

**Pleasant Grove City  
City Council Meeting Minutes  
Work Session  
July 7, 2020  
4:30 p.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen  
Brent Bullock  
Eric Jensen  
Cyd LeMone  
Todd Williams

Staff Present: Scott Darrington, City Administrator  
Daniel Cardenas, Community Development Director  
Deon Giles, Parks Director  
Tyler Wilkins, Recreation Director  
Tina Petersen, City Attorney  
Kathy Kresser, City Recorder  
Marty Beaumont, Public Works Director  
Kyler Ludwig, HR Director  
Sheri Britsch, Library Director  
Mike Roberts, Police Chief

The City Council and staff met in the Community Room, 108 South 100 East, Pleasant Grove, Utah.

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**4:30 P.M. WORK SESSION**

**1) UPDATE FROM HISTORICAL COMMISSION – *Presenter: Laurel Cunningham, Chairman.***

City Administrator, Scott Darrington reported that in February at the Annual Retreat the Council expressed interest in hearing from the various commissions and boards. At that time, the Historical Commission offered to speak to the Council.

Historical Commission Chairman, Laurel Cunningham, thanked the City Council for their support. She reported that two of the Historical Commission Members had moved and they were actively seeking new members. A brainstorming session was held in January regarding future plans for the Commission. The projects had not changed but moved due to the impact of COVID-19.

Of the four subcommittees, Community Outreach and Education was hit hardest by COVID-19. The Commission's primary focus was on the Preservation and Digitization Archive Subcommittees. They applied for a matching grant with the State Historic Preservation Office ("SHPO") to be used for historic preservation in the City.

Ms. Cunningham then acknowledged the work of Parks Director, Deon Giles and his team for their efforts in the Old City Hall. An ADA compliant restroom was built using grant funds. The City is eligible this year to apply for another grant for the same building, which will allow them to complete Phase 2.

Ms. Cunningham reported that the Digitization and Archives Subcommittee is taking City materials consisting of research notes, pictures, and documents that are in the basement of City Hall and getting them stabilized and placed in archival boxes and folders. The first step in the process was to take an inventory. The end goal was to have the City materials digitized to make them accessible to those who want to research or know more about Pleasant Grove history. The Commission does not qualify for the grant needed to carry out these operations and will have to qualify. The Commission has been meeting every two months since October of last year to conduct the inventory.

The work of the Historical and Communications Subcommittee was described. Last September they conducted a self-guided walking tour of the downtown area in an effort to bring more people downtown. The goal was to support local merchants and involve visitors in the history of the area. Brent Bullock attended as one of the speakers in the Old City Hall Building. The desire was for it to be an annual event.

Ms. Cunningham presented a walking tour booklet of the Rose Garden, which is the area behind the Winter Corral and the Old Town Hall that they were to roll out with the Heritage Festival this year. The intent was to provide a concise history so that people understand and appreciate the history of Pleasant Grove.

In response to a question raised by Council Member LeMone, Ms. Cunningham confirmed that the Historical Commission is still using the application although Preservation Utah grant restricts them from editing the application and has requested that they pay to develop another one. The application can be redone if needed or if interest is expressed in the same.

In response to a question posed by Council Member Jensen, Ms. Cunningham confirmed that the Commission has to cover the cost of publishing the book. Council Member LeMone recommended that the book be digitized to make sure it lasts for generations to come.

## **2) DISCUSSION ON DOWNTOWN VILLAGE TRANSITION ZONE**

City Administrator, Scott Darrington, reviewed the Downtown Transition Zone as requested by the Council. The Transition zone goes from the Downtown Village zone to the residential areas. The boundaries and permitted uses were also reviewed.

Community Development Director, Daniel Cardenas displayed a zoning map of the City. The green area shown was identified as the Downtown Village zone, which includes two subdistricts. The dark one is the Commercial zone while the lighter aqua is the Transitional zone. The Transitional District is comprised of single-family dwelling zones also known as R1s. A buffer exists in the Commercial zone to cushion the heavy impacts of commercial uses adjacent to residential uses.

Director Cardenas reported that in the Downtown Village zone, each color on the map has its own rules and regulations. Only single-family homes are allowed in the green residential areas. Duplexes are allowed everywhere in the green areas as well. He clarified that in the residential

buffer zone, single-family dwellings are allowed as well as duplexes and tri-plexes. He clarified that tri-plexes are allowed as long as the lot is a minimum of 7,500 square feet in size.

Director Cardenas introduced a table of the various uses allowed with Permitted (“P”) and Conditional (“C”) uses identified. He explained that commercial uses are permitted in the commercial zone but not in the buffer zone and stated that they have increased the intensity of uses. He pointed out that every use that starts with 5 is a retail trade and is permitted in the dark green zone. These uses are not permitted in the yellow zones shown on the map. Restaurants are permitted in the Transitional zone as long as they do not serve alcohol. All uses that begin with 6 are office uses.

Director Cardenas reported that insurance, real estate, and office only businesses are permitted in the Commercial and Transitional subdistricts. Locksmiths, key shops, and professional services are permitted in the Transitional zone. Cultural uses such as playgrounds and picnic areas are also permitted.

Council Member Andersen asked that the matter be included on the agenda and found it necessary to reevaluate the lines. She lives in the area and does not want to see historical homes converted to offices.

Council Member Jensen commented that when he was part of the Downtown Advisory Board and the Planning Commission, they studied what was being done in Provo City. He suggested that the Council discuss uses within the Transitional zone and perhaps reduce the boundary. Council Member Andersen stated that on Main Street the Business District is located where the fort was previously. She further suggested that the Transitional zone be eliminated.

Council Member LeMone added that any building east of 100 East should be purely residential. He further stated that it would be a good dividing line if they keep all commercial offices west of where they are currently. It would not make sense to increase commercial along the east side of 100 East because there are a lot of historical homes. Council Member Jensen added that there is a lot of history in the Transitional zone.

Administrator Darrington suggested that the Transitional zone be eliminated. Director Cardenas pointed out that eliminating the Transitional zone would also mean eliminating the duplexes and triplexes there. The Transitional zone was created 14 years ago and readjusted four years ago as part of the Downtown 2020 vision. There was discussion regarding various possible approaches. Director Cardenas further noted that staff has received five or six requests for duplexes and triplexes within the Commercial zone.

In an effort to reach a solution, Director Cardenas suggested the following options:

1. Leave the boundaries as they are and eliminate the commercial uses;
2. Eliminate the Transitional zone; or
3. Adjust the boundary lines.

A Code or General Plan amendment may be needed. The Council would like to see what all 3 options would look like and then forward that option onto Planning Commission for review.

### **3) STAFF BUSINESS**

Public Works Director, Marty Beaumont, reported that the new sweeper is in Salt Lake City for inspection and will be sent down in two weeks. Training will be conducted once it arrives.

Director Beaumont reported on the status of the Battle Creek Project and stated that they passed the last spring and will tie in this week with completion expected by the end of July. One meter was delayed due to COVID-19. It was scheduled to be in this month. Work on the 1300 West project from Pleasant Grove Boulevard to 100 South will begin on Monday and traffic will be rerouted. That section of road will be widened to its full width and repaved. 1100 North is done and the water line is completed. There will be closures from 9:00 AM to 3:00 PM. The 150 North Road water line is complete and concrete was to be poured the following week to allow for road reconstruction.

Mayor Fugal asked about the storm drain on 600 West. Director Beaumont explained that work began today with the first section expected to be completed in about 10 days. Work on the 1000 South section will begin in the next two weeks. 800 North will take four weeks to complete. Over the next two months, all of the storm drain projects were expected to be finished. Council Member Jensen asked if there is a website that residents can go to track the progress. Director Beaumont explained that all of the projects are underway and the website will be updated throughout the week.

Council Member LeMone asked about the County 100 East Widening Project. Mr. Beaumont explained that they are still awaiting the County's response as to when they want work on the project to begin. It was noted that the project was impacted by COVID-19.

In response to a question raised by Mayor Fugal, Director Cardenas explained that COVID-19 did not completely affect commercial offices that they were working on. He also added that the RAP sheet was updated two or three weeks earlier.

Chief Roberts reported that the department was doing well and they had a great Fourth of July weekend. He reported on a burglary and assault that took place on the Fourth of July. There had also been numerous complaints about door-to-door salesmen.

Council Member LeMone asked about the official date for Community Development to take over Code Enforcement. Chief Roberts reported that they were in the process of filling that position. The job had been posted for a few weeks.

Chief Roberts reported that following protests in Provo and Salt Lake City, the Police Department was undergoing riot training for one week. The events were being followed on Facebook and Twitter and the department was kept apprised of any developments.

Council Member LeMone requested that the hiring process for Code Enforcement Officers be expedited and finalized in the next two weeks.

#### **4) ADJOURNMENT**

**ACTION:** Council Member Jensen moved to adjourn the Work Session at 5:30 p.m. Council Member Andersen seconded the motion. The motion carried with the unanimous consent of the Council.

The City Council Work Session minutes of July 7, 2020, were approved by the City Council on July 21, 2020.

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Kathy T. Kresser, MMC  
City Recorder

*(Exhibits are in the City Council Minutes binders in the Recorder's office.)*