

1 **PLANNING COMMISSION MINUTES**

2 Wednesday, May 22nd, 2024, 6:00 pm

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

5 To view the video recording of the meeting please visit our YouTube channel found [HERE](#).

7 **HR. MIN. SEC.** above the items are timestamps of the YouTube recording.

9 **Call to Order:** Michael Fortune

10 **Chair Roll Call of Commission Members:** Robert Henke, Shelly Nazer, Michael Fortune, Julie Martin, Bob
11 Washburn & Joe Chambers.

12 **Staff in Attendance:** City Manager Ryan Snow, Community Development Director Skarlet Bankhead and City
13 Recorder Ty Cameron.

14 **Members Absent:**

15 **Pledge of Allegiance:** Michael Fortune.

17 **1 MIN. 50 SEC.**

18 **Item No. 1 Approval of Minutes:** The Planning Commission will consider approval of the minutes for
19 updated minutes of April 24th, 2024. [\(MINTUES\)](#)

- The Commission briefly discussed the approval of previous meeting minutes. Bob Washburn noted a minor correction on line 80, which will be corrected by staff. With no further comments, a motion was made.

23 **Motion to approve the minutes of April 24th with previously stated corrections – Bob Washburn. 2nd –**
24 **Shelly Nazer.**

25 **Vote:**

26 **Yea- Robert Henke, Shelly Nazer, Michael Fortune, Bob Washburn & Joe Chambers.**

27 **Nay-**

28 **Abstained-**

29 **Absent-**

31 **Motion passes. Minutes approved.**

33 **Oath of Office of Julie Martin**

- Michael Fortune welcomed Julie Martin, the new alternate member for the Planning Commission, who was approved during the last city council meeting.
- Julie Martin then took her oath of office led by Ty Cameron.

37 **Appointment of Vice Chair**

- The Commission noted the vacancy for the vice chair position due to Brian Marble's completed term. Michael Fortune opened the floor for nominations.
- Robert Henke nominated Shelley Nazer.
- Shelley Nazer nominated Bob Washburn.

- The Commission voted in favor of Shelly Nazer to fill the vice chair vacancy. Shelly Nazer accepted the position.

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

- Michael Fortune opened the floor for public comments.
- Staff indicated that no comments had come in via email or text.
- Michale Fortune closed the public comment portion of the meeting.

Study Items(s):

10 MIN. 40 SEC.

- **Item No. 2 CH Champlain LLC Partial Rezone:** The Planning Commission will review and discuss an application for a partial rezone of a parcel located in the general area of 595 W 300 S. Applicants seek to rezone a portion of parcel 03-002-0007 from Commercial Highway (CHD) to Mixed Use (MXD). [\(REZONE ANALYSIS\)](#)

- Michael Fortune called item 2, gave a brief introduction and asked Skarlet Bankhead to give an overview of the rezone request.
- Scarlett Bankhead provided an overview of the rezone request from CH Champlain LLC for a parcel located in the area of 595 West 300 South, from Commercial Highway District (CHD) to Mixed Use District (MXD). The rezoning would facilitate a mix of residential and commercial uses.
- Key points discussed: Mixed Use districts allow no single use to exceed 50% of the development area. The area is within a mixed-use node which is a small collection of retail and service uses focused on a corner or single block, serving the immediate surrounding neighborhood contemplated by the general plan. Several commission members raised questions about the property's boundary in relation to a nearby stream and whether the property included the stream or not. Comments were made about the need for pathways for pedestrian access within the development.
- Kent Dunkley, representing the potential buyer, presented a concept plan that included commercial elements and affordable housing. He indicated the property line extended to a natural spring area, which would remain open and landscaped. Dunkley discussed potential commercial options, noted that he has a meeting with a prospective developer in the coming days who had ideas for the area.
- A public member, identified as Kendall Pace, suggested reviewing the current code for the Mixed-Use District before proceeding with the rezone as he believes there are a few issues regarding the code.
- The Planning Commission decided that a public hearing would be the next step.

Motion to move rezone request to a public hearing. – Joe Chambers. 2nd – Bob Washburn.
Vote:

Yea- Robert Henke, Shelly Nazer, Michael Fortune, Bob Washburn & Joe Chambers.
 Nay-
 Abstained-
 Absent-

Motion passes, item to be set for a public hearing. A public hearing is scheduled tentatively for June 12th.

1 HR. 10 MIN. 35 SEC.

➤ **Item No. 3 PCC 1-3-2 & PCC 10-6-1 Use Chart and Definitions Amendments:** The Planning Commission will review and discuss a code review for PCC 1-3-2 Definitions and PCC 10-6-1 Use Chart. (CODE REVIEW)

- Michale Fortune called item 3, gave a brief introduction and asked Skarlet Bankhead to give an overview of the amendments.
- Scarlett Bankhead presented proposed amendments to align with Senate Bill 13, which mandates permitting home-based micro schools and micro education entities across all zoning districts. Parties discussed the differences between the two.
- The Commission reviewed the use chart, area regulations and definitions, which hadn't been fully updated in a couple of years. Also included were changes due to evolving definitions and current use patterns, as well as recent ordinances that were passed by the City Council which would accomplish some of what is currently redlined or requested to be updated.
- Key points discussed: Adding Life Cycle Residential and updated commercial definitions. Addressing short-term rentals and reconsidering the owner-occupied requirements.
- Each commission member was asked to individually review the proposed amendments and submit any suggestions to Scarlett Bankhead.
- A consensus was reached to continue this study item to the next meeting. Members were requested to submit their suggestions and comments by the end of the month.

Motion to adjourn meeting. – Julie Martin. 2nd- Bob Washburn.

Vote:

Yea- Robert Henke, Shelly Nazer, Michael Fortune, Bob Washburn & Joe Chambers.
 Nay-
 Abstained-
 Absent-

Motion passes, meeting adjourned.

Minutes approved by vote of Commission on _____ day of _____ 2024.

I swear that these minutes are true and correct to the best of my knowledge.

 Ty Cameron, City Recorder.