MEETING NOTICE OF THE CLEARFIELD CITY PLANNING COMMISSION

Notice is hereby given that the Clearfield City Planning Commission will hold a regularly scheduled meeting at 7:00 P.M., Wednesday, June 4, 2014 on the 3rd floor in the City Council Chambers of the Clearfield City Municipal Building, 55 S. State, Clearfield, Utah.

7:00 PM CALL TO ORDER-- PLEDGE OF ALLEGIANCE

1. ROLL CALL

2. APPROVAL OF THE AGENDA
   (Items may be removed, continued to a later date, or addressed out of sequence)

3. APPROVAL OF MINUTES
   A. May 7, 2014

SCHEDULED ITEMS:

4. Discussion and Possible Action on SP 1405-0001: a request by Lifetime Products for Site Plan to consider the addition of an exterior Silo to hold material for the manufacturing process, located at Building B-12 Freeport Center (TIN: 12-065-0055). The property lies in the Manufacturing (M-1) zoning district.

5. Discussion and Possible Action on SP 1405-0002: a request by Dan Thompson for Site Plan to consider change of use from commercial to a church within an existing structure, located at 225 N. Main Street (TIN: 12-020-0048). The property is approximately 0.22 acres and lies in the Commercial (C-2) zoning district.

6. Discussion and Possible Action on SP 1405-0004: a request by Jennmar for Site Plan to consider additional parking area, located at 155 E. 550 S. (TIN: 12-003-0164). The property is approximately 5.7 acres and lies in the Manufacturing (M-1) zoning district.

7. Discussion and Possible Action on SP 1405-0005: a request by Russ Naylor on behalf of Taco Bell for Site Plan to consider exterior modification to an existing building, located at 632 N. Main Street (TIN: 14-094-0062). The property is approximately 0.62 acres and lies in the Commercial (C-2) zoning district.

PUBLIC HEARINGS:

8. Public Hearing, Discussion and Possible Action on CUP 1405-0002: a request by Dan Thompson for Conditional Use Permit for a church within an existing structure, located at 225
9. Public Hearing, Discussion and Possible Action on FSP 1405-0003: A request by Michael Christensen, on behalf of Thackeray Company's, for a Final Subdivision Plat review for Phase 1 on an approved Mixed-Use Development on approximately 70 acres located at 1250 S. State Street (TIN: 12-066-0071, 12-067-0139).

10. Public Hearing, Discussion and Possible Action on ZTA 1404-0001: Zoning Text Amendment to Title 11, C-1 and C-2 Commercial Parking Regulations and Definition, to better define Commercial Parking Lots, and the conditions imposed for location and use of parking lots. This zoning text amendment would be effective across all Commercial Zones in Clearfield City.

11. Public Hearing, Discussion and Possible Action on ZTA 1404-0002: Zoning Text Amendment to Title 11, Chapter 5 to propose standards for Administrative Site Plan reviews. This zoning text amendment would be effective across all Zones in Clearfield City.

12. Public Hearing, Discussion and Possible Action on ZTA 1404-0003: Zoning Text Amendment to Title 11, Chapter 14 to propose standards for gravel parking areas within residential zones. This zoning text amendment would be effective across all Zones in Clearfield City.

DISCUSSION ITEMS:

13. Discussion about standards for Animal Keeping within Agricultural zones in Clearfield City, and potential amendments to City Code Title 11, Chapter 8 Agricultural Zones to consider allowing greater flexibility for animal keeping within agricultural properties.

COMMUNICATION ITEMS:

14. Staff Communications

15. Planning Commissioners’ Minute

**PLANNING COMMISSION MEETING ADJOURNED**

Dated this 30th day of May, 2014

/s/Scott A. Hess, Development Services Manager

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 accommodations for City sponsored public meetings, service programs, or events, should call Christine Horrocks at 525-2780, giving her 48 hours notice.
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Discussion and Possible Action on SP 1405-0001: a request by Lifetime Products for Site Plan to consider the addition of an exterior Silo to hold material for the manufacturing process, located at Building B-12 Freeport Center (TIN: 12-065-0055). The property lies in the Manufacturing (M-1) zoning district.

RECOMMENDATION

Move to approve as conditioned, SP 1405-0001, a Site Plan for Lifetime product silo addition, based on the findings and discussion in the Staff Report.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
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<tbody>
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</tr>
<tr>
<td>Land Use Classification</td>
</tr>
<tr>
<td>Gross Site Area</td>
</tr>
<tr>
<td>Bldg B-12 Silo Additions</td>
</tr>
</tbody>
</table>

Surrounding Properties and Uses: Current Zoning District Comprehensive Plan
Land Use Classification
HISTORY

Prior to 2011 Various building permits were approved and issued for the principal building

9-21-2011 Site Plan approval for two storage silos and an accessory structure for Building D-11

ANALYSIS

Master Plan and Zoning
The site is located in the vicinity of A Street and 11th Street in Freeport Center at Buildings B-11 and B-12. The property is zoned M-1 and master planned Manufacturing. The proposed addition is consistent with the Master Plan and zoning.

Site Plan Review

Product Silo
One additional silo is proposed to be constructed just west of Building B-12 adjacent to the two formerly approved silos (See Attachment 1: Silo Site Plan). The concrete pad is approximately 18’x19’ for a total of 342 square feet and the silo is approximately 12 feet in diameter and 60 feet tall (See Attachment 2: Silo Elevation).

Section 11-13-11 of the City Code makes height limitation exceptions for such items as water tanks, ventilators, chimneys or other appurtenances usually required to be placed above the roof level and not intended for human occupancy. Silos used for product storage would be classified as a similar structure. The site is already developed with heavy industrial uses with
other existing silos in the immediate vicinity used for similar purposes at Building B-11 and Building B-12. There are no further zoning regulations on these types of structures.

Public Comment
No public comment has been received to date.

**REVIEW CONSIDERATIONS**

**Site Plan Review**
Clearfield Land Use Ordinance Section 11-5-3 establishes the review considerations the Planning Commission shall make to approve Site Plans. The findings and staff's evaluation are outlined below:

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Traffic: The effect of the site development plan on traffic conditions on abutting streets.</td>
<td>Does not apply for this request. No additional traffic is anticipated with this addition.</td>
</tr>
<tr>
<td>2) Vehicle; Pedestrian: The layout of the site with respect to locations and dimension of vehicular and pedestrian entrances, exists, drives and walkways.</td>
<td>The location of the silo is outside the pedestrian walkways of the property and out of vehicular traffic areas.</td>
</tr>
<tr>
<td>3) Off-Street Parking: Compliance of off-street parking facilities with Chapter 14 of this Title.</td>
<td>Does not apply for this request. The addition does not create additional parking needs. The existing parking meets the standards for manufacturing building.</td>
</tr>
<tr>
<td>4) Loading and Unloading Facilities: The location, arrangement and dimensions of truck loading and unloading facilities.</td>
<td>Does not apply for this request. The addition does not necessitate additional loading spaces.</td>
</tr>
<tr>
<td>5) Surfacing and Lighting; Parking: The surfacing and lighting of off-street parking.</td>
<td>Does not apply for this request. The parking lot is already developed.</td>
</tr>
<tr>
<td>6) Screen Planting: The location, height and materials, of walls, fences, hedges and screen planting.</td>
<td>The silo location is surrounded by developed industrial uses and additional screening is not necessary. The silo location is adjacent to two existing identical silos.</td>
</tr>
</tbody>
</table>
7) **Landscaping:** The layout and appropriateness of landscaping.  
   **Staff Analysis:** The addition does not alter the existing landscape, nor necessitates the addition of landscaping.

8) **Drainage:** The effect of the site development plan on City storm water drainage systems.  
   **Staff Analysis:** Does not apply for this request. The location of the addition does not alter the existing drainage.

9) **Utility:** The effect of the site development plan on City utility systems.  
   **Staff Analysis:** Does not apply for this request. The addition does not impact the existing utility systems.

10) **Building Locations:** Consideration of building locations on the site, elevations and relation to surrounding areas (Ord. 84-06B, 9-11-1984)  
    **Staff Analysis:** The silo is proposed to be located in close proximity to the existing silos and is located in existing industrial development. Visibility and impact of the silo should be minimal from surrounding properties.

11) **Exterior Design:** Consideration of exterior design in relation to adjoining structures and area character to assure compatibility with other structures in the neighborhood, existing or intended. (Ord. 84-08, 10-23-1984)  
    **Staff Analysis:** The proposal is an ancillary building to an existing industrial building. Under 11-18-3 minor structures added to a site may deviate from strict adherence to Design Standards. (Refer to these findings in the table below.)

12) **Signs:** Compliance of signs with Chapter 15 of this Title and particular consideration to the location of signs upon the site, their effect upon parking, ingress and egress, the effects upon neighboring properties and the general harmony of signs with the character of the neighborhood, existing or intended.  
    **Staff Analysis:** Does not apply for this request. Signage is not a part of the request.

**FINDINGS**

**Deviations from Strict Compliance**  
Clearfield Land Use Ordinance Section 11-18-3 establishes the findings that Planning Commission shall make to approve deviations from some of the Chapter 18 design standards. The findings and staff’s evaluation are outlined below:

<table>
<thead>
<tr>
<th>Findings for Deviations</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Is consistent with the purpose of [Chapter 18] and any applicable master plan or ordinance.</td>
<td>The proposal consists of product silo (ancillary building) at a location that is surrounded by developed industrial uses on all sides.</td>
</tr>
<tr>
<td>2)</td>
<td>Will not adversely affect neighboring property owners or residents; and</td>
</tr>
<tr>
<td>3)</td>
<td>Creates a consistent and compatible design in cases which involve minor structures added to a site.</td>
</tr>
</tbody>
</table>

**CONDITIONS OF APPROVAL**

1) The Construction Documents submitted for building permits shall be in substantial conformance with the documents submitted in this Site Plan approval, SP 1405-0001.

**ATTACHMENTS**

1. Silo Site Plan
2. Silo Elevation
Planning Commission
STAFF REPORT

TO: Planning Commission
FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Discussion and Possible Action on SP 1405-0002: a request by Dan Thompson for Site Plan to consider change of use from commercial to a church within an existing structure, located at 225 N. Main Street (TIN: 12-020-0048). The property is approximately 0.22 acres and lies in the Commercial (C-2) zoning district.

RECOMMENDATION

Move to approve as conditioned, SP 1405-0002, Site Plan approval for 225 N. Main change of use, based on the findings and discussion in the Staff Report.

PROJECT SUMMARY

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<tr>
<th>Project Information</th>
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<tbody>
<tr>
<td>Project Name</td>
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</tr>
<tr>
<td>Tax ID Number</td>
</tr>
<tr>
<td>Applicant</td>
</tr>
<tr>
<td>Property Owner</td>
</tr>
<tr>
<td>Proposed Actions</td>
</tr>
<tr>
<td>Current Zoning</td>
</tr>
<tr>
<td>Master Plan Land Use</td>
</tr>
<tr>
<td>Gross Site Area</td>
</tr>
<tr>
<td>Existing Building SF</td>
</tr>
</tbody>
</table>
Development Standards: | Proposed | Required |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Size</td>
<td>0.22 acres</td>
<td>No minimum</td>
</tr>
<tr>
<td>Lot Width</td>
<td>Approx. 50 feet</td>
<td>35 feet</td>
</tr>
<tr>
<td>Setbacks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front</td>
<td>5 feet</td>
<td>5 feet</td>
</tr>
<tr>
<td>Side</td>
<td>3 feet</td>
<td>0 feet</td>
</tr>
<tr>
<td>Rear</td>
<td>60 feet</td>
<td>0 feet</td>
</tr>
<tr>
<td>Landscaping</td>
<td>12%</td>
<td>10%</td>
</tr>
<tr>
<td>Parking Spaces</td>
<td>14 spaces</td>
<td>11 spaces</td>
</tr>
</tbody>
</table>

*Addressed in the deviations from strict compliance findings.*

Vicinity Map
ANALYSIS

Comprehensive Plan and Zoning
The site is approximately a 0.22-acre parcel, located south of the 250 North Street. The property is Master Planned Mixed Use and lies in the C-2 zoning district. The use of the building has historically been permitted commercial uses, and was recently a chiropractic office. The project is subject to Site Plan approval at this time due to a request for change of use from commercial to a church through a conditional use permit application. The church being proposed is the Islamic Society of Layton. This staff report only considers the Site Plan portion of the project.

Site Plan Review
Review considerations for Site Plan approval are discussed in detail in the Site Plan review table below.

TRAFFIC
The site has a shared drive access with 245 N. Main Street to the north. The configuration of parking and site circulation is very limited. The building at 245 N. Main is currently unoccupied. Any future use of that structure will need to be sensitive to the shared drive approach and shared parking lot. To date, there have not been any complaints filed with the city. Community Development will monitor the parking, and any conflicts as potential new businesses come into the building on 245 N. Main Street. As with other approvals of commercial locations along Main Street, Staff would recommend limiting the applicant form allowing backing onto Main Street as it may negatively impact traffic flow.

DESIGN STANDARDS
There are no current exterior modifications proposed with the request.

LANDSCAPING
Landscaping is currently deficient, but the applicant has proposed a series of planter boxes along the south side of the property which would allow the site to come into compliance with the 10% landscaping requirement. Due to the unique nature of the site and its very limited size, there has not been a requirement to detain on site storm water.

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### Surrounding Properties and Uses:

<table>
<thead>
<tr>
<th>Direction</th>
<th>Property Description</th>
<th>Current Zoning District</th>
<th>Comprehensive Plan Land Use Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>245 N. Main – Vacant</td>
<td>C-2 (Commercial Zone)</td>
<td>Mixed-Use</td>
</tr>
<tr>
<td>East</td>
<td>Main Street, Jr’s Auto Service</td>
<td>C-2 (Commercial Zone)</td>
<td>Commercial</td>
</tr>
<tr>
<td>South</td>
<td>PMN Associates – Multi tenant building</td>
<td>C-2 (Commercial Zone)</td>
<td>Mixed Use</td>
</tr>
<tr>
<td>West</td>
<td>Appliance Clinic</td>
<td>C-2 (Commercial Zone)</td>
<td>Mixed Use</td>
</tr>
</tbody>
</table>
GARBAGE DUMPSTER
The plans do not show a garbage dumpster. If the applicant desires a garbage dumpster, it will need to be screened and enclosed per City Code.

FENCING PLAN
All abutting properties are zoned commercial, no further fencing is being proposed at this time.

SIGN PACKAGE
Signage is not a part of this request at this time.

ENGINEERING REVIEW
No engineering review of this site, as there are no changes being proposed to any existing impervious surface, and no changes being made to any utilities.

OTHER AGENCY REVIEW
Fire Review
Site Plan approval is subject to North Davis Fire District final review and approval which will occur during the building permit process.

Public Comment
No public comment has been received to date.

REVIEW CONSIDERATIONS

Site Plan Review
Clearfield Land Use Ordinance Section 11-5-3 establishes the review considerations the Planning Commission shall make to approve Site Plans. The findings and staff’s evaluation are outlined below:

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<tbody>
<tr>
<td>1</td>
<td>Traffic: The effect of the site development plan on traffic conditions on abutting streets.</td>
<td>The site is located with direct access to Main Street and access to 250 North through the 245 N. Main parking lot. There is not anticipated to be further impact to the traffic than what existed previously. Staff recommends that backing onto Main Street not be allowed.</td>
</tr>
<tr>
<td>2</td>
<td>Vehicle; Pedestrian: The layout of the site with respect to locations and dimension of vehicular and pedestrian entrances, exits, drives and walkways.</td>
<td>The driveways to the site are existing. There are public sidewalks along Main Street, as well as sidewalks along the building. Deteriorated or damaged sidewalk and concrete will need to be replaced or installed.</td>
</tr>
<tr>
<td>3</td>
<td>Off-Street Parking: Compliance of off-street parking facilities with Chapter 14 of this Title.</td>
<td>The site requires 11 parking spaces and the plan currently provides 14 spaces which must include 1 ADA compliant space. The parking also meets paving improvement standards with the use of asphalt.</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Details</td>
</tr>
<tr>
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<td>-----------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Loading and Unloading Facilities: The location, arrangement and dimensions of truck loading and unloading facilities.</td>
<td>The site is not subject to an off-street loading space requirement.</td>
</tr>
<tr>
<td>5</td>
<td>Surfacing and Lighting; Parking: The surfacing and lighting of off-street parking.</td>
<td>The proposal does not include additional lighting on the building.</td>
</tr>
<tr>
<td>6</td>
<td>Screen Planting: The location, height and materials, of walls, fences, hedges and screen planting.</td>
<td>The abutting properties are zoned commercial. No additional screen planting is necessary.</td>
</tr>
<tr>
<td>7</td>
<td>Landscaping: The layout and appropriateness of landscaping.</td>
<td>The site will come into compliance with landscaping through a series of planter boxes provided along the south and west side of the parcel. There is also a small planter box on Main Street that will be planted. The site will provide 12% landscaping under this configuration.</td>
</tr>
<tr>
<td>8</td>
<td>Drainage: The effect of the site development plan on City storm water drainage systems.</td>
<td>There are no changes being proposed to the storm water collection and site drainage.</td>
</tr>
<tr>
<td>9</td>
<td>Utility: The effect of the site development plan on City utility systems.</td>
<td>There are no changes being proposed to on site utilites.</td>
</tr>
<tr>
<td>10</td>
<td>Building Locations: Consideration of building locations on the site, elevations and relation to surrounding areas (Ord. 84-06B, 9-11-1984)</td>
<td>There are no changes being proposed to the existing building.</td>
</tr>
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<td>11</td>
<td>Exterior Design: Consideration of exterior design in relation to adjoining structures and area character to assure compatibility with other structures in the neighborhood, existing or intended. (Ord. 84-08, 10-23-1984)</td>
<td>There no exterior design changes proposed to the building.</td>
</tr>
<tr>
<td>12</td>
<td>Signs: Compliance of signs with Chapter 15 of this Title and particular consideration to the location of signs</td>
<td>One sign per street frontage is permitted that is consistent with 11-15-8 wall signage standards. Signage is not included as part of this request.</td>
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</table>
upon the site, their effect upon parking, ingress and egress, the effects upon neighboring properties and the general harmony of signs with the character of the neighborhood, existing or intended.

CONDITIONS OF APPROVAL

1) The Construction Documents submitted for building permits shall be in substantial conformance with the documents submitted in this Site Plan approval, SP 1405-0002. Construction Documents shall demonstrate full compliance with City Code and Standards, including, but not limited to the following:
   a. A landscape plan will be submitted with the construction documents that include quantities and specify plant materials and will demonstrate that the plants are irrigated with an automatic irrigation system, pursuant to 11-13-23(E)
   b. Mechanical equipment (either roof or ground mounted, shall be screened from public view).
   c. One sign per street frontage Main Street will be permitted, pursuant to the standards established in 11-15-8(E).
   d. The garbage dumpster shall be fully screened from view.
2) Site Plan approval is subject to North Davis County Fire District review and approval.
3) Should the landscape not be installed prior to Certificate of Occupancy, pursuant to Land Use Ordinance 11-13-23(C) and (D) Final building permit approval is subject to the applicant establishing an escrow account, as reviewed and approved by the City Engineer and City Attorney. (This includes the installation of the irrigation system if applicable.)

ATTACHMENTS

1. Site Plan
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Discussion and Possible Action on SP 1405-0004: a request by Jennmar for Site Plan to consider additional parking area, located at 155 E. 550 S. (TIN: 12-003-0164). The property is approximately 5.7 acres and lies in the Manufacturing (M-1) zoning district.

RECOMMENDATION

Move to approve as conditioned, SP 1405-0004, a Site Plan for Jennmar parking lot expansion, based on the findings and discussion in the Staff Report.

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<td>Site Changes</td>
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</tbody>
</table>
VICINITY MAP

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<tr>
<th>Surrounding Properties and Uses</th>
<th>Current Zoning District</th>
<th>Comprehensive Plan Land Use Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Clearfield City Public Works</td>
<td>M-1 (Manufacturing Zone)</td>
<td>Manufacturing</td>
</tr>
<tr>
<td>East Railroad Right-of-Way</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>South Impact Machine Company</td>
<td>M-1 (Manufacturing Zone)</td>
<td>Manufacturing</td>
</tr>
<tr>
<td>West Morgan Pavement</td>
<td>M-1 (Manufacturing Zone)</td>
<td>Manufacturing</td>
</tr>
</tbody>
</table>
ANALYSIS

Master Plan and Zoning
The site is located in the vicinity of Main Street and 700 South, located north of the new S.R. 193 extension. The property is zoned M-1 and master planned Manufacturing. The proposed parking lot addition is consistent with the Master Plan and zoning.

Site Plan Review

Parking Lot Expansion
Parking along the 560 South access road between Jennmar and Morgan Pavement is currently deficient. There are often vehicles lining both sides of 560 South and 175 East creating a hazard for large trucks and construction vehicles driving through this manufacturing area. Jennmar is proposing to add 17 parking spaces immediately south of their existing parking lot. The plan proposes two ADA parking spaces which staff feels is sufficient for the current use of the Jennmar facility. There are no additional site changes or access changes proposed at this time. The additional parking area will remove a small portion of landscaping. Jennmar's site is 250,462 square feet with approximately 38,622 square feet of landscaping provided throughout the site. The landscaping for the site will total 15% even after the parking expansion.

Storm Water Collection
Jennmar is proposing improvements to their current water detention basin located south of the proposed parking lot expansion. This area serves as a portion of the overall landscaping as well as water collection for surface runoff. The detention pond has been designed to accommodate a 100 year flood. Surface drainage calculations were provided to Clearfield City and were reviewed by Storm Water Manager Dan Schuler. Mr. Schuler provided a letter to the Community Development Department stating that the proposed plan meets Clearfield City and State of Utah standards for Storm Water runoff controls.

Public Comment
No public comment has been received to date.

REVIEW CONSIDERATIONS

Site Plan Review
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<td>Does not apply for this request. No additional traffic is anticipated with the parking lot expansion. The expansion is a reaction to the current traffic and parking need within the area in order to reduce...</td>
</tr>
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<td></td>
<td></td>
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<tr>
<td>---</td>
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</tr>
<tr>
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<tr>
<td><strong>6)</strong></td>
<td><strong>Screen Planting:</strong> The location, height and materials, of walls, fences, hedges and screen planting.</td>
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<td><strong>7)</strong></td>
<td><strong>Landscaping:</strong> The layout and appropriateness of landscaping.</td>
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<tr>
<td><strong>8)</strong></td>
<td><strong>Drainage:</strong> The effect of the site development plan on City storm water drainage systems.</td>
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<tr>
<td><strong>9)</strong></td>
<td><strong>Utility:</strong> The effect of the site development plan on City utility systems.</td>
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</table>
### CONDITIONS OF APPROVAL

1) The Construction Documents submitted for building permits shall be in substantial conformance with the documents submitted in this Site Plan approval, SP 1405-0004.

### ATTACHMENTS

1. Site Plan
Attachment 1: Jennmar Site Plan – Parking Lot Expansion
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Discussion and Possible Action on SP 1405-0005: a request by Russ Naylor on behalf of Taco Bell for Site Plan to consider exterior modification to an existing building, located at 632 N. Main Street (TIN: 14-094-0062). The property is approximately 0.62 acres and lies in the Commercial (C-2) zoning district.

RECOMMENDATIONS

Move to approve as conditioned, SP 1405-0005, Site Plan approval for Taco Bell located at 632 N. Main Street, based on discussion and findings in the Staff Report.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>Taco Bell Exterior Modifications</td>
</tr>
<tr>
<td>Site Location</td>
<td>632 N. Main Street</td>
</tr>
<tr>
<td>Tax ID Number</td>
<td>14-094-0062</td>
</tr>
<tr>
<td>Applicant and Property Owner</td>
<td>Russ Naylor</td>
</tr>
<tr>
<td>Property Owner</td>
<td>Taco Bell – CDT Enterprises</td>
</tr>
<tr>
<td>Proposed Actions</td>
<td>Site Plan Approval</td>
</tr>
<tr>
<td>Current Zoning</td>
<td>C-2 (Commercial)</td>
</tr>
<tr>
<td>Master Plan Land Use</td>
<td>C-2 (Commercial)</td>
</tr>
<tr>
<td>Existing Site Area</td>
<td>0.62 acres</td>
</tr>
<tr>
<td>Existing Building Area</td>
<td>2020 SF</td>
</tr>
</tbody>
</table>
ANALYSIS

Master Plan and Zoning
The site is located immediately south of the 650 North Interchange on Main Street. The use is consistent with the current zoning as well as the master plan.

Site Plan Review
The site is currently improved with adequate landscaping, parking, and traffic circulation. The continued use of the building as a restaurant is consistent with the site and its layout.

The site plan has proposed changes to the exterior of the building consistent with new Taco Bell Restaurant models. There are no proposed changes to landscaping, parking or traffic circulation, and will not create any additional impact on the site. The overall changes to the
exterior will have little impact on the site itself, but will require a building permit and conformance to Clearfield City Codes, which includes Chapter 18 Design Guidelines.

**Design Guidelines Review**

Clearfield City Code Chapter 18 Design Guidelines is in effect to control development within Clearfield City and assure that development is done in a consistent way focused on high quality materials. This request is a renovation of an existing business within the City. The renovation for this chain restaurant is proposed to be of similar high quality materials to the existing structure, but with an overall updated look. The design standards are not designed to be so strict that they limit creativity or create an undue burden on development within the City. In staff's opinion, the proposed exterior modifications meet the intent of Chapter 18 Design Guidelines, and staff would recommend for the Planning Commission to accept the renovation of the Taco Bell as proposed.

**Public Comment**
No public comment has been received to date.

**REVIEW CONSIDERATIONS**

**Site Plan Review**
Clearfield Land Use Ordinance Section 11-5-3 establishes the review considerations the Planning Commission shall make to approve Site Plans. The findings and staff's evaluation are outlined below:

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1)</strong> <em>Traffic:</em> The effect of the site development plan on traffic conditions on abutting streets.</td>
<td>Does not apply for this request. No additional traffic is anticipated with this request.</td>
</tr>
<tr>
<td><strong>2)</strong> <em>Vehicle; Pedestrian:</em> The layout of the site with respect to locations and dimension of vehicular and pedestrian entrances, exits, drives and walkways.</td>
<td>Does not apply for this request. There are no impacts to pedestrian walkways, and the site is improved with a sidewalk along Main Street.</td>
</tr>
<tr>
<td><strong>3)</strong> <em>Off-Street Parking:</em> Compliance of off-street parking facilities with Chapter 14 of this Title.</td>
<td>Does not apply for this request. The existing parking meets the minimum standards for restaurants.</td>
</tr>
<tr>
<td><strong>4)</strong> <em>Loading and Unloading Facilities:</em> The location, arrangement and dimensions of truck loading and unloading facilities.</td>
<td>Does not apply for this request. The exterior modifications to the building do not necessitate additional loading spaces.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>5)</td>
<td>Surfacing and Lighting; Parking: The surfacing and lighting of off-street parking.</td>
</tr>
<tr>
<td>6)</td>
<td>Screen Planting: The location, height and materials, of walls, fences, hedges and screen planting.</td>
</tr>
<tr>
<td>7)</td>
<td>Landscaping: The layout and appropriateness of landscaping.</td>
</tr>
<tr>
<td>8)</td>
<td>Drainage: The effect of the site development plan on City storm water drainage systems.</td>
</tr>
<tr>
<td>9)</td>
<td>Utility: The effect of the site development plan on City utility systems.</td>
</tr>
<tr>
<td>10)</td>
<td>Building Locations: Consideration of building locations on the site, elevations and relation to surrounding areas (Ord. 84-06B, 9-11-1984)</td>
</tr>
<tr>
<td>11)</td>
<td>Exterior Design: Consideration of exterior design in relation to adjoining structures and area character to assure compatibility with other structures in the neighborhood, existing or intended. (Ord. 84-08, 10-23-1984)</td>
</tr>
<tr>
<td>12)</td>
<td>Signs: Compliance of signs with Chapter 15 of this Title and particular consideration to the location of signs upon the site, their effect upon parking, ingress and egress, the effects upon neighboring properties and the general harmony of signs with the character of the neighborhood, existing or intended.</td>
</tr>
</tbody>
</table>
CONDITIONS OF APPROVAL

1) The Construction Documents submitted for building permits shall be in substantial conformance with the documents submitted in this Site Plan approval, SP 1405-0005.
2) Approval is subject to any UDOT (Utah Department of Transportation) Approvals that may be required for Main Street driveways.
3) Approval is subject to North Davis County Fire District review and approval.

ATTACHMENTS

1. Site Plan
EXISTING FINISH TO BE REMOVED. STRUCTURE TO REMAIN. SEE DEMOLITION LEGEND. NOT USED.

EXISTING SIGN TO REMAIN, IF EXISTING.

DEMO DRIVE THRU WINDOW (*) AND REPLACE - OWNER TO PROVIDE
* ON SOME LOCATIONS THE WINDOW HAS ALREADY BEEN REPLACE
VERIFY WITH OWNER IF NEEDED BEFORE DEMO

DEMO BACKLIT AWNING IF PRESENT. IF THIS AREA IS A FRAMED SOFFIT NO CHANGES ARE REQUIRED.

DEMO STOREFRONTS AND REPLACE WITH NEW - USE CONTINUOUS HINGE ON DOOR SEE SHEET A1.1

DEMO PRICE CONFIRMATION. KEEP DO NOT DISCARD

EXISTING TOWER FINISH TO BE REMOVED. EXISTING ROOF DRAINS WITHIN TOWER TO REMAIN.
EXISTING WINDOW TO BE REMOVED.
PORTION OF WALL OR TOWER TO BE REMOVED AS INDICATED. PROTECT EXISTING STRUCTURE AND STOREFRONT.
EXISTING FINISH TO BE REMOVED. STRUCTURE TO REMAIN. SEE DEMOLITION LEGEND.
EXPANSIVE CLAY CONDITIONAL - VERIFY NOT ERODED
EXISTING TOWER FINISH TO BE REMOVED. EXISTING ROOF DRAINS WITHIN TOWER TO REMAIN.
EXISTING SIGN TO REMAIN, IF EXISTING.

EXISTING TO BE REMOVED.
EXISTING FINISH TO BE REMOVED. STRUCTURE TO REMAIN. SEE DEMOLITION LEGEND.
SEE KEYNOTE #10
1. **WALL LEGEND**

   - WALL ELEVATION
   - KEY NOTES
   - FLOOR PLAN NOTES
   - FLOOR PLAN

2. **FLOOR PLAN NOTES**

   - 9 - VERIFY THAT SHUTTLE TRIP EXISTS TO SHUT OFF GAS, POWER, AND AIR HANDLERS IF FIRE
   - 37 - VERIFY THE DIMENSIONS OF THE DRINK STATION.
   - 38 - VERIFY THAT SHUTTLE TRIP EXISTS TO SHUT OFF GAS, POWER, AND AIR HANDLERS IF FIRE
   - 39 - VERIFY THAT SHUTTLE TRIP EXISTS TO SHUT OFF GAS, POWER, AND AIR HANDLERS IF FIRE

3. **KEY NOTES**

   - B.
   - 34 - FINISH SUBSTRATES:
     - 35 - ALL EXISTING SURFACE MOUNTED CONDUITS NEED TO BE ENCLOSED IN WALLS
     - 36 - ALL EXISTING SURFACE MOUNTED CONDUITS NEED TO BE ENCLOSED IN WALLS
     - 37 - ALL EXISTING SURFACE MOUNTED CONDUITS NEED TO BE ENCLOSED IN WALLS
     - 38 - ALL EXISTING SURFACE MOUNTED CONDUITS NEED TO BE ENCLOSED IN WALLS
     - 39 - ALL EXISTING SURFACE MOUNTED CONDUITS NEED TO BE ENCLOSED IN WALLS

4. **WALL ELEVATION**

   - 4 - SEE SCHEDULE FOR WINDOW AND DOOR TYPES.
   - 5 - VERIFY DIMENSIONS OF THE DRINK STATION.
   - 6 - VERIFY DIMENSIONS OF THE DRINK STATION.
   - 7 - VERIFY DIMENSIONS OF THE DRINK STATION.
   - 8 - VERIFY DIMENSIONS OF THE DRINK STATION.

5. **WALL LEGEND**

   - WALL ELEVATION
   - KEY NOTES
   - FLOOR PLAN NOTES
   - FLOOR PLAN
NOTE:
REPLACE DAMAGED RoOF TiLLe, FLaShiNG, ETc. PRESSURE WASH TiLLeS AFTeRwARDS.

0'-0" T.O. SLAB
3'-4" T.O. BAND
9'-6" T.O. CANOPY, TYP.
13'-8" T.O. TOWER

SEE SHEET A4.0 FOR KEYNOTES.

NEW 30" X 24" ACCESS DOOR FOR COOLER MAINTENANCE
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Public Hearing, Discussion and Possible Action on CUP 1405-0002: a request by Dan Thompson for Conditional Use Permit for a church within an existing structure, located at 225 N. Main Street (TIN: 12-020-0048). The property is approximately 0.22 acres and lies in the Commercial (C-2) zoning district.

RECOMMENDATION

Move to approve as conditioned, CUP 1405-0002, a Conditional Use Permit for a church, in the C-2 (Commercial) zoning district located at 225 N. Main St., based on the findings and discussion in the Staff Report.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
</tr>
<tr>
<td>Site Location</td>
</tr>
<tr>
<td>Tax ID Number</td>
</tr>
<tr>
<td>Applicant</td>
</tr>
<tr>
<td>Property Owner</td>
</tr>
<tr>
<td>Proposed Actions</td>
</tr>
<tr>
<td>Current Zoning</td>
</tr>
<tr>
<td>Master Plan Land Use</td>
</tr>
<tr>
<td>Gross Site Area</td>
</tr>
<tr>
<td>Existing Building SF</td>
</tr>
</tbody>
</table>
ANALYSIS

Conditional Use Permit Review
The purpose of the CUP is to allow a land use that, because of its unique characteristics or potential impact on the municipality, surrounding neighbors, or adjacent land uses, may be compatible only if certain conditions are imposed that mitigate or eliminate the detrimental impacts.

The request for a Conditional Use Permit (CUP) for a church use is consistent with the City’s Land Use Ordinance as this use is permitted with an approved CUP in the C-2 zoning district. The location of the church is on Main Street within an existing commercial building, and is generally compatible with all surrounding commercial uses. The structure is planned to be renovated on the inside to facilitate offices and prayer areas. The applicant indicates that the current congregation is under 15 people and future growth is unexpected at this time.

Parking, Circulation, and Access
No further mitigation measures are anticipated to be required. The site is fully developed with ample parking, adequate circulation and appropriate access to and from a major arterial as indicated in the Site Plan review SP-1405-0002. The site shares a common driveway access point with the property to the north, but staff cannot find any record of complaints or issues with
the shared drive access. It is difficult to mitigate any issues at this time due to the structure at 245 N. Main Street being currently vacant. Staff will monitor any detrimental impacts that the shared driveway may create as businesses occupy the building to the north.

Public Comment
No public comment has been received to date.

GENERAL STANDARDS

Conditional Use Permit Review
Clearfield Land Use Ordinance Section 11-4-3 establishes the general standards and determination the Planning Commission shall make to approve Conditional Use Permits. The findings and staff’s evaluation are outlined below:

<table>
<thead>
<tr>
<th>General Standard</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DETERMINATION:</strong> A Conditional Use Permit shall be approved if conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with the standards set forth [in the Land Use Code]. If the reasonably anticipated detrimental impacts or effects of the proposed conditional use cannot be substantially mitigated or eliminated by the proposal or the imposition of conditions to achieve compliance with the standards set forth [in the Land Use Code], the Conditional Use Permit may be denied.</td>
<td></td>
</tr>
</tbody>
</table>

1) **Equivalent to Permitted Use:** Any detrimental impacts or effects from the proposed use on any of the following shall not exceed those which could reasonably be expected to arise from a use that is permitted in the zone:
   a. The health, safety, and welfare of the City and its present and future inhabitants and businesses;
   b. The prosperity of the City and its present and future inhabitants and businesses;
   c. The peace and good order, comfort, convenience and aesthetics of the City and its present and future inhabitants and businesses;
   d. The tax base;
   e. Economy in governmental expenditures;
   f. The State’s agricultural and other industries;
   g. The urban and nonurban development;
   h. Access to sunlight for solar energy devices; or
   i. Property values.

The requested church use is proposed to be located in an existing commercial structure, surrounded by other commercial uses in the immediate vicinity. No detrimental impacts are anticipated, as all the surrounding uses are compatible and the site is fully developed and has capacity for the required parking, circulation and access necessary for a church use.
### Impact Burden

Any cost of mitigating or eliminating detrimental impacts or effects in excess of those which could be reasonably expected to arise from a permitted use shall become a charge against the development so as not to constitute a burden on the municipality, surrounding neighbors, or adjacent land uses.

The existing site is conducive to handling the traffic, parking, and related uses of a small congregation church use.

### Conform to the Objectives of the General Plan

The proposed conditional use shall not limit the effectiveness of land use controls, imperil the success of the General Plan for the community, promote blight or injure property values.

The proposed use does not limit the effectiveness of land use controls or the success of the General Plan. The proposed use is not anticipated to promote blight or injure property values.

### CONDITIONS OF APPROVAL

1) This Conditional Use Permit is for a church use located at 225 N. Main St. This Conditional Use Permit approval is intended for the sole use of the applicant as it relates to this application.

2) The applicant shall provide proof of having obtained and of having maintained, as may be periodically requested by the City, all applicable local, state, and federal permits.

3) Provide proof of legal vehicle access (ingress/egress) to the property.

4) Parking must be contained on-site, or applicant must provide an easement or use agreement from the adjacent property if parking is to be shared between the sites.

### ATTACHMENTS

None provided with this application.
TO: Planning Commission  
FROM: Scott A. Hess  
       Development Services Manager  
       scott.hess@clearfieldcity.org (801) 525-2785  
MEETING DATE: June 4, 2014  
SUBJECT: Public Hearing, Discussion and Possible Action on FSP 1405-0003: A request by Michael Christensen, on behalf of Thackeray Company’s, for a Final Subdivision Plat review for Phase 1 on an approved Mixed-Use Development on approximately 70 acres located at 1250 S. State Street (TIN: 12-066-0071, 12-067-0139).

RECOMMENDATIONS

1.) Move to continue item to July 2, 2014 FSP 1405-0003, Clearfield Station Final Subdivision Plat located at 1250 S. State Street (TIN: 12-066-0071, 12-067-0139) based on discussion and findings in the staff report.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>Clearfield Station</td>
</tr>
<tr>
<td>Site Location</td>
<td>1250 S. State (SWC of State Street and 1000 East)</td>
</tr>
<tr>
<td>Tax ID Number</td>
<td>12-066-0071, 12-067-0139</td>
</tr>
<tr>
<td>Applicant</td>
<td>Michael Christensen</td>
</tr>
<tr>
<td></td>
<td>Thackeray Garn Company</td>
</tr>
<tr>
<td>Owner</td>
<td>Utah Transit Authority (UTA)</td>
</tr>
<tr>
<td></td>
<td>Curtis Clayton, Representative</td>
</tr>
<tr>
<td>Proposed Actions</td>
<td>Phase 1 - Final Subdivision Plat</td>
</tr>
<tr>
<td>Current Zoning</td>
<td>MU (Mixed Use)</td>
</tr>
<tr>
<td>Land Use Classification</td>
<td>Mixed-Use</td>
</tr>
<tr>
<td>Gross Site Area</td>
<td>70 acres</td>
</tr>
</tbody>
</table>
Clearfield Station Transit Oriented Development was approved through the Master Development Plan and Master Development Agreement process in a City Council meeting on March 11, 2014. The Preliminary Plat for the entire 70 acre site was approved on May 7, 2014 by the Clearfield Planning Commission. The current request is for Final Subdivision Plat approval for Phase 1 of the development.

The plans submitted for Phase 1, although not complete, are in substantial conformance with the approved Preliminary Plat. The plans are also in substantial conformance with the Master Development Plan and the Mixed-Use Zone requirements.

**Phase 1 Final Subdivision Plat Planning Review**

The Phase 1 Final Subdivision Plat for Clearfield Station was submitted to the City based on a very tight review timeframe in hopes that the submittal would be thorough and not require many corrections. A meeting was scheduled on May 27, 2014 between the City and the Developer to discuss specifics of the Final Plat application as it was submitted. It was decided in the meeting that the plans were not complete enough for the City to perform a comprehensive review, and it was recommended that the application be pushed back in order to give time to the applicant’s engineer time to develop a more thorough and complete submittal. Staff recommends that the Planning Commission hold the noticed public hearing, provide direction to staff, and continue the item and the public hearing to the Planning Commission meeting scheduled for July 2, 2014.

---

**ANALYSIS**

**Master Plan and Zoning**

Clearfield Station

<table>
<thead>
<tr>
<th>Surrounding Properties and Uses:</th>
<th>Current Zoning District</th>
<th>Comprehensive Plan Land Use Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>R-2 (Multi-family Residential) A-1 (Agricultural) C-2 (Commercial)</td>
<td>Residential</td>
</tr>
<tr>
<td>Clearfield City Cemetery, agricultural properties with existing residences and Shady Grove Mobile Home Park</td>
<td></td>
<td></td>
</tr>
<tr>
<td>East</td>
<td>C-2 (Commercial)</td>
<td>Commercial</td>
</tr>
<tr>
<td>State Street, various commercial developments (e.g. Lucky Auto, Jim’s Tires, Noah’s Auto, Almosta Junction)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>South</td>
<td>R-3 (Multi-Family Residential)</td>
<td>Residential</td>
</tr>
<tr>
<td>Oakstone Apartments and Townhomes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>West</td>
<td>M-1 (Manufacturing)</td>
<td>Manufacturing</td>
</tr>
<tr>
<td>Union Pacific Railroad, then developed Industrial properties</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The plans submitted for Phase 1, although not complete, are in substantial conformance with the approved Preliminary Plat. The plans are also in substantial conformance with the Master Development Plan and the Mixed-Use Zone requirements.
Strictly from the planning department perspective, there are a couple of very small changes that the Planning Commission should be aware of. These changes revolve around the access points to State Street and 1000 East. The developer has been working with the property owner of Shady Grove Mobile Home Park and has been unsuccessful in obtaining a right-of-way easement for the northern entrance point into the development. For this reason, the northernmost access point has been shifted south slightly to accommodate the necessary curve radius that will be needed for vehicles to turn from State Street into the development. This change may result in the Flex Business Buildings in Phase 1 being slightly smaller than previously planned, but does not change any other terms of prior agreements. The southernmost access connecting to 1000 East is shown on the plans as a direct 90 degree intersection. The eventual connection of this road will be a slight curve which will connect to a future road out on State Street after the intersection has been moved. For Phase 1, the access points will function, and can be approved as an interim solution.

Fire Department Review
North Davis Fire District (NDFD) worked with the applicant in the Preliminary Plat stage to best incorporate fire infrastructure into the development as a whole. NDFD was comfortable with the submittal strictly from a fire perspective based review of the Preliminary Subdivision Plan and based on a letter to Clearfield City Community Development on April 29, 2014. The comments focus on location of fire risers and fire-fighting infrastructure provided throughout the development. Exact locations of public utilities and fire infrastructure will be reviewed in detail when the complete phase 1 submittal has been provided.

Public Works Review
Clearfield City Public Works has performed an initial review of all public utilities, roads, and infrastructure impacts within the development. Their primary concerns are assuring that the plans correctly reflect locations of utilities and details related to functionality of the infrastructure systems. Public Work’s has requested a great deal of additional information that the applicant will be providing on a revised Phase 1 Final Subdivision Plat submittal.

Engineering Review
The City Engineer indicated a number of concerns specific to infrastructure improvements as they were shown on the submittal. The concerns mostly revolve around questions about sewer capacity in 1000 East, and whether the pump and lift station will work within the capacities of the City’s sewer system. The developer has a strategy to flow test the current sewer system, and will report findings back to the City Engineer prior to the next Planning Commission meeting. Also, concerns over lack of detail on sewer and water systems as a whole helped drive the decision to push the recommended approval back to July. The applicant will be responding to the request for additional information and detail from the City Engineer and will be providing that detail in the revised Phase 1 Subdivision Plat submittal.

Master Development Agreement
The proposed Final Subdivision Plat (FSP), although not yet in final form, is currently consistent with the MDA as approved by Clearfield City Council on March 11, 2014.

Public Comment
No additional public comment has been received outside of the previous public hearings.
CONDITIONS OF APPROVAL

1) The developer shall submit a final clean copy of the Final Subdivision Plat documents correcting all errors and omissions indicated by Staff Reviews.

2) The final engineering design (Improvement Plans) shall meet City standards and be to the satisfaction of the City Engineer.

3) The final Fire Infrastructure design shall meet North Davis Fire District standards and be to the satisfaction of the Fire Marshall.

4) Pursuant to the Subdivision Ordinance 12-4-5, an estimate of public improvements (as outlined in 12-4-6), shall be submitted, reviewed and approved by the City Engineer prior to obtaining building permits. An Escrow agreement will be subject to approval by the City Engineer and City Attorney and an escrow account shall be established prior to recordation of the Final Plat.

5) No building permits shall be issued or construction of buildings or improvements may begin until after recordation of the final plat. Final plat recordation may come in phases for large tract development.

6) All Final Subdivision Plat and Site Plan submittals shall be in substantial conformance with the approved Master Development Plan and Master Development Agreement.

ATTACHMENTS

1. Phase 1 Final Subdivision Plat dated May 29, 2014
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Public Hearing, Discussion and Possible Action on ZTA 1404-0001
Zoning Text Amendment to Title 11, C-1 and C-2 Commercial Parking Regulations and Definition, to better define Commercial Parking Lots, and the conditions imposed for location and use of parking lots. This zoning text amendment would be effective across all Commercial Zones in Clearfield City.

RECOMMENDATION

1. Hold Public Hearing as noticed, and close or continue public hearing to a date specific meeting.
2. Consider information provided by staff.
3. Move to recommend approval of ZTA 1404-0001 to the City Council, an amendment to the Land Use Ordinance Title 11 C-1 and C-2 Commercial Parking Regulations and Definition, based on the findings and discussion in the Staff Report.

ANALYSIS

On April 22, 2014, the Clearfield City Council enacted a temporary land use regulation regarding parking lots and facilities which was applicable to all commercially zoned property within Clearfield City. The Ordinance passed by City Council, number 2014-08, includes a number of findings used to support the temporary land use regulation. The City Council asked Staff and the Planning Commission to review the parking ordinance within Commercial Zones and recommend language that would protect the City’s remaining prime commercial property from being developed into parking lots that are not necessarily tied to a formal use. In other words, commercial zones would not allow stand-alone parking, but rather would require parking to be an accessory use on the property subordinate to a primary use on the parcel.

Planning Commission opened a public hearing on this zoning text amendment on May 7, 2014 and continued the item to the June 4, 2014 meeting. In that time, the City Council also opened a public hearing on May 27, 2014. The public is encouraged to participate in the conversation and provide feedback to help drive the best decisions possible.
Staff's intent in presenting ordinance amendment language is to provide a fair amendment which best serves the City's residents as well as protects both current and future business and property owners in Clearfield City by preventing the consumption of crucial remaining commercial properties for less than ideal uses.

**Proposed Ordinance Changes**

In order to satisfy the request of the City Council and to provide protection for the very limited amount of remaining commercially viable property in the City, the following are the proposed ordinance changes.

1. Amend the definition of “Commercial Parking” to require these types of facilities to be pay lots. The potential definition could read as follows: “A garage or parking lot used for commercial purposes and open to the public for a fee where vehicles may be parked for not more than five (5) days.”

2. Amend the location of “Commercial Parking” to remove the use within B-1, C-1, C-2, C-R and D-R Zones (will be allowed in M-1, MU, PF Zones).

3. Add “Commercial Parking” as a pay parking lot use within the Mixed-Use MU Zone. The area immediately surrounding the UTA Transit station may be one that is viable for a commercial pay lot in the future. Other MU projects may benefit from the same allowance depending on uses and site specifics within those projects in the future.

4. Amend the definition of “Parking Lot” to require the facility to be provided specifically for a primary use or building on the same property as the parking will be located, as well as require that the use be entirely located within Clearfield City.

5. Add a provision to the language for off-site parking to include a requirement that uses must be located within Clearfield City as indicated below in italics: Alternatives To On Site Parking: For any new use, structure or building which must be located entirely within Clearfield City *(located entirely within Clearfield City)*, required off street parking may be provided on other property not more than a two hundred foot (200’) distance from the nearest point of the parcel, and shall not require persons to cross a public street. The planning commission may consider such alternatives through the site plan process. *(Off-site parking shall not be allowed for dwellings or to accommodate parking needs for property located outside Clearfield City)* (Ord. 2009-41, 11-24-2009)

6. Add “Parking Lot” as a use within the Permitted Uses of the PF zone for the case of parks, city buildings, or other city needs to assure that there is a legal established parking use within Public Facility Zones. The areas zoned PF may or may not be owned and maintained by Clearfield City.

**Master Plan**

The Clearfield City Master Plan states in Community Vision, “2. Promote Clearfield as a regional center for manufacturing, governmental, and commercial facilities with excellent accessibility and a high-quality business environment”. Also, “3. Encourage redevelopment to take full advantage of Clearfield’s strategic location with respect to major rail and highway amenities and proximity to air transportation.” In addition to the Community Vision, the Current Zoning section of the Master Plan discusses within each Commercial Zone for the city that the goal is to expand and develop viable commercial properties to their highest and best use. Limiting the ability to cover key commercial pieces of ground solely with surface parking meets the intent and the language of the Clearfield City Master Plan.

**Public Comment**

No public comment has been received to date.
FINDINGS

Zoning Ordinance Text Amendment
Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Ordinance Text Amendments. The findings and staff’s evaluation are outlined below:

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>As indicated in the staff analysis above, staff feels that an amendment to the City Code is necessary and appropriate to protect limited prime commercially zoned properties within the City.</td>
</tr>
<tr>
<td>2) Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>The changed conditions requiring an amendment to the City Code at this time are both the limited remaining prime commercial land, and concerns about neighboring cities with viable commercial properties who may be interested in utilizing Clearfield City properties as surface parking areas.</td>
</tr>
</tbody>
</table>

ATTACHMENTS

None provided with this item.
TO: Planning Commission

FROM: Scott A. Hess, MPA
Development Services Manager
scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE: June 4, 2014

SUBJECT: Public Hearing, Discussion and Possible Action on ZTA 1404-0002
Zoning Text Amendment to Title 11, Chapter 5 to propose standards for Administrative Site Plan reviews. This zoning text amendment would be effective across all Zones in Clearfield City.

RECOMMENDATION

1. Hold Public Hearing as noticed, and close or continue public hearing to a date specific meeting.
2. Consider information provided by staff.
3. Move to recommend approval of ZTA 1404-0002 to the City Council, an amendment to Title 11, Chapter 5 to propose standards for Administrative Site Plan reviews, based on the findings and discussion in the Staff Report.

ANALYSIS

Clearfield City Code 11-5 Site Plan Review regulates the review and approvals of all Site Plans within the City. Site Plan review is required for: 1) new development except single-family detached dwellings, and 2) exterior modifications to existing structures or sites including, but not limited to, adding equipment, landscaping, or parking. City Code § 11-5-3, Application Review Procedure, lays out twelve specific criteria to be considered for Site Plan Reviews. Following the criteria in the code helps lead to predictable reviews and recommendations.

Currently, the review body for all Site Plans is the Planning Commission. While the requirement to bring all Site Plans to the Planning Commission has helped drive quality developments, it can become a time burden on the Planning Commission to review very minor items that are required based on the current procedures. Also, from the applicant's perspective waiting for the Planning Commission to review what seems to be a very minor or insignificant project can be frustrating.

Planning Commission opened a public hearing on this zoning text amendment on May 7, 2014 and continued the item to the June 4, 2014 meeting. In that time, the City Council also opened a public hearing on May 27, 2014. The public is encouraged to participate in the conversation and provide feedback to help drive the best decisions possible.
Proposed Changes
Staff is proposing a change to the Site Plan Review section of the City Code to allow for Administrative Site Plan Reviews for minor site plans, or those that have a limited impact burden on city infrastructure and neighboring developments. Clearfield City has the benefit of having a very well defined review procedure codified which with Administrative Site Plan Reviews would allow applicants to move forward on minor projects and site changes much faster, and without the time burden of waiting for Planning Commission meetings once per month. Decisions of the Zoning Administrator issued on Administrative Site Plan Reviews would be subject to appeal to the Planning Commission.

(Discuss that perhaps the CED Director approves the decision of whether or not an item is Administrative Review)

On May 7, 2014 the Planning Commission asked staff to consider some form of Site Plan Review Committee. The ordinance change as written would require a written letter from the Building Official, City Engineer, Public Works, Fire Department, and Planning Department. While this isn’t a committee of people, it is an opportunity for multiple eyes to be placed on any review whether Administrative or by the Planning Commission. Staff feels that the creation of a new Site Plan Review Committee is outside of the scope of the intent of an Administrative Site Plan change, and that there are controls built into the Administrative Site Plan process through the multiple reviews that must occur prior to a decision being rendered by the Zoning Administrator. Also, the process has continued to keep the Planning Commission apart from Administrative Site Plan decisions. This is to ensure that the Planning Commission can act as the Appeal Body without being party to the original discussion and decision made by the Zoning Administrator.

Proposed Ordinance Changes/Additions
Staff would propose to following additions and amendments to Title 11, Chapter 5 Site Plan Review as indicated below:

Chapter 5
SITE PLAN REVIEW (AMENDED LANGUAGE)

11-5-1: PURPOSE:
11-5-2: PROCEDURES:
11-5-3: APPLICATION REVIEW PROCEDURE:
11-5-4: ISSUANCE OF PERMIT:
11-5-5: EXPIRATION OF APPROVAL; EXTENSION:
11-5-6: APPEAL:

11-5-1: PURPOSE:

The purpose and intent of site plan review is to assure that the general appearance of buildings and structures and the improvement of land shall contribute to the stability of land values, the protection of investments, the attractiveness of the neighborhood and the general welfare of the community. It is not the purpose of this chapter that design should be so rigidly controlled so as to stifle creativity or individual expression, or that substantial additional expense be incurred; rather, it is the intent of this chapter that any controls exercised be the minimum necessary to achieve the objectives as stated above. (Ord. 2009-21, 11-24-2009)
11-5-2: PROCEDURES:

A. Review Required: Site plan review shall be required for all of the following:

1. All proposed new development except single-family detached dwellings.

   2. Exterior modifications to existing structures or sites, except single-family detached dwellings. This includes, but is not limited to, adding equipment, landscaping or parking.

B. Application: Application for site plan review shall be made in writing by the property owner or their certified agent on forms prepared by the community development department. The planning and zoning administrator shall review the site plan application when it is submitted to see that all information and items required by this title are included in the application. The planning and zoning administrator shall not perform an Administrative Site Plan Review, or place any site plan on the planning commission agenda until all items required have been submitted or are omitted for good cause.

C. Contents Of Plan: Applications for site plan review shall be accompanied by three (3) full size (24 inch x 36 inch) and five (5) half size (11 inch x 17 inch) paper copies of site development plans and/or architectural drawings, and one electronic copy in a format approved by the community development department. All plans shall be drawn to a standard scale (not smaller than 1 inch = 30 feet) and stamped by a licensed landscape architect or civil engineer, and shall contain the following:

   1. The building lot and dimensions.
   2. Existing building locations.
   3. Proposed building locations.
   4. Existing trees and shrubbery.
   5. Proposed landscaping and fencing.
   6. Vehicular and pedestrian access and circulation.
   7. Off street parking facilities.
   8. Location and width of abutting streets.
   9. Existing and proposed utilities.
   10. Architectural drawings at a scale no smaller than one-eighth inch equals one foot (\(\frac{1}{8}\)" = 1‘), sketches or perspectives of exterior elevations, structures, signs and indication of types of materials to be used. Said elevations or renderings must be sufficiently complete to show building heights and rooflines, exterior finish materials, the location and height of any walls, signs, light standards, openings in the facade, and the general architectural character of the building.
11. A full description of the proposed development with respect to type of use, density, height, construction, square footage, and unusual utility demands (including water needs).

12. Vicinity map and north arrow.

13. Location of existing and proposed streetlights (including style and height).

14. The following statistical information shall also be provided:

   a. Gross acreage of total project and acreage of phases (if applicable).

   b. Square footage of all individual buildings (with square feet of intended uses in each building).

   c. Building coverage (percent of overall site).

   d. Number of parking spaces required (with ratios).

   e. Number of parking spaces provided.

   f. Open space (percent of overall site).

   g. Current zoning of property.

   h. Type of construction.

15. Two (2) copies of a preliminary grading and drainage plan (stamped by a licensed engineer) showing existing and proposed contours at two foot (2') intervals. The existing contours shall extend a minimum of twenty five feet (25') beyond the property line. The plan shall also include any watercourse, storm drain pipe sizes, slopes and elevations, floodplains, unique natural features, natural hazards, proposed building finished floor elevation, etc.

16. Any other information deemed necessary by the city.

D. Fee: The application for site plan review shall be accompanied by the appropriate fee, as specified from time to time by the city council in the fee schedule. (Ord. 2009-21, 11-24-2009)

11-5-3: APPLICATION REVIEW PROCEDURE:

A. Planning Commission Land Use Authority Review: The planning commission Land Use Authority shall review all site plan applications, and shall determine if the proposed site development and architectural plans are consistent with this chapter and with the purposes and objectives of this title. The planning commission Land Use Authority shall approve, disapprove or approve subject to compliance with such modifications or requirements as may be deemed necessary to carry out the purposes of this chapter. (Ord. 2010-08, 6-22-2010)

B. Administrative Site Plan Review: The Zoning Administrator shall review all Site Plans eligible for administrative review. Administrative Site Plan reviews are subject to the Review Considerations as outlined in 11-5-3C.
Written determinations from the Zoning Administrator shall be sent to the Applicant, Planning Commission Chair, and City Departments for their records and review of the decision.

Site Plans eligible for Administrative Review must meet at least two of the following criteria:

1. Additions up to 10,000 square feet, or less than 10% of gross area of an existing building, whichever is less

2. Exterior modifications to multi-family residential, institutional, commercial, or industrial buildings that do not include additional residential units, or changes to access from state highways or approvals from state or federal agencies

3. Minor revisions to site plans previously approved by the Planning Commission that meet the standards of the zoning code, will not expand, intensify, or substantially change any approved site plan, landscape plan, or structure, and are consistent with the intent of the original approval

4. Exterior remodeling that affects color and materials, building design, location of utilities or other mechanical equipment within an existing or approved project that does not substantially change the appearance of the site or its structure

5. Changes in use requiring additional parking, where the proposed use will not cause increased impacts on existing infrastructure and public services, as determined by the Zoning Administrator, City Engineer, and Public Works Department, and the use is proposed in existing structures.

C. Site Plans not eligible for Administrative Review shall be reviewed by the Planning Commission.

CB. Review Considerations: The planning commission Land Use Authority shall consider the following matters and others when applicable in their review of site plan applications:

1. Traffic: The effect of the site development plan on traffic conditions on abutting streets.

2. Vehicle; Pedestrian: The layout of the site with respect to locations and dimensions of vehicular and pedestrian entrances, exits, drives and walkways.


4. Loading And Unloading Facilities: The location, arrangement and dimensions of truck loading and unloading facilities.

5. Surfacing And Lighting; Parking: The surfacing and lighting of off street parking.

6. Screen Planting: The location, height and materials, of walls, fences, hedges and screen planting.

8. Drainage: The effect of the site development plan on city stormwater drainage systems.

9. Utility: The effect of the site development plan on city utility systems.

10. Building Locations: Consideration of building locations on the site, elevations and relation to surrounding areas.

11. Exterior Design: Consideration of exterior design in relation to adjoining structures and area character to assure compatibility with other structures in the neighborhood, existing or intended.

12. Signs: Compliance of signs with chapter 15 of this title and particular consideration to the location of signs upon the site, their effect upon parking, ingress and egress, the effects upon neighboring properties and the general harmony of signs with the character of the neighborhood, existing or intended.

**DC.** Staff Review: The building official, city engineer, and planning and zoning administrator shall review site plan applications and supporting materials prior to the application being considered by the planning commission. The building official, city engineer, and planning and zoning administrator shall provide the planning commission with a written recommendation for all site plan reviews. (Ord. 2009-21, 11-24-2009)

**11-5-4: ISSUANCE OF PERMIT:**

A. Compliance Required: A building permit shall not be issued for any building or structure until the provisions of this chapter have been complied with. Any building permit issued shall ensure that development is undertaken in conformity to the approved site plan.

B. Landscaping And Recreation Facility Guarantee: The installation of all landscaping and recreation facilities shall be guaranteed in accordance with the provisions with section 11-13-23 of this title. (Ord. 2009-21, 11-24-2009)

**11-5-5: EXPIRATION OF APPROVAL; EXTENSION:**

Failure to obtain a building permit for an approved site plan within twelve (12) months of the date of approval by the Land Use Authority shall result in the expiration of said approval. The Land Use Authority may grant an extension for good cause shown for up to an additional six (6) months after the original date of approval. Applications for extension must be submitted to the community development department in writing prior to the expiration of the original permit. The application must describe the reason for the extension, and shall be accompanied by the fee set forth in the city's fee schedule. (Ord. 2010-08, 6-22-2010)

**11-5-6: APPEAL:**

All appeals to the provisions of this chapter shall be made in accordance with section 11-1-12 of this title. (Ord. 2009-21, 11-24-2009)
Master Plan
Clearfield City Master Plan states in the Community Vision, “7. Ensure that new development is of exceptional quality and expresses attractive architectural and site design standards consistent with its particular use and location.” In addition to the Community Vision, the Land Use Guidelines in Clearfield City Master Plan talk about community identity and “the relationship of planned land uses which should reflect consideration of existing development, environmental conditions, service and transportation needs, and fiscal impacts.” The Land Use Guidelines go on to state “development approval should be tied to construction of culinary water, sewer, storm drainage, and circulation systems.

The Site Plan review process is an implementation arm of these specific General Plan items. Administrative Site Plan reviews will be required to follow the same procedure as the current approval system, with the major change being that the Zoning Administrator can render decisions more quickly and efficiently and without the added time burden of waiting for an upcoming Planning Commission meeting. Staff does not see any conflict between language in the Clearfield City Master Plan, and the zoning text amendment being considered.

Public Comment
No public comment has been received to date.

FINDINGS

Zoning Ordinance Text Amendment
Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Ordinance Text Amendments. The findings and staff’s evaluation are outlined below:

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>As indicated in the staff analysis above, staff does not see a conflict between current Master Plan language and the ability to perform Administrative Site Plan reviews. So long as Administrative Site Plan reviews are subject to the same review considerations as Planning Commission decisions.</td>
</tr>
<tr>
<td>2) Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>No conditions are being recommended for this ordinance change.</td>
</tr>
</tbody>
</table>

ATTACHMENTS

1. Table 11.1 Land Use and Appeal Authority (Revised)
### TABLE 11.1 LAND USE AND APPEAL AUTHORITY

<table>
<thead>
<tr>
<th>LAND USE APPLICATION</th>
<th>ADVISORY BODY</th>
<th>LAND USE AUTHORITY</th>
<th>LAND USE AUTHORITY</th>
<th>APPEAL AUTHORITY</th>
<th>1ST APPEAL DAYS TO APPEAL** BODY</th>
<th>2ND APPEAL DAYS TO APPEAL** BODY</th>
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<tbody>
<tr>
<td>General Plan or Map Amendment</td>
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<td>District Court</td>
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<td>Land Use Ordinance or Map Amendment</td>
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<td>Subdivision Ordinance or Amendment</td>
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<td>Development Agreement</td>
<td>Planning Commission</td>
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<td>Project Concept Plan*</td>
<td>Staff</td>
<td>Planning Commission</td>
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<td>Site Plan</td>
<td>Staff</td>
<td>Planning Commission</td>
<td>10</td>
<td>City Council</td>
<td>30</td>
<td>District Court</td>
</tr>
<tr>
<td>Preliminary Subdivision Plat</td>
<td>Staff</td>
<td>Planning Commission</td>
<td>10</td>
<td>City Council</td>
<td>30</td>
<td>District Court</td>
</tr>
<tr>
<td>Final Subdivision Plat</td>
<td>Planning Commission</td>
<td>City Council</td>
<td>City Council</td>
<td>District Court</td>
<td>30</td>
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<tr>
<td>Conditional Use</td>
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<td>Administrative Site Plan</td>
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<td>Sign Permit</td>
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<td>Lot Line Adjustment</td>
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<td>Amendment of Approved Subdivision Plat:</td>
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<tr>
<td>Preliminary</td>
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<td>Street or Alley Vacation</td>
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<td>Annexations</td>
<td>Planning Commission</td>
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<td>Administrative Approvals**</td>
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<td>10</td>
<td>Planning Commission</td>
<td>30</td>
<td>District Court</td>
</tr>
</tbody>
</table>

Any appeal of a City Council decision shall be to the District Court.

In such cases where the appellant may choose either the City Council or District Court as the Appeal Body, the appeal must be filed in ten (10) days if to the Council, and thirty (30) days if to the District Court.

*Optional application, no decision rendered.

**Administrative approval include interpretations of the land use ordinance, etc.

***Calendar days from the time of written notification by the City of formal action on the application, or approval of the minutes of the meeting in which the action was taken, whichever occurs first.
TO:     Planning Commission

FROM: Scott A. Hess, MPA
       Development Services Manager
       scott.hess@clearfieldcity.org (801) 525-2785

MEETING DATE:       June 4, 2014

SUBJECT:     Public Hearing, Discussion and Possible Action on ZTA 1404-0003
             Zoning Text Amendment to Title 11, Chapter 14 to propose standards for
gravel parking areas within residential zones. This zoning text
amendment would be effective across all Zones in Clearfield City.

RECOMMENDATION

1. Hold Public Hearing as noticed, and close or continue public hearing to a date specific
   meeting.
2. Consider information provided by staff.
3. Move to recommend approval of ZTA 1404-0003 to the City Council, an amendment
to Title 11, Chapter 14 to propose standards for gravel parking areas within residential
zones, based on the findings and discussion in the Staff Report.

ANALYSIS

Background

On November 24, 2009 Clearfield City Council passed Ordinance 2009-41 changing City Code
to require all off street parking to be provided on an impermeable surface to be effective
January 1, 2015. In early 2014, Clearfield City published a notice within the City Newsletter
reminding residents about the gravel parking ordinance change. This Newsletter article
generated a significant public response. Clearfield City Council requested staff to consider
alternatives that were not such a financial burden on the residents of Clearfield City, and that
would allow gravel parking surfaces in some form to remain in the Clearfield City Code.

An important consideration for the Planning Commission in amending the gravel parking
ordinance is doing it in such a way that it still protects the City against harmful impacts of poorly
maintained gravel parking areas. The City has an aging storm water infrastructure system that is
sensitive to foreign material entering through inlets in gutters. In addition to that concern, the
general maintenance of gravel driveways needs to be considered from an aesthetic standpoint.
The City has done a significant amount of work over many years to help promote beautification
and high quality development of the City. Any ordinance change needs to be careful to continue
to promote the values of the community and the goals to lift and elevate the City.
Planning Commission opened a public hearing on this zoning text amendment on May 7, 2014 and continued the item to the June 4, 2014 meeting. In that time, the City Council also opened a public hearing on May 27, 2014. The public is encouraged to participate in the conversation and provide feedback to help drive the best decisions possible.

Proposed Ordinance Changes
In order to satisfy the request of the City Council and to move this item forward, the following ordinance changes are proposed.

1. Remove 11-14-5 B2 stating that gravel or crushed rock will no longer be permitted after January 1, 2015.
2. Add provision as follows: “Whenever gravel or crushed rock is used for accessory parking in a residential zone, the gravel must be a minimum of four inches deep, compacted, placed atop a weed barrier, be maintained to be completely free of grass and weeds, and contained with durable borders.”
3. Add provision as follows: “Hard surfaced parking strips with a minimum width of two feet (2’) each may be used for parking and maneuvering areas instead of a solid driveway. Landscaping as required in Title 11 Chapter 9 Residential zones must be installed and maintained in a healthy condition between the parking strips. (Do we want this…from an Environmental perspective it is less friendly?)
4. Add provision as follows: “All new main residential driveway approaches and parking spaces required by this Title shall be surfaced with an asphaltic or concrete or other hard surfacing pavement material.”
5. Add provision as follows: “All new parking surfaces developed within the City must be permitted and inspected.”
6. Legally established and conforming gravel driveways installed prior to July 1, 2014 may continue to be utilized so long as they meet maintenance criteria set forth above and are maintained to be completely free of grass and weeds.

Master Plan
The Goals and Policies of the Land Use Element of the Master Plan relate to the ordinance amendment being proposed. Specifically Goal 4, “Revitalize Deteriorating Neighborhoods and Commercial Districts.” Implementation Measure 2 and 3 state that Clearfield City should create ordinances that allow and encourage infill and redevelopment, and the City should continue to prioritize code enforcement and property maintenance throughout the city.

Gravel parking areas within residential zones can be aesthetically pleasing, and can be nuisance free, but that depends on how the gravel or crushed rock was installed and how it is maintained. The ordinance needs to be explicit in keeping these areas maintained, weed free, and fully contained on the parcel where they have been installed. As long as the ordinance can do that, then this code change can meet the goals of the Master Plan.

Public Comment
No public comment has been received to date.

FINDINGS
Zoning Ordinance Text Amendment
Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Ordinance Text Amendments. The findings and staff’s evaluation are outlined below:

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<tbody>
<tr>
<td>1) The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>As indicated in the staff analysis above, staff feels that any amendment to the residential surfacing requirements needs to be explicit and specific in order to meet the goals of the Master Plan. The ordinance can be shown to meet the goals and intent of the Master Plan through strict code enforcement and promoting the installation of high-quality accessory gravel parking areas within residential areas.</td>
</tr>
<tr>
<td>2) Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>The recent concerns raised by many property owners throughout the city due to the impending deadline of the surface requirement changing has created a condition where the elected officials have asked Staff to consider an amendment to the surface parking regulations.</td>
</tr>
</tbody>
</table>