

1 **PLANNING COMMISSION MINUTES**

2 Wednesday, February 11th, 2026, 6:00 pm

3 Providence City Office Building, 164 North Gateway Dr., Providence Ut

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5 To view the video recording of the meeting please visit our YouTube channel found [HERE](#).

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7 **HR. MIN. SEC** above agenda items are timestamps of the YouTube recording.

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9 **Call to Order:** Robert Henke

10 **Chair Roll Call of Commission Members:** Bob Perry, Michael Fortune, Robert Henke, Julie Martin & Joe  
11 Chambers.

12 **Members Absent:** John Petersen

13 **Staff in Attendance:** City Manager Ryan Snow, Community Development Director Skarlet Bankhead and City  
14 Recorder Ty Cameron

15 **Pledge of Allegiance:** Bob Henke

- 16  
17 ➤ **Item No. 1 Approval of Minutes:** The Planning Commission will consider approval of the minutes  
18 of January 14<sup>th</sup>, 2026. ([MINUTES](#))

- 19  
20 • Chair Henke called for the approval of the minutes of January 14<sup>th</sup>, 2026.  
21 • No corrections or changes were made.

22  
23 **Motion to approve the minutes of January 14<sup>th</sup>, 2026.- Bob Perry. 2<sup>nd</sup>- Michael Fortune.**

24 **Vote:**

25 **Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin & Joe Chambers.**

26 **Nay-**

27 **Abstained-**

28  
29 **Motion passes unanimously. Minutes approved.**

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31 **Public Comments:** Citizens may express their views on issues within the Planning Commission's jurisdiction.

32 The Commission accepts comments: in-person, by email [providencacityutah@gmail.com](mailto:providencacityutah@gmail.com) , and  
33 by text 435-752-9441. By law, email comments are considered public record and will be shared  
34 with all parties involved, including the Planning Commission and the applicant.

- 35  
36 • Chair Henke opened the floor of public comments.  
37 • No comments were made. Staff indicated that no comments had come in via text or email.  
38 • Chair Henke closed the public comment portion of the meeting.

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40 **Public Hearings:**

- 41  
42 ➤ **Item No. 2 City Code Title 11 Design Standards and Specifications amendments:** The Planning  
43 Commission will take comments and questions from the public regarding a proposed adoption of the  
44 APWA national standards with city specific modifications as Providence City's new design standards  
45 and specifications, these changes may include code changes found in Title 11 of the city's municipal  
46 code.

- Chair Henke opened the public hearing.
- No comments or questions were made.
- Chair Henke closed the public hearing.

➤ **Item No. 3 Lot 7 Providence City Center Subdivision Rezone Public Hearing:** The Planning Commission will take comments and questions from the public regarding a request to rezone parcel 02-336-0002, located in the general area of 48 S Hwy 165, from CHD (Commercial Hwy) to CGD (Commercial General).

- Chair Henke opened the public hearing.
- No comments or questions were made.
- Chair Henke closed the public hearing.

➤ **Item No. 4 Code Amendment Public Hearing – Use Chart:** The Planning Commission will be taking comments and questions from the public regarding a Use Chart code amendment change. The code amendment change is to show "fitness center, commercial (gym)" as a permitted use in the CHD zone.

- Chair Henke opened the public hearing.
- No comments or questions were made.
- Chair Henke closed the public hearing.

**Legislative – Action Item(s):**

**30 MIN. 10 SEC.**

➤ **Item No. 5 City Code Title 11 Design Standards and Specifications amendments:** The Planning Commission will review, discuss and may make a recommendation to City Council regarding a proposed adoption of the APWA national standards with city specific modifications as Providence City's new design standards and specifications. **(STANDARDS & SPECS)**

- Ryan Snow presented the proposal to adopt APWA National Standards with city-specific modifications. He explained that Providence's current standards hadn't been significantly updated since 2012, with the last minor changes in 2018. He used the example of road base standards - UDOT had changed from 3/4 inch to 1.25 inch road base 17 years ago, but Providence's standards hadn't been updated, potentially creating cost issues when trying to source materials to outdated specifications.
- Mr. Snow emphasized that 50 out of 236 cities in Utah had already adopted these standards, including Logan and Nibley. The adoption would tie Providence to national standards while allowing for local modifications through an addendum. The city-specific addendum included about 9 pages of specifications and 12 pages of drawings addressing Providence-specific needs like fire hydrant specifications, utility standards, and snow plow considerations.
- A significant discussion point was the proposed change in pavement widths. The current 30-foot local road standard didn't allow for on-street parking. The proposal would increase this to 32 feet with 11-foot lanes, allowing parking on one side. This change would address frequent feedback

about the lack of on-street parking options. Similar adjustments were proposed for minor collectors (40 feet), major collectors (52 feet), and arterials.

- Bob Perry asked about the potential for APWA to change specifications and force Providence to adapt. Mr. Snow clarified that the city could always maintain its preferences through the supplemental standards, and the ordinance was written to automatically adopt the latest APWA standards without requiring re-adoption each time.

**Joe Chambers made a motion to recommend positive approval to the City Council for the proposed adoption of APWA national standards with Providence City specific modifications. 2<sup>nd</sup>-Bob Perry.**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin & Joe Chambers.**

**Nay-**

**Abstained-**

**Motion passes unanimously.**

**3 MIN 55 SEC.**

➤ **Item No. 6 Lot 7 Providence City Center Subdivision Rezone Request:** The Planning Commission will review discuss and may make a recommendation to the City Council regarding a request to rezone parcel 02-336-0002, located in the general area of 48 S Hwy 165, from CHD (Commercial Hwy) to CGD (Commercial General). [\(REZONE ANALYSIS\)](#)

- The Commission moved this item up in the agenda to accommodate attendees. Skarlet Bankhead presented the staff report, explaining that the property extends from the backside of the Next Meters building and the Providence City Center townhomes west to the highway. She clarified that the main difference between Commercial Highway and Commercial General zoning is that Commercial General allows non-sales tax producing businesses as permitted uses, such as doctor's offices or accounting firms, while Commercial Highway is specifically designed to encourage sales tax-generating businesses.
- The discussion revealed that the actual rezone request covered both the developable area (shown in dark blue on the maps) and wetland areas (shown in light blue). Ryan Snow explained that the wetlands had already been mitigated through the Army Corps of Engineers process.
- Kevin Hawkins from Amsource Development presented the application. He shared the history of the development, including how Chick-fil-A's placement had interrupted the continuous shopping center design. He explained they planned to build a 30,000 square foot flex building that would accommodate various commercial uses. The challenge was that flex buildings typically can't be pre-leased - tenants want to see the completed space before committing.
- Discussion continued regarding the wetlands and what if anything could be done in the future.
- Michael Fortune supported the development concept but wanted clarification about including only the developable area in the rezone, excluding the wetlands. The developer agreed to provide a legal description of just the dark blue area for the rezone.
- Commission members expressed various concerns. Joe Chambers questioned making exceptions to the existing general plan and wondered about consistency in zoning decisions. Julie Martin countered that the commission should evaluate each piece on a case-by-case basis, considering

the limitations in parking, visibility, and accessibility specific to this location. She felt the change made sense given the circumstances.

- Parties discussed the building layout and parking.

**Motion to recommend to the city council that they approve the Lot 7 Providence City Center rezone request changing parcel 02-336-0002 from CHD to CGD subject to the city staff report which includes the findings of fact, conclusions of law and conditions with the added condition that the wetlands be excluded from the rezone with the applicant providing an updated legal description to staff of the zone that is to be rezoned. – Michael Fortune. 2<sup>nd</sup>- Julie Martin.**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin.**

**Nay- Joe Chambers.**

**Abstained-**

**Motion passes.**

**2 HR. 40 MIN. 15 SEC.**

➤ **Item No. 7 Use Chart Code Amendment:** The Planning Commission will review discuss and may make a recommendation to the City Council regarding a code amendment change is to show "fitness center, commercial (gym)" as a permitted use in the CHD zone. **(CODE REVIEW)**

- Skarlet explained that during the 2024 reformatting of the use chart, an error occurred where fitness center/commercial gym was inadvertently removed as a permitted use in the Commercial Highway District. The 2022 codification had shown it as permitted, but the "P" designation was mistakenly omitted in the reformatted version. She was requesting to restore the permitted use designation that had existed previously.
- The commission agreed this was a simple correction to an error.

**Julie Martin made a motion to recommend to the City Council to include the "P" in the CHD column on the fitness center commercial gym row, based on the conclusions of law, findings of fact, and conditions set forth by staff. 2<sup>nd</sup>- Joe Chambers**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin & Joe Chambers.**

**Nay-**

**Abstained-**

**Motion passes unanimously.**

**2 HR. 45 MIN 05 SEC.**

➤ **Item No. 8 PCC 10-8-10 Affordable Housing Incentives Code Addition Update:** The Planning Commission will discuss, review and may make a recommendation to city council regarding PCC addition 10-8-10 Affordable Housing Incentives. **(CODE REVIEW)**

- Joe Chambers excused himself from the meeting.

- Due to the late hour and ongoing state legislative discussions that might affect affordable housing requirements, Michael Fortune made a motion.

**Motion to continue item until next meeting.- Michael Fortune. 2<sup>nd</sup>- Julie Martin.**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin.**

**Nay-**

**Abstained-**

**Motion passes unanimously.**

**Administrative Action Item(s):**

**58 MIN. 55 SEC.**

➤ **Item No. 9 Prolog Commercial Subdivision Preliminary Plat:** The Planning Commission will review, discuss and may take action on the Prolog Commercial Subdivision Plat; a 7-lot commercial subdivision located in the general area of Gateway Dr and Golf Course Road. [\(ANALYSIS\)](#)

- This item was moved up in the agenda to accommodate attendees. Skarlet presented the staff report for the 7-lot commercial subdivision located at Gateway Drive and Golf Course Road. The main issue involved a proposed road on the west side that would be jointly owned by Providence and Logan cities, with the boundary line running down the middle of the road.
- Staff expressed concerns about ongoing road maintenance between the two cities. While the developer suggested an interlocal agreement outlining joint maintenance terms, city staff preferred shifting the road entirely into one city or pursuing a municipal boundary adjustment.
- The development would include a drive aisle through the middle for fire access, with public utilities in easements but private maintenance of the road surface. The lots would be commercial general zoning with various commercial uses anticipated.
- Alex Noor, representing the developer, explained that they owned property on both sides of the city boundary. The road alignment was designed to eventually connect to Logan City's future 80 East, which would come down behind Costa Vida. He emphasized that some form of joint jurisdiction would be necessary regardless, as the road would need to cross city boundaries to make this connection.
- Extensive discussion followed about the complexities of joint jurisdiction roads. Commission members questioned whether they needed to see a draft interlocal agreement before making a recommendation. Ryan Snow pointed out that Providence currently has no joint maintenance agreements with other cities for roads that straddle boundaries.
- The discussion became quite detailed regarding the road specifications. Initial calculations during the meeting suggested the partial road dedication might not meet Providence standards. However, Josh Barnes from the development team clarified that their engineer had simply forgotten to illustrate the curb and gutter on the east side of the road in one drawing, but the actual dedication included the full 39.5 feet required for a partial road.
- Commission members remained divided. Michael Fortune expressed discomfort with approving something with so many unknowns, questioning whether they were obligating the city without seeing all the pieces. Joe Chambers was supportive of the development but wanted verification that the plat met the partial road requirements. The developer emphasized that the preliminary

plat as designed (with corrections) would meet Providence City code requirements for a partial road.

- A significant portion of the discussion focused on the proposed road on the west side of the development, which would straddle the boundary between Providence City and Logan City. This created concerns about maintenance agreements and jurisdictional issues. The developer explained that utilities would run through the middle of the property via a drive aisle to avoid conflicts between the two cities' utility systems.
- Parties continued discussions of possible issues and possible solutions to their concerns and possible future plans with both Providence and Logan.
- A motion was made by Michael Fortune to approve the plat per the staff report with the condition that the plat reflect the corrected dimensions of the road to meet the city ordinance.
- Parties discussed the motion and the possible interlocal agreement and if that should be included.
- Parties discussed adding to the motion that if the road is built out that it be to the more stricter or greater standards of which ever city has the greater standard.
- After extensive back-and-forth about whether to table the item or approve with conditions, the commission eventually reached consensus.

**Michael Fortune made a motion to approve the preliminary plat subject to findings of facts, conditions of law, and conclusions set forth by staff, with additional conditions that the plat be corrected to reflect specific dimensions for a partial road, and that if Logan City's side is developed through an interlocal agreement, the development would be built to the stricter standard between the two cities. 2<sup>nd</sup>- Joe Chambers.**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin & Joe Chambers.**

**Nay-**

**Abstained-**

**Motion passes unanimously.**

**Motion to adjourn meeting.- Michael Fortune. 2<sup>nd</sup>- Bob Perry.**

**Vote:**

**Yea- Bob Perry, Michael Fortune, Robert Henke, Julie Martin.**

**Nay-**

**Abstained-**

**Motion passes unanimously.**

**Meeting minutes approved by vote of Commission on \_\_\_\_ day of \_\_\_\_\_ 2026.**

**I swear these minutes are true and correct to the best of my knowledge.**

\_\_\_\_\_  
**Ty Cameron, City Recorder.**