

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:30 P.M. WORK SESSION  
June 25, 2019

City Building  
55 South State Street  
Clearfield City, Utah

PRESIDING:	Nike Peterson	Mayor Pro Tem
EXCUSED:	Mark Shepherd	Mayor
PRESENT:	Kent Bush Vern Phipps Tim Roper Karece Thompson	Councilmember Councilmember Councilmember Councilmember
STAFF PRESENT:	JJ Allen Summer Palmer Brie Brass Kelly Bennett Mark Baird Adam Favero Eric Howes Spencer Brimley Brad McIlrath Rich Knapp Trevor Cahoon Nancy Dean Wendy Page	City Manager Assistant City Manager Assistant City Attorney Police Chief Interim Public Works Director Utility Specialist Community Services Director Community Development Director Senior Planner Finance Manager Communications Coordinator City Recorder Deputy Recorder
EXCUSED:	Stuart Williams	City Attorney

VISITORS: Kathryn Murray, Savannah Peterson, Michael Rolow, Ruth Jones

Mayor Pro Tem Peterson called the meeting to order at 6:30 p.m.

DISCUSSION ON THE AWARD OF PROPOSAL FOR THE FEMA LETTER OF MAP REVISION (LOMR) PROJECT

Mark Baird, Interim Public Works Director, explained there were two areas in the City designated by Federal Emergency Management Agency (FEMA) as flood plain areas. He noted staff found no explanation or evidence to support the designation of the floodplain areas; consequently, the City desired to have those designations removed from the flood plain maps. He indicated if approval was granted by FEMA, expenses could be reduced for both the City and landowners.

Mr. Baird reported the City solicited requests for proposals (RFP) and three engineering firms responded for the FEMA Letter of Map Revision (LOMR) project. He mentioned each of the proposals was evaluated by staff and HCF Civil Engineering was selected as the highest scoring proposal for the cost of \$16,880.

Councilmember Peterson wondered if the City had worked with the engineering firm that had provided the lowest cost proposal. Mr. Baird responded the City had worked with Gilson Engineering in the past but not on a similar type project.

Councilmember Peterson asked what the time frame would be for the process. Mr. Baird answered HCF Civil Engineering planned to have the LOMR submitted to FEMA in the fall of 2019, but anticipated it could take another six months to a year before FEMA finalized its process.

#### DISCUSSION ON A TEMPORARY LAND USE REGULATION FOR MOTOR VEHICLE SALES

Brad McIlrath, Senior Planner, reviewed a map with the auto sales business locations in the City. He pointed out Westgate Auto would be moving its location soon to another lot where another dealership had gone out of business. He stated the City currently did not have many standards in place regulating motor vehicle sales. He mentioned it was a conditional use in the C-2 (Commercial) zone which was predominantly located along State/Main Street north and south of the downtown Form Based Code (FBC) area and along Antelope Drive.

Mr. McIlrath pointed out any changes in new development standards for this type of use would only apply to new dealerships and any existing businesses that requested to have major site changes, not those that were currently in operation. He explained the current challenges the City was experiencing with this type of use and specified some areas where the types of use were currently allowed or not allowed. He indicated staff recommended a moratorium be put in place for the businesses until some land use regulations could be proposed for consideration.

Spencer Brimley, Community Development Director, stated staff felt having standards in place for that use would improve Clearfield's image, livability and economy. He mentioned having a temporary land use regulation in place would allow staff to address the issue and have a united approach going forward to help improve the image along the City streets. There was a discussion about conditional use permits, a shift in the various types of businesses, impacts of enacting a temporary land use regulation, goals of the City including aesthetics versus revenues, and types of standards to consider for motor vehicle sales uses.

Councilmember Thompson arrived at 6:45 p.m.

Mayor Pro Tem Peterson expressed her opinion it would be good moving forward to have standards that were more aesthetically pleasing, had a larger footprint requirement and a restriction on the type of building, plus have a date specific element so there was a hard line going forward of the new standards.

Mayor Pro Tem Peterson expressed her opinion it would be good for the City to stop, review, and create a standard that would be best for the City's future with the least amount of disruption along the corridor, so it could be further considered by the Council. Mr. Brimley indicated staff would evaluate other cities' regulations and find out what had been effective. He pointed out the review and study of the use was not an effort to hinder economic development, but would be used as an opportunity to improve the benefits to the City with those types of uses. He reminded the Council that a conditional use permit could have standards applied to it but was not sure what the City's standards would be without further research. He added the standards would likely vary among cities based on differing economic outlook for those types of uses.

**Councilmember Bush moved to adjourn the work session and reconvene in policy session at 6:51 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

**APPROVED AND ADOPTED  
This 28<sup>th</sup> day of August, 2019**

**/s/Mark R. Shepherd, Mayor**

**ATTEST:**

**/s/Nancy R. Dean, City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, June 25, 2019.