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PLEASANT GROVE CITY
PLANNING COMMISSION MEETING MINUTES
April 11, 2019

PRESENT: Vice-Chair Tamara Oborn, Commissioners Sam Sanderson, Bobbi Jo Blake, Peter Steele, Jeffery Butler, Lisa Coombs, Todd Fugal, and Tim Clyde

ABSENT: Chair Dustin Phillips

STAFF: Community Development Director Daniel Cardenas, City Planner Rylee Hall, Staff Engineer Shaun Hilton, Building Tech Barbara Johnson

Vice-Chair Oborn opened the meeting at 7:00 p.m.

Commission Business:

1. **Pledge of Allegiance:** Commissioner Sanderson led the Pledge of Allegiance.

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

3. **Agenda Approval:**

- **MOTION:** Commissioner Coombs moved to APPROVE the agenda as part of public record. Commissioner Butler seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

4. **Staff Reports:**

- **MOTION:** Commissioner Coombs moved to APPROVE the staff reports as part of the public record. Commissioner Steele seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

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

1 **ITEM 1 – Public Hearing to Consider the Request of Ty Vranes for a Seven-Lot Residential**
2 **Preliminary Subdivision Plat called Daybreak Meadows Subdivision Plat ‘A’, on Property Located**
3 **at Approximately 734 North 400 East in the R1-8 (Single-Family Residential) Zone.**
4 **MONKEYTOWN NEIGHBORHOOD**
5

6 City Planner, Rylee Hall presented the staff report regarding a seven-lot residential subdivision at
7 the address listed above. There was an existing single-family dwelling in the northwest corner of
8 the property. All of the proposed lots meet or exceed the requirements of the R1-8 zone. Street
9 improvement for all lots will be required with development. Ms. Hall showed a vicinity plan
10 provided by the applicant. Staff recommended approval of the application.
11

12 Commissioner Steele asked if the vicinity plan submitted by the applicant was different from the
13 current vicinity plan for the property. He wondered if the Planning Commission needed to approve
14 the proposed vicinity plan as part of their motion. Community Development Director, Daniel
15 Cardenas stated that he would pull up the current vicinity plan.
16

17 The applicant, Ty Vranes gave his address as 13708 Buckeye View Way in Riverton. He had
18 nothing to add to the presentation but was present to answer questions.
19

20 Vice-Chair Oborn opened the public hearing.
21

22 Marvin McClure gave his address as 790 North 350 East and asked how storm water drainage will
23 be managed on the property. Staff Engineer, Shaun Hilton confirmed that there was a plan for
24 drainage of the subdivision. The back portion of the property would be raised and the cul-de-sac
25 would drain into the existing storm drain system at 400 East. Mr. McClure was concerned about
26 the ditch on the property that had flooded several times in the past. Mr. Hilton stated that drainage
27 from the subdivision will not discharge into the ditch at all.
28

29 Jared Bingham, who resides at 428 East 900 North, asked about another irrigation ditch that goes
30 into his property. He wanted to be sure that he would still be able to access his water shares. It was
31 confirmed that the ditch is Mill Ditch and is owned by the Pleasant Grove Irrigation Company.
32

33 Brent Halliday gave his address as 736 North 400 East and stated that his family had owned the
34 subject property for 91 years. He identified the Mill Ditch on the aerial photograph and stated that
35 it currently sits on the east side of the existing subdivision. The new subdivision should not affect
36 the ditch at all. The ditch will have to be kept open so the Mr. Bingham can access his shares.
37 Engineer Hilton indicated that he would confirm this with the Pleasant Grove Irrigation Company
38 prior to final approval.
39

40 There were no further public comments. Vice-Chair Oborn closed the public hearing.
41

42 Director Cardenas presented the current vicinity plan for the property and confirmed that it differs
43 slightly from the proposed vicinity plan. Both vicinity plans contain a cul-de-sac. If the Planning
44 Commission had no objections to the proposed vicinity plan, they should include approval of the
45 plan in their motion.
46

1 Commissioner Blake asked the applicant if he was aware of the ditch that had been discussed, and
2 Mr. Vranes confirmed that he was. They were planning to plug the ditch in certain locations,
3

4 **MOTION:** Commissioner Steele moved that the Planning Commission forward a positive
5 recommendation of APPROVAL for the request of Ty Vranes for the Subdivision Plat called
6 Daybreak Meadows Subdivision Plat ‘A’, on property located at approximately 736 North 400 East,
7 in the R1-8 (Single-Family Residential) Zone, and adopt the new vicinity plan; and adopt the
8 exhibits, conditions, and findings contained in the staff report, and as modified by the condition
9 below:

- 10
11 1. All Final Planning, Engineering, and Fire Department requirements are met.
12

13 Commissioner Blake seconded the motion. The Commissioner unanimously voted “Aye”. The
14 motion carried.
15

16 **ITEM 2 – Public Hearing to Consider the Request of Angela Kelson for a One-Lot, One-Parcel**
17 **Preliminary Subdivision Plat called Carol’s Countryside Subdivision Plat ‘A’, on Property Located**
18 **at Approximately 85 West 2430 North in the R-R (Rural Residential) Zone. NORTHFIELD**
19 **NEIGHBORHOOD**
20

21 Ms. Hall presented the staff report regarding a one-lot, one-parcel preliminary subdivision plat. The
22 total property is 16.76 acres in size and would be divided into a 14.81-acre parcel and a 2.05-acre
23 lot. There was an existing single-family dwelling and accessory structure that would remain on the
24 lot. The lot and the parcel meet all zoning requirements. Staff recommended approval.
25

26 Roger Dudley, the engineer representing the property owner, was present to answer any questions.
27

28 The applicant, Angela Kelson explained that the family wanted to divide the property because there
29 is currently separate ownership of the lot and parcel properties. This was essentially a house
30 cleaning item.
31

32 Vice-Chair Oborn opened the public hearing.
33

34 Mary Clift, who resides at 352 North 470 West in Lindon, asked if the property line follows the
35 irrigation ditch. The applicant answered in the affirmative.
36

37 There were no further public comments. Vice-Chair Oborn closed the public hearing.
38

39 **MOTION:** Commissioner Coombs moved that the Planning Commission forward a positive
40 recommendation of APPROVAL for the request of Angela Kelson for the preliminary plat called
41 Carol’s Countryside Subdivision Plat ‘A’, on property located at approximately 85 West 2430
42 North, in the R-R (Rural Residential) Zone; and adopt the exhibits, conditions, and findings
43 contained in the staff report, and as modified by the conditions below:
44

- 1 1. Street improvements will be required upon further development of the property.
- 2
- 3 2. All Final Planning, Engineering, and Fire Department requirements are met.
- 4

5 Commissioner Sanderson seconded the motion. The Commissioners unanimously voted “Aye”.
6 The motion carried.

7

8 **ITEM 3 – Public Hearing to Consider the Request of Melanie Eyre for a Conditional Use Permit to**
9 **Allow Educational Services for a Home Preschool on Property Located at 1168 East 260 South in**
10 **the R1-9 (Single-Family Residential) Zone. BATTLE CREEK NEIGHBORHOOD**

11

12 Ms. Hall presented the staff report regarding a Conditional Use Permit for a home occupation called
13 Sparkling Scholar Preschool at the address listed above. The applicant indicated that classes would
14 be held three to four days a week for two two-and-a-half hours. There would be six to eight children
15 per class. The applicant would be the only employee. The Building Official had been to the home
16 and signed off on the plans. The applicant also provided a Fire Escape Plan. With regard to parking,
17 Ms. Hall stated that the applicant could provide a total of seven parking stalls, and she had submitted
18 a site plan depicting the drop-off and pick-up plan. Staff recommended approval of the application
19 with the conditions set forth in the staff report.

20

21 Commissioner Blake was concerned about children running into the street to get to and from the
22 home. She asked if they could require an adult to be outside watching the children during drop-off
23 and pick-up times.

24

25 The applicant, Melanie Eyre gave her address as 1168 East 260 South. She would be the only
26 employee and planned to have parents walk the children from the car into the house. The preschool
27 will be located in the basement of her home. She confirmed that there are no door exits from the
28 basement. Emergency escape would be through the windows.

29

30 In response to a question from the Commission, Ms. Eyre stated that her preschool was for three-
31 year-olds, and they will come one day per week.

32

33 Vice-Chair Oborn open the public hearing. There were no public comments. Vice-Chair Oborn
34 closed the public hearing.

35

36 **MOTION:** Commission Butler moved that the Planning Commission APPROVE the request of
37 Melanie Eyre for a conditional use permit to operate a preschool, which is a major home occupation,
38 on property located at 1168 East 260 South in the R1-9 (Single-Family Residential) Zone; and adopt
39 the exhibits, conditions, and findings contained in the staff report, and as modified by the conditions
40 below:

- 41
- 42 1. Three spaces within the driveway be cleared and available for drop-off and pick-up.
- 43

2. Only one non-resident employee is permitted to work on the premise from 8:00 a.m. to 5:00 p.m.
- 3.
4. All applicable conditions in City Code Sections 10-15-27, 10-21-4 and 10-21-6 are met.
- 5.
6. All Final Planning, Engineering, and Fire Department requirements are met.
- 7.
8. To address safety concerns, a parent or employee will escort children to and from vehicles.

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

ITEM 4 – Public Hearing to Consider the Request of Mary Clift for a Conditional Use Permit to Allow a Fence, Eight (8) Feet in Height, Along the South Property Line of a Property Located at 942 E Murdock Drive, in the R1-10 (Single-Family Residential) Zone. GROVE CREEK NEIGHBORHOOD

Ms. Hall presented the staff report regarding a Conditional Use Permit to allow an eight-foot fence along the south property line at the address listed above. The Murdock Canal Trail borders the property on the south side. A home was currently being constructed on the lot and a fence would be installed around the same time. The applicant indicated that the Murdock Canal Trail was at a higher elevation than her rear yard, which was why she was requesting a taller fence.

The applicant, Mary Clift gave her address as 352 North 470 West in Lindon. She stated that the fencing that was previously along the south property line is eight feet tall. There was an easement along the canal that prohibited her from planting trees there.

Vice-Chair Oborn opened the public hearing. There were no public comments. Vice-Chair Oborn closed the public hearing.

MOTION: Commissioner Coombs moved that the Planning Commission APPROVE the request of Mary Clift for a conditional use permit to allow field fencing, eight (8) feet in height, along the south property line of a property located at 942 East Murdock Drive in the R1-12 (Single-Family Residential) Zone; and adopt the exhibits, conditions, and findings contained in the staff report, and as modified by the conditions below:

1. A building permit for the eight-foot sections of fence shall be obtained before any construction takes place.
2. All Final Planning, Engineering, and Fire Department Requirements are met.

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

1
2 **ITEM 5 – Public Hearing to Consider an Amendment to the Pleasant Grove City General Plan, in**
3 **Order to Update the City’s Moderate Income Housing Plan by Adopting an Updated Version of**
4 **Chapter 6: Housing, and to Discuss Current and Future Options to Provide Housing to Meet State**
5 **Requirements. CITYWIDE**
6

7 Planning Consultant, Julie Henry presented information from the Moderate-Housing Study during
8 the Work Session. She presented a table that represented the percentage of the income a family was
9 spending on housing, and the median gross rent. She explained that families making 8% of the AMI
10 (or about \$64,000), would experience an increase in their rent in the next five years. Their rent-to-
11 income ratio would reach 23.7% in five years.
12

13 Ms. Henry then presented information regarding the housing shortage, and reported that affordable
14 units for families making between \$40,000 and \$64,000 had increased since 2016. However, the
15 shortage had gotten worse for families that earn less than that.
16

17 There was discussion regarding accessory apartments. Pleasant Grove already had an ordinance
18 allowing accessory apartments, and having an accessory apartment can help owners with mortgage
19 payments. The City cannot dictate what owners charge for accessory apartments.
20

21 Ms. Henry mentioned the Green Grove Apartments, which is a government subsidized housing
22 facility. The government considered \$900 per month an affordable amount for a two-bedroom, two-
23 bath apartment.
24

25 Ms. Henry presented the proposed plan, beginning with the following three goals:
26

- 27 1. Provide ample opportunities for residents to live in Pleasant Grove at all stages of
28 life.
- 29 2. Ensure that those who work and provide services in Pleasant Grove can afford to live
30 in Pleasant Grove.
- 31 3. Provide housing that is affordable for residents with various lifestyles and income
32 levels.
- 33
- 34
- 35

36 Ms. Henry also identified three strategies and actions for each strategy.
37

- 38 A) Provide more flexibility in the Zoning Code.
 - 39 a. Amend General Plan to allow greater flexibility for lot size.
 - 40
 - 41
 - 42 b. Create an R-1-6 zone.
 - 43

- 1 c. Change minimum front setback and side yard setbacks.
- 2
- 3 d. Remove 20-foot dwelling width requirement.
- 4

5 The Commission asked where they intend to allow R-1-6 zoning. Director Cardenas stated that he
6 would like to allow the smaller zoning everywhere in the City. There are not many residential
7 properties left that could be developed and concerns about spot zoning should be a thing of the past.

8
9 Commissioner Sanderson asked how mixed-use comes into play. Director Cardenas stated that
10 mixed uses need to be allowed in the Code before a developer can consider them. The City Council
11 would need to handle any political hurdles that come with smaller zoning.

12
13 Ms. Henry noted that they did not need to have these elements in place by July 1, but they do need
14 to have a plan adopted. The State requires cities to have a moderate housing plan that will be updated
15 every two years. With regard to the action to remove the 20-foot foot dwelling width requirement,
16 Ms. Henry stated that this was a house-keeping item.

- 17
- 18 B) Encourage a more diverse housing stock for various states of life, incomes, and
- 19 lifestyles.
- 20
- 21 a. Actively market the recently adopted code for accessory apartments in
- 22 existing and new development.
- 23
- 24 b. Revise the City Code to be more friendly to assisted living for the elderly and
- 25 55+ senior housing.
- 26

27 Commissioner Blake asked if the residents of Pleasant Grove want the City to actively market
28 accessory apartments. Director Cardenas stated that the City already has an Accessory Apartment
29 Ordinance, which most cities do not. Commissioner Coombs remarked that many potential home
30 buyers ask if they can convert basements into accessory apartments.

- 31
- 32 C) Provide incentives for residential development, or redevelopment, with long-term
- 33 guaranteed affordability.
- 34
- 35 a. Support and provide developers with information about government
- 36 subsidies for affordable housing.
- 37
- 38 b. Revise The Grove Zone to allow residential units if a portion of the units are
- 39 affordable and sales-tax generating uses.
- 40

41 Ms. Henry stated that one of the best ways to incentivize government subsidies for affordable
42 housing is to use the Low Income Housing Tax Credit (LIHTC). The Green Grove Apartments
43 utilize this tax. The LIHTC guarantees affordable housing costs for 30 years and is regulated by the

1 IRS. There are not many projects in Utah County that utilize LIHTC. Ms. Henry noted that there
2 was more information regarding LIHTC in Dropbox.

3
4 Ms. Henry reported that The Grove Zone is divided into three subdistricts, and the Mixed Housing
5 Subdistrict was the only one that currently allows residential uses. She proposed that residential
6 uses be allowed in the Interchange and Commercial Subdistrict if portions of the housing is
7 guaranteed affordable and the provides sales-tax generating uses. This was similar to the two
8 overlays the Planning Commission approved last year.

9
10 In response to a question from the Commission, Director Cardenas confirmed that there was no
11 more land available to be annexed into Pleasant Grove.

12
13 Director Cardenas asked for feedback from the Commission regarding the proposal. He suggested
14 they be given one week to email any comments to staff and one week for staff to incorporate those
15 comments into the proposed plan.

16
17 **MOTION:** Commissioner Coombs moved that the Planning Commission continue the item to the
18 April 25, 2019 Planning Commission Meeting. Commissioner Blake seconded the motion. The
19 Commissioners unanimously voted “Aye”. The motion carried.

20
21 **ITEM 6 – Review and Approval of the Minutes from March 28, 2019 Planning Commission**
22 **Meeting.**

23
24 **MOTION:** Commissioner Steele moved that the Planning Commission APPROVE the minutes
25 from the March 28, 2019 Planning Commission meeting, as written. Commissioner Sanderson
26 seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

27
28 **MOTION:** Commissioner Coombs moved to adjourn the meeting at 8:50 p.m. Commissioner
29 Steele seconded the motion. The Commissioners unanimously voted “Aye”. The motion carried.

30
31
32

33
34 _____
35 Planning Commission Chair

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37 _____
38 Barbara Johnson, Planning Tech

39
40 _____
Date Approved