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3 **PLEASANT GROVE CITY**
4 **PLANNING COMMISSION MEETING MINUTES**
5 **SEPTEMBER 28, 2023**

6
7 **PRESENT:** Vice-Chair Karla Patten, Jim Martineau, Wendy Shirley, Alicia Redding

8
9 **STAFF:** Daniel Cardenas, Community Development Director; Jacob Hawkins, City Planner;
10 Aaron Wilson, City Engineer; Kara Kresser, Planning Assistant; Christina Gregory, Planning
11 Technician

12
13 **EXCUSED:** Dustin Phillips, Chair; Commissioner Todd Fugal

14
15 In the absence of Chair Dustin Phillips, Vice-Chair Karla Patten called the meeting to order at
16 7:00 p.m.

17
18 **Commission Business:**

19
20 1. **Pledge of Allegiance and Opening Remarks:** Commissioner Alicia Redding led the
21 Pledge of Allegiance. Commissioner Wendy Shirley offered the opening remarks.

22
23 2. **Agenda Approval.**

24
25 Vice-Chair Patten asked for a motion to approve the agenda noting continuances for Items 1, 2,
26 and 4.

- 27 • **MOTION:** Commissioner Redding moved to APPROVE the Agenda with
28 continuances for Items 1, 2, and 4, to October 12, 2023. Commissioner Shirley
29 seconded the motion. The Commissioners unanimously voted “Aye”. The motion
30 carried.

31
32 3. **Staff Reports:**

- 33
34 • **MOTION:** Commissioner Martineau moved to APPROVE the Staff Reports as to
35 only Item 3, as the other items had been continued. Commissioner Redding
36 seconded the motion. The Commissioners unanimously voted “Aye”. The motion
37 carried.

38
39 4. **Declaration of Conflicts and Abstentions from Commission Members.**

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41 There were no declarations or abstentions.

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3 **ITEM 1 – Public Hearing: Code Text Amendment – Section 11-3-4-B.1: Cul-De-Sacs.**
4 **(City Wide)**

5 Public Hearing to Consider a Request from Pleasant Grove City to amend City Code Section 11-
6 3-4-B.1, Cul-De-Sacs. The City is proposing to Remove the Possibility of Extending Cul-De-Sacs
7 Beyond their Maximum Permitted Length.

8 ****CONTINUED TO OCTOBER 12, 2023****
9

10 **ITEM 2 – Public Hearing: Code Text Amendment – Section 10-9-C: Medium Multiple-**
11 **Residential Zone (RM-7)**
12 **(City Wide)**

13 Public Hearing to Consider a Request from Pleasant Grove City to Amend City Code Section 10-
14 9-C: Medium Multiple-Residential Zone (RM-7). The City is proposing to Make Changes to the
15 Density, Permitted Uses, and Requirements in the RM-7 Zone.

16 ****CONTINUED TO OCTOBER 12, 2023****
17

18 **ITEM 3 – Public Hearing: Code Text Amendment – Section 10-19: Signs and Outdoor**
19 **Advertising.**
20 **(City Wide)**

21 Public Hearing to Consider a Request from Pleasant Grove City to Amend City Code Section 10-
22 19: Signs and Outdoor Advertising. The Applicant is Proposing to Make Changes to the Sign
23 Ordinances to Permit Two New Signs in The Grove Zone.
24

25 City Planner, Jacob Hawkins, presented the Staff Report and stated that the request seeks to amend
26 the City’s sign ordinance. This amendment arose out of a request by Saint John’s Properties
27 (“SJP”) to construct a specific type of sign in The Grove Zone at two different locations. At that
28 time, staff, based on definitions, considered the signs to be monument-type signs. The applicant
29 disagreed and considered the signs to be free-standing. Planner Hawkins provided copies of the
30 current zoning definitions for both types of signs. Monument signs are intended for ground-level
31 advertisement affixed to the ground with a foundation or base support blended in with the area’s
32 landscape and compatible with the project area. Free-standing signs have single or double- sides
33 standing on or elevated from the ground by one or more pole supports. The key areas for both
34 types of signs include the advertisement’s location and the clearance. At this point of
35 disagreement, SJP applied for a Code Text Amendment that would authorize the use of the
36 requested signs by removing the clearance requirement for free-standing signs. As the discussion
37 between SJP and staff progressed regarding what should be changed and kept, SJP withdrew its
38 application, and the City submitted a request for a Code Text Amendment that was more
39 comprehensive with the sign ordinances overall.
40

41 The Code Text Amendment focuses on two specific elements including revising the overall Sign
42 Ordinance with definitional additions and changes and adding requirements for pylon signs.
43 Planner Hawkins first addressed the changes addressing location, design area, height, and
44 illumination, and then the pylon definition. The amendment impacts The Grove Zone specifically
45 but because it is a Code Text Amendment, it can generally impact surrounding neighborhoods and
46 future business areas.

1 With regard to general changes, Planner Hawkins noted the following:
2

- 3 • Billboard and monument signs will be designated as free-standing signs because they are
4 not attached to any building.
- 5 • There is a new definition for pole signs which is supported by one or more poles fastened
6 into the ground to a foundation in the ground, not attached to any building, and requires a
7 minimum of ten-foot clearance from the ground to the bottom of the sign.
- 8 • A pylon sign does not need that ten-foot clearance and is not intended for ground-level
9 advertisement as monument signs are. They, however, have a façade that extends to the
10 ground. The signs, originally sought by SJP are essentially pylon signs.
- 11 • The only addition to sign areas pertained to pylon signs is that the area now includes any
12 portion of the façade that has text other than address information or directions. The city
13 cannot regulate the content of the sign, but it can regulate where the sign is placed through
14 requirements for setbacks, clearance, or depth. Additionally, the city can regulate
15 dimensions, design, location, and illumination.

16
17 Planner Hawkins reported that Section 10-19-9 on free-standing signs will include criteria for each
18 sign type as subparts as follows:

- 19
20 • Monument signs at Section 10-19-9-1;
- 21 • Pole Signs at Section 10-19-9-2; and
- 22 • Pylon Signs at Section 10-19-9-3.

23
24 In addition, instead of using the term “subject area,” the Code will reference the “area of the lot
25 where the sign is located” which makes the provision clearer.

26
27 The criteria for monument signs are now set forth in the subsection but the content has not been
28 modified except in the language about the subject area as noted above.

29
30 Specifically, in relation to pole signs, much of what was referenced to free-standing signs will
31 remain. The following changes were identified:

- 32
33 • Section 10-19-9-2E requires pole signs to be located along a city-designated right-of-way
34 or private street at a minimum of five feet (5’) from all property lines adjacent to a public
35 right-of-way, private street, and from property lines abutting a residential zone. In cases
36 where the property abuts I-15, the free-standing sign may be located along the interstate
37 corridor if the sign structure does not project or encroach within the required 40-foot (40’)
38 interstate buffer.
- 39 • No sign should be erected at any intersection improved for vehicular traffic within a
40 triangular area formed by property lines and their projections and a line connecting them
41 at points 25 feet from the intersections of the projecting property lines, or as determined by
42 the City Engineer in compliance with AASHTO (American Association of State Highway
43 and Transportation Officials). Visual examples of sight triangles were shown.
- 44 • For subsection 10-10-0-2F, Design, the requirement of complying with a design theme in
45 the Grove will no longer be required as those themes are no longer applicable. The section
46 on Clearance, confirms the requirement that a ten-foot clearance applies to pole signs.

1
2 With regard to the differences in requirements for pylon signs, Planner Hawkins noted that these
3 requirements are like the pole sign requirements and then identified the following differences:
4

- 5 • The square footage has been reduced for pylon signs at Section 10-19-9-3A adjacent to the
6 freeway because of the lower clearance level. If the sign reaches the pole clearance level,
7 it is considered a pole sign. The sign area, in square feet, was reduced to 350 feet from
8 1,200 feet.
- 9 • Section 10-19-9-3E describes the same location requirement as were described in pole sign
10 criteria with the offset of five feet remaining the same.
- 11 • Section 10-19-9-3I, Clearance, provides a minimum of four (4') feet clearance from the
12 ground or adjacent sidewalk or curb to the sign. He showed where the original sign was to
13 be placed. When asked for the basis for using the four-foot requirement, it was noted that
14 other cities used that restriction in their ordinances, and the resulting visual appearance was
15 what they wanted for the City.
16

17 Director Cardenas reported that the signs already in place, if different, will be legal non-
18 conforming if the amendment is approved. He also added that what is being proposed with the
19 amendment does not meet all the needs or wants of the applicant who was in attendance.
20 Previously the City only had two types of signs. This amendment adds pylon signs, which provide
21 an option to take features from monument signs and pole signs. Planner Hawkins added that pylon
22 signs are permitted only in the Commercial Sales and Interchange Subdistricts of the Grove Zone.
23

24 Additional changes to the ordinance involve updates to the Code and include definitional changes
25 in the general requirements. Previously, if a sign was part of The Grove Zone Project, it required
26 City Council approval, however, it will now require only administrative approval. The proposed
27 sign may not extend over property lines, vehicular drive aisles, or across the minimal setbacks
28 required for signs. In other words, the entire sign must comply. With reference to the sight
29 triangle, he noted that it is important to ensure that sight is not impaired.
30

31 Director Cardenas served as the applicant on behalf of the City. He reported that typically a Code
32 Amendment is raised in conjunction with a project under consideration. In this case, SJP's original
33 proposal was to eliminate the clearance on the proposed sign, which resulted in a staff
34 recommendation of denial. The discussion expanded the issue and the City, in working with SJP,
35 took this opportunity to update and modify the Sign Ordinance.
36

37 Vice-Chair Patten opened the public hearing.
38

39 *Marty Beaumont* was present representing SJP and stated that he has been working with City Staff
40 on the proposal for the Sign Ordinance for the past two weeks. In SJP's research, every city is
41 very different in terms of sign ordinances. The criteria developed will provide a good basis for the
42 City to allow certain signage for the various areas. The differences in the various types of sign
43 requirements assist in that process. Previously, SJP placed an 85-foot tall freeway sign with 1,200
44 square feet of area pursuant to a free-standing sign ordinance. They are now proposing two signs
45 of the same size. In the past years, two additional signs (Jersey Mike's, and Village Baker) have
46 been erected that are the same size. Clarifications to the Sign Ordinance are needed as it is difficult

1 to know how the sign area is to be calculated based on the definitions, and what can be put on the
2 sign. There is a general definitional statement that identifies text and indicates that addresses and
3 directions are to be excluded. It is, however, unclear how that is to be determined and does not
4 identify whether the developer can be included. He maintained that that information should not
5 be identified as an advertisement. The sign SJP is proposing identifies the developer's project and
6 is not an advertisement. A picture of the proposed sign was displayed. There was discussion on
7 how the content of the sign is determined. It was noted that the basis for the Code was not clearly
8 defined and was believed to be somewhat arbitrary.

9
10 The discussion then turned to the criteria for sign size selection. Mr. Beaumont stated that the sign
11 near the freeway is not classified as a billboard but rather has a free-standing sign. The proposed
12 35-foot sign next to the new buildings near Central Bank is planned to advertise three buildings
13 and cost \$150,000. The purpose of the sign is to get information to the tenants about that space.
14 If the City's position is that the sign is to advertise only the block in which it is situated, it is
15 unrealistic. SJP is viewing the total project. The tenants that are moving in next month are
16 interested in having their name present and signs are common in the area. Director Cardenas
17 explained that the City cannot dictate what goes on the sign but can limit the size in terms of the
18 square footage of the advertisable area.

19
20 Commissioner Martineau stated that the section on the Location Standards should differ from what
21 is represented. On the monument sign standards where limitations are set based on lot size, the
22 question is whether the signage should be based strictly on lot size or if there be an option to group
23 signage by ownership. For example, if the developer owns a large project consisting of several
24 small lots, the signage could be restricted to smaller signs for each lot versus a larger sign covering
25 the entire project. Lots come from plat maps and projects can be unified commercial
26 developments. He suggested that a greater project be used in place of lot sizes. That way, the
27 advertising could be done for a larger area. The use of lots is very confining for developers.
28 Director Cardenas stated that they are trying to avoid a legal issue. Off-site advertising is illegal,
29 with the exception of billboards, and can only advertise the plat or use of the lot. That is the
30 difference between a sign and a billboard. He recommended that the City proceed with caution.
31 The term "subject area" is difficult to address, which is why it is being deleted. He noted, however,
32 that there may be other options. There was discussion regarding the size of a sign versus the
33 location covered. Billboard signs allow for off-premises advertising and potentially that ordinance
34 should be considered if that is what is desired.

35
36 Director Cardenas reported that the staff recommendation is set forth in the Staff Report. When
37 this type of issue is raised, however, changes are possible including identifying ownership as the
38 criteria. He added that potentially a distance requirement could be added for businesses to be
39 within a certain distance from the sign. The details would need to be worked out. Currently, the
40 various types of signs have different area requirements that change based on size and type of
41 signage. There was discussion about what signage SJP would be allowed to have within the
42 development considering its size. The issue of whether the size was to be determined by the same
43 owner or by a unified commercial area was raised. Additionally, situations need to be addressed
44 regarding projects that have multiple owners. It was suggested that the hearing be continued to
45 allow staff and the City Attorney to review the ordinance based on the issues raised. Commissioner
46 Martineau stated that the term "unified commercial development" needs to be further defined.

1 Another issue included the criteria for the placement of monument signs by using lots. It was
2 thought that the ordinance as written is confining and reference to a larger area may be better.
3 Director Cardenas reiterated that they need to use caution as off-premise advertising cannot be
4 allowed with the exception of billboards.

5
6 It was agreed that staff would revise the ordinance. Part of that work would include defining
7 “unified commercial development” to avoid off-premise advertisements. The approach would be
8 left to staff with the matter being before the Commission again on October 12, 2023. It will be
9 provided to the City Attorney by October 2, 2023. Mr. Beaumont and Director Cardenas planned
10 to meet the following Monday to discuss the matter. It was also noted that there needs to be a limit
11 on the number of signs. Six signs were suggested. Staff will also review the possibility of
12 potentially increasing the area to address the use of development areas, such as logos.

13
14 There were no further public comments. The Vice-Chair closed the public hearing and invited the
15 Commission to either continue the discussion regarding this item, or she would entertain a motion
16 if no further discussion was necessary.

17
18 **MOTION:** Commissioner Martineau moved the Planning Commission CONTINUE the request
19 of Pleasant Grove City’s proposed Amendment of City Code Section 10-19: Signs and Outdoor
20 Advertising to October 12, 2023, based on the requirement that the City Attorney approve the
21 language and verbiage to properly address the sign in question and allow staff time to address and
22 follow up on the recommendations from the Planning Commission. Commissioner Redding
23 seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

24
25 **ITEM 4 – Public Hearing: Code Text Amendment – Section 10-15-14: Flag Lots/
26 (City Wide)**

27 Public Hearing to Consider a Request from Pleasant Grove City to Amend City Code Section 10-
28 15-14, Flag Lots. The City is proposing to Make Changes to the Zoning Requirements for the
29 Potential Development of Interior Lots with the Intent to Facilitate the Development of Infill Areas
30 in an Orderly and Reasonable Manner.

31 ****CONTINUED TO OCTOBER 12, 2023****

32
33 **Other Issues Raised by Director Cardenas**

34
35 Director Cardenas reported that staff is working on the Medium Multiple-Residential Zone
36 (RM-7), which is viewed as problematic. The City allows twin homes or duplexes as a permitted
37 use and apartments as a conditional use. He explained that the Mid-Town Residential designation
38 applies to the Neighborhood Downtown along Main and State Streets. It has been determined,
39 however, in evaluations of land use designations, that the area already has an adequate amount of
40 RM-7 housing. He identified the designated RM-7 areas on a zoning map displayed. Pleasant
41 Grove City identifies 38% of its housing as multi-family. Most cities limit it to 30%. He wanted
42 the Planning Commission to be aware that they will be recommending a change in the RM-7 zone
43 language to eliminate conditional uses and optional apartment complexes and revise the densities
44 to provide clearer guidance. Redevelopment in the area will be allowed but new residences need
45 to be limited. The revisions would be in keeping with the City’s Land Use Guidelines. He
46 acknowledged that the intentional destruction of a non-conforming building cannot be rebuilt

1 unless the damage is the result of an act of nature. He also described what qualifies for multi-
2 family housing triplex or fourplex as it pertains to lot or parcel size. He reviewed the map showing
3 various development areas and stated that there will be future discussion on the work to be done.

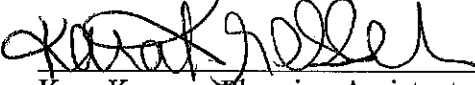
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5 **ITEM 5 – Review and Approve the Minutes from the August 24, 2023, Meeting.**

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7 MOTION: Commissioner Martineau moved to APPROVE the minutes from the August 24, 2023,
8 meeting, as written. Commissioner Shirley seconded the motion. The Commissioners
9 unanimously voted “Aye”. The motion carried.

10
11 MOTION: Commissioner Martineau moved to ADJOURN the meeting. Commissioner Shirley
12 seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

13
14 The Planning Commission Meeting adjourned at 8:36 p.m.

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16 
17 _____
18 Planning Commission Chair

19
20 
21 _____
22 Kara Kresser, Planning Assistant

23
24 08.12.2023
Date Approved