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PROVO MUNICIPAL COUNCIL

Work Meeting Minutes

1:00 PM, Tuesday, November 10, 2020

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

Agenda ([0:00:00](#))

Roll Call

The following elected officials participated:

Council Chair George Handley, conducting
Council Vice-chair David Harding
Councilor Shannon Ellsworth
Councilor Bill Fillmore
Councilor David Sewell
Councilor David Shipley
Councilor Travis Hoban
Mayor Michelle Kaufusi

Prayer

The prayer was given by Councilor David Harding.

Business

1. A resolution appointing an audit firm. (20-239) ([0:12:38](#))

Cliff Strachan, Council Executive Director, presented. Mr. Strachan highlighted some of the challenges during the pandemic of engaging a new auditor who would need to spend a lot of time onsite with staff and learning how the City's systems work. The City's current auditing firm, HBME, has offered a three-year contract extension for a reduced rate which was before the Council for consideration. ***Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.***

2. An update on Utah Valley Hospital. (20-237) ([0:16:33](#))

Kyle Hansen, Utah Valley Hospital Administrator, and Janet Frank, Marketing and Communications Manager for Intermountain Healthcare, presented. Mr. Hansen shared information about the network's COVID-19 pandemic response. They have faced unique challenges with the proliferation of misinformation about the novel coronavirus and needed the support of city and business leaders to effect change in attitude and behaviors. Mr. Hansen highlighted some of the trends with COVID-19 cases they have treated locally. He also outlined

details of the hospital's surge plan to expand ICU care beyond the ICU as need has increased. Staffing remains their biggest challenge during the pandemic, as many staff members are COVID-positive and unable to work in the hospital while they are in quarantine. Their staffing models are not designed to run at full capacity all the time and combined with the surge in employee illness and absences, they have been hit hard by the pandemic. Intermountain has contracted traveling nurses and staff to help cover the shortages. Mr. Hansen also shared an update on mobile testing through Intermountain. Mr. Hansen responded to several questions from Councilors, including the nature of testing operations and future equipment needs to facilitate vaccination efforts. *Presentation only.*

3. A presentation on Carterville Parking Permit Program. (19-108) ([0:49:05](#))

Javin Weaver, Planner, presented. Mr. Weaver shared a brief overview of the staff analysis of the proposed permit parking program. He noted that the permit fee did not cover the cost of operating the program; as a result, staff felt it would be appropriate to continue to enforce the 72-hour regulation. Mr. Weaver invited questions and discussion from Councilors. Councilor Shannon Ellsworth noted that the main issues in this area seemed related to enforcement, rather than arising from a need for a permit program. Councilor David Harding shared comments on parking sharing and how this was successful in other places. Councilor David Sewell asked how many properties of the 93 impacted were supportive; Mr. Weaver did not have a percentage. Councilor George Handley wanted to make sure to address the problems raised by the Gales, who originally proposed the permit parking area. Mr. Handley indicated he would be happy to continue the discussion with the Gales and Mr. Weaver to ensure their concerns had been addressed. *Presentation only. The Council may schedule a public hearing at a future date.*

4. A presentation on Slate Canyon Drive parking permit proposal. (18-084) ([1:01:13](#))

Javin Weaver, Planner, presented. Mr. Weaver shared a summary of conditions and observations for Slate Canyon Drive. He noted that several areas had 2-hour parking during daytime hours. The permit parking program was requested to help address occupancy issues, and he noted that the permit fee would not cover the operating cost; as such, the Parking division would need additional staff to enforce the standards. Mr. Weaver noted that there was an overall 51% utilization rate; there were still many vacant spots on the street. He suggested that a two-hour parking limitation during the day could help improve visibility and safety along the corridor, as well as address the trailers, RVs, and boat trailers which were routinely parked on the street for long periods of time. Staff did not recommend adopting the permit area as proposed by the initial applicant, but parking staff did feel that some other interventions would be helpful. Councilors shared comments and feedback. Councilor Bill Fillmore had ideas for possible safety interventions on Slate Canyon Drive. Councilor Shannon Ellsworth, who serves in district 3 which includes the affected area, shared her insights as a resident and from constituents in the area. She noted that occupancy was not such a major issue in this area as it had been several years previously; she thought that enforcing speeding and parking laws already on the books would be the most beneficial. Councilor David Harding also shared on parking enforcement and free parking and how it impacted the area. *Presentation only. The Council may schedule a public hearing at a future date.*

5. A presentation on University Gardens parking permit proposal. (20-240) ([1:28:18](#))

Javin Weaver, Planner, presented. This particular proposal was from an applicant in the neighborhood who proposed extending an existing permit parking area to address additional parking problems on the street in question. Councilor David Harding, who serves on the parking committee, shared comments on the nature of the proposal. Councilor David Sewell indicated that he was still unclear whether there was sufficient public support. Mr. Weaver indicated that he would work with Council staff on scheduling public hearings for the various permit parking program areas over the course of the next several months. *Presentation only. The Council may schedule a public hearing at a future date.*

6. A discussion regarding the renewal of the Urban Deer Program. (20-224) ([1:44:19](#))

Camille Williams, Assistant City Attorney, presented. Ms. Williams shared data from the past several years of the urban deer program, noting factors within and outside of the City's control. She also cited the range of lethal and nonlethal population control methods used. Councilors shared comments and feedback on the program. Councilor Bill Fillmore expressed that many constituents in his area were interested in continuing the program. Councilor George Handley expressed that his priority in maintaining any type of program was in preventing accidents and injury, rather than simply preventing a nuisance. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

7. A discussion regarding proposed amendments from the Sign Committee to Provo City Code regarding electronic sign hold times. (20-101) ([2:20:56](#))

Hannah Salzl, Policy Analyst, presented. Ms. Salzl expressed the Sign Committee's intent to clarify long and short hold times and the general policies before getting into specifics about the areas in which they applied, which would be covered in future discussions. After reviewing the hold times and several other items of basic code cleanup, Ms. Salzl reviewed examples of the different signage types. Javin Weaver, Planner, reviewed the impacted areas in the proposal.

Councilor Shannon Ellsworth reiterated her continuing concern the signage designations for South State Street, much of which was residential. She had recently discussed with staff several edits to the Southeast Area Plan, and she hoped such changes could direct more appropriate sign standards for the residential areas along this corridor. Ms. Salzl invited Ms. Ellsworth to participate in a future committee discussion where she could share suggestions. Councilor David Harding shared insight about the past policy direction the Council had taken with regards to electronic signs. Mr. Harding noted several lingering questions or concerns he hoped the committee could address in the future, but he was generally supportive of the concepts presented and supported forwarding the proposal for more public feedback. In response to one of Mr. Harding's questions, Councilor David Sewell clarified how the short-hold time areas applied to multi-tenant signs of a certain volume in the SC3 zone only. Mr. Sewell thanked the Councilors for their feedback and indicated that the committee planned to forward these proposals for public feedback through an Open City Hall topic. *Presentation only.*

Policy Items Referred from the Planning Commission

8. **An ordinance amending the zone map classification of approximately 18 acres of real property, generally located at 1920 South 500 West, from Agricultural (A1.20) to Low Density Residential (LDR). Lakewood Neighborhood. (PLRZ20190182) (2:46:41)**

Aaron Ardmore, Planner, presented and shared details of the rezone proposal. Councilor David Harding voiced a concern that the housing types were not as varied as the Council had hoped for this area. Councilor Shannon Ellsworth asked whether the developer had adequately addressed the concerns raised by staff during the review process. Mr. Ardmore indicated that the applicant had indeed addressed the concerns, but he felt that the City's design standards needed to be revised with more precise details in order to get the desired results. Ms. Ellsworth also commented on the parking and sidewalks for the proposed project. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

9. **An ordinance amending Provo City Code to increase the permissible lot coverage in the Del Coronado PRO Zone. Maeser Neighborhood. (PLOT20200318) (2:55:13)**

Dustin Wright, Planner, presented. The applicant had requested a minor amendment to raise the permissible lot coverage area from 30% to 35% in order to make for a more feasible project due to the unique lot width of the subject property. Mr. Wright indicated that the Planning Commission had asked for a site plan from the applicant, and based on the proposed site plan, the Planning Commission has recommended approval. The Planning Commission had suggested a possible change to 40% lot coverage in the future. Councilors shared questions and feedback on this idea. Councilor David Shipley asked about the nature of the recommendation. Mr. Wright noted that many other residential zones permit 40% so it would create consistency with other zones. Mr. Wright thought that the practical impact was not very obvious to the average resident. Councilor Shannon Ellsworth noted that raising the limit to 40% would make it more feasible to phase out this PRO zone at some time in the future. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

10. **An ordinance amending the zone map classification of approx. 1.7 acres of real property, generally located at 1320 South 1080 East, from Residential (R1.10) to Low Density Residential (LDR). Spring Creek Neighborhood. (PLRZ20200319) (3:02:48)**

Aaron Ardmore, Planner, presented. The subject property was recently surplus by the city and the applicant has proposed some twin homes and some single-family homes located around general green area. Mr. Ardmore indicated that the LDR zone designation has usually brought many townhomes, but this proposal offered very different product types and staff were pleased with the proposal. Staff and the Planning Commission have both recommended approval. Councilor Shannon Ellsworth echoed the comments that this was a great development proposal for the area. She thanked staff for their efforts in helping to diversify the housing stock being built in Provo. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

11. **An ordinance amending the Zone Map classification of approximately 1.07 acres of real**

property, generally located at 50 East 3900 North, from Residential (R1.10) to Low Density Residential (LDR). Riverbottoms Neighborhood. (PLRZ20190265) (3:06:00)

Aaron Ardmore, Planner, presented. Staff and the Planning Commission have worked with the developer through several iterations of this project to address various concerns. The developer has proffered a development agreement which would limit the project to 10 units, in order to better situate this LDR parcel within the neighborhood. Staff felt the layout was appropriate considering its location near University Avenue. Councilor George Handley asked if there was a sense of the distribution of other projects of a similar density in the vicinity. Councilor Shannon Ellsworth asked how these units were classified; Mr. Ardmore noted that LDR allowed either twin homes or townhomes, though these were a twin home layout. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

- 12. An ordinance amending the Zone Map classification of approximately 0.25 acres of real property, generally located at 189 South 500 West, from Residential Conservation (RC) to Low Density Residential (LDR). Franklin Neighborhood. (PLRZ20200124) (3:10:04)**

Brandon Larsen, Planner, presented. Mr. Larsen reviewed the proposal and noted that the developer has proffered a development agreement. Councilor Shannon Ellsworth asked whether the development agreement would prohibit having an accessory dwelling unit. Mr. Larsen indicated that the LDR zone actually prohibited accessory dwelling units. Councilor David Sewell said he liked the overall project, but wondered whether locating a small LDR zone in a single-family residential neighborhood would create a problematic precedent. He asked if any other zones would accommodate the project. Mr. Larsen noted that there was already an LDR zone on this block and he was not aware of a different zoning designation that would accommodate this request and the proposed project. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

- 13. An ordinance amending Provo City Code to Section 15.03 to update Engineering Design Standards for 2021. Citywide application. (PLOTA20201348) (3:15:11)**

Aaron Ardmore, Planner, presented. This was a routine item which came to the Council for annual approval to update the reference to the year's engineering design standards. David Day, Development Engineering Coordinator, noted that there had been one minor change since this item went to the Planning Commission, in regard to utilities. Mr. Day would also be present at the Council Meeting that evening to address any further questions. *Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.*

- 14. An ordinance amending Provo City Code regarding permitted uses in the Neighborhood Shopping Center (SC1), Community Shopping Center (SC2), And Regional Shopping Center (SC3) Zones and related provision. Citywide application. (PLOTA20190429) (3:18:40)**

Javin Weaver, Planner, presented. Mr. Weaver reviewed the changes proposed to the code. The intent was to improve the city code to make it more user-friendly for developers and users within the city. The City Code already contains many of the codified standards for conditional uses;

rather than maintain these uses as conditional, the proposed language would shift these to permitted uses and retain the existing standards as outlined in the code. For a couple of uses not addressed in current code, new code sections would be introduced to address those items. This particular code format would allow the City to add additional conditions through the standard legislative process. Staff have also identified some duplication in the code and streamlined these instances as well. Mr. Weaver responded to several questions from Councilor David Harding and offered additional clarification on several points of the proposal. ***Presentation only. This item was already scheduled for the Council Meeting on November 10, 2020.***

Closed Meeting

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code. ***None requested.***

Adjournment

Adjourned by unanimous consent.