



PLEASANT GROVE CITY
PLANNING COMMISSION MEETING MINUTES
January 28, 2021

PRESENT: Chair Todd Fugal, Commissioners Bobbi Jo Blake, Jeffrey Butler, Tim Clyde, Dustin Phillips

EXCUSED: Jim Martineau, Peter Steele, Lisa Coombs

STAFF: Daniel Cardenas, Community Development Director; Rylee Hall, City Planner; Kara Kresser, Planning Assistant; Lauren Drubay, Planning Tech; Aaron Wilson, City Engineer

Chair Fugal called the meeting to order at 7:00 p.m.

Commission Business:

1. **Pledge of Allegiance and Opening Remarks:** Commissioner Phillips led the Pledge of Allegiance. Commissioner Butler gave the opening remarks.

2. **Agenda Approval:**

- **MOTION:** Commissioner Blake moved to APPROVE the agenda as part of public record, with a continuation of Items 3 and 4 to the Pleasant Grove Planning Commission Meeting on February 11, 2021, and a reversal of Items 1 and 2. Commissioner Butler seconded the motion. The Commissioners unanimously voted "Aye". The motion carried.

3. **Staff Reports:**

- **MOTION:** Commissioner Phillips moved to APPROVE the Staff Reports as part of the public record. Commissioner Clyde seconded the motion. The Commissioners unanimously voted "Aye". The motion carried.

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

There were no conflicts of interest.

1
2 **ITEM 1 – Public Hearing – Preliminary Subdivision Plat – Located at Approximately 1101 West**
3 **2600 North (North Field Neighborhood. Public Hearing to Consider the Request of Gregory Cook**
4 **for a Two-Lot Preliminary Subdivision Plat called Cooks Hollow Subdivision Plat ‘A’ on Property**
5 **located at Approximately 1101 West 2600 North in the R-R (Rural Residential) Zone.**

6
7 City Planner, Rylee Hall, reported that the request is for a two-lot preliminary subdivision called
8 Cooks Hollow Subdivision Plat A located in the RR (Rural Residential) Zone. A visual presentation
9 of the zoning map was shown. Planner Hall reported that street improvements for both lots are
10 existing. Both lots meet all minimum requirements for the RR Zone, which is a minimum area for
11 one-half acre, a minimum frontage of 60 feet, and minimum width of 110 feet. Staff recommended
12 approval.

13
14 Commissioner Blake confirmed that there is an existing structure on Lot 2 that will remain. Planner
15 Hall stated that there is an existing home on Lot 2 and a home, and two accessory structures are being
16 built on Lot 1. All of the buildings were determined to meet the setback and other requirements of
17 the zone.

18
19 Cody Martin was present representing the applicant.

20
21 Chair Fugal opened the public hearing. There were no public comments. Chair Fugal closed the
22 public hearing. Chair Fugal brings the discussion back to the commission.

23
24 **MOTION:** Commissioner Butler moved to APPROVE the request of Gregory Cook for a
25 subdivision plat called Cooks Hollow Subdivision Plat A on property located at 1101 West 2600
26 North in the RR (Rural Residential) Zone; and adopting the exhibits, conditions, and findings of the
27 staff report, and as modified by the condition below:

- 28
29 1. All Final Planning, Engineering, and Fire Department requirements are met.

30
31 Commissioner Clyde seconded the motion. The Commissioners unanimously voted “Aye”. The
32 motion carried.

33
34 **ITEM 2 – Public Hearing – Text Amendment – Section 1018: Off-Street Parking Standards**
35 **(Downtown Village Zone). Public Hearing to Consider the Request of John Andrew Armstrong to**
36 **Amend City Code Section 10-18: Off-Street Parking Standards, by Modifying Parking Requirements**
37 **for Retail and Office Uses only within the Downtown Village Zone and Limited to the Downtown**
38 **Commercial Subdistrict. (*Continued from January 14, 2021.*)**

39
40 Community Development Director, Daniel Cardenas, presented the request of John Andrew
41 Armstrong to modify the minimum parking requirements for the Village Downtown Zone in the
42 Commercial District. Director Cardenas presented a table they refer to when a new use comes to the
43 City. The table was last changed in 2006 and was due for review. There is a table for the minimum

1 number of parking spaces required for uses. Businesses and professional offices require one stall for
2 every 300 square feet of gross floor area. Retail requires one stall per 200 square feet of retail floor
3 space, plus one space per 400 square feet on additional floors.
4

5 The proposed amendment was that in the Commercial Sub-district of the Downtown Village Zone,
6 the requirement shall be one per 300 square feet of gross floor area. Director Cardenas referenced a
7 part of the City in the Downtown Subdistrict Commercial Zone and stated that if the current Code as
8 written is applied, the four businesses will be required to have 32 parking stalls. After amending the
9 Code, 28 parking stalls will be required. Director Cardenas stated that applicants prefer office to
10 retail because of the additional parking required for retail. The changes will make the requirements
11 for retail similar to those of office uses and bring more sales tax-generating uses to the City.
12

13 Commissioner Phillips asked if the parking stalls are required on the front or back. Director Cardenas
14 stated that the parking stalls could be in the front or back as long as they are within the property lines.
15

16 Commissioner Blake asked for the number of unallocated parking stalls in the zone. Director
17 Cardenas did not have a specific number and stated that they fit as many as they can into the space.
18 He clarified that the parking stalls are owned by the City. In response to a question raised by
19 Commissioner Blake, Director Cardenas noted that the parking must be within the applicant's
20 property. The general parking outside the property line does not count towards the parking
21 requirements for the use of the lot.
22

23 The Commission discussed whether reducing the requirement would create additional parking to
24 accommodate times when there is more retail. The Commission raised concerns about where more
25 parking space will come from in the event one business leaves and is replaced by another that is
26 required to have more parking spaces.
27

28 The Commission questioned if the parking space requirements are required with new construction or
29 upon applying for a business license in an existing structure. Director Cardenas stated that it is for
30 new construction only. If a new business comes in, the non-conformity of the business remains with
31 the land and not the applicant. Parking requirements for buildings along Main Street will not change
32 unless new buildings are built. The Commission addressed why parking is not more generous if the
33 intent is to encourage retail. The Commission discussed the possibility of requiring one parking space
34 per 400 square feet of retail floor space. Director Cardenas informed the Commission that some cities
35 are removing all minimum requirements for a Downtown Zone for commercial uses. Pleasant Grove
36 was not doing it currently because the request did not come from staff.
37

38 Chair Fugal thanked Staff for their presentation and asked the applicant to address the Commission
39 if they would like to do so.
40

41 The applicant, John Andrew Armstrong, described his experience and stated that he served on the
42 Pleasant Grove Planning Commission for four years. He currently serves on the County Planning
43 Commission and the City's Design Review Board. Mr. Armstrong stated that he learned a lot from

1 the redevelopment in Downtown Provo. He opined that some sales tax overlay can encourage
2 redevelopment of Downtown. He gave the example of Salt Lake City and how they reduced their
3 parking requirements and eliminated drive-thrus for banks because of City Creek and that City Creek
4 has also changed the Parking Code for new buildings. Mr. Armstrong stated that his intent was to
5 create a vibrant downtown like Provo. He further described the 10-10-10 rule and how it will help
6 Downtown. It will be a place people will want to go and enjoy.

7
8 Mr. Armstrong pointed out that the Downtown lots are very small and have a parking requirement
9 that is difficult to match to the development of commercial mixed-use. He read an excerpt from an
10 article and further explained that there usually is not a parking problem in the City. He stated that he
11 believes setting a good example on their side of the street will encourage someone on the opposite
12 side to do the same.

13
14 In response to an inquiry from the Commission regarding his preference, Mr. Armstrong stated that
15 his preference was for the requirement to be one space per 400 square feet. This would make the
16 downtown area more attractive for redevelopment. He pointed out that there was no parking standard
17 followed for the redevelopment of Cocolito's Restaurant. People will always find parking in the
18 Downtown area. The City has provided some and when one shop is busy, the one next to it usually
19 isn't. People end up using that available space.

20
21 Mr. Armstrong reported that the building they are proposing is less than what they had planned on
22 and less than the parking requirement allows. He further opined that the text amendment in
23 Downtown will help businesses.

24
25 Chair Fugal thanked Mr. Armstrong for his participation and opened the public hearing. There were
26 no public comments. Chair Fugal closed the public hearing. Chair Fugal brings the discussion back
27 to the commission.

28
29 Commissioner Blake was in favor of one parking stall per 400 square feet, however, she expressed
30 some concern about how the requirement would impact other areas within the zone that are not along
31 main street. The Commissioners requested a map of the entire zone and discussed the possibility of
32 placing restrictions on other outlying areas and lot sizes. Commissioner Butler was also in favor of
33 one stall per 400 square feet. He suggested they make sure that they are not infringing on other
34 businesses in those areas.

35
36 Chair Fugal wanted to encourage retail and was in support of one stall to 400 square feet.

37
38 The Commission raised a question regarding whether other areas in the zone will be impacted by the
39 one stall per 400 square feet requirement. Director Cardenas stated that it is a good option. With
40 regard to retail, there would be no harm in applying it to the entire zone. In response to a question
41 regarding the need for more than one stall per 400 square feet, Director Cardenas provided an opinion
42 that there should be no minimums for retail Downtown. The Commission discussed the possibility

1 of going to one stall per 600 square feet, which would match the furniture and appliance store. After
2 some discussion the Commission settled on one stall per 500 square feet.

3
4 **MOTION:** Commissioner Blake moved to APPROVE the proposed amendments to City Code
5 Section 10-18-3 with the minimum number of parking spaces required by modifying parking
6 requirements for retail and office uses only within the Downtown Village Zone and limited to
7 Downtown Commercial Sub-district to require one stall per 200 square feet of retail floor space plus
8 one space per 400 square feet on additional floors. In the Commercial Sub-district of the Downtown
9 Zone, the requirements shall be one stall per 500 square feet across the floor space for retail, and
10 adopting the exhibits, conditions, and findings of the staff report. Commissioner Clyde seconded the
11 motion. The Commissioners unanimously voted "Aye". The motion carried.

12
13 **ITEM 3 – Public Hearing – City Code Text Amendment – Section 10-15-47C: Accessory**
14 **Apartments, Owner Occupied. (City-Wide) – Public Hearing to Consider Amendments to City Code**
15 **Section 10-14-47C: Accessory Apartments, Owner Occupied, to Further Define the Term "Owner**
16 **Occupied" for Accessory Apartment sand Tiny Homes.**

17
18 Continued to the next meeting.

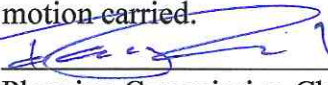
19
20 **ITEM 4 – Public Hearing – City Code Text Amendment – Section 10-6-2: Definitions; Boarding**
21 **and Rooming House. (City-Wide). (Continued to February 11, 2021).**

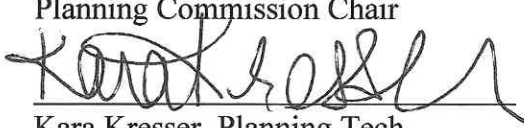
22
23 Continued to the next meeting.

24
25 **ITEM 5 – Review and Approval of the Minutes from the January 14, 2021, Planning Commission**
26 **Meeting.**

27
28 **MOTION:** Commissioner Blake moved that the Planning Commission ADOPT the minutes from
29 the January 14, 2021, Planning Commission Meeting, as amended by Chair Fugal. Commissioner
30 Clyde seconded the motion. The Commissioners unanimously voted "Aye". The motion carried.

31
32 **MOTION:** Commissioner Phillips moved to adjourn the meeting at approximately 7:55 p.m.
33 Commissioner Butler seconded the motion. The Commissioners unanimously voted "Aye". The
34 motion carried.

35 
36 Planning Commission Chair

37 
38 Kara Kresser, Planning Tech

39
40 2/11/21
41

42 Date Approved