The Pledge of Allegiance was led by Chair Jugler

APPROVAL OF MINUTES FROM MARCH 7, 2018 PLANNING COMMISSION MEETING

Commissioner Britton moved to approve the minutes of the March 7, 2018 meeting as presented. Seconded by Commissioner Murray. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Call, Murray, Browning, Britton, and Jones. Voting NO: None.

Chair Jugler read the opening statement.

PUBLIC HEARING AND DISCUSSION ON RZN 1802-0003 A REQUEST BY BETTY PARKER ON BEHALF OF FREEPORT CENTER ASSOCIATES TO REZONE PARCELS FROM AGRICULTURAL (A-1) TO MANUFACTURING (M-1), LOCATED ON THE SOUTHEAST CORNER OF THE INTERSECTION AT 1000 WEST AND HIGHWAY 193 (TIN(S): 12-021-0033, 12-021-0004, 12-021-0005, 12-021-0006, 12-021-0007, 12-021-0008 AND A PORTION OF 12-021-0034). THE TOTAL ACRES INCLUDED FOR THE REQUEST IS APPROXIMATELY 8 ACRES.

Spencer Brimley, Community Development Director, said the request was for the rezone of parcels located at approximately 1000 West and Highway 193 from A-1 (Agricultural) to M-1 (Manufacturing). The request was made in anticipation of the expansion of a tenant of the
Freeport Center. Staff determined the request was consistent with the General Plan.

Commissioner Lloyd asked how the traffic flow would be impacted. Mr. Brimley said 1000 West was a narrow road, highly traveled and impacted by truck traffic. There might be a need for a traffic analysis. Commissioner Jones asked what the time frame was for the intended development.

Betty Parker, Freeport Center Associates, said when the homes were purchased it was an oversight that the properties were not rezoned. The proposed project was just in planning stages but most traffic would be internal and should be along 775 West.

Commissioner Murray asked if there was a definite use at this time. Ms. Parker said there were plans but nothing definite. Commissioner Murray said the rezone was to make the property consistent with other property owned by Freeport Center. She asked if the parcels would be combined. Ms. Parker said the lots would be combined.

Mr. Brimley said the acreage stated in the staff report was four acres, but the property was closer to eight acres; however, the same parcels were being addressed and the parcel numbers were accurate.

Public hearing was declared open on 7:13 p.m.

There was no public comment.

**Commissioner Britton moved to close the public hearing at 7:14 p.m. Seconded by Commissioner Murray. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Call, Murray, Browning, Britton, and Jones. Voting NO: None.**

**RECOMMENDATION ON RZN 1802-0003 A REQUEST BY BETTY PARKER ON BEHALF OF FREEPORT CENTER ASSOCIATES TO REZONE PARCELS FROM AGRICULTURAL (A-1) TO MANUFACTURING (M-1), LOCATED ON THE SOUTHEAST CORNER OF THE INTERSECTION AT 1000 WEST AND HIGHWAY 193 (TIN(S): 12-021-0033, 12-021-0004, 12-021-0005, 12-021-0006, 12-021-0007, 12-021-0008 AND A PORTION OF 12-021-0034 ). THE TOTAL ACRES INCLUDED FOR THE REQUEST IS APPROXIMATELY 8 ACRES.**

Commissioner Britton moved to recommend approval of RZN 1802-0003, to the Clearfield City Council, a request by Betty Parker on behalf of Freeport Center Associates to rezone parcels from Agricultural (A-1) to Manufacturing (M-1), located on the southeast side of the intersection at 1000 West and Highway 193 (TIN(s): 12-021-0033, 12-021-0004, 12-021-0005, 12-021-0006, 12-021-0007, 12-021-0008 and a portion of 12-021-0034). Seconded by Commissioner Call. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Call, Murray, Browning, Britton, and Jones. Voting NO: None.
FORM BASED CODE UPDATE AND DISCUSSION

John Janson and Jake Young, consultants, reviewed the principles of Form Based Code (FBC) which included place making, planning based on form rather than land use, being proactive rather than reactive in the approach to development, and implementing a clear vision.

Mr. Janson said the following was accomplished to date: the Downtown Small Area Plan was approved in spring 2017, a grant was received from Wasatch Front Regional Council for implementation of a form based code, a steering committee was formed, and an open house was held on March 6, 2018 with approximately 80 attendees.

Mr. Janson stated the three main places or nodes of concentration in the FBC were Civic Center, Mabey Place and Access Point.

Mr. Young said changes included the addition of a CV (civic) zone for a library in the Civic Center, TR (town residential) to TC (town commerce) in Civic Center, and between Mabey Place and Access Point the corridor was changed to CC (commercial corridor) on the east side with TR (town residential) on the west side. Mabey Place was to be the heart or downtown of the City with mixed use. Access Point had commercial to the freeway.

Mr. Young said Mabey Place could have a plaza near the pond, the residential would stay at the north area and the south, and the east and west areas would be more public with a park and plaza to make it a community area. Mr. Brimley said there was a City project that allowed a water source that refilled the pond and would clean up the pond. Other property owners in the area were interested in cleaning up the pond area.

Commissioner Britton asked if the road would be widened. Mr. Young stated there would be no change to the existing road; however, there had been discussion on beautifying the street landscape. Mr. Brimley said because 700 South (SR 193) was a UDOT road there were limited abilities for the City. Commissioner Lloyd asked if there was discussion to widen the sidewalk and park strip along SR 193. Mr. Young said the emphasis was on new roads and work along State Street, Main Street and a wider sidewalk would be discussed with the developer.

Mr. Janson reviewed the uses in the FBC. There were a list of allowed uses and a list of prohibited uses.

Commissioner Browning asked how the FBC fit with restrictions in the existing City Code. Mr. Brimley said it was more restrictive and the existing businesses would be legal non-conforming uses.

Mr. Young said the FBC had complete streets, from building to building.

Commissioner Jones asked about the plan for bus stop areas. Mr. Brimley said UTA was upgrading the bus stops in the area and adding shelters along the corridor which would determine where the bus stops would be located. Mr. Janson said it could be requested to make the bus stops
more unique in the Mabey Place area.

Mr. Janson said there were different building types and each type had a chart associated with it. Mabey Place had the tallest buildings. A percentage of the building needed to be located on the frontage with parking to the side or rear of the building. The materials and façade changes were required to add variety to the buildings. There was a glass requirement for commercial buildings on the first floor. He stated there were a lot of details in the chapters on building types and materials and colors were noted in the FBC.

Mr. Young said the nice part of the project would be the open space. Ten percent of the site was required to be open space and fifty percent of the open space must be publicly accessible and useable. The open space types were plaza, square, green, commons, pocket park, park and greenway. Mr. Brimley stated there would be new development and redevelopment opportunities.

In addition to open space there was a ten percent requirement for landscaping. There were requirements for trees, shrubs, and grass coverage. The plan encouraged water conservation through planting design, grass, and open space. Street trees were required every 40 feet.

Parking requirements included shared parking which decreased the number of required spaces, compact spaces, LID (low impact development) techniques for storm water, head out parking option, on street parking credits, bike parking, park once promotion, and visitor parking.

The types of signs allowed were wall, awning/canopy, marquee, window, projecting/blade, monument, and center identification.

The administration chapter detailed the process of the applications, nonconforming uses and definitions.

Mr. Brimley asked the commissioners to send him any comments by April 11, 2018. The Form Based Code would be presented at the May Planning Commission meeting for discussion and recommendation to the City Council.

DISCUSSION ON CLEARFIELD JUNCTION THE PROPOSED DEVELOPMENT OF VACANT LOTS LOCATED AT APPROXIMATELY 17, 51 AND 101 NORTH MAIN STREET – DON GILLILAND (ALBION AND KNIGHT PROPERTY)

Spencer Brimley introduced Donovan Gilliland who was interested in developing property on North Main. The City was working with Mr. Gilliland to prepare a development agreement which included the form based code when it was adopted. No approval or recommendation would be given at this time, but Mr. Gilliland desired feedback on the project proposal.

Mr. Gilliland said changes would be made to the site configuration and UDOT requirements would impact the layout. Parking included covered spaces, gated access to resident parking and shared parking with the commercial and library parking. The buildings would be four levels with
commercial on the bottom floor of the two buildings fronting Main Street.

Mr. Gilliland wanted the commissioners to determine what style of building was preferred. Mr. Brimley said Mr. Gilliland wanted corrections made to the FBC that were applicable across the board. The administrative part of code allowed a development agreement if there were variations from the code. He said adjustments could be made through the development agreement. Mr. Gilliland didn’t want a FBC that made it difficult for other developers.

Mr. Gilliland requested a change to the requirement for interior islands in the parking lot because there would be covered parking, islands created difficulty when plowing snow and the back parking area could not be seen from Main Street. The second change he requested was the building setback. He didn’t want a straight building but a vertical offset created structural problems. He suggested that Civic use be permitted across any zone.

Mr. Brimley said the parking islands were not just aesthetic they provided landscaping, less asphalt and decreased impact to the storm water system. Any variation from the FBC would probably require a development agreement.

Mr. Gilliland said the FBC was well written and gave the developer flexibility and opportunity to have creative projects. His purpose at the Planning Commission meeting was to ask the commissioners what was preferred in the style of the building.

Commissioner Bigelow asked which building style the developer preferred and why. Mr. Gilliland favored the most modern looking with the exception of the offset of the first floor providing a balcony on the retail area.

Commissioner Jones asked if the buildings would be apartments or condominiums. Mr. Gilliland said apartments were planned however condos were being considered. One challenge with the site was the railroad tracks in the rear of the property. Commissioner Jones said apartments and condos attracted different clientele and affected the design of the building.

Commissioner Call said Clearfield City needed this project and she preferred three out of the four renderings and didn’t like the shallow balconies. Mr. Gilliland thought the FBC contained a requirement for balcony square footage and minimum depth. Commissioner Lloyd agreed with the comments made about shallow balconies and said he preferred a covered balcony facing the court yard. Commissioner Browning said he checked the FBC and the depth requirement for balconies was six feet if it faced the street and all others needed to be five feet in depth, and a minimum of 60 square feet.

Commissioner Lloyd asked if the FBC referenced storm water retention or detention. Mr. Brimley there was not any specific section in the code.

Mr. Gilliland asked if the site plan layout was consistent with what would be acceptable. The commissioners said it was.
PLANNING COMMISSIONERS’ MINUTE

Commissioner Call – Said she would not be at the May meeting.

Commissioner Murray – Welcomed Eden and hoped she enjoyed her time with the Planning Commission and told her to not get discouraged.

Commissioner Browning – Nothing

Commissioner Britton – Nothing

Commissioner Jones – Nothing

Commissioner Lloyd – Nothing

Commissioner Bigelow – Nothing

Youth Ambassador Bush – Happy to be here.

Chair Jugler – Thanked the new members for their willingness to serve. He said he appreciated staff.

STAFF COMMUNICATIONS

Spencer Brimley said there was a need for one or two members of the Planning Commission for an advisory committee for the Clearfield Station Area Plan. The commissioners were asked to contact Mr. Brimley if interested in participating on the committee.

Mr. Brimley introduced Brad McIlrath, Senior Planner, who would start working for the City on April 16, 2018 and would be handling most of the planning duties. He added Mr. McIrath would bring a lot to the City.

Brad McIlrath said he looked forward to working with the commissioners.

The commissioners were told if there were any questions, please contact Mr. Brimley.

There being no further business to come before the Planning Commission, Commissioner Britton moved to adjourn at 8:58 P.M. Seconded by Commissioner Jones.