

Provo City Planning Commission Administrative Hearing

Report of Action

January 21, 2026

ITEM 2 WPA Architecture requests Project Plan approval for a new credit union building and drive-thru canopy in the SC3 (Regional Shopping Center) Zone, located at 1218 S University Ave. East Bay Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.gov PLPPA20250469

The following action was taken by the Planning Commission on the above described item at its regular meeting of January 21, 2026:

APPROVED WITH CONDITIONS

Administrative Hearing Officer: Jessica Dahneke

- 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.

Conditions of Approval:

- All existing structures, including the building, canopy, gas pumps, car wash, and underground tanks will be demolished and removed prior to a building permit being issued.
- A new plat to combined existing parcels into one new parcel.

APPROVED/RECOMMENDED PARKING

*13 Total parking stalls required

*15 Total parking stalls provided

STAFF PRESENTATION

The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

CITY DEPARTMENTAL ISSUES

- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

NEIGHBORHOOD MEETING DATE

- No information was received from the Neighborhood District Chair.

NEIGHBORHOOD AND PUBLIC COMMENT

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

CONCERNS RAISED BY PUBLIC

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

- No public comments were made for this item.

APPLICANT RESPONSE

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

- The applicant did not have any additional comments.

HEARING OFFICER DISCUSSION

Key points discussed by the Planning Commission included the following:

- The hearing officer discussed the need to have the parcels combined into one and was glad to hear staff add that as a recommended condition of approval.



Administrative Hearing Officer



Development Services Director

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