

CLEARFIELD PLANNING COMMISSION MEETING

July 6, 2016

7:00 P.M. - Regular Session

PRESIDING: Timothy Roper Chair

PRESENT: Kathryn Murray Commissioner
Ron Jones Commissioner
Robert Browning Commissioner
Michael Millard Commissioner
Amy Mabey Commissioner
Brady Jugler Commissioner
Michael Britton Alternate Commissioner
Steve Parkinson Alternate Commissioner

ABSENT: Chris Uccardi Alternate Commissioner
Keri Benson Council Liaison

STAFF PRESENT: Stuart Williams City Attorney
Spencer Brimley Development Services Manager
Jacob Fordham Assistant Attorney
Christine Horrocks Building Permits Specialist

VISITORS: Payden McRoberts, Christopher Blair, Clyde Burton, Kelly Franklin, Betty Parker, Richard Homer

The Pledge of Allegiance was led by Chair Roper

APPROVAL OF MINUTES FROM JUNE 1, 2016 PLANNING COMMISSION MEETING

Commissioner Jones moved to approve the minutes of the June 1, 2016 meeting as written. Seconded by Commissioner Mabey. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

PUBLIC HEARING ON PSP 1605-0005, A REQUEST BY KAYE PARKIN, WITH ORBITAL ATK, FOR A PRELIMINARY SUBDIVISION PLAT FOR BUILDINGS G-12 AND G-13 OF THE FREEPORT CENTER. THE PROPERTY IS ZONED M-1 AND LOCATED IN THE VICINITY OF 12TH AND 13TH STREETS AND F AND G STREETS. (TINS: 12-065-0192)

Chair Roper declared the public hearing open at 7:01 p.m.

There were no public comments.

Commissioner Murray moved to close the public hearing at 7:02 p.m. Seconded by Commissioner Mabey. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

DISCUSSION ON PSP 1605-0005 AND FSP 1605-0005, A REQUEST BY KAYE PARKIN, WITH ORBITAL ATK, FOR PRELIMINARY AND FINAL SUBDIVISION PLAT FOR BUILDINGS G-12 AND G-13 OF THE FREEPORT CENTER. THE PROPERTY IS ZONED M-1 AND LOCATED IN THE VICINITY OF 12TH AND 13TH STREETS AND F AND G STREETS. (TINS: 12-065-0192)

Spencer Brimley, Development Services Manager, said the request from Orbital ATK was for a two lot subdivision in Freeport Center for buildings G-12 and G-13. He said the proposal included two parcels and was for the benefit of an EDA (Economic Development Area). He said an administrative site plan was approved by City staff. Mr. Brimley said the parcels were in an M-1 (manufacturing) zone and the site consisted of developed industrial buildings. The proposed subdivision met the intent of the General Plan. Mr. Brimley said staff recommended approval of the preliminary subdivision plat and recommended the Planning Commission recommend approval to the City Council of the final subdivision plat.

Kelly Franklin with Orbital ATK thanked the Planning Commission for its consideration of the change to the EDA and hoped to move forward soon.

Commissioner Murray asked if the buildings would be remodeled. Ms. Franklin said the exterior of the buildings would have new siding and roofing along with parking and paving. She said there would be substantial modifications to the interior of both buildings as well.

APPROVAL OF PSP 1605-0005, A REQUEST BY KAYE PARKIN, WITH ORBITAL ATK, FOR A PRELIMINARY SUBDIVISION PLAT FOR BUILDINGS G-12 AND G-13 OF THE FREEPORT CENTER. THE PROPERTY IS ZONED M-1 AND LOCATED IN THE VICINITY OF 12TH AND 13TH STREETS AND F AND G STREETS. (TINS: 12-065-0192)

Commissioner Millard moved to approve PSP 1605-0005, a preliminary subdivision plat for buildings G-12 and G-13, located between G and F Streets of the Freeport Center, based on the discussion and findings provided in the Staff Report. Seconded by Commissioner Mabey. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

RECOMMENDATION OF FSP 1605-0005, A REQUEST BY KAYE PARKIN, WITH ORBITAL ATK, FOR A FINAL SUBDIVISION PLAT FOR BUILDINGS G-12 AND G-13 OF THE FREEPORT CENTER. THE PROPERTY IS ZONED M-1 AND LOCATED IN THE VICINITY OF 12TH AND 13TH STREETS AND F AND G STREETS. (TINS: 12-065-0192)

Commissioner Millard moved to recommend approval, to the City Council, FSP 1605-0005 a Final Subdivision Plat for buildings G-12 and G-13, located between G and F Streets of the Freeport Center, based on the discussion and findings provided in the Staff Report. Seconded by Commissioner Jones. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

DISCUSSION ON SP 1606-0001, A REQUEST BY BRIAN CAMPBELL ON BEHALF OF DAVIS SCHOOL DISTRICT FOR A PARKING LOT NEAR ANTELOPE ELEMENTARY, LOCATED AT 1760 SOUTH MAIN STREET (TIN: 12-242-0002). THE TOTAL PROPERTY IS APPROXIMATELY 0.808 ACRES

Spencer Brimley said approval was given in 2015 to rezone the property to PF (Public Facilities) which allowed a parking lot on the property to provide additional parking for Antelope Elementary. He said the Davis School District wanted to start the improvements as soon as possible. Mr. Brimley explained the layout of the parking lot with an entrance on the north and an exit on the south with an access point between the school and the parking lot. He said landscaping would be installed which provided screening and separation from adjacent properties.

City Code § 11-14-5, parking area and parking lot requirements was reviewed. Mr. Brimley said an area of concern was that the layout of the parking lot did not have an island every twelve parking stalls as required. The landscaping provided was in excess of the required ten percent. He said recommendation of staff was that a dumpster would not be required. City Code § 11-10A-12C stated, "Walls or fences may be required along all property lines which are adjacent to a residential zone or use or public right of way. The exact location, height and type of materials of the wall or fence shall be approved by the planning commission as part of the site plan approval process." Mr. Brimley said staff recommended approval based on the conditions as outlined.

Commissioner Murray asked if the easement from the parking lot to the school would impact the farmer's access to his property. Mr. Brimley said it would be addressed with the farmer. Commissioner Mabey said fencing was not addressed in the staff report. Mr. Brimley said a condition could be added to address the fencing.

Brian Campbell, design engineer, said one concern the School District had was the security of the property. He said there were problems with students from Job Corps loitering on school property after school hours. There would be lights and security cameras placed in the parking lot. He stated the reasons the City requested screening and privacy were the reasons the School District didn't want screening and privacy. Mr. Campbell said because of prior problems the School District wanted the parking lot visually open. He said the School District preferred landscaping rather than a visual barrier where people could hide. He said the proposed fence was along the west property line. The proposed landscaping was rock mulch with plants and trees. Mr. Brimley said the parking lot solved an ongoing issue with parents parking across the street and children running to the parents.

Commissioner Murray stated the City didn't want chain link fencing but the School District did. Mr. Campbell said the fence at Antelope Elementary was chain link. Mr. Brimley said the Planning Commission could determine the height, type and materials of the fence. Commission Millard was concerned that in the future residential homes might be built which would require a change in the type of fence.

Mr. Campbell asked the Planning Commission to consider not requiring additional landscape islands. He stated an island would take up an additional two to four stalls. He said the designed

landscaping was at 28 percent, it was a hassle for snow plows and irrigation and there would be more parking available for visitors to the school.

Mr. Campbell said there was an existing agreement with the property owner for right of entry and access but the School District planned to obtain a formal easement. He said there would be a path for foot traffic that was a twelve foot wide concrete park strip which would be thicker and allow the farmer to drive over it for access to his property. He added the School District would purchase the property in the future if it became available.

Commissioner Browning asked where the detention basin was located. Mr. Campbell said it was in the front of the property and there was a storm drain along the west property line that would be tied into. Commissioner Jones asked where the lights would be located. Mr. Campbell said the lights would be in the center of the two islands and the security cameras would be mounted on poles in the far southwest and far northwest corners. He said the lighting was mostly for security and was adequate.

Commissioner Murray asked if an exemption could be made to the parking island regulation. Mr. Brimley stated the ordinance didn't allow the Planning Commission to make an exemption. He said the options were to have the parking islands every twelve parking stalls which met the standards or a variance because the Planning Commission didn't have the authority to increase the requirement from twelve to fifteen. Commissioner Browning asked if smaller islands could be used instead of full size islands.

Mr. Campbell referred to the Utah State Code for school districts as it related to municipal code. It stated in Utah Code § 10-9a-305, Municipal Land Use, Development and Management Act: "A Municipality may not impose requirements for landscaping, fencing, aesthetic considerations..." He said input from the City was desired but State Code might help in the decision. Mr. Brimley said there were allowances made for schools. He said the islands added aesthetics to the sight and decreased the impervious surface. Jacob Fordham, Assistant City Attorney, said his interpretation of Utah Code § 10-9a-305(2)(b)(i)(A) was that a school was not exempt from off-site parking requirements of the municipality.

After discussion on State Code versus City Code it was decided that the State Code would be reviewed by the City Attorney and staff to determine the requirements for the parking lot. Commissioner Millard said the School District was interested in the opinion of the Planning Commission and he suggested a vinyl fence that had a decorative aspect to it. Mr. Campbell said they would consider that.

Mr. Campbell said he understood the process and wasn't trying to change code or ordinances. He appreciated the time and comments from the commissioners.

APPROVAL OF SP 1606-0001, A REQUEST BY BRIAN CAMPBELL ON BEHALF OF DAVIS SCHOOL DISTRICT FOR A PARKING LOT NEAR ANTELOPE ELEMENTARY, LOCATED AT 1760 SOUTH MAIN STREET (TIN: 12-242-0002). THE TOTAL PROPERTY IS APPROXIMATELY 0.808 ACRES

Commissioner Jugler moved to approve SP 1606-0001, a request by Brian Campbell on behalf of Davis School District for a parking lot near Antelope Elementary, located at 1760 South Main Street (TIN: 12-242-0002), based on discussion and findings in the staff report with the following conditions and with emphasis on establishing the correct position of State Code specific to landscaping and an additional parking island.

- 1) The final engineering design (Improvement Plans) shall meet City standards and be to the satisfaction of the City Engineer and Public Works Director.**
- 2) The final fire infrastructure design shall meet North Davis Fire District standards and be to the satisfaction of the Fire Marshall.**
- 3) Parking lot to be installed and maintained in accordance with City Code § 11-14-5, including, but not limited to proper surfacing, drainage, lighting, design and parking lot islands.**
- 4) Landscaping must be provided at 10 percent minimum. The storm detention facility may be included in the total landscaping calculation, but must be properly landscaped and irrigated per City Code § 11-13-23.**
- 5) No garbage dumpster or garbage dumpster enclosure shall be kept on the property.**

Seconded by Commissioner Jones. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

DISCUSSION ON SP 1606-0002, A REQUEST BY GARY HEATH, ON BEHALF OF NORTH DAVIS CABINET, FOR THE CONSTRUCTION OF A 14,000 SQUARE FOOT BUILDING AT 1651 SOUTH 300 WEST (TIN: 12-800-0008). THE PROPERTY IS LOCATED IN THE M-1 (MANUFACTURING) ZONING DISTRICT, AND IS APPROXIMATELY 2.932 ACRES.

Spencer Brimley said the proposal included the removal of an older building and an addition of 14,000 square feet to an existing building. He commented the addition would have a positive impact on the area. Mr. Brimley said the design standards required the new building to match the existing building. He said the parking would not be affected, additional landscaping was not required, and dumpsters on site were currently not screened but would be required to be screened if the dumpster location changed. Mr. Brimley said fencing the property would cause problems to the flow of traffic on the properties owned by North Davis Cabinet. He said the request was just a modification to an existing site. Staff recommended approval and noted there were technical issues being resolved with the city engineer and public works department.

Gary Heath, civil engineer and general contractor, said he built the four buildings on the site. He noted the changes to the site were minimal.

APPROVAL OF SP 1606-0002, A REQUEST BY GARY HEATH, ON BEHALF OF NORTH DAVIS CABINET, FOR THE CONSTRUCTION OF A 14,000 SQUARE FOOT BUILDING AT 1651 SOUTH 300 WEST (TIN: 12-800-0008). THE PROPERTY IS LOCATED IN THE M-1 (MANUFACTURING) ZONING DISTRICT, AND IS APPROXIMATELY 2.932 ACRES

Commissioner Mabey moved to approve SP 1606-0002, a request by Gary Heath, on behalf of North Davis Cabinet, for the construction of a 14,000 square foot building at 1651 South 300 West (TIN: 12-800-0008), based on discussion and findings in the staff report with the following conditions

- 1) The final engineering design (Improvement Plans) shall meet City standards and be to the satisfaction of the City Engineer and Public Works Director.**
- 2) The final fire infrastructure design shall meet North Davis Fire District standards and be to the satisfaction of the Fire Marshall.**
- 3) Any storm detention facility may be included in the total landscaping calculation, but must be properly landscaped and irrigated per City Code § 11-13-23. Landscaping should be installed per the approved plan.**
- 4) A garbage dumpster or garbage dumpster enclosure may be kept on the property and must be screened if the location of the dumpster changes.**

Seconded by Commissioner Jugler. The motion carried on the following vote: Voting AYE: Commissioners Jones, Mabey, Millard, Murray, Jugler and Browning. Voting NO: None.

DISCUSSION

General Plan Update

Spencer Brimley said the General Plan was sent to other departments in the City for review. He invited the commissioners to come discuss the General Plan with him one on one. He anticipated the changes would be ready in two months.

Residential Beekeeper

Spencer Brimley said at a City Council meeting in June a request was made to evaluate a beekeeping ordinance. Currently Clearfield City Code allowed beekeeping in the agricultural zones as a conditional use. Mr. Brimley said staff was evaluating other cities ordinances and information provided by the Davis County Beekeeping Association to determine if changes needed to be made. He said it would be discussed at a future meeting.

Richard Homer, president of the Davis County Beekeeping Association, gave information to the commissioners for their review about a beekeeping ordinance. He said the area was losing agricultural land which pushed bees outside of the City. Mr. Homer said beehives must be registered with the State of Utah and the bees were tested for disease. He said the proposal was to allow bees within the City.

STAFF REPORTS

Spencer Brimley said there was a citizen that voiced his concern with the setbacks of accessory buildings. He told the commissioners if they received concerns from neighbors or citizens to direct them to staff and that they shouldn't be a sounding board for ordinances. Mr. Brimley said City Council was not interested in changing the existing ordinance. Stuart Williams reminded the commissioners there was a process when changes were proposed to an ordinance.

Spencer Brimley showed a video presentation by David Church for training on open meetings. He said next month training would be on conditional use permits.

PLANNING COMMISSIONERS' MINUTE

Commissioner Browning – Nothing

Commissioner Jugler – Thanked staff for the work and preparation for the meeting. He thanked Stuart Williams and Jake Fordham, for the counsel given without influencing the commissioners.

Commissioner Murray – Nothing

Commissioner Millard – Nothing

Commissioner Mabey – Thanked staff for preparation.

Commissioner Jones – Nothing

Chair Roper – Nothing

There being no further business to come before the Planning Commission, **Commissioner Millard moved to adjourn at 9:04 P.M. Seconded by Commissioner Murray.**