

Provo City Planning Commission Administrative Hearing

Report of Action

January 21, 2026

ITEM 3 Douglas A. Nielson requests Project Plan approval for a new indoor storage facility and retail building in the SSC (Specialty Support Commercial) Zone, located at 3433 North 100 East. Riverside Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLPPA20250338

The following action was taken on the above described item by an Administrative Hearing Officer, acting in behalf of the Provo City Planning Commission, on: January 21, 2026.

APPROVED WITH CONDITIONS

Administrative Hearing Officer: Jessica Dahneke

Includes facts of the case, analysis, and conclusions outlined in the Staff Report, with any changes noted. Administrative Hearing Officer determination is consistent with the Staff analysis and determination.

Conditions of Approval

1. A final subdivision plat must be recorded prior to approval of any building permits.

APPROVED/RECOMMENDED PARKING

- 30 Total parking stalls required
- 44 Total parking stalls provided

STAFF PRESENTATION

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

CITY DEPARTMENTAL ISSUES

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

NEIGHBORHOOD MEETING DATE

- A neighborhood meeting was held on April 16, 2025

NEIGHBORHOOD AND PUBLIC COMMENT

- Neighbors or other interested parties were present or addressed the Administrative Hearing Officer.

CONCERNS RAISED BY PUBLIC

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

- Sharon Memmott shared concerns about traffic in and out of the site and specifically around the drive-thru.

APPLICANT RESPONSE

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

- Doug Nielson detailed the additional parking and stacking built into the site to help address any traffic concerns.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- The hearing officer noted that the site meets the zone requirements and has been reviewed and approved by all the city departments.

Jessica Dahneke

Administrative Hearing Officer

Bill Peperone

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 for further detailed information. The Staff Report is a part of the record of the decision of this item.

Administrative decisions **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees, to the Development Services Department, 445 West Center Street, Provo, Utah, **within fourteen (14) calendar days of the Hearing Officer'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