



PROVO MUNICIPAL COUNCIL

Redevelopment Agency Governing Board

Regular Meeting Agenda

5:30 PM, Tuesday, January 27, 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 27 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 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

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

- 2 An ordinance amending Provo City Code to clarify the duty to keep a proper lookout. (26-014)
- 3 An ordinance amending Provo City Code regarding the criminal offense of battery. (26-015)
- 4 A resolution approving an interlocal agreement between Provo City and Utah County regarding funding for State Street trail improvements from 300 South to 900 South. (26-004)
- 5 An ordinance amending Provo City Code regarding development standards for the year 2026. (PLOTA20250658)

Redevelopment Agency of Provo

- 6 The election of the Redevelopment Agency of Provo City Chair and Vice Chair. (26-013)

Adjournment

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

Materials and Agenda: agendas.provo.org

Council meetings are broadcast live and available later on demand at youtube.com/ProvoCityCouncil

The next Council Meeting will be held on Tuesday, February 10, 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 at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at 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. Council meeting agendas are available through the Utah Public Meeting Notice website at utah.gov/pmn, which also offers email subscriptions to notices.

PROVO MUNICIPAL COUNCIL

COUNCIL MEETING

STAFF REPORT



Submitter: KNEVES

Presenter: Justin Harrison, Council Executive Director and Katrice MacKay, Council Chair

Department: Mayor Office

Requested Meeting Date: 12-17-2024

Requested Presentation Duration: 5 minutes

CityView or Issue File Number: 26-007

SUBJECT: 1 Provo City Employee of the Month - January 2026 (26-007)

RECOMMENDATION: The Provo City Council Office has selected an employee who exemplifies public service. This outstanding individual will be recognized at the Janaury 27, 2026, City Council Meeting.

BACKGROUND: Each month, a department director within the city nominates an employee who has demonstrated exceptional care for our community. This recognition highlights and celebrates the dedication and commitment of individuals who go above and beyond in their service to Provo.

FISCAL IMPACT: N/A

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

PROVO MUNICIPAL COUNCIL

COUNCIL MEETING

STAFF REPORT



Submitter: MGRIFFITHS

Presenter: Matthew Griffiths, Assistant City Attorney

Department: Legal

Requested Meeting Date: 01-27-2026

Requested Presentation Duration: 5 minutes

CityView or Issue File Number: 26-014

SUBJECT: 2 An ordinance amending Provo City Code to clarify the duty to keep a proper lookout. (26-014)

RECOMMENDATION: Approve the reenacted ordinance.

BACKGROUND: Provo City Code Section 9.32.160 currently imposes a duty on drivers to keep a proper lookout for traffic, objects, fixture, or property on or adjacent to City streets. In practice, this section has been used as a "catch-all" for traffic accidents that don't fit any particular violation of the Utah Code (state code). The problem with the current version of the Section is that it is by default a Class B misdemeanor, like other City Code violations that do not specify otherwise. As prosecutors, we determined it would be more fair to classify this as an infraction, in line with other similar traffic infractions in state code.

FISCAL IMPACT: No significant impact

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

This change promotes fairness to Provo residents and visitors by properly classifying a traffic offense and specifying a minimum fine amount.

ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING PROVO CITY CODE TO CLARIFY THE DUTY TO KEEP A PROPER LOOKOUT. (26-014)

RECITALS:

It is proposed that Provo City amend its code to clarify the duty to keep a proper lookout and to clarify the penalty for violation of this section;

On January 27, 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) Provo City Code should be amended as set forth below, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Municipal Council of Provo City, Utah ordains as follows:

PART I:

Provo City Code Section 9.32.160 is hereby repealed and reenacted as follows:

9.32.160 Duty to Keep Proper Lookout

- 1) It is unlawful for a person to drive a vehicle on a public street without keeping a reasonable and proper lookout for other traffic, objects, fixtures, or property on or near the roadway.
- 2) A violation of this Section is an infraction.

PART II:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance prevails.
- B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part, sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance is not affected by that determination.

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

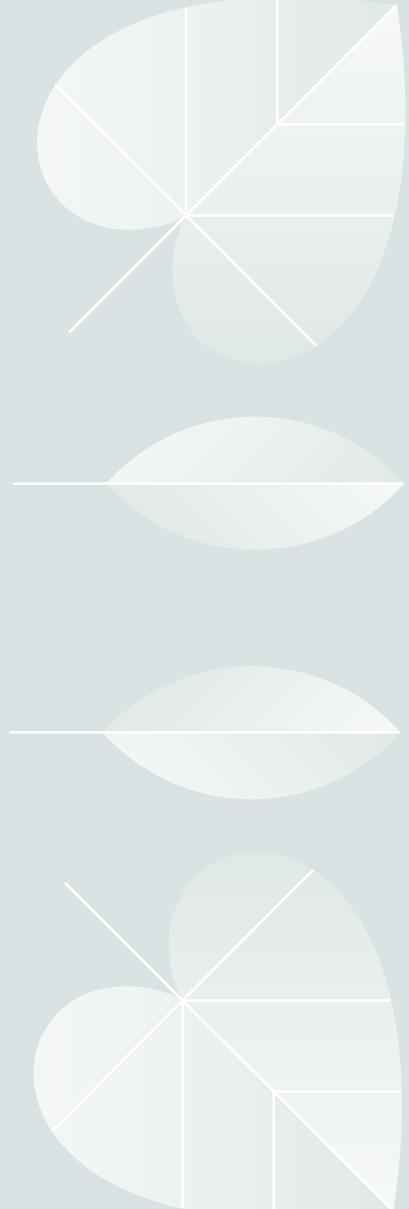
44

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

City Code Amendments

Legal Department

1/27/2026 Work Session



Proper/Improper Lookout

CURRENT WORDING

9.32.160 Duty to Keep Proper Lookout.

No person shall drive a vehicle on the public streets without keeping a reasonable and proper lookout for other traffic, objects, fixtures or property thereon or adjacent thereto.

NEW WORDING

9.32.160 Duty to Keep Proper Lookout.

- 1) It is unlawful for a person to drive a vehicle on a public street without keeping a reasonable and proper lookout for other traffic, objects, fixtures or property on or near the roadway.
- 2) A violation of this Section is an infraction.

Battery

CURRENT WORDING

9.14.010 Battery.

A battery is any willful and unlawful use of force or violence upon the person of another. It shall be unlawful for any person to commit a battery within the City limits.

NEW WORDING

9.14.010 Battery.

- 1) A person commits battery by intentionally or knowingly making offensive or provoking contact with another person without consent or legal justification. Committing battery is unlawful.
- 2) “Offensive or provoking contact” means unwanted physical contact that is reasonably likely to cause affront or alarm to the person touched.

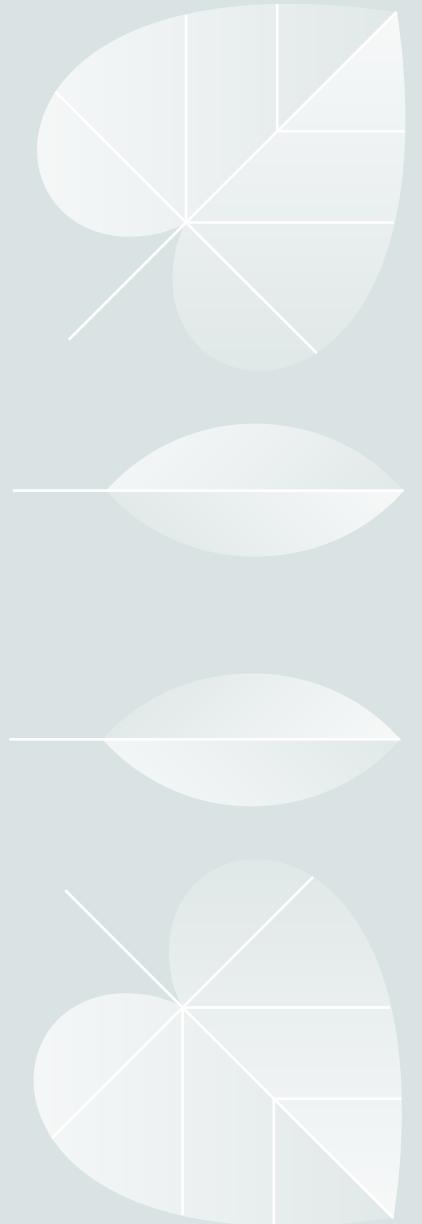
UTAH STATE CODE 76-5-102 ASSAULT WORDING

An actor commits assault if the actor:

- (a) attempts, with unlawful force or violence, to inflict bodily injury on an individual; or
- (b) commits an act, with unlawful force or violence, that:
 - (i) causes bodily injury to an individual, or
 - (ii) creates a substantial risk of bodily injury to an individual.

Why change the Battery ordinance?

- The current ordinance duplicates the state code Assault statute
- There are crimes committed involving inappropriate contact, some with victims who are minors, which currently are only charged as infractions (e.g. disorderly conduct)
- Victims will be better served
- Gives more flexibility to police and prosecutors
- Other states and cities have similar ordinances
 - West Valley City
 - Georgia, Illinois, Indiana, New Mexico, West Virginia



PROVO MUNICIPAL COUNCIL

COUNCIL MEETING

STAFF REPORT



Submitter: MGRIFFITHS

Presenter: Matthew Griffiths, Assistant City Attorney

Department: Legal

Requested Meeting Date: 01-27-2026

Requested Presentation Duration: 5 minutes

CityView or Issue File Number: 26-015

SUBJECT: 3 An ordinance amending Provo City Code regarding the criminal offense of battery. (26-015)

RECOMMENDATION: Approve the reenacted City Code section or repeal the battery ordinance all together.

BACKGROUND: Provo City Code Section 9.14.010, titled "Battery," currently defines battery as "any willful and unlawful use of force or violence upon the person of another." We (City Attorney's Office) believe this language somewhat duplicates the current state code crime of Assault (Utah Code Section 76-5-102). Our initial thought was to repeal the section. However, we've recently had some criminal cases that we think might fit an amended definition of battery. Some other Utah cities, as well as other states/cities, have adopted similar definitions. There are some incidents which don't fit the state assault statutes or other state code violations, but which are still harmful and offensive to the victims -- including children. We hope this new definition of battery can encompass those. While we do not expect this crime to be charged often, it fits certain situations quite well and creates accountability and potentially better support for victims. If the Council declines to adopt the new ordinance, our recommendation is to repeal the battery ordinance altogether.

FISCAL IMPACT: None

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

We believe the reenacted ordinance promotes justice in the City by defining battery to encompass certain types of crimes not captured by current state criminal laws.

ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING THE
CRIMINAL OFFENSE OF BATTERY. (26-015)

RECITALS:

It is proposed that Provo City amend its code to clarify the criminal offense of battery and to provide specific definitions in line with common law understanding of the offense;

On January 27, 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) Provo City Code should be amended as set forth below, 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 9.14.010 is hereby repealed and reenacted as follows:

9.14.010 Battery.

- (1) A person commits battery by intentionally or knowingly making offensive or provoking contact with another person without consent or legal justification. Committing battery is unlawful.
- (2) “Offensive or provoking contact” means unwanted physical contact that is reasonably likely to cause affront or alarm to the person touched.

PART II:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance prevails.
- B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part, sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance is not affected by that determination.

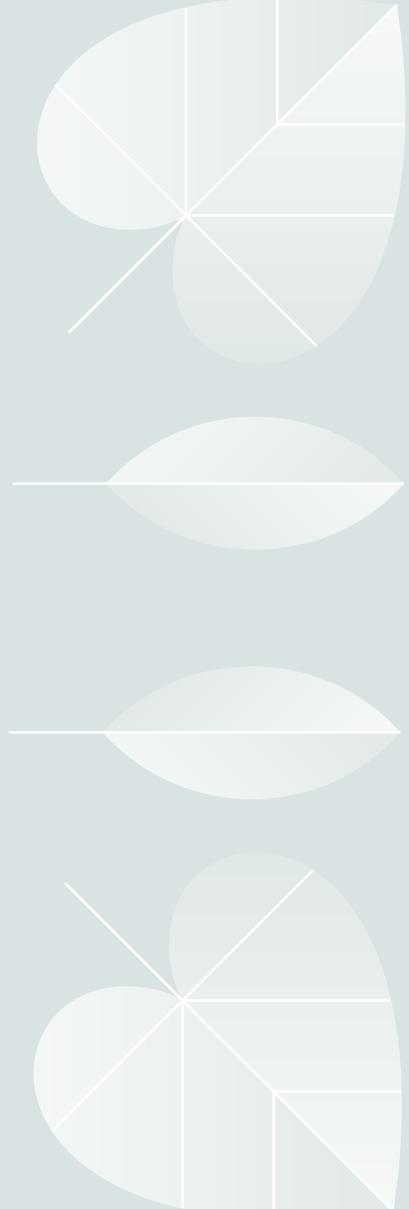
42 C. This ordinance takes effect immediately after it has been posted or published in accordance
43 with Utah Code Section 10-3-711, presented to the Mayor in accordance with Utah Code
44 Section 10-3b-204, and recorded in accordance with Utah Code Section 10-3-713.

45
46 D. The Municipal Council directs that the official copy of Provo City Code be updated to
47 reflect the provisions enacted by this ordinance.

City Code Amendments

Legal Department

1/27/2026 Work Session



Proper/Improper Lookout

CURRENT WORDING

9.32.160 Duty to Keep Proper Lookout.

No person shall drive a vehicle on the public streets without keeping a reasonable and proper lookout for other traffic, objects, fixtures or property thereon or adjacent thereto.

NEW WORDING

9.32.160 Duty to Keep Proper Lookout.

- 1) It is unlawful for a person to drive a vehicle on a public street without keeping a reasonable and proper lookout for other traffic, objects, fixtures or property on or near the roadway.
- 2) A violation of this Section is an infraction.

Battery

CURRENT WORDING

9.14.010 Battery.

A battery is any willful and unlawful use of force or violence upon the person of another. It shall be unlawful for any person to commit a battery within the City limits.

NEW WORDING

9.14.010 Battery.

- 1) A person commits battery by intentionally or knowingly making offensive or provoking contact with another person without consent or legal justification. Committing battery is unlawful.
- 2) “Offensive or provoking contact” means unwanted physical contact that is reasonably likely to cause affront or alarm to the person touched.

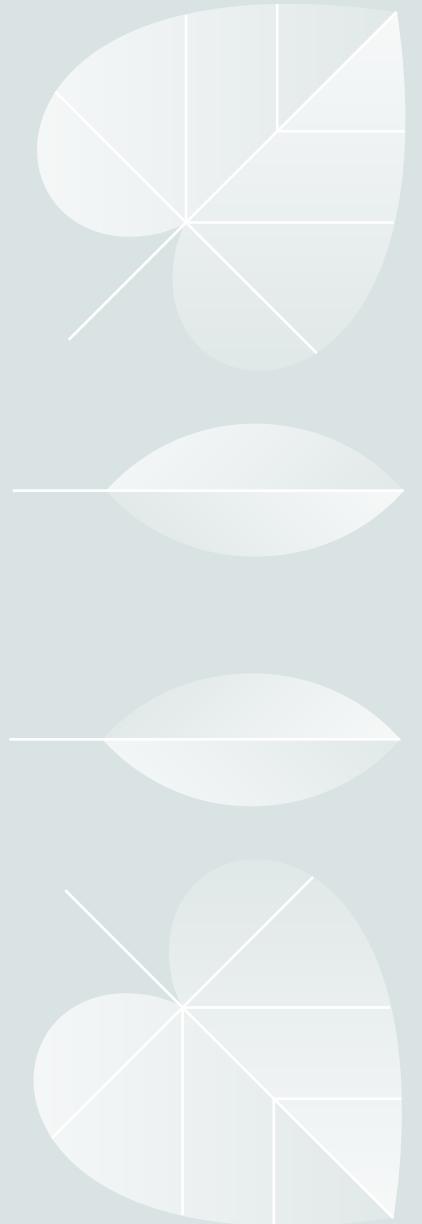
UTAH STATE CODE 76-5-102 ASSAULT WORDING

An actor commits assault if the actor:

- (a) attempts, with unlawful force or violence, to inflict bodily injury on an individual; or
- (b) commits an act, with unlawful force or violence, that:
 - (i) causes bodily injury to an individual, or
 - (ii) creates a substantial risk of bodily injury to an individual.

Why change the Battery ordinance?

- The current ordinance duplicates the state code Assault statute
- There are crimes committed involving inappropriate contact, some with victims who are minors, which currently are only charged as infractions (e.g. disorderly conduct)
- Victims will be better served
- Gives more flexibility to police and prosecutors
- Other states and cities have similar ordinances
 - West Valley City
 - Georgia, Illinois, Indiana, New Mexico, West Virginia



PROVO MUNICIPAL COUNCIL

COUNCIL MEETING

STAFF REPORT



Submitter: JMCKNIGHT

Presenter: Vern Keeslar, Traffic Manager

Department: Public Works

Requested Meeting Date: 01-27-2026

Requested Presentation Duration: 5 minutes

CityView or Issue File Number: 26-004

SUBJECT: 4 A resolution approving an interlocal agreement between Provo City and Utah County regarding funding for State Street trail improvements from 300 South to 900 South. (26-004)

RECOMMENDATION: Consider a resolution that would allow the City to receive \$1.3 million in Mountainland Association of Governments (MAG) funding via an interlocal agreement with Utah County

BACKGROUND: Provo City has been awarded \$1,347,174 for trail improvements on State Street between 300 South and 900 South. This funding will be distributed to the City via an interlocal agreement with Utah County who will manage the funding for MAG. The Utah County Commission approved the interlocal agreement on December 3, 2025.

FISCAL IMPACT: \$1,347,174

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:
Chapter 6 of the 2023 General Plan encourages access to a variety of safe transit, safe biking, and pedestrian facilities.

RESOLUTION <<Document Number>>

A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT BETWEEN
PROVO CITY AND UTAH COUNTY REGARDING FUNDING FOR STATE
STREET TRAIL IMPROVEMENTS FROM 300 SOUTH TO 900 SOUTH. (26-
004)

RECITALS:

It is proposed that Provo City enter into an interlocal agreement with Utah County that governs the disbursement of \$1,347,174 of Mountainland Association of Governments funding to reimburse costs of trail improvements on State Street between 300 South and 900 South;

On January 27, 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 Interlocal Cooperation Agreement described herein and attached in Exhibit A is approved. The Mayor is authorized to sign and execute all necessary and appropriate documents in conjunction with this agreement.

PART II:

This resolution takes effect immediately.

INTER-LOCAL COOPERATION AGREEMENT
between
UTAH COUNTY and
PROVO CITY

For A Project Known As

PROVO STATE STREET TRAIL – 300 SOUTH TO 900 SOUTH

THIS AGREEMENT, made and entered into this 3rd day of December 2025, by and between **UTAH COUNTY (Program Manager)**, a political subdivision of the State of Utah, with principle offices located at 100 East Center ST, Suite 2300, Provo, Utah 84606 and **PROVO CITY (Project Sponsor)**, a political subdivision of the State of Utah, with principle offices located at 445 West Center, Provo, UT.

RECITALS:

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

WHEREAS, the Program Manager and the Project Sponsor desire to facilitate the construction of a trail project known as Provo State Street Trail – 300 South to 900 South (**Approved Project**) which consists of trail improvements along State Street from 300 South to 900 South; and

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

NOW THEREFORE, in consideration of the covenants and agreements contained herein

and other valuable consideration, the sufficiency of which is hereby acknowledged, the Program Manager and the Project Sponsor hereby agree as follows:

Section 1. PURPOSES.

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

Section 2. ADMINISTRATION OF AGREEMENT.

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

Section 3. MULTIPLE JURISDICTIONS.

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

Section 4. EFFECTIVE DATE; DURATION.

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

Section 5. NO SEPARATE LEGAL ENTITY.

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

Section 6. TERMS.

- 1) **Project Scope** – Trail improvements along State Street from 300 South to 900 South in Provo, Utah.
- 2) **Procurement** - The Project Sponsor will designate a qualified project engineer from its staff or hire a project engineer from the Project Sponsors consultant pool or the prequalified UDOT pool, who will be responsible for project delivery. The Project Sponsor shall follow Utah State Code Section 63G-6a-101 or its own procurement/purchasing policy. Different project engineers can be designated or hired for different phases of the project.
- 3) **Project Development** - The Project Sponsor and the designated project engineer, will design, acquire the necessary rights-of-way (ROW), bid out, and manage the construction of the Approved Project.
 - a) **Design Standard** - The design and construction of the Approved Project will meet or exceed Provo City standards.
 - b) **Environmental Work** - The Project Sponsor will acquire the appropriate clearances and permits through the design process. The Project Sponsor can follow their own adopted environmental process, or follow the Recommended Environmental Guidance / Mountainland & Utah County Programmed Projects document (including designating with the Program Manager the type of environmental work to be completed), or any other stricter environmental process under local or federal law. The Project Sponsor must follow any National Environmental Policy Act (NEPA) requirements required (Endangered Species Act, Clean Water Act, etc.), and any other local or government agency requirements for the Approved Project.
 - c) **Design Work** - The Project Sponsor will involve the Program Manager at the following design milestones:
 - (1) Kickoff Meeting;
 - (2) 30% Scope and Schedule Review;

- (3) 60% On Site Plan Review; and
- (4) 90% Plans, Specifications and Estimate.

- d) **Final Design Approval** - Once project design is completed, the Project Sponsor will review the final design with the Program Manager. The construction phase will not proceed unless both parties agree that the project is ready.
- e) **ROW Acquisition** - The Project Sponsor will be responsible to acquire all necessary ROW adhering to state and local laws. The Project Sponsor can follow their own adopted ROW acquisition process or follow the Recommended Right of Way Acquisition Guidance / Mountainland & Utah County Programmed Projects guidance document, or as required by Utah law.
- f) **Construction Advertising** - To advertise construction, the Project Sponsor shall follow Utah State Code Section 63G-6a-101 or its own procurement/purchasing policy. All construction bids will include a 10% construction contingency. The Project Sponsor will provide a copy of the advertisement and the notice of award to the Program Manager.

- 4) **Project Signage/Contact Info** - It is recommended that the Project Sponsor install signage informing the public of the following:
 - a) Project name.
 - b) Project description.
 - c) Start and completion dates (general).
 - d) Contact name, phone number, website address, email.
 - e) Use the sentence “This project funded with Mountainland Transportation Funding”.
 - f) List project sponsors and their logos (Project Sponsor, Mountainland, Utah County).
 - g) Generally, one sign at each access point to the project shall be installed.
 - h) Signs should be at least 4’ x 6’, or large enough for passing motorists to read.
 - i) Signs should be installed prior to construction and stay in place through construction.
- 5) **Construction Process** - The Project Sponsor will manage the construction process. The Project Sponsor will notify the Program Manager of any changes that affect the scope of the project or costs that exceed the construction contingency.
- 6) **Project Completion** - Program Manager staff will be notified and allowed to attend the final inspection of the completed project.

- 7) **Project Hold** - The Program Manager has the authority to place a project on hold at any time during the project development process or withhold reimbursement of invoices during the construction process if the Program Manager deems that the Approved Project is not within the Approved Project scope or budget. The Program Manager shall notify the Project Sponsor of the hold in writing and will work with the Project Sponsor to rectify the issues promptly. If the Project Sponsor and Program Manager cannot bring the Approved Project back into scope or if additional funding is needed above what the Program Manager or the Project Sponsor can provide, the issues will be brought to the Mountainland TAC committee and MPO Board for their review, recommendations, resolutions, and approvals.
- 8) **Total Project Cost** - Both the Program Manager and Project Sponsor acknowledge that the Approved Project has been authorized by the Mountainland MPO Board (Utah County Commission must also approve if county funds are used) to be funded at an amount not to exceed \$1,445,000.00 (Total Project Cost) for the direct costs of the Approved Project.
 - a) **Matching Funds** - The Project Sponsor is required to pay a match or portion of the Total Project Cost. This amount is 6.77% of the Total Project Cost. The use of Project Sponsor equipment and/or Project Sponsor employee time for the project shall not be reimbursable, but can be claimed by the Project Sponsor as a soft match toward the required 6.77% matching funds required from the Project Sponsor. The Project Sponsor is required to pay the difference between the required match and the value of the soft match, if any.
 - b) **Multi-Year Funding** - Some projects require funding across multiple fiscal years. Reimbursement for Approved Project activities can only be made up to the available amount identified in a single fiscal year. Any balance from a prior year where available funds have not been expended for the Approved Project are then advanced to the next fiscal year and are added to the funds available that fiscal year. Fiscal year for County Transportation Sales Tax Funds starts on January 1st. The Approved Project has \$1,445,000.00 beginning in 2025.
 - c) **Funding Availability** - MAG Exchange funds are distributed to the MPO generally in October each year through a cooperative agreement with UDOT. The exchange process requires that MPO federal funds be exchanged with UDOT for state funds on an annual basis. The federal funds are made available by congress, the release of funds can fluctuate yearly. County Transportation Sales Tax funds are generally available each January and are generated by sale tax revenue, which can fluctuate with the economy. MAG will not reimburse expenses on an Approved Project unless funding is made available by UDOT

and Utah County. This could require the Approved Project to be placed on hold by the Program Manager or that the Project Sponsor advance their own funds toward the Approved Project with reimbursement to be made by the Program Manager upon receipt of available funding from UDOT and/or Utah County.

- d) **Reimbursement** - The Project Sponsor, if desiring reimbursement for the direct costs of the Approved Project, will provide the Program Manager with one monthly itemized invoice detailing actual costs for the ROW acquisition, design, utility relocation, construction, or other approved elements of the project. Appropriate backup materials shall also be supplied by the Project Sponsor to the Program Manager without requiring separate inquiry. The Program Manager agrees to reimburse the Project Sponsor within 30 days of receiving acceptable itemized invoices establishing the validity of the direct costs of the Approved Project. The maximum amount of reimbursement from the Program Manager to the Project Sponsor for any fiscal year shall be the available funds actually received by the Program Manager for such fiscal year. The maximum amount of reimbursement from the Program Manager to the Project Sponsor for the entire cost of the Approved Project shall not exceed \$1,347,174.00 (Total Project Cost less Matching Funds). Any costs which exceed \$1,347,174.00 shall be the sole responsibility of the Project Sponsor. The Program Manager will review and approve monthly each itemized invoice and will reimburse the total invoice amount less the required matching funds.
- e) **Cost Overruns** - The Program Manager maintains a contingency account for cost overruns. The Project Sponsor may request additional funds above the approved Total Project Cost with supporting documentation demonstrating the need for additional funds. The Program Manager may approve up to 10% of the Total Project Cost up to a maximum of \$500,000. The MPO Board can approve higher amounts (Utah County Commission must also approve if county funds are used). The addition of these contingency funds would require a modification to this Agreement. If no additional funds are awarded or the Approved Project still requires additional funds, the Project Sponsor will be responsible to fund the overrun.
- f) **Surplus Funds** - Any surplus funds remaining after the completion of the Approved Project will be returned to the Utah County fund balance to be reallocated to other projects selected through the MPO project selection process. Note that Mountainland and Utah County selects and funds projects, not project sponsors. Surplus funds cannot be moved to a new project not already approved through the MPO project selection process. Any surplus funds paid by the Project Sponsor shall be returned to the Project Sponsor.

- 9) **Liability, Ownership and Maintenance of Approved Project** - The Project sponsor bears all liability through all stages of project development and construction. The Project Sponsor shall own and be responsible for maintenance, repair and replacement of the completed project.
- 10) **Inspection of Approved Project** - The Program Manager and its designees, upon reasonable notice, reserve the right to enter upon the Approved Project to inspect the same to verify compliance with this Agreement.
- 11) **Other Expenses** - Except as otherwise expressly stated herein, all expenses not identified as a part of the Approved Project or executed prior to the Agreement shall be the sole responsibility of the Project Sponsor.
- 12) **No Third-Party Rights** - The obligations of the parties set forth in this Agreement shall not create any rights in or obligations to any persons or parties other than to the Project Sponsor and Program Manager. This Agreement is not intended to nor shall it be construed to benefit any third party.
- 13) **Recitals** - The Recitals portion of this Agreement constitutes a part of this Agreement.

Section 7. FILING OF INTERLOCAL COOPERATION AGREEMENT.

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

Section 8. AMENDMENTS.

- 1) **Amending this Agreement** - This Agreement may not be amended, changed, modified or altered except by an instrument in writing which shall be: (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, and (c) filed in the official records of each party.
- 2) **Change Orders** - Changes can occur throughout a project. Changes that are outside the scope outlined in this contract must be amended as stated above. Minor changes and adjustments that fall within the original project scope can be addressed with a change order. A change order does not require amending this agreement. A change order is defined as that additional effort

necessary by reason of changed conditions which are radical, unforeseen, and completely beyond the control of the Project Sponsor. The Project Sponsor shall create the change order and keep records of them. Any additional costs incurred can be covered by the construction contingency or by added local funding and should be addressed in the change order. If additional costs are more than the construction contingency and available local funds, the Project Sponsor shall contact the Program Manager to review funding options.

Section 9. EXTRA WORK

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

Section 10. SEVERABILITY.

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

Section 11. GOVERNING LAW.

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

Section 12. INDEMNIFICATION.

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

Section 13. ENTIRE AGREEMENT

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

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

UTAH COUNTY

Authorized and passed on this 3rd day of December 2025,

BOARD OF COUNTY COMMISSIONERS,
UTAH COUNTY, UTAH

Signed by:



DocuSigned by:

Brandon B. Gordon

FCC2EEE5D8EA4AD...

BRANDON B. GORDON, Chair

ATTEST:

AARON R. DAVIDSON
Utah County Clerk

Signed by:

By: *Jolynn Clegg*
Deputy

9D992F0F25144C0...

APPROVED AS TO FORM AND LEGALITY:

JEFFREY S. GRAY
Utah County Attorney

DocuSigned by:

By: *Katrina Cole*
Deputy County Attorney

971CC48366E0441

PROVO CITY

Authorized and passed on this ____ day of December 2025,

**PROVO CITY
UTAH COUNTY, UTAH**

Mayor

ATTEST:

City Recorder

REVIEWED AS TO FORM AND
COMPATIBILITY WITH APPLICABLE
LAW:

By: _____
City Attorney

Interlocal Agreement with Utah County for the State Street Multi Use Path

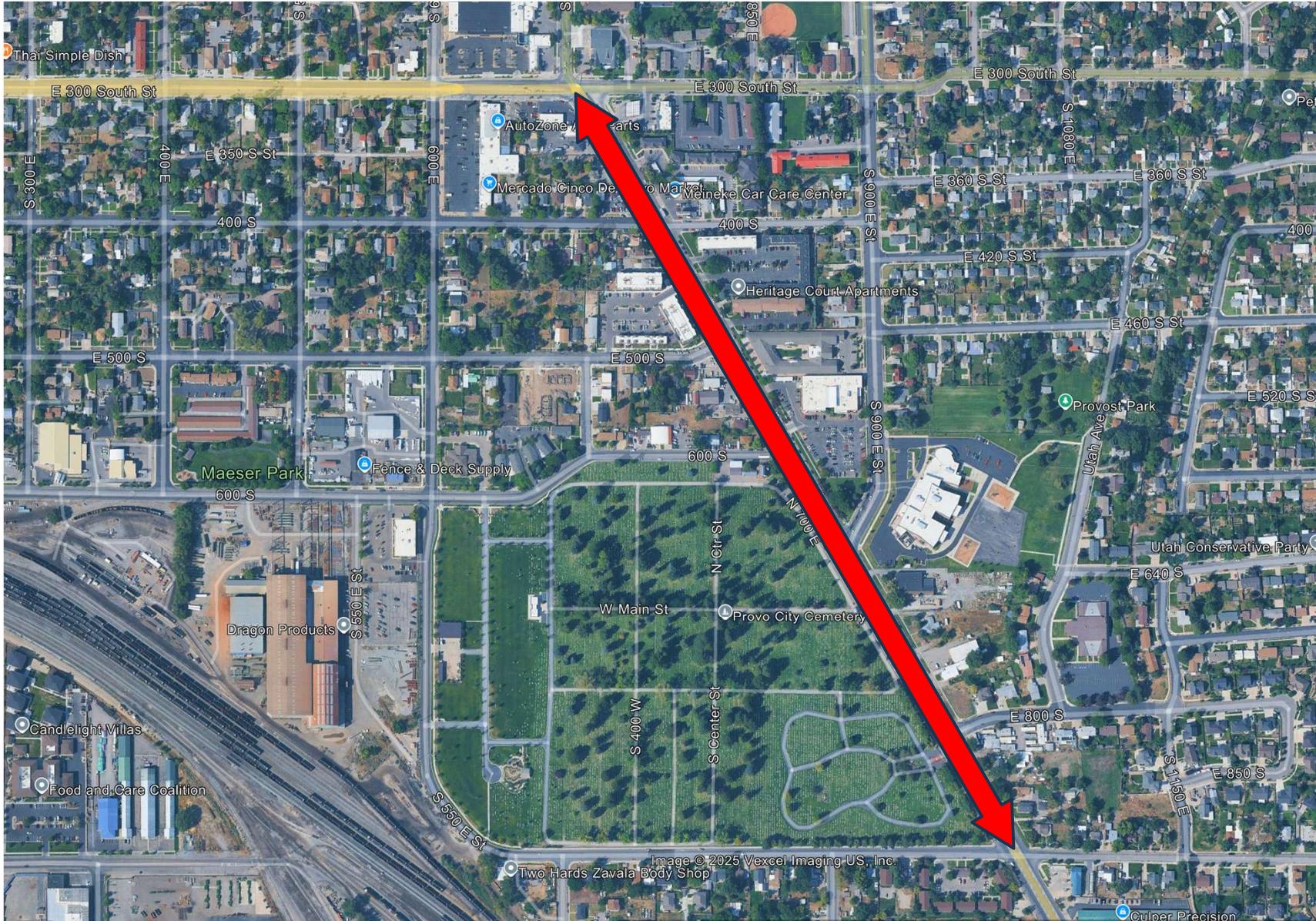
By Vern Keeslar, AICP, Traffic Manager
January 27, 2026



Project Description

- Interlocal agreement needed with Utah County to fund the State Street multi use path from 300 South to 900 South.
- Multi use path will be located on the east side of State Street.
- Multi use path will connect to existing multi use path from 900 South to Slate Canyon Drive.
- Project total cost estimate is approximately \$1,445,000.
- Utah County Transportation Tax share is \$1,347,174.
- Provo City's match is \$97,827.
- UDOT is likely to participate with new curb, gutter, and storm drain improvements increasing the total project cost estimate to \$2,000,000.

Area Map



- Multi Use Path
- 300 South to 900 South on State Street

THANK YOU!

Vern Keeslar, AICP, Traffic Manager

- Phone: 801-852-6783
- Email: vkeeslar@provo.org
- Address: 1377 South 350 East,
Provo, UT 84606

PROVO MUNICIPAL COUNCIL

COUNCIL MEETING

STAFF REPORT



Submitter: AARDMORE

Presenter: David Day, Assistant City Engineer

Department: Development Services

Requested Meeting Date: 01-27-2026

Requested Presentation Duration: 15 minutes

CityView or Issue File Number: PLOTA20250658

SUBJECT: 5 An ordinance amending Provo City Code regarding development standards for the year 2026. (PLOTA20250658)

RECOMMENDATION: Recommend Approval

BACKGROUND: ? Changes to 2025 for 2026 Provo Public Works Standard Drawings

5 pages of Provo Public Works Standard Drawing were edited to clarify questions that have been

asked by contractors, engineers and developers.

1 page was added.

? Changes to 2025 for 2026 Provo Public Works Development Design Standards

2 pages of Provo Public Works Development Design Standards were edited to clarify questions

that have been asked by contractors, engineers and developers. 1 page was added.

? Proposed 2026 Provo Public Works Standard Drawings

Clean copy containing all proposed changes.

? Proposed 2026 Provo Public Works Development Design Standards

Clean copy containing all proposed changes.

FISCAL IMPACT: None

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

ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING
DEVELOPMENT STANDARDS FOR THE YEAR 2026. (PLOTA20250658)

RECITALS:

It is proposed that Section 15.03.020 be amended to update references to 2026 Public Works standards;

It is proposed that Section 15.03.200 be amended to remove certain road widths from street standards;

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 6:2;

On January 13, 2026, and January 27, 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 15.03.020 is amended as shown in Exhibit A.

PART II:

Provo City Code Section 15.03.200 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 Section 15.03.020. General Development Standards.

54 . . .

55 (3) Provo City adopts and incorporates by reference into this section:

56 (a) The following nationally recognized, industry standards:

57 (i) Manual of Standard Specifications, 20256, American Public
58 Works Association;

59 (ii) Manual of Standard Plans, 20256, American Public Works
60 Association;

61 (iii) Manual on Uniform Traffic Control Devices for Streets and
62 Highways (the "MUTCD"), 2009 Edition, Federal Highway Administration;

63 (iv) A Policy on Geometric Design of Highways and Streets, 6th
64 Edition, American Association of State Highway and Transportation Officials;

65 (v) Trip Generation Manual, 10th Edition, Institute of Transportation
66 Engineers; and

67 (b) The following local standards, which supersede those standards adopted by
68 Subsection (3)(a) of this Section to the extent there is any conflict:

69 (i) 20256 Provo Standard Drawing Details;

70 (ii) 20256 Provo City Public Works Department Development Design
71 Standards;

72 (iii) Utah Manual on Uniform Traffic Control Devices, For Streets and
73 Highways, (FHWA's MUTCD 2009 Edition as amended for use in Utah), 2011, Utah
74 Department of Transportation;

75 (iv) 20256 Standard Drawings for Road and Bridge Construction,
76 20256, Utah Department of Transportation; and

77 (v) Utah Administrative Rules Titles R305-R317

Section 15.03.200. Street Standards

94 The type and arrangement of roadways peripheral to and abutting any development shall be in
95 compliance with the major and local street plans for the area of the development. Developments
96 which are located on or next to a collector or arterial street shall be designed and developed so
97 the public street continues through the project in a logical, safe design. Developments which are
98 located at the end of stubbed local public streets may be required to extend the street through the
99 development based on the proposed circulation needs of the area. The Planning Commission,
100 upon recommendation of the Planning and Engineering staff, shall determine if the street should
101 be extended as a through street or as a cul-de-sac during the preliminary approval.

102 (1) Arterial and collector streets shall conform to the major street plan wherever a development
103 falls in an area for which an arterial and collector street plan has been adopted. For areas where
104 such street plan has not been completed when the preliminary plan of the subdivision is
105 submitted to the Planning Commission, street dedications shall be provided as follows:

106 (a) Local street right-of-way shall have a width of ~~fifty-four (54) feet~~, sixty (60) feet or sixty-six
107 (66) feet, except where private property owner's association includes planting areas and
108 sidewalks as part of their common area.

109 (b) Collector street right-of-way shall have a width of eighty (80) feet.

110 (c) Arterial street right-of-way shall have a minimum width of eighty (80) feet or one hundred
111 twenty-eight (128) feet as determined by future projected traffic volumes.

112 (d) Minimum width of asphalt wherever curb and gutters are installed (lip to lip of curb) shall be
113 as follows:

114 (i) For local streets (public and private): ~~twenty-four (24)~~, thirty (30), or thirty-six (36) feet are
115 to be applied as detailed in the Provo City Transportation Master Plan.

116 (ii) For collector streets: fifty (50) feet.

117 (iii) For arterial streets: fifty (50) feet or seventy-eight (78) feet as determined by the City
118 Engineer for future projected traffic volumes.

119 (2) To promote connectivity of the street system for efficient circulation, cul-de-sacs shall be
120 used only where physical conditions or land ownership configurations exist which make other
121 designs undesirable and where local area street plans do not require through circulation. When
122 used, cul-de-sac streets shall be extended in a manner that reduces the length of public access
123 ways to be constructed between the end of the cul-de-sac and the destination of such access way.
124 Each cul-de-sac shall have a minimum right-of-way of fifty (50) feet and a radius of fifty (50)
125 feet of right-of-way for the cul-de-sac bulb, except where a private property owner's association
126 includes planting areas and sidewalks as part of its common area. A cul-de-sac street shall meet

127 the pavement width standard as per Subsection (1)(d)(i) of this Section and a cul-de-sac bulb
128 shall have asphalt pavement of not less than forty-one (41) feet in radius. The maximum length
129 of a cul-de-sac street shall not exceed five hundred (500) feet, unless:

130 (a) Physical conditions necessitate providing a longer cul-de-sac, due to the inability to provide
131 any other means of access. Such conditions may include, but are not limited to, topography,
132 natural resource areas such as wetlands, ponds, streams, rivers, or lakes; or

133 (b) Buildings or existing developments block access to the site, which would result in
134 landlocked property, or an extremely inefficient development pattern. A cul-de-sac street which
135 exceeds five hundred (500) feet shall include an intermediate turnaround near the midpoint of the
136 street as approved by the City Engineer. In no case shall a cul-de-sac street length exceed one
137 thousand (1,000) feet.

138 (3) Where access is desired to the side or rear of abutting properties, an alley may be provided.
139 Alleys shall have a minimum width of twenty-four (24) feet of asphalt or concrete pavement
140 measured from lip of curb to lip of curb. The design grade and alignment design of an alley shall
141 conform to local street standards, except that the centerline radius may be reduced where
142 appropriate, as determined by the City Engineer. Curb and gutter or other acceptable drainage
143 design features shall be required to control pavement drainage. Minimum pavement thickness
144 shall conform to the same standards required for local streets. Parking shall not be allowed on
145 alleys. Alleys shall not be made a part of a lot.

146 (4) On collector and local streets, four (4) way intersections may be designed with a roundabout
147 according to Provo City standard drawings and the major and local street plan as approved by the
148 City Engineer. Streets shall intersect each other as near as possible at right angles. Minor streets
149 shall approach arterial or collector streets at an angle of ninety (90) degrees plus/minus ten (10)
150 degrees. Offsets between intersections from ten (10) feet to one hundred twenty (120) feet,
151 measured from street center line to street center line, shall be prohibited.

152 (5) Minimum street grades shall be four-tenths of one percent (0.4%). The maximum street
153 grade shall be twelve percent (12%) for local streets and eight percent (8%) for arterial and
154 collector streets.

155 (6) Where the street lines within a block deflect from each other, there should be a connecting
156 curve. The radius of the curve for the center shall be not less than five hundred ten (510) feet for
157 arterial streets, three hundred thirty-five (335) feet for collector streets, and two hundred (200)
158 feet for the local streets. Local streets shall be designed with horizontal and vertical curves.
159 (Refer to AASHTO - A Policy on Geometric Design of Highways and Streets.)

160 (7) Curbs at all intersections of collector and arterial streets shall be rounded with curves having
161 a minimum lip of curb radius of thirty (30) feet. Local street intersections shall be rounded with a
162 curve having a minimum lip of curb radius of fifteen (15) feet. (Refer to Provo City Standard
163 Details. Any exceptions shall be approved by the City Engineer.)

164 (8) Specifications for the design of street sub-base, base, hard surfacing, curb and gutters,
165 sidewalks and the treatment of drainage courses shall comply with standard specifications as
166 adopted by the City and administered by the City Engineer. All improvements within a public
167 right-of-way shall conform to the standard drawings and specifications approved by the
168 Engineering Division.

169 (9) New street names shall not duplicate those already existing. A street that is obviously a
170 continuation of another already in existence shall bear the same name. The numerical system of
171 street designations shall be maintained and extended where possible. Streets that curve, loop,
172 horseshoe or meander should be given an alphabetical name. (See Chapter [15.13](#), Provo City
173 Code, for street naming.)

174 (10) Street signs shall be installed where required by the City Engineer. A street sign fee as
175 shown on the [Consolidated Fee Schedule](#) adopted by the Municipal Council shall be paid to the
176 Engineering Division prior to final plat approval. The City shall assume the responsibility for
177 installation and maintenance of street signs once the fee has been paid.

178 (11) All public streets shall be dedicated for public use. The full right-of-way of all streets (as
179 described in Subsection [\(1\)](#) of this Section) within a development shall be dedicated and the
180 roadway paved. Developments on one (1) side only of the proposed local street shall include
181 dedication of not less than ~~thirty-five (35)~~ [thirty-nine \(39\)](#) feet of the street right-of-way, twenty-
182 four (24) feet of which shall be paved, as approved by the City Engineer. Full-width pavement
183 for local streets shall be required when ADT exceeds two hundred fifty (250) vehicles. Arterial
184 and collector street dedication and pavement width shall be determined on a case-by-case basis
185 depending on projected traffic volumes for the proposed development.

186 (12) The arrangement of streets in new developments shall make provision for the continuation
187 of the existing streets in adjoining areas (or their proper projection where adjoining land is not
188 subdivided) at the same or greater width (but in no case less than the required minimum width).

189 (a) Public right-of-way connections shall be made in a manner that will provide safe and
190 convenient access to an existing or planned arterial/collector street, school, park, employment
191 center, commercial area, or similar neighborhood activity center. The connections may be
192 completed over time in phases as part of a required overall street plan.

193 (b) A public street connection shall be provided to any existing or approved public street right-
194 of-way stub abutting the development, unless it is demonstrated that a connection cannot be
195 made because of the existence of one (1) or more of the following conditions:

196 (i) *Physical conditions that preclude development of a public street.* Such conditions may
197 include, but are not limited to, topography, natural resource areas or primary and secondary
198 conservation areas such as wetlands, ponds, streams, channels, rivers or lakes.

199 (ii) Buildings or other existing development on adjacent lands, including previously subdivided
200 but vacant lots or parcels, that physically preclude a connection now or in the future.

201 (c) Public right-of-way shall be extended to adjacent undeveloped or partially developed
202 contiguous land (i.e., land that can be further divided by provisions of this Title) in locations
203 which will not prevent the adjoining property from developing consistent with applicable
204 standards, unless it is demonstrated that a connection cannot be made because of one (1) or more
205 of the following conditions:

206 (i) *Physical conditions that preclude development of a public street.* Such conditions may
207 include, but are not limited to, topography, natural resource areas or primary and secondary
208 conservation areas such as wetlands, ponds, streams, channels, rivers or lakes.

209 (ii) Buildings or other existing development on adjacent lands, including previously subdivided
210 but vacant lots or parcels, that physically preclude a connection now or in the future.

211 (d) Street alignments shall be selected that relate to the natural topography and other natural
212 conditions.

213 (13) Sidewalks shall be six (6) feet in width except where other widths are deemed appropriate
214 by the City Engineer and comply with the latest Americans with Disabilities Act requirements.
215 Planter strips of a minimum seven (7) feet in width shall be used in all street cross-sections
216 except where not required by the City Engineer.

217 (14) A development with a single street access (ingress and egress) shall have a maximum ADT
218 not higher than two hundred fifty (250) vehicle trips. ADT shall be determined by trip generation
219 rates obtained from the City Traffic Engineer. A second street access shall be required for
220 projects which exceed the designated trip rate.

221 (15) Direct driveway access from residential property to collector and arterial streets shall not be
222 permitted unless approved by the City Engineer. Access to new residential development shall be
223 provided by local streets. A limited number of driveways to residential property abutting a
224 collector or arterial may be permitted when allowed by the Transportation Master Plan.

225 (16) For typical street cross-sections and other street details, refer to the Provo City Standard
226 Details.

Provo City Planning Commission
Report of Action

December 10, 2025

***ITEM 8** 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. David Day (801) 852-6735 dday@provo.gov PLOTA20250658

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 6:2, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Lisa Jensen

Second By: Matt Wheelwright

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

Votes Against the Motion: Joel Temple, Barbara DeSoto (not comfortable with motion until changes for safety are demonstrated)

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.
PLEASE NOTE PLANNING COMMISSION DISCUSSION ON 24' ROAD SECTION REMOVAL.

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

- This item was City-wide or affected multiple neighborhoods.
- Neighbors or other interested parties were present or addressed the Planning Commission.

CONCERNS RAISED BY PUBLIC

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

- David Day read the response from the Transportation Mobility Advisory Committee (TMAC) indicating their opposition to remove the 24' street cross section from the city standards.
- Alexander Moss noted his understanding of a narrower street being safer for travel speeds and having less maintenance costs from the city.

- Lynn Schofield (Provo Fire Marshall) spoke to the issues with the existing 24' streets when people park even on one side of the road, as his trucks need 20' access. He has public safety concerns with narrow roads. He believes the best option is to allow the 24' road with parking only on one side but would prefer the 30' street.

APPLICANT RESPONSE

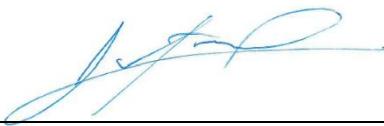
Key points addressed in the applicant's presentation to the Planning Commission included the following:

- When asked about Public Works' opinion on removing the 24' street standard, David Day indicated that all the current standards are safe in the engineer's opinion but would defer to the Planning Commission and City Council for policy.
- Provo Engineering detailed the no parking signs that will be going out on existing 24' roads to mitigate the safety issues.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Commissioners asked what the justification was from the City Council to ask Provo Engineering to remove the 24' street standard, David indicated that the Council had safety concerns related to that narrow of a street.
- Some commissioners were concerned that a wider street creates safety concerns since people typically drive faster on wider streets, so there is concern in removing a narrower option.
- Commissioners wanted more user experience from examples in the city when dealing with a 24' street.
- Barbara DeSoto indicated her opposition to removing the 24' street due to increased maintenance costs, development costs, and safety related to designed speeds. She would support NACTO and AASHTO standards. Parking enforcement could solve a lot of the stated concerns with the 24' road.
- Jonathon Hill recognizes that there are arguments on both sides of the 24' road section discussion but is more sympathetic to the emergency response concerns.
- Jon Lyons asked Planning staff to clarify who makes the decisions on road cross-sections, Bill Peperone indicated that those choices are with Provo Engineering and based on traffic volumes. He asked the other commissioners if there are any other changes in this item that need to be discussed, and there were not.
- Daniel Gonzales noted that the City Council will make the decision, and that Commissioners should just note concerns with the item before it goes to the Council for a decision.
- Matt Wheelwright stated he prefers the 30' road with the 24' bulb-out at the intersections after asking David Day for clarification.
- The Commission discussed a variety of dimensional standards of street and lane widths with David Day. Barbara DeSoto hoped for a narrower bulb-out for the city standards.
- The Commission indicated support for the removal of 24' width if the bulb-out width was reduced.
- Generally, finding different ways to slow cars down and enhance safety should be a priority with city standards.



Planning Commission Chair



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

1 Section 15.03.020. General Development Standards.

2 . . .

3

4 (3) Provo City adopts and incorporates by reference into this section:

5

6 (a) The following nationally recognized, industry standards:

7

- (i) Manual of Standard Specifications, 20256, American Public Works Association;
- (ii) Manual of Standard Plans, 20256, American Public Works Association;
- (iii) Manual on Uniform Traffic Control Devices for Streets and Highways (the "MUTCD"), 2009 Edition, Federal Highway Administration;
- (iv) A Policy on Geometric Design of Highways and Streets, 6th Edition, American Association of State Highway and Transportation Officials;
- (v) Trip Generation Manual, 10th Edition, Institute of Transportation Engineers; and

22 (b) The following local standards, which supersede those standards adopted by
23 Subsection (3)(a) of this Section to the extent there is any conflict:

24

(i) 20256 Provo Standard Drawing Details;

26

(ii) 20256 Provo City Public Works Department Development Design Standards;

29

(iii) Utah Manual on Uniform Traffic Control Devices, For Streets and Highways, (FHWA's MUTCD 2009 Edition as amended for use in Utah), 2011, Utah Department of Transportation;

33

(iv) 20256 Standard Drawings for Road and Bridge Construction, 20256, Utah Department of Transportation; and

36

(v) Utah Administrative Rules Titles R305-R317

38

41 **Section 15.03.200. Street Standards**

42 The type and arrangement of roadways peripheral to and abutting any development shall be in
43 compliance with the major and local street plans for the area of the development. Developments
44 which are located on or next to a collector or arterial street shall be designed and developed so
45 the public street continues through the project in a logical, safe design. Developments which are
46 located at the end of stubbed local public streets may be required to extend the street through the
47 development based on the proposed circulation needs of the area. The Planning Commission,
48 upon recommendation of the Planning and Engineering staff, shall determine if the street should
49 be extended as a through street or as a cul-de-sac during the preliminary approval.

50 (1) Arterial and collector streets shall conform to the major street plan wherever a development
51 falls in an area for which an arterial and collector street plan has been adopted. For areas where
52 such street plan has not been completed when the preliminary plan of the subdivision is
53 submitted to the Planning Commission, street dedications shall be provided as follows:

54 (a) Local street right-of-way shall have a width of ~~fifty-four (54)~~ feet, sixty (60) feet or sixty-six
55 (66) feet, except where private property owner's association includes planting areas and
56 sidewalks as part of their common area.

57 (b) Collector street right-of-way shall have a width of eighty (80) feet.

58 (c) Arterial street right-of-way shall have a minimum width of eighty (80) feet or one hundred
59 twenty-eight (128) feet as determined by future projected traffic volumes.

60 (d) Minimum width of asphalt wherever curb and gutters are installed (lip to lip of curb) shall be
61 as follows:

62 (i) For local streets (public and private): ~~twenty-four (24)~~, thirty (30), or thirty-six (36) feet are
63 to be applied as detailed in the Provo City Transportation Master Plan.

64 (ii) For collector streets: fifty (50) feet.

65 (iii) For arterial streets: fifty (50) feet or seventy-eight (78) feet as determined by the City
66 Engineer for future projected traffic volumes.

67 (2) To promote connectivity of the street system for efficient circulation, cul-de-sacs shall be
68 used only where physical conditions or land ownership configurations exist which make other
69 designs undesirable and where local area street plans do not require through circulation. When
70 used, cul-de-sac streets shall be extended in a manner that reduces the length of public access
71 ways to be constructed between the end of the cul-de-sac and the destination of such access way.
72 Each cul-de-sac shall have a minimum right-of-way of fifty (50) feet and a radius of fifty (50)
73 feet of right-of-way for the cul-de-sac bulb, except where a private property owner's association
74 includes planting areas and sidewalks as part of its common area. A cul-de-sac street shall meet
75 the pavement width standard as per Subsection **(1)(d)(i)** of this Section and a cul-de-sac bulb sha

76 Il have asphalt pavement of not less than forty-one (41) feet in radius. The maximum length of a
77 cul-de-sac street shall not exceed five hundred (500) feet, unless:

78 (a) Physical conditions necessitate providing a longer cul-de-sac, due to the inability to provide
79 any other means of access. Such conditions may include, but are not limited to, topography,
80 natural resource areas such as wetlands, ponds, streams, rivers, or lakes; or

81 (b) Buildings or existing developments block access to the site, which would result in
82 landlocked property, or an extremely inefficient development pattern. A cul-de-sac street which
83 exceeds five hundred (500) feet shall include an intermediate turnaround near the midpoint of the
84 street as approved by the City Engineer. In no case shall a cul-de-sac street length exceed one
85 thousand (1,000) feet.

86 (3) Where access is desired to the side or rear of abutting properties, an alley may be provided.
87 Alleys shall have a minimum width of twenty-four (24) feet of asphalt or concrete pavement
88 measured from lip of curb to lip of curb. The design grade and alignment design of an alley shall
89 conform to local street standards, except that the centerline radius may be reduced where
90 appropriate, as determined by the City Engineer. Curb and gutter or other acceptable drainage
91 design features shall be required to control pavement drainage. Minimum pavement thickness
92 shall conform to the same standards required for local streets. Parking shall not be allowed on
93 alleys. Alleys shall not be made a part of a lot.

94 (4) On collector and local streets, four (4) way intersections may be designed with a roundabout
95 according to Provo City standard drawings and the major and local street plan as approved by the
96 City Engineer. Streets shall intersect each other as near as possible at right angles. Minor streets
97 shall approach arterial or collector streets at an angle of ninety (90) degrees plus/minus ten (10)
98 degrees. Offsets between intersections from ten (10) feet to one hundred twenty (120) feet,
99 measured from street center line to street center line, shall be prohibited.

100 (5) Minimum street grades shall be four-tenths of one percent (0.4%). The maximum street
101 grade shall be twelve percent (12%) for local streets and eight percent (8%) for arterial and
102 collector streets.

103 (6) Where the street lines within a block deflect from each other, there should be a connecting
104 curve. The radius of the curve for the center shall be not less than five hundred ten (510) feet for
105 arterial streets, three hundred thirty-five (335) feet for collector streets, and two hundred (200)
106 feet for the local streets. Local streets shall be designed with horizontal and vertical curves.
107 (Refer to AASHTO - A Policy on Geometric Design of Highways and Streets.)

108 (7) Curbs at all intersections of collector and arterial streets shall be rounded with curves having
109 a minimum lip of curb radius of thirty (30) feet. Local street intersections shall be rounded with a
110 curve having a minimum lip of curb radius of fifteen (15) feet. (Refer to Provo City Standard
111 Details. Any exceptions shall be approved by the City Engineer.)

112 (8) Specifications for the design of street sub-base, base, hard surfacing, curb and gutters,
113 sidewalks and the treatment of drainage courses shall comply with standard specifications as a

114 adopted by the City and administered by the City Engineer. All improvements within a public
115 right-of-way shall conform to the standard drawings and specifications approved by the
116 Engineering Division.

117 (9) New street names shall not duplicate those already existing. A street that is obviously a
118 continuation of another already in existence shall bear the same name. The numerical system of
119 street designations shall be maintained and extended where possible. Streets that curve, loop,
120 horseshoe or meander should be given an alphabetical name. (See Chapter 15.13, Provo City
121 Code, for street naming.)

122 (10) Street signs shall be installed where required by the City Engineer. A street sign fee as
123 shown on the [Consolidated Fee Schedule](#) adopted by the Municipal Council shall be paid to the
124 Engineering Division prior to final plat approval. The City shall assume the responsibility for
125 installation and maintenance of street signs once the fee has been paid.

126 (11) All public streets shall be dedicated for public use. The full right-of-way of all streets (as
127 described in Subsection 1 of this Section) within a development shall be dedicated and the
128 roadway paved. Developments on one (1) side only of the proposed local street shall include
129 dedication of not less than ~~thirty-five (35)~~ thirty-nine (39) feet of the street right-of-way, twenty-
130 four (24) feet of which shall be paved, as approved by the City Engineer. Full-width pavement
131 for local streets shall be required when ADT exceeds two hundred fifty (250) vehicles. Arterial
132 and collector street dedication and pavement width shall be determined on a case-by-case basis
133 depending on projected traffic volumes for the proposed development.

134 (12) The arrangement of streets in new developments shall make provision for the continuation
135 of the existing streets in adjoining areas (or their proper projection where adjoining land is not
136 subdivided) at the same or greater width (but in no case less than the required minimum width).

137 (a) Public right-of-way connections shall be made in a manner that will provide safe and
138 convenient access to an existing or planned arterial/collector street, school, park, employment
139 center, commercial area, or similar neighborhood activity center. The connections may be
140 completed over time in phases as part of a required overall street plan.

141 (b) A public street connection shall be provided to any existing or approved public street right-
142 of-way stub abutting the development, unless it is demonstrated that a connection cannot be
143 made because of the existence of one (1) or more of the following conditions:

144 (i) *Physical conditions that preclude development of a public street.* Such conditions may
145 include, but are not limited to, topography, natural resource areas or primary and secondary
146 conservation areas such as wetlands, ponds, streams, channels, rivers or lakes.

147 (ii) Buildings or other existing development on adjacent lands, including previously subdivided
148 but vacant lots or parcels, that physically preclude a connection now or in the future.

149 (c) Public right-of-way shall be extended to adjacent undeveloped or partially developed
150 contiguous land (i.e., land that can be further divided by provisions of this Title) in locations w

151 hich will not prevent the adjoining property from developing consistent with applicable
152 standards, unless it is demonstrated that a connection cannot be made because of one (1) or more
153 of the following conditions:

154 (i) *Physical conditions that preclude development of a public street.* Such conditions may
155 include, but are not limited to, topography, natural resource areas or primary and secondary
156 conservation areas such as wetlands, ponds, streams, channels, rivers or lakes.

157 (ii) Buildings or other existing development on adjacent lands, including previously subdivided
158 but vacant lots or parcels, that physically preclude a connection now or in the future.

159 (d) Street alignments shall be selected that relate to the natural topography and other natural
160 conditions.

161 (13) Sidewalks shall be six (6) feet in width except where other widths are deemed appropriate
162 by the City Engineer and comply with the latest Americans with Disabilities Act requirements.
163 Planter strips of a minimum seven (7) feet in width shall be used in all street cross-sections
164 except where not required by the City Engineer.

165 (14) A development with a single street access (ingress and egress) shall have a maximum ADT
166 not higher than two hundred fifty (250) vehicle trips. ADT shall be determined by trip generation
167 rates obtained from the City Traffic Engineer. A second street access shall be required for
168 projects which exceed the designated trip rate.

169 (15) Direct driveway access from residential property to collector and arterial streets shall not be
170 permitted unless approved by the City Engineer. Access to new residential development shall be
171 provided by local streets. A limited number of driveways to residential property abutting a
172 collector or arterial may be permitted when allowed by the Transportation Master Plan.

173 (16) For typical street cross-sections and other street details, refer to the Provo City Standard
174 Details.

175



Memorandum

To: Provo City Planning Commission
From: Development Services Department
Print Date: 12/1/2025
RE: Case Report on Public Works Standards Amendment - David Day (Applicant)

Public Notice:

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. David Day (801) 852-6735 dday@provo.gov PLOTA20250658

Comments

Provo City Planning has reviewed the proposed changes from Provo City Public Works and supports the updates and amendments proposed within the referenced application above. The updates are as follows:

Proposals

- Proposed Ordinance Text Amendment text for PLOTA20250658.
- Changes to 2025 for 2026 Provo Public Works Standard Drawings
5 pages of Provo Public Works Standard Drawing were edited to clarify questions that have been asked by contractors, engineers and developers.
1 page was added.
- Changes to 2025 for 2026 Provo Public Works Development Design Standards
2 pages of Provo Public Works Development Design Standards were edited to clarify questions that have been asked by contractors, engineers and developers. 1 page was added.
- Proposed 2026 Provo Public Works Standard Drawings
Clean copy containing all proposed changes.
- Proposed 2026 Provo Public Works Development Design Standards
Clean copy containing all proposed changes.

Conclusion

Staff recommends that the Planning Commission forward a positive recommendation to the City Council of the proposed amendments to the Public Works design standards.

**PUBLIC WORKS ORDINANCE TEXT AMENDMENT
TO SECTIONS 15.03.020(3) AND 15.03.200
OF THE PROVO CITY CODE
TO UPDATE STANDARDS FOR 2026, PLOTA20250658**

City Council

January 13, 2026



1 **Section 15.03.020. General Development Standards.**

2 ...

3

4 (3) Provo City adopts and incorporates by reference into this section:

5

6 (a) The following nationally recognized, industry standards:

7

8 (i) Manual of Standard Specifications, 202~~5~~⁶, American Public Works
9 Association;

10

11 (ii) Manual of Standard Plans, 202~~5~~⁶, American Public Works Association;

12

13 (iii) Manual on Uniform Traffic Control Devices for Streets and Highways
14 (the “MUTCD”), 2009 Edition, Federal Highway Administration;

15

16 (iv) A Policy on Geometric Design of Highways and Streets, 6th Edition,
17 American Association of State Highway and Transportation Officials;

18

19 (v) Trip Generation Manual, 10th Edition, Institute of Transportation
20 Engineers; and

21

22 (b) The following local standards, which supersede those standards adopted by
23 Subsection (3)(a) of this Section to the extent there is any conflict:

24

25 (i) 202~~5~~⁶ Provo Standard Drawing Details;

26

27 (ii) 202~~5~~⁶ Provo City Public Works Department Development Design
28 Standards;

29

30 (iii) Utah Manual on Uniform Traffic Control Devices, For Streets and
31 Highways, (FHWA’s MUTCD 2009 Edition as amended for use in
32 Utah), 2011, Utah Department of Transportation;

33

34 (iv) 202~~5~~⁶ Standard Drawings for Road and Bridge Construction, 202~~5~~⁶,
35 Utah Department of Transportation; and

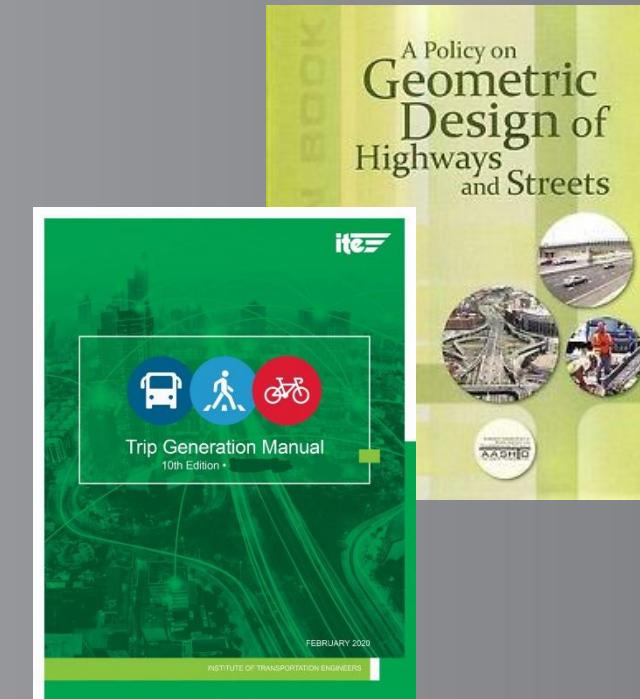
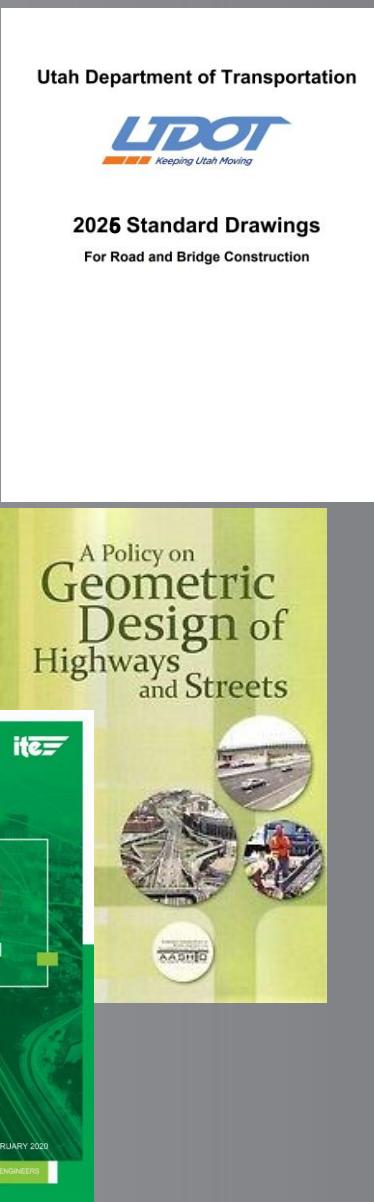
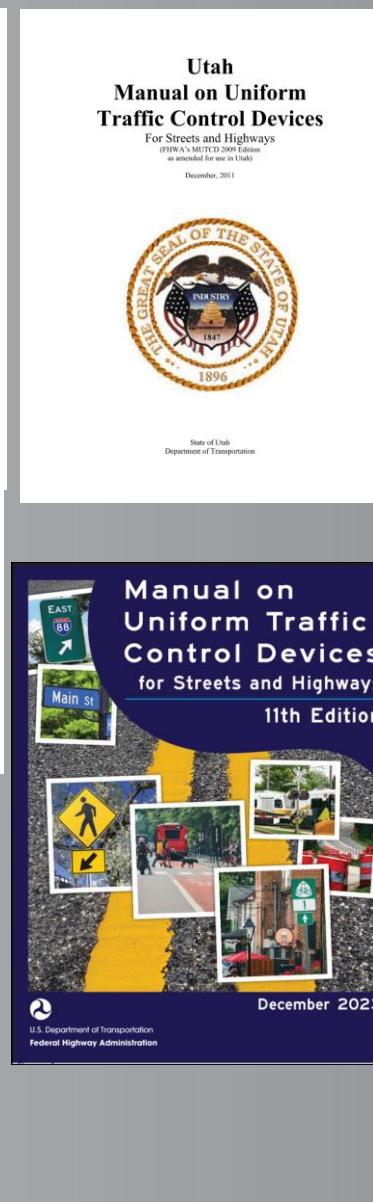
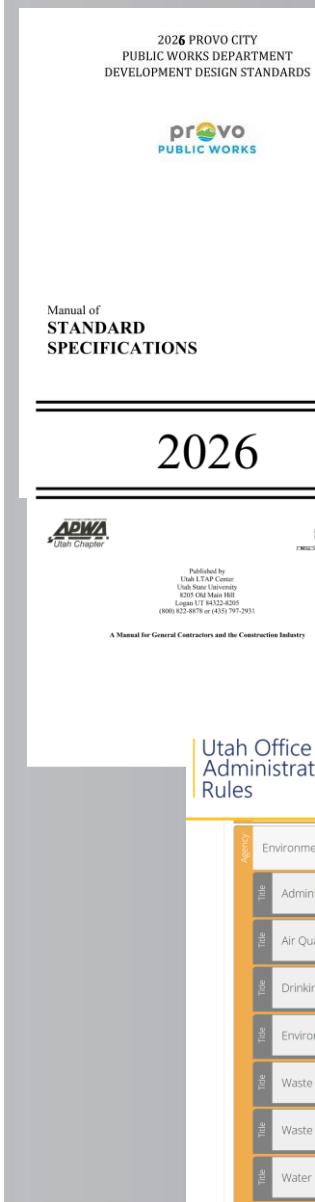
36

37 (v) Utah Administrative Rules Titles R305-R317

38

39

40



- 2026 Provo Standard Drawing Details
 - 5 pages of Provo Public Works Standard Drawing were edited to clarify questions that have been asked by contractors, engineers and developers.
 - 1 page were added.

- 2026 Provo City Public Works Department Development Design Standards
 - 2 pages of Provo Public Works Development Design Standards were edited to clarify questions that have been asked by contractors, engineers and developers. 1 page was added.

Grease Interceptor, Sand/Oil Separators, and Sampling Manhole

1. GENERAL
 - A. Before backfilling around concrete box, secure inspection of installation by **ENGINEER PRETREATMENT COORDINATOR**.
 - B. Deep boxes are to be avoided whenever possible.
 - C. Large traps will require three lids for access to clean.
 - D. Sand/oil separators to be located outside parking garages in accessible location. Consideration will be given to not require a sampling manhole. This applies only to sand/oil separators.
 - E. Grease interceptors shall have a minimum of two (2) compartments and shall be capable of separation and retention of grease storage and settled solids.
 - F. Grease interceptors are intended for below-ground installation and shall be located outside of the building, preferably close to the kitchen or production/processing area where Fats, Oils, Grease, and Sand (FOGS) may be discharged. They shall be easily accessible for servicing and inspection including access by a pumper truck. Parking, other than for emergency vehicles shall not be allowed over any of the access manholes.
 - G. Grease interceptors shall be designed, constructed, and installed for load-bearing capacity adequate for its intended location.
 - H. Any commercial user utilizing a three (3) compartment sink shall be required to have a grease interceptor or grease trap installed at its own expense and shall be required for all newly constructed commercial structures.
 - I. Grease traps are only allowed in place of a grease interceptor when in the opinion of the manager it is physically impossible to install a grease interceptor outside of the building or business. As such, a variance request from the owner or lessee of the property must be made to Provo City Pretreatment with a certification letter from a duly licensed Utah plumber or engineer. Alternate traps must be submitted for consideration. Provide product information including removal rates.
2. PRODUCT
 - A. Base Course: Untreated base course, APWA Section 32 11 23. Do not use gravel as a base course without ENGINEER's permission.
 - B. Backfill: Common fill, Provo Section 31 05 13M. Maximum particle size 2-inches.
 - C. Concrete: Class 4000, APWA Section 03 30 04.
 - D. Reinforcement: Deformed, 60 ksi yield grade steel, ASTM A 615.
 - E. PVC Pipe: APWA Section 33 05 07.
 - F. Box extenders to be used to keep top of box within 18 inches of ground surface.
3. EXECUTION
 - A. Base Course Placement: APWA Section 32 11 23. Maximum lift thickness is 6-inches before compaction. Compaction is 95 percent or greater relative to a modified proctor density, APWA Section 32 23 26.
 - B. Reinforcement Placement: APWA Section 03 20 00.
 - C. Concrete Placement: APWA Section 03 30 20. Provide 1/2-inch radius edges.
 - D. Apply a broom finish. Apply a curing agent.
 - E. Fill annular space around pipe wall penetrations with waterproof sealer.
 - F. Backfill: Provide backfill against the box walls. Pea gravel and recycled RAP aggregate is NOT ALLOWED. Water jetting is NOT ALLOWED. Adhere to all backfilling and surface restoration requirements included in Plan P-255.



**GREASE INTERCEPTOR,
SAND/OIL SEPARATORS,
AND SAMPLING MANHOLE**

SHEET 2 OF 2

P-441

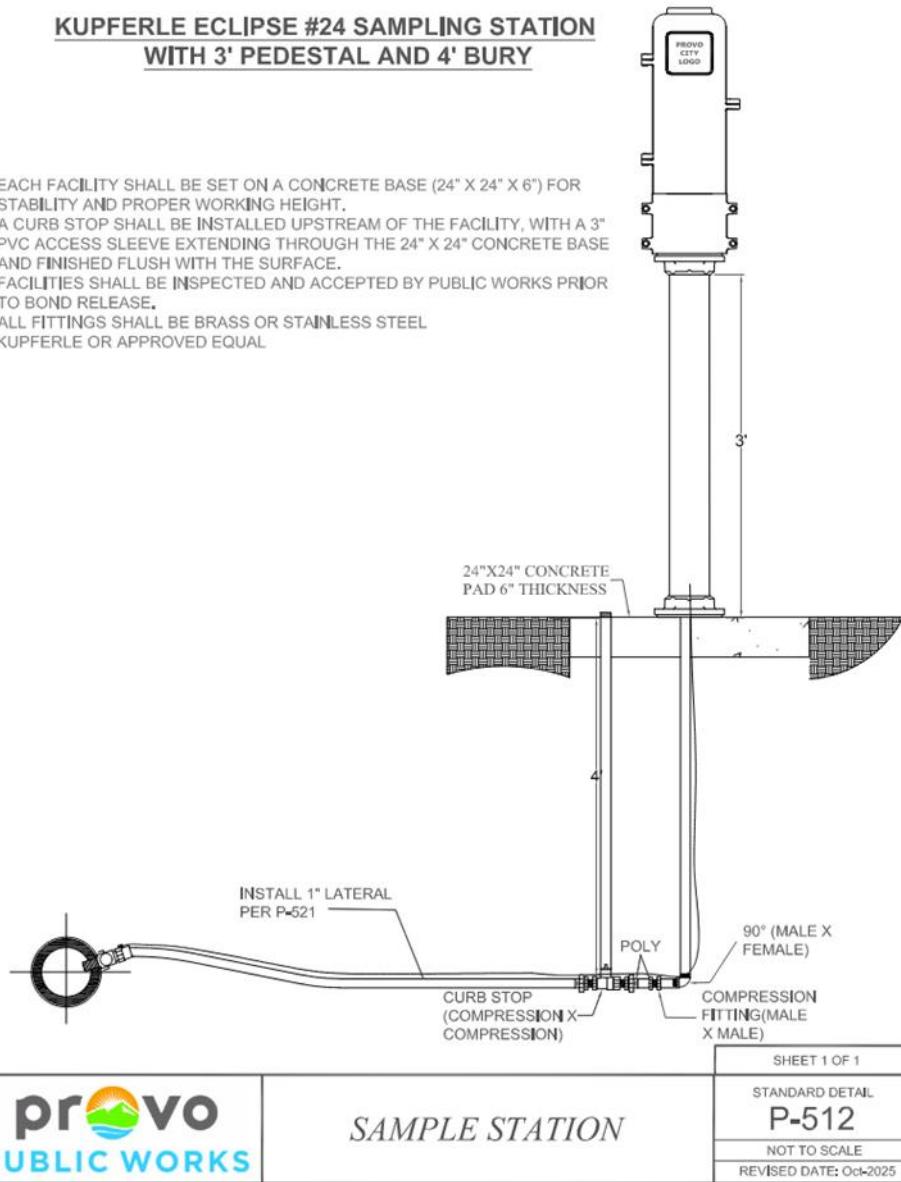
NOT TO SCALE

REVISED DATE: 9/16/24

**KUPFERLE ECLIPSE #24 SAMPLING STATION
WITH 3' PEDESTAL AND 4' BURY**

EACH FACILITY SHALL BE SET ON A CONCRETE BASE (24" X 24" X 6") FOR STABILITY AND PROPER WORKING HEIGHT.
A CURB STOP SHALL BE INSTALLED UPSTREAM OF THE FACILITY, WITH A 3" PVC ACCESS SLEEVE EXTENDING THROUGH THE 24" X 24" CONCRETE BASE AND FINISHED FLUSH WITH THE SURFACE.
FACILITIES SHALL BE INSPECTED AND ACCEPTED BY PUBLIC WORKS PRIOR TO BOND RELEASE.
ALL FITTINGS SHALL BE BRASS OR STAINLESS STEEL

KUPFERLE OR APPROVED EQUAL



SAMPLE STATION

SHEET 1 OF 1

P-512

NOT TO SCALE

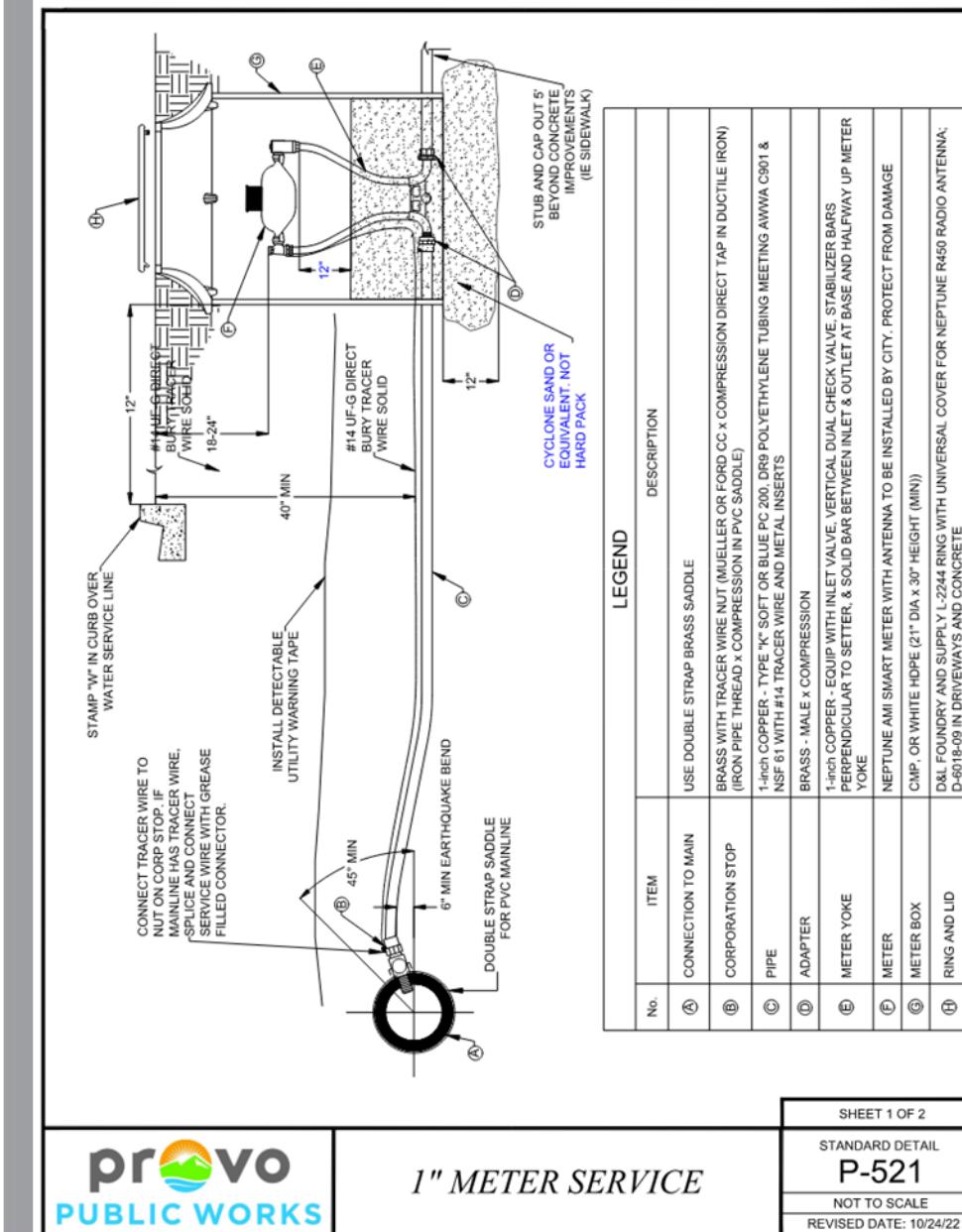
REVISED DATE: Oct-2025

Changes



WATER QUALITY MONITORING FACILITIES

- A. Water quality monitoring facilities are required to support the City's water quality monitoring program and to comply with state and federal drinking water regulations. They provide representative monitoring locations within the distribution system to protect public health.
- B. Residential, commercial, and mixed-use developments with twenty (20) or more ERUs shall comply with this section.
 - a. An "ERU (Equivalent Residential Unit)" is defined as an individual dwelling, tenant suite, or occupied space, regardless of the number of water service connections (Example: a 50-ERU apartment building with one water service connection is treated as 50 ERUs).
- C. Any development with 20 or more ERUs is required to install a minimum of one monitoring facility within the development.
 - a. For phased developments, monitoring facility requirements shall be based on the total planned ERUs or applied by phase, as determined by Public Works during plan review.
 - b. Monitoring facility fees are calculated on the basis of one monitoring facility per 100 ERUs; refer to the Provo City Consolidated Fee Schedule for fees per ERU.
 - c. Installation of the first monitoring facility provides credit for the first 100 ERUs. Any ERUs above that threshold are charged a proportional fee based on ERUs. (Example: A 120-ERU development must install one monitoring facility and pay fees equal to 20 ERUs.)
 - d. Where Provo City determines that multiple facilities are necessary within a development, each additional facility installed will provide credit for another 100 ERUs.
- D. The number, location, and orientation of facilities shall be determined during plan review with Public Works. Development plans must clearly show all monitoring facilities, service lines, and valves.
- E. Monitoring facilities shall be the make and model specified in Provo City engineering standards and details, with the Provo City logo and 3' pedestal options.



B. Pavements

- a. Traffic loads
- b. Subgrade support value (CBR)
- c. Pavement thickness

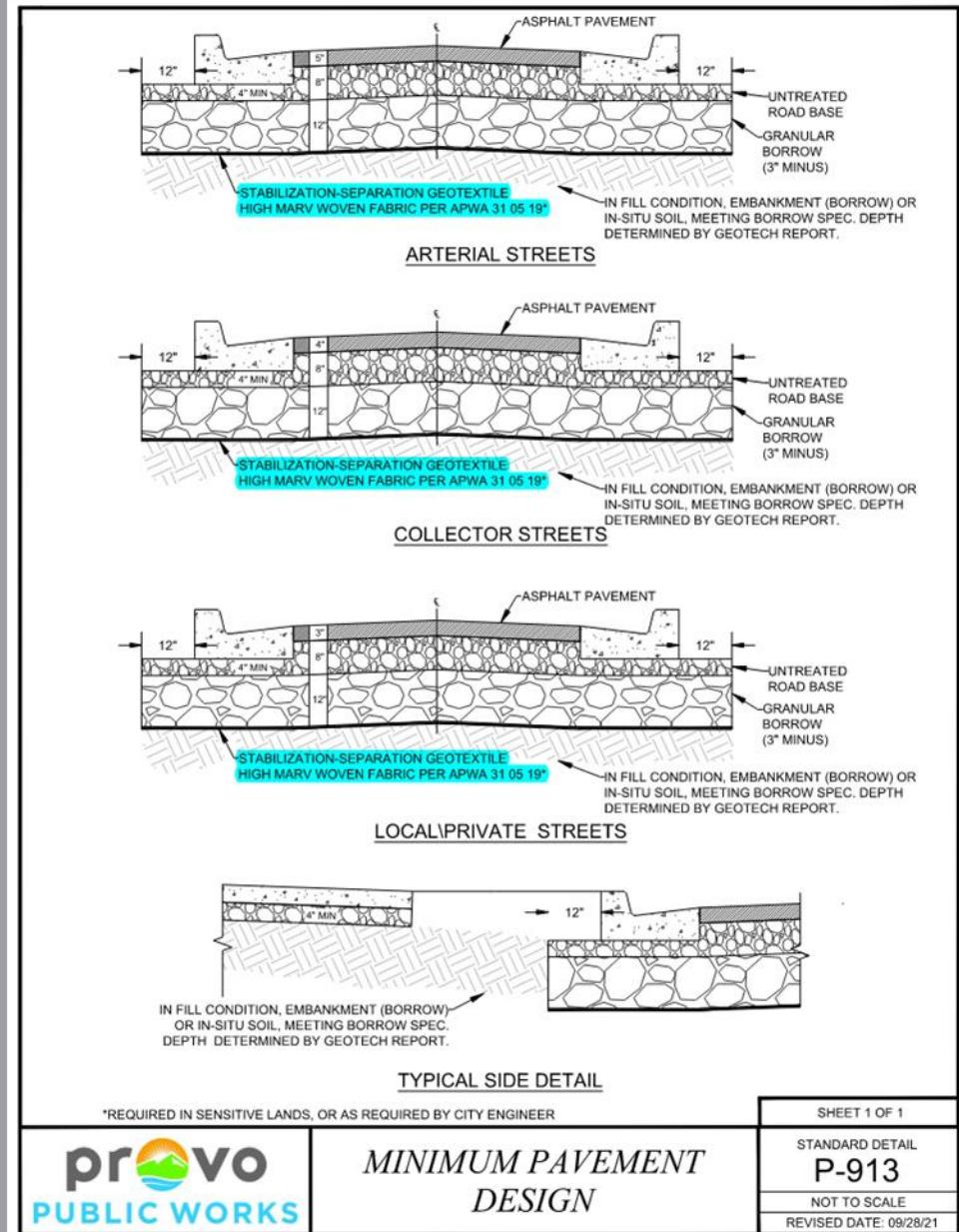
C. Special Considerations

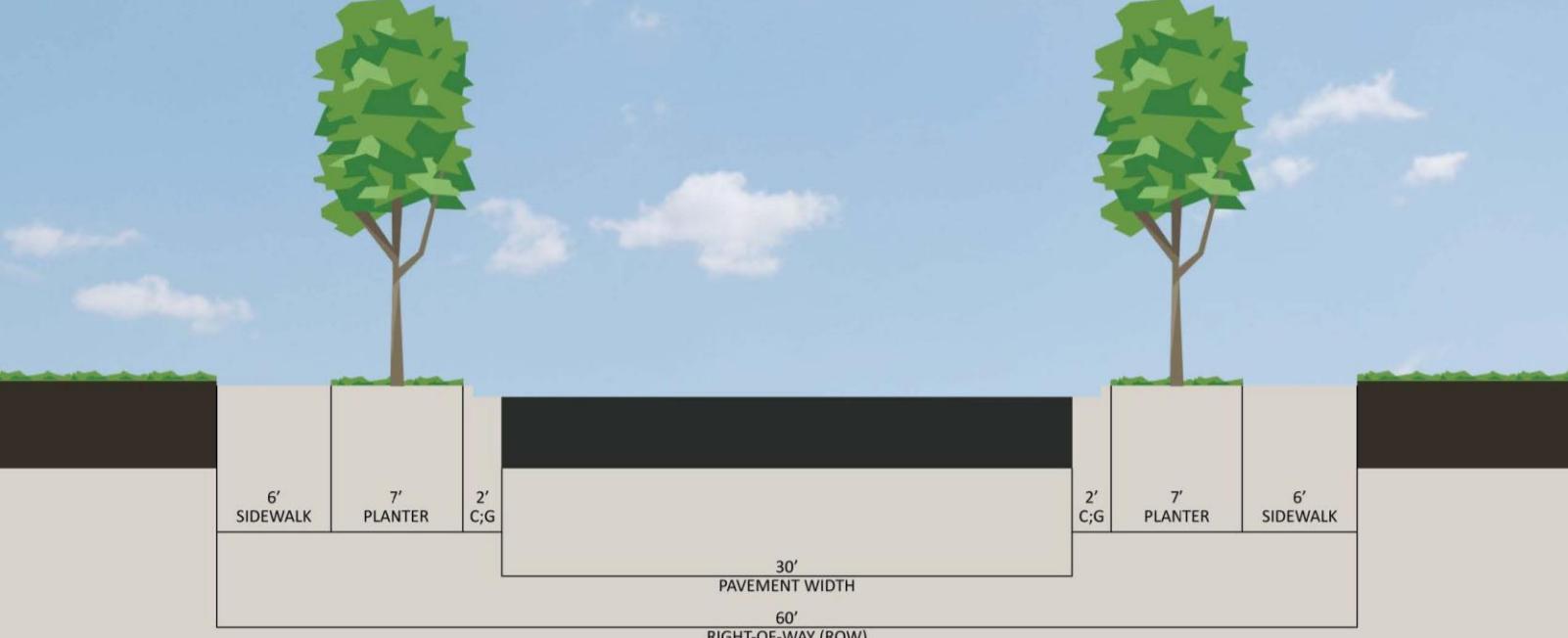
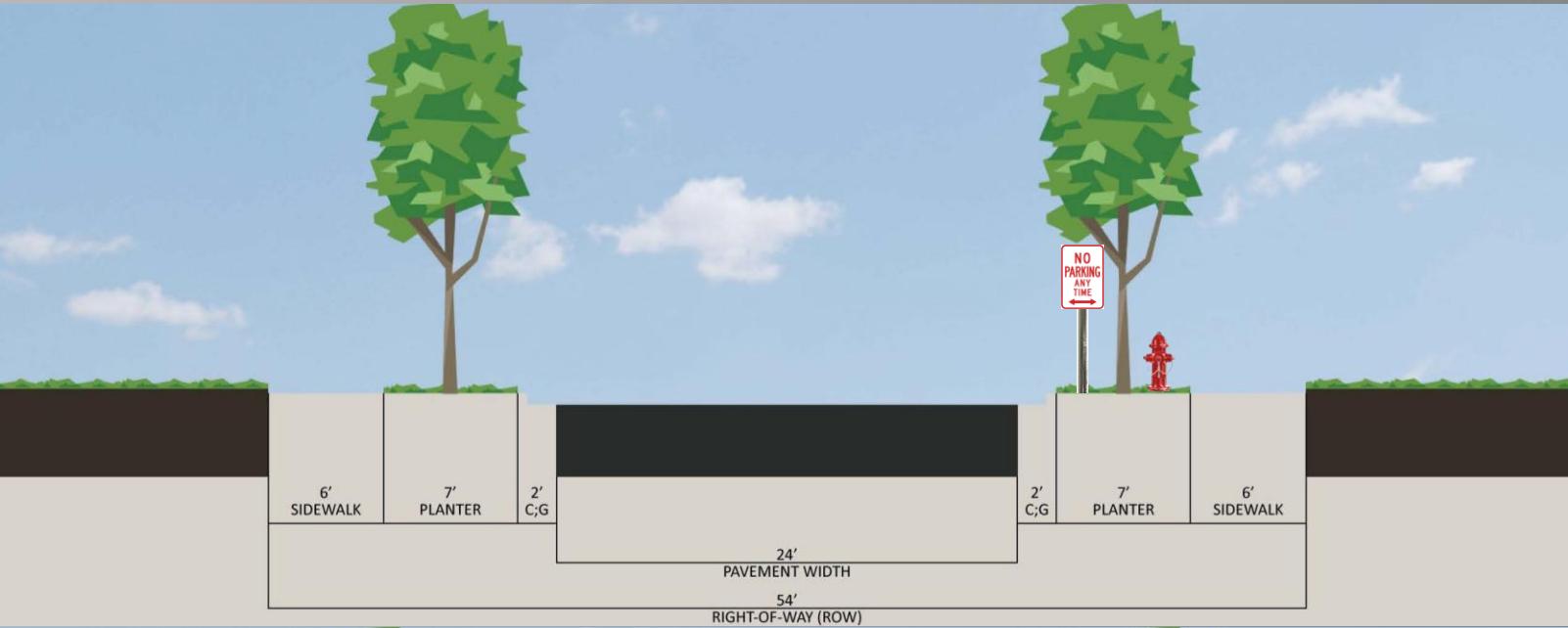
- a. Site preparation – use of on-site materials
- b. Expansive soils
- c. Collapsible soil
- d. Slope stability
- e. Rock Fall
- f. Shallow ground water level – drainage, etc.
- g. Surcharge / preloading (if used, developer needs to install settlement monitors and elevations benchmark.)
- h. Identification of geological hazards.

4. Following the construction of the utilities in the street(s) within the development and prior to the final paving of the street(s), the Developer must submit written documentation from the consulting Geotechnical Engineer, the Design Engineer and the Contractor, indicating that each have received and read the Geotechnical Report and have incorporated the recommendations into the design and construction of the development.

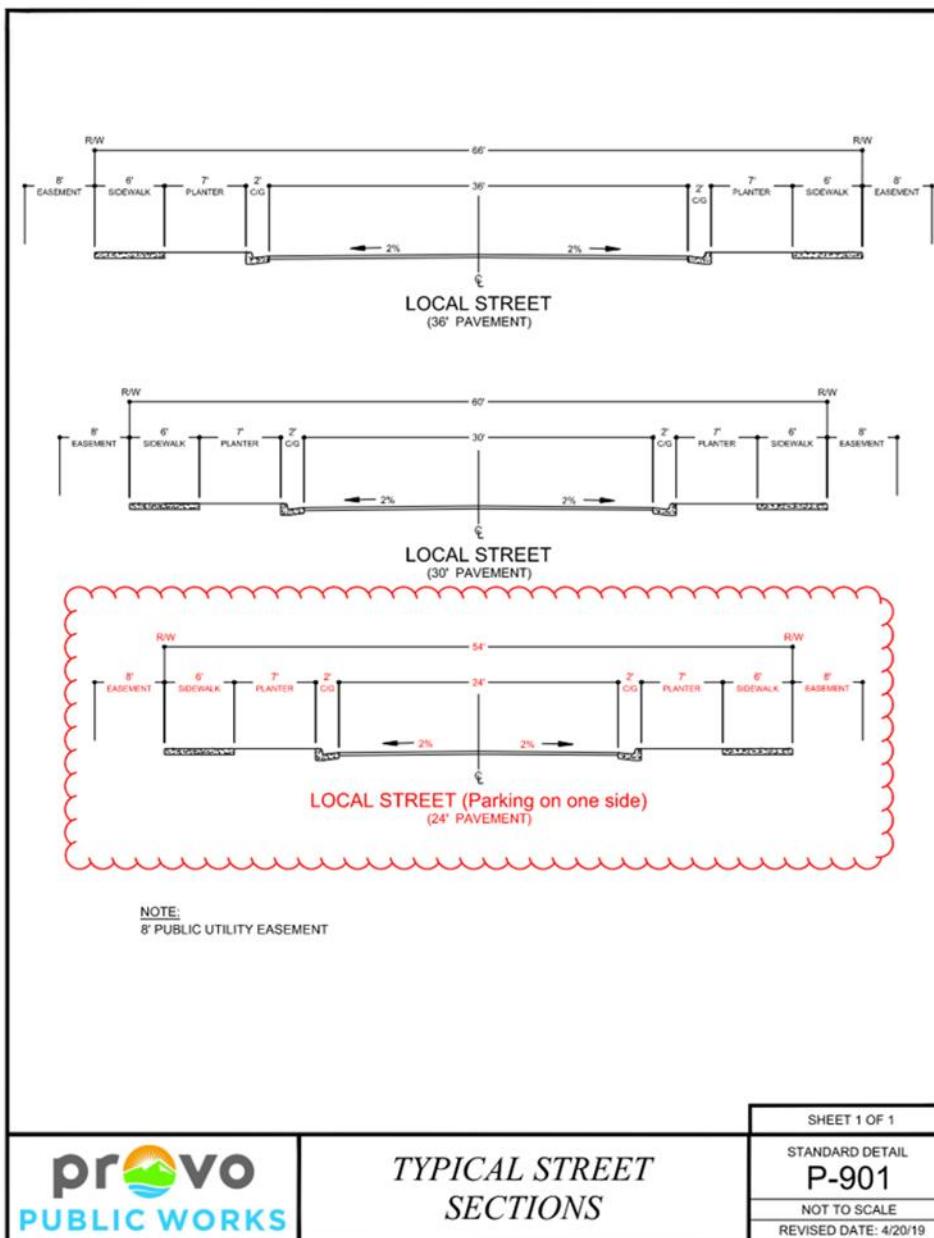
5. The number and depth of borings/pits are to be determined for each specific project shall be determined by the geotechnical engineer. However, as a minimum, the depth should be deeper than any anticipated excavation (cuts, foundations, utilities, etc.). The number of borings shall be determined by the geotechnical engineer/geologist and shall be compatible with the complexity/simplicity of the geology, subsurface conditions and the type of project.

6. Geological studies older than fifteen (15) years will be considered expired. An updated geotechnical report will be required for any lot where the original subdivision study exceeds this age, including undeveloped lots or properties where construction did not occur following the initial subdivision approval.





Changes



B. The Developer and or Engineer shall be required to meet with the City Engineer prior to initiating the traffic study.

C. Items considered in a traffic study shall include:

- A study of existing area conditions
- Traffic projections (determined by trip generation rates obtained from the Provo Transportation Master Plan trip rates or approved by the City Engineer)
- Traffic analysis
- On- and off-site improvement analysis, conclusions, and recommendations

Street Standard Values

	Arterial Street	Minor Arterial Street	Collector Street	Local Street
Minimum Street Width	128 ft	80 ft	80 ft	64.0-60 ft, 66 ft
Minimum Asphalt Width	78 ft	50 ft	50 ft	<ul style="list-style-type: none"> • 48 ft where land use is residential • 48 ft where land use connects to local roads • 48 ft where projected AADT is less than 100 • 30 ft where land use is commercial or industrial • 30 ft where land use is residential or connects to collector road or projected AADT is greater than 400 and on-street parking is not prohibited • 36 ft where land use is commercial or industrial or connects to arterial road or projected AADT is greater than 1400 and on-street parking is not prohibited
Minimum Lip of Curb Radius at Intersection	30 ft	30 ft	30 ft	15 ft
Minimum Curve Radius at Street Deflection	510 ft	335 ft	335 ft	200 ft
Minimum Street Slope	0.4%	0.4%	0.4%	0.4%
Maximum Street Slope	8.0%	8.0%	8.0%	12.0%
Street Cross Slope	2%	2%	2%	2%

13. USE OF FILTER FABRIC FOR STREET CONSTRUCTION

A. Normal woven or non-woven filter fabric is a viable material to use when a separation layer is needed over a soft subgrade and beneath granular fill. These materials provide some minor reinforcing for supporting loads, but primarily act to prevent the movement of many fines up into the overlying crushed base or other clean granular material.

B. If reinforcement of soft subgrade is desired, a geo grid should be designed for the intended purpose.

14. FLOWABLE FILL

A. Utility excavations and subsequent backfill are the source of many problems for paved streets. It is extremely difficult to nearly impossible to place the utility, and

41 **Section 15.03.200. Street Standards**

42 The type and arrangement of roadways peripheral to and abutting any development shall be in
43 compliance with the major and local street plans for the area of the development. Developments
44 which are located on or next to a collector or arterial street shall be designed and developed so
45 the public street continues through the project in a logical, safe design. Developments which are
46 located at the end of stubbed local public streets may be required to extend the street through the
47 development based on the proposed circulation needs of the area. The Planning Commission,
48 upon recommendation of the Planning and Engineering staff, shall determine if the street should
49 be extended as a through street or as a cul-de-sac during the preliminary approval.

50 (1) Arterial and collector streets shall conform to the major street plan wherever a development
51 falls in an area for which an arterial and collector street plan has been adopted. For areas where
52 such street plan has not been completed when the preliminary plan of the subdivision is
53 submitted to the Planning Commission, street dedications shall be provided as follows:

54 (a) Local street right-of-way shall have a width of ~~fifty four (54)~~ feet, sixty (60) feet or sixty-six
55 (66) feet, except where private property owner's association includes planting areas and
56 sidewalks as part of their common area.

57 (b) Collector street right-of-way shall have a width of eighty (80) feet.

58 (c) Arterial street right-of-way shall have a minimum width of eighty (80) feet or one hundred
59 twenty-eight (128) feet as determined by future projected traffic volumes.

60 (d) Minimum width of asphalt wherever curb and gutters are installed (lip to lip of curb) shall be
61 as follows:

62 (i) For local streets (public and private): ~~twenty four (24)~~, thirty (30), or thirty-six (36) feet are
63 to be applied as detailed in the Provo City Transportation Master Plan.

64 (ii) For collector streets: fifty (50) feet.

65 (iii) For arterial streets: fifty (50) feet or seventy-eight (78) feet as determined by the City
66 Engineer for future projected traffic volumes.

67 (2) To promote connectivity of the street system for efficient circulation, cul-de-sacs shall be
68 used only where physical conditions or land ownership configurations exist which make other
69 designs undesirable and where local area street plans do not require through circulation. When
70 used, cul-de-sac streets shall be extended in a manner that reduces the length of public access
71 ways to be constructed between the end of the cul-de-sac and the destination of such access way.
72 Each cul-de-sac shall have a minimum right-of-way of fifty (50) feet and a radius of fifty (50)
73 feet of right-of-way for the cul-de-sac bulb, except where a private property owner's association
74 includes planting areas and sidewalks as part of its common area. A cul-de-sac street shall meet
75 the pavement width standard as per Subsection ~~D(d)(i)~~ of this Section and a cul-de-sac bulb

114 adopted by the City and administered by the City Engineer. All improvements within a public
115 right-of-way shall conform to the standard drawings and specifications approved by the
116 Engineering Division.

117 (9) New street names shall not duplicate those already existing. A street that is obviously a
118 continuation of another already in existence shall bear the same name. The numerical system of
119 street designations shall be maintained and extended where possible. Streets that curve, loop,
120 horseshoe or meander should be given an alphabetical name. (See Chapter [15.13](#), Provo City
121 Code, for street naming.)

122 (10) Street signs shall be installed where required by the City Engineer. A street sign fee as
123 shown on the [Consolidated Fee Schedule](#) adopted by the Municipal Council shall be paid to the
124 Engineering Division prior to final plat approval. The City shall assume the responsibility for
125 installation and maintenance of street signs once the fee has been paid.

126 (11) All public streets shall be dedicated for public use. The full right-of-way of all streets (as
127 described in Subsection ~~D~~ of this Section) within a development shall be dedicated and the
128 roadway paved. Developments on one (1) side only of the proposed local street shall include
129 dedication of not less than ~~thirty-five (35)~~ ~~thirty-nine (39)~~ feet of the street right-of-way, twenty-
130 four (24) feet of which shall be paved, as approved by the City Engineer. Full-width pavement
131 for local streets shall be required when ADT exceeds two hundred fifty (250) vehicles. Arterial
132 and collector street dedication and pavement width shall be determined on a case-by-case basis
133 depending on projected traffic volumes for the proposed development.

134 (12) The arrangement of streets in new developments shall make provision for the continuation
135 of the existing streets in adjoining areas (or their proper projection where adjoining land is not
136 subdivided) at the same or greater width (but in no case less than the required minimum width).

137 (a) Public right-of-way connections shall be made in a manner that will provide safe and
138 convenient access to an existing or planned arterial/collector street, school, park, employment
139 center, commercial area, or similar neighborhood activity center. The connections may be
140 completed over time in phases as part of a required overall street plan.

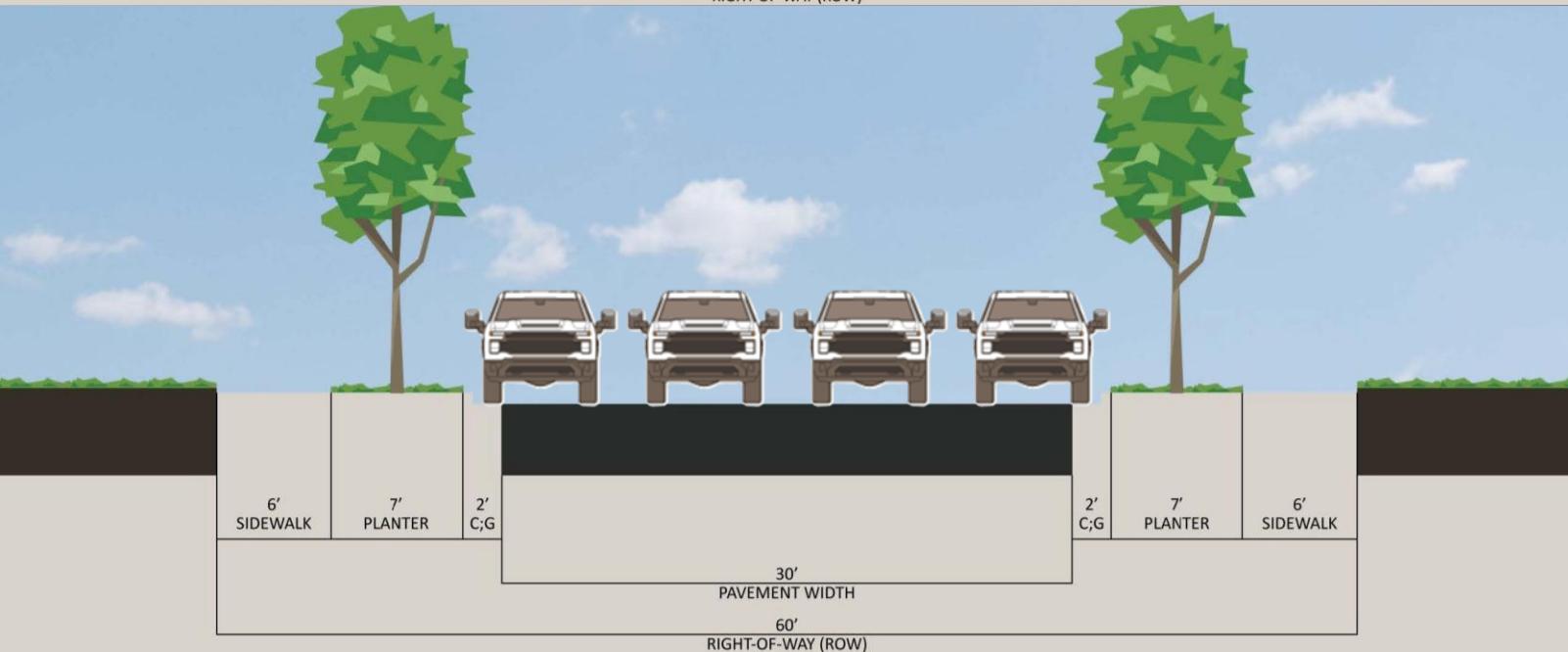
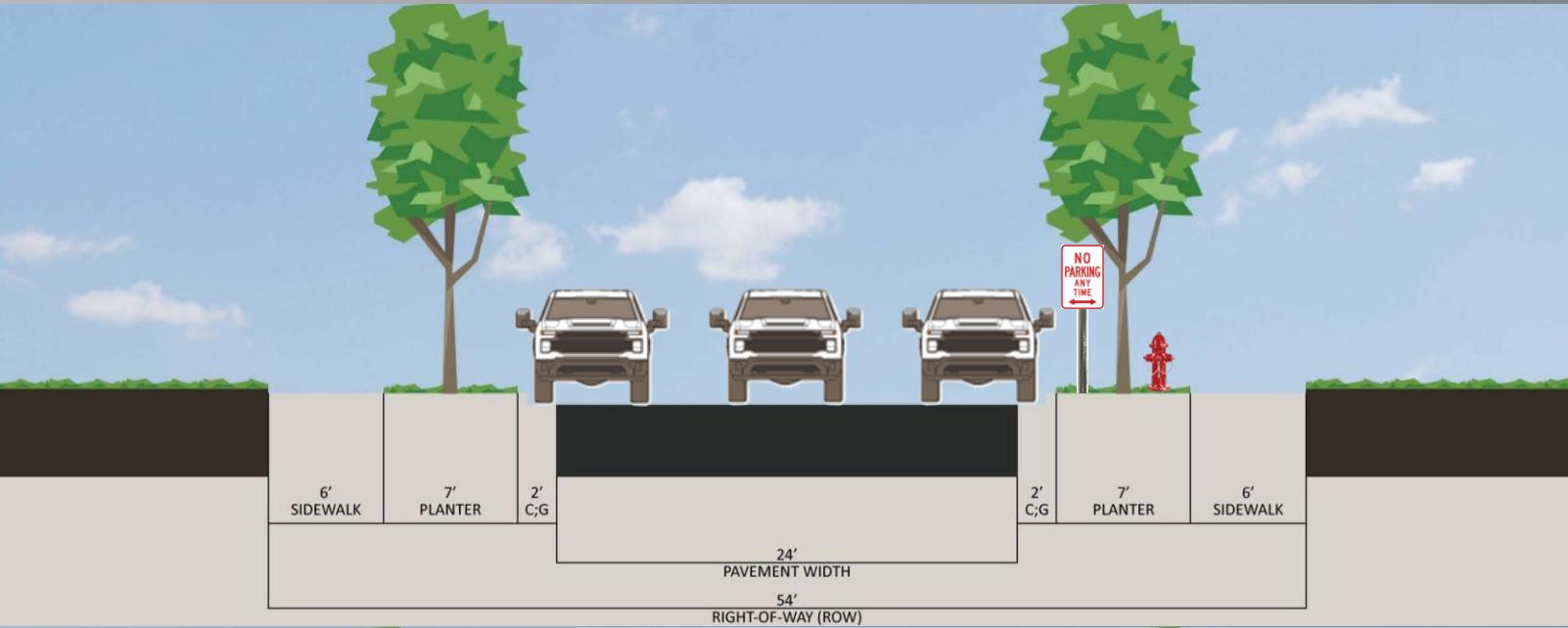
141 (b) A public street connection shall be provided to any existing or approved public street right-
142 of-way stub abutting the development, unless it is demonstrated that a connection cannot be
143 made because of the existence of one (1) or more of the following conditions:

144 (i) *Physical conditions that preclude development of a public street.* Such conditions may
145 include, but are not limited to, topography, natural resource areas or primary and secondary
146 conservation areas such as wetlands, ponds, streams, channels, rivers or lakes.

147 (ii) Buildings or other existing development on adjacent lands, including previously subdivided
148 but vacant lots or parcels, that physically preclude a connection now or in the future.

149 (c) Public right-of-way shall be extended to adjacent undeveloped or partially developed
150 contiguous land (i.e., land that can be further divided by provisions of this Title) in locations

Discussion/Questions



Changes

TMAC does not feel comfortable advancing this proposal. The smaller streets likely make building housing more affordable, and the slower speed of traffic and shorter crossing distance is a benefit for safety. We recognize that there may be issues related to parking and utilities, but don't have enough information.

As the council considers this recommendation, we invite them to consider what the motivation is for this change, and to seek input from residents of streets where this design already exists.

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: 26-013

SUBJECT: 6 The election of the Redevelopment Agency of Provo City Chair and Vice Chair. (26-013)

RECOMMENDATION: Nominate and elect a Chair and Vice Chair of the Redevelopment Agency of Provo City.

BACKGROUND: The process to select a Redevelopment Agency (RDA) of Provo City Chair and Vice-chair is found in the RDA Bylaws, Article II Sections 2.3 and 2.4.

Section 2.3. Chair. The Vice-Chair of the Provo Municipal Council shall serve as the Board Chair. If the Council Vice-Chair declines to serve as Board Chair, the Board shall choose a Chair by majority vote. The Chair presides over all meetings of the Board and submits recommendations and other information as the Chair considers proper to the Board. The Chair has other duties as determined by the Board.

Section 2.4. Vice-Chair. The Chair of the Provo Municipal Council shall serve as the 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 Board to serve as Board Chair pursuant to Section 2.3, the Board shall choose a Vice-Chair by majority vote. The Vice-Chair of the Agency performs the duties of the Chair in the absence or incapacity of the Chair or as otherwise directed by the Chair or by resolution. In the case of the resignation or death of the Chair, the Vice-Chair will perform such duties as are imposed on the Chair until such time as the Agency elects a new Chair.

PCC 2.50.020 sets forth the process for electing the Council Chair. The 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.

FISCAL IMPACT: N/A

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:
Bylaws of the Redevelopment Agency of Provo City Corporation and PCC 2.50.020

BYLAWS OF THE REDEVELOPMENT AGENCY
OF PROVO CITY CORPORATION

Amended
December 17, 2024

Table of Contents

Article I - The Agency

- Section 1.1. Name of Agency
- Section 1.2. Governing Board
- Section 1.3. Quorum
- Section 1.4. Manner of Acting
- Section 1.5. Seal of Agency
- Section 1.6. Offices of Agency
- Section 1.7. Registered Agent

Article II - Officers and Employees

- Section 2.1 Officers
- Section 2.2. Removal
- Section 2.3. Chair
- Section 2.4. Vice-Chair
- Section 2.5. Chief Executive Officer
- Section 2.7. Secretary
- Section 2.8. Treasurer
- Section 2.9. Employees

Article III - Meetings

- Section 3.1. Annual Meeting
- Section 3.2. Regular Meetings
- Section 3.3. Special Meetings

Article IV - Amendments

- Section 4.1. Amendments

Article I - The Agency

Section 1.1. Name of Agency. The name of the Agency is the "Redevelopment Agency of Provo City Corporation," in accordance with an ordinance dated March 20, 1972.

Section 1.2. Governing Board. The governing body of the Agency is the legislative body of Provo City and is known as the Governing Board of the Redevelopment Agency of Provo City Corporation. The Board is comprised of those persons who are members of the Municipal Council of Provo City, Utah in accordance with state law. The Board determines policy for the Agency, including but not limited to, the appropriation of Agency funds.

Section 1.3. Quorum. A majority of the members of the Board constitutes a quorum at a meeting of the Board.

Section 1.4. Manner of Acting. An act of the majority of the Board present at a meeting at which a quorum is present is an act of the Board.

Section 1.5. Seal of Agency. The Agency has a seal approved by the Board.

Section 1.6. Offices of Agency. The principal office of the Agency in the State of Utah is located at:

445 W Center St
Provo, Utah 84601

The principal office of the Board is located at:

Provo Municipal Council Office
445 W Center St
Provo, UT 84601

The Agency may have other offices, either within or without the State of Utah, as the Board designates or as the business of the Agency from time to time requires.

Section 1.7. Registered Agent. The registered agent for the Agency and the Agent's principal address is the same person and same address registered for Provo City.

Article II - Officers and Employees

Section 2.1. Officers. The Officers of the Agency are Chair, Vice-Chair, Executive Director, Director, Secretary and Treasurer. The positions of Chair and Vice Chair are appointed annually at the beginning of each calendar year by majority vote of the Board. The position of Executive Director is held concurrently by the Mayor of Provo City. The position of Secretary is held concurrently by the Recorder of Provo City. The position of Treasurer is held concurrently by the Finance Director of Provo City. The Director is appointed by the Executive Director, subject to the advice and consent of the Board.

Section 2.2. Removal. Except for Board members and the Executive Director, any Agency officer or agent elected or appointed may be removed by the Executive Director, subject to the advice and consent of the Board, whenever in the judgment of the Executive Director the best interest of the Agency is served thereby. All removals are without prejudice to the contract rights, if any, of the person removed.

Section 2.3. Chair. The Vice-Chair of the Provo Municipal Council shall serve as the Board Chair. If the Council Vice-Chair declines to serve as Board Chair, the Board shall choose a Chair by majority vote. The Chair presides over all meetings of the Board and submits recommendations and other information as the Chair considers proper to the Board. The Chair has other duties as determined by the Board.

Section 2.4. Vice-Chair. The Chair of the Provo Municipal Council shall serve as the 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 Board to serve as Board Chair pursuant to Section 2.3, the Board shall choose a Vice-Chair by majority vote. The Vice-Chair of the Agency performs the duties of the Chair in the absence or incapacity of the Chair or as otherwise directed by the Chair or by resolution. In the case of the resignation or death of the Chair, the Vice-Chair will perform such duties as are imposed on the Chair until such time as the Agency elects a new Chair.

Section 2.5. Executive Director. The Executive Director executes all policies of the Board and provides supervision over the administration of the affairs of the Agency and the Agency Director. The Executive Director may attend meetings of the Board, take part in Board meeting discussions, and freely give advice to the Board, but may not vote on matters before the Board. The Executive Director signs all contracts, deeds, and other instruments made by the Agency or may authorize the Director to sign.

Section 2.6. Director. The Agency Director, under the administrative supervision of the Executive Director, directs the affairs of the Agency, and prepares all contracts, deeds, and other instruments made by the Agency. The Director is the custodian of the Agency seal and sees that the seal of the Agency is affixed to all documents, as necessary.

Requests for information may be made to the Director by four or more Board members in writing or by the Chair.

Section 2.7. Secretary. The Secretary acts as a recorder of the meetings of the Agency, records all votes, keeps a record of the proceedings of the Agency in a journal of proceedings,

is the custodian of Agency records, and performs all duties incident to the office of Secretary.

Section 2.8. Treasurer. The Treasurer of the Agency has the care and custody of all Agency funds and deposits them in the name of the Agency in the bank or banks the Agency selects. The Treasurer signs all orders and checks for the payment of money and pays out and disburses such monies under the direction of the Agency Director. The Treasurer keeps regular books of accounts showing receipts and expenditures and renders to the Board at each annual meeting, or more often when requested by the Board, an account of all Agency transactions, and also of the financial condition of the Agency.

Section 2.9. Employees. The Agency Executive Director and Director may from time to time employ such personnel, subject to the Board's approval for budgeting and funding said personnel, as the Executive Director and Director deem necessary to carry forth and execute the policies, duties and functions prescribed by the Board and the laws of the State of Utah.

Article III – Meetings

Section 3.1. Annual Meeting. The Board shall meet at least annually. The annual meeting in June to approve the Agency budget satisfies this requirement.

Section 3.2. Regular Meetings. Regular meetings are held before, concurrently, or immediately after, any regular meeting of the Municipal Council of Provo City, as needed. Requests for Board action may be brought forward by two Board members, the Board Chair, or the Agency Executive Director.

Section 3.3. Special Meetings. The Chair may, when deemed expedient, call a special meeting of the Agency. Notice of a special meeting must be provided to each member of the Board at least two (2) days prior to the date of the special meeting, or as otherwise required by law if the law requires greater notice. Attendance of a member of the Board at a special meeting waives these notice requirements, unless the member objects at the special meeting.

Article IV - Amendments and Miscellaneous Provisions

Section 4.1. Amendments. The Agency Bylaws may be amended only with the approval of at least a majority of all the members of the Board. No amendment may be adopted unless at least 24 hours' written notice of the meeting and the contents of the amendment have been previously given to all members of the Board.

These Bylaws were approved and adopted at a meeting of the Governing Board on the 17th day of December 2024 and are effective as of that date.