

Providence City Planning Commission Agenda
Providence City Office Building, 164 North Gateway Drive, Providence UT 84332
February 12, 2020 6:00 p.m.
Anyone interested is invited to attend.

Call to Order: Bob Perry, Chair

Roll Call of Commission Members:

Pledge of Allegiance:

Approval of the Minutes:

Item No. 1. The Planning Commission will consider approval of the minutes for January 22, 2020.

Public Comments: Citizens may appear before the Planning Commission to express their views on issues within the City's jurisdiction. Comments will be addressed to the Commission. Remarks are limited to 3 minutes per person. The total time allotted to public comment is 21 minutes. Persons wishing to address the Commission during Public Comments should sign on the public comment sign-in sheet located at the entry to the meeting room.

Public Hearing(s): Remarks during the hearing are limited to 5 minutes per person. The total time allotted to hearing comment is 50 minutes. Persons wishing to address the Commission during public hearing should sign on the sign-in sheet for the public hearing located at the entry to the meeting room. You may also email comments to the City Recorder, sbankhead@providence.utah.gov by 2:00 PM the day of the meeting. By law, email comments are considered public record and will be shared with all parties involved, including the Planning Commission and the applicant.

Public Hearing(s): None

Action Item Note: Should the Planning Commission not be able to make a decision or take exception to an Action Item(s), then that item will be tabled and revert back to a study category. The applicant will have 15 minutes to introduce and make a brief presentation.

Legislative – Action Item(s): None

Study Items(s):

Item No. 1. Street Cross-Sections: The Planning Commission will review the street cross-section options and partial streets.

Reports:

Staff Reports: Any items presented by Providence City Staff will be presented as informational only.

Commission Reports: Items presented by the Commission Members will be presented as informational only; no formal action will be taken.

Agenda posted by S Bankhead on February 7, 2020


Skarlet Bankhead
City Recorder

If you have a disability and/or need special assistance while attending the Providence City Planning Commission meeting, please call 435-752-9441 before 5:00 p.m. on the day of the meeting.

Pursuant to Utah Code 52-4-207 Electronic Meetings – Authorization – Requirements the following notice is hereby given:

- Providence City Ordinance Modification 016-2006, adopted 11/14/2006, allows Planning Commission Member(s) to attend by teleconference.
- The anchor location for this meeting is: Providence City Office Building, 164 North Gateway Drive, Providence, UT.
- Member(s) may be connected to the electronic meeting by teleconference.

Providence City Council Members may be in attendance at this meeting; however, no Council action will be taken even if a Quorum exists.

1 **Providence City Planning Commission Minutes**
2 **Providence City Office Building,**
3 **164 North Gateway Drive,**
4 **Providence UT 84332**
5 **January 22, 2020 6:00 p.m.**

6
7 **Call to Order:** Bob Perry, Chair

8 **Roll Call of Commission Members:** Bob Perry

9 **Attendance:** Kathleen Alder, Laura Banda, Alex Bearnson (alternate), Rowan Cecil, Michael Fortune (alternate),
10 Ruth Ann Holloway, Bob Perry

11 **Excused:** None

12 **Pledge of Allegiance:** Bob Perry

13
14 **Oath of Office and Introduction of Newly Appointed Members:** Bob Perry, Chair, will introduce Alex Bearnson and
15 Michael Fortune, and they will take the oath of office.

- 16 • Michael Fortune and Alex Bearnson were sworn in.
- 17 • B Perry reminded the new alternates about the training that they will be expected to attend. He asked
- 18 them to email K Alder when they complete the training.

19
20 **Approval of the Minutes:**

21 **Item No. 1.** The Planning Commission will consider approval of the minutes for November 13, 2019.

22 **Motion to approve the minutes of November 13, 2019:** — R Cecil, second — L Banda

23 **Vote:**

24 **Yea:** L Banda, R Cecil, R Holloway, B Perry

25 **Nay:**

26 **Abstained:** K Alder

27 **Excused:**

28 **Corrections:**

- 29 • Line 243: S Bankhead said
- 30 • Line 366: explained said
- 31 • K Alder was excused during this meeting

32
33 **Item No. 2.** The Planning Commission will consider approval of the minutes for December 11, 2019.

34 **Motion to approve the minutes of December 11, 2019:** — R Cecil, second — R Holloway

35 **Vote:**

36 **Yea:** K Alder, R Cecil, B Perry

37 **Nay:**

38 **Abstained:** R Holloway, L Banda

39 **Corrections:**

- 40 • Remove highlighted parts
- 41 • Line 275: extra the
- 42 • Line 295: if there is a reason
- 43 • B Perry asked city staff to put a list of who was present and who was absent/excused in the minutes in the
- 44 future.

45
46 **Public Comments:** Citizens may appear before the Planning Commission to express their views on issues within
47 the City's jurisdiction. Comments will be addressed to the Commission. Remarks are limited to 3 minutes per
48 person. The total time allotted to public comment is 21 minutes. Persons wishing to address the Commission
49 during Public Comments should sign on the public comment sign-in sheet located at the entry to the meeting
50 room.

- 51 • No public comments.

52
53 **Public Hearing(s):** Remarks during the hearing are limited to 5 minutes per person. The total time allotted to
54 hearing comment is 50 minutes. Persons wishing to address the Commission during public hearing should sign on

the sign-in sheet for the public hearing located at the entry to the meeting room. You may also email comments to the City Recorder, sbankhead@providence.utah.gov by 2:00 PM the day of the meeting. By law, email comments are considered public record and will be shared with all parties involved, including the Planning Commission and the applicant.

- No public comments.

Public Hearing(s):

Item No. 1. Code Amendment 6:10 p.m.: Prior to making a recommendation on the proposed code amendment to Providence City Code Title 10 Zoning Regulations, Chapter 8 Area Regulations, Section 1 Area Regulations and Section 3 Setbacks, the Planning Commission is holding a public hearing. The purpose of the public hearing is to provide an opportunity for anyone interested to comment on the proposal before action is taken. The Planning Commission invites you to attend the hearing in order to offer your comments. You may also email comments to the City Recorder, sbankhead@providence.utah.gov by 2:00 PM the day of the meeting. By law, email comments are considered public record and will be shared with all parties involved, including the Planning Commission and the applicant.

- No public comments.

Action Item Note: Should the Planning Commission not be able to make a decision or take exception to an Action Item(s), then that item will be tabled and revert back to a study category. The applicant will have 15 minutes to introduce and make a brief presentation.

Legislative – Action Item(s):

Item No. 1. Code Amendment: The Providence Planning Commission will consider for recommendation to the City Council proposed amendments to Providence City Code Title 10 Zoning Regulations, Chapter 8 Area Regulations, Section 1 Area Regulations and Section 3 Setbacks

Motion to recommend to the City Council the proposed amendments to Providence City Code Title 10 Zoning Regulations, Chapter 8 Area Regulations, Section 1 Area Regulations and Section 3 Setbacks: — R Cecil, second — L Banda

Vote:

Yea: K Alder, L Banda, R Cecil, R Holloway, B Perry

Nay:

Abstained:

Excused:

Discussion:

- R Cecil noted that what is in the agenda packet reflects what the commission decided at the last meeting.

Study Items(s):

Item No. 1. Street Cross-Sections: The Planning Commission will review the street cross-section options and partial streets.

- S Bankhead explained the history surrounding 2100 South, which resulted in the use of a partial road. After much discussion with the City, the developer modified their plat so that they could accommodate a partial road. We do have in [our standards and specifications] the ability to build a partial road. A partial road means that on the developer's side, they will put the full sidewalk, the full park strip, the full curb and gutter, and 24 ft of asphalt. This allows for two travel lanes. The question we are bringing up is whether partial streets should be allowed at all in Providence. We could ban them completely and insist that developers build a full-width street. Or, we could change our partial street cross-section to include a full width of asphalt and curb and gutter on both sides. The only thing this would leave for the next developer would be the park strip and the sidewalk.
- B Perry asked if this discussion applies to 500 South. S Bankhead said that 500 South has a very large right-of-way. The Champlin development has to accommodate the width of the right-of-way, but they do not have to build the entire width of the road.
- B Perry brought up 100 South west of the roundabout. S Bankhead that this is considered a partial road.
- B Perry brought up the proposed road that would go behind [Discount Tire]. S Bankhead said that it is proposed as a [50 ft] right-of-way. Currently, the part of the road behind Discount Tire is only partially complete because it has no sidewalk or park strip.

- R Snow said that there are a few things to consider about a partial road. He discussed the differences in cost between a 24 ft road and a 30 ft road, etc. We should consider how much it would cost the developer to always put in a full road, and how much it would cost the city to come finish a partial road if development never happens on the other side.
- R Snow said that sometimes in counties, the residents own to the middle of the street. With a partial street, the developer is building a driveable road that doesn't have curb and gutter on one side.
- B Perry brought up the Champlin development and the road that will be built through it.
- S Bankhead said that the City will have to look at that road as part of the development process. The City might allow the developer to shift the road a little so that he can have homes on either side.
- K Alder said that in cases where we know that nobody else will come develop the other side of that road (such as with Ballard Springs), we should require it to have curb and gutter on both sides.
- S Bankhead said that we discussed that issue with the annexation of that property. She said that we consider these roads on a case by case basis. Sometimes, if the City is asking the developer to build more road than the impact the developer is bringing to the City, the City will work with the developer to finish the road. With annexations, we can ask for more.
- S Bankhead said that the partial road cross section is currently in use. The Planning Commission is being asked to considering whether to continue to allow it, whether it should be altered, etc.
- R Holloway expressed concern about public safety at the unfinished edge of a partial road. Especially if it is next to a waterway, this could pose a danger.
- S Bankhead said that sometimes the City requires developers to do a full-size road if there is a reason for that.
- R Snow said that the question is whether we want to keep the partial street cross-section as an option, or change it, or eliminate it completely.
- S Bankhead said that on the unfinished side of the partial road, the developer has to level out the shoulder. It doesn't just end abruptly.
- L Banda said that she is worried about having two sets of policies: one for times when future development on the other side of the road is feasible, and one where it is not. It is best to have a consistent policy.
- R Cecil felt that we will need the partial street cross sections. We will just have to decide in which cases it is appropriate.
- K Alder asked if the partial street cross section has been working. Is there a reason to change it?
- R Snow said that it was brought up at the last Council meeting by the property owners around 2100 South. Land use items should be discussed by the Planning Commission first [before going to the Council].
- S Bankhead said that because the Planning Commission approves the subdivision plats, the Commission will know when we use a partial road. It is not common because most of the time developers want to put homes on both sides of their infrastructure.
- R Cecil felt that we should leave it the way it is.
- A Bearnson said that from a developer standpoint, [the partial street option] is great, although it is not the best aesthetically. He felt that it encourages faster development and is a good policy.
- K Alder asked if other local cities use this policy. K Alder felt that we should leave it the way it is if there is no problem with it.
- R Holloway agreed. She felt that the policy leaves a bit of flexibility. She appreciated knowing that the unfinished shoulder is not just a drop-off.
- A Bearnson said that if the other side of the road is developed, we have a tax base to maintain it, plow it, etc. If it is not developed, having a partial road [allows us to wait before we have to pay for the maintenance].
- L Banda was concerned about smaller roads because there is less space for parking. She would be in favor of requiring both sides to be finished.
- M Fortune said that he has had experience from both sides of this issue. Most developments try to maximize their [land] and have development on both sides of the road. There are times when you come across areas where the existing people don't want their side of the road to be finished. It is also very expensive for the developer to finish both sides of the roadway. Making the developer do the other side [when they are not developing it] it might be too much of a financial burden for them. M Fortune felt that the current cross-section is a good plan to have for situations where a partial road is needed.
- B Perry felt that we should discuss it again at the next meeting.

- L Banda asked what the minimum width would be if we wanted to accommodate parking on one side.
- R Snows said that cars are typically about 8 ft wide. A 32 ft road could accommodate one lane of parked cars and two lanes of travel.

Reports:

Staff Reports: Any items presented by Providence City Staff will be presented as informational only.

- B Perry asked if we are going to one meeting per month.
- S Bankhead said that one meeting per month will probably work right now. This is the slowest we have been as far as development for about 6 years. A lot of our developments are in process already. This is a time when the market is looking for a variety of options, but people are not comfortable with all the options. Some people are waiting on development.
- B Perry said that we should plan on meeting Feb 12.
- R Snow recommended holding the meeting on the second Wednesday so that it can be [the week before] Council meeting.

Skarlet Bankhead, Administrative Services Director

- We met with the developer of the Champlin property. They submitted a plan that had too many lots, so they need to revise their plan.
- S Bankhead explained that we compensate our Planning Commission members. The members receive compensation for the meetings they show up to. Members are not eligible for retirement. New members will have to fill out a form stating that they understand that they are not eligible for retirement.
- S Bankhead said that we want to be very up front with people about conflicts of interest. Even if a member has put something on a disclosure sheet, it doesn't relieve them from the obligation to disclose the conflict publicly during a meeting if it comes up.

Commission Reports: Items presented by the Commission Members will be presented as informational only; no formal action will be taken.

Motion to close the meeting: — R Cecil, second — L Banda

Yea: K Alder, L Banda, R Cecil, R Holloway, B Perry

Nay:

Abstained:

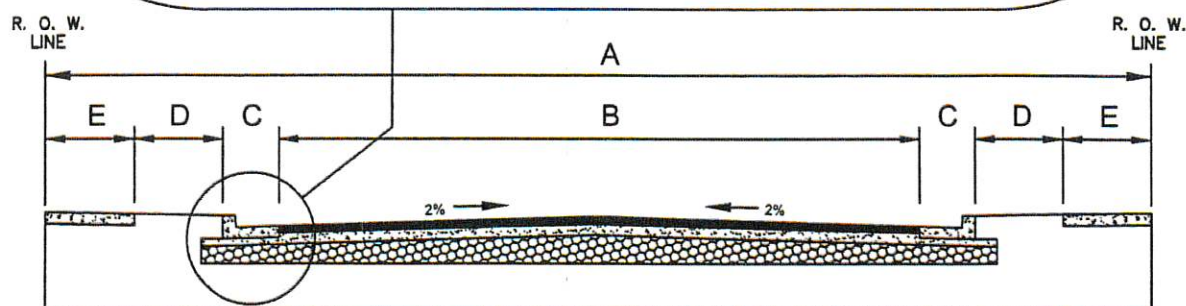
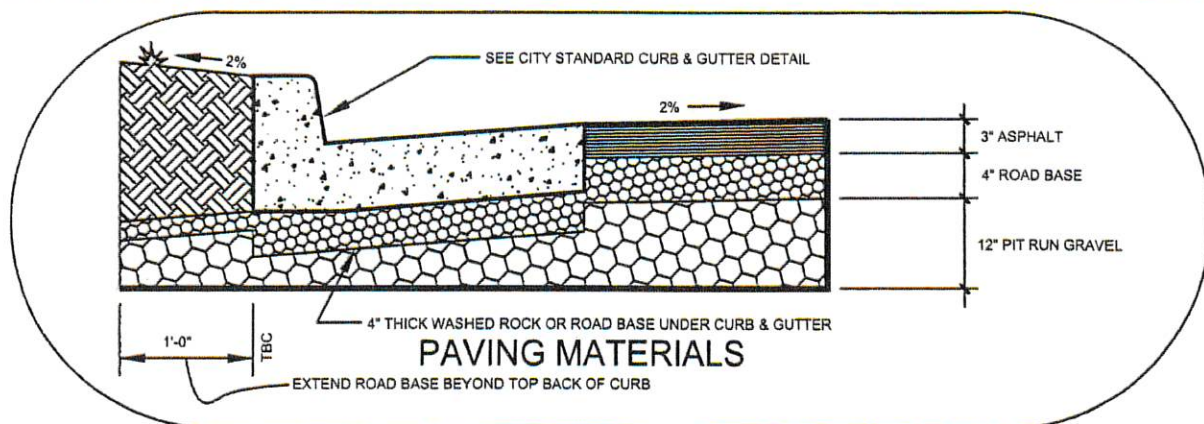
Excused:

Meeting adjourned at 7:10 PM

Minutes prepared by Jesse Bardsley

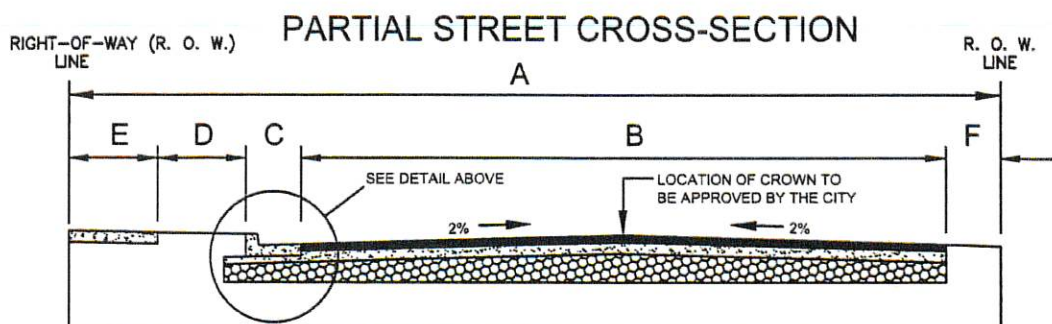
Bob Perry, Chair

Skarlet Bankhead, City Recorder



TYPICAL STREET CROSS-SECTIONS

TYPE of STREET	WIDTHS				
	A RIGHT-OF-WAY	B ASPHALT	C CURB & GUTTER	D PARK STRIP	E SIDEWALK
RESIDENTIAL	66'	30' MIN	2.5'	7.0' MIN	5.0' MIN
RESIDENTIAL G.P.	66'	37' MIN	2.5'	7.0' MIN	5.0' MIN
COMMERCIAL	80'	49' MIN	2.5'	7.0' MIN	5.0' MIN
MAJOR	99'	66' MIN	2.5'	7.0' MIN	5.0' MIN



WIDTHS					
A RIGHT-OF-WAY	B ASPHALT	C CURB & GUTTER	D PARK STRIP	E SIDEWALK	F SHOULDER
See note	24' MIN.	2.5'	7.0' MIN	5.0' MIN	See note

NOTE:
WIDTHS "A" & "F" MUST BE APPROVED BY THE CITY PRIOR TO CONSTRUCTION.

Providence City Public
Works Department



CRS ENGINEERS
Answers to Infrastructure®

**Street
Cross-Sections**

DRAWING NO. C-1

REVISED 09-07-17

11-4-3: STREETS AND STREET IMPROVEMENTS:

- A. Arrangement: The arrangement of streets in new development shall make provision for the continuation of existing streets in adjoining areas and shall provide access to unsubdivided adjoining areas insofar as such continuation or access shall be deemed necessary by the City. If a future street or the expansion of an existing street is shown in the City's General Plan or Master Transportation Plan as involving some of the land involved with a proposed new development, then the proposed development plan shall make appropriate provisions for the construction of the new street or expansion of that existing street, as the land use authority reviewing the proposed new development shall determine.
- B. Connection: New streets must connect with existing public streets. (Subd. Ord., 1-24-1990)
- C. Width; Costs:
 - 1. The General Plan and/or Transportation Corridor Master Plan designates the location of the various street types.
 - 2. The minimum right-of-way width for residential streets shall be sixty-six feet (66').
 - a. Generally, residential streets shall have a minimum asphalt width of thirty feet (30').
 - b. When designated on the General Plan and/or Transportation Corridor Master Plan, residential streets shall have a minimum asphalt width of thirty-seven feet (37').
 - 3. The minimum right-of-way width for a commercial street shall be eighty feet (80'), with a minimum asphalt width of forty-nine feet (49').
 - 4. The minimum right-of-way width for a major street shall be ninety-nine feet, with a minimum asphalt width of sixty-six feet (66').
 - ~~5.~~ Costs of new roads and repairs to existing roads caused by development:
 - a. The costs of new residential streets and repairs to existing roads caused by development shall be borne by the developer.
 - b. Where a major street or a commercial street is required, the cost of paved section over and above thirty-nine feet (39') of width may be shared by the City.
 - c. The City's participation shall be determined by the cost estimates reviewed by the City Engineer and approved by the City Council. The approved estimates shall be part of the development agreement attached to the final plat.
- D. Surfacing: All streets shall be improved as shown in the current Providence City Department of Public Works Standards and Specifications Manual.
- E. Grades:
 - 1. Grades of streets shall not be in excess of fifteen percent (15%) for a maximum of one hundred fifty feet (150') measured along the center line of the street, nor in excess of eight percent (8%) on sustained grades (a length of street that exceeds 150'), unless otherwise approved by the City. Grades of roads shall be a minimum of one-half of one percent (0.5%).
 - 2. Streets shall be designed and constructed to a grade of less than four percent (4%) for a distance of at least one hundred feet (100') approaching all intersections. If the intersection includes a pedestrian crossing, the pedestrian crossing must meet the requirements of the Americans with Disabilities Act (ADA).
 - 3. All changes in street grades shall be connected by vertical curves of a minimum length equivalent to fifteen (15) times the algebraic difference in the rate of grade for major streets and commercial streets; and one-half (1/2) of this minimum for all residential streets.
 - 4. Grades through cul-de-sacs (permanent or temporary) shall not exceed four percent (4%).

- F. Curvature on Center Line: Minimum radii of curvature on center line shall be as follows: major and commercial streets, five hundred feet (500'); residential streets, three hundred feet (300'); unless otherwise approved by the City.
- G. Partial Streets: When a partial street is approved, it will require sufficient right-of-way to construct improvements as shown on the partial street cross-section in the current Providence City Department of Public Works Standards and Specifications Manual.
- H. Intersection Angles; Curb Radii: In general, streets should intersect at right angles, residential streets should approach the major or commercial streets at an angle of not less than eighty-five degrees (85°) and not more than ninety-five degrees (95°), and curb corners should have radius of not less than twenty feet (20').
- I. Curbs and Gutters:
 - 1. All streets within the development shall be improved as shown in the current Providence City Department of Public Works Standards and Specifications Manual.
 - 2. Minimum grades for curb and gutters and streets shall not be less than one-half of one percent (0.5%), and from crown of road to the lip of the curb shall be a minimum of two percent (2%).
- J. Swales: Swales may be designed to replace curb and gutter. Designs shall include, but are not limited to, providing methods and planting materials that will be used to ensure the integrity of the swale is maintained in a manner that will prevent erosion of soils and infiltration of silt and other materials along the swale area and into storm retention systems, streets, and other properties. The developer is responsible to maintain the swales for a warranty period of two years.
- K. Sidewalks: Sidewalks may be required on both sides of all public streets. Sidewalks placed on both sides of public streets shall be concrete and five feet (5') wide minimum and four inches (4") thick minimum. All sidewalks that cross residential driveways shall be six inches (6") thick minimum. All sidewalks that cross commercial driveways shall be eight inches (8") thick minimum. Sidewalks at all intersections of public streets shall conform to adopted American Disabilities Act standards.
- L. Existing and Proposed Streets: The developer shall improve existing and proposed streets in all development, except on the rear of lots that back on streets where access is not permitted. Timetable of completion and the security performance of all improvements will be listed in the development agreement.
- M. Damage: In the event existing sidewalks or curbs and gutters are damaged at any time, the damaging party shall repair or replace the damaged items as per Section 7-3-1 of this Code.
- N. Nonconnecting Streets; Turnarounds: At all temporary ends to streets on nonconnecting streets, provisions shall be provided by the developer for a turnaround for snow plows, garbage trucks, and other service vehicles. Turnarounds must be paved with hot mix asphalt (see exception in 5. below). See the current Providence City Department of Public Works Standards and Specifications Manual.
 - 1. Turnarounds at temporary ends to streets may be a cul-de-sac or a "T" configuration; and must meet fire department requirements. A temporary end to a street that is less than one hundred and fifty feet (150') may be used as a "T" turnaround.

2. The City, at its sole discretion, may restrict driveway location for lots adjacent to streets with temporary ends.
 3. The City, at its sole discretion, may require an easement for snow removal at a temporary end to a street.
 4. Exception to hot mix asphalt. If the grade in a temporary turnaround is 2% or less, a hard surface other than hot mix asphalt may be accepted. However, the grade of the temporary turnaround must be designed with safety in mind. The City reserves the right to reject a temporary turnaround at a grade of 2% or less, if the City Engineer feels safety may be compromised.
- O. Park Strips: Park strips shall be at least seven feet (7') in width.
- P. Bicycle Lanes: On major, commercial, and residential streets, bicycle lanes should be added as specified in the General Plan and/or Transportation Corridor Master Plan, and other streets where possible. If necessary and approved by the City Council, bicycle lanes may be added in lieu of a sidewalk and/or park strip on one side of the street to help accommodate alternative modes of transportation.
- Q. Residential Access to a Major, Commercial, or Specified Residential Street: Access to a major, commercial, or specified residential street, as shown on the General Plan and/or Transportation Corridor Master Plan, from a residential unit (i.e. driveway cutout) shall only be allowed where no other option or solution exists.
- R. Parking: Parking on major, commercial, or specified residential street, as shown on the General Plan and/or Transportation Corridor Master Plan, should be limited to areas designated by Providence City, so as not to impede the flow of traffic.
- S. Seal Coat on Asphalt Surfaces: Provisions for sealing all asphalt surfaces within the subdivision shall be determined during the subdivision development plan approval process. Developers may seal asphalt using one of the following methods:
1. Ancillary Agreement. The developer may enter into an ancillary agreement with the City in which the developer provides to the City a predetermined guarantee for improvements in exchange for the City agreeing that the developer will seal all asphalt within the subdivision no later than two (2) years after the completion of the subdivision and by a date agreed to by the City Engineer; or

Seal Coat Fee. The developer may pay a seal coat fee to the City, and the City will seal all asphalt in the subdivision. The seal coat fee shall be equal to the square footage of road surfaces in the subdivision multiplied by the cost per square foot for the type of seal coat to be used. The fee per square foot shall be set by resolution of the City Council in the Master Fee Schedule and modified as needed from time to time.

Pursuant to either seal option stated above, the City's Streets Superintendent shall determine the type of seal coat to be used (chip seal, slurry seal, etc.) based on "best practice" for the type of street to be sealed. If a developer selects the seal coat fee option, the use of the fees collected for the actual application of the approved seal coat shall be at the discretion of the City as determined by the City's municipal budget. The seal coat fee shall be used by the City to accomplish the initial seal coating for the subdivision no later than two (2) years after the completion of the subdivision. (Ord. No. 2018-002, 04/10/2018)