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2
3 PLEASANT GROVE CITY
4 PLANNING COMMISSION MEETING MINUTES
5 AUGUST 13, 2020
6

7 **PRESENT:** Vice-Chair Jeffrey Butler, Commissioners Bobbi Jo Blake, Dustin Phillips, Peter
8 Steele, and Jim Martineau (alternate)
9

10 **EXCUSED:** Chair Todd Fugal, Commissioners Tim Clyde and Lisa Coombs
11

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

15 In the absence of Chair Fugal, Vice-Chair Jeffrey Butler assumed the Chair and opened the regular
16 session at 7:00 p.m.
17

18 **Commission Business:**
19

20 1. **Pledge of Allegiance:** Commissioner Martineau led the Pledge of Allegiance.
21

22 2. **Opening Remarks:** Commissioner Phillips gave the opening remarks.
23

24 3. **Agenda Approval:**
25

- 26 • **MOTION:** Commissioner Steele moved to APPROVE the agenda as part of public
27 record, with a continuation of Item 7 to the next Pleasant Grove Planning
28 Commission Meeting. Commissioner Blake seconded the motion. The
29 Commissioners unanimously voted "Aye". The motion carried.
30

31 4. **Staff Reports:**
32

- 33 • **MOTION:** Commissioner Blake moved to APPROVE the staff reports as part of
34 the public record. Commissioner Phillips seconded the motion. The
35 Commissioners unanimously voted "Aye". The motion carried.
36

1 **5. Declaration of Conflicts and Abstentions from Commission Members:** There were
2 none.

3
4 **ITEM 1 – Public Hearing: Preliminary Subdivision Plat – Located at Approximately 500 North**
5 **2000 West. (SAM WHITE’S LANE NEIGHBORHOOD)**

6
7 *NOTE: Items 1 and 2 were discussed simultaneously*

8
9 City Planner, Rylee Hall presented the request of Jean A. Shaoee for a one-lot preliminary
10 subdivision called Gunn Subdivision Plat ‘A,’ on property located at approximately 500 North
11 2000 West (North County Boulevard) in The Grove Zone – Commercial Sales Subdistrict.
12 Ms. Hall reported that the proposed plat had never been part of a recorded subdivision. The
13 proposed subdivision, Gunn Subdivision Plat ‘A,’ occupied a total area of 0.89 acres, or 38,689
14 square feet, and consisted of one lot identified as Lot 1. In the Grove Zone, there is no minimum
15 lot area or lot width, so the proposed subdivision would meet all zoning requirements.

16
17 **MOTION:** Commissioner Steele moved that the Planning Commission forward a
18 recommendation of APPROVAL for the request of Jean A. Shaoee for the subdivision plat called
19 Gunn Subdivision Plat ‘A,’ on property at approximately 500 North 2000 West (North County
20 Boulevard), in The Grove Zone – Commercial Sales Subdistrict; and adopting the exhibits,
21 conditions, and findings of the staff report, and as modified by the condition below:

- 22
23 1. All Final Planning and Fire Department requirements are met.

24
25 Commissioner Martineau seconded the motion. The Commissioners unanimously voted “Aye”.
26 The motion carried.

27
28 **ITEM 2 – Public Hearing: Site Plan – Located at Approximately 500 North 2000 West. (SAM**
29 **WHITE’S LANE NEIGHBORHOOD)**

30
31 *NOTE: Items 1 and 2 were discussed simultaneously*

32
33 Ms. Hall presented the request of Jean A. Shaoee, a site plan for a two-story, multi-tenant
34 professional office building, on property located at approximately 500 North 2000 West in the
35 Grove Zone – Commercial Sales Subdistrict. The required building setback and landscape buffer
36 is 25 feet as measured from 2000 West (North County Boulevard). The proposed site plan was
37 determined to meet all zoning requirements in the City Code.

38
39 Ms. Hall reported that landscaping requirements in The Grove Zone – Commercial Sales
40 Subdistrict require a mixture of landscaping elements, including Evergreens. At least one tree is
41 required per 1,000 square feet of required landscaped areas, and at least 30% of the total number
42 of required trees must be evergreen. The proposed site plan included 19 trees total, seven of which

1 were Evergreen (approximately 37%), which exceeded landscaping requirements for the zone.
2 The site plan was reviewed by the Design Review Board (“DRB”), which found that the site and
3 building met all requirements for urban design as well as building materials and design.
4

5 The proposed use for the building was professional office. Parking needs for the site were
6 estimated based on the given ratio of 1 space per 300 square feet. With 13,922 total square feet,
7 47 total parking spaces were required and shown in the proposed site plan. With 47 total stalls,
8 the City Code requires two ADA stalls. The site plan provided two total ADA stalls, meeting this
9 requirement. Bicycle parking was also provided in the amount of 5% of the total automobile space,
10 which met the requirements. All submitted plans complied with existing City Code requirements
11 for landscaping, design, setbacks, parking, and all other requirements for The Grove – Commercial
12 Sales Subdistrict.
13

14 Ms. Hall reported that the subject property is located directly north of a residential lot. Since both
15 properties are in The Grove Zone – Commercial Sales Subdistrict, the Transitional Development
16 Standards for Non-Residential Uses Bordering Residential Zones, as found in the City Code, do
17 not apply. Staff recommended the Planning Commission forward a recommendation of approval
18 with the following conditions:
19

- 20 1. The applicant shall enter into a Development Agreement with the residential neighbor
21 directly to the south with regard to adequate screening between the properties.
22
- 23 2. All Final Planning and Fire Department requirements are met.
24

25 Vice-Chair Butler asked who would be responsible for the cost of providing screening between
26 the commercial and residential areas. Ms. Hall stated that there is a wire fence currently in place
27 which could be suitable but would depend on the desire of the commercial developer.
28

29 The applicant, Jean A. Shaoee, addressed Vice-Chair Butler’s question about adequate screening.
30 He explained that part of the development plan was to remove the wire fence and replace it with
31 something suitable for both the building and the neighbor. Commissioner Blake asked if
32 Mr. Shaoee had spoken to the resident. Mr. Shaoee confirmed that he had. Commissioner Blake
33 wondered what they had asked for with regard to adequate screening. Mr. Shaoee stated that the
34 area behind the home is swampy with tall weeds and is unmaintained. The resident wanted to see
35 the area cleaned up and maintained. Mr. Shaoee believed the project would add value to the area.
36 He also noted that the resident had not asked for anything specific relative to screening.
37

38 Vice-Chair Butler asked about the existing asphalt and wondered if it would be repaved or left as-
39 is. Mr. Shaoee stated that certain sections need to be repaved and ‘No Parking’ signs would be
40 placed as required.
41

1 Vice-Chair Butler opened the public hearing. There were no public comments. Vice-Chair Butler
2 closed the public hearing and invited the Commission to either continue the discussion regarding
3 this item or that he would entertain a motion if no further discussion is necessary.

4
5 Commissioner Blake shared concerns about leaving the screening up to the developer and resident
6 to work out. She wondered if there was anything that could be done to ensure that the agreement
7 remains positive and beneficial to both parties. Commissioner Phillips noted that the current
8 situation is worse for the resident and they seemed satisfied with the situation. Ms. Hall reported
9 that the proposal would go to the City Council for final approval. She asked if the Commission
10 wanted to put a timeframe on the screening issue, for example, that the developer and resident
11 reach an agreement before the proposal comes to the City Council. Commissioner Blake believed
12 that as long as it is an improvement to the area, it would not be an issue. Mr. Shaoee stated that a
13 nice fence would be constructed to satisfy the neighbor.

14
15 **MOTION:** Commissioner Blake moved that the Planning Commission forward a
16 recommendation of APPROVAL for the request of Jean A. Shaoee of the proposed site plan on
17 property at approximately 500 North 2000 West (North County Boulevard), in The Grove Zone –
18 Commercial Sales Subdistrict; and adopt the exhibits, conditions, and findings of the staff report,
19 and as modified by the conditions below:

- 20
21 1. All Final Planning, Engineering, and Fire Department requirements are met.
22
23 2. The developer will work with the resident to ensure that he/she is satisfied with the
24 buffer that exists on the south part of the property.
25

26 Commissioner Phillips seconded the motion. The Commissioners unanimously voted “Aye”. The
27 motion carried.

28
29 **ITEM 3 – Public Hearing: Preliminary Subdivision Plat – Located at Approximately 395 West**
30 **Sam White Lane. (SAM WHITE’S LANE NEIGHBORHOOD)**

31
32 *NOTE: Items 3 and 4 were discussed simultaneously*
33

34 Ms. Hall presented the request of Paul Washburn and Washburn Associates for a two-lot
35 preliminary subdivision called Sam White Park Plat ‘C,’ on property located at approximately 395
36 West Sam White Lane in the M-D (Manufacturing Distribution) Zone. The proposed subdivision
37 would require the vacation of Lot 4 in the existing subdivision, Sam White Park Subdivision Plat
38 ‘B,’ which would become Lot 7 and part of Lot 8 of the new subdivision, Sam White Park Plat
39 ‘C.’ Ms. Hall stated that the proposed subdivision meets the requirements for lots in the M-D
40 (Manufacturing Distribution) Zone. Frontage for the subdivision was provided by public roads,
41 490 West, and Sam White Lane (700 South). The proposed subdivision was determined to meet
42 the minimum requirements for lots in the M-D (Manufacturing Distribution) Zone, which include

1 a minimum area of one acre, a minimum frontage of 40 feet, and an average width requirement of
2 100 feet.

3
4 **MOTION:** Commissioner Blake moved that the Planning Commission forward a
5 recommendation of APPROVAL for the request of Paul Washburn/Washburn Associates for the
6 subdivision plat called Sam White Park Plat 'C,' on property located at approximately 395 West
7 Sam White Lane, in the M-D (Manufacturing Distribution) Zone; and adopting the exhibits,
8 conditions, and findings of the staff report, and as modified by the condition below:

- 9
10 1. All Final Planning and Fire Department requirements are met.

11
12 Commissioner Steele seconded the motion. The Commissioners unanimously voted "Aye". The
13 motion carried.

14
15 **ITEM 4 – Public Hearing: Site Plan – Located at Approximately 395 West Sam White Lane.**
16 **(SAM WHITE'S LANE NEIGHBORHOOD)**

17
18 *NOTE: Items 3 and 4 were discussed simultaneously*

19
20 Ms. Hall presented the request of Paul Washburn and Washburn Associates of a site plan for a
21 two-story, multi-tenant office and warehouse building on property located at approximately 395
22 West Sam White Lane in M-D (Manufacturing Distribution) Zone. The total area of the building
23 is approximately 24,800 square feet and would include a mixture of warehouse and office space.
24 The required building setbacks are 25 feet and measured from Sam White Lane (700 South). There
25 were no required side or rear setbacks in the zone.

26
27 Landscaping requirements within the M-D (Manufacturing Distribution) Zone require a mixture
28 of landscape elements within the front yard area and throughout the parking lot. Ms. Hall noted
29 that since the parking lot will mostly be paved, there will be minimal landscape elements there.
30 The majority of the landscaping will be along 700 South. The proposed Landscaping Plan met all
31 requirements. Ms. Hall noted that since the proposed use for the building is office and warehouse
32 space, the parking needs for the site were estimated based on two given ratios: for an office, the
33 given ratio was one space per 300 square feet; for a warehouse, the given ratio was one space per
34 6,000 square feet. The applicant shared an estimate for the number of square feet allocated for
35 each use, which totaled six spaces required for the office and four spaces for the warehouse, for a
36 total of 10 required parking spaces. The site plan provided 34 total spaces, including two ADA
37 spaces, which would exceed the parking requirements for the site.

38
39 All submitted plans were determined to comply with the existing City Code requirements for
40 landscaping, design, setbacks, parking, and all other requirements for M-D (Manufacturing
41 Distribution) Zone. Staff recommended the Planning Commission approve the proposed site plan

1 and forward a recommendation of approval to the Public Works Director for the proposed
2 preliminary plat with the following condition:

- 3
4 1. All Final Planning and Fire Department requirements are met.

5
6 The applicant, Paul Washburn, stated that the need for the subdivision came about due to a previous
7 agreement to share a driveway. Ultimately, it was determined that it would be better to divide the
8 property. Mr. Washburn noted that the building had a 20-foot ceiling height, which was why it
9 was referred to as a two-story building. It was not intended to be used as a two-story building.
10 The main floor would be occupied with the additional height being used for storage. Mr. Washburn
11 stated that the site plan includes extra parking should they choose to obtain permits for a second
12 story. He noted that there are extra deep parking spots on the southwest corner. They were
13 intended to accommodate vans or trailers to prevent vehicles from taking up additional parking
14 spaces. He did not intend for there to be any overnight parking in the lot but felt that the extra
15 deep parking spots would prevent congestion during the day.

16
17 Vice-Chair Butler opened the public hearing. There were no public comments. Vice-Chair Butler
18 closed the public hearing and invited the Commission to either continue the discussion regarding
19 this item or that he would entertain a motion if no further discussion is necessary.

20
21 **MOTION:** Commissioner Phillips moved that the Planning Commission forward a
22 recommendation of APPROVAL for the request of Paul Washburn/Washburn Associates for the
23 proposed site plan on property located at approximately 395 West Sam White Lane, in the M-D
24 (Manufacturing Distribution) Zone; and adopting the exhibits, conditions, and findings of the staff
25 report, and as modified by the condition below:

- 26
27 1. All Final Planning, Engineering, and Fire Department requirements are met.

28
29 Commissioner Martineau seconded the motion. The Commissioners unanimously voted "Aye".
30 The motion carried.

31
32 **ITEM 5 – Public Hearing: Rezone – Located at Approximately 920 West 1100 North. (NORTH**
33 **FIELD NEIGHBORHOOD)**

34
35 Community Development Director, Daniel Cardenas presented the request of James A. Hancock
36 to apply the R1-8 (Single-Family Residential) Zone to approximately 2.98 acres on property
37 currently zoned R-R (Rural Residential) Zone and R1-10 (Single-Family Residential) Zone,
38 located at approximately 920 West 1100 North. Director Cardenas noted that this item was only
39 for the rezone and discussions regarding a subdivision would be heard later in the meeting. The
40 property was currently zoned in three different categories on one parcel of land. Staff noted that
41 there were many reasons this could happen but believed it occurred when historical configurations
42 of parcels were developed into new subdivisions that did not follow zone boundaries.

1
2 Director Cardenas noted that the R1-8 (Single-Family Residential) Zone is the most prominent in
3 the region and is located to the south and east of the subject property. He reported that 1.31 acres
4 of the 2.98 acres were part of the R1-8 (Single-Family Residential) Zone. The R-R (Rural
5 Residential) Zone comprised .72 acres of the property and the remaining 0.84 acres was in the R1-
6 10 (Single-Family Residential) Zone. There were mixtures of R1-10, R1-12, R1-15, and R-R
7 zones located to the north and west of the property. Staff determined that a rezone to an R1-8
8 (Single-Family Residential) Zone was necessary to provide consistent zoning across the entire lot.
9

10 Vice-Chair Butler wondered if there had been pressure from the developer to rezone the property
11 to R1-8 (Single-Family Residential) rather than an R1-10 (Single-Family Residential) Zone.
12 Director Cardenas stated that staff wanted the rezone to be R1-8 (Single-Family Residential). They
13 believed a rezone to an R1-8 (Single-Family Residential) Zone would improve consistency.
14 Director Cardenas noted that due to COVID-19, staff had been unable to work on the General Plan,
15 but once the General Plan has been worked on, all of the zones should be medium density.
16

17 Commissioner Blake asked about density and wondered what the difference would be between a
18 parcel on an R1-8 (Single-Family Residential) Zone versus an R1-10 (Single-Family Residential)
19 Zone. Director Cardenas responded that the difference would be 2,000 square feet per lot,
20 depending on the configuration. He believed the difference would amount to one additional lot at
21 most because much had to do with lot frontage as opposed to simply square feet and acreage.
22 Director Cardenas discussed the importance of lot width.
23

24 The applicant, James A. Hancock, stated that the reason he had asked for a rezone to the R1-8
25 (Single-Family Residential) Zone was because three of the lots are corner lots and the R1-8
26 (Single-Family Residential) Zone makes sense due to frontage. Mr. Hancock noted that there
27 would only be nine lots. There was no way to add an additional lot, even if the area is rezoned to
28 an R1-10 (Single-Family Residential) Zone. The Commissioners noted that the rezone appeared
29 to be consistent with everything else in the area. They referred to it as a housekeeping item.
30

31 Vice-Chair Butler opened the public hearing. There were no public comments. Vice-Chair Butler
32 closed the public hearing and invited the Commission to either continue the discussion regarding
33 this item or that he would entertain a motion if no further discussion is necessary.
34

35 **MOTION:** Commissioner Steele moved that the Planning Commission recommend that the City
36 Council approve the request of James Hancock to rezone approximately 2.98 acres of property at
37 approximately 920 West 1100 North, from the R-R (Rural Residential) Zone and R1-10 (Single-
38 Family Residential) Zone to the R1-8 (Single-Family Residential) Zone; and adopting the exhibits,
39 conditions, and findings of the staff report, and as modified by the condition below:
40

- 41 1. All Final Planning, Engineering, and Fire Department requirements are met.
- 42

Commissioner Blake seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

ITEM 6 – Public Hearing: Preliminary Subdivision Plat – Located at Approximately 920 West 1100 North. (NORTH FIELD NEIGHBORHOOD)

Ms. Hall presented the request of James A. Hancock for a nine-lot preliminary subdivision plat, called Autumn Grove at Hullinger Estates Plat ‘A,’ on property located at approximately 920 West 1100 North in the R1-8 (Single-Family Residential) Zone. The General Plan designation was Medium-Density Residential. Ms. noted that there are currently two existing structures on the subject property: a home and an accessory structure. The home would remain on proposed Lot 8 and was determined to meet all relevant setback and lot coverage requirements for the R1-8 (Single-Family Residential) Zone. The accessory structure would be removed upon further development of the subdivision. She noted that street improvements for the proposed lots would be required with future development.

All lots met the minimum requirements for a residential lot in the R1-8 (Single-Family Residential) Zone. That included a minimum area of 8,000 square feet, a minimum frontage of 35 feet, and a minimum width of 85 feet. City Code requires any corner lot in an R-1 Zone to be 10 feet wider than the minimum width requirements for interior lots. Corner Lots 1, 6, and 7 must be at least 95 feet wide. The corner lots were determined to meet the requirement. Ms. Hall noted that the proposed subdivision follows the existing Vicinity Plan for the area.

Since the proposed plat met all the requirements for subdivisions, and the R1-8 (Single-Family Residential) Zone, staff recommended the Planning Commission recommend approval to the City Council for the proposed preliminary plat with the following condition:

1. Autumn Grove Plat D is approved at the following Planning Commission and prior to final approval.

City Engineer, Matt Redmond discussed why Autumn Grove Plat D must be approved first. He noted that the property west of the development in question was owned by Ron Christensen. It had gone through various plats over the last several years and one piece had been reserved to be a right-of-way for a road. A Development Agreement was entered into that upon future development of the property when the road is needed, the homeowner would be required to dedicate a piece of road with a plat. This would ensure that all improvements occur at once. Mr. Redmond stated that there is bonding money on file with the City to be used on the development. The City Engineers and staff agreed that it made sense to have that piece finished with the development of the overall property.

Commissioner Blake asked if the property owner would be required to pay for any development. Mr. Redmond stated that there was a bond for the improvements but there may be some platting

1 fees. Commissioner Blake wondered about access to the subdivision and whether one additional
2 lot would access off of 1100 North. Mr. Redmond confirmed that this was the case. Vice-Chair
3 Butler asked if Lots 1 and 6 would have access to 860 West or if access would be onto the new
4 proposed 1180 North. Mr. Redmond replied that either option would be acceptable but those
5 decisions typically took place at the building permit stage. Vice-Chair Butler wondered when the
6 Vicinity Plan had been established. Ms. Hall and Director Cardenas believed that the Vicinity
7 Plan was established in 2014.

8
9 The applicant, James A. Hancock noted that the adjacent property is owned by Ron Christensen
10 who had already bonded for the improvements. \$21,000 to \$22,000 allocated, which was more
11 than what was needed for the project. Mr. Hancock stated that he would work with the City to
12 make sure all improvements were put in seamlessly.

13
14 Vice-Chair Butler opened the public hearing.

15
16 *Ron Christensen* identified himself as the owner of the property to the west. He explained that
17 when he built his home, he and the City agreed on the bond. Mr. Christensen was in agreement
18 with the lot and had no problem donating that to the City or taking that out of the bond. His
19 concern was that he did not want to pay any additional fees. Mr. Christensen noted that according
20 to the paperwork he had, there would not be any additional payments or legalities, with the
21 exception of the \$150 plat fee. He expressed concerns about a neighbor who had a fence against
22 the curb. He wondered if there would eventually be a sidewalk and the fence location would have
23 to be moved. Mr. Redmond stated that it would need to be moved if the property is developed but
24 not connected to this specific issue.

25
26 *Nicole Schramm* commented that there is a sidewalk that goes directly into a six-foot fence. She
27 wondered why people need to walk out into the middle of the road to get around. Commissioner
28 Blake noted that there was nothing the Planning Commission could do about the issue currently,
29 as the property is not being redeveloped. She suggested speaking to the developer to see if they
30 could contact the owner to see if they were willing to have the work done. This could create a
31 more seamless appearance. Ms. Schramm asked how she could propose a change to the ordinance
32 for street improvements. Director Cardenas stated that Ms. Schramm could speak to him at his
33 office to discuss the matter further.

34
35 Mr. Hancock stated that the sidewalk mentioned was bonded years earlier. The homeowner did
36 not want a house or anything else behind her. Mr. Hancock stated that he was willing to meet with
37 the homeowner to discuss moving the fence and putting in a sidewalk. He noted that there would
38 be processes with her dedicating the land, as it is currently part of her property. Commissioner
39 Blake noted that if there were safety concerns this might make the homeowner more willing to
40 consider the idea.

1 There were no further public comments. Vice-Chair Butler closed the public hearing and invited
2 the Commission to either continue the discussion regarding this item or that he would entertain a
3 motion if no further discussion is necessary.

4
5 **MOTION:** Commissioner Phillips moved that the Planning Commission forward a positive
6 recommendation of APPROVAL for the request of James A. Hancock for a subdivision plat called
7 Autumn Grove at Hullinger Estates Plat 'A,' on property located at approximately 920 West 1100
8 North, in the R1-8 (Single-Family Residential) Zone; and adopting the exhibits, conditions, and
9 findings of the staff report, and as modified by the conditions below:

- 10
11 1. Street improvements will be required upon further development of the property.
- 12
13 2. Autumn Grove Plat D is approved at the following Planning Commission and prior to
14 final approval.
- 15
16 3. All Final Planning, Engineering, and Fire Department requirements are met.

17
18 Commissioner Martineau seconded the motion. The Commissioners unanimously voted "Aye".
19 The motion carried.

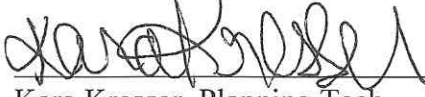
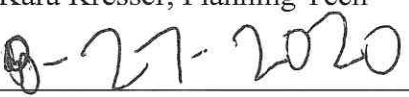
20
21 **ITEM 7 – Public Hearing: City Code Text Amendment – Section 10-11D-16: Multiple-Family**
22 **Residential Development Requirements – (CITY-WIDE)**

23
24 The above item was continued to the next meeting.

25
26 **ITEM 8 – Review and Approval of the Minutes from July 23, 2020, Planning Commission**
27 **Meeting.**

28
29 **MOTION:** Commissioner Steele moved that the Planning Commission APPROVE the minutes
30 for the July 23, 2020, Planning Commission Meeting. Commissioner Blake seconded the motion.
31 The Commissioners unanimously voted "Aye". The motion carried.

32
33 **MOTION:** Commissioner Blake moved to adjourn the meeting at 8:07 p.m. Commissioner
34 Phillips seconded the motion. The Commissioners unanimously voted "Aye". The motion carried.

1
2
3 
4 Planning Commission Chair
5 
6 Kara Kresser, Planning Tech
7
8 
9
10 Date Approved