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3 **PLEASANT GROVE CITY**
4 **PLANNING COMMISSION MEETING MINUTES**
5 **JANUARY 22, 2026**

6
7 **PRESENT:** Chair Jim Martineau, Commissioners Jeffrey Butler, Todd Fugal, Karla Patten,
8 Wendy Shirley, Alicia Redding, Denise Trickler

9
10 **STAFF:** Daniel Cardenas, Community Development Director; Jacob Hawkins, City Planner; Paul
11 Douglass, Planning Technician; Christina Gregory, Planning & Zoning Assistant; Olivia Van
12 Wagoner, Administrative Assistant

13
14 **EXCUSED:** Commissioners Dustin Phillips and Kenna Nelson

15
16 Chair Jim Martineau called the Planning Commission Meeting to order at 7:00 p.m.

17
18 **REGULAR SESSION**

19
20 **Commission Business:**

21
22 **A. Pledge of Allegiance:** Commissioner Karla Patten led the Pledge of Allegiance.

23
24 **B. Agenda Approval.**

25
26 • **MOTION:** Commissioner Denise Trickler moved to APPROVE the agenda, with
27 the continuation of Item 2 to the February 26, 2026 Planning Commission meeting.
28 Commissioner Alicia Redding seconded the motion. The Commissioners
29 unanimously voted "Yes". The motion carried.

30
31 **C. Staff Reports:**

32
33 • **MOTION:** Commissioner Redding moved to APPROVE the Staff Reports.
34 Commissioner Patten seconded the motion. The Commissioners unanimously
35 voted "Yes". The motion carried.

36
37 **D. Declaration of Conflicts and Abstentions from Commission Members.**

38
39 There were no declarations or abstentions.

1 **ITEM 1 – Public Hearing: Rezone – Located at 1381 North 600 West**
2 **(North Field Neighborhood)**

3 Public Hearing to consider the request of Scott Dent for a zone change on approximately 1.98 acres
4 of land from the RR (Rural Residential) Zone to the R1-10 Zone, located at 1381 North 600 West.
5 (Legislative Item)

6
7 City Planner, Jacob Hawkins, presented the Staff Report and indicated that the applicant, Scott
8 Dent, had applied to rezone the property at 1381 North 600 West from RR to R1-10. Aerial and
9 Zoning Maps were reviewed. The subject property is approximately 1.98 acres in size and has an
10 existing single-family home fronting 600 West. Most surrounding properties have been or are
11 anticipated to be developed with single-family homes and have been rezoned from RR to the R1-
12 8, R1-10, R1-12, and R1-15 single-family zones.

13
14 Planner Hawkins reported that the applicant has been involved in developing the “Makin Dreams”
15 subdivision north of the subject property. The subject property was acquired and will be the last
16 remaining parcel to be developed for that subdivision with the intention to connect 750 West and
17 680 West. If the rezoning application were approved, it would be followed by an application for
18 the Subdivision Plat to create additional lots.

19
20 The property is in the Single-Family Low Density area of the General Plan, which is intended to
21 serve as a buffer between Medium Density and Very Low Density residential areas and should
22 maintain densities of two to four units per acre. It includes the R1-15, R1-12, and R1-10 zones.
23 Because the General Plan supports rezoning the subject property and the proposed R1-10 zone is
24 similar to adjacent zones, Staff recommended approval of the proposed zone change.

25
26 The applicant, Scott Dent, lives in Pleasant Grove and stated that he was available to answer
27 questions and looked forward to moving ahead with the planned subdivision.

28
29 Chair Martineau opened the public hearing. There were no public comments. The public hearing
30 was closed. The Chair invited the Commissioners to either continue the discussion regarding the
31 item or bring a motion if no further discussion was necessary.

32
33 **MOTION:** Commissioner Alicia Redding moved that the Planning Commission forward a
34 recommendation of APPROVAL to the City Council for the request of Scott Dent for the Rezone
35 of approximately 1.98 acres of land located at 1381 North 600 West from the Rural Residential
36 Zone to the R1-10 Zone; and adopting the exhibits, conditions, and findings of the Staff Report.
37 Commissioner Karla Patten seconded the motion. The Commissioners unanimously voted “Yes”.
38 The motion carried.

39
40 **ITEM 2 – Public Hearing: Code Text Amendment–Section 10-9B: Single Family Residential**
41 **Zone**
42 **(City Wide)**

43 Public Hearing to consider the request of Julie Smith to amend Section 10-9B: Single Family
44 Residential Zone. The proposed text amends the provisions of the Single-Family Residential Zone
45 to establish a new zone for residential cluster development called the “R1-15 RCD” Zone and
46 provides provisions throughout the chapter for the proposed zone. (Legislative Item)

1
2 The above item was continued to the February 26, 2026, Planning Commission meeting.
3

4 **ITEM 3 – Public Hearing: Code Text Amendment–Section 10-15-38: Fencing Standards**
5 **(City Wide)**

6 Public Hearing to consider the request of Pleasant Grove City to amend Section 10-15-38: Fencing
7 Standards, to clarify and simplify portions of this Section. (Legislative Item)

8 Planner Hawkins presented the Staff Report and reported that the proposed Code Text Amendment
9 from Pleasant Grove City would address fencing requirements outlined in Section 10-15-38.
10 Current fencing requirements are generally easy to understand and enforce. However, language
11 regarding differences in grade requires further clarification. It currently states:

12
13 E. Grade Differences: Where there is a difference in the grade of the properties on
14 either side of a fence, wall or other similar structure, the height of the fence shall
15 be measured from the natural grade of the property upon which it is located. In
16 cases where a new development is proposed adjacent to an existing residential use,
17 the new development is to be the party responsible for providing suitable screening
18 to help mitigate a difference in grade between the new and existing residential
19 property, if that grade difference is greater than three feet (3'). This screening shall
20 be required with the site or subdivision plat and shall require conditional use permit
21 approval from the Planning Commission.

22
23 The section exists in the fencing ordinance to mitigate the difference in grade between properties,
24 especially if there is a significant difference. However, it is not well-defined. Should the three-
25 foot grade difference be measured across the entire property or within a specific proximity of the
26 fence line? When a member of the public asks whether a fence is necessary or if it will provide
27 appropriate screening, Staff must interpret how “suitable screening” is defined.

28
29 To address this issue, Staff proposed to amend the code to split the section, with new Item E
30 defining how height is measured.

31
32 E. Fence Height: The height of a fence shall be measured from the finished grade of
33 the property upon which the fence is located. If a fence is installed atop or within
34 one foot (1') of a retaining wall, the height of the fence shall be measured from the
35 top of the retaining wall.

36
37 New Item F will clarify differences in grade and better define “suitable screening” and other
38 terms.

39
40 F. Grade Differences: When new development is constructed adjacent to an existing
41 residential use, and where there is a finished grade difference of three feet (3') or
42 more within twenty-five feet (25') of the property line on the subject property, the
43 new development shall be the party responsible for providing a retaining wall,
44 fence, masonry wall, or suitable screening to help mitigate said difference in grade
45 between the new development and the existing property.

1 a. "New development" shall be defined as either as the recordation of a new
2 or amended subdivision plat, or a new primary use of the property, such as
3 a new single-family residence. New development shall not include building
4 additions or accessory buildings. New development shall also refer to the
5 developer or property owner performing the construction of said primary
6 use.

7 b. "Subject property" shall refer to the property being developed.

8 c. "Suitable screening" shall be defined as one tree for every thirty linear feet
9 (30'), located approximately ten feet (10') from the property line. Shade or
10 ornamental trees shall have a minimum caliper of two inches (2"), and
11 evergreen trees shall have a minimum height of seven feet (7').

12 d. If there is an existing fence between the new development and the existing
13 property, the developer or property owner of the subject property and the
14 adjacent property owner may enter into an agreement to either utilize the
15 existing fence for screening or to propose the type and height of a new fence
16 or screening to be constructed. Said agreement shall be written and
17 submitted with the building permit. If no agreement is made, a new fence
18 with a minimum height of seven feet (7') shall be required to abut the
19 existing fence. Any fences exceeding seven feet (7') shall require a building
20 permit, and any fences exceeding eight feet (8') shall require a Conditional
21 Use Permit, up to a maximum height of ten feet (10').

22 e. If the developer and the adjacent property enter into an agreement to not
23 install fencing between the new development and the existing property,
24 such agreement shall be written and submitted with the building permit, and
25 shall be notarized.

26 f. If the grading of a property is not provided upon submittal of the site plan
27 for the new development, it shall be assumed that the grading between the
28 property line and the setback is three feet or more.

29
30 Chair Martineau asked what will determine whether a retaining wall, fence, or masonry wall is
31 required. Planner Hawkins stated that additional clarification can be added at the Planning
32 Commission's discretion. However, grading and drainage requirements are established within the
33 City Code under the Engineering Requirements.

34
35 Commissioner Butler asked why 25 feet was specified as the distance from the property line.
36 Planner Hawkins reported that the typical rear setback in R-1 Zones is 25 feet. In response to a
37 follow-up question from Commissioner Butler, he clarified that the measurement is 25 feet or less.
38 If there is a three-foot grade variance within 10 feet of the property line, the requirement still
39 applies. Another option would be to only require fencing within 10 feet of the property line, for
40 example.

41
42 Chair Martineau stated that 25 feet from the rear property line makes sense. However, side
43 setbacks are much narrower. He asked if that difference needed to be specified in the text. Planner
44 Hawkins stated that it is not much of an issue on side property lines because neighboring properties
45 are often on the same grade. Chair Martineau remarked that Blossom Hill has significant grade
46 variations at the side property lines. Planner Hawkins stated that the text provides flexibility so

1 that a developer can work with the neighboring property owner to determine if a fence is needed
2 and if an existing fence can be used.

3
4 Commissioner Shirley stated that her understanding is that the code applies to new infill lots in
5 established areas, not entirely new subdivisions. Planner Hawkins clarified that the standards will
6 apply to all properties.

7
8 Commissioner Butler stated that arborvitae is a popular evergreen used for screening. They are
9 typically between six and 15 feet tall and three to four feet wide, so a 30-foot fence line would
10 need at least eight to nine trees to create a screen. The requirement of one tree for every 30 linear
11 feet will not work for arborvitae or similar trees or shrubs. Planner Hawkins stated that he wanted
12 to ensure that there is enough screening without planting the trees too close together.

13
14 Community Development Director, Daniel Cardenas, stated that Staff had discussions on what
15 suitable screening is. Recently, he saw a case that involved grade differences where the property
16 owners could not reach an agreement. The new property owner planted a row of 25 trees, which
17 will cause significant problems in the future. If a fence or wall is sufficient, trees may not be
18 necessary. Commissioner Butler stated that he believes trees need to be included because fencing
19 can be cost-prohibitive for many people. Chair Martineau asked if the language could specify
20 some type of design standard for living screening to ensure that different plantings are spaced
21 appropriately.

22
23 Commissioner Butler indicated that he had spoken with a citizen who experienced something
24 similar to Director Cardenas' example; they were initially unhappy with the deciduous trees their
25 neighbor planted. However, they were upset when a new property owner came in and cut them
26 down because of the privacy the trees had created. He believes one deciduous tree every 15 to 30
27 feet is appropriate, but 10 junipers would be required to properly screen 30 linear feet. He
28 recommended that up to eight evergreens be allowed for every 30 feet.

29
30 Chair Martineau stated that the text could specify tree types and add "or as designed by a
31 professional". Commissioner Shirley was not in favor of requiring professional design. Planner
32 Hawkins stated that the difficulty with adding that language is that the Planning Division would
33 have to rely entirely on what the professional says. Director Cardenas recommended that the
34 Planning Commission decide on the language that would be appropriate after completion of
35 Planner Hawkins' presentation.

36
37 Planner Hawkins stated that an applicant recently requested a Conditional Use Permit for a 12-
38 foot fence on his side property line. The Planning Commission only had the ability to grant a 10-
39 foot-tall fence as measured exactly where the fence was placed, even though there was a two-foot
40 retaining wall inches away from the fence. At the Planning Commission's recommendation, a
41 provision was added to allow fence height to be measured from the finished grade or the top of the
42 retaining wall if the fence is within one foot of the wall.

43
44 In response to a question from Commissioner Shirley, Planner Hawkins reported that retaining
45 walls are only as tall as they need to be so a maximum retaining wall height does not need to be
46 specified, but a 10-foot fence would still require Planning Commission approval.

1
2 Commissioner Fugal asked if a Conditional Use Permit should be required. Planner Hawkins
3 stated that the maximum allowed height without the permit is eight feet, and a 10-foot fence is
4 only allowed via a Conditional Use Permit if the City deems it necessary. For example, if there is
5 a large grade difference and the additional height is needed to effectively screen a property. Chair
6 Martineau remarked that the allowed height had been increased from six to eight feet.
7 Commissioner Fugal stated that he does not see a scenario in which the Planning Commission
8 could deny the extra height and asked if there was a better way to word it so a permit is not required.
9

10 Director Cardenas stated that the Planning Commission typically approves Conditional Use
11 Permits, but the process makes neighbors aware of the application. The height requirements were
12 changed within the last few years, but the Planning Commission could direct Staff to research
13 additional changes. Chair Martineau noted that a 10-foot fence requires additional engineering
14 due to the wind load, but a building permit is required for fences over seven feet in height.
15

16 Planner Hawkins reported that the final proposed change would clarify fencing requirements for
17 large animals. The current text specifies that a six-foot precast concrete or masonry wall must be
18 installed upon approval of the subdivision plat and grants the City Council the right to waive that
19 requirement. As the City Council no longer reviews preliminary subdivision plats, the text was
20 amended as follows:
21

22 K. Large Animals: Where a new development is proposed adjacent to property with
23 large animals, the developer is to install a minimum six foot (6') tall precast concrete
24 or masonry wall, along such boundaries for the protection of both the animals and
25 the future residents within the new subdivision development.

26 a. If the developer and the adjacent property enter into an agreement to not
27 install fencing between the new development and the existing property,
28 such agreement shall be written and submitted with the building permit, and
29 shall be notarized.
30

31 Chair Martineau opened the public hearing. There were no public comments. The public hearing
32 was closed. The Chair invited the Commissioners to either continue the discussion regarding the
33 item or bring a motion if no further discussion was necessary.
34

35 Chair Martineau stated that he did not see a need for a 10-foot-tall fence anywhere. Commissioner
36 Shirley stated that the request for a 12-foot fence was due to the significant grade change on the
37 property. The specific circumstances of that application were discussed, including the applicant's
38 justification and neighbors' concerns. Commissioner Redding remarked that retaining the
39 Conditional Use Permit requirement would allow the Planning Commission to review applications
40 on their individual merits.
41

42 Commissioner Fugal asked under what circumstances a Conditional Use Permit could be legally
43 denied for a 10-foot fence. There is an effort to stop requiring Conditional Use Permits because
44 by law they typically must be approved unless there is a good reason to deny them. Commissioner
45 Shirley asked if it could be allowed except on top of retaining walls of a certain height.
46

1 Director Cardenas clarified that there must be a limit on fence height. Building Code requires a
2 building permit for fences taller than seven feet in height since 2011. A Conditional Use Permit
3 was required for any fence over 7-feet and up to 10-feet tall because it allows neighbors to be
4 aware of the application and express their concerns. The only way the City can require a public
5 notice is through the Conditional Use Permit. He clarified that the item was being presented for
6 discussion, and Staff could amend the text as directed by the Planning Commission. The item
7 could also be continued to provide time for the Commission to review previous meeting minutes.
8

9 Commissioner Butler stated that if an existing fence is on a higher property, it is a nonissue. The
10 issue would arise if it is on a lower property. Most of the time, a new property is built at a higher
11 grade, which causes privacy concerns for the owner of existing neighboring homes at a lower
12 grade. The existing homeowner is the one who desires a taller screen. He does not see a need for
13 someone to build a 10-foot-tall fence on top of a retaining wall.
14

15 Director Cardenas stated that in the case they discussed, the lower property was complaining about
16 their neighbor building an accessory apartment that was at a higher grade. Some Commissioners
17 wanted to allow the fence to be built on top of the retaining wall, which is why that language was
18 added to the proposed amendment. Commissioner Butler pointed out that new Item F(a) states,
19 "New development shall not include building additions or accessory buildings." Director
20 Cardenas clarified that the stated provision specifies that a new fence shall not be required for
21 additions or accessory buildings.
22

23 Chair Martineau stated that a 10-foot-tall fence would be cost-prohibitive, and the City had only
24 received one request for a fence of that height. The Planning Commission discussed the
25 advantages and disadvantages of retaining the Conditional Use Permit requirement. After
26 discussion, it was decided that the requirement would remain unchanged. Item C would be
27 amended to specify screening tree types and amounts. Regarding minimum distance from the
28 property line, Planner Hawkins cautioned that the City often receives complaints about
29 neighboring trees encroaching onto residents' property. Chair Martineau indicated that distances
30 are hard to define due to the different types of plantings and growth patterns.
31

32 **MOTION:** Commissioner Alicia Redding moved that the Planning Commission recommend that
33 the City Council APPROVE the request of Pleasant Grove City for a Code Text Amendment to
34 City Code Section 10-15-38: Fencing Standards; and adopting the exhibits, conditions, and
35 findings of the Staff Report, and as modified by the conditions below:
36

- 37 1. "Suitable screening" shall be defined as follows:
 - 38 • Columnar Deciduous Trees shall be planted with at least one tree every
39 fifteen (15) linear feet, located approximately four (4) feet from the property
40 line with a minimum caliper of one and a half inches (1.5"); and/or
 - 41 • Columnar Evergreen Trees shall be planted with at least eight trees every
42 thirty (30) linear feet, located approximately two (2) feet from the property
43 line with a minimum height of seven feet (7').

44
45 Commissioner Jeffrey Butler seconded the motion. The Commissioners unanimously voted
46 "Yes". The motion carried.
47

1
2 **ITEM 4 – Review and Approve the Minutes for the January 8, 2026, Meeting.**

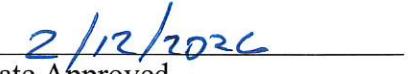
3
4 **MOTION:** Commissioner Denise Trickler moved to APPROVE the minutes from the January 8,
5 2026 meeting. Commissioner Karla Patten seconded the motion. The Commissioners
6 unanimously voted “Yes”. The motion carried.

7
8 **MOTION:** Commissioner Jeffrey Butler moved to ADJOURN. The Commissioners unanimously
9 voted “Yes”. The motion carried.

10
11 The Planning Commission Meeting adjourned at 7:56 p.m.

12
13 
14 Planning Commission Chair

15
16
17 
18 Christina Gregory, Planning & Zoning Assistant

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21 
22 Date Approved