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2
3 PLEASANT GROVE CITY
4 PLANNING COMMISSION MEETING MINUTES
5 JULY 23, 2020
6

7 **PRESENT:** Vice-Chair Jeffrey Butler, Commissioner Lisa Coombs, Commissioners Dustin
8 Phillips, and Peter Steele
9

10 **EXCUSED:** Chair Todd Fugal, Bobbi Jo Blake, Tim Clyde, Jim Martineau (Alternate)
11

12 **STAFF:** Daniel Cardenas, Community Development Director; Rylee Hall, City Planner; Kara
13 Kresser, Planning Tech; and Marty Beaumont, City Engineer
14

15 Vice-Chair Butler opened the regular session at 7:00 p.m.
16

17 **Commission Business:**
18

19 1. **Pledge of Allegiance:** Commissioner Lisa Coombs led the Pledge of Allegiance.
20

21 2. **Opening Remarks:** Commissioner Peter Steele gave the opening remarks.
22

23 3. **Agenda Approval:**
24

- 25 • **MOTION:** Commissioner Phillips moved to APPROVE the agenda as part of
26 public record, as written. Commissioner Steele seconded the motion. The
27 Commissioners unanimously voted "Aye". The motion carried.
28

29 4. **Staff Reports:**
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- 31 • **MOTION:** Commissioner Steele moved to APPROVE the staff reports as part of
32 the public record. Commissioner Phillips seconded the motion. The
33 Commissioners unanimously voted "Aye". The motion carried.
34

35 5. **Declaration of Conflicts and Abstentions from Commission Members:** There were
36 none.
37

1 **ITEM 1 – Public Hearing to Consider the Request of Carol Harris for a Preliminary Commercial**
2 **Subdivision Plat, Called PG Express Oil Change Subdivision Plat ‘A’ on Property Located at**
3 **Approximately 1400 West State Street in the Grove Zone. COMMERCIAL SALES**
4 **SUBDISTRICT**

5
6 City Planner, Rylee Hall, presented the request for a two-lot, one-parcel subdivision called PG
7 Express Oil Change Subdivision Plat ‘A,’ and a site plan for a single-story, single-tenant auto
8 service building on Lot 102 of the proposed subdivision. The proposed subdivision requires the
9 vacation of Hidden Springs Subdivision Plat ‘A,’ which would become PG Express Oil Change
10 Subdivision Plat ‘A,’ upon approval. Ms. Hall reported that the building setback or landscape
11 buffer is 25 feet from both State Street and 300 North. Therefore, the proposed subdivision meets
12 all zoning requirements in the City Code.

13
14 Ms. Hall reported that the proposed use for the building is an auto repair shop. The City Code
15 requires that the parking ratio include one space per employee plus five additional spaces for
16 customers. The applicant provided parking estimates based on other locations of similar size and
17 capacity. The applicant reported there will be approximately seven employees in total with five
18 additional spaces for customers. At least 12 parking spaces are required. The site plan provides
19 20 total parking spaces, which exceeds the requirements.

20
21 The site plan and design plans were reviewed by the Design Review Board (“DRB”), which found
22 the site and building to meet the requirements for urban design as well as building materials and
23 design. Ms. Hall next addressed landscaping requirements within The Grove Zone. At least one
24 tree per 1,000 square feet of landscaped area is required and at least 30% of the total number of
25 required trees must be evergreen. The proposed landscape plan was determined to meet all
26 requirements.

27
28 Ms. Hall reported that staff reviewed the plans and determined that they comply with the existing
29 City Code requirements for landscaping, design, setbacks, parking, and all other requirements for
30 The Grove Zone – Commercial Sales Subdistrict.

31
32 Since the proposed plat and site plan meet all zoning requirements for The Grove Zone –
33 Commercial Sales Subdistrict, staff recommended the Planning Commission forward a
34 recommendation of approval with the following conditions:

- 35
36 1. The owner enters into a development agreement with the City with regards to access
37 through, use, and maintenance of any future sales of Parcel A

38
39 Vice-Chair Butler asked if only one ADA parking spot is required for such a building. Ms. Hall
40 confirmed this but clarified that the ratio was determined by the number of parking spaces
41 provided. For example, for 20 parking spaces, only one ADA space is required. Community

1 Development Director, Daniel Cardenas, discussed the proposed use of the building. He inquired
2 as to whether it is more of an auto repair shop or if tire sales are the focus.

3
4 The applicant, Joel Harris, addressed the business goals and staffing. He reported that 55% of the
5 business is based on quick 12-minute oil changes, with 40-45% based on auto service, and the rest
6 relating to tires. The primary goal of the business relates to fast oil changes and basic auto repairs.
7 Mr. Harris noted that cleanliness is important and the site plan includes a tire storage area to avoid
8 tires sitting outside of the building. He reported that his wife, Carol Harris, will be in charge of
9 marketing and is the majority owner of the business.

10
11 Vice-Chair Butler asked if the one section that is lower than the rest was designed for access
12 underneath vehicles. Mr. Harris confirmed that this was the case and stated that the pit includes a
13 protected water drain to prevent oil from seeping into the sewer system.

14
15 Vice-Chair Butler opened the public hearing. There were no public comments. Vice-Chair Butler
16 closed the public hearing.

17
18 City Engineer, Marty Beaumont, reported that he had spoken to City Attorney, Tina Petersen and
19 stated that they are working on an ordinance that deals with nuisance strips. He noted that with
20 the creation of Parcel A, there is the potential that the corner lot, currently owned by UDOT, will
21 not have accessibility due to its proximity to the intersection. Mr. Beaumont and Ms. Petersen
22 spoke with Larry Myler to discuss the terms of the ordinance. They concluded that to protect the
23 owner of the UDOT parcel, they would need access to the road at the State Street and 300 North
24 intersections. The terms of the ordinance were still in negotiation but the main focus was on
25 providing access. An agreement was being worked on and would later be presented to the City
26 Council.

27
28 **MOTION:** Commissioner Steele moved that the Planning Commission forward a
29 recommendation of APPROVAL for the request of Carol Harris for the subdivision plat called PG
30 Express Oil Change Subdivision Plat 'A,' on property located at approximately 1400 West State
31 Street, in The Grove Zone – Commercial Sales Subdistrict; and adopting the exhibits, conditions,
32 and findings of the staff report, and as modified by the conditions below:

- 33
34 1. The owner enters into a development agreement with the City with regards to access
35 through, use, and maintenance of and future sale of Parcel A.
36
37 2. All Final Planning and Fire Department requirements are met.

38
39 Commissioner Coombs seconded the motion. The Commissioners unanimously voted "Aye".
40 The motion carried.

1 **ITEM 2** – Public Hearing to Consider a Request of Carol Harris for a Site Plan for a Single-Story,
2 Single-Tenant Retail Tire Center and Auto Service Building on Property located at Approximately
3 1400 West Tenant Retail Tire Center and Auto Service Building on Property Located at
4 Approximately 1400 West State Street in The Grove Zone. **COMMERCIAL SALES**
5 **SUBDISTRICT**

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7 Vice-Chair Butler opened the public hearing. There were no public comments. Vice-Chair Butler
8 closed the public hearing.

9
10 **MOTION:** Commissioner Phillips moved that the Planning Commission forward a
11 recommendation of APPROVAL for the request of Carol Harris for the proposed site plan on
12 property located at approximately 1400 West State Street, in The Grove Zone – Commercial Sales
13 Subdistrict; and adopting the exhibits, conditions, and findings of the staff report, and as modified
14 by the condition below:

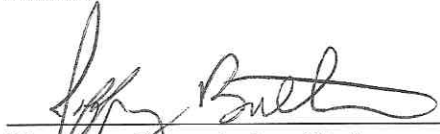
15
16 1. All Final Planning, Engineering, and Fire Department requirements are met.

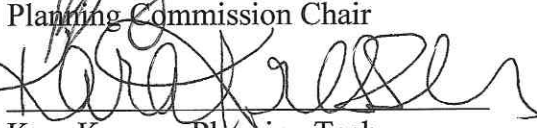
17
18 Commissioner Coombs seconded the motion. The Commissioners unanimously voted “Aye”.
19 The motion carried.

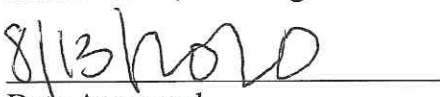
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21 **ITEM 3** – Review and Approval of the Minutes from the July 9, 2020, Planning Commission
22 Meetings.

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24 **MOTION:** Commissioner Coombs moved that the Planning Commission APPROVE the minutes
25 for the July 9, 2020, Planning Commission Meeting. Commissioner Steele seconded the motion.
26 The Commissioners unanimously voted “Aye”. The motion carried.

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28 **MOTION:** Commissioner Phillips moved to adjourn the meeting at 7:22 p.m. Commissioner
29 Coombs seconded the motion. The Commissioners unanimously voted “Aye”. The motion
30 carried.

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34 Planning Commission Chair

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36 
37 Kara Kresser, Planning Tech

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39 
40 Date Approved