | \$10.00                 |
| 4" Niche Vase Mounting<br>Hardware                 | \$20.00                 |
| 4" Niche Vase                                      | \$9.00                  |
| Cylinder Urn                                       | \$130.00                |
| Opening/Closing                                    |                         |
| Adult                                              | \$700.00                |
| Infant                                             | \$350                   |
| Cremation Burial                                   | \$350                   |
| Niche                                              | \$150.00                |
| Mausoleum                                          | \$800.00                |
| Disinterment                                       |                         |
| Infants                                            | \$900.00                |
| Adults                                             | \$1,500.00              |
| Cremation                                          | \$450.00                |
| Overtime Labor (After 4:00 p.m.)                   |                         |
| Per Half Hour (Monday –<br>Friday)                 | \$200.00                |
| Saturdays and Holidays                             | \$450.00                |
| Upright Monuments<br>Inspection and<br>Maintenance | \$200.00                |
| Flush Marker Inspection<br>and Maintenance         | \$100.00                |
| Recording Fee                                      | \$50.00                 |
| Probe                                              | \$10.00/\$25.00/\$50.00 |
| Deed Transfer                                      | \$200.00 per space      |

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(new owner maintenance)  
nontransferable

Veteran's Cross \$25.00

## CITY HALL RENTALS

### General Rental Fees

Upon availability, groups may rent the Council Chambers, the City Center Foyer, the City Center West Patio, or the City Center East Patio

Cleaning Deposit \$150.00

Cleaning Deposit for Weddings \$300.00

Set Up and Take Down Fee \$15.00 per hour

Overtime Deposit \$50.00

### Nonprofit Organizations

Regular Work Hours No charge

After Hours, Saturday, Holidays \$35.00 first two hours  
+ \$10.00 each additional hour

Late Night (after 9:00 p.m.) \$50.00 per hour

### Citizens, Businesses, Special Interest Groups

Regular Work Hours \$50.00 first two hours  
+ \$10.00 each additional hour

After Hours, Saturday, Holidays \$90.00 first two hours  
+ \$15.00 each additional hour

Late Night (after 9:00 p.m.) \$50.00 per hour

### Wedding Receptions

Regular Work Hours Not allowed

|                                    |                                                                |
|------------------------------------|----------------------------------------------------------------|
| After Hours, Saturday,<br>Holidays | \$500.00 first two<br>hours + \$100.00 each<br>additional hour |
| Late Night (after 9:00 p.m.)       | \$150.00 per hour                                              |

## DEVELOPMENT FEES

### Map and Text Amendments\*

|                                              |           |
|----------------------------------------------|-----------|
| General Plan (Map, Text,<br>and Master Plan) | \$560.00^ |
|----------------------------------------------|-----------|

|                   |          |
|-------------------|----------|
| Local Street Plan | \$150.00 |
|-------------------|----------|

|                                                                                     |             |
|-------------------------------------------------------------------------------------|-------------|
| Ordinance Text<br>Amendments (Titles <a href="#">14</a> and<br><a href="#">15</a> ) | \$1,100.00^ |
|-------------------------------------------------------------------------------------|-------------|

|                                                                                    |            |
|------------------------------------------------------------------------------------|------------|
| Ordinance Text<br>Amendments (Chapter<br><a href="#">9.80</a> Permit Parking Area) | \$1,100.00 |
|------------------------------------------------------------------------------------|------------|

|          |             |
|----------|-------------|
| Rezoning | \$1,050.00^ |
|----------|-------------|

|                                          |          |
|------------------------------------------|----------|
| Agricultural Protection Area<br>Proposal | \$500.00 |
|------------------------------------------|----------|

|                                                  |            |
|--------------------------------------------------|------------|
| Annexation (includes<br>municipal disconnection) | \$1,050.00 |
|--------------------------------------------------|------------|

\*A concept plan is required for all rezoning applications.

^An [Executive Board](#) [Neighborhood](#) Chair may request a waiver of these fees under Section [2.29.060](#), Provo City Code.

|                           |            |
|---------------------------|------------|
| Street and Alley Vacation | \$1,050.00 |
|---------------------------|------------|

### Development Review

|              |                                        |
|--------------|----------------------------------------|
| Condominiums | \$260.00 + \$25.00 per<br>unit, or lot |
|--------------|----------------------------------------|

|                          |            |
|--------------------------|------------|
| Preliminary Subdivisions | \$1,100.00 |
|--------------------------|------------|

|                    |          |
|--------------------|----------|
| Final Subdivisions | \$300.00 |
|--------------------|----------|

|                                                                                                |                                              |
|------------------------------------------------------------------------------------------------|----------------------------------------------|
| Boundary Line Adjustment                                                                       | \$150.00                                     |
| Concept Plan Approval                                                                          | \$260.00 + \$25.00 per unit, or lot          |
| Specific Development Plans                                                                     | \$260.00 + \$25.00 per unit, or lot          |
| Conditional Use Permits                                                                        | \$900.00                                     |
| Accessory Dwelling Unit (Single)                                                               | \$100.00                                     |
| Accessory Dwelling Unit (Multiple)                                                             | \$500.00                                     |
| Project Plan Review – Minor                                                                    | \$150.00                                     |
| Project Plan Review – Major                                                                    | \$1,350.00                                   |
| Project Plan                                                                                   |                                              |
| Project Plan Unauthorized Change                                                               | \$500.00 plus any staff costs above \$500.00 |
| Project Redevelopment Option (PRO) Zones                                                       |                                              |
| Residential                                                                                    | \$1,000.00 + \$30.00 per dwelling unit       |
| Commercial                                                                                     | \$1,000.00 + \$10.00 per 100 sq. ft.         |
| Schematic Plan (SPRO)                                                                          | \$500.00*                                    |
| *50% may be applied to PRO review fee if a positive recommendation is received                 |                                              |
| Expedited Meeting Agenda                                                                       | \$500.00                                     |
| (Subject to advertising requirements and preapproval of a board or commission having a quorum) |                                              |
| Street Tree Fees                                                                               | \$255.00 per required tree                   |
| GIS Mapping Information and Misc. Services                                                     | Actual costs                                 |



|                                          |                                |
|------------------------------------------|--------------------------------|
| Temporary Use Permit                     | \$100.00                       |
| Zoning Disclosure                        | \$10.00                        |
| Zoning Verification                      | \$25.00                        |
| Board of Adjustment                      |                                |
| Appeals                                  | \$600.00                       |
| Variances                                | \$600.00                       |
| Application                              | \$50.00                        |
| Renewal                                  | \$20.00                        |
| Public Hearing Notice Fee                | \$60.00                        |
| All Other Requests                       | \$60.00                        |
| Other Development Fees                   |                                |
| Bond Release Processing Fee              | \$100.00                       |
| Time Extension                           | \$100.00                       |
| Demolition Permit                        | \$100.00                       |
| Relocation of a Building                 | \$100.00                       |
| Unauthorized Changes to an Approved Plan | \$500.00                       |
| Floodplain Permit                        | \$300 + \$25 per lot or parcel |

## ENGINEERING

|                                               |                        |
|-----------------------------------------------|------------------------|
| Asphalt Overlay Fee                           |                        |
| Asphalt pavement                              | \$1.20 per square foot |
| Manhole to be raised with a concrete ring     | \$650.00 each          |
| Water valve to be raised with a concrete ring | \$500.00 each          |
| Miscellaneous Fees                            |                        |

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|                                                                                                 |                                    |
|-------------------------------------------------------------------------------------------------|------------------------------------|
| After hours inspection                                                                          | \$90.00 per hour, 2<br>hour min.   |
| Development inspection                                                                          | \$250.00 minimum                   |
| Hourly inspection fee for<br>permits requiring multiple<br>inspections                          | \$60.00 per hour                   |
| Permit extension                                                                                | \$200.00                           |
| Reinspection                                                                                    | \$95.00 per inspection             |
| Traffic control plan review<br>fee (for permits requiring<br>multiple traffic control<br>plans) | \$75.00 per inspection             |
| Working without permit<br>(stop work)                                                           | 4 times permit fee                 |
| Construction Permit Fee                                                                         | \$200.00                           |
| Permit Type                                                                                     |                                    |
| Asphalt paving under 1,000<br>sq. ft.                                                           | \$50.00 plus \$0.10 per<br>sq. ft. |
| Asphalt paving over 1,000<br>sq. ft.                                                            | plus \$0.10 per sq. ft.            |
| Curb and gutter                                                                                 | \$0.50 per ln. ft.                 |
| Sidewalk                                                                                        | \$0.25 per sq. ft.                 |
| Fire hydrant                                                                                    | \$60.00 each                       |
| Grading                                                                                         | \$60.00 per inspection             |
| Sewer lateral                                                                                   | \$60.00 per lateral                |
| Sewer main                                                                                      | \$0.50 per ln. ft.                 |
| Water service                                                                                   | \$60.00 per service                |
| Water main                                                                                      | \$0.50 per ln. ft.                 |
| Storm water main<br>inspection fee                                                              | \$0.50 per ln. ft.                 |
| Storm drain service                                                                             | \$60.00 per service                |
| Other utilities                                                                                 | \$0.25 per ln. ft.                 |

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|                    |                          |
|--------------------|--------------------------|
| Directional boring | \$0.25 per ln. ft.       |
| Pothole            | plus \$25.00 per pothole |

|                                      |                       |
|--------------------------------------|-----------------------|
| Street closure (per lane/per block)* | plus \$250.00 per day |
|--------------------------------------|-----------------------|

|                                                            |                      |
|------------------------------------------------------------|----------------------|
| Sidewalk, parking, bicycle lane closures (per block face)* | plus \$50.00 per day |
|------------------------------------------------------------|----------------------|

\*These permit fees would be required on projects where closures exceed 24 hours or require multiple daily closures.

Street closure fees may be waived by the Mayor's Office for events held or sponsored by Provo City.

|                 |                   |
|-----------------|-------------------|
| Street Sign Fee | \$400.00 per sign |
|-----------------|-------------------|

Street Cut Fee

|                                |         |
|--------------------------------|---------|
| Summer base rate (Apr. – Oct.) | \$50.00 |
|--------------------------------|---------|

|                                 |          |
|---------------------------------|----------|
| Winter base rate (Nov. – March) | \$200.00 |
|---------------------------------|----------|

|                                   |                                       |
|-----------------------------------|---------------------------------------|
| Additional Fee per Square Footage | Minimum \$25.00 or \$1.20 per sq. ft. |
|-----------------------------------|---------------------------------------|

|         |              |
|---------|--------------|
| Pothole | \$25.00 each |
|---------|--------------|

Reimbursement for Street Improvements

|                 |                     |
|-----------------|---------------------|
| Curb and gutter | \$30.00 per ln. ft. |
|-----------------|---------------------|

|          |                     |
|----------|---------------------|
| Sidewalk | \$42.00 per ln. ft. |
|----------|---------------------|

|                |                    |
|----------------|--------------------|
| Asphalt paving | \$2.75 per sq. ft. |
|----------------|--------------------|

|                 |                    |
|-----------------|--------------------|
| Concrete paving | \$8.75 per sq. ft. |
|-----------------|--------------------|

|                    |          |
|--------------------|----------|
| Administrative fee | \$500.00 |
|--------------------|----------|

|                   |                               |
|-------------------|-------------------------------|
| Floodplain Permit | \$300 +\$25 per lot or parcel |
|-------------------|-------------------------------|

## FIRE DEPARTMENT

### False Alarms (in a 12-month period)

|                              |               |
|------------------------------|---------------|
| The first three false alarms | No fee        |
| Fourth response              | \$100.00      |
| Fifth response               | \$200.00      |
| Sixth or more responses      | \$300.00 each |
| Public school                | \$50.00       |

Ambulance transport fees, mileage rates, and surcharges for ambulance service provided by Provo Fire and Rescue shall be set at the maximum rates set forth in the Utah Administrative Rule R426-8-2 as authorized by Utah Code Section [26-8a-403](#).

A copy of the current authorized rate schedule shall be kept on file and available for public inspection at the Provo Fire and Rescue administrative offices located at 80 South 300 West.

## FIRE INSPECTION FEES

### Automatic Fire Sprinkler Systems

|                                  |                                                 |
|----------------------------------|-------------------------------------------------|
| Plan Review (100 heads or fewer) | <del>\$126.00</del> <del>\$90.00</del> per hour |
| Plan Review (101 – 199 heads)    | <del>\$126.00</del> <del>\$90.00</del> per hour |
| Plan Review (200 – 299 heads)    | <del>\$126.00</del> <del>\$90.00</del> per hour |
| Plan Review (over 300 heads)     | <del>\$126.00</del> <del>\$90.00</del> per hour |

### Acceptance Testing

|                                       |         |
|---------------------------------------|---------|
| Underground Flush                     | \$60.00 |
| Hydrostatic Testing for First 2 Tests | \$60.00 |

|                                                                |                                                                   |
|----------------------------------------------------------------|-------------------------------------------------------------------|
| Acceptance Testing for<br>First 2 Tests                        | \$60.00                                                           |
| Further Hydrostatic or<br>Acceptance Tests                     | \$60.00 each                                                      |
| Other Fire Protection<br>Systems Additional Riser              | \$50.00                                                           |
| Standpipe                                                      | \$100.00                                                          |
| Automatic Fire Sprinkler Systems – Remodel or<br>Tenant Finish |                                                                   |
| Plan Review (fewer than 5<br>heads)                            | \$65.00                                                           |
| Plan Review (5 – 50<br>heads)                                  | <del>\$125.00</del> \$126.00                                      |
| Plan Review (over 50<br>heads)                                 | <del>\$150.00 plus<br/>\$0.50 per head</del> \$126.00 per<br>hour |
| Fire Alarm Systems                                             |                                                                   |
| Plan Review New System                                         | <del>\$90.00 per hour</del> \$126.00 per<br>hour                  |
| Plan Review Remodel                                            | <del>\$90.00 per hour</del> \$126.00 per<br>hour                  |
| Plan Review Additional<br>Floors                               | <del>\$90.00 per hour</del> \$126.00 per<br>hour                  |
| Acceptance Testing for<br>First Two Tests                      | \$60.00                                                           |
| Further Acceptance Tests                                       | \$60.00 each                                                      |
| Commercial Hood Systems                                        |                                                                   |
| Plan Review Fee (per<br>hood)                                  | \$115.00                                                          |
| Acceptance Testing for<br>First Two Tests                      | \$60.00                                                           |
| Further Acceptance Tests                                       | \$60.00 each                                                      |
| Fire Hydrant Installation and Testing                          |                                                                   |



|                                                |                                                           |
|------------------------------------------------|-----------------------------------------------------------|
| Underground Flush                              | \$60.00                                                   |
| Acceptance Testing for<br>First 2 Tests        | \$60.00                                                   |
| Fire Hydrant Flow Test                         | \$60.00 for first hour<br>\$60.00 each<br>additional hour |
| LPG Storage Tanks and Gas Systems              |                                                           |
| Plan Review (under 2,000<br>gallons)           | <del>\$100.00</del> <del>\$50.00</del>                    |
| Plan Review (over 2,000<br>gallons)            | \$175.00                                                  |
| Under 500 Gallon Tank<br>Inspection            | \$140.00                                                  |
| 501 – 1,999 Gallons<br>Private Use Inspection  | \$165.00                                                  |
| 501 – 1,999 Gallons Retail<br>Inspection       | \$215.00                                                  |
| 2,000 – 3,999 Gallons<br>Inspection            | \$215.00                                                  |
| Over 4,000 Gallons<br>Inspection               | \$265.00                                                  |
| Hazardous Materials Storage Annual Permit Fees |                                                           |
| Minimal Storage                                | \$80.00                                                   |
| Hazardous Materials<br>Storage                 | \$165.00                                                  |
| Hazardous Materials<br>Dispensing              | \$215.00                                                  |
| Hazardous Materials<br>Manufacturing           | \$265.00                                                  |
| Hazardous Materials<br>Production              | \$265.00                                                  |
| Hazardous Waste<br>Production                  | \$300.00                                                  |
| Multiple Use Site                              | \$315.00                                                  |

## Liquid Storage Tank Installation and Closure Fees

|             |                             |
|-------------|-----------------------------|
| Plan Review | \$126.00 <del>\$50.00</del> |
|-------------|-----------------------------|

|                            |          |
|----------------------------|----------|
| Tank Fee under 500 Gallons | \$115.00 |
|----------------------------|----------|

|                              |          |
|------------------------------|----------|
| Tank Fee 501 – 1,000 Gallons | \$165.00 |
|------------------------------|----------|

|                             |          |
|-----------------------------|----------|
| Tank Fee over 1,000 Gallons | \$265.00 |
|-----------------------------|----------|

## Explosives and Blasting

|             |         |
|-------------|---------|
| Per Project | \$90.00 |
|-------------|---------|

|            |          |
|------------|----------|
| Annual Fee | \$365.00 |
|------------|----------|

## Compressed Gas Systems

|                |          |
|----------------|----------|
| Inspection Fee | \$115.00 |
|----------------|----------|

## Combustible/Flammable Liquid Systems

|             |                            |
|-------------|----------------------------|
| Plan Review | \$60.00 <del>\$50.00</del> |
|-------------|----------------------------|

|                                            |          |
|--------------------------------------------|----------|
| Annual Operational Permit Fees Spray Booth | \$165.00 |
|--------------------------------------------|----------|

|                |          |
|----------------|----------|
| Powder Coating | \$165.00 |
|----------------|----------|

|                         |          |
|-------------------------|----------|
| Electrostatic Apparatus | \$165.00 |
|-------------------------|----------|

|              |                   |
|--------------|-------------------|
| Dipping Tank | \$165.00 per tank |
|--------------|-------------------|

|                    |          |
|--------------------|----------|
| Amusement Building | \$100.00 |
|--------------------|----------|

|                           |         |
|---------------------------|---------|
| Combustible Fiber Storage | \$75.00 |
|---------------------------|---------|

|                     |         |
|---------------------|---------|
| Cutting and Welding | \$75.00 |
|---------------------|---------|

|                    |         |
|--------------------|---------|
| Dry Cleaning Plant | \$75.00 |
|--------------------|---------|

|                    |         |
|--------------------|---------|
| High Piled Storage | \$75.00 |
|--------------------|---------|

|                     |         |
|---------------------|---------|
| Hot Work Operations | \$75.00 |
|---------------------|---------|

|                  |                  |
|------------------|------------------|
| Industrial Ovens | \$75.00 per oven |
|------------------|------------------|

|                |         |
|----------------|---------|
| LPG Dispensing | \$75.00 |
|----------------|---------|

|                                |         |
|--------------------------------|---------|
| Spray Booths for Auto Painting | \$75.00 |
|--------------------------------|---------|

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|                                                 |                                       |
|-------------------------------------------------|---------------------------------------|
| Lumber Yard                                     | \$75.00                               |
| Woodworking Plants                              | \$75.00                               |
| Fireworks Sales                                 | \$275.00 per location                 |
| Single Use Permits                              |                                       |
| Fireworks Display –<br>Ground                   | \$125.00                              |
| Aerial Fireworks Display<br>under 250 Devices   | \$140.00                              |
| Aerial Fireworks Display<br>250 Devices or More | \$215.00                              |
| Pyrotechnics, Other                             | \$110.00                              |
| Carnivals Less Than 10<br>Attractions           | \$60.00                               |
| Carnivals 10 or More<br>Attractions             | \$100.00                              |
| Tent Between 200 and<br>2,000 Sq. Ft.           | \$60.00                               |
| Tent More Than 2,000 Sq.<br>Ft.                 | \$100.00                              |
| Canopy Between 400 and<br>2,000 Sq. Ft.         | \$60.00                               |
| Canopy More Than 2,000<br>Sq. Ft.               | \$100.00                              |
| Air Supported Structure                         | \$100.00                              |
| Aviation Facilities                             | \$60.00                               |
| Inspection and<br>Enforcement Fees              |                                       |
| Exempt Child Care Facility                      | <del>\$60.00</del> <del>\$40.00</del> |
| Daycare or Preschool                            | \$60.00                               |
| Nursing Home                                    | \$100.00                              |
| Assisted Living Facility                        | \$100.00                              |
| Boarding School                                 | \$100.00                              |

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|                                                |                                       |
|------------------------------------------------|---------------------------------------|
| Outpatient Provider                            | \$75.00                               |
| Hospital                                       | \$200.00                              |
| Final Inspection for Occupancy                 | \$60.00                               |
| Each Additional Hour                           | \$100.00                              |
| Copy of Fire Report                            | \$15.00                               |
| Plan Review for Alarm Expedited                | \$144.00 <del>\$100.00</del>          |
| Plan Review for Sprinkler System Expedited     | \$314.00 <del>\$200.00</del>          |
| Stop Work Removal                              | \$100.00                              |
| Installation without a Permit                  | Double fee plus \$100.00              |
| After Hours Inspection                         | \$75.00 per hour<br>\$150.00 minimum  |
| Standby Costs                                  |                                       |
| Paramedic Ambulance Rescue (includes 2 Medics) | \$180.00 <del>\$150.00</del> per hour |
| Paramedic Team (2 Medics)                      | \$125.00 per hour                     |
| Engine Type I-II (includes 2 FF)               | \$250.00 per hour                     |
| Additional Firefighters                        | \$62.50 per hour                      |
| Brush Truck Type 6 (includes 2 FF)             | \$172.00 <del>\$150.00</del> per hour |
| Heavy Rescue/Haz Mat (includes 2-4 FF)         | \$375.00 <del>\$250.00</del> per hour |
| Disposable Supplies                            | Market Price                          |
| Command Vehicle (includes Battalion Chief)     | \$135.00 per hour                     |

## INSPECTION FEES

### General Building Inspection

For residential structures with not more than 4 units the building permit fee includes the plumbing, electrical, and mechanical permit fees.

|                                             |                                                                                |
|---------------------------------------------|--------------------------------------------------------------------------------|
| Building permit                             | Based on the 1997<br>UBC Fee Chart                                             |
| Plan review                                 | 65% of the Building<br>Permit Fee                                              |
| Nonprofit organizations                     | 100%                                                                           |
| Reinspection fee                            | \$100.00 per system                                                            |
| Building Inspection Board<br>of Appeals fee | \$600.00                                                                       |
| Electrical Inspection                       | \$75.00                                                                        |
| Service charge                              | <del>\$50.00</del> \$75.00                                                     |
| Inspection fee                              | <del>\$0.01</del> \$0.02 per sq. ft.,<br><del>\$50.00</del> \$75.00<br>minimum |

### Mechanical Inspection

|             |                            |
|-------------|----------------------------|
| Minimum fee | <del>\$50.00</del> \$75.00 |
|-------------|----------------------------|

~~Includes evaporative cooler, hoods, and units not otherwise included~~

|                                                        |                         |
|--------------------------------------------------------|-------------------------|
| <del>Furnace/burner appliances under 100,000 Btu</del> | <del>\$26.00 each</del> |
|--------------------------------------------------------|-------------------------|

|                           |                    |
|---------------------------|--------------------|
| <del>General repair</del> | <del>\$26.00</del> |
|---------------------------|--------------------|

|                                        |                    |
|----------------------------------------|--------------------|
| <del>Air handler over 10,000-cfm</del> | <del>\$33.00</del> |
|----------------------------------------|--------------------|

|                                            |                    |
|--------------------------------------------|--------------------|
| <del>Furnace/burner over 100,000 Btu</del> | <del>\$33.00</del> |
|--------------------------------------------|--------------------|

|                                                           |                    |
|-----------------------------------------------------------|--------------------|
| <del>Boiler/compressor up to and including 3-HP/ton</del> | <del>\$26.00</del> |
| <del>to 15 HP/ton</del>                                   | <del>\$48.00</del> |



|                                                                    |                            |
|--------------------------------------------------------------------|----------------------------|
| <del>16 to 30 HP/ton</del>                                         | <del>\$66.00</del>         |
| <del>31 to 50 HP/ton</del>                                         | <del>\$100.00</del>        |
| <del>50 HP/ton</del>                                               | <del>\$166.00</del>        |
| <del>Heater/cooler</del>                                           |                            |
| <del>over 100,000 up to and<br/>incl. 500,000 Btu</del>            | <del>\$48.00</del>         |
| <del>over 500,000 up to and<br/>incl. 1,000,000 Btu</del>          | <del>\$66.00</del>         |
| <del>over 1,000,000 up to and<br/>incl. 1,750,000 Btu</del>        | <del>\$100.00</del>        |
| <del>over 1,750,000 Btu</del>                                      | <del>\$166.00</del>        |
| Plumbing Inspection                                                |                            |
| Minimum fee, including<br>issuance of permit                       | <del>\$50.00</del> \$75.00 |
| First fixture                                                      | \$20.00                    |
| Each additional fixture                                            | \$6.00                     |
| Each water heater                                                  | \$6.00                     |
| Fast Track Fee each<br>Permit                                      | \$500.00                   |
| Temporary Certificate of<br>Occupancy                              |                            |
| Residential (180 days or<br>less)                                  | \$250.00                   |
| Commercial (180 days or<br>less)                                   | \$500.00                   |
| After Hours Emergency<br>Inspection/2 hrs. Minimum<br>(See Hourly) | \$120.00                   |
| 180-day Issued Permit<br>Extension                                 | \$200.00                   |
| 180-day Permit Application<br>Extension                            | \$150.00                   |

|                                                                             |                               |
|-----------------------------------------------------------------------------|-------------------------------|
| Permit Re-Instatement Fee<br>(Final Inspection only)                        | \$200.00                      |
| Extension of Temporary<br>Occupancy                                         | \$250.00                      |
| STOP WORK notice (RED<br>TAG – penalty)                                     | \$150.00                      |
| Re-Review of Plans after 2<br>revisions (\$ Hourly Rate,<br>minimum 1 hour) | *See hourly rate              |
| Hourly Rate (Per hour fee<br>for overtime, after hours,<br>re-review, etc.) | \$120.00                      |
| Building without Permit                                                     | ** 2 x Building Permit<br>Fee |
| Canceled Building Permit<br>Fee                                             | 25% of Building<br>Permit Fee |

## IMPACT FEES

(Effective July 1, 2019)<sup>1</sup>

| Power Impact Fees                        |          |            |
|------------------------------------------|----------|------------|
| Energy 1 Phase Impact Fees               |          | See Table  |
| Amperage<br>Less Than<br>or Equal<br>To: | 120/240  | 240/480    |
| 10                                       | \$88.00  | \$175.00   |
| 20                                       | \$175.00 | \$350.00   |
| 30                                       | \$263.00 | \$525.00   |
| 40                                       | \$350.00 | \$700.00   |
| 50                                       | \$438.00 | \$875.00   |
| 60                                       | \$525.00 | \$1,050.00 |
| 70                                       | \$613.00 | \$1,225.00 |

|                                          |            |             |
|------------------------------------------|------------|-------------|
| 80                                       | \$700.00   | \$1,400.00  |
| 90                                       | \$788.00   | \$1,575.00  |
| 100                                      | \$875.00   | \$1,750.00  |
| 125                                      | \$1,094.00 | \$2,188.00  |
| 150                                      | \$1,313.00 | \$2,626.00  |
| 175                                      | \$1,532.00 | \$3,063.00  |
| 200                                      | \$1,750.00 | \$3,501.00  |
| 300                                      | \$2,626.00 | \$5,251.00  |
| 400                                      | \$3,501.00 | \$7,002.00  |
| 500                                      | \$4,376.00 | \$8,752.00  |
| 600                                      | \$5,251.00 | \$10,503.00 |
| 700                                      | \$6,127.00 | \$12,253.00 |
| 800                                      | \$7,002.00 | \$14,004.00 |
| 900                                      | \$7,877.00 | \$15,754.00 |
| 1000                                     | \$8,752.00 | \$17,505.00 |
| Energy 3 Phase Impact Fees               |            |             |
|                                          |            |             |
| Amperage<br>Less Than<br>or Equal<br>To: | 120/208    | 120/240     |
|                                          |            | 277/480     |
|                                          |            | 240/480     |
| 10                                       | \$131.00   | \$152.00    |
| 20                                       | \$263.00   | \$303.00    |
| 30                                       | \$394.00   | \$455.00    |
| 40                                       | \$526.00   | \$606.00    |
| 50                                       | \$657.00   | \$758.00    |
| 60                                       | \$788.00   | \$910.00    |
| 70                                       | \$920.00   | \$1,061.00  |
| 80                                       | \$1,051.00 | \$1,213.00  |

|      |             |             |             |             |
|------|-------------|-------------|-------------|-------------|
| 90   | \$1,182.00  | \$1,364.00  | \$2,729.00  | \$2,729.00  |
| 100  | \$1,314.00  | \$1,516.00  | \$3,032.00  | \$3,032.00  |
| 125  | \$1,642.00  | \$1,895.00  | \$3,790.00  | \$3,790.00  |
| 150  | \$1,971.00  | \$2,274.00  | \$4,548.00  | \$4,548.00  |
| 175  | \$2,299.00  | \$2,653.00  | \$5,306.00  | \$5,306.00  |
| 200  | \$2,628.00  | \$3,032.00  | \$6,064.00  | \$6,064.00  |
| 300  | \$3,942.00  | \$4,548.00  | \$9,096.00  | \$9,096.00  |
| 400  | \$5,255.00  | \$6,064.00  | \$12,128.00 | \$12,128.00 |
| 500  | \$6,569.00  | \$7,580.00  | \$15,160.00 | \$15,160.00 |
| 600  | \$7,883.00  | \$9,096.00  | \$18,192.00 | \$18,192.00 |
| 700  | \$9,197.00  | \$10,612.00 | \$21,224.00 | \$21,224.00 |
| 800  | \$10,511.00 | \$12,128.00 | \$24,256.00 | \$24,256.00 |
| 900  | \$11,825.00 | \$13,644.00 | \$27,287.00 | \$27,287.00 |
| 1000 | \$13,138.00 | \$15,160.00 | \$30,319.00 | \$30,319.00 |
| 1100 | \$14,452.00 | \$16,676.00 | \$33,351.00 | \$33,351.00 |
| 1200 | \$15,766.00 | \$18,192.00 | \$36,383.00 | \$36,383.00 |
| 1300 | \$17,080.00 | \$19,708.00 | \$39,415.00 | \$39,415.00 |
| 1400 | \$18,394.00 | \$21,224.00 | \$42,447.00 | \$42,447.00 |
| 1500 | \$19,708.00 | \$22,740.00 | \$45,479.00 | \$45,479.00 |
| 1600 | \$21,021.00 | \$24,256.00 | \$48,511.00 | \$48,511.00 |
| 1700 | \$22,335.00 | \$25,771.00 | \$51,543.00 | \$51,543.00 |
| 1800 | \$23,649.00 | \$27,287.00 | \$54,575.00 | \$54,575.00 |
| 1900 | \$24,963.00 | \$28,803.00 | \$57,607.00 | \$57,607.00 |
| 2000 | \$26,277.00 | \$30,319.00 | \$60,639.00 | \$60,639.00 |
| 2100 | \$27,591.00 | \$31,835.00 | \$63,671.00 | \$63,671.00 |
| 2200 | \$28,905.00 | \$33,351.00 | \$66,703.00 | \$66,703.00 |
| 2300 | \$30,218.00 | \$34,867.00 | \$69,735.00 | \$69,735.00 |

|                                                                |             |                                 |                     |             |
|----------------------------------------------------------------|-------------|---------------------------------|---------------------|-------------|
| 2400                                                           | \$31,532.00 | \$36,383.00                     | \$72,767.00         | \$72,767.00 |
| 2500                                                           | \$32,846.00 | \$37,899.00                     | \$75,799.00         | \$75,799.00 |
| 2600                                                           | \$34,160.00 | \$39,415.00                     | \$78,830.00         | \$78,830.00 |
| 2700                                                           | \$35,474.00 | \$40,931.00                     | \$81,862.00         | \$81,862.00 |
| 2800                                                           | \$36,788.00 | \$42,447.00                     | \$84,894.00         | \$84,894.00 |
| 2900                                                           | \$38,101.00 | \$43,963.00                     | \$87,926.00         | \$87,926.00 |
| 3000                                                           | \$39,415.00 | \$45,479.00                     | \$90,958.00         | \$90,958.00 |
| Park Impact Fees                                               |             |                                 |                     |             |
| One-Family Dwelling                                            |             |                                 | \$3,105.10          |             |
| Multifamily Dwelling                                           |             |                                 | \$2,884.62 per unit |             |
| Road Impact Fees                                               |             |                                 |                     |             |
| ITE Land Use                                                   |             | Unit                            |                     | Impact Fee  |
| One-Family Dwelling                                            |             | Dwelling Unit                   |                     | \$1,293.06  |
| Multifamily Dwelling (2 stories or less - typically townhomes) |             | Dwelling Unit                   |                     | \$1,293.06  |
| Multifamily Dwelling (3-9 stories)                             |             | Dwelling Unit                   |                     | \$960.96    |
| Mobile Home Park                                               |             | Occupied Dwelling Unit          |                     | \$736.14    |
| Industrial Park 130                                            |             | 1,000 Sq. Feet Gross Floor Area |                     | \$382.25    |
| General Manufacturing                                          |             | 1,000 Sq. Feet Gross Floor Area |                     | \$445.77    |
| Warehousing                                                    |             | 1,000 Sq. Feet Gross Floor Area |                     | \$197.36    |
| Mini-Warehouse                                                 |             | 1,000 Sq. Feet Gross Floor Area |                     | \$171.27    |
| Assisted Living Center                                         |             | Bed                             |                     | \$294.91    |
| Hotel                                                          |             | Room                            |                     | \$948.24    |



|                                    |                                    |            |
|------------------------------------|------------------------------------|------------|
| Movie Theater                      | 1,000 Sq. Feet Gross Floor Area    | \$8,857.46 |
| Elementary School                  | Student                            | \$214.38   |
| Middle School/Junior High School   | Student                            | \$214.60   |
| High School                        | Student                            | \$230.26   |
| Private School (K-8)               | Student                            | \$466.18   |
| Church*                            | 1,000 Sq. Feet Gross Floor Area    | \$3,133.97 |
| Day Care Center                    | 1,000 Sq. Feet Gross Floor Area    | \$5,401.36 |
| Library                            | 1,000 Sq. Feet Gross Floor Area    | \$8,172.37 |
| Hospital                           | 1,000 Sq. Feet Gross Floor Area    | \$1,215.93 |
| General Office Building            | 1,000 Sq. Feet Gross Floor Area    | \$1,104.77 |
| Medical-Dental Office Building     | 1,000 Sq. Feet Gross Floor Area    | \$3,947.24 |
| Business Park                      | 1,000 Sq. Feet Gross Floor Area    | \$1,411.02 |
| Building Material and Lumber Store | 1,000 Sq. Feet Gross Floor Area    | \$2,047.34 |
| Nursery (Garden Center)            | 1,000 Sq. Feet Gross Floor Area    | \$7,724.33 |
| Shopping Center/Strip Mall         | 1,000 Sq. Feet Gross Leasable Area | \$2,826.02 |
| Automobile Sales (New)             | 1,000 Sq. Feet Gross Floor Area    | \$3,157.79 |
| Automobile Sales (Used)            | 1,000 Sq. Feet Gross Floor Area    | \$3,069.32 |
| Tire Store                         | 1,000 Sq. Feet Gross Floor Area    | \$2,329.14 |

|                                                 |                                    |             |
|-------------------------------------------------|------------------------------------|-------------|
| Supermarket                                     | 1,000 Sq. Feet Gross Floor Area    | \$7,751.46  |
| Convenience Market                              | 1,000 Sq. Feet Gross Floor Area    | \$42,366.68 |
| Drive-In Bank                                   | 1,000 Sq. Feet Gross Floor Area    | \$7,374.92  |
| Restaurant, Sit-Down (High Turnover)            | 1,000 Sq. Feet Gross Floor Area    | \$7,252.77  |
| Fast Food without Drive-Through Window          | 1,000 Sq. Feet Gross Floor Area    | \$22,384.81 |
| Restaurant with Drive-Through Window            | 1,000 Sq. Feet Gross Floor Area    | \$26,709.06 |
| Auto Care Center**                              | 1,000 Sq. Feet Gross Leasable Area | \$2,690.47  |
| Gasoline/Service Station                        | Fueling Position                   | \$11,316.07 |
| Gasoline/Service Station with Convenience Store | 1,000 Sq. Feet Gross Leasable Area | \$71,867.91 |
| Self Service Car Wash                           | Wash Stall                         | \$12,250.04 |

\* Sunday rate was used

\*\* Weekday daily rates were not available, so Saturday daily rates were used

#### Sewer Impact Fees

| Residential Sewer Impact Fee           | ERU Demand                                  | Fee                         |
|----------------------------------------|---------------------------------------------|-----------------------------|
| Sewer Impact Fee per ERU               | 1.00                                        | \$2,370.64                  |
| Fixture Type                           | Drainage Fixture Unit Value as Load Factors | Impact Fee per Fixture Type |
| Automatic Clothes Washers, Commercial  | 3                                           | \$273.54                    |
| Automatic Clothes Washers, Residential | 2                                           | \$182.36                    |
| Bathtub                                | 2                                           | \$182.36                    |

|                                                       |     |          |
|-------------------------------------------------------|-----|----------|
| Bidet                                                 | 1   | \$91.18  |
| Combination Sink and Tray                             | 2   | \$182.36 |
| Dental Lavatory                                       | 1   | \$91.18  |
| Dental Unit or Cuspidor                               | 1   | \$91.18  |
| Dishwashing Machine, Domestic                         | 2   | \$182.36 |
| Drinking Fountain                                     | 0.5 | \$45.59  |
| Floor Drains                                          | 2   | \$182.36 |
| Kitchen Sink, Domestic                                | 2   | \$182.36 |
| Laundry Tray                                          | 2   | \$182.36 |
| Lavatory                                              | 1   | \$91.18  |
| Shower                                                | 2   | \$182.36 |
| Sink                                                  | 2   | \$182.36 |
| Urinal                                                | 4   | \$364.71 |
| Urinal 1 Gal. or Less per Flush                       | 2   | \$182.36 |
| Wash Sink, Circular or Multiple, Each Set Faucets     | 2   | \$182.36 |
| Water Closet, Flushometer Tank, Public or Private     | 4   | \$364.71 |
| Water Closet, Private (1.6 gpf)                       | 3   | \$273.54 |
| Water Closet, Private (flushing greater than 1.6 gpf) | 4   | \$364.71 |
| Water Closet, Public (1.6 gpf)                        | 4   | \$364.71 |

|                                                                    |                                                |                                   |
|--------------------------------------------------------------------|------------------------------------------------|-----------------------------------|
| Water Closet, Public<br>(flushing greater than<br>1.6 gpf)         | 6                                              | \$547.07                          |
| Swimming Pool                                                      | 10                                             | \$911.79                          |
| Hot Tub                                                            | 2                                              | \$182.36                          |
| Car Wash (per bay)                                                 | 2                                              | \$182.36                          |
| Sewer Non-Standard Impact Fee Formula                              |                                                |                                   |
| Multiply Number of Fixture Units by Impact Fee per<br>Fixture Unit |                                                | \$91.18                           |
| As of July 1, 2022, the following fees will be as follows:         |                                                |                                   |
| <b>Sewer Impact Fees</b>                                           |                                                |                                   |
| Residential Sewer<br>Impact Fee                                    | ERU Demand                                     | Fee                               |
| Sewer Impact Fee per<br>ERU                                        | 1.00                                           | \$4,450.26                        |
| Fixture Type                                                       | Drainage Fixture Unit<br>Value as Load Factors | Impact Fee<br>per Fixture<br>Type |
| Automatic Clothes<br>Washers, Commercial                           | 3                                              | \$513.49                          |
| Automatic Clothes<br>Washers, Residential                          | 2                                              | \$342.33                          |
| Bathtub                                                            | 2                                              | \$342.33                          |
| Bidet                                                              | 1                                              | \$171.16                          |
| Combination Sink and<br>Tray                                       | 2                                              | \$342.33                          |
| Dental Lavatory                                                    | 1                                              | \$171.16                          |
| Dental Unit or Cuspidor                                            | 1                                              | \$171.16                          |
| Dishwashing Machine,<br>Domestic                                   | 2                                              | \$342.33                          |
| Drinking Fountain                                                  | 0.5                                            | \$85.58                           |
| Floor Drains                                                       | 2                                              | \$342.33                          |

|                                                                 |                                                               |            |
|-----------------------------------------------------------------|---------------------------------------------------------------|------------|
| Kitchen Sink, Domestic                                          | 2                                                             | \$342.33   |
| Laundry Tray                                                    | 2                                                             | \$342.33   |
| Lavatory                                                        | 1                                                             | \$171.16   |
| Shower                                                          | 2                                                             | \$342.33   |
| Sink                                                            | 2                                                             | \$342.33   |
| Urinal                                                          | 4                                                             | \$684.66   |
| Urinal 1 Gal. or Less per Flush                                 | 2                                                             | \$684.66   |
| Wash Sink, Circular or Multiple, Each Set Faucets               | 2                                                             | \$342.33   |
| Water Closet, Flushometer Tank, Public or Private               | 4                                                             | \$684.66   |
| Water Closet, Private (1.6 gpf)                                 | 3                                                             | \$513.49   |
| Water Closet, Private (flushing greater than 1.6 gpf)           | 4                                                             | \$684.66   |
| Water Closet, Public (1.6 gpf)                                  | 4                                                             | \$684.66   |
| Water Closet, Public (flushing greater than 1.6 gpf)            | 6                                                             | \$1,026.98 |
| Swimming Pool                                                   | 10                                                            | \$1,711.64 |
| Hot Tub                                                         | 2                                                             | \$342.33   |
| Car Wash (per bay)                                              | 2                                                             | \$342.33   |
| Sewer Non-Standard Impact Fee Formula                           |                                                               |            |
| Multiply Number of Fixture Units by Impact Fee per Fixture Unit |                                                               | \$171.16   |
| Commercial                                                      | Computed on the basis of residential equivalent fixture units |            |

|                                                      |                                                               |              |
|------------------------------------------------------|---------------------------------------------------------------|--------------|
|                                                      | 26 fixture units shall be considered a residential equivalent |              |
| Stormwater Impact Fees                               |                                                               |              |
| Year                                                 | Fee Per Acre                                                  |              |
| FY 2019-2020                                         | \$7,021.76                                                    |              |
| FY 2020-2021                                         | \$7,123.00                                                    |              |
| FY 2021-2022                                         | \$7,264.58                                                    |              |
| FY 2022-2023                                         | \$7,398.21                                                    |              |
| FY 2023-2024                                         | \$7,592.40                                                    |              |
| FY 2024-2025                                         | \$7,854.71                                                    |              |
| FY 2025-2026                                         | \$8,262.93                                                    |              |
| FY 2026-2027                                         | \$8,542.64                                                    |              |
| FY 2027-2028                                         | \$8,775.90                                                    |              |
| FY 2028-2029                                         | \$9,081.93                                                    |              |
| Water Resource Impact Fees                           |                                                               |              |
| Single-Family Residential Fee                        | Equivalency Ratios                                            | Fee          |
| Single-Family Residential Unit                       | 1.00                                                          | \$4,042.80   |
| All Other Development Types                          |                                                               |              |
| 3/4" Meter                                           | 1.50                                                          | \$6,058.88   |
| 1" Meter                                             | 2.50                                                          | \$10,101.69  |
| 1 1/2" Meter                                         | 5.00                                                          | \$20,203.37  |
| 2" Meter                                             | 8.00                                                          | \$32,326.46  |
| 3" Meter                                             | 14.99                                                         | \$60,610.11  |
| 4" Meter                                             | 24.99                                                         | \$101,016.85 |
| 6" Meter                                             | 49.97                                                         | \$202,028.38 |
| Culinary Water Non-Standard Users Impact Fee Formula |                                                               |              |



|                                                                                |                          |                                    |
|--------------------------------------------------------------------------------|--------------------------|------------------------------------|
| Step 1: Identify Estimated Average Day Flow Demand of Proposed Development     |                          |                                    |
| Step 2: Multiply Equivalent Gallons by Impact Fee per Gallon of \$5.45         |                          |                                    |
| Fire/EMS Impact Fees                                                           |                          |                                    |
| Residential                                                                    |                          | Impact Fee per Unit                |
| Single-Family Residential                                                      |                          | \$207.49                           |
| Multifamily Residential                                                        |                          | \$82.16                            |
| Nonresidential                                                                 |                          | Impact Fee per Unit                |
| Commercial (per 1,000 SF)                                                      |                          | \$196.87                           |
| Institutional (per 1,000 SF)                                                   |                          | \$112.92                           |
| Commercial Apparatus Fee (kSF Floor Space)*                                    |                          | \$69.92 Apparatus Fee per 1,000 SF |
| *Apparatus fee is charged to commercial land uses only                         |                          |                                    |
| Fire/EMS Non-Standard User Impact Fee                                          |                          |                                    |
| Fire/EMS Cost/Call                                                             | Non-Standard Development | Impact Fee Assessed                |
| \$794.25 x # of Annual Calls Projected to Be Created = Non-Standard Impact Fee |                          |                                    |
| Police Impact Fees                                                             |                          |                                    |
| Residential                                                                    |                          | Impact Fee per Unit                |
| Single-Family Residential                                                      |                          | \$373.18                           |
| Multifamily Residential                                                        |                          | \$178.47                           |
| Nonresidential                                                                 |                          | Impact Fee per Unit                |
| General Commercial (per 1,000 SF)                                              |                          | \$376.61                           |
| Institutional (per 1,000 SF)                                                   |                          | \$197.96                           |
| Police Non-Standard User Impact Fee                                            |                          |                                    |
| Police Cost/Call                                                               | Non-Standard Development | Impact Fee Assessed                |

\$280.98 x # of Annual Calls Projected to Be Created = Non-Standard Impact Fee

**1 Code reviser's note:** Ordinance [2022-10](#), Part IV(D), provides: "This ordinance shall take effect on July 1, 2022."

## JUSTICE COURT

Justice Court fees shall be set at the rates set forth in the [State of Utah Uniform Fine Schedule](#) as authorized by Utah Code Section 77-~~20-1~~.

## LIBRARY AT ACADEMY SQUARE

### Room Rental Fees

Large Meeting Room Rental, seats 50 – 90

|                                       |                                         |
|---------------------------------------|-----------------------------------------|
| 9:00 a.m. to 9:00 p.m.<br>Mon. – Fri. | \$35.00 per hour, three<br>hour minimum |
|---------------------------------------|-----------------------------------------|

|                                    |                                         |
|------------------------------------|-----------------------------------------|
| 9:00 a.m. to 6:00 p.m.<br>Saturday | \$35.00 per hour, three<br>hour minimum |
|------------------------------------|-----------------------------------------|

Small Meeting/Conference Room Rental, seats 10 – 35

|                                       |                                         |
|---------------------------------------|-----------------------------------------|
| 9:00 a.m. to 9:00 p.m.<br>Mon. – Fri. | \$25.00 per hour, three<br>hour minimum |
|---------------------------------------|-----------------------------------------|

|                                    |                                         |
|------------------------------------|-----------------------------------------|
| 9:00 a.m. to 6:00 p.m.<br>Saturday | \$25.00 per hour, three<br>hour minimum |
|------------------------------------|-----------------------------------------|

### Ballroom Rental

|                                                                          |                                |
|--------------------------------------------------------------------------|--------------------------------|
| 9 hour block of time<br>between 9:00 a.m. to 6:00<br>p.m., Mon. – Thurs. | \$600.00 with \$200<br>deposit |
|--------------------------------------------------------------------------|--------------------------------|

|                                                                           |                                  |
|---------------------------------------------------------------------------|----------------------------------|
| 14 hour block of time<br>between 9:00 a.m. – 11:00<br>p.m., Mon. – Thurs. | \$1,000.00 with \$300<br>deposit |
|---------------------------------------------------------------------------|----------------------------------|

|                                                                         |                                  |
|-------------------------------------------------------------------------|----------------------------------|
| 14 hour block of time<br>between 9:00 a.m. – 11:00<br>p.m., Fri. – Sat. | \$1,500.00 with \$300<br>deposit |
|-------------------------------------------------------------------------|----------------------------------|

|                                                                         |                                  |
|-------------------------------------------------------------------------|----------------------------------|
| 15 hour block of time<br>between 9:00 a.m. – 12:00<br>a.m., Mon. – Sat. | \$1,700.00 with \$500<br>deposit |
|-------------------------------------------------------------------------|----------------------------------|

**Overdue Fines**

|                                               |                                          |
|-----------------------------------------------|------------------------------------------|
| Adult & Teen Materials<br>(exceptions below)* | \$0.10 per day per<br>item, up to \$5.00 |
|-----------------------------------------------|------------------------------------------|

|                                 |                                           |
|---------------------------------|-------------------------------------------|
| * Chromebooks and<br>Telescopes | \$5.00 per day per<br>item, up to \$25.00 |
|---------------------------------|-------------------------------------------|

|                                      |                                            |
|--------------------------------------|--------------------------------------------|
| * Basement Creative Lab<br>Equipment | \$25.00 per day per kit,<br>up to \$125.00 |
|--------------------------------------|--------------------------------------------|

Children's Materials are  
fine free (exception below)

\*

|                  |                                          |
|------------------|------------------------------------------|
| * Discovery Kits | \$1.00 per day per kit,<br>up to \$10.00 |
|------------------|------------------------------------------|

There is no grace period for overdue items. Fines begin accruing the day after an item is due. Full library privileges are revoked for patrons with fines greater than \$10.00 or items that are more than one month overdue. If unpaid fines and fees exceed \$25.00, a billing notice is mailed. Accounts unpaid after ten days from the date on the billing notice will be sent to a collection agency and an additional \$10.00 debt collection fee will be charged.

**Damaged and Lost Fees**

|                                 |                       |
|---------------------------------|-----------------------|
| Materials damaged beyond<br>use | Full replacement cost |
|---------------------------------|-----------------------|

|                      |        |
|----------------------|--------|
| Missing audiobook CD | \$9.00 |
|----------------------|--------|

|                        |        |
|------------------------|--------|
| Missing case/packaging | \$5.00 |
|------------------------|--------|

|                       |        |
|-----------------------|--------|
| Missing cover/artwork | \$2.00 |
|-----------------------|--------|

|                             |                                     |
|-----------------------------|-------------------------------------|
| Missing Discovery Kit items | Full replacement cost<br>of item(s) |
|-----------------------------|-------------------------------------|

|                         |        |
|-------------------------|--------|
| Patron Card Replacement | \$1.00 |
|-------------------------|--------|

The full replacement cost is the retail price of the item when purchased initially by the library.

#### **Nonresident Cards**

|                                     |          |
|-------------------------------------|----------|
| Six-month nonresident library card  | \$60.00  |
| One-year nonresident library card   | \$120.00 |
| Three-month temporary resident card | \$15.00  |

#### **Other Fees**

|                            |                    |
|----------------------------|--------------------|
| Photocopies/prints - black | \$0.10/page        |
| Printer copies — black     | \$0.10/page        |
| Photocopies/prints — color | \$0.40/page        |
| Printer copies — color     | \$0.50/page        |
| Microfiche copies          | \$0.10/page        |
| Internet Computer Pass     | \$1.00 for 2 hours |
| Test Proctoring Services   | \$15.00/exam       |

## **PARKS AND RECREATION**

### **COVEY CENTER FOR THE ARTS**

*Rate A* – applies to commercial users

*Rate B* – applies to nonprofit organizations and events. A 501(c)(3) certificate or IRS letter of tax determination is required for this rate. The W9 form and letter of determination or 501(c)(3) must match.

#### **Main Hall Rental**

Full Day Rentals Monday – Saturday (7:00 a.m. to 11:00 p.m.)

|        |                           |
|--------|---------------------------|
| Rate A | <del>\$1,750</del> \$2000 |
|--------|---------------------------|

|        |                            |
|--------|----------------------------|
| Rate B | <del>\$1,450</del> \$1,500 |
|--------|----------------------------|

Full Week Rentals (up to 6 consecutive working days)

Unlimited access to the hall between 7:00 a.m. and 11:00 p.m.

|        |                             |
|--------|-----------------------------|
| Rate A | <del>\$9,000</del> \$10,000 |
|--------|-----------------------------|

|        |                            |
|--------|----------------------------|
| Rate B | <del>\$7,250</del> \$7,500 |
|--------|----------------------------|

|                        |       |
|------------------------|-------|
| Performance Receptions | \$150 |
|------------------------|-------|

|                     |       |
|---------------------|-------|
| School Performances | \$200 |
|---------------------|-------|

- Deposit

Deposits are due at contract signing and are nonrefundable.

Returning clients: \$200 per day for each scheduled day.

Nonticketed events must pay full estimated costs seven days in advance of the first day in the building.

New clients: 50% of total estimated costs. Deposits will be applied to the total fee.

- Insurance

All clients are required to carry liability insurance for no less than \$1,000,000. A copy of the client's standard certificate of insurance, adding Provo City as an additional insured, must be provided to the CCA Events Coordinator no later than 7 days prior to the first use of the building.

If your organization does not have insurance, a TULIP (Tenant User Liability Insurance Program) policy is available for purchase through ~~Provo Finance~~ GatherGuard.

- Staffing

~~\$22 per hour per Covey Center staff member.~~

|                                               |               |
|-----------------------------------------------|---------------|
| House Manager (required for all performances) | \$22 per hour |
|-----------------------------------------------|---------------|

|                                                                                       |               |
|---------------------------------------------------------------------------------------|---------------|
| Technicians (minimum of two technicians required for all rehearsals and performances) | \$22 per hour |
|---------------------------------------------------------------------------------------|---------------|

|                                                         |               |
|---------------------------------------------------------|---------------|
| Security (required for all rehearsals and performances) | \$22 per hour |
|---------------------------------------------------------|---------------|

|                                                              |               |
|--------------------------------------------------------------|---------------|
| Event Manager (required for all performances and rehearsals) | \$32 per hour |
|--------------------------------------------------------------|---------------|

|                                                    |               |
|----------------------------------------------------|---------------|
| Usher (minimum of 4 required for all performances) | \$17 per hour |
|----------------------------------------------------|---------------|

~~A minimum of three technicians is required for all rehearsals and performances.~~

~~Building security is required for all rehearsals and performances.~~

~~A house manager is required for all performances.~~

~~Volunteer ushers must be provided by the client for all performances (minimum of 4).~~

- Custodial

\$100 per scheduled day.

- Stage Setup and Supplies

\$50 per scheduled day. Stage setup includes but is not limited to the normal use of gaff tape, spike tape, lightning gel, ~~and microphone batteries~~ copies, etc. Above average use of supplies will be charged based on use.

- Additional Services

|                                            |              |
|--------------------------------------------|--------------|
| Wireless Microphone Package                | \$200/day or |
| For the use of 3 – 12 wireless microphones | \$600/week   |

|                                |        |
|--------------------------------|--------|
| Batteries (per battery charge) | \$1.00 |
|--------------------------------|--------|

|                                         |       |
|-----------------------------------------|-------|
| Marley Dance Floor (includes gaff tape) | \$150 |
|-----------------------------------------|-------|

|                              |       |
|------------------------------|-------|
| Snow Machine (snow included) | \$200 |
|------------------------------|-------|

|                                        |       |
|----------------------------------------|-------|
| Orchestra Pit (does not include labor) | \$500 |
|----------------------------------------|-------|

|                          |       |
|--------------------------|-------|
| Piano Tuning (scheduled) | \$150 |
|--------------------------|-------|

|       |          |
|-------|----------|
| Hazer | \$50/day |
|-------|----------|

|                          |               |
|--------------------------|---------------|
| (fire watch is required) | \$22 per hour |
|--------------------------|---------------|

|             |       |
|-------------|-------|
| White Drape | \$100 |
|-------------|-------|

|              |           |
|--------------|-----------|
| Black Lights | \$30/each |
|--------------|-----------|

|                     |       |
|---------------------|-------|
| Front Window Banner | \$200 |
|---------------------|-------|



**Photography/Film Session**

|                                      |                |
|--------------------------------------|----------------|
| Main Stage (includes one technician) | \$200 per hour |
|--------------------------------------|----------------|

|         |               |
|---------|---------------|
| Lobbies | \$50 per hour |
|---------|---------------|

**Board Room/Studio Rental**

|            |               |
|------------|---------------|
| Board Room | \$50 per hour |
|------------|---------------|

|                  |                                    |
|------------------|------------------------------------|
| Combined Studios | \$50 per hour (minimum of 3 hours) |
|------------------|------------------------------------|

**Black Box Rental**

The Black Box is only rented on a case-by-case basis, upon approval from the General Manager.

**Ticket Office Use**

|                |                              |
|----------------|------------------------------|
| • Ticket Sales | 8% commission of gross sales |
|----------------|------------------------------|

|                |                              |
|----------------|------------------------------|
| • Facility Fee | \$1 per ticket for all sales |
|----------------|------------------------------|

|                    |                |
|--------------------|----------------|
| • Ticket Exchanges | \$3 per ticket |
|--------------------|----------------|

|                |                                                             |
|----------------|-------------------------------------------------------------|
| • Comp Tickets | First 20 tickets at no charge, 21 plus at \$1.00 per ticket |
|----------------|-------------------------------------------------------------|

|                     |                                                                 |
|---------------------|-----------------------------------------------------------------|
| • Merchandise Sales | 15% commission on all monies collected on Covey Center property |
|---------------------|-----------------------------------------------------------------|

|                                        |                          |
|----------------------------------------|--------------------------|
| • Covey Center Merchandise/Concessions | \$1 – \$50 based on item |
|----------------------------------------|--------------------------|

|                         |                                                                 |
|-------------------------|-----------------------------------------------------------------|
| • Gallery Exhibit Sales | 25% commission on all monies collected on Covey Center property |
|-------------------------|-----------------------------------------------------------------|

**Summer Art Showcase**

|                     |           |
|---------------------|-----------|
| Entries one and two | \$15 each |
|---------------------|-----------|

|                            |           |
|----------------------------|-----------|
| Entries three through five | \$10 each |
|----------------------------|-----------|

**Classes**

Class tuition is set by agreement with instructors and ranges between \$35 and \$250 depending on the length of class and number of classes offered.

Workshops taught in the Covey Center range in price from \$25 to \$250 based on the topic and length of the workshop.

## GOLF COURSE

### 18 HOLE COURSE

#### 9-Holes

|                                            |                      |
|--------------------------------------------|----------------------|
| Sunday – Thursday                          | <del>\$17</del> \$18 |
| Sunday – Thursday (Seniors 62 & older)     | <del>\$14</del> \$15 |
| Friday – Saturday & Holidays (All players) | <del>\$18</del> \$19 |

#### 18-Holes

|                                            |                      |
|--------------------------------------------|----------------------|
| Sunday – Thursday                          | <del>\$34</del> \$35 |
| Sunday – Thursday (Seniors 62 & older)     | <del>\$28</del> \$29 |
| Friday – Saturday & Holidays (All players) | <del>\$36</del> \$37 |

#### Carts

|                      |      |
|----------------------|------|
| 9 Holes (per rider)  | \$10 |
| 18 Holes (per rider) | \$20 |
| Pull Cart            | \$4  |

#### Rental Clubs

|                            |      |
|----------------------------|------|
| Titleist Set (9-Holes)     | \$25 |
| Titleist Set (18-Holes)    | \$40 |
| Standard Set (Per 9-Holes) | \$15 |

#### The Pasture

|                                          |      |
|------------------------------------------|------|
| All Players                              | \$12 |
| Triple Play (Rec Center Members)         | \$6  |
| Par 3 Club Rentals (4 Clubs & Putter)    | \$8  |
| Complimentary Carry Bag for Players Club | Free |
| Push Cart                                | \$4  |

**The Horseshoe**

|                                  |                    |
|----------------------------------|--------------------|
| Green Fee <del>&amp; Clubs</del> | <del>\$3</del> \$5 |
|----------------------------------|--------------------|

|                                                                                              |      |
|----------------------------------------------------------------------------------------------|------|
| Triple Play (Rec Center Members) <del>—free—</del><br><del>green fee plus T6 equipment</del> | Free |
|----------------------------------------------------------------------------------------------|------|

**Season Membership (March 1 – November 30)**

|                                              |                        |
|----------------------------------------------|------------------------|
| 7-Day <del>Provo Resident</del> Championship | <del>\$850</del> \$949 |
|----------------------------------------------|------------------------|

|                                           |                          |
|-------------------------------------------|--------------------------|
| 7-Day <del>Non-Resident</del> All- Access | <del>\$900</del> \$1,049 |
|-------------------------------------------|--------------------------|

Punch Cards (Expire one year from purchase) Not valid on all major holidays

|                                   |                        |
|-----------------------------------|------------------------|
| Punch Card (twenty 9-hole rounds) | <del>\$290</del> \$320 |
|-----------------------------------|------------------------|

|                                                     |                        |
|-----------------------------------------------------|------------------------|
| <del>Senior (Mon-Fri only)</del> Association Member | <del>\$270</del> \$260 |
|-----------------------------------------------------|------------------------|

|                                        |       |
|----------------------------------------|-------|
| Cart punch card (twenty 9-hole rounds) | \$180 |
|----------------------------------------|-------|

|                  |       |
|------------------|-------|
| Range Punch Card | \$145 |
|------------------|-------|

**Driving Range**

|              |                      |
|--------------|----------------------|
| Large Bucket | <del>\$10</del> \$12 |
|--------------|----------------------|

|               |                     |
|---------------|---------------------|
| Medium Bucket | <del>\$8</del> \$10 |
|---------------|---------------------|

|              |                    |
|--------------|--------------------|
| Small Bucket | <del>\$4</del> \$6 |
|--------------|--------------------|

**Promotions**

The ~~Director~~ Manager of the golf course may, from time to time for promotional purposes, reduce the foregoing golf course fees by not more than 35% subject to approval by the Mayor or the Mayor's designee.

**PARK PAVILION RESERVATIONS**

Parks may be reserved for one of two time blocks:

8:30 a.m. – 2:00 p.m.

4:00 p.m. – 9:30 p.m.

\*Pavilion has power and lights

|                                            |                                     |
|--------------------------------------------|-------------------------------------|
| Bicentennial Rotary Park,<br>1400 S 1600 E | <del>\$51*</del> \$55*              |
| Big Springs Park, Provo Canyon             |                                     |
| Large                                      | <del>\$94*</del> \$115*             |
| Medium (2)                                 | <del>\$72*</del> \$80*              |
| Campground                                 | <del>\$110</del> \$120 per<br>night |
| Canyon Glen Park, in Provo Canyon          |                                     |
| Large                                      | <del>\$94*</del> \$115*             |
| Small                                      | <del>\$72*</del> \$80*              |
| Amphitheater                               | <del>\$66</del> \$75                |
| Carterville Park, 2400 N Carterville Road  |                                     |
| Large                                      | <del>\$110*</del> \$120*            |
| Small                                      | <del>\$51*</del> \$55*              |
| Exchange Park, 900 N 700 W                 |                                     |
| Large                                      | <del>\$110*</del> \$120*            |
| Medium                                     | <del>\$77*</del> \$85*              |
| Small (2)                                  | <del>\$39</del> \$45                |
| Footprinter's Park, 1150 S 1350 W          | <del>\$26*</del> \$30*              |
| Fort Utah Park, 200 N Geneva Road          |                                     |
| Large                                      | <del>\$90*</del><br>\$100*          |
| Small                                      | <del>\$26*</del> \$30*              |
| Grandview Park, 1460 N 1000 W              | <del>\$28*</del> \$35*              |
| Harbor Park, 800 N 2450 W                  | <del>\$26*</del> \$30*              |
| Joaquin Park, 400 N 400 E                  | <del>\$26*</del> \$30*              |
| Kiwanis Park, 820 N 1100 E                 |                                     |
| Brick (Large)                              | <del>\$103*</del> \$120*            |
| Medium                                     | <del>\$51*</del> \$55*              |

|                                              |                           |
|----------------------------------------------|---------------------------|
| Small                                        | <del>\$26*</del> \$30*    |
| Lakeview Park, 2825 W 1390 N                 |                           |
| Large                                        | <del>\$77*</del> \$85*    |
| Small                                        | <del>\$26*</del> \$30*    |
| Lions Park, 1280 N 950 W                     |                           |
| North                                        | <del>\$147*</del> \$160*  |
| South                                        | <del>\$61*</del> \$70*    |
| Maeser Park, 451 E 600 S                     | <del>\$77*</del> \$85*    |
| Provost Park, 629 S 1000 E                   | <del>\$26*</del><br>\$30* |
| Riverside Park, 1260 W 600 N                 |                           |
| Large                                        | <del>\$77*</del> \$85*    |
| Small                                        | <del>\$26*</del> \$30*    |
| Riverview Park, 4620 N 300 W                 |                           |
| East                                         | <del>\$128*</del> \$145*  |
| West                                         | <del>\$115*</del> \$130*  |
| The Park at Rock Canyon, 2620 N 1200 E       |                           |
| #1                                           | <del>\$177*</del> \$195*  |
| #3                                           | <del>\$51*</del> \$55*    |
| #2 and #4                                    | <del>\$135*</del> \$150*  |
| Rock Canyon Trailhead<br>Park, 2300 N 1450 E | <del>\$58*</del> \$65*    |
| Provo Rotary Park, 1460 N 1550 W             |                           |
| North                                        | <del>\$61*</del> \$70*    |
| West                                         | <del>\$77*</del> \$85*    |
| East                                         | <del>\$26*</del> \$30*    |
| Sherwood Hillside Park, 1100 E 4450 N        |                           |
| Pavilion #1                                  | <del>\$26*</del><br>\$30* |

|                                            |                          |
|--------------------------------------------|--------------------------|
| Pavilion #2                                | <del>\$26*</del> \$30*   |
| Spring Creek Park, 1400 S State St         |                          |
| Pavilion #1                                | <del>\$77</del> \$85*    |
| South Fork Park, Provo Canyon above Vivian |                          |
| Large                                      | <del>\$94*</del> \$110*  |
| Small                                      | <del>\$72*</del> \$80*   |
| Wilderness Paul Ream Park, 1600 W 500 N    |                          |
| Large                                      | <del>\$103*</del> \$110* |
| Southwest                                  | <del>\$26*</del> \$30*   |
| Center West                                | <del>\$51*</del> \$55*   |
| Northwest                                  | <del>\$51*</del> \$55*   |

## PARKS, PARKWAYS, TRAILS, AND OTHER PARK PROPERTIES

|                                                                                                                                                                                                                                    |                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Special Parks Use Fee<br>for events where attendees<br>exceed reserved pavilion capacity<br>or where multiple areas of a park<br>are being used for an event. This<br>fee is in addition to all necessary<br>pavilion rental fees. | <del>\$250</del> \$350   |
| Trail Use Fee, Base Fee<br>for course events held on a trail                                                                                                                                                                       | <del>\$250-</del> \$350* |
| For Events with More Than 200<br>Participants/Spectators<br>(up to a maximum of 500)                                                                                                                                               | \$1.50 per<br>person     |
| Participant/Spectator Impact Fee<br>for Events with More Than 500<br>Participants/Spectators<br>(for each person in excess of 500)                                                                                                 | \$1 per person           |



## PROVO CITY RECREATION CENTER

| Category            | Daily | 3 Month         | 6 Month         | Annual          | Monthly         |
|---------------------|-------|-----------------|-----------------|-----------------|-----------------|
|                     |       | Res D/<br>Base* | Res D/<br>Base* | Res D/<br>Base* | Res D/<br>Base* |
| Adults<br>(18 – 59) | \$6   | \$95/\$120      | \$165/\$205     | \$285/\$355     | \$27/\$33       |
| Youth (3 –<br>17)   | \$5   | \$55/\$65       | \$90/\$112      | \$157/\$195     | \$16/\$19       |
| Adult<br>Couple     | N/A   | \$132/\$167     | \$229/\$289     | \$398/\$503     | \$36/\$45       |
| Senior<br>(60+)**   | \$5   | \$55/\$65       | \$90/\$112      | \$157/\$195     | \$16/\$19       |
| Senior<br>Couple**  | N/A   | \$95/\$120      | \$165/\$205     | \$285/\$355     | \$27/\$33       |
| Family***           | N/A   | \$167/\$207     | \$284/\$359     | \$493/\$618     | \$44/\$55       |

Note: Toddlers under the age of 3 are free.

\*Res D – is the resident discount rate

\*Base – is the nonresident rate

\*\*Senior Recreation Center Membership includes Senior Center Annual Pass

\*\*\*Up to six members, each additional 3-month member is \$9.00, 6-month \$18.00, and each additional annual pass holder is \$36.00. Family consists of a maximum of 2 married adults and children 21 years old and under claimed as dependents for tax purposes.

Childwatch \$3 per hour, each additional child \$2 per hour  
Or \$25/month for first child, \$15/month for each additional child

Drop-In Fitness \$6 per class

Racquetball \$6

Note: Annual passes require a monthly automatic withdrawal option from the holder's bank account to encourage sales. Annual, 6-month, and 3-month passes are also valid for admission at the Veterans Memorial Pool.

The benefits for 3-month, 6-month and annual passes include:

- Free drop-in basic fitness classes

Corporate Business

Tier 3 – 10% discount 5 or more 6 Month/Annuals

Tier 2 – 15% discount 10 or more 6 Month/Annuals

Tier 1 – 20% discount 15 or more 6 Month/Annuals

Senior Center Annual Pass

\$10 Resident

\$100 Nonresident

\$3 Nonresident Senior Daily Fee

### **Rentals**

|                                                                  |                  |
|------------------------------------------------------------------|------------------|
| Standard Exercise Room                                           | \$100/hr         |
| Large Exercise Room                                              | \$100/hr         |
| Classroom                                                        | \$50/hr          |
| Party Room                                                       | \$60/2 hrs       |
| Multi-Purpose (per section, non-prime time, weekdays)            | \$50/hr          |
| Multi-Purpose (all 3 sections, 4 hr. min., prime time, weekends) | \$500/4 hrs      |
| One-Court Gym                                                    | \$100/hr         |
| Pool                                                             |                  |
| Outdoor Pool, after hours per 1 1/2 hours                        | \$500            |
| Competitive Pool, exclusive use                                  | \$100/hr         |
| Competitive Pool, nonexclusive use                               | \$15/hr per lane |
| Swim Lessons                                                     |                  |
| Provo Resident                                                   | \$40             |
| Nonresident                                                      | \$50             |
| Piranhas Summer Swim Team                                        |                  |
| Resident                                                         | \$125            |

|                                  |                                              |
|----------------------------------|----------------------------------------------|
| Nonresident                      | \$135                                        |
| Lifeguard Class                  | \$150                                        |
| Classes 60+:                     |                                              |
| Computer Classes, 8 Classes      | \$20                                         |
| Computer Classes, 6 Classes      | \$15                                         |
| Computer Classes, 4 Classes      | \$10                                         |
| Computer Help, Walk-In           | \$3                                          |
| Tours                            | As approved by Director                      |
| Tuesday Night Dance              | \$5/per person,<br>\$8/couple                |
| Ukulele, 6 Classes               | \$25                                         |
| Chuck-a-Rama Cards               | \$1                                          |
| Tai Chi                          | \$2/visitor                                  |
| Zumba Gold                       | \$2/visitor                                  |
| Elder Quest                      | \$10 annual pass<br>required                 |
| Community Classes:               | <b>(Nonresident Fee<br/>Additional \$10)</b> |
| World Culture Tour               | Cooking Class,<br>\$20/person                |
| Youth Bouldering, 8 Classes      | \$45                                         |
| ESL, 10 Classes                  | \$40                                         |
| Skateboarding, 10 Classes        | \$55                                         |
| Cooking Class, 5 – 9 Classes     | \$45 – \$100                                 |
| Language Class, 10 – 12 Classes  | \$75                                         |
| Tumbling <b>Tots</b> , 8 Classes | <del>\$40</del> \$50                         |
| Photography, 6 Classes           | <del>\$70</del> \$50                         |
| Adult Art Classes, 4 – 6 Classes | \$45 – \$90                                  |
| Youth Art Classes, 4 – 8 Classes | \$45 – \$75                                  |

|                                            |                                                          |
|--------------------------------------------|----------------------------------------------------------|
| Lego League                                | \$150                                                    |
| Specialty Camps                            | \$60 – \$150                                             |
| Tri Training                               | \$100                                                    |
| Fly Fishing                                | \$60                                                     |
| ASL, 16 Classes                            | \$75                                                     |
| Parent/Child Cooking                       | \$30                                                     |
| Adult Cooking Class                        | \$20 – \$30                                              |
| Art in Nature, 9 Classes                   | \$100                                                    |
| Cake Decorating, 6 Classes                 | \$80                                                     |
| Outdoor Yoga                               | \$45                                                     |
| Ski Program                                | <del>\$349</del> \$365-<br>610                           |
| <del>Ski Program w/Sundance Ski Pass</del> | <del>\$299</del>                                         |
| Seasonal Cooking, 6 Classes                | \$70                                                     |
| Furniture Refurbishing, 6 Classes          | \$90                                                     |
| Summer Adventure Kids Camp, 4 Days         | <del>\$85</del> \$125                                    |
| Adaptive Adventure Day Camp, 4 Days        | <del>\$85</del> \$125                                    |
| Internet Safety                            | \$5                                                      |
| Self-Defense                               | \$25                                                     |
| Pre-K Field Day                            | \$45                                                     |
| Grief Recovery Workshop                    | \$75                                                     |
| Special Events:                            |                                                          |
| Facility Events                            | Cost of daily admission<br>to Provo Recreation<br>Center |
| Countdown                                  | \$10                                                     |
| <del>Drive-In Movie</del>                  | <del>Free</del>                                          |
| Halloween Carnival                         | \$6 adult, \$5 seniors and<br>children                   |

|                              |                                     |
|------------------------------|-------------------------------------|
| Science Palooza              | \$5 children, adults free           |
| Rec Center After-Hours Party | \$7                                 |
| Dive-In Movie                | \$5                                 |
| Summer Luau                  | \$15 <del>for nonmembers</del>      |
| Christmas Gala               | \$15 <del>for nonmembers</del>      |
| Skate Park Competition       | Free early admission,<br>\$5 day of |

## PROVO SHOOTING SPORTS PARK

### Admission per Individual

|                    |        |
|--------------------|--------|
| All<br>Individuals | \$5.00 |
|--------------------|--------|

### Punch Passes for Open Public Hours

|           |         |
|-----------|---------|
| 5 Punches | \$20.00 |
|-----------|---------|

### Group Reservations

|                                    |         |                        |
|------------------------------------|---------|------------------------|
| Rifle Range – 2 Hours              | \$30.00 | + \$4<br>per<br>person |
| Hand Gun Range Exclusive – 2 Hours | \$30.00 | + \$4<br>per<br>person |

## SPORTS, ADULT

|                            |                           |
|----------------------------|---------------------------|
| Basketball                 | <del>\$615.00</del> \$640 |
| Flag Football              | <del>\$515.00</del> \$525 |
| Soccer                     | <del>\$280.00</del> \$300 |
| Softball                   |                           |
| Adult Softball Tournaments | \$275.00                  |
| Fall Softball              | <del>\$325.00</del> \$375 |

|                                 |                           |
|---------------------------------|---------------------------|
| Fall Softball Doubleheaders     | <del>\$525.00</del> \$650 |
| Spring Softball                 | <del>\$375.00</del> \$400 |
| Spring Softball Doubleheaders   | <del>\$625.00</del> \$650 |
| <b>Tennis Lessons – Private</b> |                           |
| Single player lessons           | \$45.00/person            |
| Group lessons (2 – 4 players)   | \$30.00/person            |
| Tennis league/lessons           | \$60.00                   |
| Volleyball – 6 on 6 Team        | <del>\$280.00</del> \$290 |

## SPORTS, YOUTH

|                                        |                               |
|----------------------------------------|-------------------------------|
| Late Registration Fee All Youth Sports | \$10.00                       |
| Nonresident Fee All Youth Sports       | \$10.00                       |
| Start Smart Jersey                     | \$5.00                        |
| Baseball                               |                               |
| Start Smart Baseball                   | \$40.00                       |
| T-Ball                                 | \$45.00                       |
| Coach Pitch/Machine Pitch              | \$50.00                       |
| Jr. Baseball, 3 – 4 Grade              | <del>\$80.00</del><br>\$95.00 |
| Jr. Baseball, 5 – 6 Grade              | <del>\$85.00</del><br>\$95.00 |
| Jr. Baseball, 7 – 11 Grade             | <del>\$87.00</del><br>\$95.00 |
| Softball                               |                               |
| Girls Fastpitch, 3 – 4 Grade           | <del>\$70.00</del><br>\$85.00 |
| Girls Fastpitch, 5 – 8 Grade           | <del>\$75.00</del><br>\$85.00 |
| Basketball                             |                               |



---

|                                                      |                                 |
|------------------------------------------------------|---------------------------------|
| Start Smart Basketball                               | \$40.00                         |
| Jr. Jazz, 1 – 2 Grade                                | <del>\$44.00</del><br>\$55.00   |
| Jr. Jazz, 3 – 4 Grade                                | <del>\$52.00</del><br>\$63.00   |
| Jr. Jazz, 5 – 6 Grade                                | <del>\$57.00</del><br>\$68.00   |
| Jr. Jazz, 7 – 8 Grade                                | <del>\$62.00</del><br>\$73.00   |
| High School Basketball Team                          | <del>\$550.00</del><br>\$660.00 |
| Jr. Jazz Jersey                                      | <del>\$10.00</del><br>\$13.00   |
| Flag Football 1 <sup>st</sup> -2 <sup>nd</sup> Grade | <del>\$60.00</del><br>\$55.00   |
| Flag Football 3 <sup>rd</sup> -9 <sup>th</sup> Grade | \$68.00                         |
| Soccer                                               |                                 |
| Start Smart Soccer                                   | \$40.00                         |
| Youth Soccer (Spring, Fall)                          |                                 |
| Preschool/Kindergarten/1 – 2 Grade                   | \$55.00                         |
| 3 – 6 Grade                                          | \$60.00                         |
| 7 – 9 Grade                                          | \$65.00                         |
| Soccer Jersey Combo                                  | \$20.00                         |
| Tennis                                               |                                 |
| Lessons 2 Weeks                                      | \$50.00                         |
| Lessons 4 Weeks                                      | \$60.00                         |
| League                                               | \$85.00                         |
| Track and Field                                      |                                 |
| Team Provo Track and Field                           | \$55.00                         |
| Cross Country Team                                   | <del>\$50.00</del> -\$55.00     |
| Volleyball – Co-Ed Youth Volleyball                  | \$55.00                         |

---

|                        |         |
|------------------------|---------|
| Wrestling, 4 – 8 Grade | \$50.00 |
|------------------------|---------|

## SPORTS FIELDS RENTAL FEES

### Baseball/Softball Fields

|                       |                            |
|-----------------------|----------------------------|
| Softball Field Lights | \$30 per hour<br>per field |
|-----------------------|----------------------------|

### Additional Field Prep

|                   |                                                  |
|-------------------|--------------------------------------------------|
| Weekdays/Saturday | <del>\$45/\$60</del><br>\$65/\$80 per<br>diamond |
|-------------------|--------------------------------------------------|

|                                                                   | Hourly<br>(per<br>field) | Half-<br>Day<br>(4<br>hours) | Daily                       |
|-------------------------------------------------------------------|--------------------------|------------------------------|-----------------------------|
| <del>Footprinters Softball-<br/>Complex, 1150 S-1350-<br/>W</del> | \$75                     | <del>\$400</del><br>\$500    | <del>\$800</del><br>\$1,000 |
| <del>Fort Utah Baseball-<br/>Complex, 200 N-<br/>Geneva Rd</del>  | \$40                     | \$300                        | \$600                       |
| <del>Harmon's Softball-<br/>Complex, 200 S-900 E</del>            | \$75                     | <del>\$200</del><br>\$300    | <del>\$400</del><br>\$600   |
| <del>Sunset View Park, 525-<br/>S-1600 W</del>                    | <del>\$40</del><br>\$75  | <del>\$120</del><br>\$150    | <del>\$240</del><br>\$300   |

### Soccer Fields

|                                              |                                  |
|----------------------------------------------|----------------------------------|
| Field Rental, per Field ( <del>Youth</del> ) | <del>\$30</del> \$45 per<br>hour |
|----------------------------------------------|----------------------------------|

|                                 |               |
|---------------------------------|---------------|
| Field Rental, per Field (Adult) | \$40 per hour |
|---------------------------------|---------------|

### Painting Lines, per Field

|                           |                                                              |
|---------------------------|--------------------------------------------------------------|
| Fields 49 Yards and Under | \$180 initial<br>application;<br>#100 to<br>remark \$125 per |
|---------------------------|--------------------------------------------------------------|

|                    |                                                                  |
|--------------------|------------------------------------------------------------------|
|                    | application; \$55<br>to remark                                   |
| Fields 50—99 Yards | \$150 per<br>application; \$70<br>to remark                      |
| Fields 100+ Yards  | \$175 per<br>application; \$90<br>to remark                      |
| Tennis             |                                                                  |
| Single Court       | \$20 per hour                                                    |
| 2 Courts           | \$100 per ½ day<br>(4hr block);<br>\$200 per full<br>day (4hrs+) |
| Rugby              | \$30\$45/hour<br>youth; \$40/hour<br>adult                       |

## PEAKS ICE ARENA

|                                        |          |
|----------------------------------------|----------|
| Service & Rentals                      |          |
| Ice – 1 hour                           | \$200.00 |
| Olympic Room – 1 hour                  | \$50.00  |
| Mezzanine – 1 hour                     | \$75.00  |
| Large Turf – Fall/winter 1 hour        | \$110.00 |
| Large Turf – Fall/winter 1 hour league | \$120.00 |
| Large Turf – Summer 1 hour             | \$60.00  |
| Large Turf – Summer 1 hour league      | \$70.00  |
| Half Turf – Fall/winter 1 hour         | \$65.00  |
| Half Turf – Fall/winter 1 hour league  | \$75.00  |
| Half Turf – Summer 1 hour              | \$40.00  |
| Half Turf – Summer 1 hour league       | \$50.00  |

|                      |                             |
|----------------------|-----------------------------|
| Broomball – flat fee | <del>\$25.00</del> -\$50.00 |
|----------------------|-----------------------------|

|                             |         |
|-----------------------------|---------|
| Skate Sharpening – Same Day | \$10.00 |
|-----------------------------|---------|

|                             |        |
|-----------------------------|--------|
| Skate Sharpening – Next Day | \$8.00 |
|-----------------------------|--------|

**Catering**

|               |            |
|---------------|------------|
| Hot Chocolate | \$1/person |
|---------------|------------|

|                        |            |
|------------------------|------------|
| Hot Chocolate & Cookie | \$3/person |
|------------------------|------------|

**Admission**

|              |        |
|--------------|--------|
| Skate Rental | \$4.00 |
|--------------|--------|

|               |                           |
|---------------|---------------------------|
| Walker Rental | <del>\$5.00</del> -\$7.00 |
|---------------|---------------------------|

|                    |        |
|--------------------|--------|
| Admission (3 – 65) | \$6.00 |
|--------------------|--------|

|                        |        |
|------------------------|--------|
| Senior Admission (62+) | \$4.00 |
|------------------------|--------|

|                        |          |
|------------------------|----------|
| Season Pass per person | \$150.00 |
|------------------------|----------|

**Programs****Learn to Skate**

|          |                 |
|----------|-----------------|
| Snowplow | \$80.00/session |
|----------|-----------------|

|             |                 |
|-------------|-----------------|
| Basic 1 – 6 | \$80.00/session |
|-------------|-----------------|

|              |                 |
|--------------|-----------------|
| Hockey 1 – 4 | \$80.00/session |
|--------------|-----------------|

|                   |                 |
|-------------------|-----------------|
| Specialty Classes | \$80.00/session |
|-------------------|-----------------|

**Youth Hockey**

|                    |                 |
|--------------------|-----------------|
| Start Smart Hockey | \$80.00/session |
|--------------------|-----------------|

|                 |                                       |
|-----------------|---------------------------------------|
| 6U Youth Hockey | <del>\$225/session</del> \$275/season |
|-----------------|---------------------------------------|

|                 |                                        |
|-----------------|----------------------------------------|
| 8U Youth Hockey | <del>\$325/session</del> -\$275/season |
|-----------------|----------------------------------------|

|                            |              |
|----------------------------|--------------|
| 10U, 12U, 14U Youth Hockey | \$500/season |
|----------------------------|--------------|

|               |                |
|---------------|----------------|
| Travel Hockey | \$1,700/season |
|---------------|----------------|

**Adult Hockey**

|                     |                                              |
|---------------------|----------------------------------------------|
| Adult Skills Clinic | <del>\$100.00/session</del><br>\$120/session |
|---------------------|----------------------------------------------|

|                                                  |                                      |
|--------------------------------------------------|--------------------------------------|
| Peaks Adult Hockey League –<br>Season – per team | <del>\$2,450.00</del> <b>\$2,400</b> |
| <b>Private Instruction</b>                       | <b>\$110.00/month</b>                |

## PERMIT AREAS

|                                             |          |
|---------------------------------------------|----------|
| Foothill Park Permit                        | \$15.00  |
| University Garden/North<br>Foothills Permit | \$15.00  |
| Carterville Permit                          | \$100.00 |

## POLICE DEPARTMENT

|                                                                                                      |                                                |
|------------------------------------------------------------------------------------------------------|------------------------------------------------|
| False Alarms                                                                                         |                                                |
| The first three false alarms<br>per calendar year                                                    | No fee                                         |
| Fourth response                                                                                      | \$50.00                                        |
| Fifth response                                                                                       | \$75.00                                        |
| Sixth or more responses                                                                              | \$100.00 each                                  |
| Public school                                                                                        | \$50.00                                        |
| See <i>Administrative: Records and GRAMA Requests</i><br>for Police Department records-related fees. |                                                |
| Pet Licensing                                                                                        | As per the South Utah<br>Valley Animal Shelter |

## UTILITIES

## UTILITY TRANSPORTATION FUND FEE

| Category                           | Fee per Month                           |
|------------------------------------|-----------------------------------------|
| Residential A – Single-Family      | <del>\$3.68</del> <del>\$3.50</del>     |
| Residential B – Multifamily        | <del>\$2.21</del> <del>\$2.10</del>     |
| Commercial A (< 100 Trip-Ends)     | <del>\$9.98</del> <del>\$9.50</del>     |
| Commercial B (100 – 199 Trip-Ends) | <del>\$26.36</del> <del>\$25.10</del>   |
| Commercial C (200 – 599 Trip-Ends) | <del>\$79.28</del> <del>\$75.50</del>   |
| Commercial D (600+ Trip-Ends)      | <del>\$236.78</del> <del>\$225.50</del> |
| Public Use A (< 300 Trip-Ends)     | <del>\$21.53</del> <del>\$20.50</del>   |
| Public Use B (≥ 300 Trip-Ends)     | <del>\$96.08</del> <del>\$91.50</del>   |

## CULINARY WATER

As of July 1, 2022, the following fees will be as follows:

### Customer Service Fees

|                           |                                        |
|---------------------------|----------------------------------------|
| Residential Water Deposit | <del>\$100.00</del> <del>\$30.00</del> |
|---------------------------|----------------------------------------|

|                        |                                               |
|------------------------|-----------------------------------------------|
| Nonresidential Deposit | Use of greater of 2-month avg.<br>or \$100.00 |
|------------------------|-----------------------------------------------|

|                        |         |
|------------------------|---------|
| Connect/Processing Fee | \$20.00 |
|------------------------|---------|

|                  |         |
|------------------|---------|
| Field Credit Fee | \$40.00 |
|------------------|---------|

|                         |         |
|-------------------------|---------|
| After-Hours Connect Fee | \$75.00 |
|-------------------------|---------|

### Water User Fees

Note: Water service provided to non-Provo residents will be double the rates listed here.

~~Monthly Base Charge~~

**Unit**



|        |          |           |
|--------|----------|-----------|
| 3/4"   | \$18.59  | Per month |
| 1"     | \$23.46  | Per month |
| 1 1/2" | \$50.43  | Per month |
| 2"     | \$75.44  | Per month |
| 3"     | \$146.27 | Per month |
| 4"     | \$243.73 | Per month |
| 6"     | \$289.43 | Per month |
| 8"     | \$436.34 | Per month |
| 10"    | \$580.39 | Per month |
| 12"    | \$942.39 | Per month |

#### Commodity Charge

|                                                                   |        |                   |
|-------------------------------------------------------------------|--------|-------------------|
| Residential—Winter<br>(November to April)<br>Tier 1 <100K gallons | \$1.06 | Per 1,000 gallons |
| Residential—Winter<br>(November to April)<br>Tier 2 >100K gallons | \$1.16 | Per 1,000 gallons |
| Residential—Summer (May to<br>October)<br>Tier 1 <100K gallons    | \$1.75 | Per 1,000 gallons |
| Residential—Summer (May to<br>October)<br>Tier 2 >100K gallons    | \$1.94 | Per 1,000 gallons |
| Commercial—Winter<br>(November to April)<br>Tier 1 <500K gallons  | \$1.06 | Per 1,000 gallons |
| Commercial—Winter<br>(November to April)<br>Tier 2 >500K gallons  | \$1.16 | Per 1,000 gallons |
| Commercial—Summer (May<br>to October)<br>Tier 1 <500K gallons     | \$1.75 | Per 1,000 gallons |

Commercial – Summer (May-  
to October) \$1.94 Per 1,000 gallons  
Tier 2 >500K gallons

As of September 1, 2023~~2022~~, the following fees will remain as follows:

|        |          | Unit      |
|--------|----------|-----------|
| 3/4"   | \$19.52  | Per month |
| 1"     | \$24.63  | Per month |
| 1 1/2" | \$52.95  | Per month |
| 2"     | \$79.21  | Per month |
| 3"     | \$153.58 | Per month |
| 4"     | \$255.92 | Per month |
| 6"     | \$303.90 | Per month |
| 8"     | \$458.16 | Per month |
| 10"    | \$609.41 | Per month |
| 12"    | \$989.51 | Per month |

#### Commodity Charge

|                                                                     |        |                   |
|---------------------------------------------------------------------|--------|-------------------|
| Residential – Winter<br>(November to April)<br>Tier 1 <100K gallons | \$1.11 | Per 1,000 gallons |
| Residential – Winter<br>(November to April)<br>Tier 2 >100K gallons | \$1.22 | Per 1,000 gallons |
| Residential – Summer (May to<br>October)<br>Tier 1 <100K gallons    | \$1.84 | Per 1,000 gallons |
| Residential – Summer (May to<br>October)<br>Tier 2 >100K gallons    | \$2.04 | Per 1,000 gallons |
| Commercial – Winter<br>(November to April)<br>Tier 1 <500K gallons  | \$1.11 | Per 1,000 gallons |

Commercial – Winter  
(November to April)  
Tier 2 >500K gallons

\$1.22

Per 1,000 gallons

Commercial – Summer (May  
to October)  
Tier 1 <500K gallons

\$1.84

Per 1,000 gallons

Commercial – Summer (May  
to October)  
Tier 2 >500K gallons

\$2.04

Per 1,000 gallons

As of July 1, 2022, the following fees will remain as follows:

Reimbursement for 8" Water Main Line Extensions

\$60.00

Per ln. ft.

Water Connection Fees – Meter Only

Includes furnishing and setting the meter only.

~~5/8"~~ \$425.02

~~3/4"~~ \$515.00 \$460.02

~~1"~~ \$545.00 \$514.02

~~1 1/2"~~ \$971.00 \$655.02

~~P.D.~~

~~1 1/2" Turbine~~ \$653.02

~~2" P.D.~~ \$1,115.00 \$804.02

~~2"~~ \$812.50

~~Turbine~~

~~3"~~ \$1,923.00

~~Turbine~~

~~3" Compound~~ \$2,993.00

~~3" Mag~~ \$3,973.00

~~4"~~ \$2,080.00

~~Turbine~~

~~4" Compound~~ \$3,608.00

~~4" Fire Service~~ \$6,735.12

~~4" Mag~~ \$4,213.00

|                |            |
|----------------|------------|
| 6"-<br>Turbine | \$3,368.35 |
|----------------|------------|

|             |            |
|-------------|------------|
| 6" Compound | \$5,615.00 |
|-------------|------------|

|                 |             |
|-----------------|-------------|
| 6" Fire Service | \$12,623.00 |
|-----------------|-------------|

|        |            |            |
|--------|------------|------------|
| 6" Mag | \$6,510.00 | \$5,405.12 |
|--------|------------|------------|

|                 |             |
|-----------------|-------------|
| 8" Fire Service | \$15,998.00 |
|-----------------|-------------|

|               |            |            |
|---------------|------------|------------|
| 8"<br>Turbine | \$9,582.00 | \$4,593.72 |
|---------------|------------|------------|

|     |             |
|-----|-------------|
| 10" | \$11,717.00 |
|-----|-------------|

|     |             |
|-----|-------------|
| 12" | \$13,486.00 |
|-----|-------------|

#### Water Line Tapping Fees

Contractor will be charged down time for city crews if tapping sleeve and valve are not installed and ready to be tapped.

|                |          |
|----------------|----------|
| 3/4" to-<br>2" | \$150.00 |
|----------------|----------|

|          |          |
|----------|----------|
| 4" to 8" | \$450.00 |
|----------|----------|

|                |          |
|----------------|----------|
| 10" to-<br>12" | \$550.00 |
|----------------|----------|

#### Reducer Fees

|                                  |         |
|----------------------------------|---------|
| 1" Service Size, 3/4" Meter Size | \$25.00 |
|----------------------------------|---------|

|                                    |         |
|------------------------------------|---------|
| 1 1/2" Service Size, 1" Meter Size | \$75.00 |
|------------------------------------|---------|

|                                |         |
|--------------------------------|---------|
| 2" Service Size, 1" Meter Size | \$75.00 |
|--------------------------------|---------|

|                                    |         |
|------------------------------------|---------|
| 2" Service Size, 1 1/2" Meter Size | \$90.00 |
|------------------------------------|---------|

|                           |                        |
|---------------------------|------------------------|
| Fire Hydrant Meter Rental | \$5.00 per working day |
|---------------------------|------------------------|

As of September 1, 2023, the following fees will be as follows:

#### Unit

|      |                   |
|------|-------------------|
| 3/4" | \$20.50 Per month |
|------|-------------------|

|    |                   |
|----|-------------------|
| 1" | \$25.86 Per month |
|----|-------------------|

|        |                      |
|--------|----------------------|
| 1 1/2" | \$55.60 Per month    |
| 2"     | \$83.17 Per month    |
| 3"     | \$161.26 Per month   |
| 4"     | \$268.72 Per month   |
| 6"     | \$319.10 Per month   |
| 8"     | \$481.07 Per month   |
| 10"    | \$639.88 Per month   |
| 12"    | \$1,038.99 Per month |

#### Commodity Charge

|                                                                     |                          |
|---------------------------------------------------------------------|--------------------------|
| Residential – Winter<br>(November to April)<br>Tier 1 <100K gallons | \$1.17 Per 1,000 gallons |
| Residential – Winter<br>(November to April)<br>Tier 2 >100K gallons | \$1.28 Per 1,000 gallons |
| Residential – Summer (May to<br>October)<br>Tier 1 <100K gallons    | \$1.93 Per 1,000 gallons |
| Residential – Summer (May to<br>October)<br>Tier 2 >100K gallons    | \$2.14 Per 1,000 gallons |
| Commercial – Winter<br>(November to April)<br>Tier 1 <500K gallons  | \$1.17 Per 1,000 gallons |
| Commercial – Winter<br>(November to April)<br>Tier 2 >500K gallons  | \$1.28 Per 1,000 gallons |
| Commercial – Summer (May<br>to October)<br>Tier 1 <500K gallons     | \$1.93 Per 1,000 gallons |

Commercial – Summer (May to October)  
Tier 2 >500K gallons \$2.14 Per 1,000 gallons

## ENERGY

ALL ENERGY RATES SCHEDULES CAN BE FOUND

AT: <http://provopower.org/customer-service/>

### Customer Service Fees

Residential Electric Deposit ~~\$75.00~~ \$100.00

Nonresidential Deposit use greater of 2-month avg. or \$100.00

Meter Reading Fee for AMI \$10.00/month  
Opt-Out  
(If Eligible)

Credit Reconnect \$40.00

Returned Check as set by State Law

Connect/Processing Fee \$20.00

After Hours Connect Fee \$75.00

Same Day Connect Fee \$75.00

Connect/Processing Fee (3-Phase Service) \$60.00

Credit Reconnect (3-Phase Service) \$150.00

### Engineering Division Fees

Temporary Hook-Up Fee \$300.00

Upgrade Overhead Connection Fee \$435.00

Upgrade Underground Connection Fee \$600.00

Demolition Service Removal \$200.00

Additional Hook-Up Inspections (beyond 2) \$50.00

|                                                       |                            |
|-------------------------------------------------------|----------------------------|
| Net Metering/Solar 100-200 Amp Residential            | \$375.00                   |
| Net Metering/Solar 200-400 Amp Commercial/Residential | \$825.00                   |
| Meter Tampering Fee                                   |                            |
| 1st Offense                                           | \$100.00                   |
| 2nd Offense                                           | \$250.00                   |
| Electric Facility Relocation Fee                      | Actual Costs               |
| Master Metering Penalty Fee                           | \$250.00                   |
| Aid to Construction Fees                              | Actual Costs               |
| Banner Installation and Removal                       | \$150.00                   |
| Each Additional Week                                  | \$50.00                    |
| Pole Attachment Fee                                   | \$15.00                    |
| Electric Vehicle Charging Rate                        | \$0.1209/kWh<br>\$0.11/kWh |

## Service Connection Fees

| Single-Phase Meters |                 |                                |
|---------------------|-----------------|--------------------------------|
| Amperage            | 1 Meter Service | Multi-Metering 120/240 V cost  |
| 0 – 200             | \$875           | + \$300\$255/additional meter  |
| 210 – 400           | \$1,100         | + \$300\$255/additional meter  |
| 401 – 1,000         | \$1,950         | + \$300\$255/additional meter  |
| Three-Phase Meters  |                 |                                |
| Amperage            | 1 Meter Service | Multi-Metering 120/208 V cost  |
| 0 – 200             | \$1,275         | + \$600\$529/additional meter  |
| 201 – 400           | \$1,225         | + \$600\$529/additional meter  |
| 401 – 800           | \$2,475         | + \$600 \$529/additional meter |



|      |         |                                                       |
|------|---------|-------------------------------------------------------|
| 801+ | \$2,950 | + <del>\$600</del> <del>\$520</del> /additional meter |
|------|---------|-------------------------------------------------------|

## SANITATION

### Curbside Residential Fees (per month for weekly service)

Garbage – No Recycling (No Yard Waste or Household Recycling) ~~\$20.60~~~~\$19.25~~

Garbage – With Recycling (Yard Waste and/or Household Recycling) ~~\$18.60~~~~\$17.25~~

Household Recycling ~~\$8.25~~~~\$7.70~~

Yard Waste Recycling (Billed March – November only) ~~\$6.40~~~~\$6.00~~

Return Service Fee \$10.00

### Suspension of Residential Service

Standby charge of \$1.00 per month to be paid during suspension

### Roll-Off Disposal

Tipping Fee (in addition to hauling fee) \$39.00 per ton

Delivery and First Hauling \$120.00

Each Additional Hauling \$85.00

### Commercial Frontload Fees (per month for weekly service)

3 Yard Container \$34.00

4 Yard Container \$45.00

6 Yard Container \$68.00

8 Yard Container \$90.00

### Other Charges

Truck and Crew \$100.00 per hour

Disposal Charge of Waste \$50.00 minimum charge

|                                                            |                                                     |
|------------------------------------------------------------|-----------------------------------------------------|
| Replacement of Damaged Can                                 | \$65.00                                             |
| Fine for Trash in Yard Waste Can                           | \$25.00                                             |
| Sanitation Ordinance Violation                             | \$25.00<br>per violation                            |
| Can Return Fee (Less Than One Year of Service)             | \$65.00                                             |
| <b>Compost</b>                                             |                                                     |
| Drop-Off Fee (only noncommercial, Provo residents allowed) | \$5.00 per load                                     |
| Compost Purchase (residents)                               | <del>\$5.00</del> <del>\$3.00</del> per cubic yard  |
| Compost Purchase (nonresidents)                            | <del>\$10.00</del> <del>\$6.00</del> per cubic yard |

## STORM WATER

See Stormwater Service District Fee Schedule.

## WASTEWATER

Note: Wastewater service provided to non-Provo residents will be double the rates listed here.

~~As of July 1, 2022, the following fees will remain as follows:~~

~~Monthly Residential Base Charge~~

~~Base Rate Single Unit — \$18.88 per connection~~

~~Base Rate Multiple Units — \$17.00 per unit~~

~~Monthly Nonresidential Base Charge~~

| <del>Meter Size</del> | <del>Base Charge</del> |
|-----------------------|------------------------|
| <del>3/4"</del>       | <del>\$18.88</del>     |

|                |                       |
|----------------|-----------------------|
| <del>4</del>   | <del>\$47.20</del>    |
| <del>1.5</del> | <del>\$94.41</del>    |
| <del>2</del>   | <del>\$151.04</del>   |
| <del>3</del>   | <del>\$283.21</del>   |
| <del>4</del>   | <del>\$472.01</del>   |
| <del>6</del>   | <del>\$944.01</del>   |
| <del>8</del>   | <del>\$1,510.41</del> |

~~All Uses Commodity Charge — \$5.17 per 1,000 gallons~~

As of ~~July~~ ~~September~~ 1, ~~2023~~~~2022~~, the following fees will ~~be~~ ~~remain~~ as follows:

Monthly Residential Base Charge

Base Rate Single Unit – \$20.58 per connection

Base Rate Multiple Units – \$18.53 per unit

Monthly Nonresidential Base Charge

| <b>Meter Size</b> | <b>Base Charge</b> |
|-------------------|--------------------|
| 3/4"              | \$20.58            |
| 1                 | \$51.45            |
| 1.5               | \$102.91           |
| 2                 | \$164.63           |
| 3                 | \$308.70           |
| 4                 | \$514.49           |
| 6                 | \$1,028.97         |
| 8                 | \$1,646.35         |

All Uses Commodity Charge – \$5.64 per 1,000 gallons

As of July 1, 2022, the following fees will be as follows:

#### **Equipment Rates**

Jetter Truck ~~and operators~~ ~~\$400.00~~~~\$250.00~~/hour

Closed Circuit TV Truck ~~and operators~~ ~~\$400.00~~~~\$250.00~~/hour

Pretreatment compliance reinspection fine \$500.00 per occurrence

#### Wastewater Contribution Permit

Annual Fee \$200.00 per year

Other fees are based on time and materials

#### Hauled in Waste

~~Resident Waste from Septic Tanks~~ ~~\$30.00~~ ~~per 1,000 gallons~~ ~~New dump-station-recovery-cost.~~

~~Resident Waste from Holding Tanks~~ ~~\$13.00~~ ~~per 1,000 gallons~~

~~Nonresident Waste from Septic Tanks~~ ~~\$60.00~~ ~~per 1,000 gallons~~

~~Nonresident Waste from Holding Tanks~~ ~~\$26.00~~ ~~per 1,000 gallons~~

Septage Waste \$60.00 per 1,000 gallons

As of July 1, ~~2023~~~~2022~~, the following fee will remain as follows:

#### Nonconnection to Available Sewer

Within 300 ft. of ~~\$21.20~~~~\$18.88~~ per month  
City Sewer

As of September 1, ~~2023~~~~2022~~, the following fee will be as follows:

#### Nonconnection to Available Sewer

Within 300 ft. of ~~\$21.20~~~~\$20.58~~ per month  
City Sewer

As of July 1, ~~2023~~~~2022~~, the following fees will ~~remain~~ ~~be~~ as follows:

#### Wastewater Surcharge Fees

|                                                       |                                       |                   |                                                                             |
|-------------------------------------------------------|---------------------------------------|-------------------|-----------------------------------------------------------------------------|
| Biochemical<br>Oxygen Demand                          | <del>\$0.27</del> <del>\$0.2503</del> | per pound         | <del>Will be<br/>reviewed<br/>again in<br/>Plant<br/>Master<br/>Plan.</del> |
| Suspended Solids                                      | <del>\$0.23</del> <del>\$0.1006</del> | per pound         | <del>Will be<br/>reviewed<br/>again in<br/>Plant<br/>Master<br/>Plan.</del> |
| Oil or Grease                                         | <del>\$0.28</del> <del>\$0.1700</del> | per pound         | <del>Will be<br/>reviewed<br/>again in<br/>Plant<br/>Master<br/>Plan.</del> |
| Standard<br>Monitoring Fee                            | \$50.00                               | per<br>occurrence | To cover<br>inspections<br>cost.                                            |
| Reimbursement for<br>8" Sewer Main Line<br>Extensions | \$50.00                               | Per In. ft.       |                                                                             |

As of September 1, 2023, the following fees will be as follows:

#### Monthly Residential Base Charge

Base Rate Single Unit – \$21.20 per connection

Base Rate Multiple Units – \$19.09 per unit

#### Monthly Nonresidential Base Charge

| Meter Size | Base<br>Charge |
|------------|----------------|
| 3/4"       | \$21.20        |
| 1          | \$52.99        |
| 1.5        | \$106.00       |
| 2          | \$169.57       |
| 3          | \$317.96       |

---

|                                                      |            |
|------------------------------------------------------|------------|
| 4                                                    | \$529.92   |
| 6                                                    | \$1,059.84 |
| 8                                                    | \$1,695.74 |
| All Uses Commodity Charge – \$5.81 per 1,000 gallons |            |

(Am Res. 2008-26, Am Res. 2011-09, Am 2012-14, Am 2012-15, Am 2012-26, Am 2012-38, Am 2012-46, Am 2013-10, Am 2013-21, Am 2013-23, Am 2013-24, Am 2013-42, Am 2014-17, Am 2015-08, Am 2015-28, Am 2016-05, Am 2016-12, Am 2016-19, Am 2016-22, Am 2016-28, Am 2017-03, Am 2017-11, Am 2017-28, Am 2018-08, Am 2018-19, Am 2018-35, Am 2019-03, Am 2019-23, Am 2019-30, Am 2019-36, Am 2019-44, Am 2020-19, Am 2021-11, Am 2021-17, Am 2021-25, Am 2021-43, Am 2022-07, Am 2022-10, Am 2022-23)

**The Provo City Code is current through Ordinance 2022-45, passed October 18, 2022.**

Disclaimer: The city recorder has the official version of the Provo City Code. Users should contact the city recorder for ordinances passed subsequent to the ordinance cited above.

[City Website: www.provo.org](http://www.provo.org)

City Telephone: (801) 852-6000

[Code Publishing Company](#)

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** MDAYLEY  
**Department:** Council  
**Requested Meeting Date:** 06-20-2023

**SUBJECT:** An ordinance amending the tentative budget for Provo City for the Fiscal Year beginning July 1, 2023, & ending June 30, 2024, in the amount of \$342,097,249 and setting a public hearing to consider a proposed change in the certified tax rate. (23-008)

**RECOMMENDATION:** Pass the ordinance

**BACKGROUND:** Annual budget adoption with changes for Truth in Taxation.

**FISCAL IMPACT:** \$342,097,249

**PRESENTER'S NAME:** Kelsey Zarbick, City Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 15 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-008



ORDINANCE 2023-.

AN ORDINANCE AMENDING THE TENTATIVE BUDGET FOR PROVO CITY CORPORATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024, IN THE AMOUNT OF \$342,097,249 AND SETTING A PUBLIC HEARING TO CONSIDER A PROPOSED CHANGE IN THE CERTIFIED TAX RATE. (23-008)

WHEREAS, a tentative budget ("Tentative Budget") in proper form has been prepared for the Provo City Corporation as required by Utah state law; and

WHEREAS, on May 16, 2023, the Provo City Municipal Council by resolution tentatively adopted the Tentative Budget for Fiscal Year 2024 as required by law; and

WHEREAS, the Tentative Budget has been reviewed and considered by the Provo City Municipal Council; and

WHEREAS, the Tentative Budget, together with supporting schedules and data, have been available for public inspection as required by law; and

WHEREAS, notice of a public hearing to consider the adoption of a final Budget has been published as required by law; and

WHEREAS, on June 6 and June 20, 2023, the Municipal Council held duly noticed public hearings to receive public comment and ascertain the facts regarding the Tentative Budget, including any proposed amendments thereto, which facts and comments are found in the hearing records; and

WHEREAS, all interested persons were heard, for or against the estimates of revenue and expenditures as set forth in the Tentative Budget and any proposed amendments thereto; and

WHEREAS, although the Tentative Budget adopted by this ordinance does not include a proposed property tax increase, the Municipal Council desires to consider including such a tax increase in the final budget, approval of which first requires that a public hearing be noticed and held prior to September 1 to consider an increase in the certified tax rate; and

WHEREAS, after considering the Mayor's recommendations, and facts and comments presented to the Municipal Council, the Council finds (i) a public hearing should be held to further consider the proposed increase in the certified tax rate; (ii) the Tentative Budget previously tentatively adopted should be amended as set forth herein; (iii) the amended Tentative Budget should serve as the basis for expenditures until the adoption of a final annual budget; and (iv) such actions reasonably further the health, safety and general welfare of the citizens of Provo City;

NOW, THEREFORE, be it ordained by the Municipal Council of the City of Provo, Utah as follows:

47  
48 PART I:  
49

50 Pursuant to Utah Code 59-2-919, a public hearing shall be held to consider a proposed  
51 increase to the general operations certified tax rate revenue, by 4.78%, and the library certified  
52 tax rate revenue, by 2.67%, both to be levied by Provo City. The hearing shall be held on August  
53 8, 2023, unless compliance with state law requires that they be moved to a different date. The  
54 hearing shall be properly noticed in accordance with the requirements of Utah Code Title 59  
55 Chapter 2.  
56

57 PART II:  
58

59 The Provo City Tentative Budget in the amount of \$342,097,249, as set forth in the  
60 attached Exhibit A, including sub-budgets for capital improvements as set forth in Exhibit B, is  
61 hereby adopted as the Tentative Budget for the fiscal year beginning July 1, 2023, and ending  
62 June 30, 2024, pending the outcome of the hearing referred to in Part I. This replaces the  
63 Tentative Budget previously tentatively adopted on May 16, 2023. Pursuant to UCA 59-2-923,  
64 the Tentative Budget adopted herein shall serve as the basis for the expenditure of monies until  
65 adoption of the Final Budget.  
66

67 PART III:  
68

69 Pending the outcome of the hearing described in Part I, the Provo Municipal Council  
70 adopts as part of the Tentative Budget the following certified tax rates to support tax revenue in  
71 the General, Library, and Debt Service Funds for the fiscal year beginning July 1, 2023, and  
72 ending June 30, 2024:  
73

|    |                   |          |
|----|-------------------|----------|
| 74 | Library Fund      | 0.000395 |
| 75 | Debt Service Fund | 0.000809 |
| 76 | General Fund      | 0.000560 |

77

78 Following the hearing described in Part I, the Municipal Council may adopt certified tax  
79 rates in excess of those stated herein, but may not exceed the proposed percentage increase stated  
80 in Part I.  
81

82 PART IV:  
83

84 The Municipal Council hereby directs that an Adopted Tentative Budget document be  
85 prepared corresponding to the actions taken herein and that said document be certified, filed, and  
86 made available for public inspection as required by law.  
87

88 PART V:  
89

- 90 A. If a provision of this ordinance conflicts with a provision of a previously adopted  
91 ordinance, this ordinance shall prevail.  
92

93 B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be  
94 severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or  
95 invalid, the remainder of the ordinance shall not be affected thereby.

96  
97 C. This ordinance shall be uncodedified.

98  
99 D. This ordinance shall take effect immediately after it has been posted or published in  
100 accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah  
101 Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

102  
103 END OF ORDINANCE.

### **Exhibit A**

Due to document format, this exhibit will be inserted at a later step. The Provo City Tentative Budget FY 2024 is available for review at: <https://www.provo.org/home/showpublisheddocument/22354/638197672715600000>

### **Exhibit B**

Due to document format, this exhibit will be inserted at a later step. The Capital Improvement Project budgets are available on pages 117-118 of the Tentative Budget for FY 2024:

<https://www.provo.org/home/showpublisheddocument/22354/638197672715600000>

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** MISANDERS  
**Department:** Council  
**Requested Meeting Date:** 01-01-2018

**SUBJECT:** A resolution adopting a budget for the Provo City Stormwater Service District in the amount of \$6,869,489 for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

**RECOMMENDATION:** Pass the ordinance

**BACKGROUND:** Adoption of a new budget for the upcoming fiscal year for the Stormwater Service District of Provo.

**FISCAL IMPACT:** \$6,869,489

**PRESENTER'S NAME:** Kelsey Zarbock, Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 5 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-008

1 RESOLUTION 2023-SSD-06-20-XX

2  
3 A RESOLUTION ADOPTING A BUDGET FOR THE PROVO CITY  
4 STORMWATER SERVICE DISTRICT IN THE AMOUNT OF \$6,869,489 FOR  
5 THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.  
6 (23-008)  
7

8 WHEREAS, on May 16, 2023, the Governing Board of the Provo City Stormwater Service  
9 District tentatively adopted the Tentative Budget for the fiscal year 2023-2024 (Fiscal Year 2024)  
10 as required by law; and  
11

12 WHEREAS, the Tentative Budget, together with supporting schedules and data, has been  
13 reviewed and considered by the Governing Board of the Provo City Stormwater Service District  
14 and has been available for public inspection as required by law; and  
15

16 WHEREAS, notice of a public hearing to consider the adoption of a final Budget has been  
17 properly given; and  
18

19 WHEREAS, on June 6, 2023 and June 20, 2023, the Governing Board of the Provo City  
20 Stormwater Service District held duly noticed public hearings to receive public comment and  
21 ascertain the facts regarding the Tentative Budget, which facts and comments are found in the  
22 hearing records; and  
23

24 WHEREAS, all interested persons were heard, for or against the estimates of revenue and  
25 expenditures as set forth in the Tentative Budget and any proposed amendments thereto; and  
26

27 WHEREAS, all statutory and legal requirements for the final adoption of said Budget have  
28 been completed; and  
29

30 WHEREAS, after considering the facts and comments presented to the Governing Board  
31 of the Provo City Stormwater Service District, the Governing Board finds (i) a final Budget for  
32 the Provo City Stormwater Service District should be adopted as set forth in the attached Exhibit  
33 A and (ii) adoption of the final Budget reasonably furthers the health, safety and general welfare  
34 of the District residents and property owners.  
35

36 NOW, THEREFORE, be it resolved by the Governing Board of the Provo City Stormwater  
37 Service District as follows:  
38

39 PART I:  
40

41 The Provo City Stormwater Service District Budget in the amount of \$6,869,489, as  
42 summarized in the attached Exhibit A, is hereby adopted as a final Budget for Fiscal Year 2024.  
43

44 PART II:  
45



46 All outstanding encumbrances and project/grant balances as of June 30, 2023 and  
47 approved by the Executive Officer shall be continued and re-appropriated for expenditure in  
48 Fiscal Year 2024 and shall be presented at a meeting of the Governing Board in September 2023.  
49

50 PART III:  
51

52 The functions within the Capital Improvement Divisions cannot be deleted, changed in  
53 budget amount by more than 10% of the original cost or \$50,000, whichever is less, or new  
54 functions added without further official action of the Governing Board.  
55

56 PART IV:  
57

58 The Executive Officer is hereby authorized to move budget appropriations along with  
59 needed expenditure adjustments including capitalized labor from the individual enterprise  
60 operating divisions to the corresponding capital improvement division in conjunction with the  
61 fixed asset (capital expenditures) reconciliation for the fiscal year ending June 30, 2023.  
62

63 PART V:  
64

65 The Executive Officer is hereby authorized to increase budget authority for revenues in  
66 excess of the adopted budget in the following areas: grants, interest earnings, impact fees, aid to  
67 construction, reimbursement(s) from projects, revenues over budget, and donations. The  
68 Executive Officer is authorized to increase budget authority in internal service funds for  
69 unexpected expenditures related to those funds.  
70

71 PART VI:  
72

73 The Governing Board hereby directs that an Adopted Annual Budget document be  
74 prepared corresponding to the actions taken herein and that said document be certified, filed, and  
75 made available for public inspection as required by law.  
76

77 PART VII:  
78

79 This resolution shall take effect immediately.  
80

81 END OF RESOLUTION.

## Exhibit A

# Stormwater Service District

| Storm Drain                          | Actual FY 2020 | Actual FY 2021 | Actual FY 2022 | Original Budget FY 2023 | Adjusted Budget FY 2023 | Tentative Budget FY 2024 |
|--------------------------------------|----------------|----------------|----------------|-------------------------|-------------------------|--------------------------|
| <b>Revenue</b>                       |                |                |                |                         |                         |                          |
| Utilities Revenue                    | \$ 5,722,453   | \$ 5,805,616   | \$ 5,861,001   | \$ 5,800,000            | \$ 5,800,000            | \$ 5,825,000             |
| Miscellaneous                        | 57,653         | 706,440        | 379,652        | 35,000                  | 391,000                 | -                        |
| Charges for Services                 | 540,849        | 23,985         | 15,895         | 371,000                 | 15,000                  | 381,000                  |
| Investment Income                    | 71,452         | 23,458         | 30,344         | 15,000                  | 15,000                  | 50,000                   |
| Total Revenue                        | 6,392,407      | 6,559,499      | 6,286,892      | 6,221,000               | 6,221,000               | 6,256,000                |
| <b>Operation Expenditure</b>         |                |                |                |                         |                         |                          |
| Storm Drain                          | \$ 2,691,579   | \$ 2,735,246   | \$ 2,897,792   | \$ 3,030,933            | \$ 3,084,371            | \$ 3,414,660             |
| Total Expenditure                    | 2,691,579      | 2,735,246      | 2,897,792      | 3,030,933               | 3,084,371               | 3,414,660                |
| <b>Capital Expenditure</b>           |                |                |                |                         |                         |                          |
| Storm Drain CIP                      | \$ 1,159,897   | \$ 2,263,542   | \$ 2,075,348   | \$ 2,600,000            | \$ 6,762,746            | \$ 2,799,100             |
| Total Expenditure                    | 1,159,897      | 2,263,542      | 2,075,348      | 2,600,000               | 6,762,746               | 2,799,100                |
| Transfer Out                         | 673,264        | 695,559        | 692,375        | 652,979                 | 652,979                 | 655,729                  |
| Total Revenues                       | 6,392,407      | 6,559,499      | 6,286,892      | 6,221,000               | 6,221,000               | 6,256,000                |
| Total Expenditures and Transfers Out | (3,851,475)    | (4,998,788)    | (4,973,140)    | (5,630,933)             | (9,847,117)             | (6,869,489)              |
| Net Change in Fund Balance           | 2,540,932      | 1,560,711      | 1,313,752      | 590,067                 | (3,626,117)             | (613,489)                |
| Beginning Fund Balance               | 1,332,558      | 3,873,490      | 5,434,201      | 6,747,953               | 6,747,953               | 3,121,836                |
| Ending Fund Balance                  | 3,873,490      | 5,434,201      | 6,747,953      | 7,338,020               | 3,121,836               | 2,508,347                |

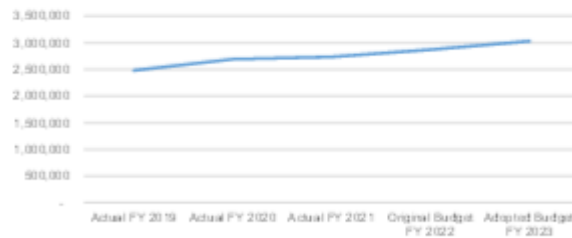
### Department Function

- The Stormwater Division of the Public Works Department is responsible for protecting property from flooding and preventing the public street system from being encumbered with flood water during rainstorms and spring snow melt runoff. This division also builds, operates, and maintains a storm drainage system such that citizens, property owners, business people, and even Stormwater employees can rest comfortably during runoff events. The division complies with new federal storm water quality regulations. Irrigation water is delivered to customers along the City irrigation ditches in the central and southwest areas of the City.

### Highlights

- Employees received a 4% cost of living adjustment.
- Supplemental request for \$143,000 approved to fund a new full-time flood plains manager.

Storm Drain Total Operating Expenditures



### Performance Measures

| Priority  | Goal                                   | Performance Measure                                                                                            | Annual Totals |         |        |        |
|-----------|----------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------|---------|--------|--------|
|           |                                        |                                                                                                                | 2022          | 2023    | 2024   |        |
|           |                                        |                                                                                                                | Actual        | Current | Target | Target |
| Education | Provide Storm Water Pollution Training | Number Of Staff Who Completed the State-Mandated Training for Illicit Discharge Detection & Elimination (Idde) |               |         | 350    |        |

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** MISANDERS  
**Department:** Council  
**Requested Meeting Date:** 06-06-2023

**SUBJECT:** A resolution adopting a budget for the Redevelopment Agency of Provo City Corporation for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024, in the amount of \$1,206,958. (23-008)

**RECOMMENDATION:** Adopt the resolution

**BACKGROUND:** Adoption of the new budget for the RDA of Provo City for the upcoming fiscal year.

**FISCAL IMPACT:** \$1,206,958

**PRESENTER'S NAME:** Kelsey Zarbock, Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 5 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 23-008

1 RESOLUTION 2023-RDA-06-20-X

2  
3 A RESOLUTION ADOPTING A BUDGET FOR THE REDEVELOPMENT  
4 AGENCY OF PROVO CITY CORPORATION FOR THE FISCAL YEAR  
5 BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, IN THE AMOUNT  
6 OF \$1,206,958. (23-008)  
7

8 WHEREAS, on May 16, 2023, the Governing Board of the Redevelopment Agency of  
9 Provo City Corporation (the "Governing Board") held a public meeting to consider the Tentative  
10 Budget and by resolution tentatively adopted the Tentative Budget for the fiscal year 2023-2024  
11 (Fiscal Year 2024) as required by law; and  
12

13 WHEREAS, the Tentative Budget includes operational expenditures, housing programs,  
14 small business loans, tax increment projects, capital projects, and other community-oriented  
15 programs; and  
16

17 WHEREAS, the Tentative Budget, together with supporting schedules and data, has been  
18 reviewed and considered by the Governing Board and has been available for public inspection as  
19 required by law; and  
20

21 WHEREAS, notice of a public hearing to consider the adoption of a final Budget has been  
22 properly given; and  
23

24 WHEREAS, on June 6, 2023, and June 20, 2023, the Governing Board held duly noticed  
25 public hearings to receive public comment and ascertain the facts regarding the Tentative Budget,  
26 which facts and comments are found in the hearing records; and  
27

28 WHEREAS, all interested persons were heard, for or against the estimates of revenue and  
29 expenditures as set forth in the Tentative Budget and any proposed amendments thereto; and  
30

31 WHEREAS, all statutory and legal requirements for the final adoption of said Budget have  
32 been completed; and  
33

34 WHEREAS, after considering the facts and comments presented to the Governing Board,  
35 the Governing Board finds (i) a final budget for the Redevelopment Agency of Provo City  
36 Corporation should be adopted as set forth in the attached Exhibit A and (ii) adoption of the final  
37 Budget reasonably furthers the health, safety and general welfare of the citizens of Provo City.  
38

39 NOW, THEREFORE, be it resolved by the Governing Board as follows:  
40

41 PART I:  
42

43 The Redevelopment Agency of Provo City Corporation Budget in the amount of  
44 \$1,206,958, as summarized in the attached Exhibit A, is hereby adopted as the final Budget for  
45 Fiscal Year 2024.

46 PART II:

47  
48 All outstanding encumbrances and project/grant balances as of June 30, 2023 and approved  
49 by the Executive Officer shall be continued and re-appropriated for expenditure in Fiscal Year  
50 2024 and shall be presented at a meeting of the Governing Board in September 2023.

51  
52 PART III:

53  
54 The functions within the Project Divisions cannot be deleted or changed in budget amount  
55 by more than 10% of the original cost or \$50,000, whichever is less, or new functions added  
56 without further official action of the Governing Board.

57  
58 PART IV:

59  
60 The Executive Officer is hereby authorized to move budget appropriations along with  
61 needed expenditure adjustments including capitalized labor from the individual enterprise  
62 operating divisions to the corresponding capital improvement division in conjunction with the  
63 fixed asset (capital expenditures) reconciliation for the fiscal year ending June 30, 2023.

64  
65 PART V:

66  
67 The Executive Officer is hereby authorized to increase budget authority for revenues in  
68 excess of the adopted budget in the following areas: grants, interest earnings, reimbursement(s)  
69 from projects, revenues over budget, and donations. The Executive Officer is authorized to  
70 increase budget authority in internal service funds for unexpected expenditures related to those  
71 funds.

72  
73 PART VI:

74  
75 The Governing Board hereby directs that an Adopted Annual Budget document be  
76 prepared corresponding to the actions taken herein and that said document be certified, filed, and  
77 made available for public inspection as required by law.

78  
79 PART VII:

80  
81 This resolution shall take effect immediately.

82  
83 END OF RESOLUTION.

## EXHIBIT A

# Provo City Redevelopment Agency

| Redevelopment Summary          | Actual FY 2020   | Actual FY 2021   | Actual FY 2022   | Original Budget FY 2023 | Adjusted Budget FY 2023 | Tentative Budget FY 2024 |
|--------------------------------|------------------|------------------|------------------|-------------------------|-------------------------|--------------------------|
| <b>Revenue</b>                 |                  |                  |                  |                         |                         |                          |
| Charges for Services           | \$ -             | \$ 101,692       | \$ 110,166       | \$ 101,000              | \$ 101,000              | \$ 115,000               |
| Property Tax                   | 1,143,316        | 984,574          | 712,021          | 1,321,000               | 1,341,000               | 1,461,225                |
| Lease Income                   | -                | -                | -                | -                       | -                       | -                        |
| Miscellaneous                  | 101,692          | 100,692          | 87,285           | 51,600                  | -                       | -                        |
| Interest Income                | 159,149          | 103,090          | 94,559           | 109,185                 | 140,785                 | 56,000                   |
| <b>Total Revenue</b>           | <b>1,404,157</b> | <b>1,290,047</b> | <b>1,004,031</b> | <b>1,582,785</b>        | <b>1,582,785</b>        | <b>1,632,225</b>         |
| <b>Expenditure</b>             |                  |                  |                  |                         |                         |                          |
| Tax Increment                  | \$ 240,945       | \$ 992,593       | \$ 1,422,468     | \$ 1,169,188            | \$ 4,651,619            | \$ 1,172,658             |
| New Development                | 42,753           | 1,480            | 120,232          | 34,300                  | 140,104                 | 34,300                   |
| <b>Total Expenditure</b>       | <b>283,699</b>   | <b>994,073</b>   | <b>1,542,700</b> | <b>1,203,488</b>        | <b>4,791,723</b>        | <b>1,206,958</b>         |
| <b>Net Increase (Decrease)</b> | <b>1,120,458</b> | <b>295,974</b>   | <b>(538,669)</b> | <b>379,297</b>          | <b>(3,208,938)</b>      | <b>425,267</b>           |

### Department Function

- The Redevelopment Agency of Provo City (Agency) is a separate governmental entity created by Provo City under Title 17 of the Utah Code which governs "community development and renewal agencies." The City Council is the governing board of the Redevelopment Agency and the Mayor also serves as the Agency's Chief Executive Officer. The Redevelopment Agency primarily deals with programs and projects to help revitalize targeted areas of the City of Provo including the Central Business District (Provo's downtown and surrounding neighborhoods) and other project areas as designated by the City Council. The Redevelopment Agency's primary asset in this revitalization effort is tax increment financing which allows the Agency to participate in a variety of ways in its redevelopment efforts. The Redevelopment Agency also administers federal grants on behalf of the City of Provo that relate to community development and housing. Two funds fall under the Agency as of FY 2020: the Tax Increment fund and the New Development fund. Those funds are managed by the Department of Development Services.



## Tax Increment

| Tax Increment                     | Actual FY 2020   | Actual FY 2021   | Actual FY 2022   | Original Budget FY 2023 | Adjusted Budget FY 2023 | Tentative Budget FY 2024 |
|-----------------------------------|------------------|------------------|------------------|-------------------------|-------------------------|--------------------------|
| <b>Revenue</b>                    |                  |                  |                  |                         |                         |                          |
| Taxes                             | \$ 1,143,316     | \$ 984,574       | \$ 712,021       | \$ 1,321,000            | \$ 1,341,000            | \$ 1,461,225             |
| Investment Income                 | 140,358          | 97,740           | 88,994           | 104,185                 | 135,785                 | 51,000                   |
| Miscellaneous                     | -                | (1,000)          | 87,285           | 51,600                  | -                       | -                        |
| Other Financing                   | -                | 500              | -                | -                       | -                       | -                        |
| Transfer In                       | -                | -                | -                | -                       | -                       | -                        |
| <b>Total Revenue</b>              | <b>1,283,674</b> | <b>1,081,814</b> | <b>888,300</b>   | <b>1,476,785</b>        | <b>1,476,785</b>        | <b>1,512,225</b>         |
| <b>Expenditure</b>                |                  |                  |                  |                         |                         |                          |
| Tax Increment                     | \$ 240,945       | \$ 992,593       | \$ 1,422,468     | \$ 1,169,188            | \$ 4,651,619            | \$ 1,172,658             |
| <b>Total Expenditure</b>          | <b>240,945</b>   | <b>992,593</b>   | <b>1,422,468</b> | <b>1,169,188</b>        | <b>4,651,619</b>        | <b>1,172,658</b>         |
| <b>Net Change in Fund Balance</b> | <b>1,042,728</b> | <b>89,221</b>    | <b>(534,168)</b> | <b>307,597</b>          | <b>(3,174,834)</b>      | <b>339,567</b>           |
| <b>Beginning Fund Balance</b>     | <b>6,846,736</b> | <b>6,889,464</b> | <b>6,978,685</b> | <b>6,444,517</b>        | <b>6,444,517</b>        | <b>3,269,683</b>         |
| <b>Ending Fund Balance</b>        | <b>6,889,464</b> | <b>6,978,685</b> | <b>6,444,517</b> | <b>6,752,114</b>        | <b>3,269,683</b>        | <b>3,609,250</b>         |

#### Department Function

- The Tax Increment Fund is for the property tax increment we receive from Utah County and pay for projects. Property tax increment is the increase in the property taxes generated in a project area over and above the property taxes that were collected prior to the new development. The Redevelopment Agency can receive a portion of the increase in property taxes if the taxing entities agree to participate.

### New Development

| New Development            | Actual FY 2020 | Actual FY 2021 | Actual FY 2022 | Original Budget FY 2023 | Adjusted Budget FY 2023 | Tentative Budget FY 2024 |
|----------------------------|----------------|----------------|----------------|-------------------------|-------------------------|--------------------------|
| Revenue                    |                |                |                |                         |                         |                          |
| Charges for Services       | \$ -           | \$ 101,692     | \$ 110,166     | \$ 101,000              | \$ 101,000              | \$ 115,000               |
| Lease Income               | -              | -              | -              | -                       | -                       | -                        |
| Investment Income          | 18,791         | 5,350          | 5,565          | 5,000                   | 5,000                   | 5,000                    |
| Miscellaneous              | 101,692        | 101,692        | -              | -                       | -                       | -                        |
| Total Revenue              | 120,483        | 107,042        | 5,565          | 5,000                   | 106,000                 | 120,000                  |
| Expenditure                |                |                |                |                         |                         |                          |
| New Development            | \$ 42,753      | \$ 1,480       | \$ 120,232     | \$ 34,300               | \$ 140,104              | \$ 34,300                |
| Total Expenditure          | 42,753         | 1,480          | 120,232        | 34,300                  | 140,104                 | 34,300                   |
| Net Change in Fund Balance | 77,730         | 105,562        | (114,667)      | (29,300)                | (34,104)                | 85,700                   |
| Beginning Fund Balance     | 995,637        | 1,073,367      | 1,178,928      | 1,064,261               | 1,064,261               | 1,030,157                |
| Ending Fund Balance        | 1,073,367      | 1,178,928      | 1,064,261      | 1,034,961               | 1,030,157               | 1,115,857                |

#### Department Function

- The New Development Fund was used to hold funds the Redevelopment Agency received that weren't property tax increment. For example, when the Redevelopment Agency was leasing out the former Sears building to RC Willey, those lease payments went into the New Development Fund.

#### Performance Measures

| Priority                       | Goal                                                                                                                                                                  | Performance Measure                                                                                                                                                                                                                                                                                                                                                                                           | Annual Totals |         |        |         |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------|--------|---------|
|                                |                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                               | FY 2022       | FY 2023 |        | FY 2024 |
|                                |                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                               | Actual        | Current | Target | Target  |
| Business and Economic Vitality | Prioritize Areas Within the City for Economic Development. (1.4.12)                                                                                                   | Economic Development is working on grocery store sites for west Provo and southeast Provo to complement the newly announced Target at Provo Towne Centre. Ongoing Development and Redevelopment of the Downtown Area Including The Old City Hall Site, and Other Key Areas such as the New Mill Race Site and the Harris Music Block. Redeveloping and Stabilizing the Provo Towne Centre and the Riverwoods. | Ongoing       |         |        |         |
| Business and Economic Vitality | Facilitate a Dialogue Between Local Businesses and City Government so that Business and Government Needs and Concerns Can be Addressed in a Timely Manner. (7.4.10.2) | Economic Development continues to increase the Number of Business Visits We Do. Provo does more business visits annually with the Economic Development Corporation of Utah than any other city in the state to Address Business Needs and to Capitalize on Business Retention and Expansion Opportunities.                                                                                                    | Ongoing       |         |        |         |
| Business and Economic Vitality | Develop Provo As The Leader In The State Of Utah And Mountain West In Entrepreneurial Support And The Preeminent Place To Start And Grow A Business. (7.4.12)         | Economic Development is in the second gear of our award winning marketing campaign Called the Provo Advantage to Brand Provo as the Best City in Utah to Do Business. Ongoing Efforts to Strengthen and Support the Startup Environment at The Startup, the New Kih, Ryan Smith's River District and the Provo Medical Technology Campus.                                                                     | Ongoing       |         |        |         |
| Business and Economic Vitality | Utilize Redevelopment Programs and Incentives to Encourage the Revitalization of Blighted Commercial and Industrial Areas. (7.4.12)                                   | The Redevelopment Agency is finalizing the sale of the remaining city owned parcels in Mountain Vista while Continuing to Work on Areas such as the Provo Towne Centre Mall and Evaluating Future Opportunities like the Old City Hall Property and Other Key Areas such as the gateways to Provo.                                                                                                            | Ongoing       |         |        |         |