

1 **Providence City Planning Commission Meeting**
2 **15 South Main, Providence UT 84332**
3 **November 30, 2016 6:00 p.m.**

4
5 Attendance

6 Chair: Robert James
7 Commissioners: Rowan Cecil, Andrea Diamond, Mike Harbin, Brent Fresz (alternate), John Parker
8 Excused: None
9 Absent: None

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11 Skarlet Bankhead, Administrative Services Director

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13 **Study Items:**

14 **Item No. 1. General Plan Consultant RFP review:** The Providence City Planning Commission will interview members
15 of CRSA Architecture • Planning • Interiors, a firm that submitted a response to the City's request for proposals
16 from qualified consultants for the 2016 General Plan Update.

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18 **Presentation from CRSA**

- 19 • Overview of firm's history and experience provided by J Kelly Gillman, Senior Principal/Senior Planner and
20 Susie Petheram, Senior Planner/Certified Planner.
- 21 • Team for the General Plan Update will be comprised of J Kelly Gillman, Susie Petheram, Tina Gillman and
22 Melissa Fryer.
- 23 • Firm has extensive experience in Utah and across the Wasatch area. They are familiar with Providence
24 and are currently completing a project for the Old Rock Church.
- 25 • Question and answer session after presentation.

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27 **Discussion and comments**

- 28 • The Planning Commission Members completed a 20 point comparison between KLJ and CRSA and
29 discussed their views on the firms.
- 30 • B Fresz commented that CSRA will produce a more people oriented document and KLJ will produce a
31 more technical document.
- 32 • J Roberts added that it did seem to be a decision on what is more important: community involvement or a
33 technical plan.
- 34 • R Cecil and M Harbin felt that community involvement was the more important aspect.
- 35 • S Bankhead leans toward a good technical document as being the most important aspect of a good
36 general plan.
- 37 • R James asked if they could request two sample plans from each firm and if there were any additional
38 questions the Planning Commission would want to address with the firms to address any concerns.
- 39 • S Bankhead will contact KJL and CSRA with additional questions about the transportation development
40 sections of the general plan and ask them to provide sample plans.
- 41 • R James commented that one or two people from the Planning Commission will be needed to make the
42 recommendation to City Council.

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44 **Motion made to adjourn Planning Commission Meeting of November 17, 2016. – R Cecil, seconded by M Harbin.**

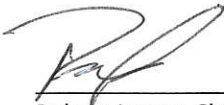
45 **Vote: Yea: R Cecil, M Harbin, A Diamond, J Parker**
46 **Nay: None**
47 **Abstained: None**
48 **Excused: None**

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50 Agenda posted by Skarlet Bankhead on November 21, 2016.

51 Meeting adjourned at 5:00 p.m.

52 Minutes prepared by K Merrill.

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Robert James, Chairman



Kristine Merrill, Office Specialist