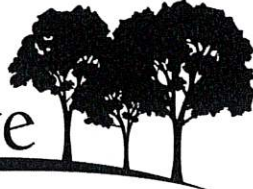


Pleasant Grove



Utah's City of Trees

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2
3 **PLEASANT GROVE CITY**
4 **PLANNING COMMISSION MEETING MINUTES**
5 **APRIL 23, 2026**
6

7 **PRESENT:** Chair Jim Martineau, Commissioners Jeffrey Butler, Karla Patten, Alicia Redding,
8 Denise Trickler, and Kenna Nelson
9

10 **STAFF:** Jacob Hawkins, City Planner; Paul Douglass, Planning Technician; Christina Gregory,
11 Planning & Zoning Assistant; Olivia Van Wagoner, Administrative Assistant; Daniel Cardenas,
12 Community Development Director (arrived at approximately 7:19 p.m.)
13

14 **EXCUSED:** Commissioner Wendy Shirley
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 1. **Pledge of Allegiance:** Commissioner Patten led the Pledge of Allegiance.
23

24 2. **Agenda Approval.**
25

- 26 • **MOTION:** Commissioner Redding moved to APPROVE the agenda.
27 Commissioner Butler seconded the motion. The Commissioners unanimously
28 voted "Yes". The motion carried.
29

30 3. **Staff Reports:**
31

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

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

38 Commissioner Nelson declared a conflict with Item 1.
39

1 **ITEM 1 – Public Hearing: Conditional Use Permit – Located at 1172 W 880 North**
2 **(Little Denmark Neighborhood)**

3 Public Hearing to consider the request of JoAnna Giles for a Conditional Use Permit for a major
4 home occupation for a preschool to allow for up to 12 students located at 1172 W 880 North in the
5 R1-8 (Single-Family Residential) Zone. (Administrative Item)
6

7 City Planner, Jacob Hawkins, presented the Staff Report and reviewed the Aerial and Zoning
8 Maps, as well as the Site Plan and photographs for the proposed preschool at 1172 West 880 North
9 in the R1-8 Zone. The subject property is located north of Mount Mahogany Elementary School,
10 and the applicant had requested a Conditional Use Permit (“CUP”) to operate a preschool from
11 their home due to an increase in demand for preschools.
12

13 Requirements for a preschool as a Major Home Occupation are as follows:
14

- 15 • The Home Occupation shall not exceed 25% of the total floor area of the home.
 - 16 ○ The business will primarily be in the basement living room, adjacent bedroom, and
 - 17 bathroom of the residence. Children will also utilize the fenced side and rear yards.
 - 18 ○ The preschool will have up to three sessions per day Monday through Friday.
 - 19 ▪ Early morning classes from 9:00 a.m. to 11:00 a.m.
 - 20 ▪ Late morning classes from 11:30 a.m. to 12:30 p.m.
 - 21 ▪ Afternoon classes will be from 1:00 p.m. to 3:30 p.m.
- 22 • Less than 13 children are allowed, including the provider’s own children, and the provider
23 must live in the home where services are provided.
 - 24 ○ The applicant lives on the property and had requested approval for up to 12 children
25 between three and five years of age.
- 26 • One nonresident employee is allowed on premises between the hours of 8:00 a.m. and 5:00
27 p.m. No additional employees are permitted for homes with lots under 12,000 square feet
28 in size. On-street parking is not permitted.
 - 29 ○ The applicant intended to have one nonresident employee, as well as a few trusted
30 substitutes to be called upon in the event of an emergency. All teachers and
31 residents of the home will complete a background check and be licensed.
- 32 • Parking of up to eight cars per hour is allowed with sufficient off-street parking and
33 provided that the use does not adversely affect the neighborhood.
 - 34 ○ The paved driveway on the south side of the home can accommodate up to five
35 vehicles at a time.
36

37 Staff determined that the proposed preschool business would be in compliance with all minimum
38 requirements for a preschool and recommended approval of the CUP with any conditions that the
39 Planning Commission finds necessary. Home Occupations are permitted as long as they are
40 conducted in such a way that, under normal conditions, neighbors would not be aware of their
41 existence. Planner Hawkins reported that one comment was received in opposition to the CUP
42 and forwarded to the Planning Commission for review. He then reviewed Staff’s recommended
43 conditions of approval as outlined in the Staff Report.
44

1 Commissioner Butler stated that the application was reminiscent of a dance studio on 1100 North
2 that has designated, striped parking spaces. He asked if the applicant would be subject to that
3 requirement. Planner Hawkins reported that it could be a condition of approval. However, 1100
4 North is a collector road and 880 North is a local road with less traffic, and Staff did not believe
5 striping was necessary.

6
7 Commissioner Trickler expressed concern about cars arriving and backing out of the property in
8 the same area where preschool children are entering and exiting the school. Chair Martineau stated
9 that vehicles will need to stage on the street. Planner Hawkins remarked that it would depend on
10 how many parents are at the property at one time. He expected that there would be a maximum of
11 three to four cars, and he did not believe that all 12 students would arrive or depart at the same
12 time. However, if there were safety concerns, the Planning Commission could potentially remove
13 the requirement for off-street parking. Staff recommended off-street parking to ensure that the
14 Home Occupation does not disrupt neighbors. Commissioner Trickler was concerned that
15 preschool children would see their mother's car and begin running toward it.

16
17 The applicant, JoAnna Giles, came up for questions. Commissioner Redding asked how she will
18 address children running out to their parents' cars. Ms. Giles shared that she has been a teacher
19 for 31 years, including assisting children with special needs, and she has dealt with this issue many
20 times. Children will wait on her enclosed porch, and two adults will be present to walk them to
21 their parents' cars. Vehicles may be able to stage across the street as no homes face the street in
22 that area. She spoke with those neighbors, and they were not concerned about potential negative
23 impacts.

24
25 Commissioner Butler asked about the number of students per class. Ms. Giles stated that there
26 will be up to 12 students per two-hour session and 10 in the one-hour session. In response to a
27 follow up question, she was comfortable with the requirement that all parking must be in the
28 driveway but asked that parents be allowed to wait across the street until driveway parking is
29 available. Otherwise, she could stagger pick-up and drop-off times. In response to an additional
30 follow-up question, she reported that the fence would be installed within the week.

31
32 Chair Martineau opened the public hearing. No one came up for comment. He shared that the
33 written comment received via email from a neighbor included the following concerns:

- 34
35
- 36 • Traffic would represent a direct safety risk to neighborhood children.
 - 37 • There is already a school nearby.
 - 38 • The potential for traffic congestion.
 - 39 • The preschool could change the residential character of the neighborhood.
 - 40 • It would be difficult for the City to monitor and enforce staggered pickup times, which may
41 place a burden on neighbors.

42 There were no further comments. The public hearing was closed.

43
44 Parking was discussed. Commissioner Butler stated that Staff recommended requiring driveway
45 parking to address safety concerns. The applicant had experience with special needs children and

1 the acumen to address any issues in a trusted, professional manner. She had also discussed the
2 matter with the neighbors to the south. However, there may be safety issues if cars line up on the
3 opposite side of the street. Chair Martineau remarked that the commenter was concerned about
4 parking and enforcement, but if it becomes a problem, they can contact Code Enforcement.

5
6 Commissioner Butler indicated that the Mount Mahogany school day begins at 8:00 a.m. so a 9:00
7 a.m. start will not have an impact, but the 3:00 class may impact children leaving school. However,
8 Mount Mahogany is accessed via 1010 West and 1300 West, so the only potential impact was to
9 neighborhood children in the afternoon.

10
11 Community Development Director, Daniel Cardenas asked if the Planning Commission had
12 addressed the emailed comment. Commissioner Butler stated that they spoke directly to the
13 concerns about infrastructure, capacity, traffic, and safety.

14
15 **MOTION:** Commissioner Redding moved that the Planning Commission APPROVE the request
16 of JoAnna Giles for a Conditional Use Permit to allow a daycare as a major Home Occupation,
17 located at 1172 West 880 North, in the R1-8 (Single-Family Residential) Zone; and adopting the
18 exhibits, conditions, and findings of the Staff Report; and as modified by the conditions below:

- 19
20 1. No on-street parking is permitted as a part of the home occupation.
- 21
22 2. One non-resident employee is permitted for the duration of the home occupation, and
23 all necessary licenses are obtained and maintained for all employees.
- 24
25 3. All conditions for home occupations are met, subject to Sections 10-21-4 and 10-15-
26 27, except that activities may be held in the side and rear yards so long as the place for
27 exercise and activities is fenced in.
- 28
29 4. All final Planning, Engineering, and Fire Department requirements are met.

30
31 Commissioner Patten seconded the motion. The Commissioners unanimously voted “Yes”. The
32 motion carried.

33
34 **ITEM 2 – Public Hearing: Conditional Use Permit– Located at 988 South 490 West**
35 **(Sam White’s Lane Neighborhood)**

36 Public Hearing to consider a request from Jaden Bueno for a Conditional Use Permit for Use #6830
37 – Special Training and Schooling, located at 988 S 490 West in the Manufacturing Distribution
38 (M-D) Zone. (Administrative Item)

39
40 Planner Hawkins presented the request for a Conditional Use Permit to operate the Mountaintop
41 Music Institute at 988 South 490 West in the Manufacturing Distribution Zone. Aerial and Zoning
42 Maps were displayed. There are two buildings on the subject property, and the music studio would
43 be in Unit 3 of the southern building. There are eight units in the building. Units 1 and 2 were
44 vacant, units 4 and 5 were newly rented by a light manufacturing business, and units 6, 7, and 8
45 were used for storage. The northern building is occupied by a distribution business that does not
46 require many parking spaces.

1
2 The proposed music studio was intended for students between 12 and 18 years of age who are
3 looking to further their musical career. Classes will be held year-round, with two different
4 schedules to accommodate the school year. Each schedule will have three to four separate classes
5 with one instructor per class. During the school year, classes will be held between 3:30 p.m. and
6 9:30 p.m. and begin at 3:30 p.m., 5:30 p.m., and 7:30 p.m. When schools are closed, classes will
7 begin at 1:30 p.m., 3:30 p.m., 5:30 p.m., and 7:30 p.m. Small classes will have 10 to 15 students,
8 and larger classes will have 20 to 25.

9
10 Two parking spaces are required for every three students plus one for each instructor, for a total of
11 18. There are 12 parking spaces in front of the building and an additional 18 in front of the northern
12 building for a total of 30 on the property. This number was adequate based on the current uses.
13 However, Planner Hawkins noted that using all available parking for the music studio may impede
14 the amount of available parking for future tenants. Rehearsals and performances would
15 occasionally be held on evenings and weekends. As these events will occur outside of regular
16 business hours, Staff had no concerns about parking availability.

17
18 Planner Hawkins reported that approving Use 6830 for the subject property would not limit the
19 property to musical instruction only as the use includes subcategories such as language, dance, and
20 driving schools. All other surrounding properties are commercial and manufacturing in nature and
21 would not be affected by the proposed use. Staff recommended approval with no conditions
22 beyond those required by the Zoning Ordinance.

23
24 In response to a question raised by Commissioner Redding, Planner Hawkins reported that if
25 approved, the CUP would remain with the property and not expire when the tenants move.

26
27 Commissioner Trickler asked if street parking was available. Chair Martineau clarified that street
28 parking cannot be considered because it is not on-premises. Planner Hawkins added that street
29 parking is allowed. He then displayed a street view of the property and identified street and on-
30 site parking. There are only 12 parking spaces available at the building as it has six bay doors and
31 parking is not allowed in front of the bays. In response to a question from Chair Martineau, he
32 confirmed that the site has all of the required Americans with Disabilities Act (“ADA”) parking
33 stalls.

34
35 The applicant, Jaden Bueno, stated that he is the owner and producer of the Mountaintop Music
36 Institute. They have students from Pleasant Grove, American Fork, Eagle Mountain, Maple
37 Mountain, Kamas, and Layton. Students rehearse each week and perform in public at the Tulip
38 Festival, Provo Freedom Festival, Covey Center for the Arts, and other places. The upgraded
39 space will allow the business to grow and more children to get involved. In response to a question
40 from Chair Martineau; they have country, rock, pop, jazz, funk, ska, and rhythm and blues bands.

41
42 Chair Martineau asked if noise from the neighboring manufacturing business would affect the
43 school or vice versa. Mr. Bueno stated that he spoke with that neighbor, and neither he nor that
44 business owner was concerned about noise. Most activity will occur after normal business hours,
45 and the space has been soundproofed as well.

1 In response to a question raised by Commissioner Butler, Mr. Bueno stated that he had no parking
2 concerns, as most parking needs will be after hours, and many students carpool or are dropped off.

3
4 Commissioner Trickler asked if performances would be held at the subject property. Mr. Bueno
5 reported that the property will act as a venue so students have the full stage experience, but all
6 performances will occur outside of typical business hours.

7
8 Commissioner Butler asked for details on how many students are dropped off, carpool, or park on
9 the property. Mr. Bueno stated that depending on the group, three to four children typically carpool
10 together. Some groups are comprised of younger students who cannot drive and are dropped off.
11 Approximately 50% of students drive. The largest class has 25 students, and there may be
12 instances where all 18 stalls are utilized. In response to a follow-up question from Commissioner
13 Redding, he stated that some larger classes will begin at 3:30 p.m. If parking becomes a problem,
14 they can put guidelines in place to mitigate the issue.

15
16 Chair Martineau opened the public hearing. There were no comments. The public hearing was
17 closed.

18
19 Planner Hawkins reported that a condition could be added requiring all performance to be at night
20 and on weekends to ensure that no surrounding businesses are affected. Zoning Ordinances require
21 two parking spaces for every three students plus one per instructor, so larger classes would utilize
22 parking stalls in front of the northern building. As that may be contrary to the intended property
23 layout, a shared parking agreement could be required at the Planning Commission's discretion.

24
25 In response to a question, Planner Hawkins reported that two vacant units were available for rent
26 and two were owned by a single manufacturing business that had not yet applied for a business
27 license. Three additional units were currently used for storage, although that was subject to
28 change. The northern building is one distribution warehouse with six to seven employees.

29
30 **MOTION:** Commissioner Patten moved that the Planning Commission APPROVE the request of
31 Jaden Bueno for a Conditional Use Permit to allow Use #6830: Special Training and Schooling on
32 property in the Manufacturing Distribution Zone, located at 988 South 490 West; and adopting the
33 exhibits, conditions, and findings of the Staff Report; and as modified by the conditions below:

- 34
35 1. All final Planning, Engineering, and Fire Department requirements are met.
36
37 2. Performances are restricted to after business hours or weekends.
38
39 3. A maximum of 25 students are allowed on site during business hours due to the 18
40 parking stall maximum.

41
42 Commissioner Nelson seconded the motion. The Commissioners unanimously voted "Yes". The
43 motion carried.

1 **ITEM 3 – Review and Approve the Minutes for the April 9, 2026, Meeting.**

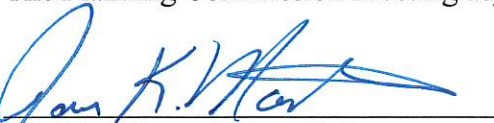
2
3 **MOTION:** Commissioner Trickler moved to APPROVE the Minutes from the April 9, 2026,
4 Meeting. Commissioner Nelson seconded the motion. The Commissioners unanimously voted
5 “Yes”. The motion carried.
6

7 Director Cardenas reported that Commissioners Phillips and Fugal have left the Planning
8 Commission. Commissioner Phillips was appointed to the City Council, and Commissioner Fugal
9 is now with the Pleasant Grove Youth Court. Both Commissioners served the City faithfully, and
10 he was grateful for their service. Council Member Phillips was part of the Board of Adjustments
11 when Director Cardenas began working with the City 10 years previously, and then served on the
12 Planning Commission for nine years. Commissioner Fugal’s expertise with the meeting minutes
13 was invaluable. Mayor Jensen interviewed candidates, and two new Commissioners would be
14 appointed at the April 28, 2026, City Council Meeting.
15

16 Regarding conflicts of interest, Director Cardenas encouraged the Planning Commission not to
17 second-guess the matter. They only needed to inform Staff and were not required to state a reason.
18 Commissioners could also discuss potential conflicts with him prior to the meeting. Declaring a
19 conflict protects the applicant because not doing so can create legal complications.
20

21 **MOTION:** Commissioner Butler moved to ADJOURN. The Commissioners unanimously voted
22 “Yes”. The motion carried.
23

24 The Planning Commission Meeting adjourned at 7:47 p.m.
25

26
27 

28 Planning Commission Chair
29

30
31 

32 Christina Gregory, Planning & Zoning Assistant
33

34 MAY 14 2026

35 Date Approved