

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
January 14, 2020 – POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Executive Conference Room
55 South State Street
Third Floor
Clearfield, Utah

6:30 P.M. WORK SESSION

Discussion on Amendments to the Form Based Code

(Any items not fully addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY:

Councilmember Bush

APPROVAL OF MINUTES:

November 19, 2019 – Work Session

November 26, 2019 – Policy Session

December 3, 2019 – Work Session

December 10, 2019 – Policy Session

PUBLIC HEARINGS:

1. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE ADJUSTMENT OF THE COMMON MUNICIPAL BOUNDARY BETWEEN CLEARFIELD CITY AND SYRACUSE CITY IN THE VICINITY OF 1050 SOUTH 1000 WEST, CLEARFIELD CITY, DAVIS COUNTY, UTAH**

BACKGROUND: Syracuse owns certain property in Clearfield adjacent to the location of its City Cemetery and has a desire to expand its cemetery onto a portion of that property. In January 2018, the Clearfield City Council and Syracuse City Council met in work session and the cemetery expansion was one of the topics. The staff of both cities have been working toward a mutually beneficial solution that would allow Syracuse to expand its cemetery and provide a way for that expansion to be located in the City of Syracuse. State Law allows two municipalities that share common boundaries to adjust those boundaries upon consent of the governing bodies. On November 12, 2019, the Council approved Resolution 2019R-21 giving notice of its intention to adjust its common municipal boundary with Syracuse City and scheduled a public hearing to receive public comment on the matter.

RECOMMENDATION: Receive public comment.

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FORM BASED CODE (FBC)

BACKGROUND: The City Council adopted the Form Based Code in 2018. Since that time it has become apparent that some amendments might be needed to more fully address the vision the City has for the development of the downtown area. Brad McIlrath, Senior Planner, has been working with a consultant to prepare the amendments.

RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO AMEND THE CITY'S GENERAL PLAN FUTURE LAND USE MAP FROM COMMERCIAL TO RESIDENTIAL FOR THE PROPERTIES LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003)

BACKGROUND: The applicant is requesting to amend the City's General Plan Future Land Use Map designation from Commercial to Residential for the properties located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003). In conjunction with this request the applicant is seeking a rezone of the 10.21 acres from commercial to agricultural for the purpose of reducing the amount of taxes paid while the property is used for agriculture production. The Planning Commission reviewed the request on December 4, 2019, and recommends its denial because the amendment is inconsistent with the land use guidelines, goals, and objectives of the General Plan.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM C-2 (COMMERCIAL) TO A-1 (AGRICULTURAL)

BACKGROUND: The applicant is requesting a rezone of the properties located at approximately 175 West Antelope Drive. (TIN: 12-242-0009 & 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural). The applicant has yet to realize the goal of commercial development for the properties and does not feel current designation is the highest and best use for the property. In addition, the applicant is seeking to change the zoning to reduce the roll back taxes for the properties while they have commercial zoning designation because they are still being used for the purpose of agriculture production. The Planning Commission reviewed the request on December 4, 2019; and recommends its denial because it is inconsistent with the land use guidelines, goals, and objectives of the General Plan. The rezone is contingent upon the approval of the requested General Plan amendment for the same property.

RECOMMENDATION: Receive public comment.

5. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 741 WEST 300 NORTH (TIN: 12-019-0121) FROM A-1 (AGRICULTURAL) TO R-1-8 (RESIDENTIAL)

BACKGROUND: The property currently located at approximately 741 West 300 North is owned by Lawrence and Marcia Hamblin. It is a long flag stem like portion of property that extends north from the larger property to the south. The purpose of the request is to incorporate the parcel into Hamblin Estates single-family subdivision to the east. The addition of this property to the development will allow single-family lots along the west end of the project in conformance with development standards in the R-1-8 zone. The Planning Commission reviewed the request on December 4, 2019, and recommends its approval.

RECOMMENDATION: Receive public comment.

6. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET

BACKGROUND: Staff has identified expenditures necessary for City operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared the proposed amendments for the Fiscal Year 2020 budget. State law requires a public hearing before the City Council approves amendments to the City budget.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

7. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

Comments pertaining to an agenda item that includes a public hearing or public input should be given as that item is being discussed during the meeting.

8. CONSIDER APPROVAL OF ORDINANCE 2020-03 AUTHORIZING THE ADJUSTMENT OF THE COMMON MUNICIPAL BOUNDARY BETWEEN CLEARFIELD CITY AND SYRACUSE CITY IN THE VICINITY OF 1050 SOUTH 1000 WEST, CLEARFIELD

RECOMMENDATION: Approve Ordinance 2020-03 authorizing the adjustment of the common municipal boundary between Clearfield City and Syracuse City in the vicinity of 1050 South 1000 West, Clearfield, and authorize the Mayor's signature to any necessary documents.

9. CONSIDER ORDINANCE 2020-01 AMENDING THE CITY'S GENERAL PLAN FUTURE LAND USE MAP DESIGNATION FOR THE PROPERTY LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM COMMERCIAL TO RESIDENTIAL

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve Ordinance 2020-01 amending the City's General Plan Future Land Use Map designation for property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from Commercial to Residential and authorize the Mayor's signature to any necessary documents.
2. Deny Ordinance 2020-01 amending the City's General Plan Future Land Use Map designation for property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from Commercial to Residential.
3. Table consideration of Ordinance 2020-01 amending the City's General Plan Future Land Use Map designation for property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from Commercial to Residential and set additional time to consider the request.

10. CONSIDER ORDINANCE 2020-02 REZONING PROPERTY LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM C-2 (COMMERCIAL) TO A-1 (AGRICULTURAL)

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve Ordinance 2020-02 rezoning the property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural) and authorize the Mayor's signature to any necessary documents.
2. Deny Ordinance 2020-02 rezoning the property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural).
3. Table consideration of Ordinance 2020-02 rezoning the property located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural) and set additional time to consider the request.

11. CONSIDER APPROVAL OF ORDINANCE 2020-04 REZONING THE PROPERTY LOCATED AT APPROXIMATELY 741 WEST 300 NORTH (12-019-0121) FROM A-1 (AGRICULTURAL) TO R-1-8 (SINGLE FAMILY RESIDENTIAL)

RECOMMENDATION: Approve Ordinance 2020-04 rezoning the property located at approximately 741 West 300 North from A-1 (Agricultural) to R-1-8 (Single-family Residential) and authorize the Mayor's signature to any necessary documents.

12. CONSIDER APPROVAL OF RESOLUTION 2020R-02 AUTHORIZING AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET

RECOMMENDATION: Approve Resolution 2020R-02 authorizing amendments to the fiscal year 2020 budget and authorize the Mayor's signature to any necessary documents.

13. MAYORAL APPOINTMENT

BACKGROUND: Following each election the mayor reviews Council appointments and responsibilities. Since the membership of the Council remains the same as 2019, Mayor Shepherd is leaving those appointments and responsibilities as presently appointed with the exception of the Mayor Pro Tem. He is recommending that Councilmember Vern Phipps serve as the Mayor Pro Tem for the 2020 calendar year with the Council's advice and consent.

RECOMMENDATION: Appoint Councilmember Vern Phipps as the Mayor Pro Tem for the calendar year 2020 and authorize the Mayor's signature to any necessary documents.

14. CONSIDER APPROVAL OF THE AWARD OF PROPOSAL FOR THE DESIGN AND CONSTRUCTION OF THE STEED PARK PICKLEBALL COURTS TO PARKIN TENNIS COURTS

BACKGROUND: The Steed Park Pickleball Court Design/Build project was identified by the City Council as the next priority for PARAT Tax funding. The original scope of the project included the demolition of the existing tennis courts, and the design and construction of twelve pickleball courts. Due to the high demand for pickleball courts in the area, the proposals also included an option for sixteen courts to gain an understanding of the additional costs and potential economies of scale. Two proposals were received and reviewed by staff and Parkin Tennis Courts is the highest ranking proposal. Staff is also recommending an increase to the budget for the project so sixteen courts can be built.

RECOMMENDATION: Approve the award of proposal for the design and construction of the Steed Park Pickleball Courts to Parkin Tennis Courts and authorize the Mayor's signature to any necessary documents.

15. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJECT TO JR BURTON CONTRACTORS OF UINTAH

BACKGROUND: The City solicited bids to improve the building and well at the Freeport South Well to protect against sudden failure. The well and structure are estimated to have been installed in the 1940s and have surpassed any expectations for use. Nine bids were received and JR Burton Contractors of Uintah was the lowest responsible bid with a bid amount of \$287,513.10.

RECOMMENDATION: Approve the award of bid for the Freeport South Well Building Improvement Project to JR Burton Contractors of Uintah with a bid amount of \$287,513.10; approve funding for the project bid amount with engineering costs and contingency of \$62,486.90 for a total project cost of \$350,000; and authorize the Mayor's signature to any necessary documents.

16. CONSIDER APPROVAL OF RESOLUTION 2020R-01 AUTHORIZING A NEW OFFICIAL CORPORATE SEAL FOR THE CITY

BACKGROUND: Clearfield City's official corporate seal is outdated. Because 2020 is the beginning of a new decade, the City Recorder is recommending that a new City Seal be adopted.

RECOMMENDATION: Approve Resolution 2020R-01 authorizing a new official corporate seal for the City and authorize the Mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

****ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)****

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF THE MINUTES FROM THE NOVEMBER 26, 2019, WORK SESSION AND DECEMBER 10, 2019, POLICY SESSION

PUBLIC HEARING:

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET

BACKGROUND: Staff has identified expenditures necessary for CDRA operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared some proposed amendments for the 2020 fiscal year budget. State law requires a public hearing before the Board approves amendments to the CDRA budget.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

3. CONSIDER APPROVAL OF RESOLUTION 2020R-01 AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2020 BUDGET

RECOMMENDATION: Approve Resolution 2020R-01 authorizing an amendment to the fiscal year 2020 budget and authorize the Chair's signature to any necessary documents.

Dated this 9th day of January, 2020.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.