Provo City Planning Commission

Report of Action

November 12, 2025

***ITEM 2** Sandra White and Donna Hall request annexation of 1.99 acres of property into Provo City, located at 5480 and 5490 North Canyon Road. North Timpview Neighborhood. Jessica Dahneke (801) 852-6413 jdahneke@provo.org PLANEX20240260

The following action was taken by the Planning Commission on the above described item at its regular meeting of November 12, 2025:

RECOMMENDED APPROVAL WITH CONDITIONS

On a vote of 8:0, the Planning Commission recommended that the Municipal Council approve the above noted application with the condition that an annexation agreement be signed.

CONDITIONS OF APPROVAL: An annexation agreement being signed prior to the Municipal Council passing an ordinance to accept the annexation.

Motion By: Lisa Jensen
Second By: Matt Wheelwright
Votes in Favor of Motion: Jon Lyons, Joel Temple, Matt Wheelwright, Melissa Kendall, Lisa Jensen, Daniel Gonzales, Anne Allen, Jonathon Hill
Jonathon Hill 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 ANNEXED

The property to be annexed is described in the attached 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 on the condition that an annexation agreement is signed.

NEIGHBORHOOD MEETING DATE

- A neighborhood meeting was held on 10/1/2025.

NEIGHBORHOOD AND PUBLIC COMMENT

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

- No public comment was made at the meeting.

APPLICANT RESPONSE

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

- The applicant stated they are annexing into the city but have no intentions to develop the property. Annexing in was natural with the other areas annexing in.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Commissioner Temple asked if annexing in as agricultural is in line with the plan for the area, Staff stated that it is slightly less dense, but still an appropriate fit.
- Commissioner Gonzales asked if the property is part of the Critical Hillside Overlay, Staff stated that it is not currently a part of the overlay.
- Commissioner Hill stated that the standard process for annexations is to have the area come in as OSPR and asked if that is a requirement. Staff explained that it is general practice for this area, but it is not necessary. In this case agriculture respects the history of use at the property.
- Commissioner Hill asked about the annexation agreement and any specific development concerns tied to these two lots. Staff explained that this area does not have specific concerns but wants current and future owners to be aware that if the property develops, the developer will be the one who is responsible for impacts to existing infrastructure and utilities.
- Commissioner Wheelwright asked what an annexation agreement requires the applicants to do differently and what is commonly addressed in an annexation agreement. Staff explained that in this case it is to ensure all parties are informed about who is responsible for infrastructure and utilities and that this is the most common item detailed out in an annexation agreement.
- Commissioner Jensen asked about the difference between area 5 and 6 in the Annexation Policy. Staff explained that the main reason is that area 6 is owned by the federal government and is less likely to be annexed.
- Commissioner Wheelwright asked why this was a separate annexation from the larger one in the same area. Staff stated that the intent of the larger annexation is to develop the area where this one is just seeking to come into the city.
- Commissioner Jensen asked if they needed to be concerned that one lot would be non-conforming in size if it comes in zoned as A1.1. Staff explained that there is no concern with one lot only being .99 acres.
- Commissioner Wheelwright stated that this is in our annexation policy map and that it makes sense to annex it in.

Planning Commission Chair

Bill Peperone

Director of Development Services

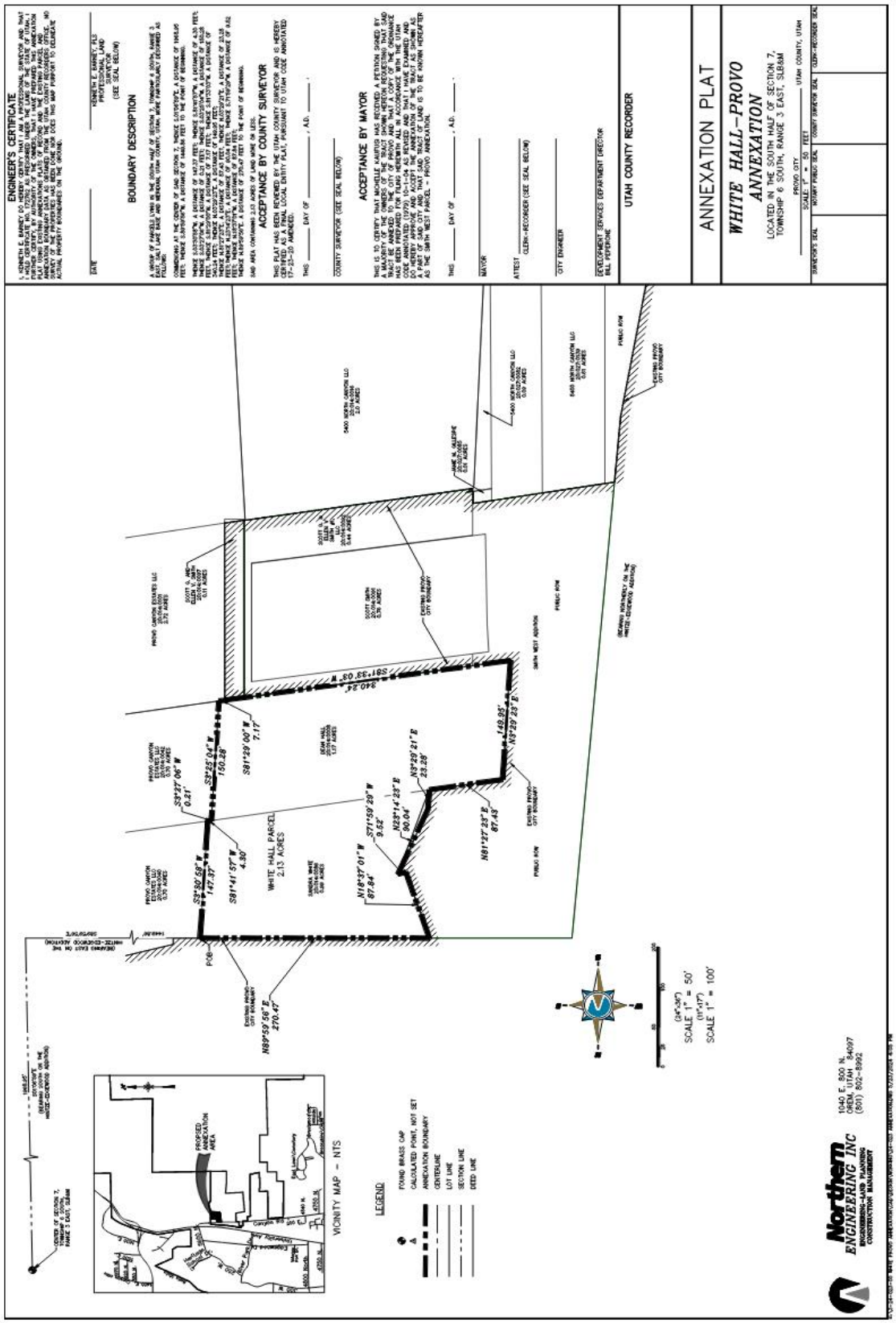
See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ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


ENGINEER'S CERTIFICATE
BOUNDARY DESCRIPTION
ACCEPTANCE BY COUNTY SURVEYOR
ACCEPTANCE BY MAYOR
UTAH COUNTY RECORDER
ANNEXATION PLAT
WHITE HALL–PROVO ANNEXATION
LOCATED IN THE SOUTH HALF OF SECTION 7, TOWNSHIP 6 SOUTH, RANGE 3 EAST, SLB&M
PROVO CITY
UTAH COUNTY, UTAH
SURVEYOR'S SEAL
NOTARY PUBLIC SEAL
COUNTY SURVEYOR SEAL
CLERK-RECORDER SEAL
WHITE HALL PARCEL
2.13 ACRES
P.O.B.
S3°30'59"E 147.37'
S81°41'57"W 4.80'
S3°37'06"W 0.21'
S32°25'04"E 150.28'
S81°29'00"W 7.17'
S81°33'03"W 240.84'
N18°37'01"W 87.84'
S71°59'29"W 9.52'
N23°14'23"E 90.04'
N3°29'21"E 23.28'
N81°27'23"E 87.43'
N3°29'23"E 149.95'
N89°59'56"E 270.47'
PROPOSED ANNEXATION AREA
VICINITY MAP – NTS
LEGEND
FOUND BRASS CAP
CALCULATED POINT, NOT SET
ANNEXATION BOUNDARY
CENTERLINE
LOT LINE
SECTION LINE
DEED LINE
SCALE 1" = 50'
SCALE 1" = 100'
Northern ENGINEERING INC
1040 E. 500 N.
OREM, UTAH 84097
(801) 802-8992