



## **PROVO MUNICIPAL COUNCIL**

### **Redevelopment Agency Governing Board**

### **Regular Meeting Agenda**

5:30 PM, Tuesday, January 13, 2026  
Council Chambers (Room 100)  
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).

**January 13 Council Meeting:** Dial **346 248 7799**. Enter Meeting ID **833 0415 1585** 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: **185104**.

#### **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**

#### **Presentations, Proclamations, and Awards**

- 1 A ceremony recognizing of the winners of the 2025 Women Who SPARK team award (26-007)
- 2 A ceremony recognizing the newly certified business licensing officers (26-007)
- 3 A presentation recognizing outgoing Council Leadership for 2025 (26-007)

## **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**

- 4 The election of the Municipal Council Chair and Vice-chair (26-007)
- 5 A resolution appropriating \$234,611 in the general fund for pay adjustments to select sworn public safety positions. (26-011)
- 6 An ordinance amending the zone map classification of real property, generally located at 258 W 200 N, from the General Downtown (DT1) and the Residential Conservation (RC) zones to the Medium Density Residential (MDR) zone. Timp. (PLRZ20250431)
- 7 An ordinance amending the zone map classification of real property, generally located at 1149 N 850 W, from the R1.8 (One-Family Residential) zone to the R1.6 (One-Family Residential) and Low Density Residential (LDR) zones. Rivergrove (PLRZ20250571)
- 8 An ordinance amending Provo City Code regarding development in sensitive lands. (PLOTA20250567)
- 9 A resolution providing for the holding of a public hearing to satisfy certain federal tax law requirements in connection with the issuance of transportation sales tax revenue bonds of Provo City, Utah; and providing for related matters (26-009)
- 10 A resolution adopting an updated water conservation plan. (26-010)
- 11 \*\*\*CONTINUED\*\*\* Provo City Public Works Department requests ordinance text amendments to sections 15.03.020(3) and 15.03.200 to update 2025 standards to 2026 standards. Citywide Application. PLOTA20250658

## **Adjournment**

If you have a comment regarding items on the agenda, please contact Councilors at [council@provo.gov](mailto:council@provo.gov) or using their contact information listed at: [provo.gov/434/City-Council](http://provo.gov/434/City-Council)

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

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

The next Council Meeting will be held on Tuesday, January 27, 2026. 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 [kmartins@provo.gov](mailto:kmartins@provo.gov) at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at [youtube.com/ProvoCityCouncil](http://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](http://agendas.provo.org). Council meeting agendas are available through the Utah Public Meeting Notice website at [utah.gov/pmn](http://utah.gov/pmn), which also offers email subscriptions to notices.

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** AERCANBRACK

**Presenter:** Scott Henderson, Chief Administrative Officer

**Department:** Customer Service

**Requested Meeting Date:** 01-01-2018

**Requested Presentation Duration:** 5 Minutes

**CityView or Issue File Number:** 26-007

**SUBJECT:** 1 A ceremony recognizing of the winners of the 2025 Women Who SPARK team award (26-007)

**RECOMMENDATION:** Presentation only.

**BACKGROUND:** The Women Who SPARK Team Award, officially known as the Transformation Leadership Team Award, is part of the Women Who SPARK Awards Program presented by the Utility 2030 Collaborative (U2030). This award recognizes teams of women who have made exceptional contributions to innovation, transformation, and leadership within the utility industry.

The award celebrates women who are driving meaningful change, mentoring others, and shaping the future of their organizations.

For 2025, Provo City's Customer Service Department was honored with this recognition. The winning team includes Britny Densley, Call Center Manager; Annalee Larsen, Billing Manager; and Amanda Ercanbrack, Director of Customer Services. Their leadership and collaboration have advanced service excellence, employee development, and community engagement, reflecting Provo City's commitment to Exceptional Care for an Exceptional Community.

**FISCAL IMPACT:** None

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

This recognition aligns with Provo City's goals and policies by promoting innovation, leadership development, and exceptional customer service.

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** AERCANBRACK

**Presenter:** Amanda Ercanbrack, Director of Customer Services

**Department:** Customer Service

**Requested Meeting Date:** 12-16-2025

**Requested Presentation Duration:** 5 Minutes

**CityView or Issue File Number:** 25-007

**SUBJECT:** 2 A ceremony recognizing the newly certified business licensing officers (26-007)

**RECOMMENDATION:** Presentaiton Only.

**BACKGROUND:** Obtaining the Certified Business License Official (CBLO) certification is an important professional achievement that demonstrates a high level of commitment, knowledge, and integrity in the field of business licensing. The CBLO program requires approximately three years of intensive training, covering key areas such as ethics and customer service, regulatory licensing, case law, license enforcement, constitutional law, sales and temporary sales taxes, and alcohol licensing. This comprehensive education ensures that licensing officials are well-equipped to uphold the highest standards of professionalism, accuracy, and fairness in serving both the business community and the public.

Provo City is proud to recognize Laramie Gonzales and Lindsey Rasmussen as its first Certified Business License Officials. Their accomplishment represents a significant milestone, as Provo has never before had a CBLO-certified official on staff. The addition of two certified officers in the past year strengthens the credibility and consistency of the City's licensing processes, enhances customer service for local businesses, and ensures continued compliance with state and local regulations.

This achievement also helps Provo connect with valuable resources through networking with other certified professionals and municipalities across the state. These relationships foster collaboration, knowledge sharing, and access to best practices in the field of business licensing.

Overall, the certification of Laramie and Lindsey reflects Provo's dedication to professional excellence and public trust in municipal operations. Their expertise helps position the City as a leader among Utah municipalities, ensuring the licensing division continues to operate with integrity, precision, and a deep commitment to serving the community.

**FISCAL IMPACT:** None

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

This achievement supports the City's goals of providing exceptional customer service, promoting professional excellence, and ensuring consistent, transparent, and compliant business practices.

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** EVANDERWERKEN

**Presenter:** Justin Harrison, Council Executive Director

**Department:** Council

**Requested Meeting Date:**

**Requested Presentation Duration:** 5 minutes

**CityView or Issue File Number:** 26-007

**SUBJECT:** 3 A presentation recognizing outgoing Council Leadership for 2025 (26-007)

**RECOMMENDATION:** Presentation only.

**BACKGROUND:** Recognize Gary Garrett, who served as Provo City Municipal Council Chair and Provo City Redevelopment Agency Vice-Chair from January 2025 - January 2026, and Rachel Whipple, who served as Provo City Municipal Council Vice-Chair and Provo City Redevelopment Agency Chair from January 2025 - January 2026.

**FISCAL IMPACT:** N/A

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

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** EVANDERWERKEN

**Presenter:** Justin Harrison, Council Executive Director

**Department:** Council

**Requested Meeting Date:**

**Requested Presentation Duration:** 5 minutes

**CityView or Issue File Number:** 26-007

**SUBJECT:** 4 The election of the Municipal Council Chair and Vice-chair (26-007)

**RECOMMENDATION:** Follow the stipulated process to select a new Municipal Council Chair and Vice-chair of the Council found in PCC 2.50.020. the Council Chair shall receive nominations for the office of Council Chair and upon the close of the nominations, and without discussion, call for a vote. Each member of the Council will indicate the nominee for whom the Council member's vote is cast. The nominee receiving a majority vote of the Council will be declared elected. The election of the Vice-chair will then be held by the process described above.

The Vice-Chair of the Provo Municipal Council shall serve as the Provo City Redevelopment Agency Board Chair. If the Council Vice-Chair declines to serve as Board Chair, the Board shall choose a Chair by majority vote. The Chair of the Provo Municipal Council shall serve as the Provo City Redevelopment Agency Board Vice-Chair. If the Council Chair declines to serve as Board Vice-Chair, or is unavailable to serve by virtue of having been chosen by the Provo City Redevelopment Agency Board to serve as Board Chair, pursuant to Provo Redevelopment Agency Bylews, section Section 2.3, the Board shall choose a Vice-Chair by majority vote.

**BACKGROUND:** Per Provo City Code Section 2.50.020(2), the Council is required to elect a Chair and Vice-chair. The current (2025) Council Chair conducts the meeting until after the election process is completed for the new (2026) Council Chair. In addition to Provo City Code, the Municipal Council Rules help to establish and clarify the process for the election of the new Chair and Vice-chair.

During the item for Chair election, the Chair asks for nominations from Councilors for a new Chair (no second is required for a nomination). By Provo City Code, no discussion shall be had regarding the nomination. When all nominations have been made, the Chair then calls for a separate vote on each nominee in the order of their nomination. As soon as any nominee receives four or more votes, that nominee is elected as the new Chair and no more votes are held. If no nominee receives four or more votes in the first round of voting then subsequent rounds of voting will continue until a majority vote is accomplished. The current (2025) Chair then repeats the process for the office of Vice-chair as a resolution acknowledging the election of the new (2026) Council Chair and Vice-Chair for calender year 2026 has not yet been approved.

#### **FISCAL IMPACT:**

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

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** DANIELS

**Presenter:** Daniel Softley, Director of Human Resources

**Department:** HR

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 15 minutes

**CityView or Issue File Number:** 26-011

**SUBJECT:** 5 A resolution appropriating \$234,611 in the general fund for pay adjustments to select sworn public safety positions. (26-011)

**RECOMMENDATION:** Proposed that \$234,611 be appropriated in the general fund for pay adjustments to select sworn public safety positions in Police (\$120,155) and Fire (\$114,456), effective the pay period starting January 18, 2026. The proposed changes in Police include a one grade adjustment for officers at the ranks of Senior Officer, Master Officer, Sergeant, Lieutenant, and Captain, requiring a 2.44% increase to actual pay. In Fire, the proposed changes include a similar 2.44% increase to the starting pay of EMTs and paramedics and a one grade adjustment for the ranks of Senior Firefighter, Master Firefighter, Fire Captain, and Battalion Chief.

**BACKGROUND:** The market for sworn public safety positions continues to be extremely competitive; and

Provo City Human Resources conducted a market study to determine adjustments that have been made by other agencies since the start of the fiscal year; and

The study showed that key market indicators for Provo City are at a level that require an adjustment to remain competitive, maintain internal equity, and protect against turnover to other in-state agencies.

**FISCAL IMPACT:** \$234,611; this will be a recurring expense of approximately \$500,000 per year to the general fund (not factoring in future COLAs or merit increases). Since there is not a new revenue source to fund this adjustment, the increase will need to be offset during future budget balancing processes.

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
Consistent with Provo City's objective to attract and retain quality public safety staff.

## RESOLUTION <<Document Number>>

A RESOLUTION APPROPRIATING \$234,611 IN THE GENERAL FUND FOR  
PAY ADJUSTMENTS TO SELECT SWORN PUBLIC SAFETY POSITIONS.  
(26-011)

## RECITALS:

It is proposed that \$234,611 be appropriated in the general fund for pay adjustments to select sworn public safety positions in Police and Fire;

The funding source for the transfer is the general fund's fund balance;

On December 16, 2025, and January 13, 2026, the Municipal Council met to consider 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

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved as described herein, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council resolves as follows:

## PART I:

The Mayor is authorized to appropriate \$234,611 in the general fund for pay adjustments to select sworn public safety positions in Police and Fire.

## PART II:

This resolution takes effect immediately.

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** DWRIGHT

**Presenter:** Dustin Wright, City Planner

**Department:** Development Services

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 10 minutes

**CityView or Issue File Number:** PLRZ20250431

**SUBJECT:** 6 An ordinance amending the zone map classification of real property, generally located at 258 W 200 N, from the General Downtown (DT1) and the Residential Conservation (RC) zones to the Medium Density Residential (MDR) zone. Timp. (PLRZ20250431)

**RECOMMENDATION:** The Planning Commission recommended approval for the MDR rezone with a development agreement that ties the proposed density and concept plan to the property.

**BACKGROUND:** The applicant has submitted a concept plan along with a rezone request for property located at 258 W 200 N. The concept plan proposes keeping 7 of the existing homes and adding 26 infill units. This is 17 units per acre and the MDR zone allows up to 30. The rezone request is to change from the Residential Conservation RC and the General Downtown DT1 zones to the Medium Density Residential MDR zone.

The applicant has proffered a development agreement to sell 7 of the existing dwellings to owner occupants and that they will be single-family residences in perpetuity.

On the vacant corner of 300 W and 300 N will be a new 4-plex. There will be two 3-bedroom units above grade with a two-car garage, and there will be two 3-bedrooms units below grade. This property will be sold, and it will be stipulated that each above-grade unit must be owner occupied in perpetuity.

**FISCAL IMPACT:** N/A

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

The General Plan's Timp Neighborhood plan calls for keeping the mix of building types and considering appropriate infill development. The Timp Neighborhood Plan identifies the vacant lot at the intersection of 300 N and 300 W as a possible location for a community gathering space. The applicant plans to put units on this vacant lot, so another location would need to be identified in the future to provide this. It is not a requirement of the property owner to meet this goal, it was just a suggested location because of the vacancy and the centrality in the neighborhood.

# ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING THE ZONE MAP CLASSIFICATION OF  
REAL PROPERTY, GENERALLY LOCATED AT 258 W 200 N, FROM THE  
GENERAL DOWNTOWN (DT1) AND THE RESIDENTIAL  
CONSERVATION (RC) ZONES TO THE MEDIUM DENSITY RESIDENTIAL  
(MDR) ZONE. TIMP NEIGHBORHOOD. (PLRZ20250431)

## RECITALS:

It is proposed that the classification on the Provo Zoning Map for approximately 2.12 acres of real property, generally located at 258 W 200 N (a depiction and legal description of which are in Exhibit A), be amended from the General Downtown (DT1) and the Residential Conservation (RC) Zones to the Medium Density Residential (MDR) Zone;

On December 10, 2025, the Planning Commission held a public hearing to consider the proposal, and after the hearing the Planning Commission recommended **approval** of the proposal to the Municipal Council by a 7:1 vote;

The Planning Commission's recommendation was based on the project design presented to the Commission;

On January 13, 2026, the Municipal Council met to determine 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

After considering the Planning Commission's recommendation and the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council ordains as follows:

## PART I:

The classification on the Provo Zoning Map is amended from the General Downtown (DT1) and the Residential Conservation (RC) Zones to the Medium Density Residential (MDR) Zone for the real property described in this ordinance.

## PART II:

39        The Mayor is authorized to negotiate and execute a development agreement as proposed  
40    by the applicant for this zone change, consistent with the representations made by the applicant  
41    and the applicant's representatives to the Council. An executed copy of the agreement will be  
42    attached as Exhibit B after execution. The zone map classification change described in Part I is not  
43    effective until the date of final execution of the development agreement.

44        **PART III:**

45

- 46        A. If a provision of this ordinance conflicts with a provision of a previously adopted  
47    ordinance, this ordinance controls.
- 48
- 49        B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part,  
50    sentence, clause, or phrase is judicially determined to be unconstitutional or invalid, the  
51    remainder of the ordinance is not affected by that determination.
- 52
- 53        C. Except as otherwise stated in Part II, this ordinance takes effect immediately after it has  
54    been posted or published in accordance with Utah Code Section 10-3-711, presented to the  
55    Mayor in accordance with Utah Code Section 10-3b-204, and recorded in accordance with  
56    Utah Code Section 10-3-713.
- 57
- 58        D. The Municipal Council directs that the Provo Zoning Map be updated and codified to  
59    reflect the provisions enacted by this ordinance.
- 60
- 61        E. Notwithstanding any provision or language to the contrary in this ordinance, if the  
62    Development Agreement authorized in Part II has not been fully executed by the necessary  
63    parties within one year from the date of the Municipal Council's approval of this ordinance,  
64    the entire ordinance expires, becoming null and void as if it had never been approved.  
65    Because the zone map classification change contemplated in Part I cannot come into effect  
66    if the Development Agreement is not executed, neither the applicant nor any successor(s)  
67    in interest has any vested rights under this ordinance if it expires.

### EXHIBIT A – AREA TO BE REZONED

Commencing at the Northwest corner of Block 91, Plat "A", Provo City Survey of Building Lots, Provo, Utah; thence South  $89^{\circ}38'17''$  East along 300 North Street 198.72 feet; thence South  $00^{\circ}16'55''$  West 199.17 feet; thence South  $89^{\circ}38'41''$  East 66.19 feet; thence South  $00^{\circ}18'46''$  West 199.25 feet; thence North  $89^{\circ}39'13''$  West along 200 North Street 265.07 feet; thence North  $00^{\circ}19'10''$  East along 300 West Street 398.49 feet to the point of beginning.

AREA= 92,413 sq. ft. or 2.12 acres

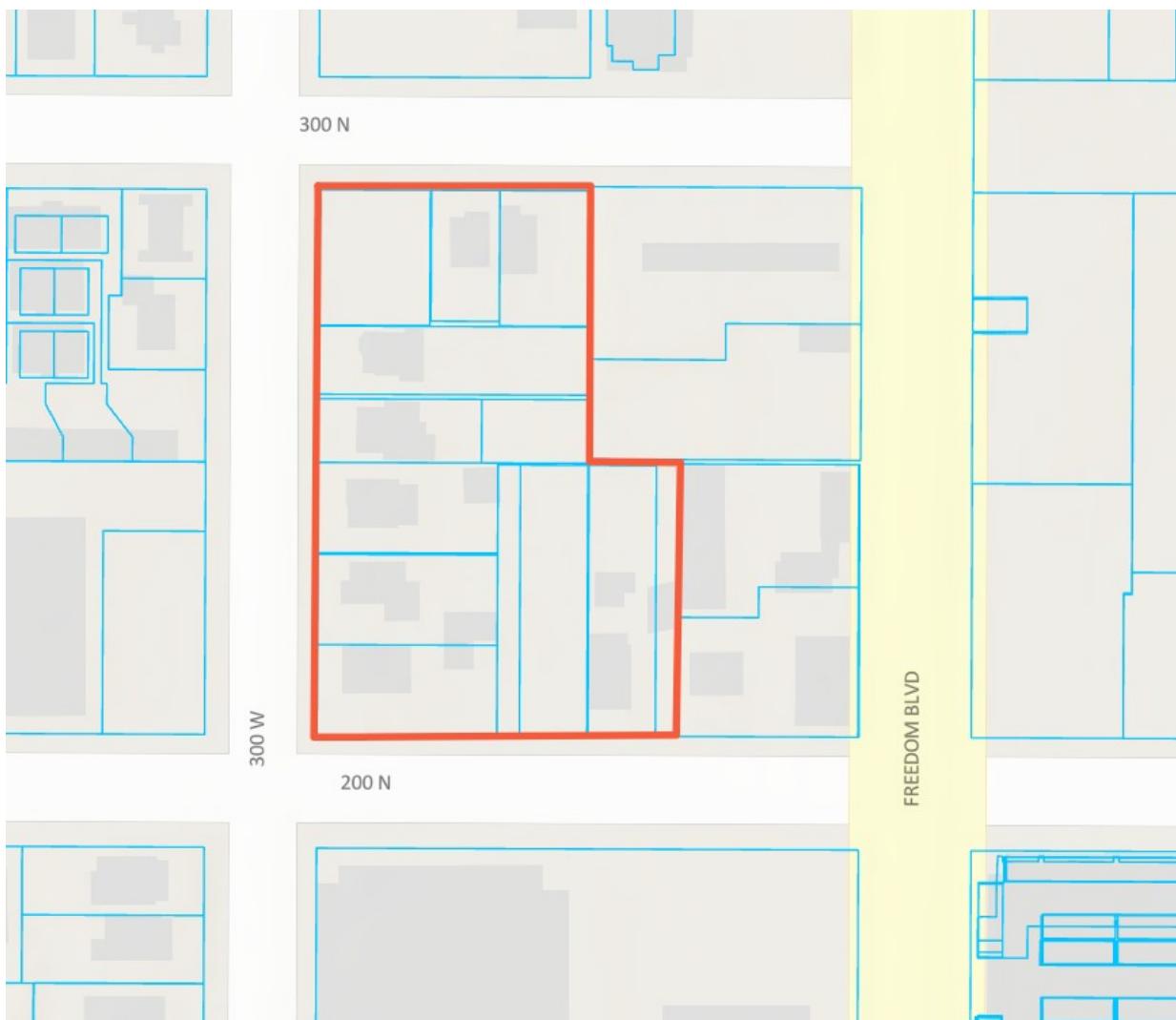


Exhibit B

An executed development agreement will be attached here after execution.

Provo City Planning Commission  
**Report of Action**

December 10, 2025

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**ITEM 4** Corbin Church requests Concept Plan approval for an infill development and a restoration and reuse of existing homes in a proposed MDR (Medium Density Residential) Zone, located generally at 258 W 200 N. Timp Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLCP20250441

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The following action was taken by the Planning Commission on the above described item at its regular meeting of December 10, 2025:

**APPROVED**

On a vote of 8:0, the Planning Commission approved the above noted application.

Motion By: Daneil Gonzales

Second By: Jon Lyons

Votes in Favor of Motion: Daniel Gonzales, Jon Lyons, Lisa Jensen, Joel Temple, Matt Wheelwright, Melissa Kendall, Barbara DeSoto, 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.

**RELATED ACTIONS**

On December 10, 2025, the Planning Commission recommended approval of Item 5 - Rezone PLRA20250431.

**APPROVED/RECOMMENDED OCCUPANCY**

\*35 Total Units = 26 new units (4 and 5-plex units), 7 single-family homes (existing), 1 duplex (existing)

\*Type of occupancy approved: Family

\*Standard Land Use Codes: 1111 (single-family), 1121 (duplex), 1131 (4-plex), and 1141 (5 plex)

**APPROVED/RECOMMENDED PARKING**

\*44 Total parking stalls required

\*58 Total parking stalls provided

**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 09/17/2025.

**NEIGHBORHOOD AND PUBLIC COMMENT**

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

- The development agreement needs to ensure that the existing single-family homes will be owner-occupied in perpetuity.
- The neighbors are not thrilled that more rentals will be added to the neighborhood, but to get more owner-occupied homes is worth it, they just want to be reassured that they will be in perpetuity when sold.
- The neighborhood thought this was a creative way to keep the existing homes.
- More owner-occupied housing will be great for the neighborhood for people to stay.

### **APPLICANT RESPONSE**

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

- This property has been for sale for a long time and many of the other interested buyers looked to demolish the building and build new. The applicant met with people from the city and the neighborhood and learned that the best approach is to find a way to keep the existing homes and develop other portions of the property.
- Some of the existing homes will be renovated and some will be sold as is so that people will have sweat equity.
- The existing structures will be sold as single-family homes.
- The applicant will have two of the units be owner occupied by his daughters and their families. So, they are committed to this area and making it look nice.
- Widening sidewalks is something that the applicant is working with Public Works to determine what will be needed there.

### **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- The commission discussed which properties were being proposed to be sold for owner occupancy and which ones would be kept by the developer and rented. The only existing structure that would not be sold is the one that is currently located in the DT1 zone on 200 N.
- The existing single-family lots will be their own parcels so they can be sold, and the larger infill area will be under single ownership on its own parcel.
- The Timp Neighborhood plan identified the corner of 300 W and 300 N as a potential location for a park. This is not a requirement for the property owner to provide that at this location, but rather a suggestion as a potential location for a park within the neighborhood.
- This development will work well as a buffer between downtown and the neighborhood.
- Public Works addressed concerns about crossing freedom and indicated that it is safest at 200 N. There are city-wide improvements that will be looked at when the sidewalk is being worked on.
- Amenity space will be fully addressed with the Project Plan and not so much with the concept plan. Conceptually, they have shown a location that will be able to meet the size requirements for amenity space.
- The applicant has proffered a development agreement to push for owner-occupancy, but he has not proffered a deed restriction for owner-occupancy.



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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

**Planning Commission Hearing  
Staff Report**  
**Hearing Date: December 10, 2025**

**ITEM 4** Corbin Church requests Concept Plan approval for an infill development and a restoration and reuse of existing homes in a proposed MDR (Medium Density Residential) Zone, located generally at 258 W 200 N. Timp Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLCP20250441

<p><b>Applicant:</b> Corbin Church</p> <p><b>Staff Coordinator:</b> Dustin Wright</p> <p><b>Property Owner:</b> REYNOLDS REAL PROPERTY LLC</p> <p><b>Parcel ID:</b> 04:086:0005, 04:086:0010, 04:086:0011, 04:086:0012, 04:086:0013, 04:086:0014, 04:086:0015, 04:086:0016, 04:086:0017, 04:086:0019, 04:086:0020</p> <p><b>Acreage:</b> 2.12</p> <p><b>Current Zone:</b> Residential Conservation (RC) and General Downtown (DT1) <b>Proposed Zone:</b> Medium Density Residential (MDR)</p> <p><b>Council Action Required:</b> No</p> <p><b>ALTERNATIVE ACTIONS</b></p> <ol style="list-style-type: none"><li><b>Continue</b> to a future date to obtain additional information or to further consider the information presented. <i>The next available meeting date is January 14, 2026, at 6:00 p.m.</i></li><li><b>Deny</b> the requested Concept Plan Application. This action <u>would not be consistent with</u> the recommendations of the Staff Report. The Planning Commission should <u>state new findings</u>.</li></ol>	<p><b>Current Legal Use:</b> The properties consist of existing residential and vacant lots.</p> <p><b>Relevant History:</b> There is a rezone request (PLRZ20250431) to have the zone changed to MDR.</p> <p><b>Neighborhood Issues:</b> A neighborhood district meeting was held on September 17, 2025. The neighborhood had favorable reception to this proposal. (See Attachment 4 for meeting notes for this item).</p> <p><b>Summary of Key Issues:</b></p> <ul style="list-style-type: none"><li>The neighborhood has expressed a desire to preserve the existing homes in this area. The proposed development of the property will preserve the existing homes on the block.</li><li>Staff have reviewed the concept plans and found that they should be able to develop the site in accordance with the MDR zoning requirements.</li><li>MDR development on this site will provide a good transition from the downtown into the existing residential neighborhood.</li></ul> <p><b>Staff Recommendation:</b> That the Planning Commission approves the requested concept plan application.</p>
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## **BACKGROUND**

The applicant has submitted a concept plan along with a rezone request for property located at 258 W 200 N. (Attachment 1). The concept plan proposes keeping the existing homes and adding 26 infill units. This is 16 units per acre and the MDR zone allows up to 30. The rezone request is to change from the Residential RC and the General Downtown DT1 zones to the Medium Density Residential MDR zone.

The applicant has proffered a development agreement to sell the existing 7 dwellings to owner occupants and that they will be single-family residences in perpetuity.

On the vacant corner of 300 W and 300 N will be a new 4-plex. There will be two 3-bedroom units above grade with a two-car garage, and there will be two 3-bedrooms units below grade. This property will be sold, and it will be stipulated that each above-grade unit must be owner occupied in perpetuity.

The adjacent property to the west is currently zoned RC and the rest of the surrounding property is zoned DT1.

## **FINDINGS OF FACT**

1. CRC approval was given for the concept plan. A project plan would be required following an approval of the rezone request.
2. The MDR density maximum is 30 units per acre, and the concept is at 16 units per acre.
3. The parking requirement is 44 stalls and 58 were provided (2.25 stalls per unit).
4. Amenity space requirement is 10% and they have shown the amenity space to meet this percentage.
5. Existing lots would need to be combined into one parcel for future project plan approval.

## **STAFF ANALYSIS**

The concept plan shows that the MDR zone requirements could be met. With 26 new units, the parking requirement is met and there are 14 additional spaces. The existing homes would not be included in the new parking count as they would be considered non-conforming.

The proposed concept plan aims to meet the stated goals of the Timp Neighborhood Plan. In the section about the RC zone, states that redevelopment projects requiring a zone change from RC should be looked at on a case-by-case basis. This is to keep compatibility with other goals like preserving the unique, fine-grained mix of housing types in the neighborhood. The concept preserves the existing housing and allows for new infill development that will not hinder the plans.

The proposed development and zone change will provide an appropriate transition from the downtown to the residential neighborhood.

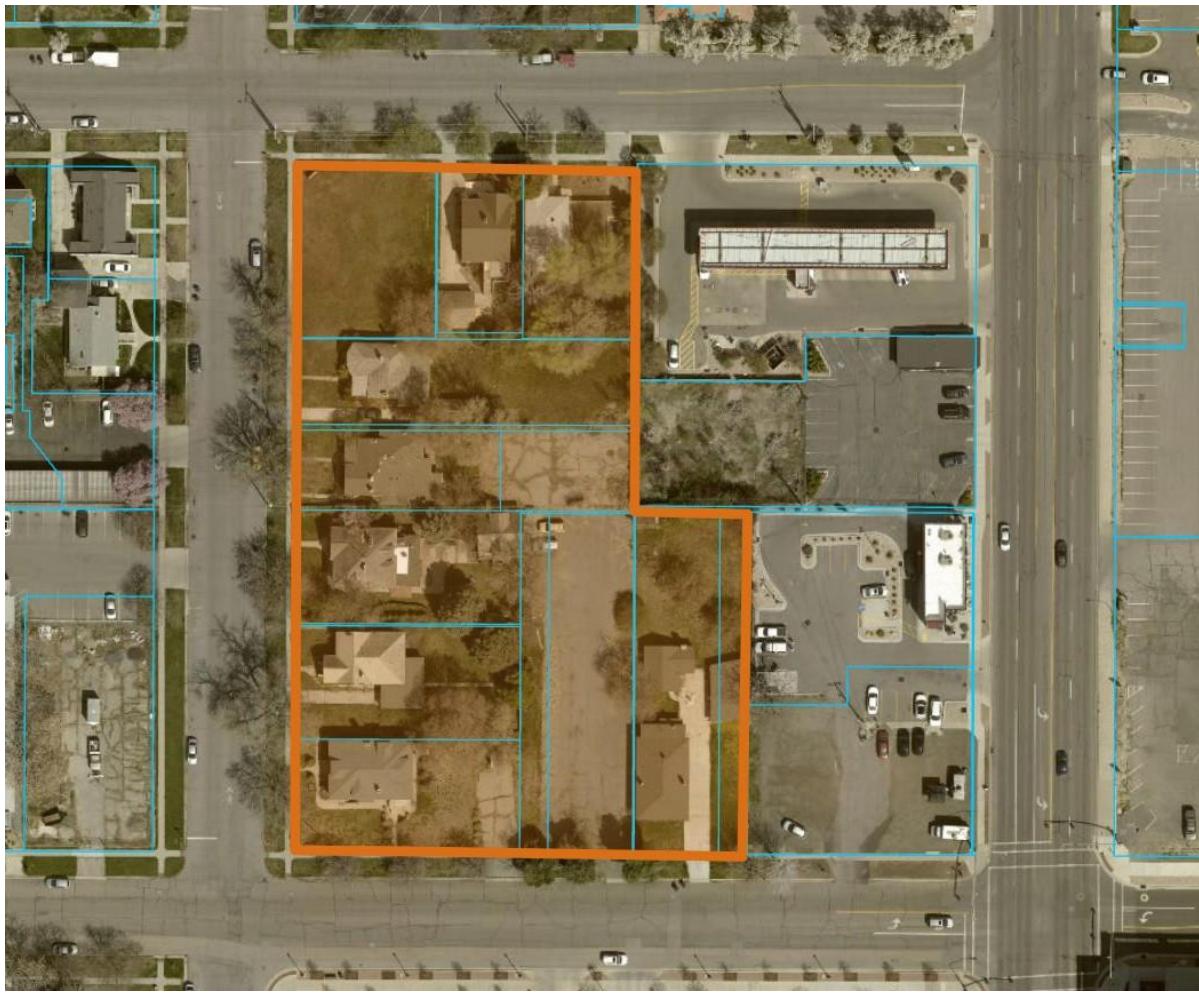
## **CONCLUSION**

Staff recommend approval of the concept plan as it aims to preserve the existing single-family housing and provide new infill development that will be harmonious with the area.

**ATTACHMENTS**

1. Aerial of Site
2. Concept Plan
3. Renderings and Floor Plans
4. Neighborhood District 5 Meeting Minutes September 17, 2025

**ATTACHMENT 1 – AERIAL OF SITE**



## **ATTACHMENT 2 – CONCEPT PLAN**

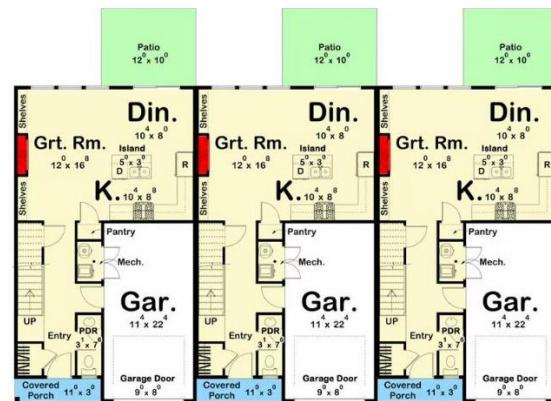
SO<sup>0</sup>18.01°W 480.88° (Calculated)

1 EDITION REV'D (200 MSLI SILE)



### **ATTACHMENT 3 – RENDERINGS AND FLOOR PLANS**

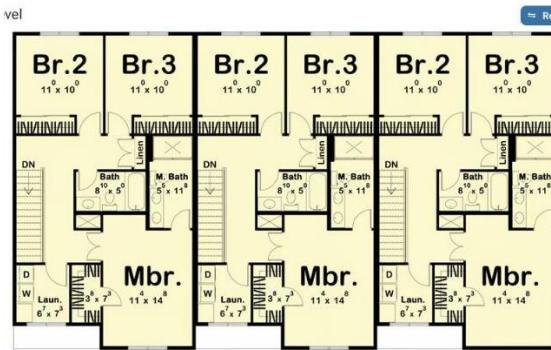
## **5-PLEX**



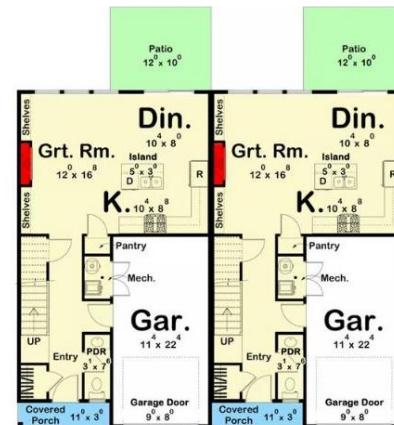
The 5-plex consists of three, two-story units above ground each with 3-bedrooms and 2 baths in each.

Each of the end units have a studio apartment below.

The floor plans for the studio apartments are still being drawn.



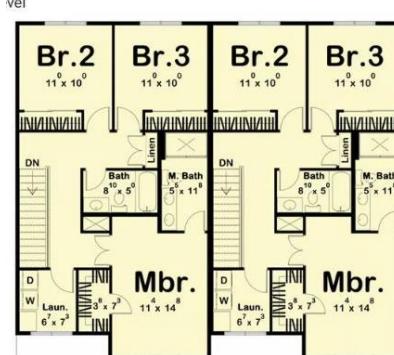
## **4-PLEX**



The 4-plex consists of two, two-story units above ground each with 3-bedrooms and 2 baths in each.

Each unit also has a studio apartment below.

The floor plans for the studio apartments are still being drawn.



## 4-PLEX CORNER LOT



## 4-Plex without Garage

On the east side of the property, adjacent to the Playground/detention basin, is a 4-plex consisting of 2 units above ground and two units below.

The floor plan of the lower units will match the upper Units.

This structure does not have garage units.



**ATTACHMENT 4 – NEIGHBORHOOD DISTRICT 5 MEETING MINUTES**  
**SEPTEMBER 17, 2025**

**Presentation on a proposed Zone Map Amendment from the RC (Residential Conservation) Zone to the MDR (Medium Density Residential) Zone for an infill development and a restoration and reuse of existing homes at 258 W 200 N in the Timp Neighborhood**

Since the developer, Corbin Church, was not present, a city planner presented the proposal, which is still under review. The presentation showed a project that would preserve existing homes on the west side of the block while adding infill units through an alleyway in the middle of the block and a new twin home on the northwest corner.

Timp Neighborhood Representative Shannon Bingham explained that they held a neighborhood meeting with the developer with good turnout and favorable reception. The representative emphasized that the existing homes would be preserved and maintained as owner-occupied units

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through deed restrictions, while the infill units would be rentals. The neighborhood appreciated that the proposed units would be 2-3 bedroom units, providing a welcome mix from the many 1-bedroom apartments in the area.

Questions from residents included:

- Parking arrangements (The plan showed single-car garages with additional parking spaces in landscape islands)
- The approval process (A city planner explained that after staff review, the proposal would go to the Planning Commission, then City Council)
- Pricing (This information was not available)

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Provo City Planning Commission

# Report of Action

December 10, 2025

\*ITEM 5 Corbin Church requests a Zone Map Amendment from the RC (Residential Conservation) Zone to the MDR (Medium Density Residential) Zone for an infill development and a restoration and reuse of existing homes, located generally at 258 W 200 N. Timp Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLRZ20250431

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The following action was taken by the Planning Commission on the above described item at its regular meeting of December 10, 2025:

## RECOMMENDED APPROVAL

On a vote of 7:1, the Planning Commission recommended that the Municipal Council approve the above noted application with the following conditions:

Conditions of Approval:

1. A development agreement that ties the proposed density and concept plan to the property is approved.

Motion By: Lisa Jensen

Second By: Joel Temple

Votes in Favor of Motion: Lisa Jensen, Joel Temple, Matt Wheelwright, Jon Lyons, Melissa Kendall, Barbara DeSoto, Jonathon Hill

Votes opposed to the Motion: Daniel Gonzales

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 REZONED**

The property to be rezoned to the medium density residential (MDR) Zone is described in the attached Exhibit A.

### **RELATED ACTIONS**

On December 10, 2025, the Planning Commission approved Item 4 - Concept Plan PLCP20250441.

### **DEVELOPMENT AGREEMENT**

- Applies – draft agreement sent to Council Attorney.

### **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 09/17/2025.

## **NEIGHBORHOOD AND PUBLIC COMMENT**

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

- The development agreement needs to ensure that the existing single-family homes will be owner-occupied in perpetuity.
- The neighbors are not thrilled that more rentals will be added to the neighborhood, but to get more owner-occupied homes is worth it, they just want to be reassured that they will be in perpetuity when sold.
- The neighborhood thought this was a creative way to keep the existing homes.
- More owner-occupied housing will be great for the neighborhood for people to stay.

## **APPLICANT RESPONSE**

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

- This property has been for sale for a long time and many of the other interested buyers looked to demolish the building and build new. The applicant met with people from the city and the neighborhood and learned that the best approach is to find a way to keep the existing homes and develop other portions of the property.
- Some of the existing homes will be renovated and some will be sold as is so that people will have sweat equity.
- The existing structures will be sold as single-family homes.
- The applicant will have two of the units be owner occupied by his daughters and their families. So, they are committed to this area and making it look nice.
- Widening sidewalks is something that the applicant is working with Public Works to determine what will be needed there.

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- The commission discussed which properties were being proposed to be sold for owner occupancy and which ones would be kept by the developer and rented. The only existing structure that would not be sold is the one that is currently located in the DT1 zone on 200 N.
- The existing single-family lots will be their own parcels so they can be sold, and the larger infill area will be under single ownership on its own parcel.
- The Timp Neighborhood plan identified the corner of 300 W and 300 N as a potential location for a park. This is not a requirement for the property owner to provide that at this location, but rather a suggestion as a potential location for a park within the neighborhood.
- This development will work well as a buffer between downtown and the neighborhood.
- Public Works addressed concerns about crossing freedom and indicated that it is safest at 200 N. There are city-wide improvements that will be looked at when the sidewalk is being worked on.
- Amenity space will be fully addressed with the Project Plan and not so much with the concept plan. Conceptually, they have shown a location that will be able to meet the size requirements for amenity space.
- The applicant has proffered a development agreement to push for owner-occupancy, but he has not proffered a deed restriction for owner-occupancy.



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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

# EXHIBIT A

Commencing at the Northwest corner of Block 91, Plat "A", Provo City Survey of Building Lots, Provo, Utah; thence South  $89^{\circ}38'17''$  East along 300 North Street 198.72 feet; thence South  $00^{\circ}16'55''$  West 199.17 feet; thence South  $89^{\circ}38'41''$  East 66.19 feet; thence South  $00^{\circ}18'46''$  West 199.25 feet; thence North  $89^{\circ}39'13''$  West along 200 North Street 265.07 feet; thence North  $00^{\circ}19'10''$  East along 300 West Street 398.49 feet to the point of beginning.

AREA=92,413 sq. ft. or 2.12 acres



**Planning Commission Hearing  
Staff Report**  
**Hearing Date: December 10, 2025**

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## **BACKGROUND**

The applicant has submitted a concept plan along with a rezone request for property located at 258 W 200 N. (Attachment 1). The concept plan proposes keeping the 7 existing homes and adding 26 infill units. This is 16 units per acre and the MDR zone allows up to 30. The rezone request is to change from the Residential RC and the General Downtown DT1 zones to the Medium Density Residential MDR zone.

The applicant has proffered a development agreement to sell the existing 7 dwellings to owner occupants and that they will be single-family residences in perpetuity.

On the vacant corner of 300 W and 300 N will be a new 4-plex. There will be two 3-bedroom units above grade with a two-car garage, and there will be two 3-bedrooms units below grade. This property will be sold, and it will be stipulated that each above-grade unit must be owner occupied in perpetuity. The Timp Neighborhood Plan identified this corner as a possible location for a community gathering space. The applicant plans to provide amenity space for the development onsite.

The adjacent property to the west is currently zoned RC and the rest of the surrounding property is zoned DT1.

## **FINDINGS OF FACT**

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 amendment would provide a way to preserve the existing homes on the block and provide additional housing units which are needed.**

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

**Staff response: The proposed concept plan that accompanied this rezone request proposed to both maintain the existing housing and allow for compatible infill development.**

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

**Staff response: The General Plan's Timp Neighborhood plan calls for keeping the mix of building types and considering appropriate infill development.**

(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 not any issues with timing and sequencing.**

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

**Staff response:** The Timp Neighborhood Plan identifies the vacant lot at the intersection of 300 N and 300 W as a possible location for a community gathering space. The applicant plans to put units on this vacant lot, so another location would need to be identified in the future to provide this. It is not a requirement of the property owner to meet this goal, it was just a suggested location because of the vacancy and the centrality in the neighborhood.

(f) Adverse impacts on adjacent landowners.

**Staff response:** The proposed zone change would allow for new infill residential into the open areas of the block adjacent to other properties. There will be added traffic due to the addition of more density in the area.

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

**Staff response:** The land use map from the Timp Neighborhood 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.

## **STAFF ANALYSIS**

The rezone will help the property be redeveloped to meet the stated goals of the Timp Neighborhood Plan. In the section about the RC zone, states that redevelopment projects requiring a zone change from RC should be looked at on a case-by-case basis. This is to keep compatibility with other goals like preserving the unique, fine-grained mix of housing types in the neighborhood. The concept preserves the existing housing and allows for new infill development that will not hinder the plans.

The proposed development and zone change will provide an appropriate transition from the downtown to the residential neighborhood.

## **CONCLUSION**

Staff recommend this zone change to allow for this property to be redeveloped in a way that will preserve the existing character of the developed portion and allow for compatible infill to the area. The developer is willing to do owner occupancy requirements for the existing homes and 2 units in the new 4-plex on the corner. This helps ensure that the homes remain and that goals to provide owner occupancy are considered.

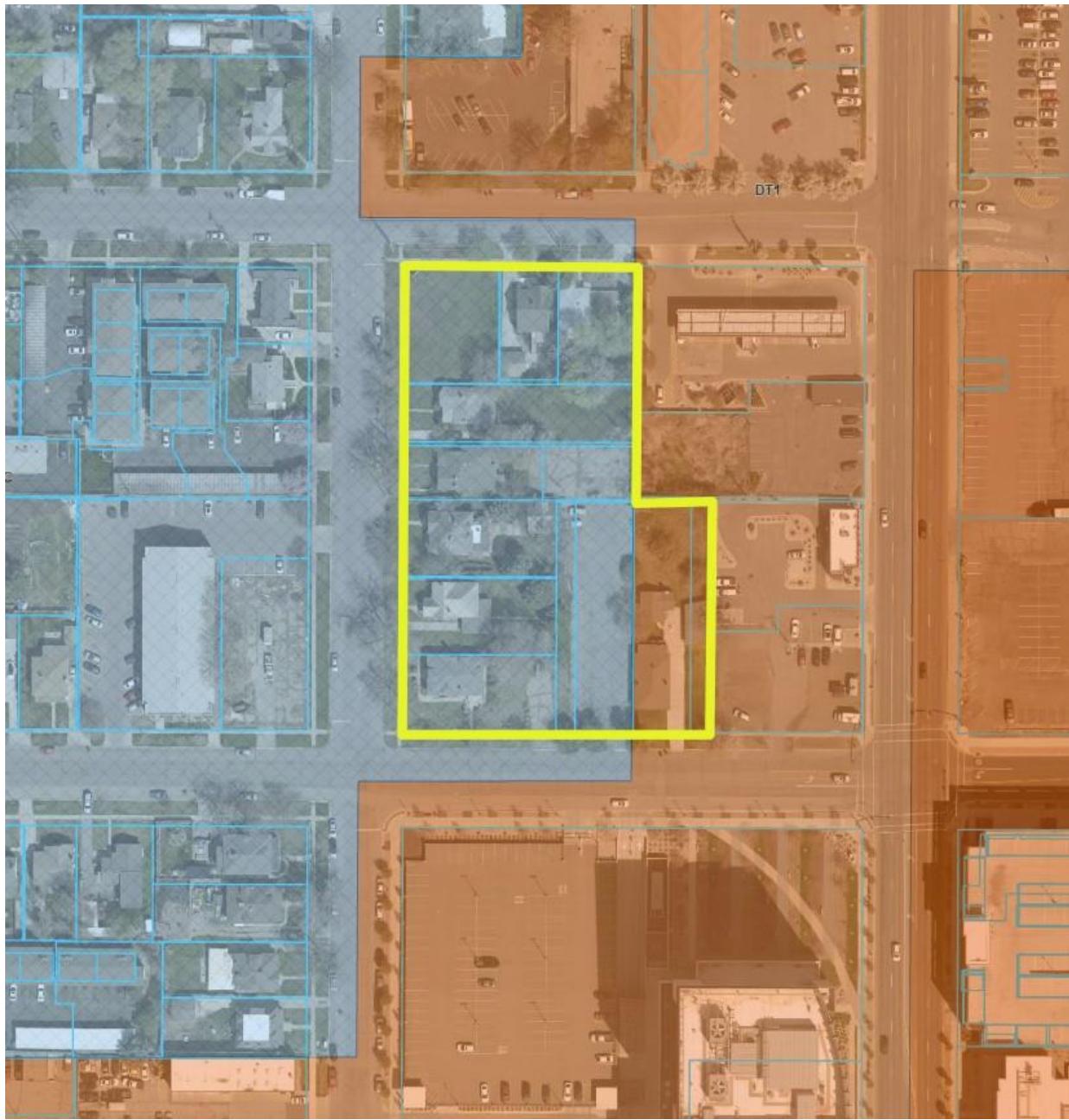
## **ATTACHMENTS**

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2. Current Zone Map
3. General Plan Map
4. Neighborhood District 5 Meeting Minutes September 17, 2025

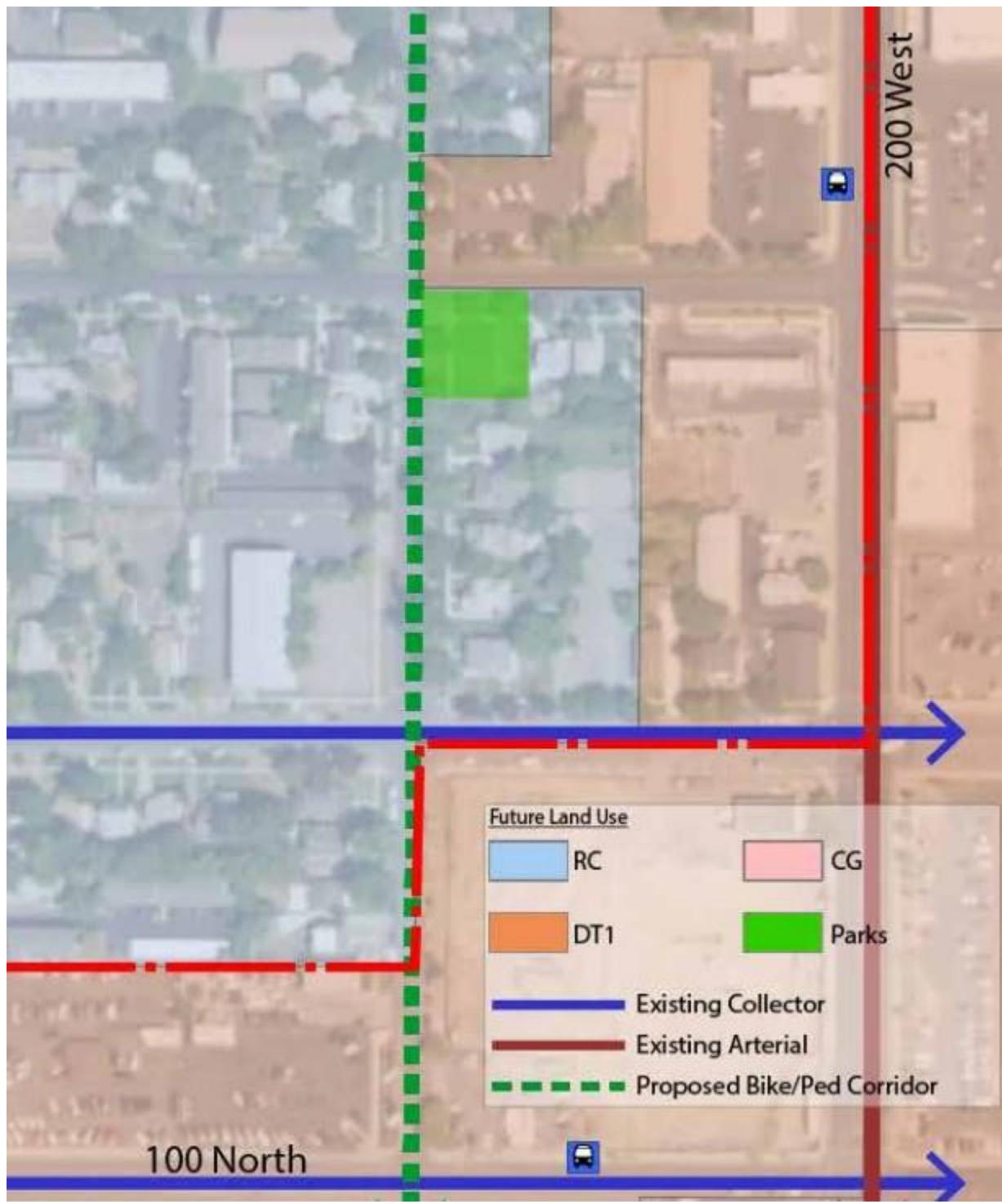
**ATTACHMENT 1 – AERIAL OF SITE**



**ATTACHMENT 2 – CURRENT ZONE MAP**



**ATTACHMENT 3 – GENERAL PLAN MAP**



**ATTACHMENT 4 – NEIGHBORHOOD DISTRICT 5 MEETING MINUTES**  
**SEPTEMBER 17, 2025**

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Questions from residents included:

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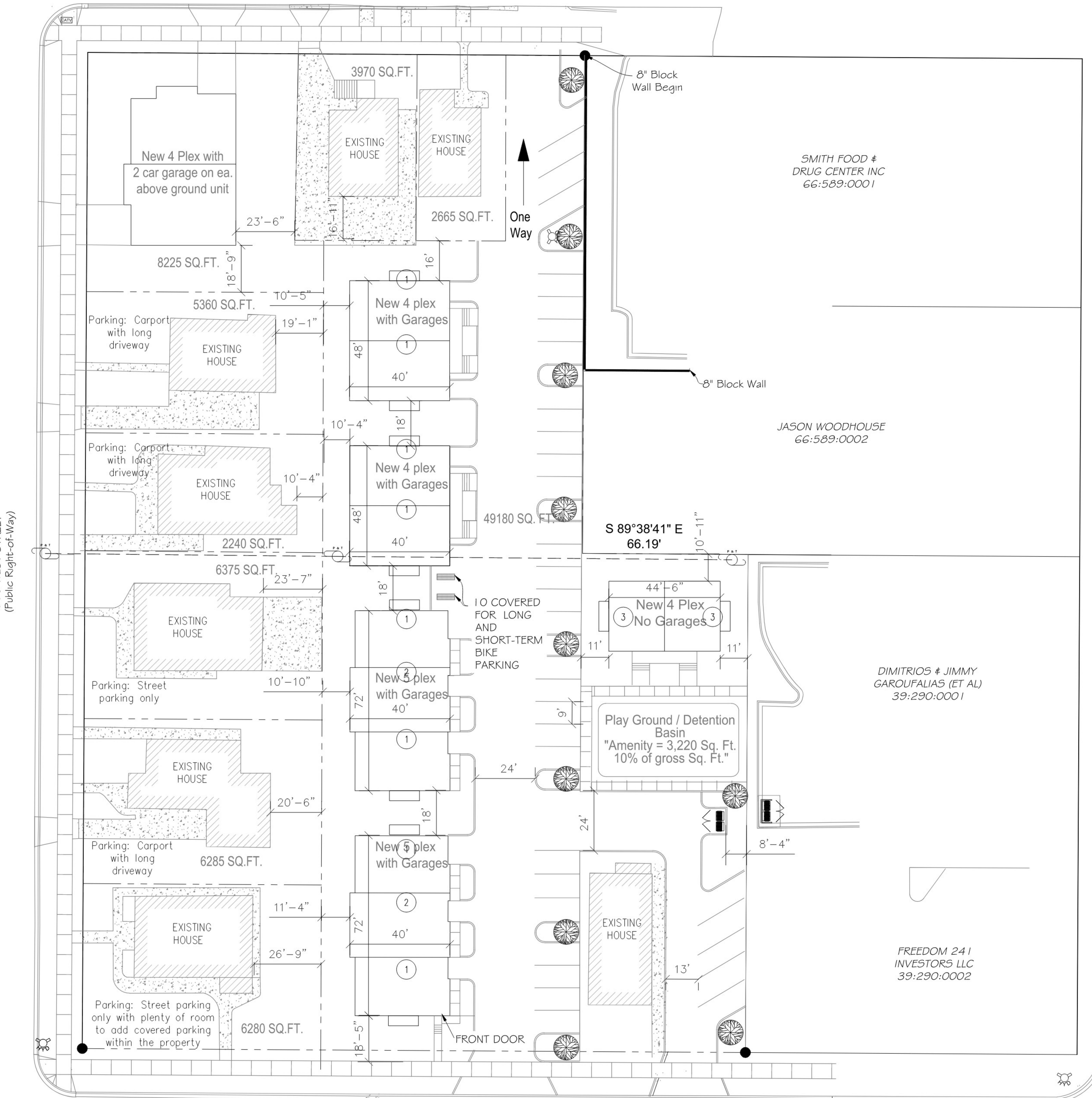
258 W 200 N



# Concept Plan



# Concept Plan



# Renderings and Floor Plans

## 4-PLEX CORNER LOT



## 4-Plex without Garage

On the east side of the property, adjacent to the Playground/detention basin, is a 4-plex consisting of 2 units above ground and two units below.

The floor plan of the lower units will match the upper Units.

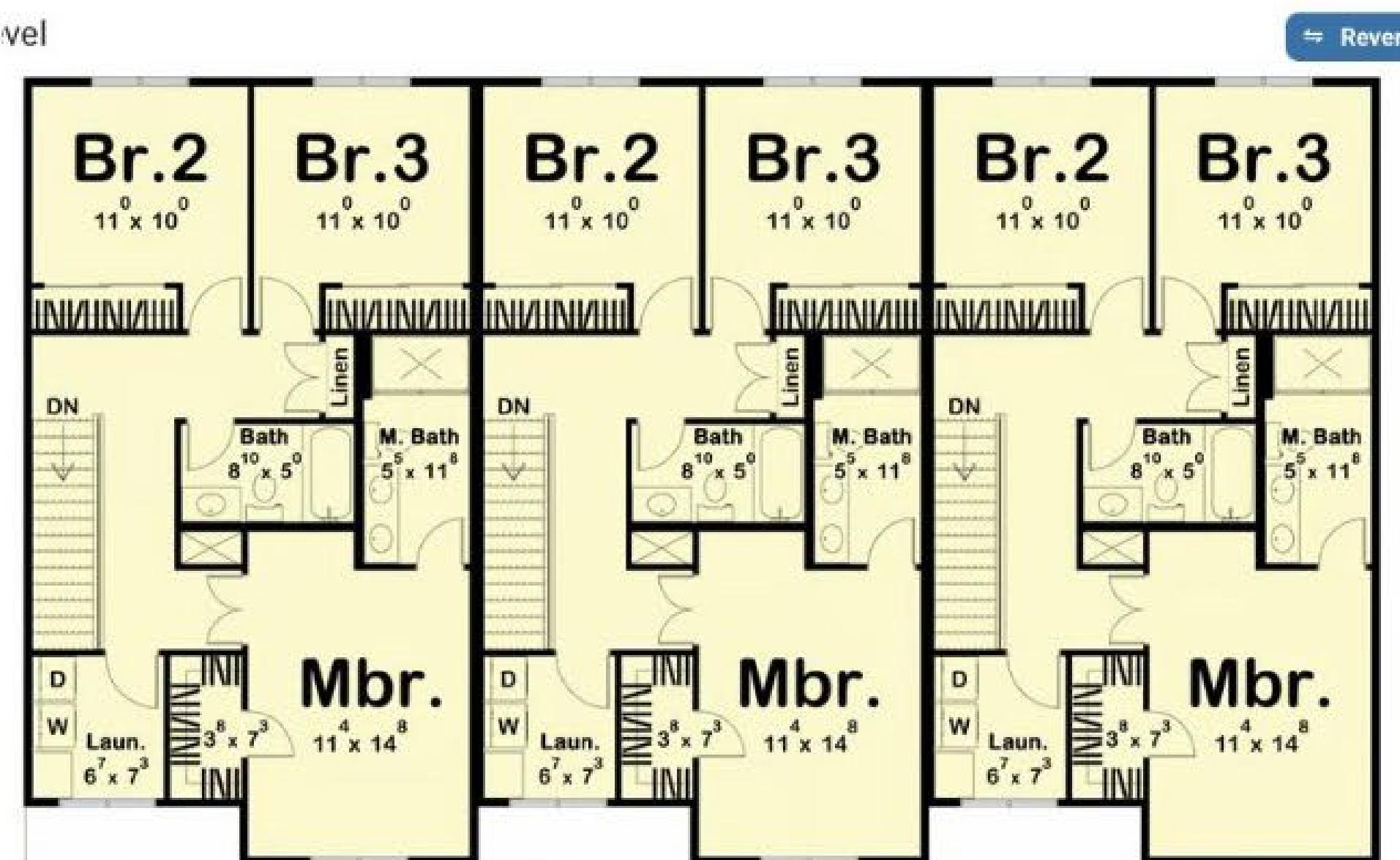
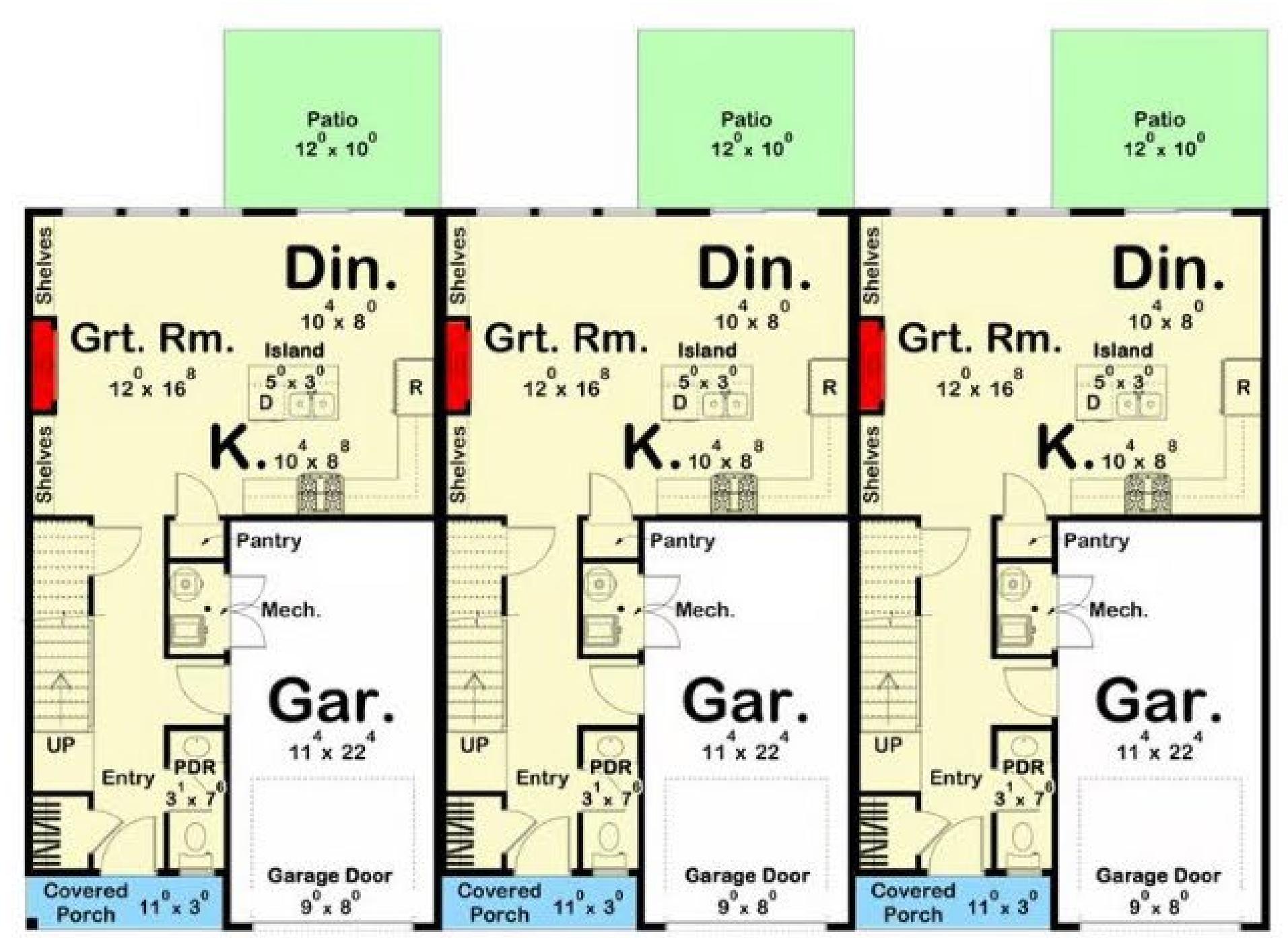
This structure does not have garage units.



## 5-PLEX



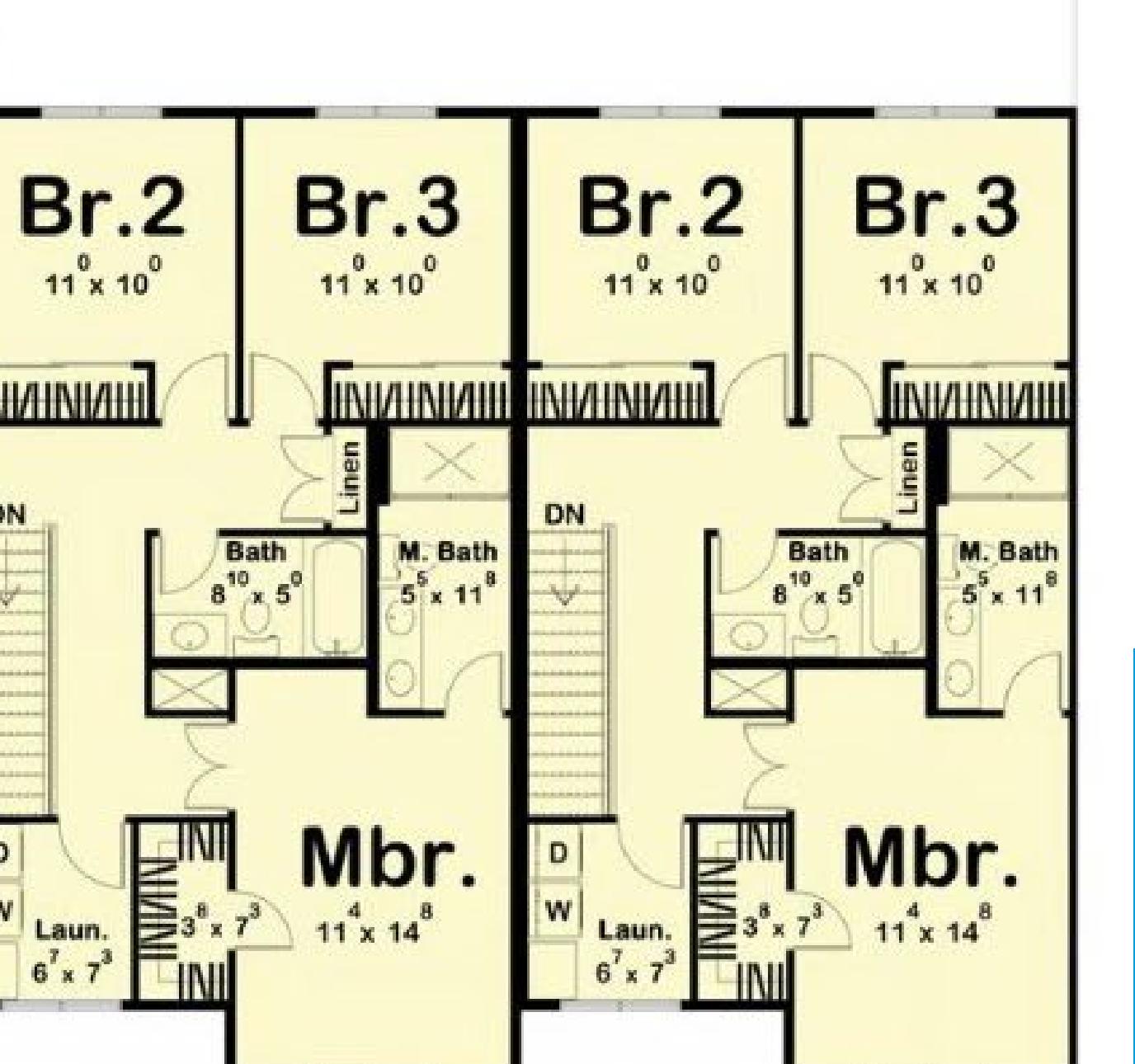
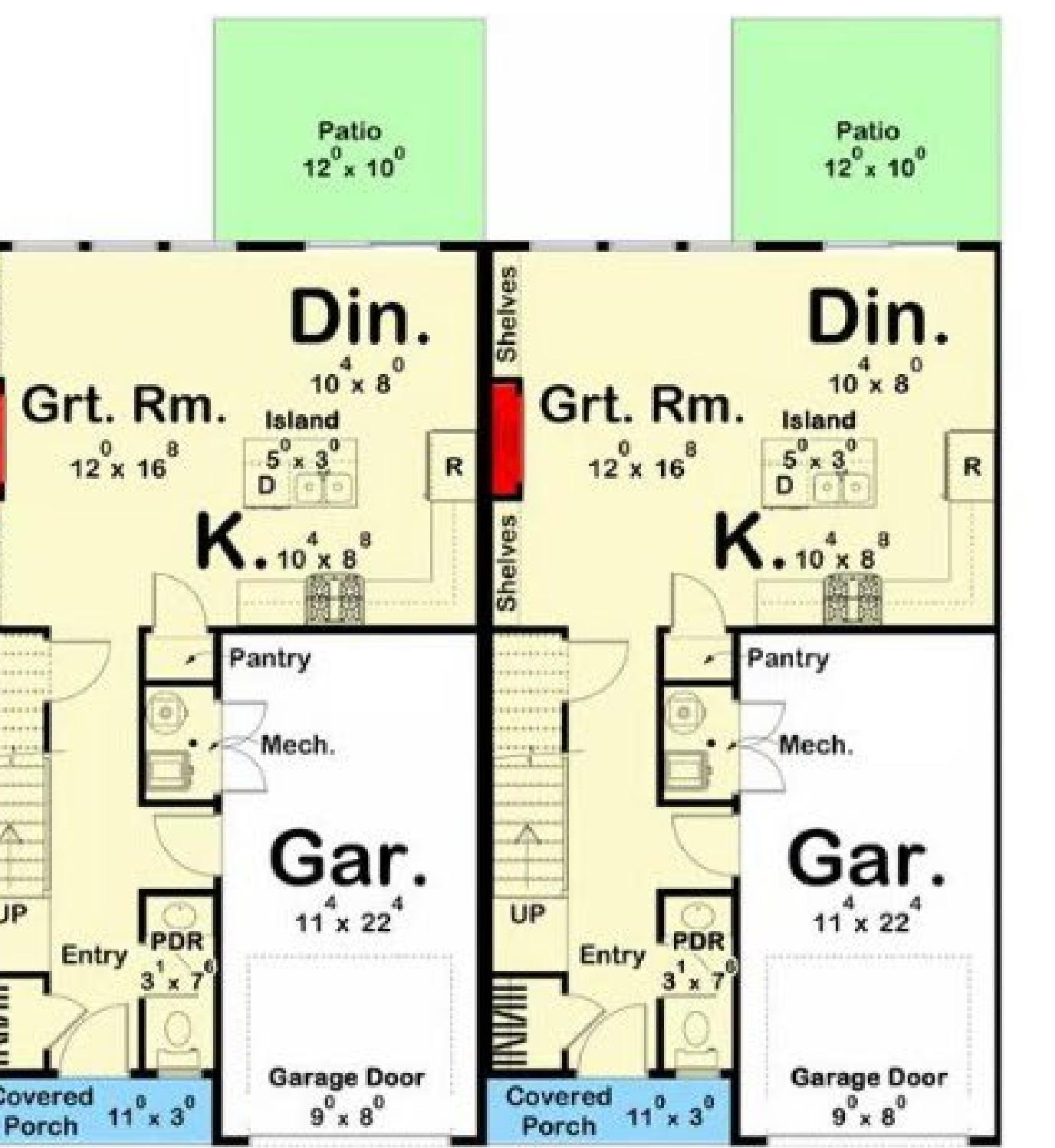
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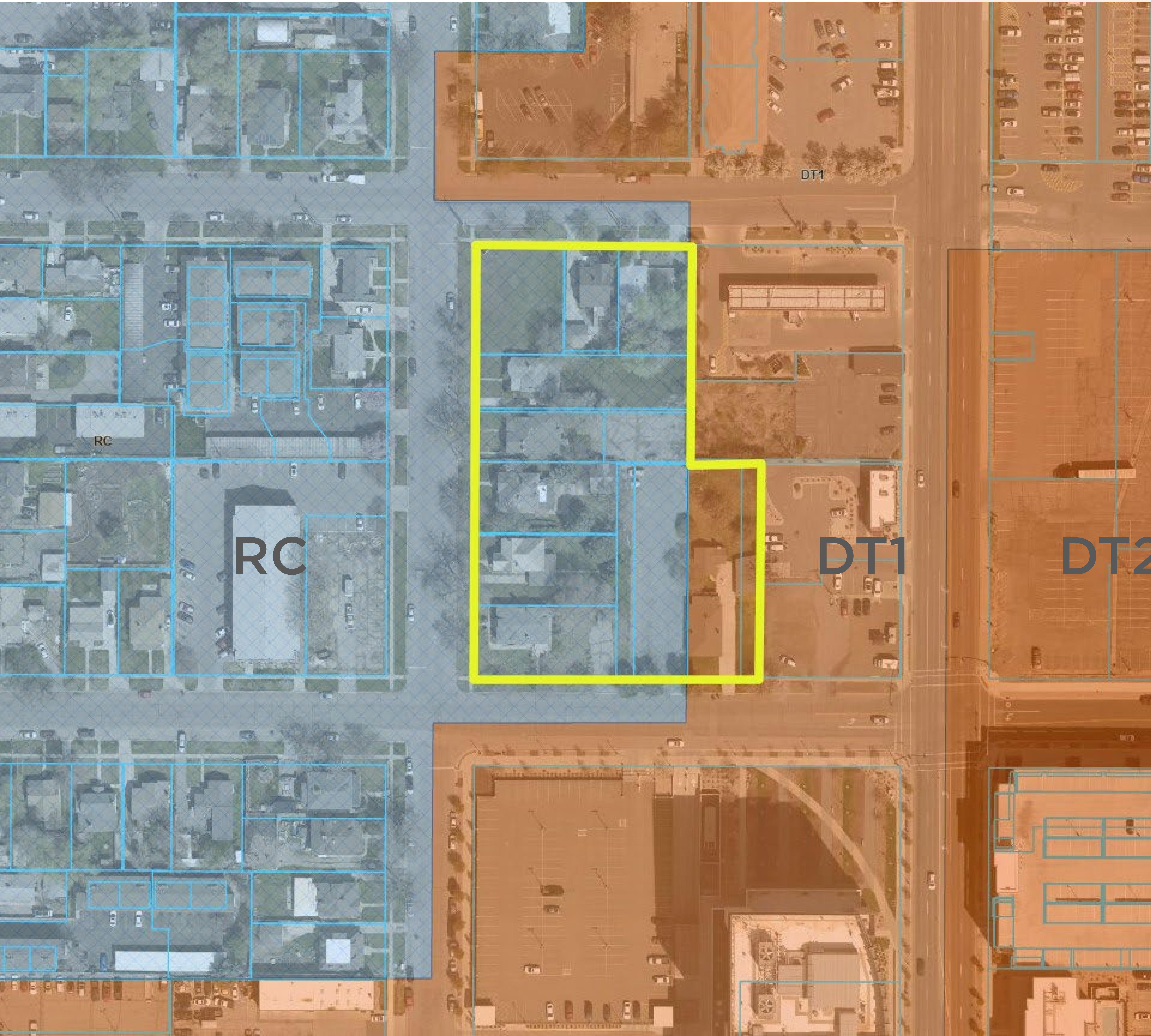
## 4-PLEX



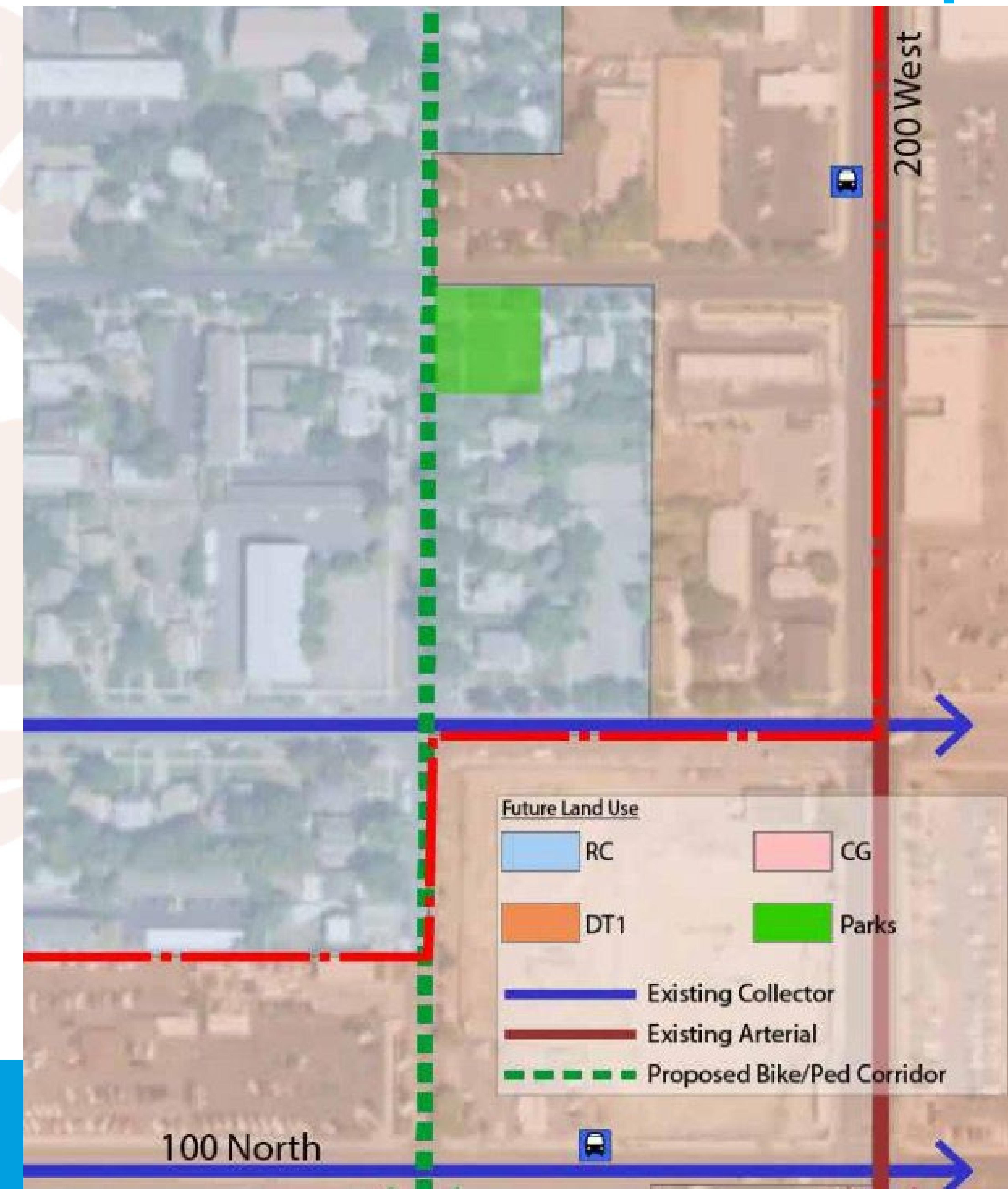
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# Zoning Map

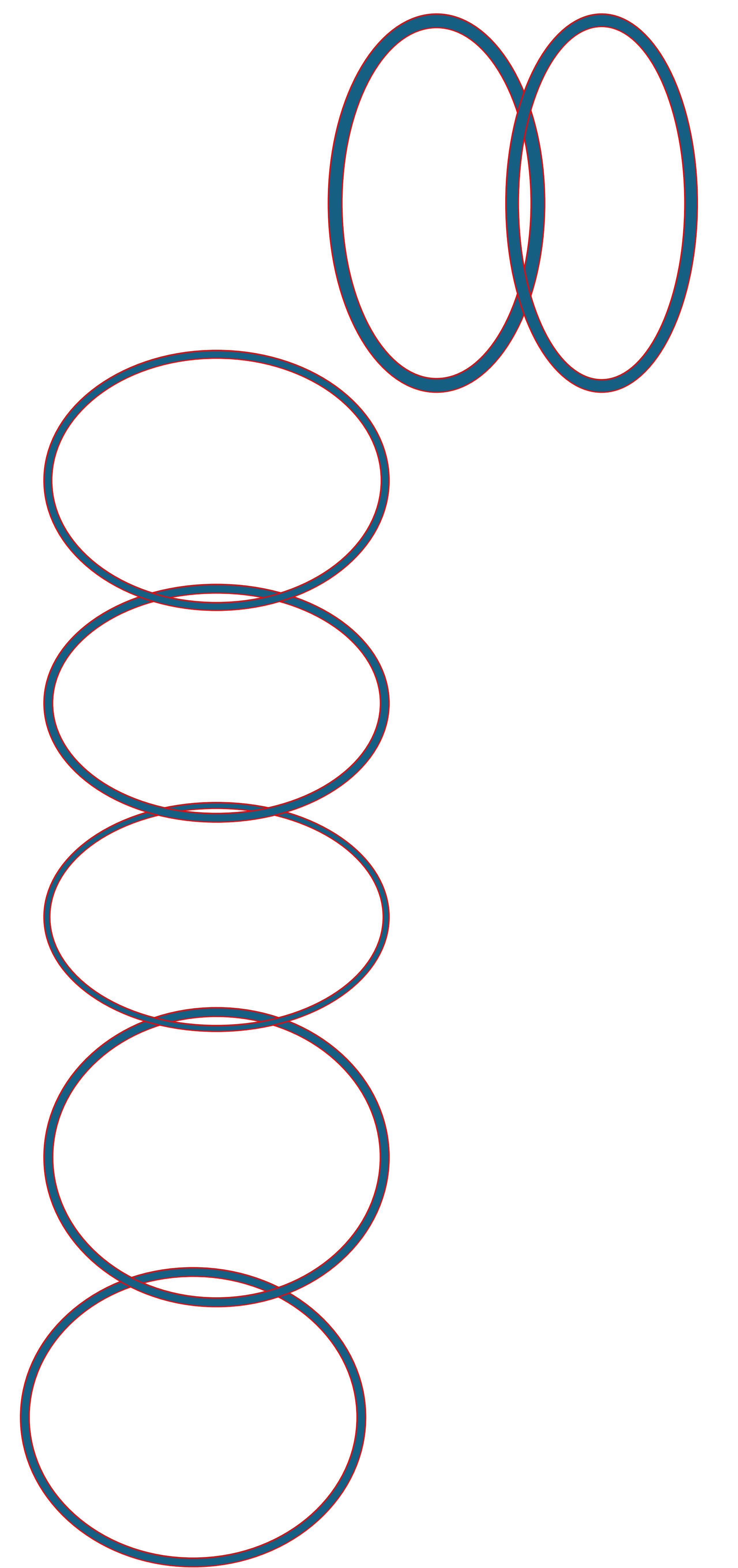


# General Plan Map

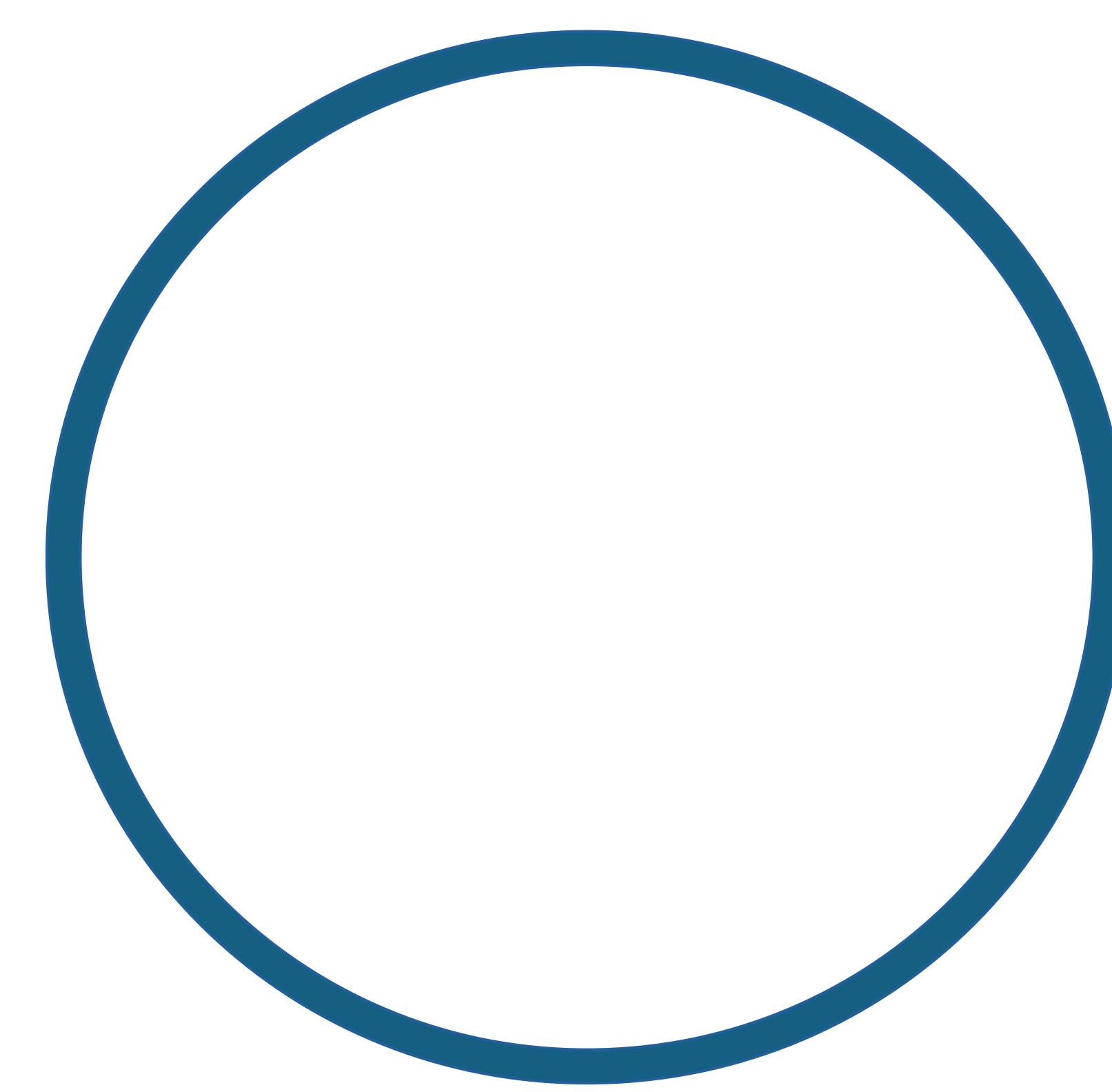


# TIMP HERITAGE BLOCK IMPROVEMENT

Existing  
Duplex



Existing  
Duplex

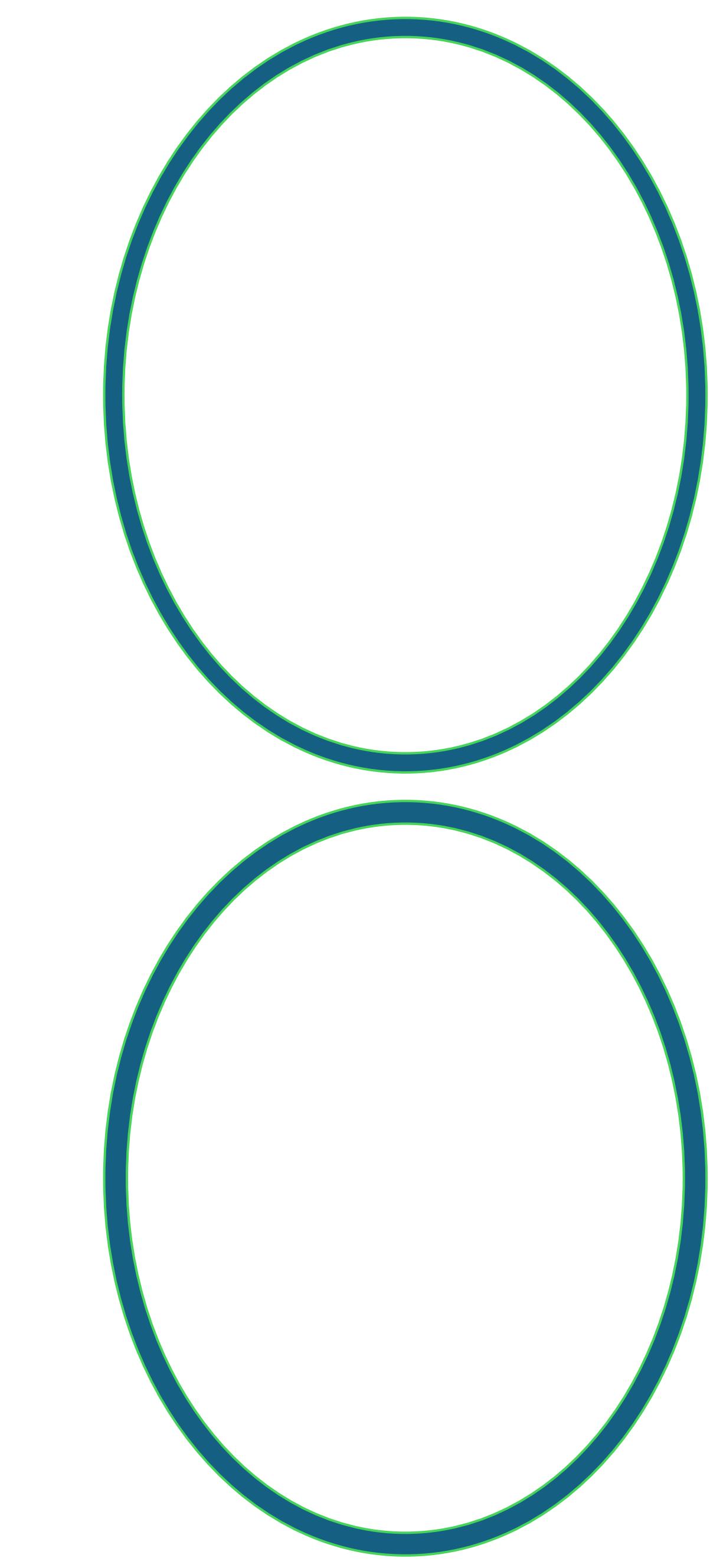


Existing  
Duplex

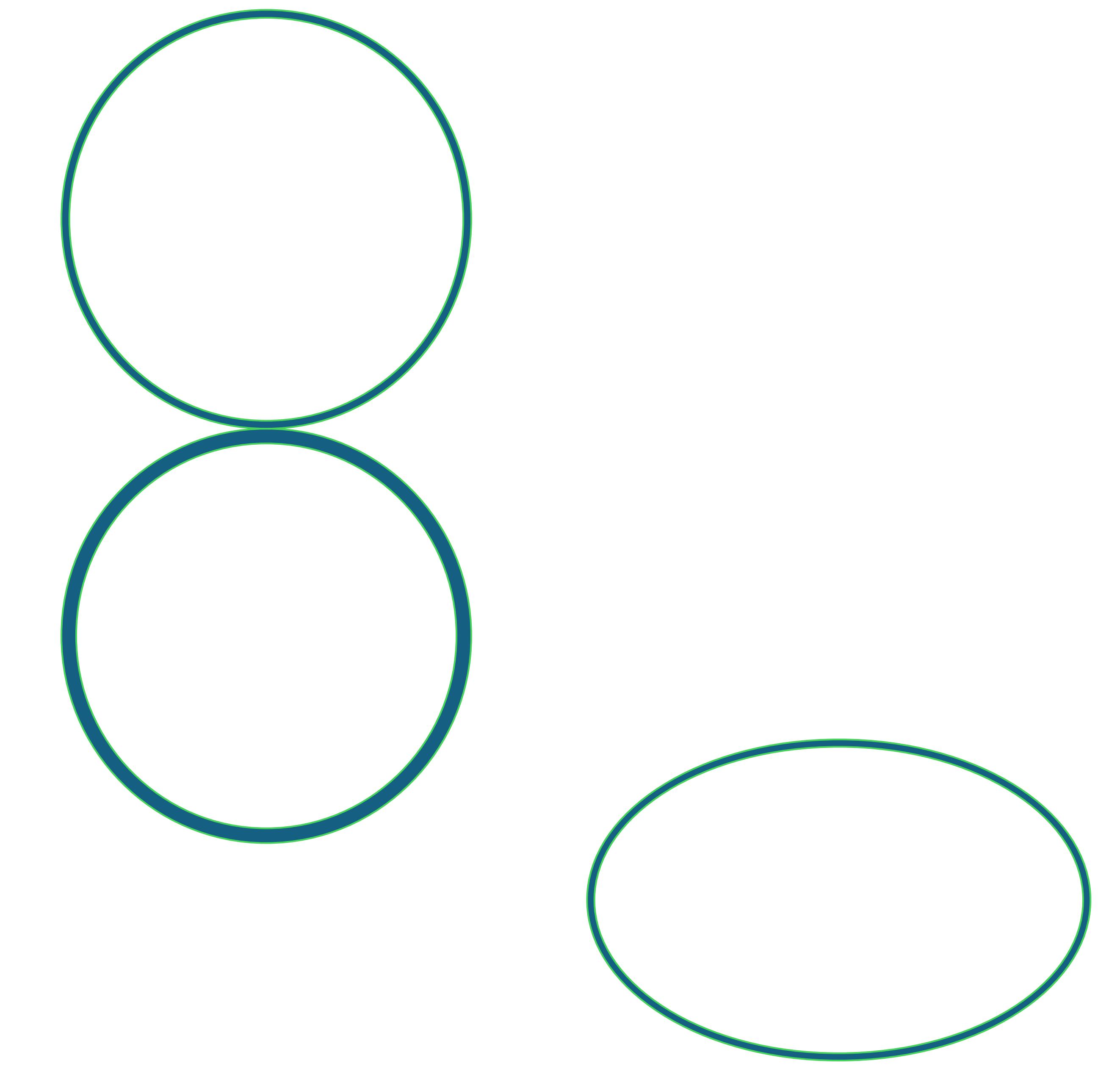


# TWIN HOME

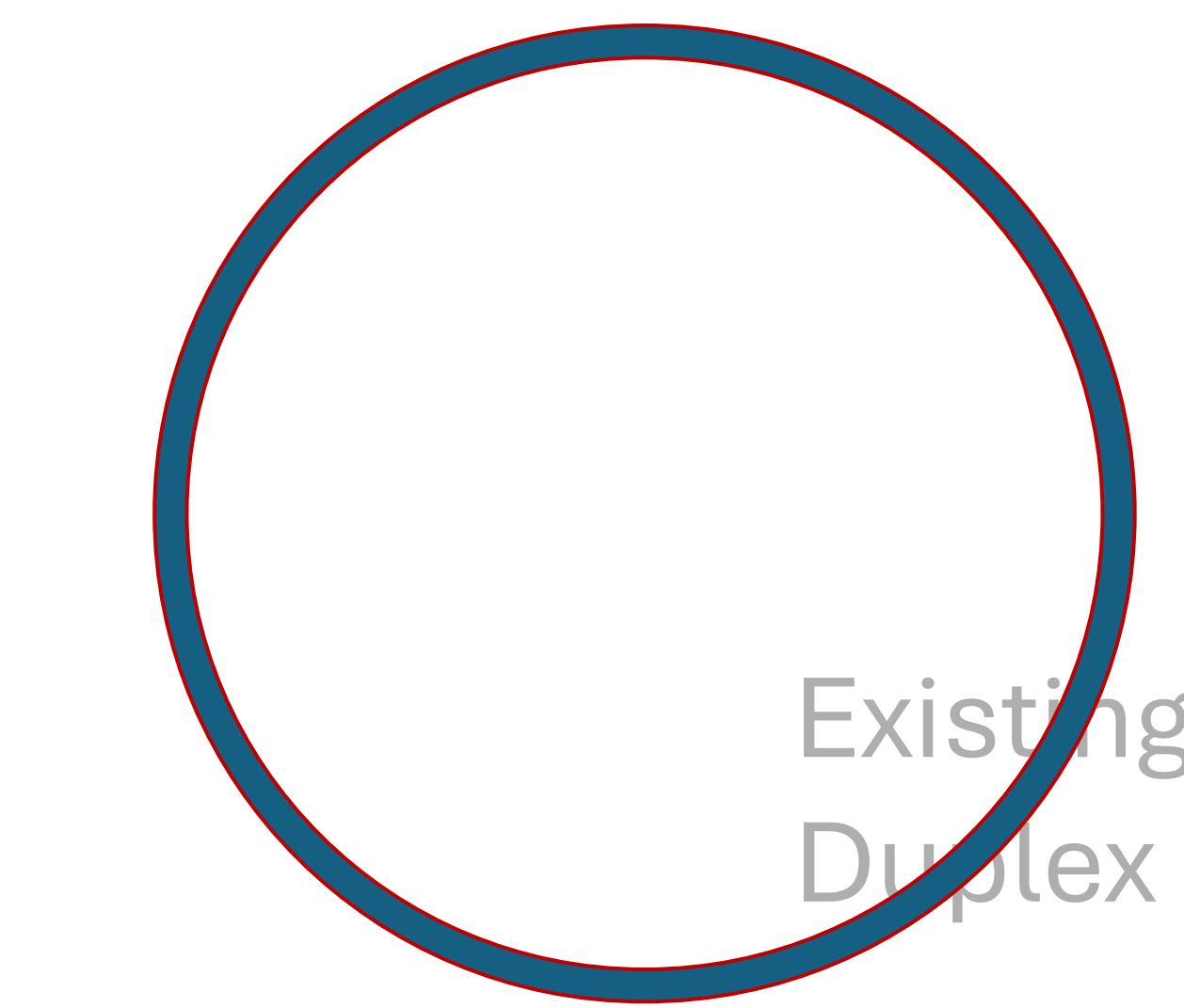
- Northwest corner of subdivision
- Entrances located on west and north elevations
- Two-car garage for each above-grade unit
- Accessory apartment below each
- Off-street parking provided for accessory apartments



Existing  
Duplex



Existing  
Duplex

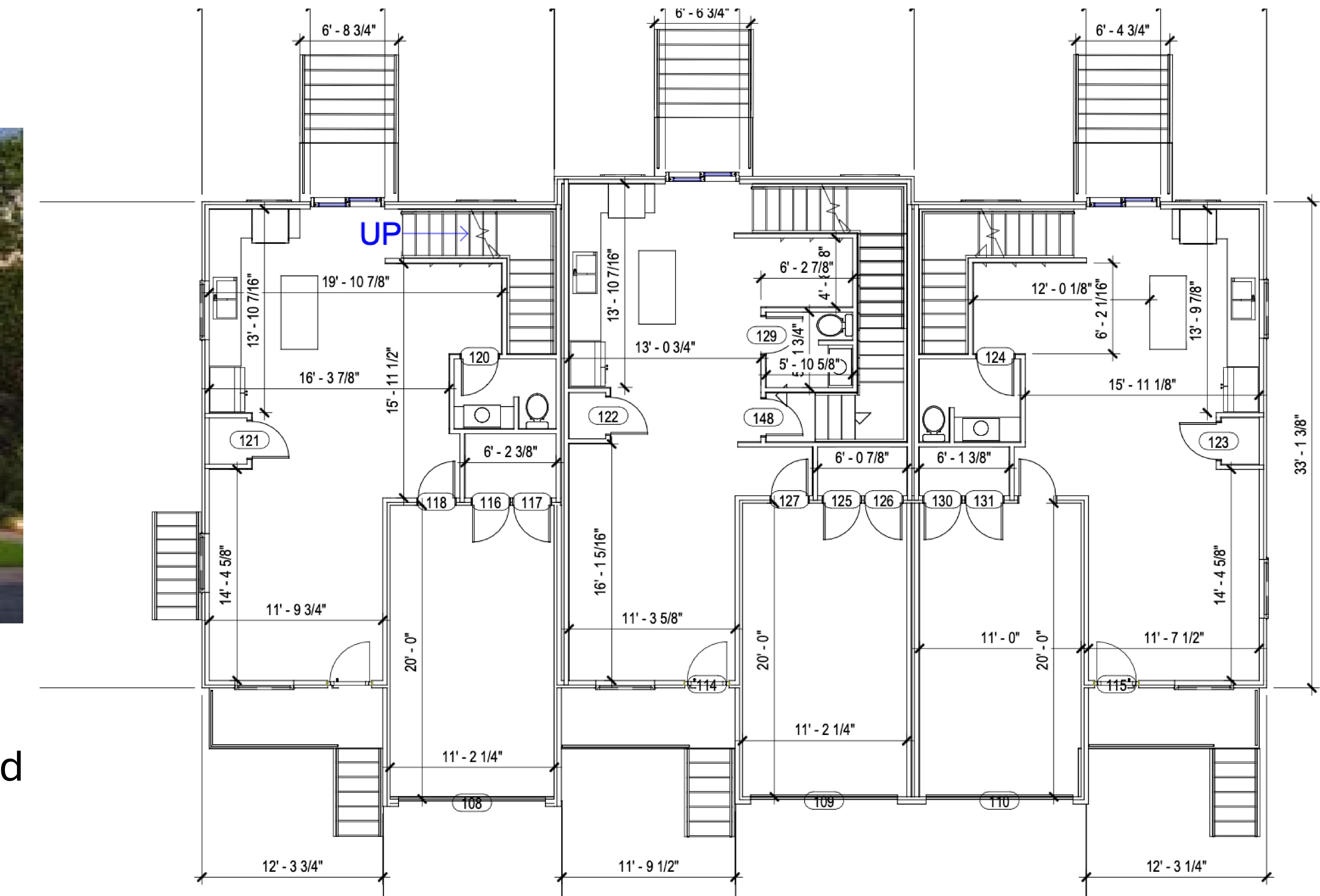


Existing  
Duplex

# 5-PLEX



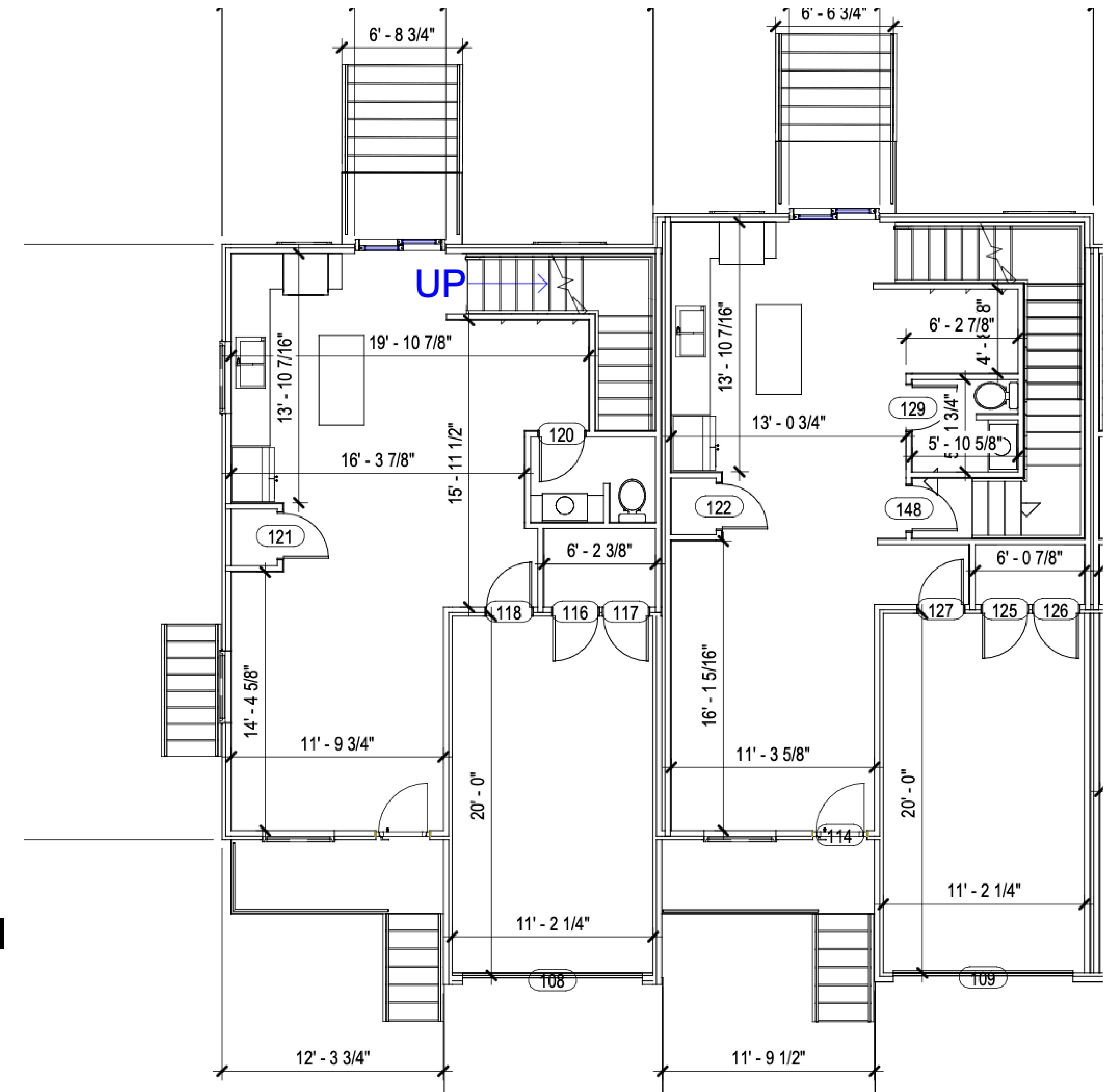
The 5-plex consists of three, two-story units above ground each with 3-bedrooms and 2 baths in each. Each of the end units have a studio apartment below.



# 4-PLEX



The 4-plex consists of two, two-story units above ground each with 3-bedrooms and 2 baths in each. Each unit also has a studio apartment below.



New 4-Plex  
w/Garage

New 4-Plex  
w/Garage

New 5-Plex  
w/Garage

New 5-Plex  
w/Garage

New 4-Plex  
w/o Garage

Existing  
Duplex

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** NROBISON

**Presenter:** Nancy Robison, City Planner

**Department:** Development Services

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 20 minutes

**CityView or Issue File Number:** PLRZ20250571

**SUBJECT:** 7 An ordinance amending the zone map classification of real property, generally located at 1149 N 850 W, from the R1.8 (One-Family Residential) zone to the R1.6 (One-Family Residential) and Low Density Residential (LDR) zones. Rivergrove (PLRZ20250571)

**RECOMMENDATION:** Recommend Approval

**BACKGROUND:** For the proposed rezone, the applicant seeks to redevelop an existing, irregularly shaped lot containing a single-family home constructed in 1936. The rezone to Low Density Residential is being requested primarily due to the width of two of the proposed lots. The anticipated lot sizes include two parcels of approximately 6,000 square feet each, with the third lot measuring roughly one-third of an acre. Overall, staff believes this proposal represents a strong infill opportunity that would introduce three new single-family homes and support reinvestment in the surrounding neighborhood.

**FISCAL IMPACT:** None

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

This creates 3 single family home lots that will be sold. It aligns with the general plan. It also is a great design for an infil project on an irregular parcel configuration

# ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING THE ZONE MAP CLASSIFICATION OF  
REAL PROPERTY, GENERALLY LOCATED AT 1149 N 850 W, FROM THE  
R1.8 (ONE-FAMILY RESIDENTIAL) ZONE TO THE R1.6 (ONE-FAMILY  
RESIDENTIAL) AND LOW DENSITY RESIDENTIAL (LDR) ZONES.  
RIVERGROVE NEIGHBORHOOD. (PLRZ20250571)

## RECITALS:

It is proposed that the classification on the Provo Zoning Map for approximately 0.60 acres of real property, generally located at 1149 N 850 W (a legal description of which is shown in Exhibit A), be amended from the R1.8 (One-family Residential) Zone to the R1.6 (One-family Residential) and Low Density Residential (LDR) Zones;

On December 10, 2025, the Planning Commission held a public hearing to consider the proposal, and after the hearing the Planning Commission recommended **approval** of the proposal to the Municipal Council by a 8:0 vote;

The Planning Commission's recommendation was based on the project design presented to the Commission;

On January 13, 2026, the Municipal Council met to determine 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

After considering the Planning Commission's recommendation and the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council ordains as follows:

## PART I:

The classification on the Provo Zoning Map is amended from the R1.8 (One-family Residential) Zone to the R1.6 (One-family Residential) and Low Density Residential (LDR) Zones for the real property described in this ordinance.

## PART II:

40       A. If a provision of this ordinance conflicts with a provision of a previously adopted  
41       ordinance, this ordinance controls.

42

43       B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part,  
44       sentence, clause, or phrase is judicially determined to be unconstitutional or invalid, the  
45       remainder of the ordinance is not affected by that determination.

46

47       C. This ordinance takes effect immediately after it has been posted or published in accordance  
48       with Utah Code Section 10-3-711, presented to the Mayor in accordance with Utah Code  
49       Section 10-3b-204, and recorded in accordance with Utah Code Section 10-3-713.

50

51       D. The Municipal Council directs that the Provo Zoning Map be updated and codified to  
52       reflect the provisions enacted by this ordinance.

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61

Exhibit A

Legal Description

COM N 959.01 FT & E 301.21 FT FR SW COR. SEC. 36, T6S, R2E, SLB&M.; N 4 DEG 45' 10" E 204.07 FT; S 86 DEG 46' 47" E 87.46 FT; S 4 DEG 13' 57" W 82.1 FT; S 85 DEG 44' 50" E 16.7 FT; S 2 DEG 53' 31" W 54.8 FT; S 86 DEG 22' 1" E 161.24 FT; S 4 DEG 13' 5" W 27.84 FT; N 87 DEG 23' 43" W 139.11 FT; S 4 DEG 44' 55" W 40.13 FT; N 85 DEG 5' 41" W 129.11 FT TO BEG. AREA 0.596 AC.

Provo City Planning Commission  
**Report of Action**

December 10, 2025

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**\*ITEM 7** Trent Hatch requests a Zone Map Amendment from the R1.8 (One Family Residential) Zone to the LDR (Low Density Residential) Zone in order to subdivide the property and create new building lots, located at 1149 N 850 W. Rivergrove Neighborhood. Nancy Robison (801) 852-6417 nrobison@provo.gov  
PLRZ20250571

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The following action was taken by the Planning Commission on the above described item at its regular meeting of December 10, 2025:

## RECOMMENDED APPROVAL

On a vote of 8:0, the Planning Commission recommended that the Municipal Council approve the above noted application

### Conditions of Approval:

1. Have the concept plan match the recommendation of the Rezone for lot 1 and 2 to Low Density Residential (LDR) and rezone lot 3 to R1.6 (Single-family) in order to make more uniform boundaries for each lot.

Motion By: Lisa Jensen

Second By: Melissa Kendall

Votes in Favor of Motion: Jon Lyons, Joel Temple, Barbara DeSoto, Lisa Jensen, Daniel Gonzales, Melissa Kendall, Matthew Wheelwright, 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 REZONED**

The property to be rezoned to the Low Density Residential (LDR) and R1.6 (Single-Family) Zone 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.

### **NEIGHBORHOOD MEETING DATE**

- A neighborhood meeting was held on November 19, 2025.
- Neighbors had questions about the size of the homes and access for the lots.
- Neighbors gave positive feedback regarding the proposed changes. They were pleased with the idea of bringing more single-family homes to the area, and to have the property cleaned up and taken care of.

### **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was present /addressed the Planning Commission during the public hearing.
- Kristen Cramer from the Rivergrove neighborhood expressed that neighbors had given positive feedback and welcomed this zone change in their neighborhood.

## **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 concerns were raised by the public.

## **APPLICANT RESPONSE**

Key points addressed in the applicant's presentation to the Planning Commission included the following: The applicant had stated that he initially had tried to rezone all the lots to Low Density Residential (LDR) but city code does not allow for a flag lot in the LDR zone; that is why there were changes to the boundary lines

## **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

The planning commission felt this was a good plan for an infill development. They also wanted to make the boundaries more uniform with the associated rezone. So instead of lot 3 staying in the R1.8, they recommended that lot 3 be rezoned to R1.6 to give each lot the most area, and to have clean boundary lines.



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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**

## **EXHIBIT A: LEGAL DESCRIPTION**

COM N 959.01 FT & E 301.21 FT FR SW COR. SEC. 36, T6S, R2E, SLB&M.; N 4 DEG 45' 10" E 204.07 FT; S 86 DEG 46' 47" E 87.46 FT; S 4 DEG 13' 57" W 82.1 FT; S 85 DEG 44' 50" E 16.7 FT; S 2 DEG 53' 31" W 54.8 FT; S 86 DEG 22' 1" E 161.24 FT; S 4 DEG 13' 5" W 27.84 FT; N 87 DEG 23' 43" W 139.11 FT; S 4 DEG 44' 55" W 40.13 FT; N 85 DEG 5' 41" W 129.11 FT TO BEG. AREA 0.596 AC.

**\*ITEM 7** Trent Hatch requests a Zone Map Amendment from the R1.8 (One Family Residential) Zone to the LDR (Low Density Residential) Zone in order to subdivide the property and create new building lots. Rivergrove Neighborhood. Nancy Robison (801) 852-6417 nrobison@provo.gov PLRZ20250571

<p><b>Applicant:</b> DALTON, CAMILLE J and TRENT HATCH</p> <p><b>Staff Coordinator:</b> Nancy Robison</p> <p><b>Property Owner:</b> DALTON, CAMILLE J</p> <p><b>Parcel ID#:</b> 19:060:0139</p> <p><b>Acreage:</b> 0.60</p> <p><b>Number of Properties:</b> 3</p> <p><b>Number of Lots:</b> 3</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 information presented. <i>The next available meeting date is January 14<sup>th</sup> 2026 6:00 P.M.</i></li><li>2. <b>Deny</b> the requested zone change. <i>This action <u>would not be consistent</u> with the recommendations of the Staff Report. The Planning Commission should <u>state new findings</u>.</i></li></ol>	<p><b>Current Legal Use:</b> Single-family homes in R1.8 zone</p> <p><b>Relevant History:</b> There is one home on this property that was built in 1936. The property currently has frontage on both 850 West and 1160 North</p> <p><b>Neighborhood Issues:</b></p> <ul style="list-style-type: none"><li>• This item was discussed at a neighborhood meeting on November 19<sup>th</sup>, 2025.</li><li>• Neighbors had questions about the size of the homes.</li><li>• They also asked if there was any concern about irrigation ditches in the area.</li><li>• The Rivergrove representative said they had received positive comments about improving this lot.</li></ul> <p><b>Summary of Key Issues:</b> This lot is .60 acres. It has the advantage of having frontage on both 850 West and 1160 North. This would make it a very good infill project. One lot would stay zoned R1.8 and become a flag lot off of 850 West. The other two lots would need to be zoned Low Density Residential (LDR) to create two lots with approximately 40 feet width, having access off of 1160 North. Each lot would have a single-family home.</p> <p><b>Staff Recommendation:</b> Staff recommends that the Planning Commission <b>recommend approval</b> of the zone map amendment to the City Council.</p>
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## **OVERVIEW**

For the proposed rezone, the applicant seeks to redevelop an existing, irregularly shaped lot containing a single-family home constructed in 1936. The rezone to Low Density Residential is being requested primarily due to the width of two of the proposed lots. The anticipated lot sizes include two parcels of approximately 6,000 square feet each, with the third lot measuring roughly one-third of an acre.

Staff has recommended that Lot 3 extend further to the west to avoid creating a narrow, unused strip of land connected to Lot 1 and to promote a more functional and maintainable lot configuration.

Overall, staff believes this proposal represents a strong infill opportunity that would introduce three new single-family homes and support reinvestment in the surrounding neighborhood.

## **STAFF ANALYSIS**

In analyzing any rezone request for housing, staff is encouraged to reference the questions asked in on page 45 of the General Plan (Chapter 4 – Housing). Those questions are as follows: (**staff response in bold**)

- Would the rezone promote one of the top 3 housing strategies (promote a mix of home types, sizes, and price points; support zoning to promote ADUs and infill development; recognize the value of single-family neighborhoods)? **Single-family homes in this neighborhood can be a mix of types. Because of the size of the lots, two of the homes will be smaller but could still accommodate ADU's. A larger home would fit on lot 3. The plan does address infill development since the current lot only contains 1 home. The third strategy is met by the proposal as the plan exists with only single-family homes.**
- Are utilities and streets currently within 300 feet of the property proposed for rezone? **Yes, access and utilities would come from 1160 North or 850 West.**
- Would the rezone exclude land that is currently being used for agricultural use? **The property is currently zoned R1.8 and is not being used for agriculture. There is no agricultural use in the vicinity.**
- Does the rezone facilitate housing that has reasonable proximity (1/2 mile) to public transit stops or stations **There is a bus stop around .29 miles away.**
- Does the rezone encourage development of environmentally or geologically sensitive, or fire or flood prone, lands? **No, the land does not contain any hazards.**
- Would the proposed rezone facilitate the increase of on-street parking within 500 feet of the subject property? **No, the proposal has sufficient off-street parking for the number of proposed units to meet code and keep vehicles off the streets.**

- Would the rezone facilitate a housing development where most of the housing units are owner-occupied? Is that applicant willing to guarantee such? **Yes, the proposed development would be single-family homes for sale.**
- Would the proposed rezone facilitate a housing development where at least 10% of the housing units are attainable to those making 50-79% AMI? **The primary structures are not likely to provide attainable housing in the 50-79% AMI and the developer has not proposed any type of affordable units.**

Section 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 public purpose for the request is to provide additional residential lots to the west of the hospital.**

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

**Staff response: Staff believe that the proposed zone change does help to meet the stated purposes above.**

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

**Staff response: Chapter Four identifies goals for housing related to the proposal, including “allow for different types of housing in neighborhoods and allow for a mix of home sizes at different price points.” This development would create a lot that a larger home could be built on and then two lots with smaller single family homes, which would allow a lower price point for a couple of single-family homes in the Provo area.**

(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 provisions articulated for this property.**

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

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

(f) Adverse impacts on adjacent landowners.

**Staff response: There wouldn’t be any adverse impacts on adjacent landowners.**

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

**Staff response: Staff have verified the correctness of the General Plan and zoning 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: Staff have found no such conflict.**

## **CONCLUSIONS**

Staff believes this proposal represents a strong infill opportunity, and recommends that the Planning Commission recommend approval of the zone map amendment to the City Council.

## **ATTACHMENTS**

1. Site map
2. Area to be rezoned
3. Proposed lot layout

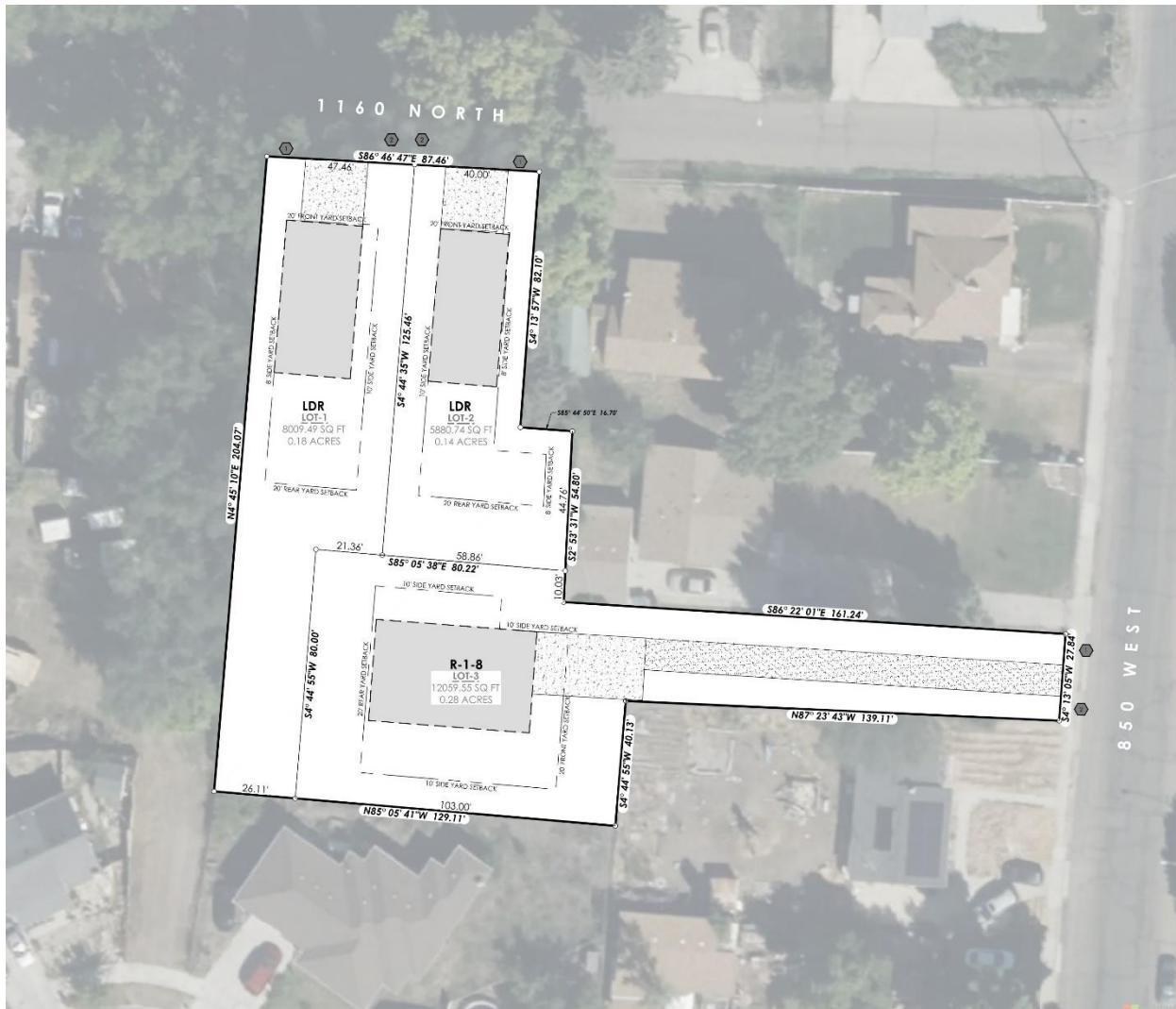
**ATTACHMENT 1 – SITE MAP**

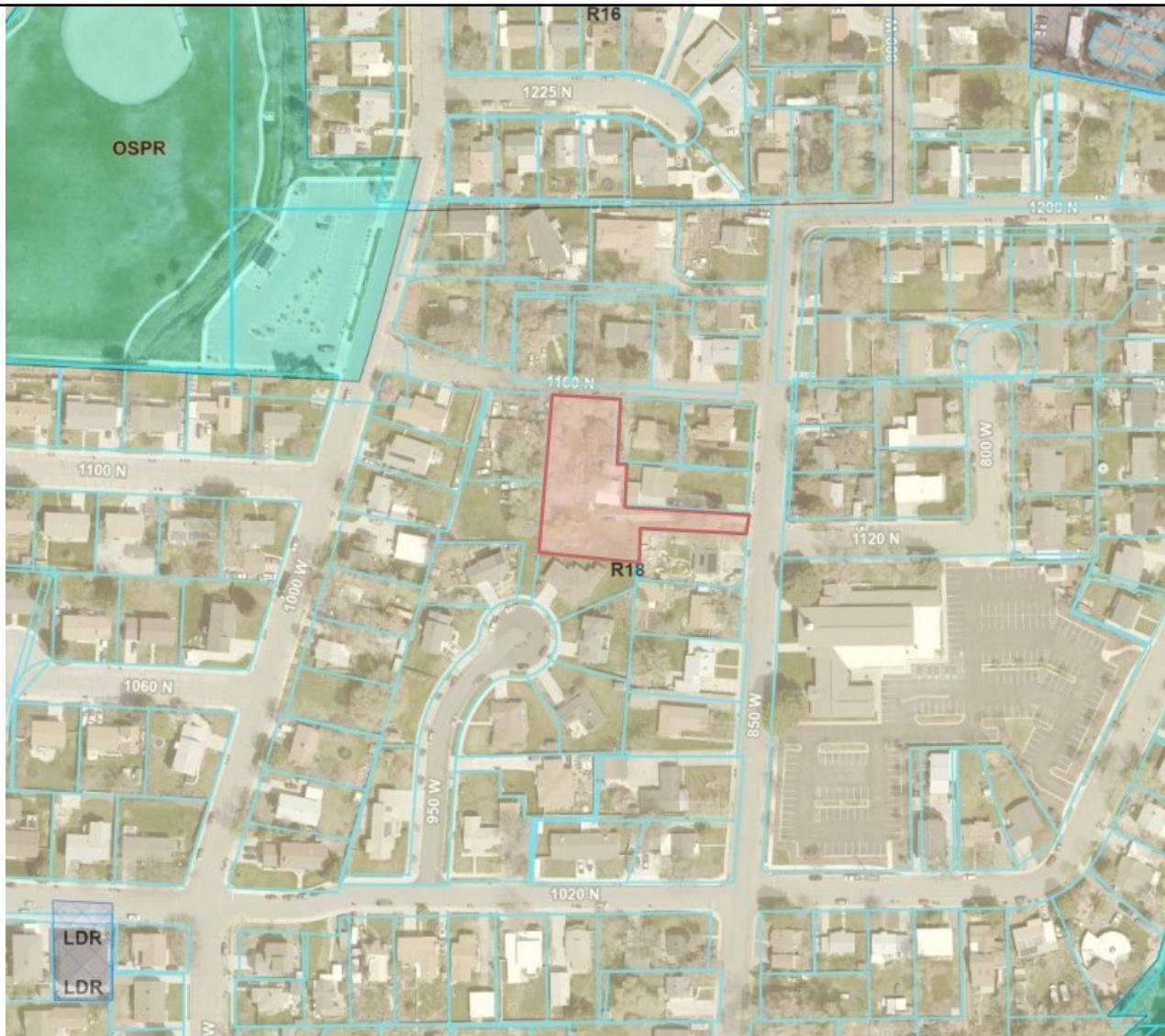


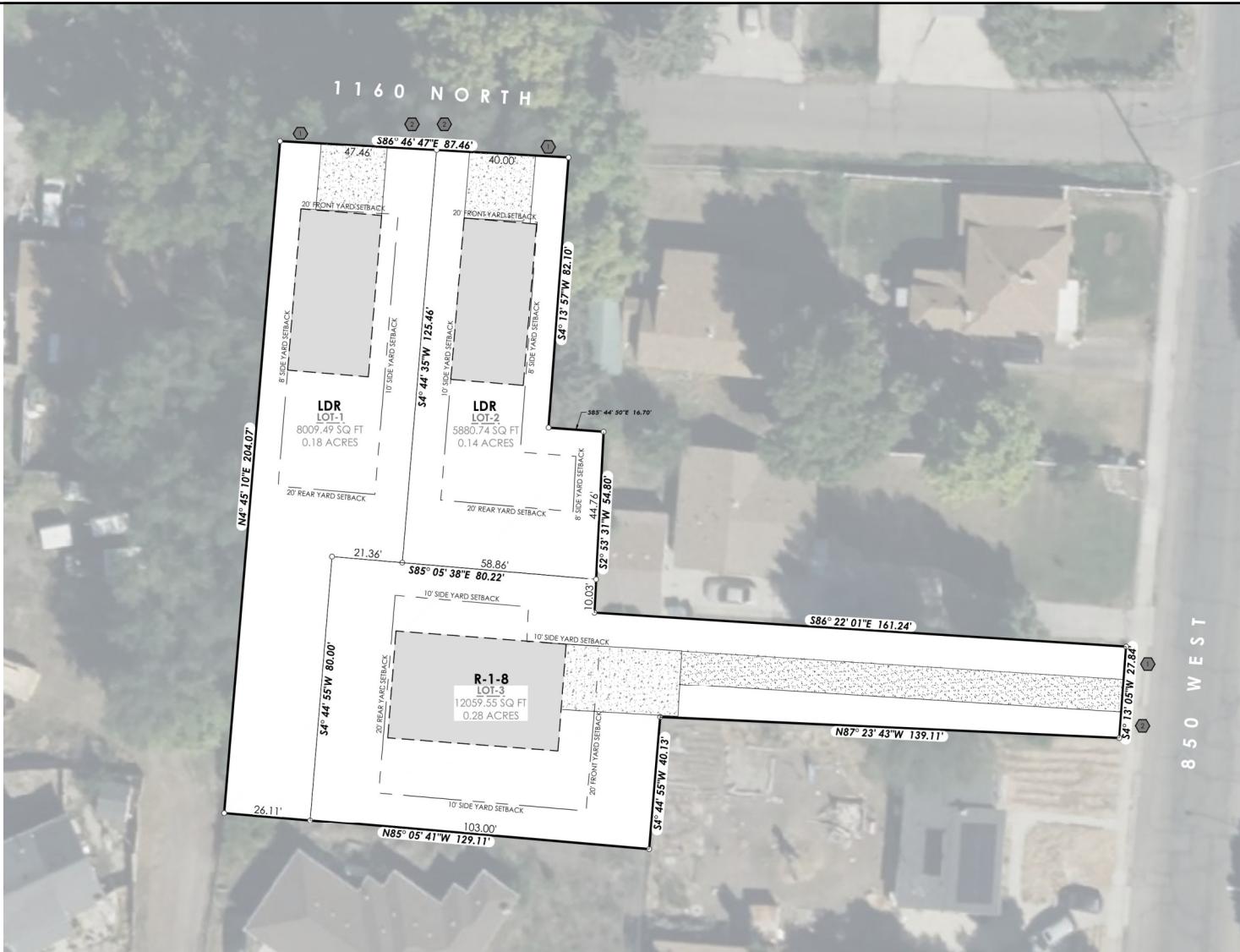
**ATTACHMENT 2 – AREA TO BE REZONED**

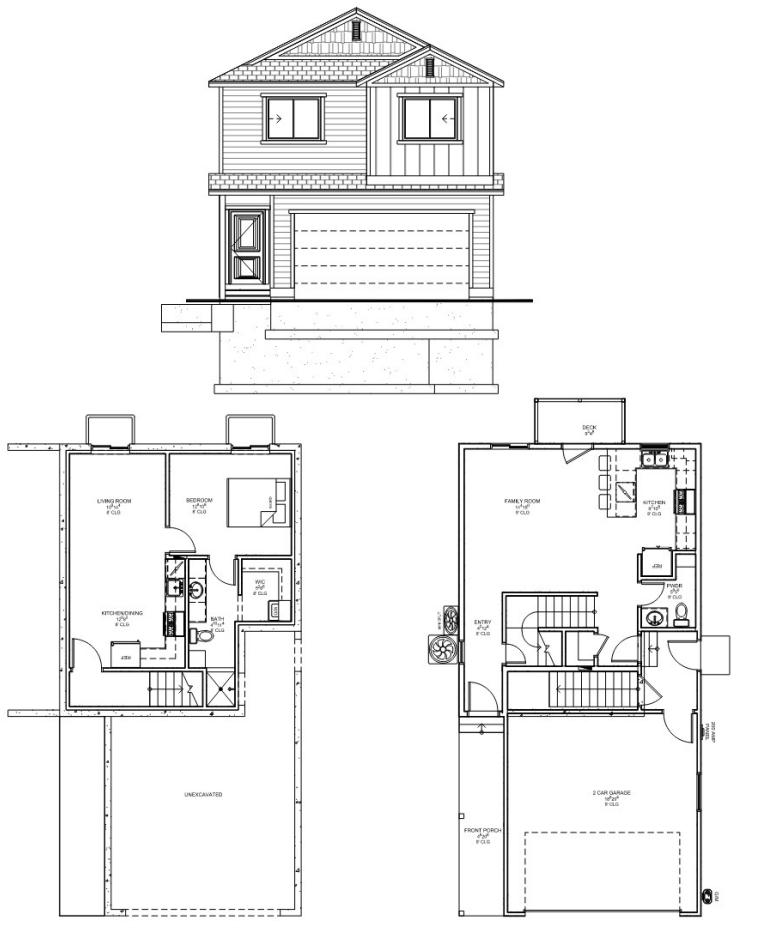


### **ATTACHMENT 3 – LOT LAYOUT**









## BASEMENT FLOOR

## MAIN FLOOR

File Name:		SQUARE FOOTAGE	
25-001		Main Level:	590
Bedrooms:	3	2nd Level:	1189
Baths:	2.5	Basement:	657
		Total:	2436
Width:	25'-0"	Depth:	49'-0"

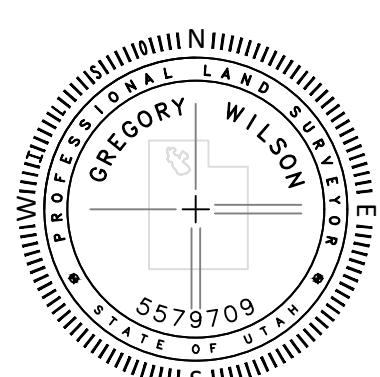
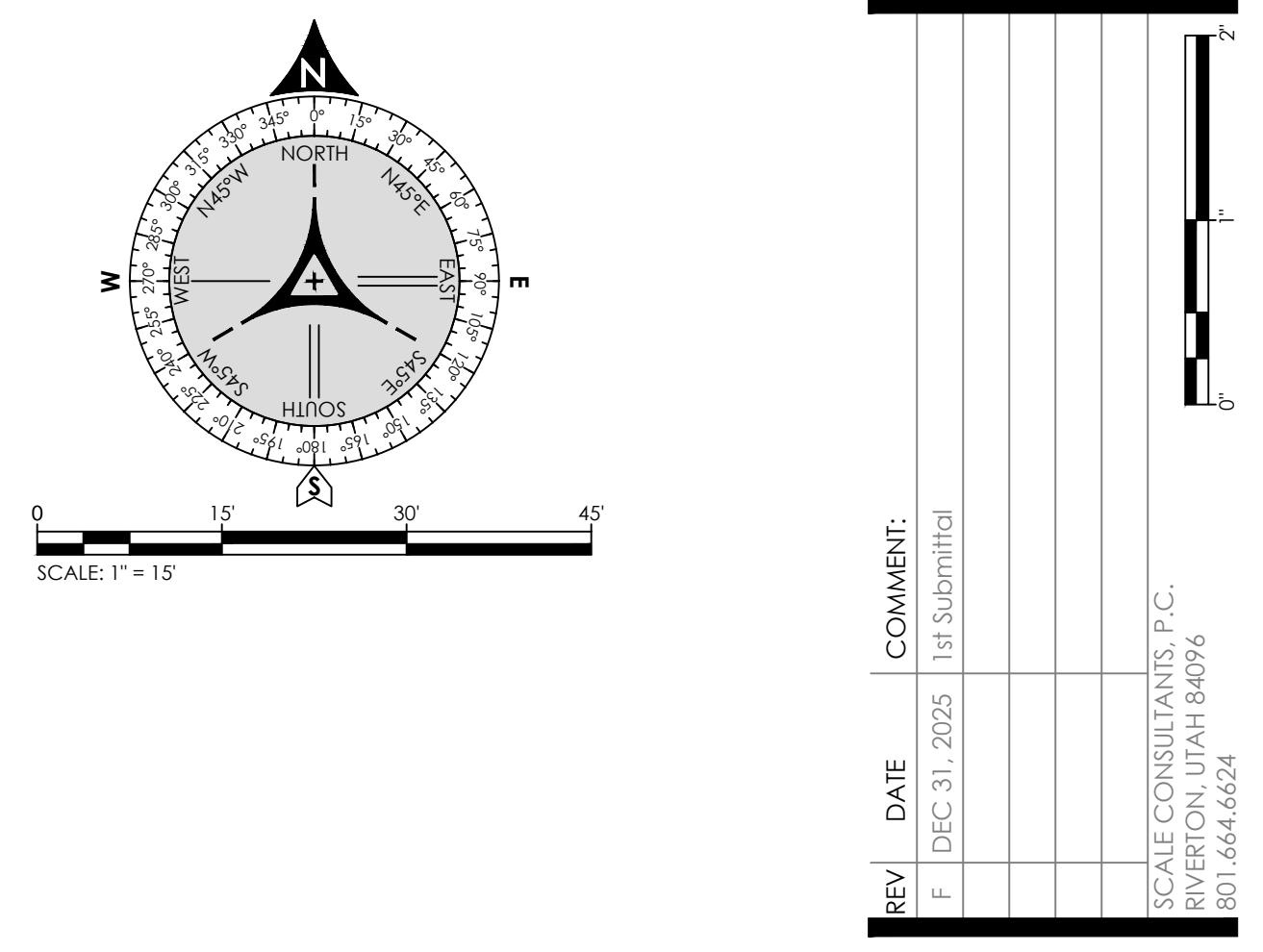
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J LONNIE FOX  
DRAFTING & DESIGN  
ALL RIGHTS RESERVED



Name:		SQUARE FOOTAGE	
001		Main Level:	590
ms:	3	2nd Level:	1189
	2.5	Basement:	657
		Total:	2436
	25'-0"	Depth:	49'-0"

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# ONCEPTUAL SUBDIVISION ONS GATE DEVELOPMENT

# X100



# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** AARDMORE

**Presenter:** Aaron Ardmore, Planning Supervisor

**Department:** Development Services

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 5 minutes

**CityView or Issue File Number:** PLOTA20250567

**SUBJECT:** 8 An ordinance amending Provo City Code regarding development in sensitive lands. (PLOTA20250567)

**RECOMMENDATION:** Recommend approval.

**BACKGROUND:** Development Services, working with Council staff, are bringing forward two separate text amendment proposals for Provo City Code 15.05. One is a direct request from the City Council, while the other is an attempt to speed up the issuance of certain building permits. As referenced in the relevant history section of the cover page of this report, the Council is desirous to enact codes that better protect and enhance the Provo River corridor. They believe that immediately removing the 100-foot setback exemption while giving Planning staff time to create and codify a design corridor establishes the groundwork for meeting this desired outcome. The proposed amendment to Provo City Code 15.05.180 removes the ability for an applicant to submit a project plan or minor project plan to show buildings closer to the river if they provide intermediate access and keep a minimum of forty feet from the riverbank. The second request, to amend Provo City Code 15.05.170, changes the timing for when the city requires a hold harmless document for building in a high-water table. The current standard restricts the issuance of the building permit until documentation is provided by the owner showing proper recording at the county to protect the city in case of damage from flooding. This has caused undue delays in construction, so staff propose to allow this requirement to be a deferred submittal required prior to the issuance of a certificate of occupancy.

**FISCAL IMPACT:** No.

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

(a) Public purpose for the amendment[s] in question.

Staff response: The purpose of the amendment to 15.05.180 is to protect and beautify the Provo River corridor. The purpose of the amendment to 15.05.170 is to have a more efficient permit review.

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

Staff response: The proposed amendments are beneficial steps towards goals to have a better approach for development around the Provo River; and to find efficiencies in administrative review for development.

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

Staff response: The amendment to 15.05.180 works towards meeting the following goals:

- General Plan Chapter 8, goal 1 (creating a greenway along the river)
- Rivers and Lakeshore Plan goal 1b (restore habitat along riverbank)
- Rivers and Lakeshore Plan goal 3a (embrace the river as an asset)

The amendment to 15.05.170 helps to meet the following goals:

- General Plan Chapter 3, goal 3 (simplify codes to be more user friendly)
- General Plan Chapter 7, goal 3 (continue high standards for construction)

(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 proposal.

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

Staff response: This proposal does not hinder or obstruct attainment of the General Plan's articulated policies.

(f) Adverse impacts on adjacent landowners.

Staff response: Does not apply.

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

Staff response: Does not apply.

(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 is not a conflict.

# ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING  
DEVELOPMENT IN SENSITIVE LANDS. (PLOTA20250567)

## RECITALS:

It is proposed to amend Section 15.05.170 to adjust the timing for certain submittal requirements in high water table and wetland areas;

It is proposed to amend Section 15.05.180 to remove an exception from the 100-foot river setback requirement;

On December 10, 2025, the Planning Commission held a public hearing to consider the proposed amendment, and after the hearing, the Planning Commission recommended approval to the Municipal Council by a vote of 8:0;

On January 13, 2026, 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

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council ordains as follows:

## PART I:

Provo City Code Section 15.05.170 is amended as shown in Exhibit A.

## PART II:

Provo City Code Section 15.05.180 is amended as shown in Exhibit B.

### PART III:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance prevails.

41       B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part,  
42       sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of  
43       the ordinance is not affected by that determination.

44

45       C. This ordinance takes effect immediately after it has been posted or published in accordance  
46       with Utah Code Section 10-3-711, presented to the Mayor in accordance with Utah Code  
47       Section 10-3b-204, and recorded in accordance with Utah Code Section 10-3-713.

48

49       D. The Municipal Council directs that the official copy of Provo City Code be updated to  
50       reflect the provisions enacted by this ordinance.

51 EXHIBIT A  
52

53 **15.05.170 High Water Table and Wetland Area Development Standards.**

54 (1) Development in high water table and wetland areas shall be subject to the following  
55 standards:

56 ...

57 (i) No building shall be allowed to be constructed in a high water table area of the City  
58 where the building proposed to be built includes a basement, (basement equals usable  
59 floor area below sidewalk level) except according to the following standards:

60  
61 (i) Prior to the issuance of ~~the building permit~~ a certificate of occupancy, the  
62 owner(s) shall produce a statement which has been recorded on proper deeds in  
63 the Office of the County Recorder stating that the City will be held harmless from  
64 all damages or injury resulting from flooding in a high water table area.

65  
66 (ii) Prior to the issuance of any building permit with a basement, the developer  
67 therefore shall submit to the Storm Drain District Engineer a certificate from a  
68 registered Professional Engineer indicating the method or design to flood proof  
69 the basement except where prohibited by subdivision or development plat  
70 conditions.

71 ...

72 EXHIBIT B

73 **15.05.180 Floodplain Management and Development Standards.**

74 ...

75 (6) Development Standards. No final subdivision, condominium, or other record of survey plat  
76 shall be approved, nor shall any development permit be issued for property located within the  
77 SFHA or within one hundred (100) feet of the high point of the bank of Provo River until the  
78 following criteria have been complied with:

79 (a) All applicable development permits for the proposed construction or improvements  
80 shall be obtained from Federal, State, or local governmental agencies from which prior  
81 approval is required.

82 (b) All proposals for new construction, redevelopment, or for substantial improvements to  
83 existing structures within the SFHA (including manufactured homes) must be designed (or  
84 modified) to meet the performance standards of Section 18.03.020, Provo City Code.

85 (c) All proposals for construction or improvements (including replacements) must be  
86 provided with water supply systems or sanitary sewage systems which are designed to  
87 minimize or eliminate infiltration of flood waters into the system and discharges from the  
88 system into flood water. On-site waste disposal systems must be located so as to avoid  
89 impairment of them, or contamination from them, during flooding. All public utilities  
90 including sewer, gas, electricity, and water systems shall be located and constructed to  
91 minimize or eliminate flood damage.

92 (d) No structure, earth fill, or parking lot in connection with any industrial, commercial, or  
93 residential development, or any other surface obstruction to water flow, except bridges,  
94 flood control devices, public restrooms, and public recreational facilities, may be located  
95 closer than one hundred (100) feet to the high point of the bank of Provo River. **However,**  
96 ~~an encroachment into the required one hundred (100) foot setback may be allowed after~~  
97 ~~review and approval of a project plan application if the project is part of a larger~~  
98 ~~development or approval of a minor project plan application if the proposed project is a~~  
99 ~~single family structure or accessory structure subject to the following requirements:~~

100 (i) Access is provided to the river at intervals not exceeding four hundred (400)  
101 linear feet of river frontage;

102 (ii) A minimum forty (40) foot maintenance easement is provided in favor of  
103 Provo City. The easement shall be measured from the top of the bank extending a  
104 minimum of forty (40) feet into the parcel; and

105 (iii) In areas where the river bank acts as a levee or where the special flood hazard  
106 area extends beyond the high bank of the river, improvements to such levee must  
107 be constructed in a manner consistent with FEMA regulations.

108 (e) All new construction and substantial improvements shall be constructed with electrical,  
109 heating, ventilation, plumbing, and air conditioning equipment and other service facilities

118 that are designed and/or located so as to prevent water from entering or accumulating  
119 within the components during conditions of flooding.

120  
121 (f) Any encroachments such as fill, new construction, substantial improvements, and other  
122 development within the floodway that would result in any increase in flood levels during  
123 the occurrence of the base flood discharge are prohibited.

124  
125 (hg) Location of any structural storage facilities for chemicals, explosives, buoyant  
126 materials, flammable liquids, or other toxic materials which could be hazardous to public  
127 health, safety, and welfare shall be floodproofed to prevent flotation of storage containers  
128 or damage to storage containers which could result in the escape of toxic materials into  
129 flood waters.

Provo City Planning Commission  
**Report of Action**

December 10, 2025

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**\*ITEM 3** Development Services requests Ordinance Text Amendments to Provo City Code 15.05 to eliminate the existing exemption from the 100-foot river setback and streamline building permit procedures. Citywide Application. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLOTA20250567

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The following action was taken by the Planning Commission on the above described item at its regular meeting of December 10, 2025:

## **RECOMMENDED APPROVAL**

On a vote of 8:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Matt Wheelwright

Second By: Daniel Gonzales

Votes in Favor of Motion: Jonathon Hill, Barbara DeSoto, Melissa Kendall, Lisa Jensen, Joel Temple, Matt Wheelwright, Jon Lyons, Daniel Gonzales

*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.

### **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**

- Citywide application; all Neighborhood District Chairs received notification.

### **NEIGHBORHOOD AND PUBLIC COMMENT**

- The Neighborhood District Chair was present /addressed the Planning Commission during the public hearing.
- The Neighborhood District Chair was not present or did not address the Planning Commission during the hearing.
- This item was City-wide or affected multiple neighborhoods.
- Multiple Neighborhood District Chair(s) were present or addressed the Planning Commission.
- 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:

- Sharon Memmott indicated that public access will be important with future standards.

### **APPLICANT RESPONSE**

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

- Melia Dayley from the Council office indicated that there is support for removing the exception so that the city can be more thoughtful in its approach to development along the river.

### **PLANNING COMMISSION DISCUSSION**

Key points discussed by the Planning Commission included the following:

- The Planning Commission discussed past projects that have used the exception in 15.05.180 that is being removed.
- There is a hope that the standard for consistent public access will be preserved with any future amendments to this code.



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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**

## EXHIBIT A

15.05.170

## **High Water Table and Wetland Area Development Standards.**

(1) Development in high water table and wetland areas shall be subject to the following standards:

(i) No building shall be allowed to be constructed in a high water table area of the City where the building proposed to be built includes a basement, (basement equals usable floor area below sidewalk level) except according to the following standards:

(i) Prior to the issuance of ~~the building permit~~ a certificate of occupancy, the owner(s) shall produce a statement which has been recorded on proper deeds in the Office of the County Recorder stating that the City will be held harmless from all damages or injury resulting from flooding in a high water table area.

(ii) Prior to the issuance of any building permit with a basement, the developer therefore shall submit to the Storm Drain District Engineer a certificate from a registered Professional Engineer indicating the method or design to flood proof the basement except where prohibited by subdivision or development plat conditions.

15.05.180

## **Floodplain Management and Development Standards.**

•

(6) *Development Standards.* No final subdivision, condominium, or other record of survey plat shall be approved, nor shall any development permit be issued for property located within the SFHA or within one hundred (100) feet of the high point of the bank of Provo River until the following criteria have been complied with:

- (a) All applicable development permits for the proposed construction or improvements shall be obtained from Federal, State, or local governmental agencies from which prior approval is required.
- (b) All proposals for new construction, redevelopment, or for substantial improvements to existing structures within the SFHA (including manufactured homes) must be designed (or modified) to meet the performance standards of Section 18.03.020, Provo City Code.
- (c) All proposals for construction or improvements (including replacements) must be provided with water supply systems or sanitary sewage systems which are designed to minimize or eliminate infiltration of flood waters into the system and discharges from the system into flood water. On-site waste disposal systems must be located so as to avoid impairment of them, or contamination from them, during flooding. All public utilities including sewer, gas, electricity, and water systems shall be located and constructed to minimize or eliminate flood damage.
- (d) No structure, earth fill, or parking lot in connection with any industrial, commercial, or residential development, or any other surface obstruction to water flow, except bridges, flood control devices, public restrooms, and public recreational facilities, may be located closer than one hundred (100) feet to the high point of the bank of Provo River. However, an encroachment into the required one hundred (100) foot setback may be allowed after review and approval of a project plan application if the project is part of a larger development or approval of a minor project plan application if the proposed project is a single family structure or accessory structure subject to the following requirements:

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(i) ~~Access is provided to the river at intervals not exceeding four hundred (400) linear feet of river frontage;~~

(ii) ~~A minimum forty (40) foot maintenance easement is provided in favor of Provo City. The easement shall be measured from the top of the bank extending a minimum of forty (40) feet into the parcel; and~~

(iii) ~~In areas where the river bank acts as a levee or where the special flood hazard area extends beyond the high bank of the river, improvements to such levee must be constructed in a manner consistent with FEMA regulations.~~

(e) All new construction and substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

(f) Any encroachments such as fill, new construction, substantial improvements, and other development within the floodway that would result in any increase in flood levels during the occurrence of the base flood discharge are prohibited.

(h) Location of any structural storage facilities for chemicals, explosives, buoyant materials, flammable liquids, or other toxic materials which could be hazardous to public health, safety, and welfare shall be floodproofed to prevent flotation of storage containers or damage to storage containers which could result in the escape of toxic materials into flood waters.

**\*ITEM 3** Development Services requests Ordinance Text Amendments to Provo City Code 15.05 to eliminate the existing exemption from the 100-foot river setback and streamline building permit procedures. Citywide Application. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLOTA20250567

**Applicant:** Development Services

**Staff Coordinator:** Aaron Ardmore

**Council Action Required:** Yes

**Relevant History:** During the September 23<sup>rd</sup> and October 7<sup>th</sup> work meetings, the Provo City Council discussed development around and near the Provo River. Council members raised concerns about development butting up close to the river's edge in a way that did not enhance the river's beauty nor in a way that allowed for the development to be an opportunity for the public to enjoy the river and for the city and businesses to utilize the river as an amenity and economic draw.

As such, the Council motioned on two 6-0 votes to first, direct staff to investigate and draft a Provo River design corridor concept (to be done in 2026) and second, remove the exemption to the 100-foot Provo River setback as found in Provo City code 15.05.180(6)(d).

Development Services also found an opportunity in the same chapter (15.05.170(1)(i)(i)) to expedite the issuance of building permits and have added that to this application.

**Summary of Key Issues:**

- Current code allows river setback exemption for single-family structures, multi-family and commercial projects subject to certain criteria.
- Provo City Council directed removal of 100-foot river setback exception while Planning staff work on a river corridor plan.
- Staff added a proposal to change code within chapter 15.05 that should allow building permits to be issued faster.

**Staff Recommendation:** That the Planning Commission recommend approval of the proposed text amendments in Provo City Code 15.05 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 January 14, 2026, 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.*

## **OVERVIEW**

Development Services, working with Council staff, are bringing forward two separate text amendment proposals for Provo City Code 15.05. One is a direct request from the City Council, while the other is an attempt to speed up the issuance of certain building permits.

As referenced in the relevant history section of the cover page of this report, the Council is desirous to enact codes that better protect and enhance the Provo River corridor. They believe that immediately removing the 100-foot setback exemption while giving Planning staff time to create and codify a design corridor establishes the groundwork for meeting this desired outcome. The proposed amendment to Provo City Code 15.05.180 removes the ability for an applicant to submit a project plan or minor project plan to show buildings closer to the river if they provide intermediate access and keep a minimum of forty feet from the riverbank.

The second request, to amend Provo City Code 15.05.170, changes the timing for when the city requires a hold harmless document for building in a high-water table. The current standard restricts the issuance of the building permit until documentation is provided by the owner showing proper recording at the county to protect the city in case of damage from flooding. This has caused undue delays in construction, so staff propose to allow this requirement to be a deferred submittal required prior to the issuance of a certificate of occupancy.

## **STAFF ANALYSIS**

Staff are supportive of both the proposed amendments. The first amendment should protect the city from undesirable or unsafe development while a formal corridor regulation is created and adopted. The second amendment helps the city to be more efficient and streamline permit review and issuance, while still ensuring the city is protected. Provo City Code Section 14.02.020(2) sets forth the following guidelines for consideration of ordinance text amendments.

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[s] in question.

**Staff response: The purpose of the amendment to 15.05.180 is to protect and beautify the Provo River corridor. The purpose of the amendment to 15.05.170 is to have a more efficient permit review.**

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

**Staff response: The proposed amendments are beneficial steps towards goals to have a better approach for development around the Provo River; and to find efficiencies in administrative review for development.**

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

**Staff response: The amendment to 15.05.180 works towards meeting the following goals:**

**- General Plan Chapter 8, goal 1 (creating a greenway along the river)**

**- Rivers and Lakeshore Plan goal 1b (restore habitat along riverbank)**

**- Rivers and Lakeshore Plan goal 3a (embrace the river as an asset)**

**The amendment to 15.05.170 helps to meet the following goals:**

**- General Plan Chapter 3, goal 3 (simplify codes to be more user friendly)**

**- General Plan Chapter 7, goal 3 (continue high standards for construction)**

(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 proposal.**

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

**Staff response: This proposal does not hinder or obstruct attainment of the General Plan's articulated policies.**

(f) Adverse impacts on adjacent landowners.

**Staff response: Does not apply.**

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

**Staff response: Does not apply.**

(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 is not a conflict.**

## **CONCLUSIONS**

The proposed amendments help meet goals of the city General Plan and those of the City Council and Administration. These are steps in the right direction and are supported by staff.

## **ATTACHMENTS**

1. Proposed amendment to 15.05.180
2. Proposed amendment to 15.05.170

**ATTACHMENT 1 – PROPOSED AMENDMENT TO 15.05.180**

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**15.05.180**

**Floodplain Management and Development Standards.**

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(6) *Development Standards.* No final subdivision, condominium, or other record of survey plat shall be approved, nor shall any development permit be issued for property located within the SFHA or within one hundred (100) feet of the high point of the bank of Provo River until the following criteria have been complied with:

- (a) All applicable development permits for the proposed construction or improvements shall be obtained from Federal, State, or local governmental agencies from which prior approval is required.
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- (c) All proposals for construction or improvements (including replacements) must be provided with water supply systems or sanitary sewage systems which are designed to minimize or eliminate infiltration of flood waters into the system and discharges from the system into flood water. On-site waste disposal systems must be located so as to avoid impairment of them, or contamination from them, during flooding. All public utilities including sewer, gas, electricity, and water systems shall be located and constructed to minimize or eliminate flood damage.
- (d) No structure, earth fill, or parking lot in connection with any industrial, commercial, or residential development, or any other surface obstruction to water flow, except bridges, flood control devices, public restrooms, and public recreational facilities, may be located closer than one hundred (100) feet to the high point of the bank of Provo River. ~~However, an encroachment into the required one hundred (100) foot setback may be allowed after review and approval of a project plan application if the project is part of a larger development or approval of a minor project plan application if the proposed project is a single family structure or accessory structure subject to the following requirements:~~

---

- ~~(i) Access is provided to the river at intervals not exceeding four hundred (400) linear feet of river frontage;~~
    - ~~(ii) A minimum forty (40) foot maintenance easement is provided in favor of Provo City. The easement shall be measured from the top of the bank extending a minimum of forty (40) feet into the parcel; and~~
    - ~~(iii) In areas where the river bank acts as a levee or where the special flood hazard area extends beyond the high bank of the river, improvements to such levee must be constructed in a manner consistent with FEMA regulations.~~
  - (e) All new construction and substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
  - (f) Any encroachments such as fill, new construction, substantial improvements, and other development within the floodway that would result in any increase in flood levels during the occurrence of the base flood discharge are prohibited.
  - (h) Location of any structural storage facilities for chemicals, explosives, buoyant materials, flammable liquids, or other toxic materials which could be hazardous to public health, safety, and welfare shall be floodproofed to prevent flotation of storage containers or damage to storage containers which could result in the escape of toxic materials into flood waters.

## **ATTACHMENT 2 – PROPOSED AMENDMENT TO 15.05.170**

15.05.170

## **High Water Table and Wetland Area Development Standards.**

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(i) Prior to the issuance of ~~the building permit~~ a certificate of occupancy, the owner(s) shall produce a statement which has been recorded on proper deeds in the Office of the County Recorder stating that the City will be held harmless from all damages or injury resulting from flooding in a high water table area.

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## 15.05.170

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## 15.05.180

### Floodplain Management and Development Standards.

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# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** JMCKNIGHT

**Presenter:** Dan Follett, Administrative Services Director; Eric Hunter, Bond Counsel

**Department:** Public Works

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 5 minutes

**CityView or Issue File Number:** 26-009

**SUBJECT:** 9 A resolution providing for the holding of a public hearing to satisfy certain federal tax law requirements in connection with the issuance of transportation sales tax revenue bonds of Provo City, Utah; and providing for related matters (26-009)

**RECOMMENDATION:** Approval of the resolution authorizing the City to hold a required second public hearing on January 14th to receive public comment on the \$20 million transportation sales tax bonds to be used for Airport terminal improvements.

**BACKGROUND:** On December 16, 2025 the City Council approved a resolution authorizing the issuance of transportation sales tax revenue bonds for Airport terminal improvements. Due to the City's intent to repay these bonds early with Airport revenues a second public hearing is required. This public hearing will be held by the Director of Administrative Services on January 14, 2026 at 5:30 in City Hall room 110.

**FISCAL IMPACT:** \$20 million in debt financing

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

Page 61 of the 2023 General Plan states "Provo should continue to invest in and expand its airport and flight offerings while promoting the city's accessibility regionally, nationally, and internationally.

## RESOLUTION <<DOCUMENT NUMBER>>

RESOLUTION PROVIDING FOR THE HOLDING OF A PUBLIC HEARING TO  
SATISFY CERTAIN FEDERAL TAX LAW REQUIREMENTS IN CONNECTION  
WITH THE ISSUANCE OF TRANSPORTATION SALES TAX REVENUE  
BONDS OF PROVO CITY, UTAH; AND PROVIDING FOR RELATED  
MATTERS (26-009)

\*\*\*                    \*\*\*                    \*\*\*

WHEREAS, Provo City, Utah (the “*City*”) operates a municipal airport (the “*Airport*”);

9        WHEREAS, the City considers it necessary and desirable to issue, in one or more series,  
10      transportation sales tax revenue bonds of the City (the “*Bonds*”) for the purpose of financing  
11      certain costs of acquisition and construction of improvements to the Airport (the “*Project*”) and  
12      paying costs of issuance of the Bonds, pursuant to authority contained in Title 11, Chapter 14,  
13      Utah Code Annotated 1953, as amended (the “*Act*”); and

14 WHEREAS, the Municipal Council of the City adopted a resolution on December 16, 2025,  
15 authorizing the issuance of the Bonds in the aggregate principal amount of up to \$20,000,000  
16 pursuant to a Master Trust Indenture Providing for the Issuance of Transportation Sales Tax  
17 Revenue Bonds, as supplemented by a supplemental indenture relating to the Bonds, between the  
18 City and Zions Bancorporation, National Association, as trustee; and

19 WHEREAS, the City intends to issue some or all of the Bonds as "exempt facility bonds"  
20 pursuant to Section 142 of the the Internal Revenue Code of 1986 (the "*Code*");

21 WHEREAS, Section 147(f) of the Code requires a public hearing to be held with respect to  
22 the Bonds:

23                   NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY (THE  
24                   “*COUNCIL*”), AS FOLLOWS:

25                   Section 1.     *Notice of Public Hearing; Appointees to Conduct Public Hearing.* (a)  
26     Notice of a public hearing to be held pursuant to Section 147(f) of the Code, in substantially the  
27     following form, was provided by the posting of such notice on the City's website on January 6,  
28     2026. Such notice is hereby ratified and approved.

29                   **NOTICE OF PUBLIC HEARING**

30     Notice is hereby given that on January 14, 2026, at 5:30 p.m., in Room #110 (Provo Peaks  
31     Conference Room) of the offices of Provo City, Utah (the "City") located at 445 W. Center St.  
32     Provo, Utah 84601, a public hearing will be held before the City's Acting Director of  
33     Administrative Services and/or Bond Counsel, regarding a plan to issue transportation sales tax  
34     revenue bonds of the City (the "Bonds") in an aggregate principal amount not to exceed  
35     \$20,000,000. A portion of the proceeds of the Bonds will be used for the purpose of financing the  
36     acquisition and construction of improvements (the "Project") to the City's municipal airport (the  
37     "Airport"), including one or more of the following facilities: expansion of the airport terminal  
38     ticketing and check-in queue areas, expansion of the outbound baggage screening and make-up  
39     areas and equipment, additional terminal space for future operations, additional passenger  
40     boarding gates, including associated seating areas and passenger boarding bridges, additional  
41     concession spaces, additional airline ticket offices and flight crew break rooms, and other  
42     associated work and the acquisition of fixtures, equipment and other related property for use at the  
43     Airport. The Airport, including the Project, is and/or will be owned and operated by the City, and  
44     is located at 1331 S. Sky Way, Provo, Utah.

45     The Bonds will be issued as part of a plan to finance the Project, and may be issued in one  
46     or more series. The Bonds will be issued as transportation sales tax revenue bonds pursuant to the  
47     Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended; a  
48     master trust indenture, and one or more supplemental indentures. The above-noticed public  
49     hearing is required by Section 147(f) of the Internal Revenue Code of 1986, as amended. At the  
50     time and place set for the public hearing, residents, taxpayers and other interested persons will be  
51     given the opportunity to express their views for or against the proposed plan of finance of the  
52     Project through the issuance of the Bonds. Written comments may also be submitted to the City  
53     Recorder of the City at his or her office located at 445 W. Center St. Provo, Utah 84601, until 4:00  
54     p.m. on January 13, 2026. Subsequent to the public hearing, the Mayor or other applicable elected  
55     official of the City will consider approval of the issuance of the Bonds.

56     Notice dated January 6, 2026.

57  
58                   PROVO CITY, UTAH

59 (b) The Acting Director of Administrative Services of the City and/or the City's Bond  
60 Counsel shall conduct the public hearing on the date, and at the time and location, indicated in the  
61 foregoing notice of public hearing.

62        *Section 2. Resolution Irrepealable.* Following the execution and delivery of the Bonds,  
63        this resolution shall be and remain irrepealable until the Bonds and the interest thereon shall have  
64        been fully paid, cancelled, and discharged.

65        *Section 3. Severability.* If any section, paragraph, clause, or provision of this resolution  
66        shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of  
67        such section, paragraph, clause, or provision shall not affect any of the remaining provisions of  
68        this resolution.

69           *Section 4. Effective Date.* This resolution shall be effective immediately upon its approval  
70 and adoption.

71                   ADOPTED AND APPROVED by the Municipal Council of the Provo City, Utah, this January  
72    13, 2026.

73 PROVO CITY, UTAH  
74  
75  
76  
77 Council Chair

78      ATTEST:  
79

82 City Recorder  
83  
84  
85

87 PRESENTATION TO THE MAYOR

88 The foregoing resolution was presented to the Mayor for his or her approval or disapproval

89 this January 13, 2026.

90  
91 Council Chair

92  
93 MAYOR'S APPROVAL OR DISAPPROVAL

94 The foregoing resolution is hereby approved this January 13, 2026.

95  
96  
97  
98 

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 Mayor

# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** JMCKNIGHT

**Presenter:** Shane Jones, City Engineer

**Department:** Public Works

**Requested Meeting Date:** 01-13-2026

**Requested Presentation Duration:** 5 minutes

**CityView or Issue File Number:** 26-010

**SUBJECT:** 10 A resolution adopting an updated water conservation plan. (26-010)

**RECOMMENDATION:** Approve the resolution accepting the updated water conservation plan.

**BACKGROUND:** Utah Code 73-10-32 requires retail water providers to adopt an updated version of their Water Conservation Plan every five years. Before adopting the plan, the retail water provider is required to hold a public hearing with reasonable advance public notice. Bowen Collins and Associates Consulting Engineers was hired to update Provo's Water Conservation Plan. The plan has been reviewed by the Utah Division of Water Resources and recommended for formal adoption by the Council.

**FISCAL IMPACT:** None

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
The General Plan supports and reaffirms the goals in the Conservation and Resiliency Plan which promotes the wise use of water by residents and Provo City.

## RESOLUTION <<Document Number>>

## A RESOLUTION ADOPTING AN UPDATED WATER CONSERVATION PLAN. (26-010)

## RECITALS:

Utah Code 73-10-32 requires retail water providers to adopt an updated version of their Water Conservation Plan every five years;

The Utah Division of Water Resources has reviewed the plan as set forth in Exhibit A and recommended formal adoption;

On January 13, 2026, the Municipal Council met to consider the facts regarding this matter and hold a public hearing to receive public comment, which facts and comments are found in the public record of the Council's consideration; and

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved as described herein, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council resolves as follows:

## PART I:

The Water Conservation Plan is hereby adopted as set forth in Exhibit A to replace the current Water Conservation Plan.

## PART II:

This resolution takes effect immediately.



PREPARED FOR:



PREPARED BY:



DECEMBER 2025

**DRAFT**

# 2025 WATER CONSERVATION PLAN

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December 2025

Prepared for:



Prepared by:



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### **ABBREVIATIONS**

AMI .....	Advanced Metering Infrastructure
CUWCD.....	Central Utah Water Conservancy District
DWRi.....	Division of Water Rights
GPCD .....	Gallons per Capita per Day
MAR.....	Managed Aquifer Recovery
TAZ .....	Traffic Analysis Zone
WTP.....	Water Treatment Plant

### **UNIT CONVERSIONS**

GALLONS = ACRE FEET  $\times$  325,850

ACRE-FEET = GALLONS  $\div$  325,850

MILLION GALLONS = ACRE-FEET  $\div$  3.069

ACRE-FEET = MILLION GALLONS  $\times$  3.069

GPCD = GALLONS  $\div$  DAYS OF USAGE  $\div$  POPULATION

## INTRODUCTION

Over the last several decades, attitudes toward water supplies in Utah have changed. Water is no longer seen as a boundless resource, but as a valuable commodity that needs to be managed carefully. With this shift in attitude, conservation and water management is becoming a larger part of water suppliers' plans to meet future water needs. Many water suppliers throughout the country have adopted conservation and water management programs. Benefits of these programs include:

- Preservation of water supply sources.
- Efficient use of existing water conveyance, treatment, and distribution facilities.
- Delay or deferment of capital improvement projects.
- Reduce the need for additional water supplies.
- Maximize use of water by allowing for reuse through natural processes.
- Maximize use of natural storage of water in underground aquifers where it is not at risk of evaporation.

Provo City (City) recognizes that water is best conserved through wise management. The City has adopted conservation through wise water management as a key element in its long-term master plan to serve its customers. This report evaluates the City's current conservation program in terms of ensuring a long-term sustainable water supply and will discuss additional measures that will allow further conservation of water.

## SYSTEM PROFILE

### Provo City Water System Service Area

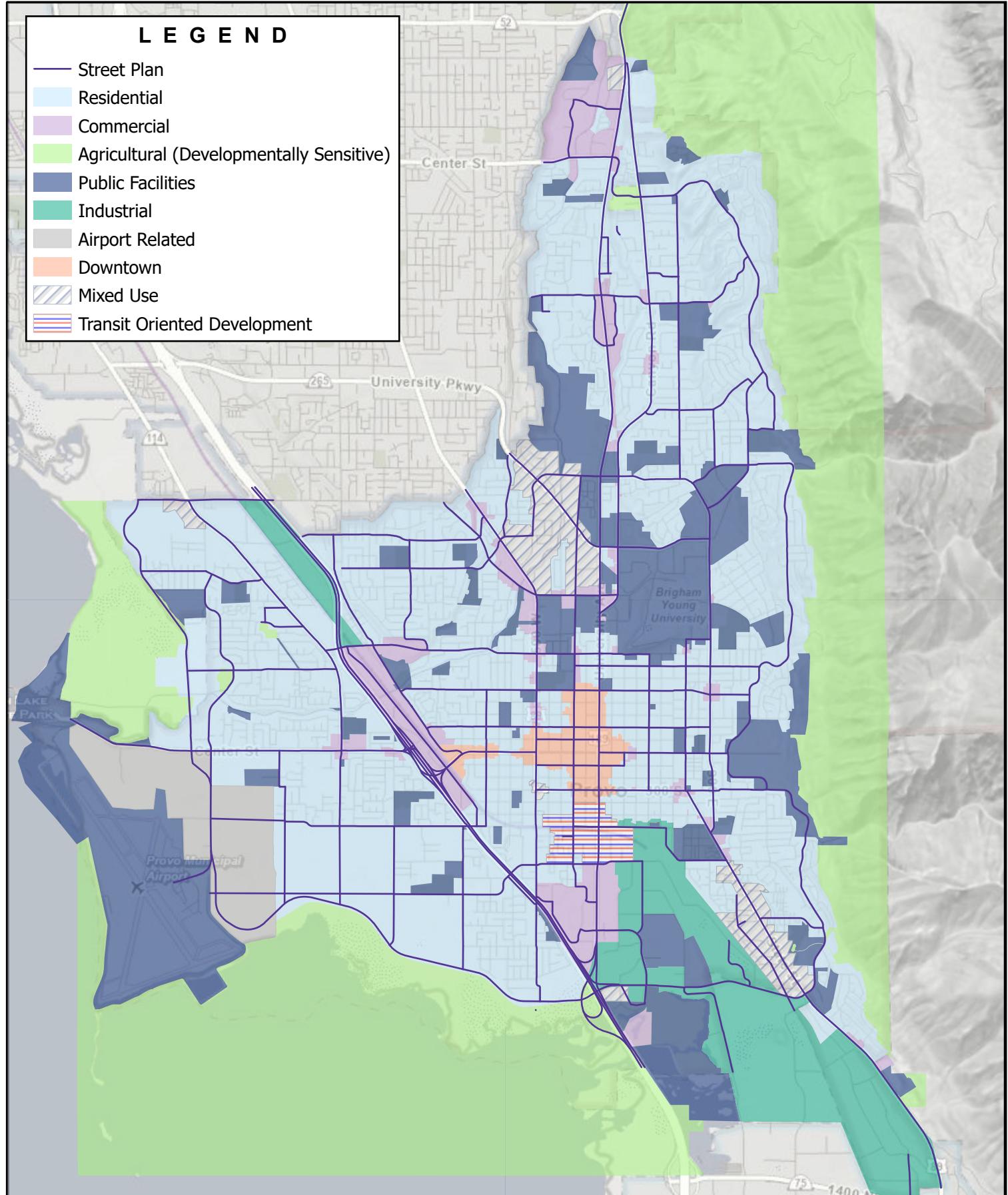
Provo City is located in Utah County; with a population of roughly 119,200<sup>1</sup>, it is the fourth largest city in the state. A map of Provo City is shown in Figure 1. The city provides water service to all land use types shown on the map except those identified as agricultural.

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<sup>1</sup> Estimated population for July 1, 2021

## LEGEND

- Street Plan
- Residential
- Commercial
- Agricultural (Developmentally Sensitive)
- Public Facilities
- Industrial
- Airport Related
- Downtown
- Mixed Use
- Transit Oriented Development



**BOWEN COLLINS**  
& ASSOCIATES

Provo City Land Use

PROVO CITY  
Water Master Plan Update

NORTH:



SCALE:

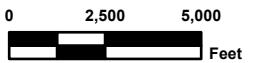


FIGURE NO.

1

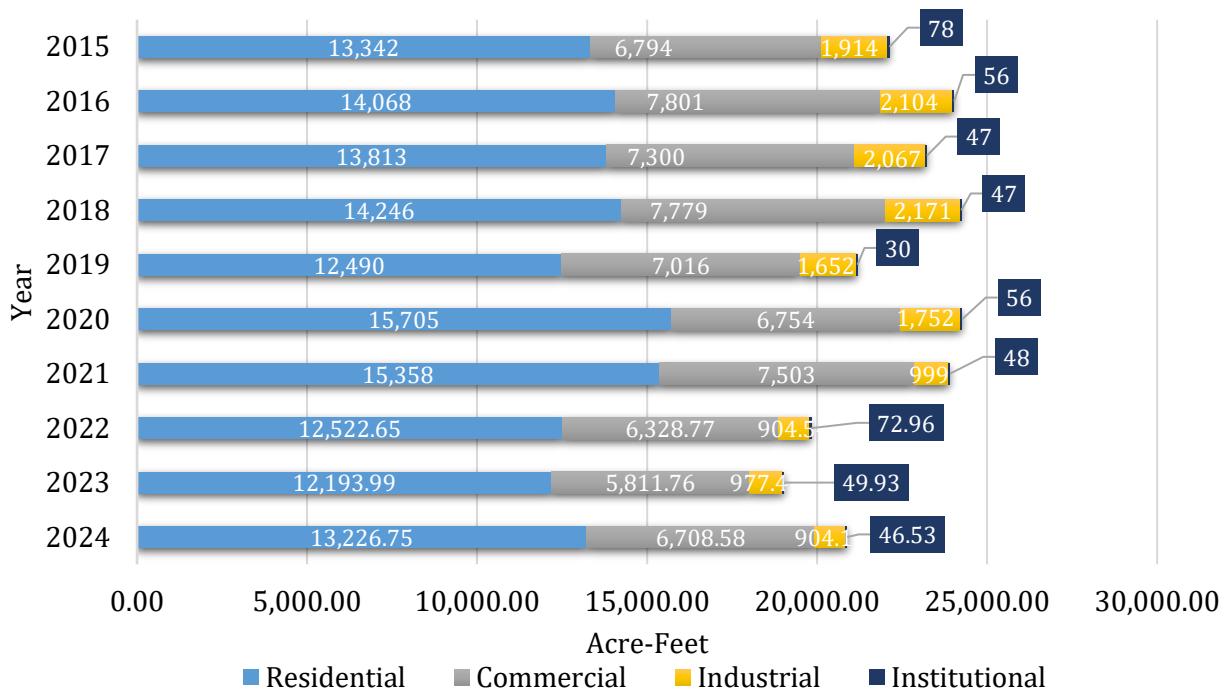
## System Connections

The Provo City water system includes residential, commercial, industrial, and institutional connections. To help evaluate and quantify the amount of water that is used in Provo City, a cursory analysis of current water use patterns has been performed. Usage among different classes of customers in recent years is shown in Table 1 and Figure 2.

**Table 1**  
**FY 2024 Water Usage by Connection Type<sup>a</sup>**

Customer Class	Connections	Percent of Connections	Annual Water Use (acre-ft)	Percent of Total Water Use
Residential	17,922	89.68%	13,227	63.33%
Commercial	1,908	9.55%	6,709	32.12%
Industrial	17	0.09%	46.53	0.22%
Institutional	137	0.69%	904	4.33%
<b>TOTAL</b>	<b>19,984</b>		<b>20,886</b>	<b>100%</b>

<sup>a</sup> Water usage by connection type data obtained from the Utah Division of Water Rights Public Water Supplier Information.



**Figure 2**  
**Current Delivery Type**

Roughly 90 percent of the meters in Provo City are residential connections, accounting for 63 percent of the total water use. While comprising only about 10 percent of the total number of meters, commercial and institutional customers accounted for more than 35 percent of Provo City water use.

## Current Rates

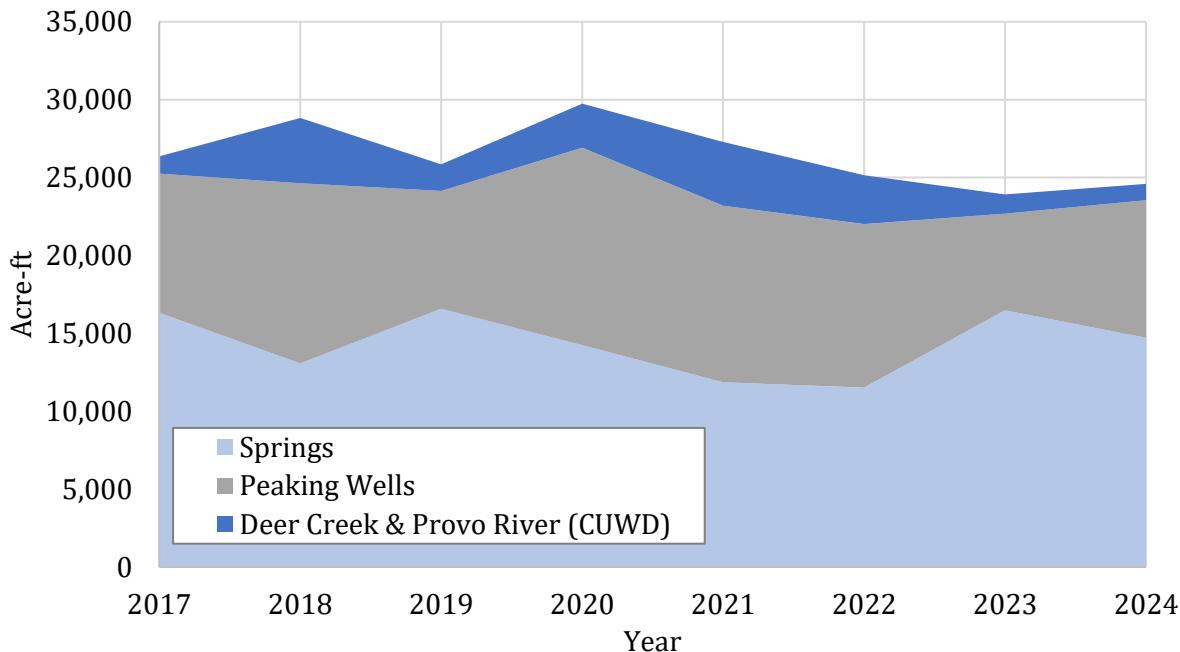
Table 2 shows the City's current culinary water rate structure. Currently, Provo City charges a monthly base rate based on meter size as summarized in the table. Volume rates are charged with an increasing block component. As shown, the increasing volumetric charges represent a relatively aggressive increase in Tier 3. The water rate structure incentivizes the wise and prudent use of water.

**Table 2**  
**Provo City Residential Culinary Water Rate Structure**

Meter Size	Base Rate	Commodity Charge and Volume Blocks (in Thousand Gallons)		
		Tier 1 (\$1.37)	Tier 2 (\$2.09)	Tier 3 (\$2.81)
3/4 and under	\$21.43	0-10	10-55	>55
1-inch	\$27.04	0-15	15-100	>100
1.5-inch	\$58.13	0-50	50-250	>250
2-inch	\$86.95	0-120	120-525	>525
3-inch	\$168.60	0-175	175-1,200	>1,200
4-inch	\$280.95	0-250	250-2,000	>2,000
6-inch	\$333.62	0-700	700-4,000	>4,000
8-inch	\$502.96	0-1,000	1,000-6,400	>6,400

## SUPPLY INFORMATION

A summary of Provo City's current and future water supply is presented in this section. For additional information on water supply, the reader should refer to Provo City's Supply and Demand Master Plan. The majority of Provo City's culinary water comes from groundwater (springs and wells) with a small amount of treated surface water coming from the Provo River and Deer Creek. Figure 3 shows the volume the City has used from these sources as reported to the Division of Water Rights (DWR) website from 2017 to 2024.



**Figure 3**  
**Provo Water Sources**

Prior to 2017, the City historically used an even greater volume of water from its well sources. However, in more recent years, the City has made a concerted effort to maximize its use of surface water sources with the goal of preserving the health of its aquifer for use in times of drought.

Table 3 summarizes the City's current reliable culinary water supply for both average and dry year water conditions. In both cases, supplies have been categorized by source.

**Table 3**  
**Usable Yield of Existing Provo City Culinary Water Sources**

Source Category	Average Year (acre-ft)	Dry Year (acre-ft)
Deer Creek & Provo River (CUWCD)	4,896	2,122
Springs	17,327	12,230
Sustainable Groundwater Yield (estimated)	10,000	10,000
River Water Treated at DACRWTP	4,200	4,200
<b>Total Available Water Existing Supply</b>	<b>36,423</b>	<b>28,552</b>

Observations of groundwater levels indicate that the water table in the aquifer under the City is declining. The estimated sustainable yield summarized in the table is based on past well production and declining levels of the aquifer. The aquifer is declining because canals have been piped, historically flooded agricultural land is being developed, people are using less water for outdoor irrigation, and the state has experienced an extended drought. Because of these variables, estimating the sustainable yield from the aquifer is difficult. It is estimated that the sustainable yield moving forward will be less than historic yields in the past.

The City plans to shore up its sources by increased treatment of surface water and increased groundwater yield through Managed Aquifer Recovery (MAR).

## **WATER MEASUREMENT**

Currently, all culinary water connections within Provo City are metered and read on an hourly basis. In 2008, the City began replacing its water meters with a new advanced metering infrastructure (AMI) system. Full deployment of the AMI system was completed in 2020. A significant advantage of this system is the ability to easily monitor and identify customer water leaks. The AMI equipment also allows the City to more accurately determine the amount of water lost from the system, identify diurnal patterns in water sales, and help customers create a water budget and manage their water use/conservation.

## **WATER PRODUCTION, SALES, AND SYSTEM LOSS**

### **Historic Water Use**

Historic water use from 2000 to 2024 is summarized in Table 4. Table 4 includes both water production (water produced by each source and delivered to the system) and water sales (metered use out of the system). For both categories, per capita water use has also been calculated. Data for this table comes from production records from Provo City, water sales records provided from the City to the Division of Water Rights, and recent population estimates from the Wasatch Front Regional Council<sup>2</sup>. The difference between production and sales is identified as system loss. This can include both real losses (leaks, overflows, etc.) and apparent losses (meter inaccuracy, data handling mistakes, etc.).

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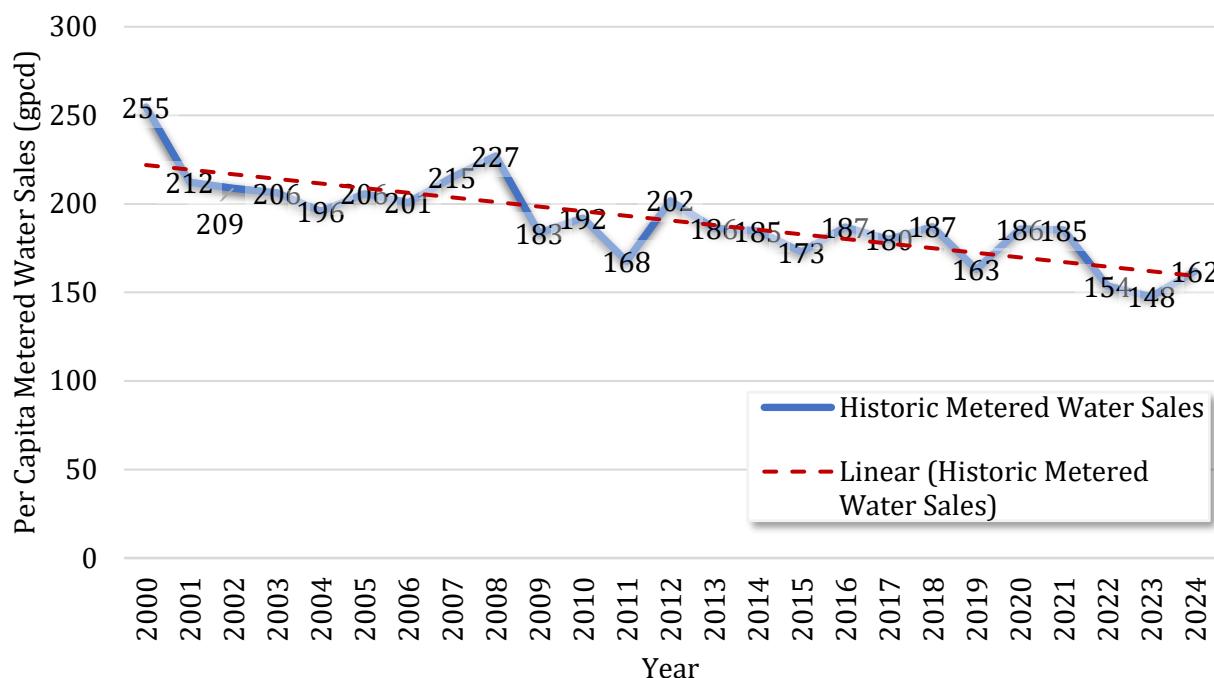
<sup>2</sup> Population projections are based on Traffic Analysis Zone (TAZ) data prepared by Wasatch Front Regional Council. The most recent population data collected by Provo City (for the year 2024) was projected forward using the same growth projections used in the 2024 water master plan.

**Table 4**  
**Historic Per Capita Water Production, Sales and System Loss**

Year	Provo City Water System Population	Historic Water Production (acre-ft)	Per Capita Production (gpcd)	Historic Water Sales (acre-ft)	Per Capita Water Use (gpcd)	System Loss (acre-ft)	System Loss %
2000	105,000	32,376	275	29,958	255	2,418	7%
2001	105,700	32,297	273	25,130	212	7,167	22%
2002	106,400	30,093	252	24,890	209	5,203	17%
2003	107,100	28,894	241	24,734	206	4,161	14%
2004	107,800	28,870	239	23,649	196	5,221	18%
2005	108,500	27,400	225	25,010	206	2,391	9%
2006	109,200	27,644	226	24,550	201	3,095	11%
2007	109,900	26,300	214	26,454	215	-154	-1%
2008	110,600	29,549	238	28,135	227	1,414	5%
2009	111,300	28,220	226	22,872	183	5,348	19%
2010	112,000	28,426	227	24,081	192	4,344	15%
2011	112,462	24,354	193	21,108	168	3,247	13%
2012	112,923	28,693	227	25,517	202	3,176	11%
2013	113,385	26,716	210	23,643	186	3,073	12%
2014	113,846	26,613	209	23,560	185	3,054	11%
2015	114,308	27,300	213	22,128	173	5,172	19%
2016	114,770	27,653	215	24,029	187	3,625	13%
2017	115,231	26,749	207	23,227	180	3,523	13%
2018	115,693	28,831	222	24,244	187	4,588	16%
2019	116,154	25,847	199	21,189	163	4,658	18%
2020	116,616	29,745	228	24,267	186	5,477	18%
2021	115,162	27,295	212	23,908	185	3,387	12%
2022	115,162	25,141	195	19,829	154	5,312	21%
2023	115,162	23,814	185	19,033	148	4,781	20%
2024	115,162	24,401	189	20,886	162	3,515	14%

### Historic Per Capita Water Use

As summarized in Table 4, the historic per capita water sales range from a high of 255 gallons per capita per day (gpcd) in 2000 to a low of 148 gpcd in 2023. The change in per capita water sales is shown in Figure 4.



**Figure 4**  
**Historic Per Capita Water Use**

With the exception of a few years, the figure shows the City is making good progress in the reduction of per capita water use. There is a consistent downward trend from the year 2000. The higher per capita water use in years such as 2008, 2012, and 2020 are likely due to hot and dry weather in these years. 2021 and 2022 were also hot and dry years, but conservation messaging appears to have successfully reduced water use in those years. The City's conservation efforts will need to consider the effect of drought and dry weather on water use demands so that future conservation goals can be achieved, even during dry weather conditions. As will be noted in the conservation measures section of this report, the City recently completed a drought contingency plan to address this, and other issues associated with drought.

## Current Per Capita Water Use

An analysis of Provo's current municipal and industrial water use was completed. Water use by type for the year 2024 is summarized in Table 5. Per capita water use for the year 2024 was estimated using the population listed in Table 4 and monthly metered sales data provided by Provo City. Indoor water use was quantified using the average metered sales for each user type during the winter months with all other water use assumed to be outdoor water use. Table 5 shows the comparison of indoor to outdoor use in terms of gpcd for residential, commercial, institutional, and industrial water users respectively.

**Table 5**  
**2024 Per Capita Water Use by Type<sup>1</sup>**

User Type	Indoor Use (gpcd)	Outdoor Use (gpcd)	Total Use (gpcd)
Residential	60	43	103
Commercial	34	18	52
Institutional	1	6	7
Industrial	0.2	0.1	0.4
<b>Total</b>	<b>95</b>	<b>67</b>	<b>162</b>

<sup>1</sup> Consistent with State of Utah Division of Water Resources practice, total per capita water use is calculated by summing use for all user types and then dividing by the permanent population. The use by type and location is then calculated based on the percentage of total water use. As a result, use by type should not be confused as the water use per occupant. For example, Institutional Indoor Use is not equal to 1 gpd per employee or occupant of industrial buildings. Instead, Institutional Indoor Use accounts for 1 gpd of the total 147 gpd of total water use per permanent resident in the City.

It should be noted that, while all total values in the table have been calculated directly from water use data, the division between indoor and outdoor use within the individual user types has been estimated. This was done because recent water usage data by user type needed to break up indoor and outdoor usage was unavailable. It also should be noted that usage per capita is affected by the density of development. Cities with high density development will likely have lower per capita water use but not lower water use overall. Moreover, a city with a large industrial or institutional user but lower population will have higher per capita use even though residential users may be using very little water.

## System Losses

Over the last five years, average system losses in the Provo City water system have been approximately 17 percent of annual water production (as previously shown in Table 4). The estimated system loss for 2024 was 13.6 percent based on an internal system water loss audit. See "Conservation Practices" for further discussion of City efforts to account for and manage system losses.

## CONSERVATION GOAL WITH MILESTONES

Water production and metered water sales records show that efforts made by the City's staff and residents have already been effective in lowering per capita water use. Due to the City's conservation efforts, per capita water use has tracked near or lower than State of Utah historic conservation goals. It is expected that per capita use will continue to decline in accordance with State of Utah's Regional Water Conservation Goals as shown in Table 6 below.

**Table 6**  
**Conservation Goal With Milestones Through 2065**

Year	Reduction from Year 2015 Water Use	Regional Conservation Goal Milestones – Metered Sales (gpcd)	Provo Conservation Goal Milestones - Metered Sales (gpcd)
2015-2019 Average (baseline)	0%	222*	178**
2026	14.7%	189	176
2030	20%	179	170
2040	27%	162	162
2065	32%	152	152

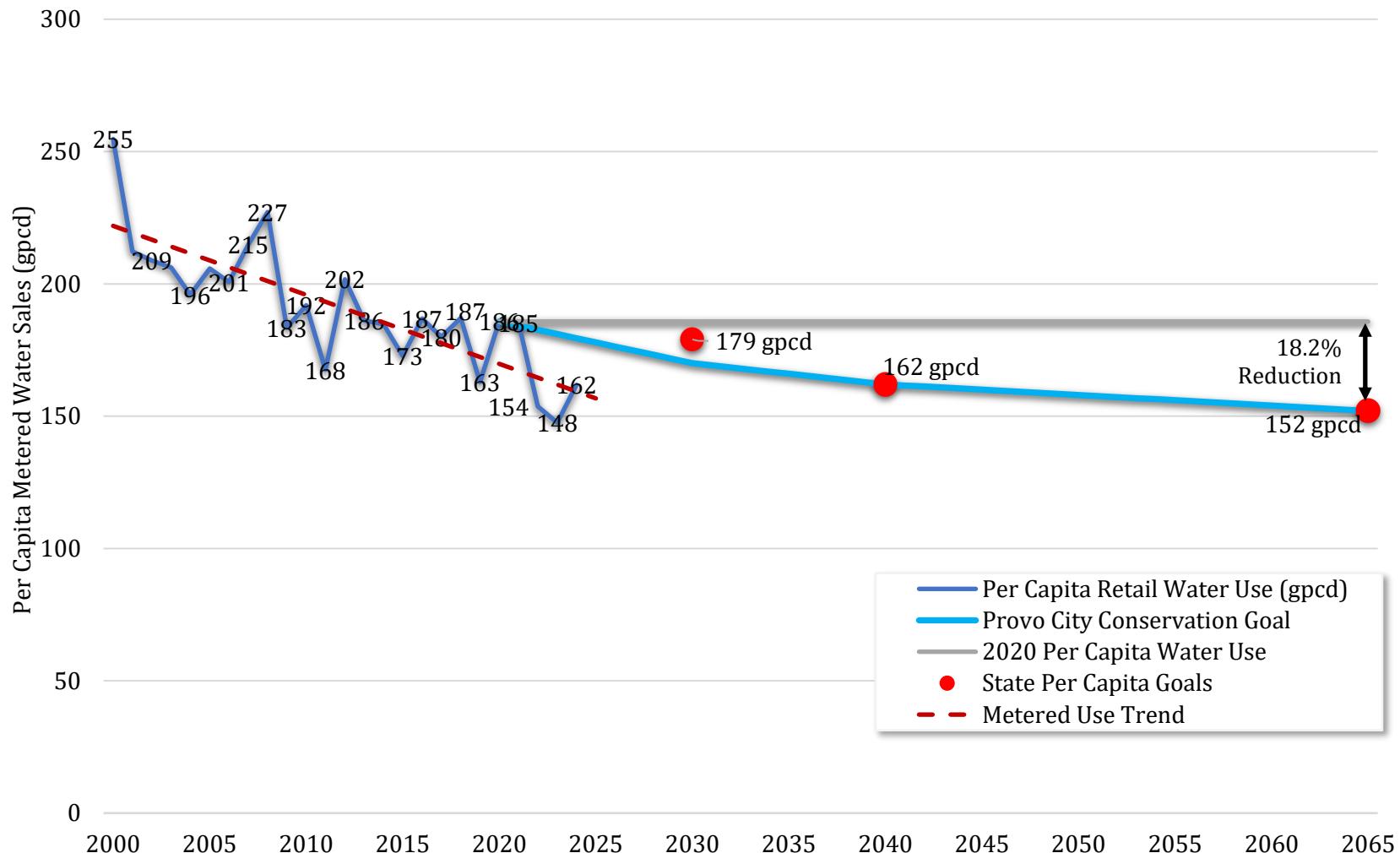
\* Original 2015 Regional Conservation Goal starting point

\*\* Provo City's average per capita day water use for 2015-19.

The City believes that education and pricing initiatives have been successful in getting City residents to voluntarily reduce water use and plans to continue to educate residents about proper water management so that citizens can make informed choices regarding their use of water.

## Measuring Savings from Conservation

Figure 5 shows historic culinary water use to date on a per capita basis compared to the proposed City conservation goal. As can be seen, Provo City has done an excellent job in reducing its per capita water use aside from the two dry years of 2008 and 2012. It is anticipated that this trend will continue. To track how well the City is doing in achieving its conservation goal in the future, the City will continue to annually estimate per capita water demands based on yearly metered sales data and an updated population estimate as a function of new system connections.



**Figure 5**  
**Historic & Future Per Capita Water Use**

## EFFECT OF CONSERVATION ON FUTURE WATER SUPPLY AND DEMAND

The City has experienced large amounts of growth in the past and growth is expected to continue based on projected development on the west side of the City and infill throughout the City. Based on projected growth as identified in the City's most recent master plan, Table 7 shows both the projected dry year water production requirement (demand) for the City with reduced water use and the projected production requirement (demand) if water use remains the same. This table also compares projected demands against the existing available water supply as described previously in this report<sup>3</sup>. This same information is shown graphically in Figure 6.

Included in Figure 6 is a representation of potential future reductions in supply associated with two issues. First, the City intends to construct its own treatment plant and discontinue reliance on the Don A. Christiansen Regional Water Treatment Plant (DACRWTP). Thus, DACRWTP water has been removed as a future supply and will be replaced with the City's own planned water treatment plant (WTP). Second, groundwater withdrawals in the past have been greater than estimated sustainable yields of the aquifer (as discussed previously). Thus, future groundwater yields have been reduced accordingly; these reduced yields are expected to be replaced with groundwater supply produced by improved managed aquifer recharge (MAR).

**Table 7**  
**Projected Dry Year Water Production Requirements**

Year	Projected Production Requirements Based on Year 2020 Demands (acre-ft)	Projected Production Requirements With Reduced Water Use (acre-ft)	Estimated Annual Savings Through Reduced Water Use (acre-ft)	Existing Reliable Supply (acre-ft)	Estimated New Supply Development Which Can Be Delayed Through Reduced Water Use (acre-ft)
2020	29,745	29,745	0	32,392	0
2025	33,040	31,702	1,338	24,352	1,338
2030	36,335	33,643	2,692	24,352	2,692
2035	39,408	35,330	4,078	24,352	4,078
2045	45,086	38,516	6,570	24,352	6,570
2060	51,953	42,773	9,180	24,352	9,180

As can be seen in Table 7 and Figure 6, projected demand without conservation (using 2020 usage as a baseline) would have exceeded the City's existing reliable supplies before 2025. Although water use reduction efforts from 2000 to the present have allowed the City to delay development of alternative supplies, the expected elimination of DACRWTP water and the reduction of groundwater

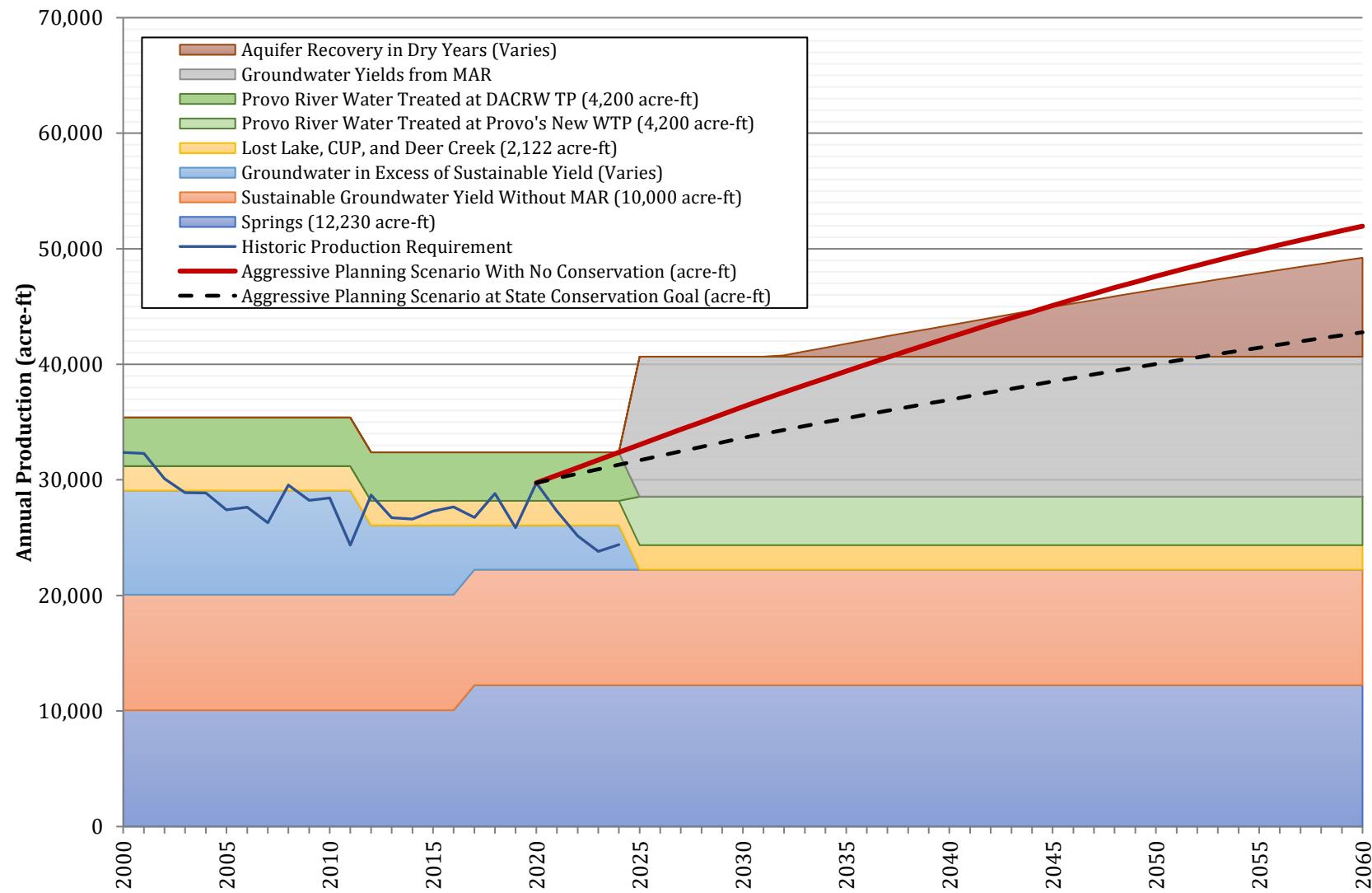
<sup>3</sup> The City has evaluated projected annual supplies and demands for both average and dry weather years; however, because the dry weather scenario will dictate City planning activities, only the dry weather scenario is shown in Table 7 and Figure 6.

yields, as identified above, will require additional supply<sup>4</sup> by 2025. This potential for water supply shortage underscores the need for concerted efforts to continue water conservation efforts.

Ultimately, if per capita water use continues to decline as expected, approximately 9,180 acre-ft less water will be required by 2060 (using 2020 use as a baseline). At the current average cost of new water development along the Wasatch Front (approximately \$20,000 per acre-ft), this equates to savings of up to \$180 million. Reduction in water use will also reduce the City's reliance on peaking wells and help it be better prepared for potential supply reductions associated with climate change and/or drought years.

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<sup>4</sup> Though described and shown as new supply here, the Supply & Demand Master Plan (2024) clarifies that the majority of needed additional supply can be obtained through improving management of existing supplies to maximize production. This increased production is expected to be achieved through managed aquifer recharge (MAR).



**Figure 6**  
**Projected Provo City Annual Production Requirements vs. Supply (Dry Year)**

## CURRENT CONSERVATION PRACTICES

As part of its overall water supply plan, Provo City has been very aggressive in implementing several conservation measures. The City has a water system that is well maintained and operated and has been proactive in implementing and maintaining many programs to ensure that the system operates at an optimal level. Each of these programs is discussed in detail below:

**Upgraded SCADA Control System** – Starting in April 2004, the City began to make improvements to its SCADA system. The previous control system was limited in its system monitoring capabilities and was operating on old technology. For example, phone lines were used for portions of the older SCADA system which significantly limited the ability of the City to provide upgrades to the SCADA system. To make improvements to the SCADA system, Provo City has been upgrading its communication infrastructure to provide continuous monitoring, remote control functions, and room for additional facilities to be monitored as they come online in the future. As improvements continue, Provo City will be able to better manage and control the City's water resources and system facilities. As with many infrastructure needs, the SCADA system upgrades are an ongoing capital and maintenance expense. However, the City has replaced many of the older SCADA components in its system and is continuing to look for areas where additional improvements will increase overall system efficiency.

**Secondary Water Use & Metering** – The City currently uses secondary water at five parks, for irrigation of a large portion of the landscaping at BYU, on the landscaping around the reclamation plant, and at the Timpanogos Golf Course. While culinary water use is being considered for the new regional sports park that the City is building in west Provo, the latest irrigation monitoring and control technology will be used to optimize irrigation efficiency. As opportunities become available, additional areas will implement use of secondary water.

**Rain Sensors Installed in the Parks** – Most City parks have been equipped with rain sensors and soil moisture sensors. Rain sensors can detect rainfall events and send messages to the central control computer, indicating how much precipitation has been received at the site and can terminate a watering cycle when the precipitation makes irrigation unnecessary. Soil moisture sensors detect soil moisture below the surface and only irrigate when moisture levels indicate a need. Sensors will continue to be installed in all City parks.

**Water Audit Program** – The City recently began participating in a Water Audit Program. This program helps water suppliers quantify system water loss and associated revenue losses. During the 2018 audit the City received a water audit validity grade of 58 out of 100. This grade recommended that the City's next steps in reducing system loss could be focused on improving data accuracy and assessing cost-effective solutions for water and revenue loss recovery. Provo City will continue to conduct audits on a regular basis.

**Sustainable Landscaping** – The City recognizes the need for a healthy landscape to capture and preserve water. One important element is a dense tree canopy. A dense tree canopy provides shade which reduces temperatures resulting in less evaporation. Lower growing shrubbery under trees (permaculture) also helps capture and keep water near the plants that need it most. Deep rooted vegetation like trees and bushes help channel water deep into the ground which helps to replenish the aquifer. As groundwater is a primary source for springs, streams, and rivers, Provo City recognizes that groundwater is necessary to preserve surface water sources as well. The City is

encouraging the prudent use of water while still maintaining trees, plants, and permeable area to provide the important benefits of urban cooling and capturing and infiltrating rainfall.

**Increasing Block Rate Structure** –Several years back, the City Council adopted a seasonal water rate structure and eventually added an increasing block component, which intended to provide an incentive for water users to conserve outdoors. More recently (spring 2025) the City adopted a new increasing block structure that removed the seasonal rate component and modified the increasing block component to better support conservation objectives. The goal of the newly adopted structure is to discourage wasteful water use practices and ultimately reduce peak system demands.

**Citywide Economic Development Strategic Plan** – Water Conservation initiatives are included in the Citywide Economic Development Strategic Plan to support economic growth and water conservation planning.

**Public Awareness/Public Education Programs** – Over the years, a significant amount of water use reduction has been achieved through increased awareness and water education. The following is a list of ongoing public awareness and educational programs which the City will continue to utilize and implement:

- **Consumer Confidence Report** – Each year, water conservation information is included in the consumer confidence report. This report is sent to all Provo City customers as well as posted on the City's web site and includes information on the City's water sources, water quality information, and conservation tips.
- **Public Works Fair** – The City is actively involved in providing Public Works Fairs at schools within the Provo City School District to educate about the City's Public Works Department. The City uses this opportunity to educate and inform the schools about the City's water system and water conservation.
- **Water Savings Material** – The City utilizes and distributes the existing materials and messaging from Slow The Flow campaign, DWRe's Conserve Utah, CWEL and WaterSense agencies.
- **Water Waste Notification Program** – The City participates in the water waste notification program organized by the State Division of Water Resources where citizens can call in and report observed water waste.
- **Flyers** – Occasionally, flyers are sent to all consumers in their monthly water bills giving information on water conservation and tips on methods to conserve water both indoor and outdoor. Flyers are also located in the City offices giving facts and tips on water conservation. Water conservation reminders are also distributed in City mailings and on media outlets.
- **Web-Based Information** – The internet is a primary source for information regarding water conservation. The City has been working to expand the conservation information currently provided on the City's web site and provide links to other conservation-oriented websites.
- **Conservation Gardens** – The City identifies existing water conserving landscapes within the City as well as advertises demonstration and education gardens developed by other agencies.

**City Ordinances Regarding Water Conservation** – There are currently two ordinances related to water or water conservation. “Provo City Code Section 10.02.160 Wasting Water” states that it is unlawful for any water users to waste water in any way. “Provo City Code 10.02.220 Scarcity of Water – Mayors Proclamation” states that in the event of scarcity of water, the Mayor has the power to place restrictions on water use and provide penalties for those not in compliance.

**Water Conservation Plan** – The City updates its Water Conservation Plan at least every five years and adopts it by Ordinance.

**Reclaimed Water Usage** – Reclaimed water is being used for secondary water at the Timpanogos Golf Club.

**Aggressive System Maintenance and Operations Program** – Provo City will continue to maintain and improve its existing aggressive system maintenance and operations program as outlined below:

- **Mainline Replacement Program:** Provo City is exploring strategies for the sustainable maintenance and replacement of old water pipeline infrastructure. The City's current water system consists of over two-million linear feet of pipe. Age data for the system is summarized in Table 8.

**Table 8**  
**Age of Current Provo City Water System**

Install Date	Length (Feet)	% of Total
Unknown	24,365	1.11%
1910-1920	1,100	0.05%
1910-1930	-	
1930-1940	33,756	1.53%
1940-1950	105,157	4.77%
1950-1960	305,237	13.86%
1960-1970	123,999	5.63%
1970-1980	279,579	12.69%
1980-1990	394,904	17.93%
1990-2000	486,734	22.10%
2000-2010	285,245	12.95%
2010-2019	162,761	7.39%
Total	2,040,076	100.0%

As indicated in Table 8, the City has 57 percent of the current system that is 30 years and older with 43 percent of the system less than 30 years old. Only about 6 percent of the system is older than 70 years old. While there is still work to do, the relatively high percentage of newer pipe (compared to the City's age) demonstrates that the City has maintained an aggressive mainline replacement program. In addition to maintaining the system in good working order, it is hoped that this effort will reduce the number and severity of water leaks in the system.

- **Leak Detection Program:** The City currently utilizes acoustic sound equipment to evaluate and detect leaks within the water system. The City also uses Advanced Metering Infrastructure to detect leaks by monitoring usage. Both strategies are proactive methods to find leaks that would otherwise not be detected.
- **Advanced Metering Infrastructure (AMI):** The City's new AMI system provides significant improvements for identifying leaks on the customer side of the meter and for educating

consumers about water use patterns. The AMI system also allows the City to monitor demands on an hourly basis and provide frequent feedback to users on their water use habits.

**Drought & Water Shortage Contingency Plan** – To prepare for possible water supply shortages resulting from drought, infrastructure disruption, or any other issue, the City has prepared a Drought Contingency Plan. This plan will identify how the City can reduce water demands in an emergency event.

## **NEW CONSERVATION PRACTICES PLANNED FOR IMPLEMENTATION**

There are several new conservation practices that the City has either recently started to implement or will implement in the next few years. Table 9 summarizes the implementation schedule, estimated costs and potential partners of the new practices.

**Managed Aquifer Recharge** – The City is a firm believer in the value of supply side conservation. Correspondingly, the City's top conservation priority is making sure it takes care of and preserves its existing water resources. To this end, the City is pursuing managed aquifer recharge by completing the evaluation, design, and construction of a new Advanced Water Treatment Plant. This plant will produce drinking grade water to be used in a Managed Aquifer Recharge (MAR) program for either direct infiltration into the City aquifer or to idle wells and allow existing groundwater to remain in place. Through the improved use of underground storage, a significant amount of water can be conserved by just eliminating evaporation losses.

**Utilization of Advanced Metering Infrastructure** – The City has been leveraging hourly AMI data to create a more robust and reliable water budget. The City has also been working to create real time water use alerts using hourly AMI data to inform residents of high usage or leaks and inform the public of water use trends.

**Water Model Updates** – The City will be updating its water model to include detailed usage information from AMI systems, incorporate SCADA data and more extensive calibration. Use of the water model will allow the City to optimize operation of the system and minimize system losses.

**Table 9**  
**Implementation Schedule, Estimated Costs & Partnerships**

New Conservation Practices	Implementation Timeline	Estimated Cost
Managed Aquifer Recharge	2027	\$120 million
Utilization of AMI	AMI completed: 2020 Analysis of data: Ongoing	Data analysis = \$15,000/year
Water Model Updates	Ongoing	\$80,000/update

## **WATER CONSERVATION COORDINATOR AND COMMITTEES**

### **Water Conservation Coordinator**

The individual responsible for coordinating conservation efforts in the City is Shane Jones, P.E. The conservation coordinator is responsible for all City conservation efforts including the Public Education Program, the Water Conservation Workshop, distributing City conservation information at City events, and acting as the liaison for water conservation matters between the citizens and City officials.

### **Employee's Sustainability Committee and Citizens Sustainability Committee**

The Employee's Sustainability Committee is chaired by the City's Sustainability Coordinator and is comprised of representatives from each department in the City including the Mayor, Assistant Mayor, and several department directors. The Citizen's Sustainability Committee is comprised of influential representatives from the community and the City. Both committees are active in promoting water conservation as well as other important sustainability initiatives.

## **WATER CONSERVATION PLAN AUTHOR(S)**

This plan was prepared by Bowen Collins & Associates at the Draper office:

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# PROVO MUNICIPAL COUNCIL

## COUNCIL MEETING

### STAFF REPORT



**Submitter:** JMCKNIGHT

**Presenter:** NA

**Department:** Public Works

**Requested Meeting Date:** 09-09-2025

**Requested Presentation Duration:** NA

**CityView or Issue File Number:** NA

**SUBJECT:** 11 \*\*\*CONTINUED\*\*\* Provo City Public Works Department requests ordinance text amendments to sections 15.03.020(3) and 15.03.200 to update 2025 standards to 2026 standards. Citywide Application. PLOTA20250658

**RECOMMENDATION:** NA

**BACKGROUND:** NA

**FISCAL IMPACT:** NA

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