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3 PLEASANT GROVE CITY  
4 PLANNING COMMISSION MEETING MINUTES  
5 March 23, 2023  
6

7 **PRESENT:** Chair Pro Tem Karla Patten, Todd Fugal, Jeffrey Butler, Jim Martineau  
8

9 **STAFF:** Daniel Cardenas, Community Development Director; Jacob Hawkins, City Planner;  
10 Aaron Wilson, City Engineer; Kara Kresser, Planning Assistant; Kristen Argall, Planning Tech  
11

12 **EXCUSED:** Chair Dustin Phillips, Commissioners Lindsey Hargett and Wendy Shirley  
13

14 In the absence of Chair Dustin Phillips, Commissioner Karla Patten was elected by unanimous  
15 consent of the Commission to serve as Chair Pro Tem for tonight's meeting. Chair Pro Tem Patten  
16 assumed the Chair and called the meeting to order at 7:00 p.m.  
17

18 **Commission Business:**  
19

20 1. **Pledge of Allegiance and Opening Remarks:** Commissioner Butler led the Pledge of  
21 Allegiance. Commissioner Martineau offered the opening remarks.  
22

23 2. **Agenda Approval.**  
24

- 25 • **MOTION:** Commissioner Martineau moved to APPROVE the agenda as written.  
26 Commissioner Fugal seconded the motion. The Commissioners unanimously voted  
27 "Aye". The motion carried.  
28

29 3. **Staff Reports:**  
30

- 31 • **MOTION:** Commissioner Fugal moved to APPROVE the Staff Reports as  
32 presented. Commissioner Butler seconded the motion. The Commissioners  
33 unanimously voted "Aye". The motion carried.  
34

35 4. **Declaration of Conflicts and Abstentions from Commission Members.**  
36

37 There were no declarations or abstentions.  
38

1 **ITEM 1 – Public Hearing: Conditional Use Permit – Located at 564 W 700 S, Unit #403**  
2 **(Sam White’s Lane Neighborhood)**

3 Public Hearing to consider the Request of Ballet West Academy at Utah County for a Conditional  
4 Use Permit to Allow Use 6830 – Special Training and Schooling for a Dance School, located at  
5 564 West 700 South, Unit #403 on Property Zoned Manufacturing Distribution (MD) Zone.  
6

7 City Planner, Jacob Hawkins presented the Staff Report and stated that the request is for a  
8 Conditional Use Permit for Ballet West Academy for a dance school. The subject property was  
9 identified on an aerial map displayed. Director Hawkins explained that within the complex there  
10 are several different types of uses, some of which have Conditional Use Permits (“CUP”). One of  
11 the existing uses within the complex is another dance studio that received a CUP in August 2018.  
12 The conditions of the permit were identified. The applicant is proposing to move their business  
13 from Thanksgiving Point and expects to hold approximately 55 classes during a six-day workweek.  
14 Each class will have one instructor and four to 15 students in a 5½-hour period per day. The  
15 applicant will likely hold two classes per hour. With the parking ratio of two spaces for every  
16 three students plus one space for every staff member, 11 spaces per class will be needed or 22  
17 spaces if two classes are held at the same time.  
18

19 Planner Hawkins reported that the entire complex has 255 parking spaces with approximately 129  
20 spaces accounted for by other businesses. Some of the Business Licenses did not include a parking  
21 count or the square footage of the suite in which they are located so there may be additional parking  
22 that has not been accounted for. Planner Hawkins observed that when he visited the site, the  
23 parking was tight in the middle section but there was adequate parking along the perimeter. Staff  
24 determined that there is adequate parking to allow the applicant to meet the parking requirements.  
25

26 Commissioner Butler asked if there are currently any vacant suites in the building since occupancy  
27 will alter the parking and use. Planner Hawkins did not have that information. Commissioner  
28 Butler questioned why some businesses did not have a parking requirement. Planner Hawkins  
29 explained that it is based on information provided on the Business License. The application  
30 contains information about the use and the parking. Based on the use, he was able to determine  
31 what the parking requirement would be but did not have the square footage to calculate it himself.  
32 Overall, the few parking spaces that were not accounted for are associated with a medical use,  
33 which has a parking ratio of 1:200, and an entertainment use. With that, there is still adequate  
34 room for parking for the proposed business.  
35

36 The location of the business in the building was identified. Planner Hawkins referenced the  
37 building entrances and was asked about the square footage of the building. He did not have access  
38 to that information. Commissioner Butler stated that if the proposed use will add 22 parking stalls  
39 for the 7,000 square-foot unit, he did not have a concern that there will be a parking shortage.  
40

41 Community Development Director, Daniel Cardenas, commented that the 7,000-square-foot unit  
42 will be the one unit in the front. Planner Hawkins clarified that the square footage of one building

1 is approximately 35,000 square feet. Director Cardenas pointed out that the unit in the front on  
2 the west side is 6,000 square feet in size. The buildings were condominiumized to have six units  
3 per building. There are entrances on each side. Parking was determined not to be an issue.  
4

5 Commissioner Butler asked about potential issues with student drop-offs on the site. It was noted  
6 that there is a notorious drop-off issue with the use across the street. Director Cardenas commented  
7 that the parking is wide with access on both sides of the building. The units on the east side will  
8 use the parking and access on that side of the building. Because there is ample interior parking,  
9 staff did not anticipate problems.  
10

11 The applicant was not present.  
12

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

17 **MOTION:** Commissioner Fugal moved that the Planning Commission APPROVE the request of  
18 Ballet West Academy at Utah County for a Conditional Use Permit to allow Use 6830 – Special  
19 Training and Schooling on property zoned Manufacturing Distribution (“MD”) located at 564  
20 West 700 South, Unit #403 and adopting the exhibits, conditions, and findings of the Staff Report  
21 and as modified by the condition below:  
22

- 23 1. All Final Planning, Engineering, and Fire Department requirements are met.  
24

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

28 **ITEM 2 – Public Hearing: Vicinity Plan Amendment – Located at approx. 510 North 910**  
29 **East**  
30 **(Grove Creek Neighborhood)**

31 Public Hearing to Consider the Request of Randall Guernsey for a Vicinity Plan Amendment,  
32 approximately located at 517 North 910 East in the R1-20 (Single-Family Residential) Zone.  
33

34 **ITEM 3 – Public Hearing: Preliminary Subdivision Plat – Located at approximately 510**  
35 **North 910 East**  
36 **(Grove Creek Neighborhood)**

37 Public Hearing to Consider the Request of Randall Guernsey for the Establishment of a One-Lot  
38 Subdivision Plat called Guernsey Plat ‘A’, on 1.57 Acres, approximately located at 510 North 910  
39 East in the R1-20 (Single-Family Residential) Zone.  
40

41 Agenda items 2 and 3 were discussed together but voted on separately.  
42

1 Planner Hawkins presented the Staff Report and stated that the property is located at approximately  
2 510 North 910 East and is in the R-1-20 Zone with a Residential Agricultural Overlay. The  
3 applicant is requesting to build a single-family home on his property that was not included  
4 previously in any subdivision plat. Staff required the applicant to apply for the Subdivision Plat  
5 and install any remaining street frontage improvements. There was previously a Vicinity Plan in  
6 place for the area that would need to be amended in order for the applicant to subdivide the property  
7 in the desired manner. An aerial image of the site was displayed.

8  
9 After discussion, the applicant submitted the current plan and provided signatures from those  
10 impacted by the Plan Amendment. The intention of the Vicinity Plan Amendment was to preserve  
11 the properties as they currently exist. While most of the lots are larger than many of the  
12 surrounding properties, the applicant has stated that there is no intention to construct any flag lots  
13 in the area. If the property were to be sold and a future owner desires to develop flag lots on the  
14 properties, they would be required to further amend the Vicinity Plan. Any prospective future  
15 development of the area would need to come back to the Planning Commission in the form of an  
16 updated Vicinity Plan.

17  
18 Planner Hawkins commented that the purpose of having a Vicinity Plan in place is to ensure that  
19 all properties have access to a public right-of-way and provide long-range planning for local  
20 neighborhood streets in undeveloped areas of the City and ensure that all property owners have an  
21 equal opportunity to develop their properties. The proposed Vicinity Plan shows a connection  
22 from 910 East to Murdock Drive to Grove Creek Drive. Because each property has direct access  
23 to a public right-of-way, staff recommended approval of the Vicinity Plan Amendment.

24  
25 What is proposed mirrors the existing property lines and meets all R-1-20 Zone requirements. It  
26 also provides a building envelope that meets the current setback requirements. Staff recommended  
27 approval of the proposed Subdivision Plat.

28  
29 In response to a question raised, Planner Hawkins stated that the frontage requirements are 35 feet.

30  
31 The applicant, Randall Guernsey, reported that he grew up in Pleasant Grove and his father  
32 established the family's estate on the property. There are three adjacent properties with his lot  
33 being located to the east. His parents own the property directly to the west and his sister owns the  
34 property to the west of that. It has always been the family's long-term plan to keep the property  
35 as undeveloped as possible to preserve the natural landscape. His neighbor to the south, Judy  
36 Brown, has owned her property for many years and has expressed significant interest in not  
37 developing her property. The proposed Vicinity Plan meets the request of Mr. Guernsey and the  
38 surrounding neighbors to keep the land intact to the extent possible while still complying with City  
39 requirements for the proposed frontage and building Mr. Guernsey's home on the eastern part of  
40 the property. Mr. Guernsey stated that he does not intend to build anything to the west of the  
41 subject property.

1 Property ownership issues were discussed and the property lines identified. Mr. Guernsey stated  
2 that his parents always wanted their children to build a family home for themselves on the property  
3 and subdivided it to give each of their children a lot. His sister was the first of six to build a home  
4 on the property and he planned to do the same.

5  
6 Chair Pro-Tem Patten opened the public hearing.

7  
8 *Richard Guernsey* identified himself as the father of Randy Guernsey. He was thrilled that Randy  
9 is coming home and will build a home on the property. Of their 20 grandchildren, the three  
10 youngest will live on the property. He was pleased to see the progress made. Richard Guernsey  
11 stated that the request is supported by the neighbors. The previous night he walked the  
12 neighborhood and got signatures from all of the neighbors who are in support of the proposal. All  
13 prefer to see more open space than residences. Richard Guernsey reported that three or four years  
14 ago they applied for and obtained the Residential Agricultural Overlay for the property. It is a  
15 seven-acre parcel and the intent of the overlay is to allow agricultural uses in areas that are  
16 otherwise zoned for residential. They intend to take advantage of the overlay and consider it a  
17 great opportunity.

18  
19 *McKay Mahlum* identified himself as Randy's brother-in-law and lives on the parcel to the west.  
20 They have been planning for some time to develop the property. Commissioner Butler asked Mr.  
21 Mahlum about Murdock Drive and stated that if there is future development, additional approvals  
22 will be needed. Mr. Mal was aware of the plan when he built their home.

23  
24 There were no further public comments. The Chair closed the public hearing and invited the  
25 Commission to either continue the discussion regarding this item or she would entertain a motion  
26 if no further discussion was necessary.

27  
28 In response to a question raised, Director Cardenas stated that the Agricultural Overlay will not  
29 change as a result of this development.

30  
31 **MOTION:** Commissioner Butler moved that the Planning Commission forward a POSITIVE  
32 recommendation for the request of Randall Guernsey for a Preliminary Subdivision Plat for  
33 property located at approximately 510 North 910 East in the R1-20 (Single-Family Residential)  
34 Zone; and adopt the exhibits, conditions, and findings of the Staff Report and as modified by the  
35 condition below:

- 36  
37 1. All Final Planning, Engineering, and Fire Department requirements are met.

38  
39 Commissioner Martineau seconded the motion. The Commissioners unanimously voted "Aye".  
40 The motion carried.

1 **MOTION:** Commissioner Fugal moved that the Planning Commission recommend APPROVAL  
2 of Randall Guernsey for a Vicinity Plan Amendment for property located at approximately 510  
3 North 910 East in the R1-20 (Single-Family Residential) Zone; and adopt the exhibits, conditions,  
4 and findings of the Staff Report and as modified by the condition below:

- 5  
6 1. All Final Planning, Engineering, and Fire Department requirements are met.

7  
8 Commissioner Butler seconded the motion. The Commissioners unanimously voted "Aye". The  
9 motion carried.

10  
11 **ITEM 4 – Public Hearing: Preliminary Subdivision Plat – Located at approximately 812**  
12 **South Pleasant View Drive**  
13 **(Sam White's Lane Neighborhood)**

14 Public Hearing to Consider the Request of St. John Properties for a Preliminary Subdivision Plat  
15 called The Grove Subdivision Plat 'C', on 19.868 acres, approximately located at 812 South  
16 Pleasant View Drive in The Grove Zone – Commercial Sales Subdistrict.

17  
18 Planner Hawkins presented the Staff Report and stated that a few months ago, St. John Properties  
19 appeared before the Planning Commission with a request to construct two retail buildings at  
20 approximately 812 South Pleasant View Drive. The buildings were approved by the Planning  
21 Commission. The reason for tonight's meeting was that there is an existing subdivision in the area  
22 that is nearly identical to the one being proposed. One of the most easily identifiable differences  
23 between the existing and proposed plat is a cutout.

24  
25 Planner Hawkins explained that in the Grove Commercial Sales Subdistrict, there are few  
26 requirements for plats as there are no area, width, or frontage requirements. All other requirements  
27 have been addressed on the site plan that was previously approved. Because the proposed  
28 Subdivision Plat meets all requirements for subdivisions and the Grove Commercial Sales  
29 Subdistrict, staff recommended approval.

30  
31 In response to a question raised, Planner Hawkins indicated that the Public Utility Easement per  
32 the Grove Subdivision Plat A will be released upon recordation of the Plat. City Engineer, Aaron  
33 Wilson, reported that before the subdivision came through, there were additional lots that were  
34 part of the original subdivision. What prompted this is that Pleasant View Drive is a private road  
35 for all lots which is why they were included in the subdivision. It did not make sense for it to be  
36 a private roadway and it was constructed to City standards. The best way to proceed was with a  
37 plat. The best alternative was to have a single plat and modify the lot lines.

38  
39 Chair Pro-Tem Patten opened the public hearing. There were no public comments. The Chair  
40 closed the public hearing and invited the Commission to either continue the discussion regarding  
41 this item or she would entertain a motion if no further discussion was necessary.

1 **MOTION:** Commissioner Martineau moved that the Planning Commission forward a POSITIVE  
2 recommendation of approval for the request of St. John Properties for a seven-lot Preliminary  
3 Subdivision Plat located at approximately 812 South Pleasant View Drive in the Grove  
4 Commercial Sales Subdistrict and adopt the exhibits, conditions, and findings of the Staff Report,  
5 as modified by the condition below:  
6

- 7 1. All Final Planning, Engineering, and Fire Department requirements are met.  
8

9 Commissioner Butler seconded the motion. The Commissioners unanimously voted "Aye". The  
10 motion carried.  
11

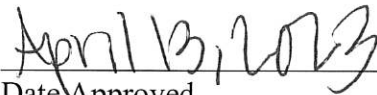
12 **ITEM 5 – Review and Approve the Minutes of the March 9, 2023, Meeting.**  
13

14 There were no minutes available to review. The approval was continued to the next meeting.  
15

16 **MOTION:** Commissioner Butler moved to ADJOURN the meeting at 7:36 p.m. Commissioner  
17 Fugal seconded the motion. The Commissioners unanimously voted "Aye". The motion carried.  
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19  
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21 \_\_\_\_\_  
22 Planning Commission Chair

23   
24 \_\_\_\_\_  
25 Kara Kresser, Planning Tech

26   
27 \_\_\_\_\_  
Date Approved