



PROVO CITY CORPORATION  
DEVELOPMENT SERVICES DEPARTMENT  
Planning Commission Agenda  
July 09, 2025

### **NOTICE OF PUBLIC HEARING BEFORE THE PLANNING COMMISSION**

**The Provo City Planning Commission will hold a public hearing on July 09, 2025 at 6:00 PM. Located at: Council Chambers 445 West Center Street.** The items listed below will be discussed, and anyone interested is invited to participate and provide comment. Hearings can be viewed live and on-demand at: YouTube youtube.com/user/ProvoChannel17 and on Facebook facebook.com/provochannel17.

### **NOTICE OF PUBLIC MEETING BEFORE PROVO MUNICIPAL COUNCIL**

On Tuesday, **August 5, 2025**, at 5:30 PM. the Provo Municipal Council will consider the items noted below with a star (\*). Items noted on the agendas with a star require legislative action by the Municipal Council. Council agendas can be viewed at the Provo City Council web site on the Thursday prior to the Council meeting at <http://agendas.provo.gov>. For more information, call (801) 852-6120.

Unmarked items are administrative and require the approval only of the Planning Commission. Decisions on the unmarked items may be appealed to the Board of Adjustment by making application by 6:00 PM. **within 14 days of the Planning Commission decision.**

#### Study Session

1. Infill/Incremental Development Standards (Discussion Topic)

#### Public Hearings

- Item 1 Eric Winters requests Project Plan approval for a 206-unit residential project with 18 townhomes and 188 apartments in the MDR (Medium Density Residential) Zone, located at 88 N Geneva Road. Fort Utah Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLPPA20250117
- Item 2 Terry Cirac requests Concept Plan approval for an 8-unit apartment building in a proposed CR (Campus Residential) Zone, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLCP20240345
- \*Item 3 Terry Cirac requests a Zone Map Amendment from the RC (Residential Conservation) Zone to the CR (Campus Residential) Zone in order to develop an 8-unit apartment building, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLRZ20250033
- Item 4 Nicole Anderson requests Concept Plan approval for a new office building on an existing manufacturing site in a proposed M1 (Light Manufacturing) Zone, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLCP20250229
- \*Item 5 Nicole Anderson requests a Zone Map Amendment from the R1.10 (One Family Residential) Zone to the M1 (Light Manufacturing) Zone in order to add a new office building to an existing manufacturing site, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLRZ20250222

Preceding the public hearing, there will be a Study Session at 5:00 PM. at the Provo Peak Conference Room, 445 W Center Street. The Study Session is open to the public; however, formal presentation of items, public comment and actions will be reserved for the public hearing at 6:00 PM.

To send public comments to Planning Commission members, email them at [dspublichearings@provo.gov](mailto:dspublichearings@provo.gov). Please submit public comment emails before 3:00 PM the day of the hearing. Additional information can be found at [provo.gov/publiccomments](http://provo.gov/publiccomments).



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Copies of the agenda materials, public hearing procedure, and staff recommendations are available the week of the hearing at a reasonable cost at 445 W Center Street, Suite 200, Provo between the hours of 7:00 AM. and 6:00 PM., Monday through Thursday. Agendas and staff recommendations are also generally available on the Provo City Development Services web site the week of the meeting at [provo.gov/planningcommission](http://provo.gov/planningcommission).

Provo City will make reasonable accommodations for all citizens interested in participating in this meeting. If assistance is needed to allow participation at this meeting, please call the Development Services Department at (801) 852-6400 before 12:00 PM. the day before the meeting to make arrangements.

By order of the Provo City Planning Commission  
Planning Secretary, (801) 852-6424



**Planning Commission Hearing  
Staff Report  
Hearing Date: July 9, 2025**

**ITEM 1** Eric Winters requests Project Plan approval for a 206-unit residential project with 18 townhomes and 188 apartments in the MDR (Medium Density Residential) Zone, located at 88 N Geneva Road. Fort Utah Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLPPA20250117

<p>Applicant: Eric Winters</p> <p>Staff Coordinator: Dustin Wright</p> <p>Property Owner: DELL COX FAMILY PARTNERSHIP LTD SMITHS FOOD &amp; DRUG CENTERS INC</p> <p>Parcel ID: 39:157:0003 39:157:0007 39:157:0009 39:157:0010</p> <p>Acreage: Approximately 10.71 acres Number of Properties: 4</p> <p>Current Zone: Medium Density Residential (MDR)</p> <p>Council Action Required: No</p>	<p><b>Current Legal Use:</b> Vacant parcels to be developed.</p> <p><b>Relevant History:</b> In 2021, this property was rezoned (PLRZ20200282) from the Community Shopping Center (SC2) zone to the Neighborhood Shopping Center (SC1) and Medium Density Residential (MDR) zones.</p> <p><b>Neighborhood Issues:</b></p> <ul style="list-style-type: none"><li>• Concerns about the extra traffic that will be generated and children playing in the nearby park.</li><li>• There is a desire to have a grocery store on the west side of Provo at this location.</li><li>• Concerns about insufficient parking.</li></ul> <p><b>Summary of Key Issues:</b></p> <ul style="list-style-type: none"><li>• The site has two zones, MDR and SC1, on four parcels that will be consolidated into two lots that follow the two zones. A subdivision plat is under CRC review.</li><li>• This site is designated as a mixed-use village center in the General Plan.</li><li>• This project will be for the residential MDR zoned portion of land, and a future project plan will be for the commercial SC1 portion.</li><li>• The 206-unit residential project has been reviewed by staff and there are a few remaining items being addressed. The applicant is currently working on updates to the amenity spaces to address comments from staff.</li></ul> <p><b>Staff Recommendation:</b> Approval of the requested Project Plan for a new 206-unit residential project with the following conditions:</p> <ol style="list-style-type: none"><li>1. A final plat is approved by CRC and is recorded.</li><li>2. The remaining CRC comments are addressed, and CRC approval is received.</li></ol>
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## **BACKGROUND**

The applicant is requesting approval of a 206-unit, family-occupied project consisting of 18 townhomes and 188 apartment units within the 7.35-acre MDR zoned portion of a 10.71-acre site. The applicant is also working on a subdivision plat that will reconfigure the existing four parcels into two parcels. This will put the existing two zones, MDR and SC1, into their own parcels. Having this plat approved by CRC and recorded has been listed as a recommended condition of approval.

The project will consist of a mix of two and three-bedroom townhome units with attached garages and 76 one-bedroom, 96 two-bedroom, and 16-three-bedroom units throughout eight 3-story apartments.

The project plan has been reviewed by the Coordinators Review Committee (CRC) and the applicant is currently working on updates to the amenity spaces to address comments from staff.

## **FINDINGS OF FACT**

1. Townhomes and apartments are permitted uses in the MDR zone (14.14B.020(1)).
2. The project plan meets the yard requirements of the MDR zone (14.14B.050).
3. This project is for family occupancy, not baching-singles.
4. The max building height is 45 feet in the MDR zone; the proposed building height is 38 feet (14.14B.070).
5. One-bedroom units require 1.5 parking stalls per unit. Two and three-bedroom units require 2.25 parking stalls per unit; there are 76 one-bedroom units and 112 two and three-bedroom units being proposed (14.37).
6. The parking requirement is 407 stalls; the project will provide 411 parking stalls (average of 2 stalls per unit).
7. The minimum amenity score has been reached, and the applicant is working on revised plans to meet the amenity 10% space requirement.

## **STAFF ANALYSIS**

The property was rezoned in 2021 after years of trying to encourage a grocery store at this location. The zone change brought the Kruger Company back to reevaluate the site for a potential grocery store. After another two years of regular meetings between Kruger representatives and the city, Kruger determined not to move forward with a store, even the city's willingness to contribute \$1,000,000 towards the store. Subsequently, Kruger put their land up for sale.

The commercial development in the SC1 Zone anticipates five retail pad sites. These sites may provide needed retail services need in west Provo. The applicant has experience with mixed-use projects like this.

The General Plan has this area designated for a mixed-use village center. This project plan consists of the residential component and the other remaining portion that is zoned SC1 will allow for future commercial developments.

Neighbors have expressed concerns about parking shortages and traffic that will be generated with this development. The applicant has provided sufficient parking to comply with City parking requirements, including short and long-term bicycle parking. The City Traffic Manager has reviewed the traffic study and finds that the additional traffic generated by the development of the site will meet acceptable levels of service with the installation of left turns into the project. It is anticipated that UDOT will require a two-way left turn lane from Geneva Road to 1600 West.

## **CONCLUSION**

Staff find that this project complies with the zoning requirements for the MDR zone with the conditions in the staff recommendation. The parking requirements and traffic have been reviewed, and it has been shown that requirements are being met and that the level of service will remain at appropriate levels.

## **STAFF RECOMMENDATION**

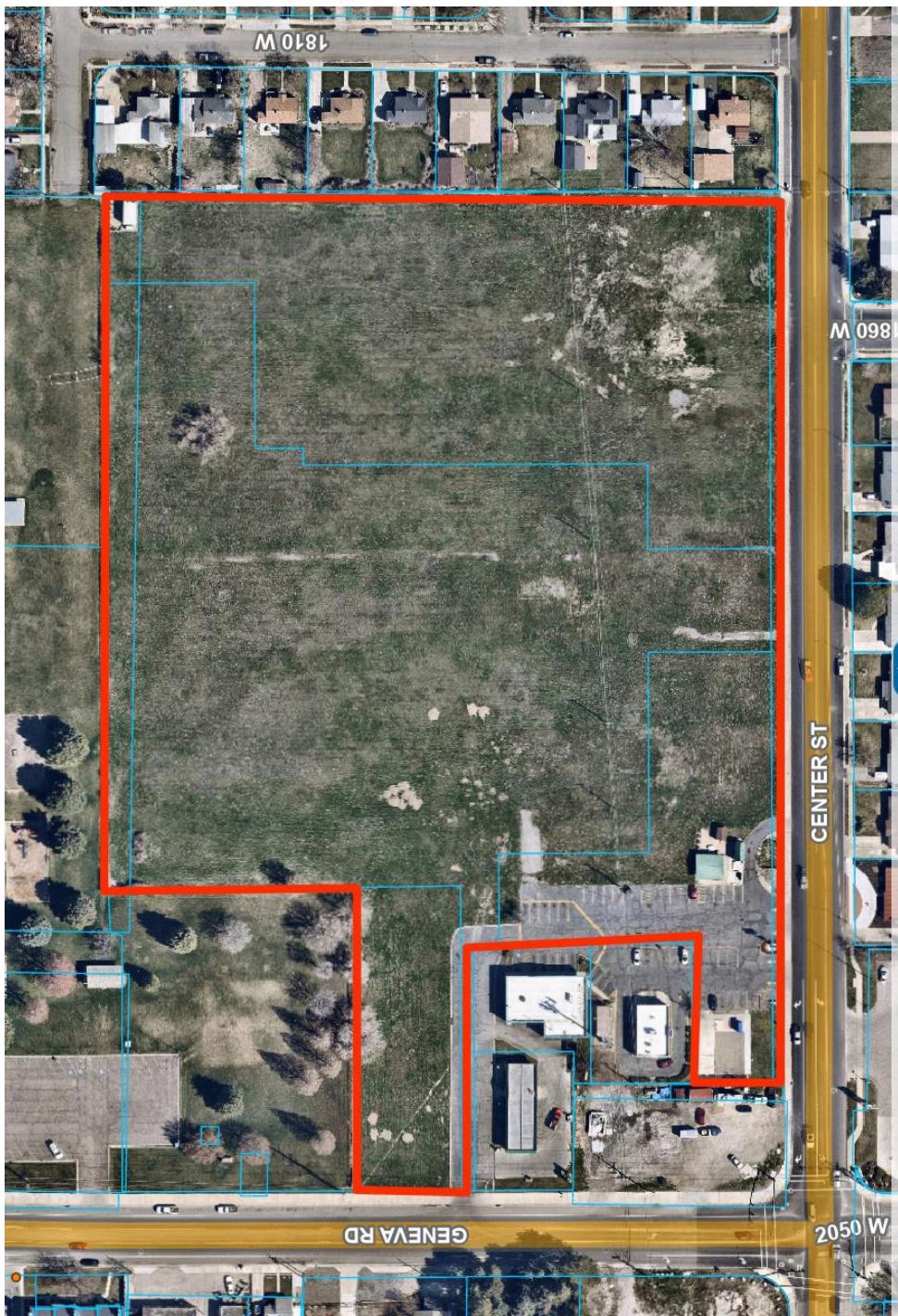
Approval of the requested Project Plan for a new 206-unit residential project with the following conditions:

1. A final plat is approved by CRC and is recorded.
2. The remaining CRC comments are addressed, and CRC approval is received.

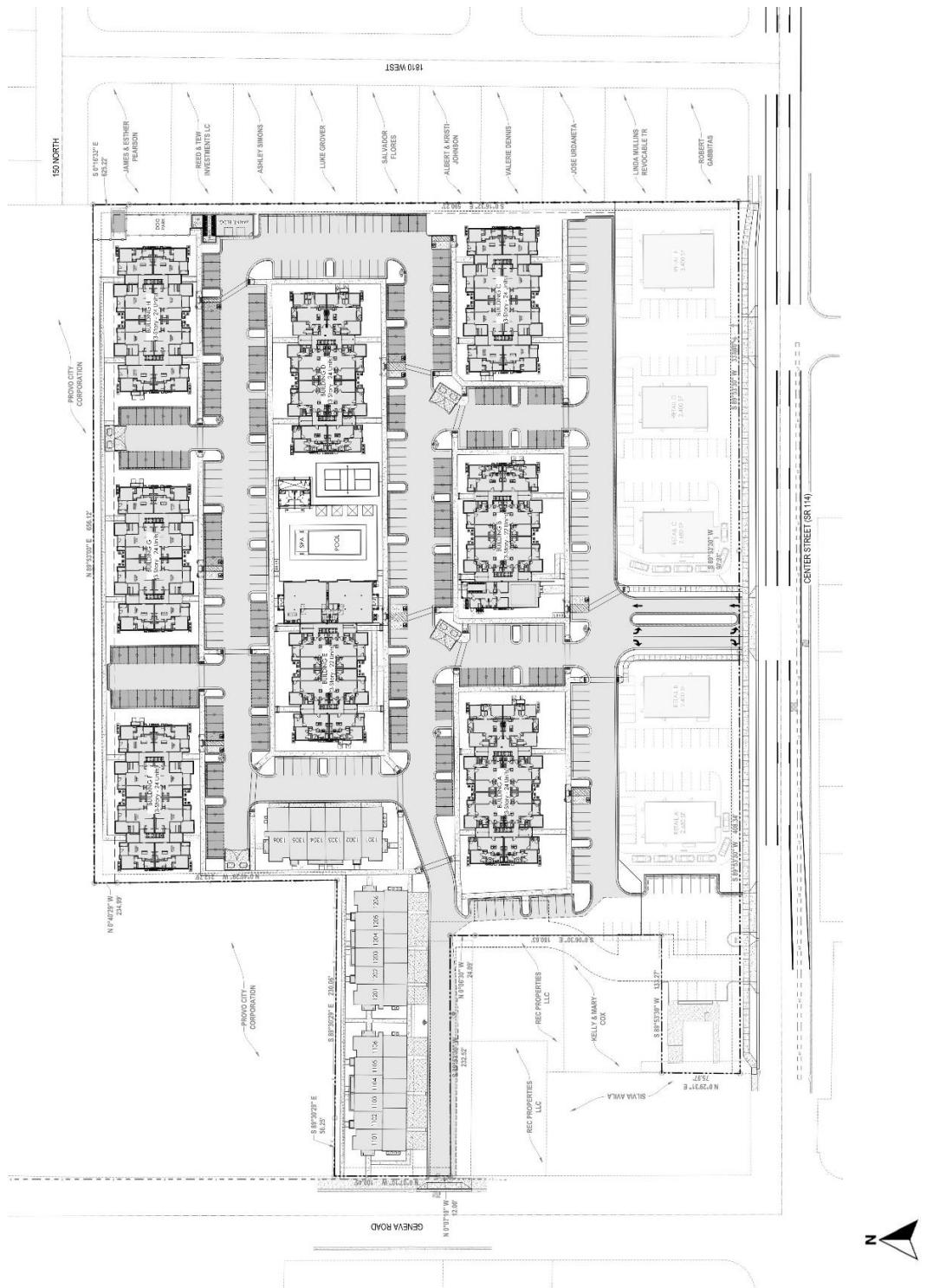
## **ATTACHMENTS**

1. Aerial of Site
2. Site Plan
3. Landscape Plan
4. Elevations

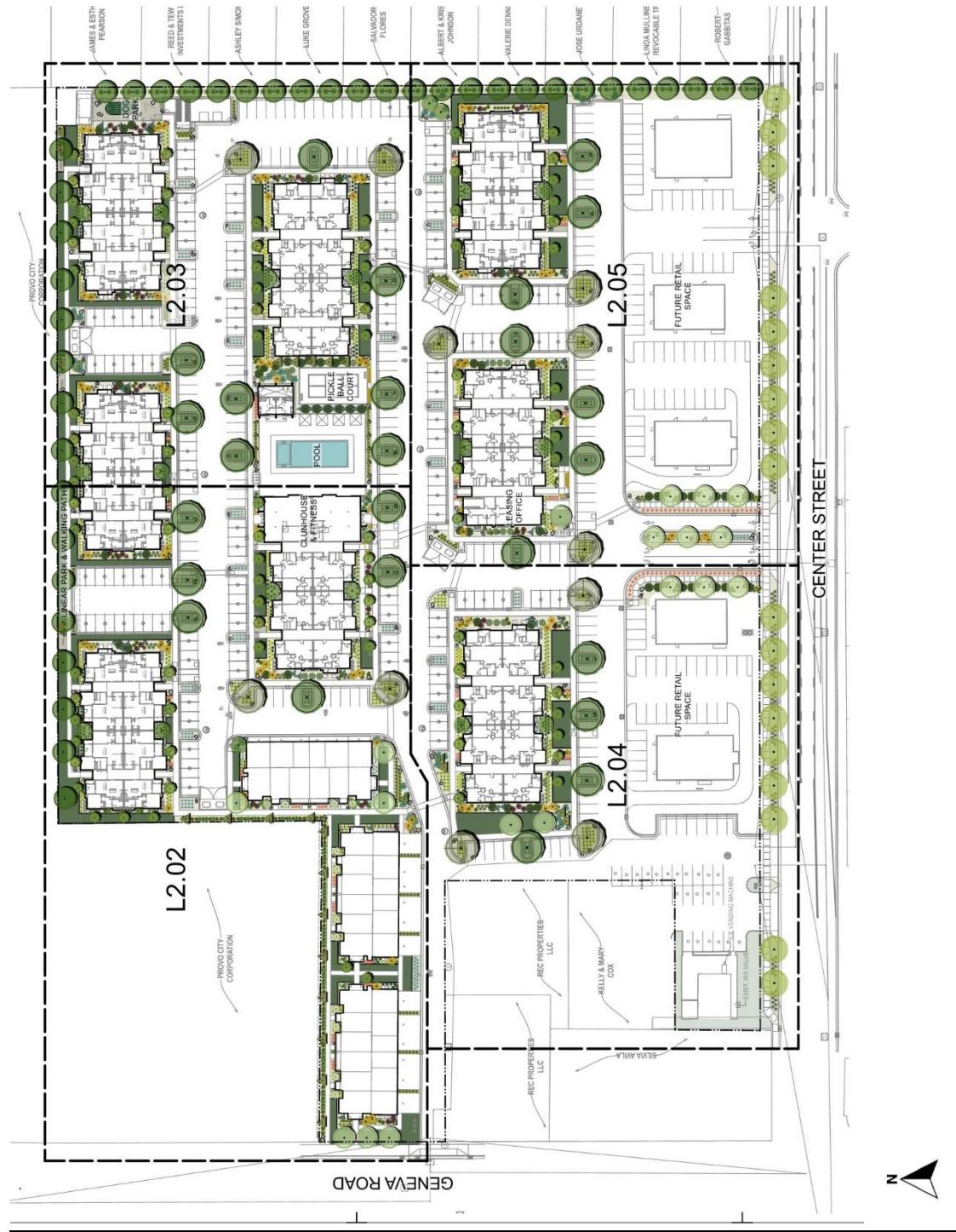
**ATTACHMENT 1 – AERIAL OF SITE**



## **ATTACHMENT 2 – SITE PLAN**



### **ATTACHMENT 3 – LANDSCAPE PLAN**



## ATTACHMENT 4 – ELEVATIONS



**Planning Commission Hearing  
Staff Report  
Hearing Date: July 9, 2025**

**ITEM 2** Terry Cirac requests Concept Plan approval for a 5-unit apartment building in a proposed CR (Campus Residential) Zone, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLCP20240345

<p>Applicant: Terry Cirac</p> <p>Staff Coordinator: Dustin Wright</p> <p>Property Owner: CIRAC, TERRY &amp; LISA Parcel ID#: 21:009:0034 Acreage: Approximately 0.20 Number of Properties: 1</p> <p>Council Action Required: No</p>	<p><b>Current Legal Use:</b> Single-family residential.</p> <p><b>Relevant History:</b> A rezone (PLRZ20250033) application has been submitted with this concept plan. Current Zone: Residential Conservation (RC) Proposed Zone: Campus Residential (CR)</p> <p><b>Neighborhood Issues:</b> A district 4 meeting was held on March 5, 2025. No concerns from residents were expressed at the meeting.</p> <p><b>Summary of Key Issues:</b></p> <ul style="list-style-type: none"><li>• The applicant is looking to increase the density from one unit to five units (originally asking for eight).</li><li>• The concept plan has been approved by CRC.</li></ul> <p><b>Staff Recommendation:</b> Approve the requested concept plan for a five-unit apartment building in a proposed CR zone with the condition:</p> <ol style="list-style-type: none"><li>1. Municipal Council approves the CR rezone request.</li></ol>
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## **BACKGROUND**

The applicant is requesting approval of a concept plan for a five-unit apartment building, on a parcel with approximately 0.20 acres, in a proposed Campus Residential (CR) zone. A rezone application has been submitted with the concept plan.

The concept plan shows how the property would be developed if the rezone is approved. The property currently has a single-family home, and it is proposed that it is replaced with a five-unit apartment building. The RC zone doesn't allow new units to be established on a property, so the rezone is needed for the property to increase density.

## **FINDINGS OF FACT**

- The original request with the concept plan was for eight units. This unit count has been reduced to five units to be able to meet the CR zoning requirements.
- The item was discussed at the March 5, 2025 district meeting.
- Apartments are a permitted use in the proposed CR zone. 14.14E.020
- The lot meets the minimum lot standards. 14.14E.020
- The concept plan meets the setback requirements. 14.14E.050
- Max building height of 75' would not be exceeded. 14.14E.070
- Ten parking stalls would be required and 10 are provided.

## **STAFF ANALYSIS**

Staff has reviewed the proposed concept request and is in support. The proposed use allows this underutilized parcel to be used more consistently with the surrounding properties that have higher densities. The zone that is being requested works well for this type of infill development within such a close proximity to BYU.

By reducing the number of units originally proposed, the applicant has shown, in concept, how the property could be developed to meet the requirements of the proposed zone and no conflicts with adjacent property are anticipated with the proposed rezone.

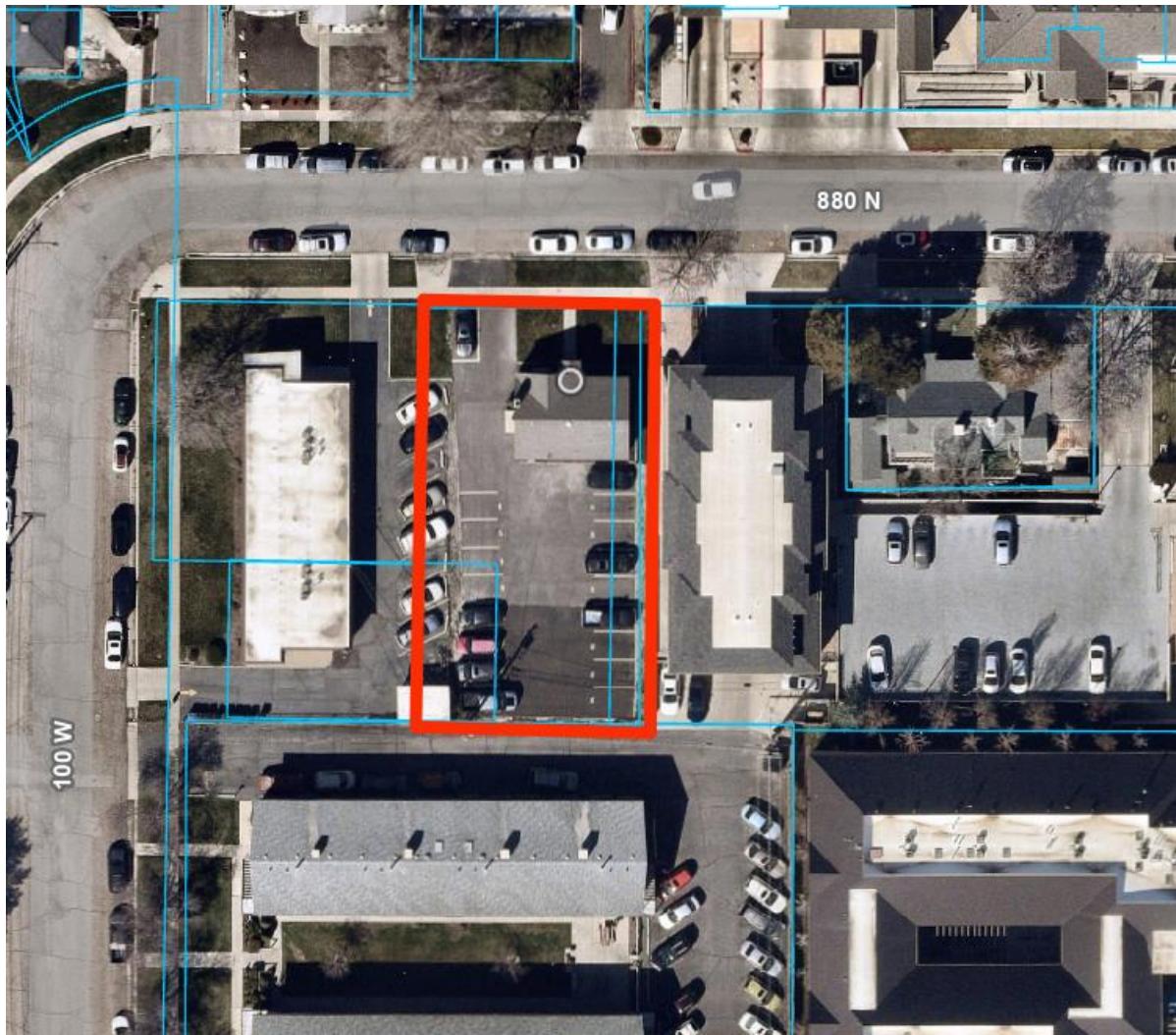
## **CONCLUSION**

The applicant has reduced the number of units that he was originally planning to be able to meet the zoning requirements of the proposed CR zone. Staff have verified that the concept would be feasible under the CR zone. With close proximity to BYU, the desired zone provides an appropriate way for the property to develop congruently with the surrounding properties. It will not negatively impact those adjacent property owners.

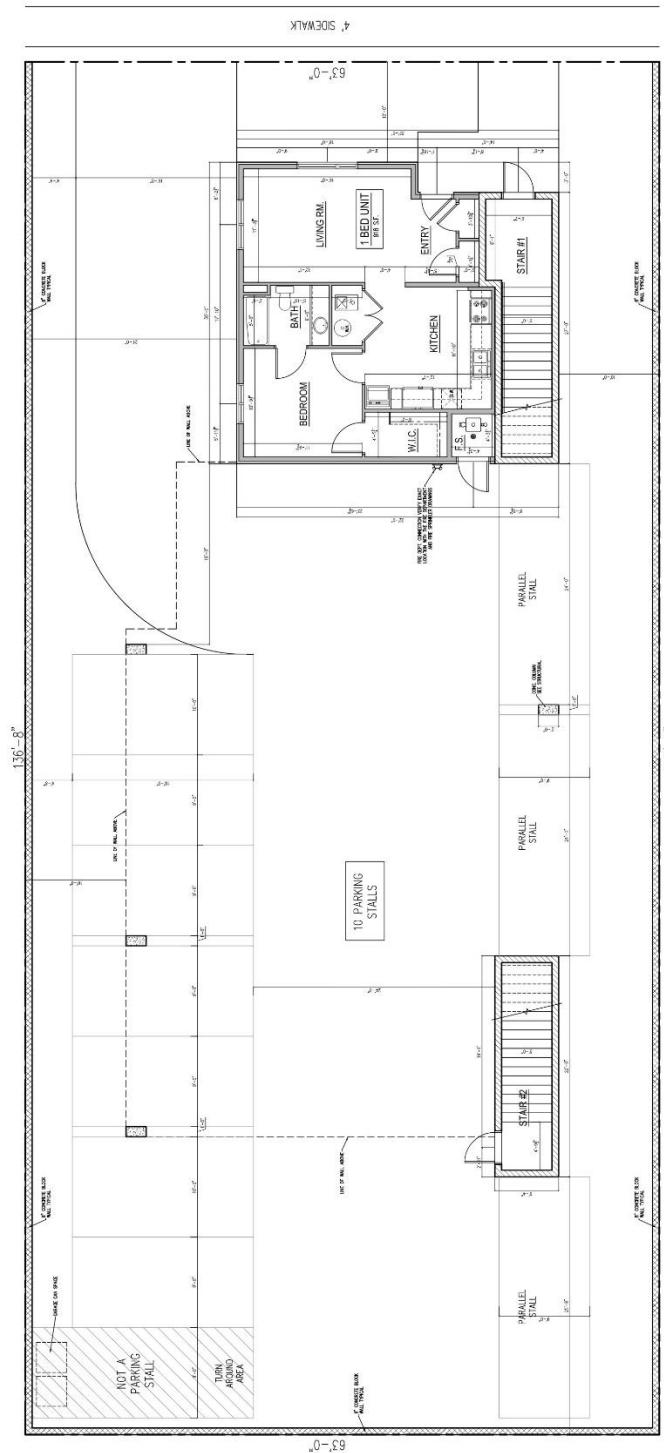
## **ATTACHMENTS**

1. Area
2. Concept Plan
3. Landscape Plan
4. Elevations

**ATTACHMENT 1 – AREA**



## **ATTACHMENT 2 – CONCEPT PLAN**



### **ATTACHMENT 3 – LANDSCAPE PLAN**



**ATTACHMENT 4 – ELEVATIONS**



**Planning Commission Hearing  
Staff Report  
Hearing Date: July 9, 2025**

**\*ITEM 3** Terry Cirac requests a Zone Map Amendment from the RC (Residential Conservation) Zone to the CR (Campus Residential) Zone in order to develop a 5-unit apartment building, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLRZ20250033

<p>Applicant: Terry Cirac</p> <p>Staff Coordinator: Dustin Wright</p> <p>Property Owner: CIRAC, TERRY &amp; LISA Parcel ID#: 21:009:0034</p> <p>Acreage: Approximately 0.20 Number of Properties: 1</p> <p>Current Zone: Residential Conservation (RC) Proposed Zone: Campus Residential (CR)</p> <p>Council Action Required: Yes Development Agreement: No</p> <p><b>ALTERNATIVE ACTIONS</b></p> <ol style="list-style-type: none"><li>1. <b>Continue</b> to a future date to obtain additional information or to further consider the information presented. The next available meeting date is August 13, 2025, at 6:00 p.m.</li><li>2. <b>Recommend denial</b> of the requested Rezone Application. This action <u>would not be consistent</u> with the recommendations of the Staff Report. The Planning Commission should <u>state new findings</u>.</li></ol>	<p><b>Current Legal Use:</b> Single-family residential.</p> <p><b>Relevant History:</b> The property was rezoned to RC in 2002. The RC zone does not allow new units to be added. Existing units can be replaced but density cannot be added in the RC zone. A concept plan (PLCP20240345) application has been submitted with this rezone.</p> <p><b>Neighborhood Issues:</b> A district 4 meeting was held on March 5, 2025. No concerns from residents were expressed at the meeting.</p> <p><b>Summary of Key Issues:</b></p> <ul style="list-style-type: none"><li>• The applicant is looking to increase the density from one unit to five units (originally asking for eight).</li><li>• The CR zone would allow for the increased density that the applicant is pursuing.</li><li>• The General Plan calls for Residential Development, so there is no need to amend the General Plan Map for this rezone.</li></ul> <p><b>Staff Recommendation:</b> The Planning Commission forwards a positive recommendation to the Municipal Council for the requested rezone from RC to CR.</p>
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## **BACKGROUND**

The applicant is requesting approval for a parcel of land (Attachment 1), in the Residential Conservation (RC) zone, to be rezoned to the Campus Residential (CR) zone.

The applicant has submitted a concept plan application showing how the property would be developed if the rezone is approved. The property currently has a single-family home, and it is proposed that it is replaced with a five-unit apartment building. The RC zone doesn't allow new units to be established on a property, so the rezone is needed for the applicant to be able to move forward, increasing the density of the property.

The proposed rezone area will consist of one parcel, totaling approximately 0.20 acres of land. The property is currently zoned RC like the properties to the north, east and west. The property to the south is zoned CR, which is the same as what is being requested for this site.

## **FINDINGS OF FACT**

- The original request with the concept plan was for eight units. This unit count has been reduced to five units to be able to meet the CR zoning requirements.
- The General Plan designation for this location is Residential.
- The requested rezone is for a proposed residential use.
- The item was discussed at the March 5, 2025 district meeting.
- The CR zone is established to encourage high density housing near BYU. 14.14E.010
- The property is near BYU.

## **STAFF ANALYSIS**

Staff has reviewed the proposed rezone request and is in support of the rezone because it allows this underutilized parcel to be used more consistently with the surrounding properties that have higher densities. The zone that is being requested works well for this type of infill development within such a close proximity to BYU.

By reducing the number of units originally proposed, the applicant has shown, in concept, how the property could be developed to meet the requirements of the proposed zone and no conflicts with adjacent property are anticipated with the proposed rezone.

Sec. 14.020.020(2) establishes criteria for the amendments to the zoning title as follows: **(Staff response in bold type)**

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.

**Staff response: The proposed CR zone will allow the land to be developed more consistently with the surrounding land and increase the housing options in the area.**

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

**Staff response: This infill development will create new housing opportunities near BYU.**

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

**Staff response: The General Plan calls for residential at this location. The proposed development will allow additional housing development located near BYU. This is a good location for this infill development, and it is consistent with the General Plan goals for areas of small-scale infill housing.**

- (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 that would be affected with this rezone request.**

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

**Staff response: Staff does not believe that this rezone would hinder the General Plan as it is in alignment with the desired land use for the area.**

- (f) Adverse impacts on adjacent land owners.

**Staff response: There would not be any direct impacts on adjacent land owners.**

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

**Staff response: The land use map from the General Plan has been reviewed and found to be correct for this area.**

- (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: There are no conflicts noted by staff.**

## **CONCLUSION**

The applicant has reduced the number of units that he was originally planning to be able to meet the zoning requirements of the proposed CR zone. Staff has verified that the concept would be feasible under the CR zone. With a close proximity to BYU, the desired zone provides an appropriate way for the property to develop congruently with the surround property. It will not negatively impact those adjacent property owners.

## **ATTACHMENTS**

1. Area to be Rezoned
2. Current Zone Map
3. General Plan Map

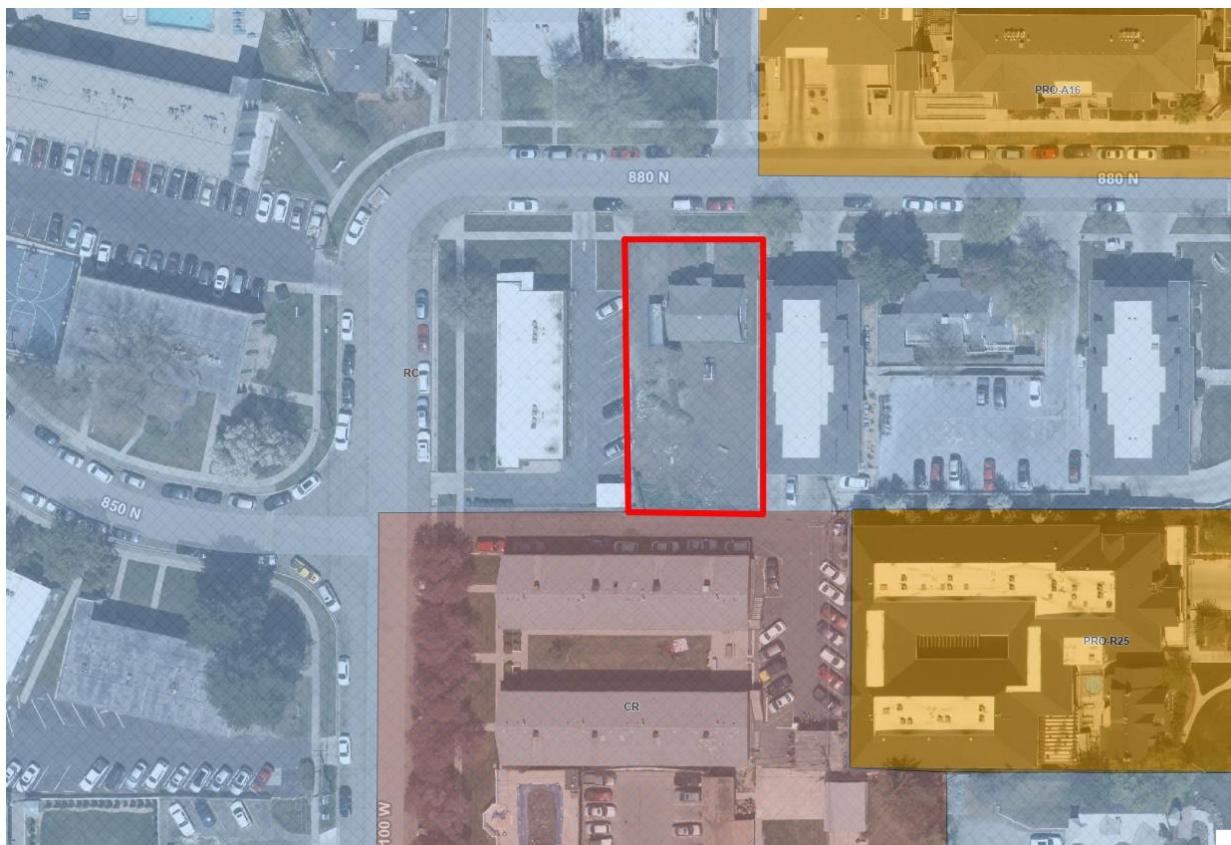
**ATTACHMENT 1 – AREA TO BE REZONED**



Legal Description:

COM. ON S LINE OF 9TH N WHICH PT IS 12.62 CHS W & S 1 W 4.775 CHS N 89 W 3 RODS FROM NE COR OF SEC 1, T 7 S, R 2 E, SLB&M; W 63 FT; S 1 W 2.07 CHS; S 89 E 63 FT; N 1 E 2.07 CHS TO BEG. AREA .20 OF AN ACRE.

**ATTACHMENT 2 – CURRENT ZONE MAP**



**ATTACHMENT 3 – GENERAL PLAN MAP**



**Planning Commission Hearing  
Staff Report  
Hearing Date: July 9, 2025**

**ITEM 4** Nicole Anderson requests Concept Plan approval for a new office building on an existing manufacturing site in a proposed M1 (Light Manufacturing) Zone, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLCP20250229

<p><b>Applicant:</b> DHCO PROPERTIES LLC; Nicole Anderson</p> <p><b>Staff Coordinator:</b> Aaron Ardmore</p> <p><b>Property Owner:</b> DHCO PROPERTIES LLC</p> <p><b>Parcel ID#:</b> 49:898:0001</p> <p><b>Acreage:</b> 6.48</p> <p><b>Number of Lots:</b> 1</p> <p><b>Proposed Addition:</b> 2,600 sq. ft.</p>	<p><b>Current Legal Use:</b> The property is occupied by ProSteel Security Products, which includes manufacturing and warehousing of steel products, with associated office spaces.</p> <p><b>Relevant History:</b> ProSteel has occupied the property for decades and had previously been in the M1 Zone. City Council action in 2017 (17-0007R) rezoned all of the M1 areas west of South State Street to R1.10 to prevent new industrial development, an outcome of the goals in the Southeast Neighborhoods Plan.</p> <p><b>Neighborhood Issues:</b> This item is scheduled for the August 12<sup>th</sup> District 2 agenda. Staff have not received any feedback at the time of this report.</p> <p><b>Summary of Key Issues:</b></p> <ul style="list-style-type: none"><li>• The requested zone change puts the property back into the M1 Zone to allow for an office expansion.</li><li>• Proposed office will need Project Plan Planning Commission approval prior to building permit.</li></ul> <p><b>Staff Recommendation:</b> That the Planning Commission approve the proposed concept plan.</p>
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## **OVERVIEW**

The property owners at 1400 South State Street are seeking concept plan approval for a new office building for the ProSteel Security Products headquarters, related to a zone map amendment request to the M1 Zone.

The concept plan indicates a new office building adjacent to the existing office building, fronting South State Street, with related improvements in landscaping and parking directly around the new office. The rest of the site would remain unchanged. The new building would be a two-story office space with eight small offices, a conference room, and a showroom. Concepts for the exterior show a combination of stucco, wood, and metal with a large percentage of glass on each façade.

The conceptual site plan shows surface parking directly in front, and to each side of the building with the installation of enhanced parking lot landscaping. The project will also include frontage improvements along South State Street to meet city standards, and staff anticipate the future Project Plan will also meet the standards of the South State Street Design Corridor.

## **FINDINGS OF FACT**

1. The current zone is R1.10 (Provo City Code 14.10)
2. The proposed zone is M1 (Provo City Code 14.27)
3. The concept plan shows approximately 2,600 square feet of office space.
4. The required parking for the concept is 10 spaces.

## **CONCLUSIONS**

Staff are comfortable with the proposed concept plan and related improvements it will bring to the property, and we fully anticipate the ability to meet all city standards once the Project Plan application is needed. We want to support this long-standing Provo business and recommend approval for the applicant to move forward.

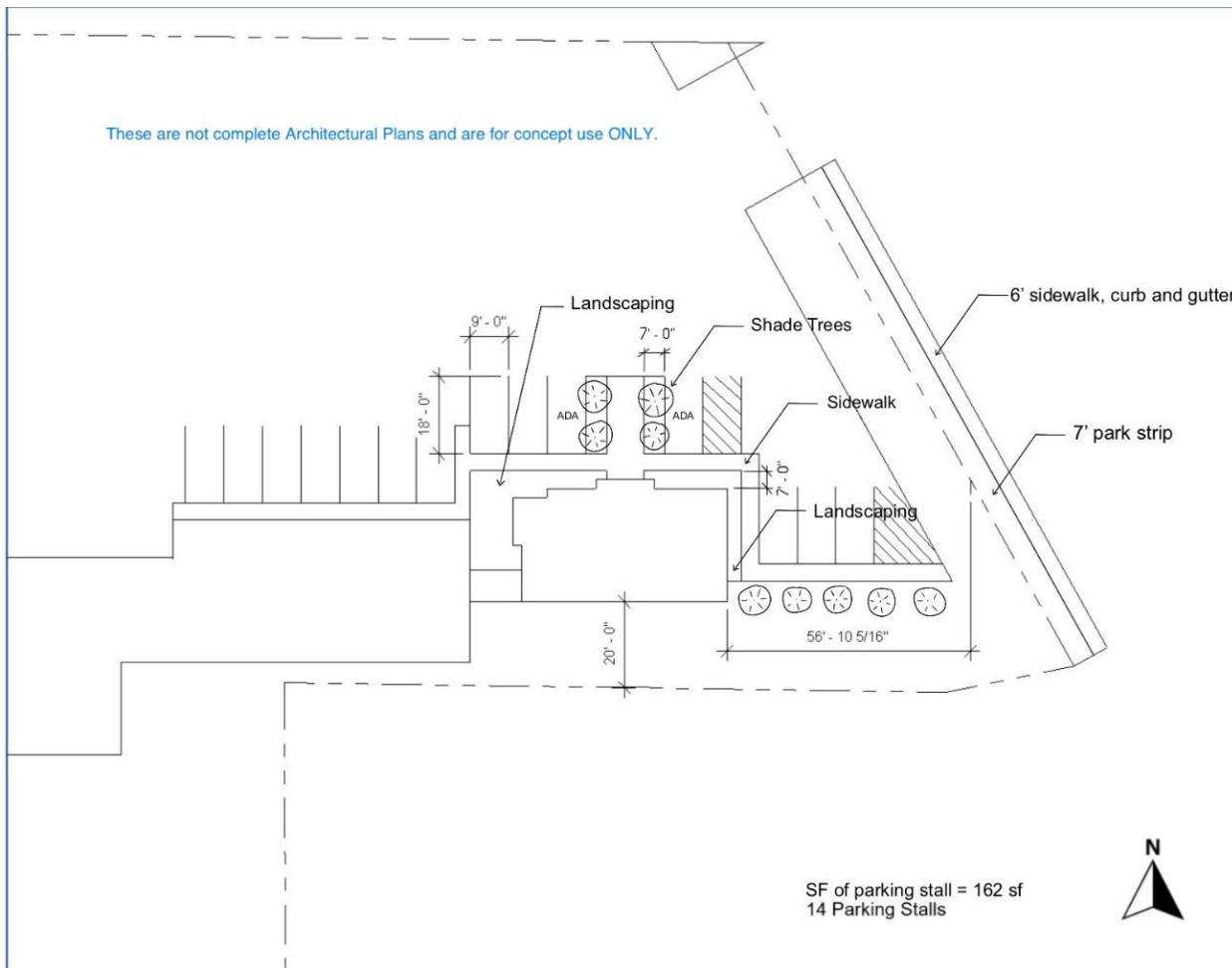
## **ATTACHMENTS**

1. Area Map
2. Site Plan
3. Elevations
4. Floor Plans
5. Property Photos

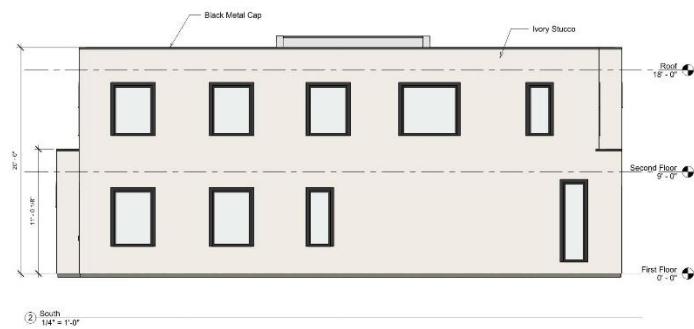
**ATTACHMENT 1 – AREA MAP**



**ATTACHMENT 2 – SITE PLAN**



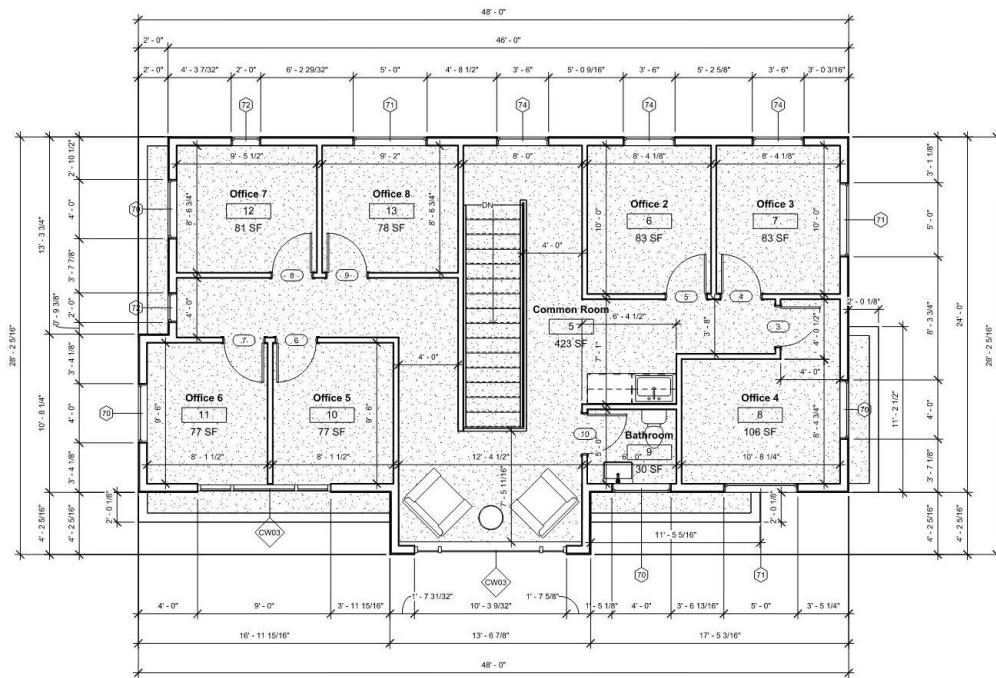
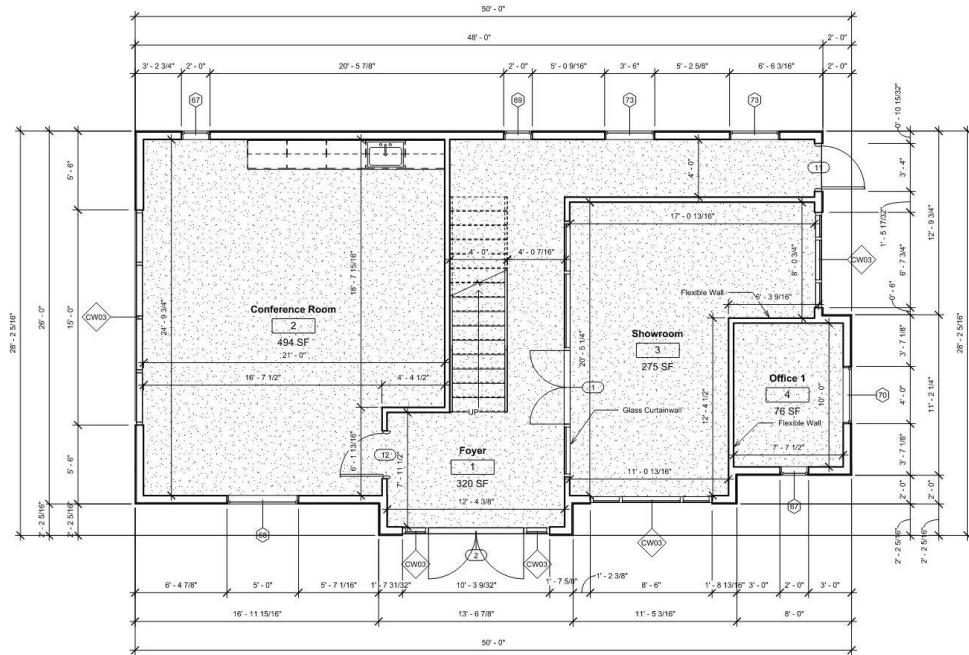
### **ATTACHMENT 3 – ELEVATIONS**



These are not complete Architectural Plans and are for concept use ONLY.



**ATTACHMENT 4 – FLOOR PLANS**



**ATTACHMENT 5 – PROPERTY PHOTOS**



**Planning Commission Hearing  
Staff Report  
Hearing Date: July 9, 2025**

**\*ITEM 5** Nicole Anderson requests a Zone Map Amendment from the R1.10 (One Family Residential) Zone to the M1 (Light Manufacturing) Zone in order to add a new office building to an existing manufacturing site, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLRZ20250222

**Applicant:** DHCO PROPERTIES LLC;  
Nicole Anderson

**Staff Coordinator:** Aaron Ardmore

**Property Owner:** DHCO  
PROPERTIES LLC

**Parcel ID#:** 49:898:0001

**Acreage:** 6.48

**Number of Lots:** 1

**Current Legal Use:** The property is occupied by ProSteel Security Products, which includes manufacturing and warehousing of steel products, with associated office spaces.

**Relevant History:** ProSteel has occupied the property for decades and had previously been in the M1 Zone. City Council action in 2017 (17-0007R) rezoned all of the M1 areas west of South State Street to R1.10 to prevent new industrial development, an outcome of the goals in the Southeast Neighborhoods Plan.

**Neighborhood Issues:** This item is scheduled for the August 12<sup>th</sup> District 2 agenda. Staff have not received any feedback at the time of this report.

**Summary of Key Issues:**

- The property has been operating the same way for decades.
- The R1 zoning makes their use legal, nonconforming; restricting any additions to the office space.
- The requested zone change puts the property back into the M1 Zone to allow for an office expansion.

**Staff Recommendation:** That the Planning Commission recommends approval of the proposed zone map amendment to the City Council.

**ALTERNATIVE ACTIONS**

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is August 13<sup>th</sup>, 2025, at 6:00 P.M.*
2. **Recommend Denial** of the requested zone map amendment. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

## **OVERVIEW**

Property owners at 1400 South State Street are requesting a zone map amendment from the R1.10 Zone to the M1 Zone in order to build additional office space on the ProSteel campus.

Understanding the history of the zoning on this property is important to this request. From the 1940's until 2017, this property was under the M1 Zone. ProSteel started operations at the site in 1947 and have been in operation continuously. When the Southeast Neighborhoods Plan was adopted by the City Council in 2016 it included goals of incentivizing multi-family housing on the west side of South State Street as a strategy to both relieve the housing pressure in the single-family neighborhoods to the east and to restrict incompatible industrial uses in this corridor. Then, in 2017, as an implementation step of the Southeast Neighborhoods Plan, staff brought forward a rezone request for all the M1 properties west of South State Street to be zoned MDR (Medium Density Residential). However, through the Planning Commission and City Council hearings, that zone change was amended to the R1 Zone in order to allow the City Council to review each individual multi-family housing proposal. Since that rezone took place, a majority of the area has been rezoned to different multi-family zones, with the subject property being one of the remaining R1 pieces.

Having ProSteel operate as a legal, nonconforming use in a R1 Zone restricts the use from "expansion or alteration" per Provo City Code 14.36.040 and would not allow the business to grow.

The surrounding uses and zones include industrial to the east and north within the R1 Zone, and a multi-family housing development to the west and south within the MDR Zone.

## **STAFF ANALYSIS**

Staff believe that the goals and intent of the Southeast Neighborhoods Plan have mostly been met for this area and continuing to have the restrictive R1 Zone on a thriving Provo business would adversely impact the owner and the city. The zone change proposed does not create any new industrial uses but would allow for an attractive office addition for a valued community business.

Further analysis regarding the zone change in relation to the General Plan, per Provo City Code 14.02.020 is below: (staff responses in bold)

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.

**Staff Response:** The applicant states the zone change would allow for “continued growth and operations of ProSteel Security Product Inc., a long-standing and successful business headquartered in Provo” and goes on to state, “Retaining and supporting this business is crucial to maintaining high-quality employment and commercial activity in the area.” Staff agree with the above purposes and believe that there are strong economic development purposes for the amendment in question.

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

**Staff Response:** Staff believe that the proposed M1 Zone is the best way to achieve the above purposes, and that returning to the zone they had previously will enable the business to stay in Provo and grow as needed.

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

**Staff Response:** The proposed amendment is compatible with goals in Chapter 5 of the General Plan, specifically 1a to “Explore implementing strategic investments to attract new businesses while continuing to support growth of local businesses.”

- (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:** There should be no obstruction of reaching the General Plan’s articulated policies with this request.

- (f) Adverse impacts on adjacent landowners.

**Staff Response:** The surrounding area includes industrial uses to the east and north, and a multi-family housing development to the south. Because

**the use has already been established, staff do not believe that a small office addition would adversely impact any of the adjacent landowners.**

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

**Staff Response: Staff have verified the zoning and General Plan designations are correct.**

(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: The policies of the General Plan take precedence in this case. The importance of retaining quality businesses in the policies of the General Plan outweigh the “residential” designation of the land within the General Plan map.**

### **APPLICABLE ZONING CODES**

M1 Zone – Provo City Code 14.27

Nonconforming Uses – Provo City Code 14.36.040

### **CONCLUSIONS**

Staff are in full support of the proposed zone change to support the retention and growth of local businesses and jobs in Provo.

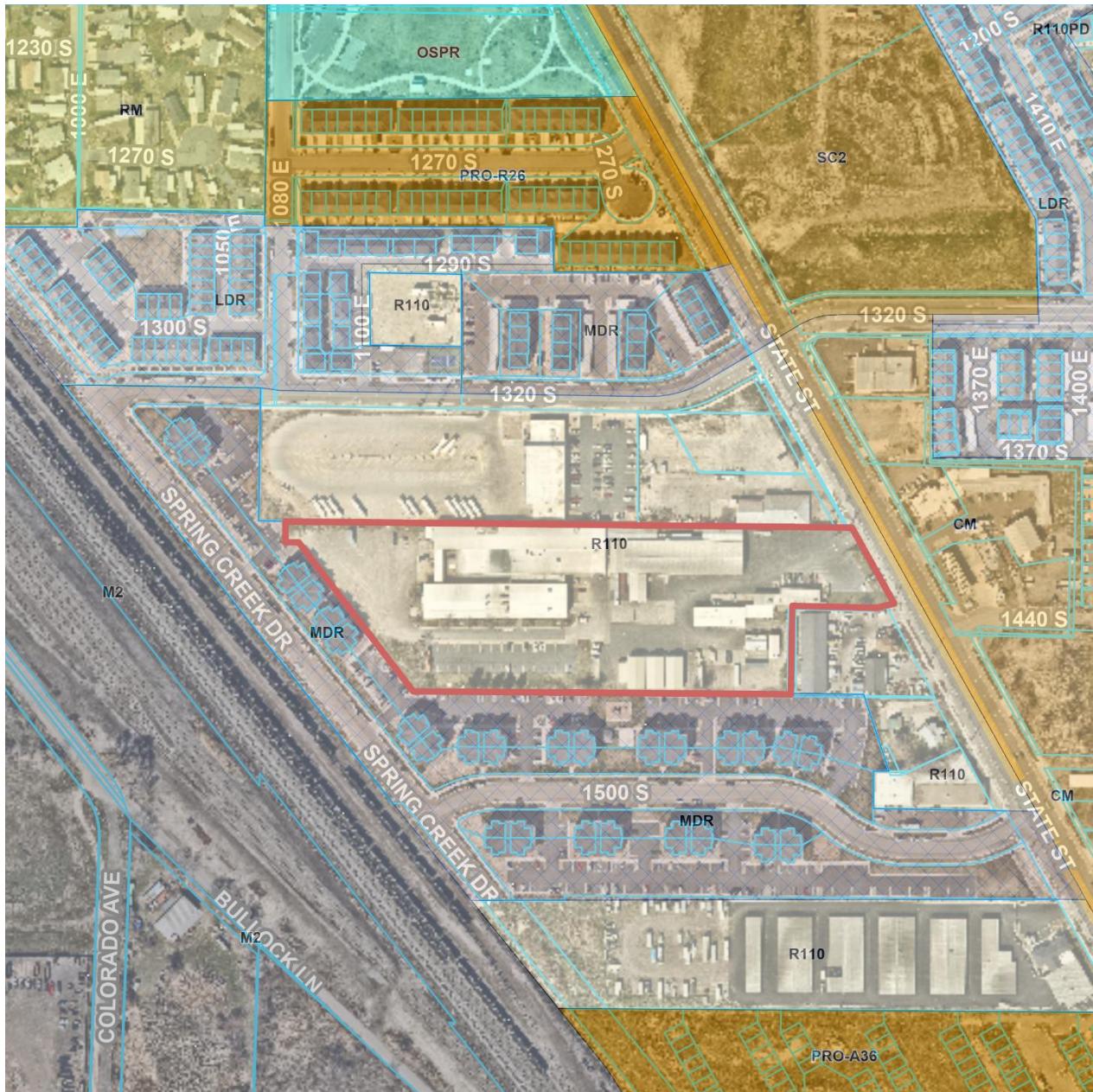
### **ATTACHMENTS**

1. Property Map
2. Zone Map
3. General Plan Map
4. Concept Site Plan
5. Applicant Rezone Written Description

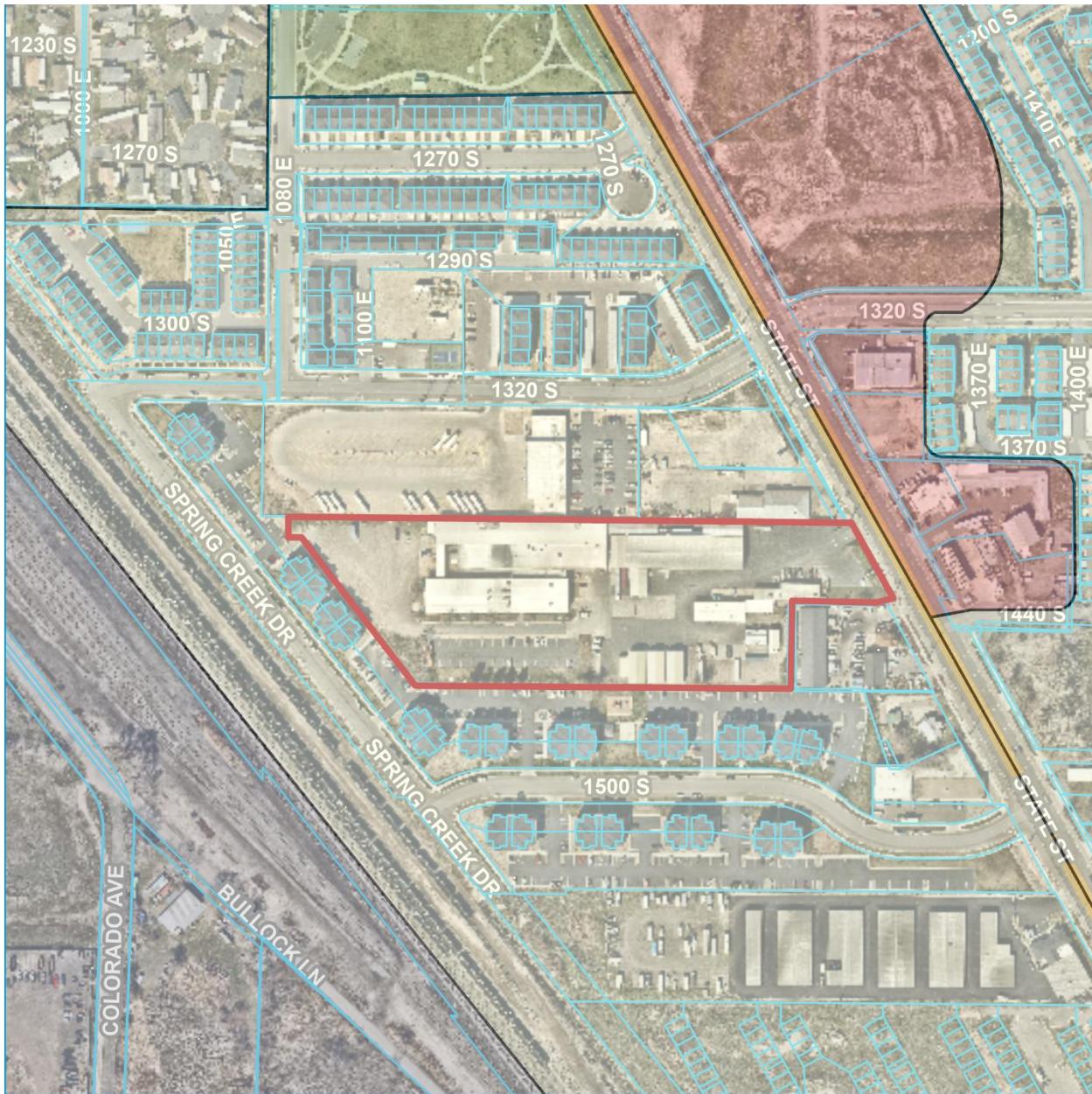
## **ATTACHMENT 1 – PROPERTY MAP**



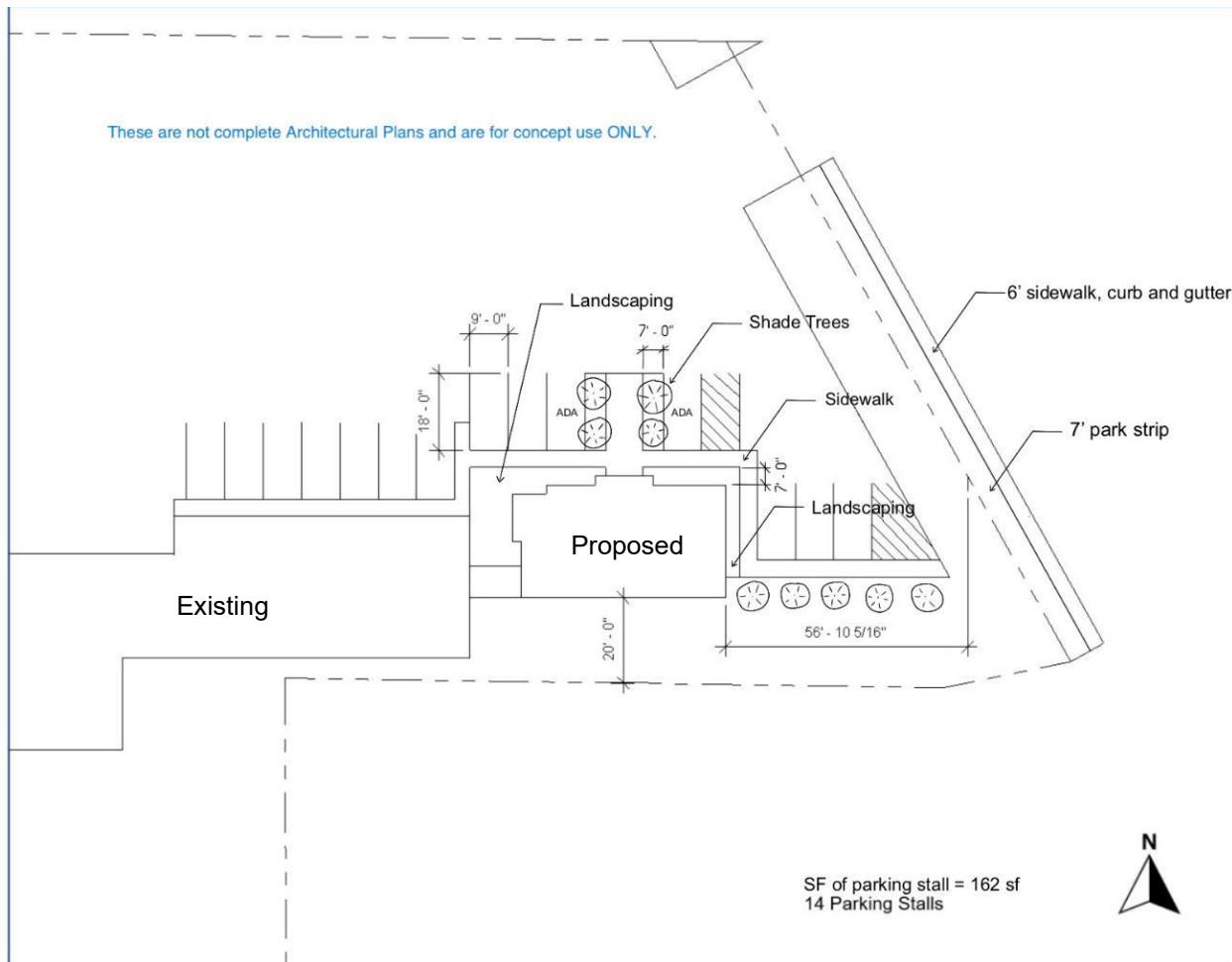
**ATTACHMENT 2 – ZONE MAP**



**ATTACHMENT 3 – GENERAL PLAN MAP**



**ATTACHMENT 4 – CONCEPT SITE PLAN**



## **ATTACHMENT 5 – APPLICANT REZONE WRITTEN DESCRIPTION**

# **Rezone Written Description**

## **Request**

We respectfully petition the Provo City Council to approve a zone change from R110 to M1I for the above-referenced property. This change would allow the construction of a new office building to support the continued growth and operations of ProSteel Security Product Inc., a long-standing and successful business headquartered in Provo.

## **Justification for Zone Change**

**Support for Local Business:** The property is the operational hub for a highly successful safe manufacturing company that has made contributions to Provo's economy. Retaining and supporting this business is crucial to maintaining high-quality employment and commercial activity in the area.

**Historical Land Use:** For many years, the property has been used for commercial and industrial purposes, including multiple warehouses and an existing office building. The recent zoning designation as residential was inconsistent with the property's historical and functional use. This change was made against the recommendation of the Planning Commission and under a previous City Council.

**Compatibility with Surrounding Uses:** The surrounding area already includes industrial and commercial activity, making the proposed zone change compatible with adjacent land uses. The construction of an additional office building would not introduce new or conflicting uses to the neighborhood.

**Efficient Use of Land:** Allowing additional office development on the site will optimize land that is already developed and serviced by existing infrastructure, avoiding unnecessary sprawl and maximizing the economic utility of the site.

## **Conformance with the Provo City General Plan**

The proposed zone change aligns with the goals and policies of the Provo City General Plan, particularly in the following ways:

**Economic Development:** The General Plan encourages the retention and expansion of existing businesses that provide stable, long-term employment opportunities. Approving this zone change directly supports this objective by enabling a key employer to grow within city limits.

**Land Use Compatibility:** The plan supports logical land use transitions and the development of properties in ways that are harmonious with surrounding uses. Restoring the commercial zone to this property aligns with both historical land use and current development patterns in the area.

**Smart Growth and Redevelopment:** The Plan encourages infill development and redevelopment in established areas where infrastructure already exists. The proposed office expansion represents smart, sustainable growth that avoids the need for additional infrastructure investment.

## Conclusion

We believe the proposed zone change is both reasonable and necessary to support the continued success of a valued local business, ensure consistent land use policy, and advance the objectives of the Provo City General Plan. We respectfully request that the Planning Commission and City Council approve this petition and restore the property's zoning designation to Commercial.

Respectfully submitted,

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Greg Clements  
VP of Finance  
[glements@prosteel.us](mailto:glements@prosteel.us)

**Tracy Cowley | March 23, 2025**

***Center Street subdivision plan***

We still dont have a grocery store for this neighborhood!!!! And Geneva Rd. traffic is abysmal!!!! Dont allow more high density housing in this area until those two items are resolved!!!

Tracy Cowley

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**Elaine Heperi | March 24, 2025**

***Smith's lot corner of Geneva rd and Center st***

Dear Mr Wright,

I am writing to you in regards to the proposed plans for the Smith's lot on the corner of Geneva Rd and Center St. (PLFSUB202550122) and (PLPPA20250117).

I live here on the west side of Provo, just south of Harbor Park area. I am very dismayed about the plans for the empty lot owned by Smith's grocery store. Although I am supportive of progress for our City, I do not support this proposal. For years (I've lived here for 28 years) we were promised a grocery store in this area. The West side. The Walmart just announced is going to be in south Provo. I shop at the Walmart in Orem which is still closer to me than the new Walmart will be. So why don't I just keep shopping there and not complain? Because it's in Orem and I'd rather spend my money in Provo!

I also would like to drive my car less miles as it cuts down on gasoline use. It would be a great savings for my budget plus hopefully helps lessen my carbon footprint.

I know that the city wanted to "force Smith's hand" with the rezoning of the property. Obviously, it didn't work. So now because that plan did not work we go for this plan for more housing? This will cause much more congestion and parking problems more than a store would do. I believe that the city has not quite understood the needs of the west side residents. I really thought that was the purpose of our city government; to protect and improve the lives of their citizens.

I implore you and those involved in these decisions to reconsider and reject this housing proposal. I feel it would promote the assurance that our Provo City government really cares about their residents.

Thank you for taking time to hear about my concerns for our west side community.

Sincerely,

Elaine Heperi

**Brooke Leany | March 26, 2025**

***Parking Concerns for Fort Utah Park Development***

Dear Mr. Wright,

I am a resident of western Provo and a former resident of developments similar to the one planned near Fort Utah Park. From firsthand experience, one issue stands out: inadequate parking.

Many of these communities were designed under the assumption that young families would occupy the units, leading to a parking allocation of two spaces per unit. However, in reality, they are often home to young professionals with multiple roommates. Instead of two vehicles per unit, there are frequently three or four, overwhelming available parking. This forces residents to use visitor spaces, overflow onto streets, and park in nearby neighborhoods, creating congestion and frustration for the entire community.

I urge you to reassess the parking ratio for this development and require at least one parking space per bedroom. This is not an isolated issue but a widespread problem across Utah Valley. Thoughtful planning now can prevent the same parking challenges from repeating in this neighborhood.

Thank you for your time and consideration. I appreciate your efforts in making responsible planning decisions for our community.

Best,

Brooke Welton

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**Linda Z. Mullins | March 31, 2025**

***Parking Concerns for Fort Utah Park Development***

Dear Councilwoman Bogdin:

I have recently heard that the City is planning to add 200 plus apartments in the open area on west Center Street and Geneva Road. Center Street and Geneva Road already cannot handle rush hour traffic. Those of us on the west side of the freeway work, pay our taxes, and contribute to the local economy. Most of us keep our homes and yards in good shape. Please take care of the people who live here before you add 200+ homes to an already horrible traffic situation.

WE DESPARATELY NEED A GROCERY STORE AND PHARMACY WEST OF THE FREEWAY.

Adding a grocery store with a pharmacy will significantly help the people who live here.

Traffic won't be any worse than it is. Add 200+ homes and there are going to be serious concerns. Sometimes it now takes 10 minutes to make a left hand turn out of 1810 west.

West Center Street and Geneva Road are never swept. The curbs are full of debris. The sidewalks are broken, cracked, raised, covered in mud, trash, grass, and pebbles, or nonexistent.

These conditions are never seen east of the freeway. I walk every day. I took a fast and very hard fall on a mud-covered sidewalk on west Center Street today, March 22, 2025. The ends of driveways, the city is supposed to take care of, are torn up or nonexistent. I paid for my own to be repaired. Please, please do not bring in 200+ homes to an already horrible traffic situation and take care of the people who live here. We need the grocery store, pharmacy, the ends of our driveways and sidewalks repaired.

I tried to send this on the City website under “Council” but it would never let me send it. My name is Linda Mullins. [REDACTED]

[REDACTED] I am not a robot. I am a very concerned citizen of Provo. I usually never express my concerns.

Sincerely,  
Linda Z. Mullins

# Provo City Planning Commission

## Report of Action

July 09, 2025

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**ITEM 1** Eric Winters requests Project Plan approval for a 206-unit residential project with 18 townhomes and 188 apartments in the MDR (Medium Density Residential) Zone, located at 88 N Geneva Road. Fort Utah Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLPPA20250117

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The following action was taken by the Planning Commission on the above described item at its regular meeting of July 09, 2025:

### APPROVED WITH CONDITIONS

On a vote of 6:0, the Planning Commission approved the above noted application, with the following conditions:

Conditions of Approval:

1. A final plat is approved by CRC and is recorded.
2. The remaining CRC comments are addressed, and CRC approval is received.

Motion By: Anne Allen

Second By: Barbara DeSoto

Votes in Favor of Motion: Anne Allen, Barbara DeSoto, Jonathon Hill, Melissa Kendall, Andrew South, Daniel Gonzales  
*Melissa Kendall 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.

#### APPROVED/RECOMMENDED OCCUPANCY

\*206 Total Units

\*Type of occupancy approved: Family

\*18 townhomes 188 apartment units

#### APPROVED/RECOMMENDED PARKING

\*407 Total parking stalls required

\*411 Total parking stalls provided

\* Required parking stalls for one-bedroom unit is 1.5

\* Required parking stalls for two and three-bedroom units is 2.25

#### 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

- There are remaining issues from the Coordinator Review Committee (CRC) review that need to be resolved.

#### NEIGHBORHOOD MEETING DATE

- No information was received from the Neighborhood District Chair.

## **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was not present or did not address the Planning Commission during the hearing.
- 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:

- Neighbors expressed concerns about traffic that will be generated by this site.
- Neighbors had concerns about the existing parking issues in the area and that this would add to the problem.
- Neighbors have wanted to see a grocery store at this location.

## **APPLICANT RESPONSE**

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

- None of the units would be for sale.
- There are on-site amenities that will be a nice asset for the residents.

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- To get a grocery store, there needs to be sufficient homes in the area to support one. Adding these units will help, but it will have to be at another location.
- It would be good to improve the bike infrastructure to this area.
- While it is a missed opportunity to not have some of the units be for sale, it will be easier for the City to make sure that if there are any parking issues, that they can be addressed much easier with only one property owner.
- This development is under the density and height limits of the zone.



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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 the Development Services Department, 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**

Provo City Planning Commission  
**Report of Action**

July 09, 2025

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**ITEM 2** Terry Cirac requests Concept Plan approval for a 5-unit apartment building in a proposed CR (Campus Residential) Zone, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLCP20240345

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The following action was taken by the Planning Commission on the above described item at its regular meeting of July 09, 2025:

## APPROVED WITH CONDITIONS

On a vote of 6:0, the Planning Commission approved the above noted application, with the following conditions:

Conditions of Approval:

1. Municipal Council approves the CR rezone request.

Motion By: Anne Allen

Second By: Andrew South

Votes in Favor of Motion: Anne Allen, Andrew South, Jonathon Hill, Barbara DeSoto, Melissa Kendall, Daniel Gonzales  
*Melissa Kendall 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.

### **RELATED ACTIONS**

Planning Commission, July 9, 2025, Item 3 PLRZ20250033, recommended approval.

### **APPROVED/RECOMMENDED OCCUPANCY**

\*5 Total Units

\*Type of occupancy approved: Family

\*Three 1-bedroom and two 2-bedroom units

### **APPROVED/RECOMMENDED PARKING**

\*10 Total parking stalls required

\*10 Total parking stalls provided

\*1.5 stalls for one-bedroom units and 2.25 stalls for two-bedroom units

### **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**

- A neighborhood meeting was held on 3/5/2025.

## **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was present /addressed the Planning Commission during the public hearing.

## **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:

- The district 4 chair informed the Planning Commission that this item came to the district meeting and mentioned that this development seems appropriate for this location and this type of development is needed.

## **APPLICANT RESPONSE**

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

- This development will help provide housing for BYU or future medical students.
- There is going to be management on-site at his neighboring property that will include this development as well.
- There are three people living there now.
- He has improved the site from when he purchased it.
- Additional parking stalls were rented in the past that were not needed for this location.

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- This is a great use of this space, and it fits with the surrounding development.
- This is needed for this area.
- The design is interesting but works well with the space.



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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 the Development Services Department, 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**

# Provo City Planning Commission

## Report of Action

July 09, 2025

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**\*ITEM 3** Terry Cirac requests a Zone Map Amendment from the RC (Residential Conservation) Zone to the CR (Campus Residential) Zone in order to develop a 5-unit apartment building, located at 71 West 880 North. North Park Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLRZ20250033

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The following action was taken by the Planning Commission on the above described item at its regular meeting of July 09, 2025:

### RECOMMENDED APPROVAL

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

Motion By: Andrew South

Second By: Anne Allen

Votes in Favor of Motion: Andrew South, Anne Allen, Jonathon Hill, Barbara DeSoto, Melissa Kendall, Daniel Gonzales  
*Melissa Kendall 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.

### **LEGAL DESCRIPTION FOR PROPERTY TO BE REZONED**

The property to be rezoned to the Campus Residential Zone is described in the attached Exhibit A.

### **RELATED ACTIONS**

Planning Commission, July 9, 2025, Item 2 PLCP20240345, approved with conditions.

### **DEVELOPMENT AGREEMENT**

- May apply with future approvals.

### **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**

- A neighborhood meeting was held on 3/5/2025.

### **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was present /addressed the Planning Commission during the public hearing.

### **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:

- The district 4 chair informed the Planning Commission that this item came to the district meeting and mentioned that this development seems appropriate for this location and this type of development is needed.

### **APPLICANT RESPONSE**

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

- This development will help provide housing for BYU or future medical students.
- There is going to be management on-site at his neighboring property that will include this development as well.
- There are three people living there now.
- He has improved the site from when he purchased it.
- Additional parking stalls were rented in the past that were not needed for this location.

### **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- This is a great use of this space, and it fits with the surrounding development.
- This is needed for this area.
- The design is interesting but works well with the space.

*Mark Kendall*

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Planning Commission Chair

*Bill Peperane*

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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 the Development Services Department, 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

**Serial Number:** 21:009:0034  
**Property Address:** 71 W 880 NORTH – PROVO

COM. ON S LINE OF 9TH N WHICH PT IS 12.62 CHS W & S 1 W 4.775 CHS N 89 W 3 RODS FROM NE COR OF SEC 1, T 7 S, R 2 E, SLB&M; W 63 FT; S 1 W 2.07 CHS; S 89 E 63 FT; N 1 E 2.07 CHS TO BEG. AREA .20 OF AN ACRE.



Provo City Planning Commission  
**Report of Action**

July 09, 2025

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**ITEM 4** Nicole Anderson requests Concept Plan approval for a new office building on an existing manufacturing site in a proposed M1 (Light Manufacturing) Zone, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLCP20250229

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The following action was taken by the Planning Commission on the above described item at its regular meeting of July 09, 2025:

**APPROVED**

On a vote of 6:0, the Planning Commission approved the above noted application.

Motion By: Anne Allen

Second By: Andrew South

Votes in Favor of Motion: Anne Allen, Andrew South, Melissa Kendall, Barbara DeSoto, Daniel Gonzales, Jonathon Hill  
*Melissa Kendall 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.

**RELATED ACTIONS**

Planning Commission recommended approval of the related zone map amendment (PLRZ20250222, July 9, 2025 meeting, Item 5).

**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. Staff also responded to Planning Commission questions regarding the uses on the property, and the history of the zone changes on the property.

**CITY DEPARTMENTAL ISSUES**

- Issues raised by other departments – addressed in Staff Report to Planning Commission, to be addressed with the future Project Plan application.

**NEIGHBORHOOD MEETING DATE**

- A neighborhood meeting is scheduled for 08/12/2025.

**NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was not present or did not address the Planning Commission during the hearing.
- Neighbors or other interested parties were present or addressed the Planning Commission.

**CONCERN 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:

- Tana commented on the nature and uses of the area.

## **APPLICANT RESPONSE**

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

- Nicole Anderson gave a brief history of ProSteel and an overview of the proposal.
- Greg Clemenson responded to questions regarding the manufacturing facility on the property.

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- Commissioner Gonzales inquired about the ability/need of the manufacturing use to expand on the site.
- The Commission discussed their appreciation for the longevity of the business at this property and were encouraged that this proposal would improve the frontage and look along the street. They aren't intensifying the manufacturing use on the property; the office expansion is seen as a positive improvement and requires the zone change to allow it to happen.



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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 the Development Services Department, 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**

Provo City Planning Commission  
**Report of Action**

July 09, 2025

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**\*ITEM 5** Nicole Anderson requests a Zone Map Amendment from the R1.10 (One Family Residential) Zone to the M1 (Light Manufacturing) Zone in order to add a new office building to an existing manufacturing site, located at 1400 S State St. Spring Creek Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLRZ20250222

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The following action was taken by the Planning Commission on the above described item at its regular meeting of July 09, 2025:

### **RECOMMENDED APPROVAL**

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

Motion By: Anne Allen

Second By: Andrew South

Votes in Favor of Motion: Anne Allen, Andrew South, Melissa Kendall, Barbara DeSoto, Daniel Gonzales, Jonathon Hill  
*Melissa Kendall 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.

### **RELATED ACTIONS**

Planning Commission approved the related concept plan (PLCP20250229, July 9, 2025 meeting, Item 4).

### **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. Staff also responded to Planning Commission questions regarding the uses on the property, and the history of the zone changes on the property.

### **CITY DEPARTMENTAL ISSUES**

- Issues raised by other departments – addressed in Staff Report to Planning Commission, to be addressed with the future Project Plan application.

### **NEIGHBORHOOD MEETING DATE**

- A neighborhood meeting is scheduled for 08/12/2025.

### **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was not present or did not address the Planning Commission during the hearing.
- 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:

- Tana commented on the nature and uses of the area.

## **APPLICANT RESPONSE**

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

- Nicole Anderson gave a brief history of ProSteel and an overview of the proposal.
- Greg Clemenson responded to questions regarding the manufacturing facility on the property.

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- Commissioner Gonzales inquired about the ability/need of the manufacturing use to expand on the site.
- The Commission discussed their appreciation for the longevity of the business at this property and were encouraged that this proposal would improve the frontage and look along the street. They aren't intensifying the manufacturing use on the property; the office expansion is seen as a positive improvement and requires the zone change to allow it to happen.

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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 the Development Services Department, 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**