MEETING AGENDA 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, August 1st, 2018, on the 3rd floor in the City Council Chambers of the Clearfield City Municipal Building, 55 S. State, Clearfield UT 84015.

CALL TO ORDER-- PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: July 11th, 2018

PLANNING COMMISSION CHAIR STATEMENT

DECISION ITEMS

Public Hearings

1. Public Hearing, Discussion and Possible Action on PSP & FSP 1807-0003, a preliminary and final subdivision plat request by Donovan Gilliland for the reconfiguration of the existing properties for a future development. Location: 52 S. Main St., 17 N. Main St., 75 N. Main St., and 101 N. Main St. (TIN: 12-020-0143, 12-020-0018, 12-020-0020, 12-020-0021, 12-020-0022, & 12-020-0075) Aggregate Parcel Size: 6.96 acres. Zoning: T-R (Town Residential) and CV (Civic). Planner: Brad McIlrath (Administrative Matter).


3. Public Hearing, Discussion and Possible Action on RZN 1807-0002, a rezone request by Syracuse City to rezone all of one property and a portion of another from M-1 (Manufacturing) to P-F (Public Facilities). Location: The properties are located approximately at F Street and 3rd Street in the Freeport Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. Planner: Brad McIlrath (Legislative Matter).

4. Public Hearing, Discussion and Possible Action on PSP & FSP 1807-0002, a preliminary and final subdivision plat request by Syracuse City to combine a portion of the existing parcel with the TIN: 12-065-0050 to the parcel to the west with TIN: 12-065-0049. Location: The properties are located approximately at F Street and 3rd Street in the Freeport Center. Aggregate Parcel Size: 5.295 acres. Zoning: M-1 Manufacturing (Current), P-F Public Facilities (Proposed). Planner: Brad McIlrath (Administrative Matter).

5. Public Hearing, Discussion and Possible Action on CUP 1807-0002 a conditional use request by Syracuse City to construct two (2) new water towers at the subject property. The Conditional Use Permit request is to allow a height of 110’ for the proposed water towers. Location: Approximately F Street and 3rd Street in Freeport Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. Zoning: M-1,
Non-Public Hearing

6. Discussion and Possible Action on SP 1807-0002 a site plan request by Syracuse City to construct two (2) new water towers at the subject property. Location: Approximately F Street and 3rd Street in Freeport Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. Zoning: M-1, Manufacturing (Current); P-F, Public Facilities (Proposed). Planner: Brad McIlrath (Administrative Matter).

Public Hearings

7. Public Hearing, Discussion and Possible Action on ZTA 1806-0007, a zoning text amendment request by Kevin Porter to consider the allowance of attached single-family dwellings to nonresidential uses in the M-1 Zone subject to development standards that limit the size, location, and applicability of such use. Planner: Brad McIlrath (Legislative Matter).

8. Public Hearing, Discussion and Possible Action on ZTA 1807-0005, a zoning text amendment by Clearfield City to enact a small wireless facilities ordinance. The purpose of this ordinance is to govern the use, location, construction, and design of small wireless facilities within the public right-of-way. Planner: Spencer Brimley (Legislative Matter).

DISCUSSION ITEMS

9. Staff Discussion
10. Planning Commissioners’ Minute
11. Staff communications

**PLANNING COMMISSION MEETING ADJOURNED**

Dated this 27th day of July, 2018.

/s/Brad McIlrath, Senior Planner

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 525-2782, giving her 48 hours notice.

The Planning Commission Public Meeting is a public forum where the Planning Commission receives comment from applicants, the public, applicable agencies and County staff regarding land use applications and other items on the Commission’s agenda. In addition, it is where the Planning Commission takes action on these items. Action may be taken which may include: approval, approval with conditions, denial, continuance or recommendation to other bodies as applicable.
Planning Commission Chair - Introduction Statement

Chairperson Reads:

___ Welcome to tonight’s Clearfield City Planning Commission Meeting.

___ A copy of today's agenda and a sign-in sheet are located on a stand at the back of the room. Please note your participation in today's meeting by signing in.

___ The Planning Commission is a voluntary citizen board. The Commission's function is to hear and decide applications that are administrative in nature, and can include; conditional uses, preliminary subdivision plats, site plans, etc.

___ The commission is also tasked with providing recommendations to the Clearfield City Council on items that are legislative in nature or require City Council approval. These may include such requests as zoning changes, changes to ordinances, general plans amendments, etc.

___ The decisions made by the Commission are based on: information from field observations, recommendations from city staff and other agencies regarding compliance with the general plan and relevant ordinances. The Commission shall also consider information presented at the public meeting, including presentations by city staff, testimony from the applicant, and comments from the public.

___ Be advised that that the Commission shall not make a decision based on “public clamor,” which is defined by the Utah Department of Commerce Office of Property Rights Ombudsman as “emotional or baseless opinion on a matter,” but will consider public comment that is “factual information presented by the public.”

___ Today's meeting is recorded. If you elect to speak at tonight’s meeting, please speak directly into the microphone and begin by clearly stating your full name for the record. Please note that comments from the public are only appropriate when presented at the podium and in accordance with the General Rules of Procedure found with the agenda. Please be respectful of those speaking or waiting to speak by only providing comment when at the podium.

Tonight's agenda is divided into two categories: (1) Decision Items and (2) Discussion Items.

(1) Decision Items:

___ Under Decision Items, the Commission will make a decision or recommendation based on the scheduled matters to be considered on the Commission’s published agenda.

___ Public Hearing/Comment: Only those items that require a public hearing will include any public comment. These items are ones for which public comment is taken so that the Commission can be made aware of all of the issues of concern with regards to a scheduled matter.

___ All other scheduled matters will be limited to discussion between the Commission, city staff, and the applicant.

___ A decision, or recommendation, will be rendered by the Commission for these items which may include approval, approval with conditions, denial, or, continuation of the item to a future meeting.

(2) Discussion Items:

___ During the discussion session, the Commission may discuss and provide direction on policy issues and administrative matters that do not require public input. Special presentations, reports, and updates from city staff or others that do not require a decision at a public hearing may also be made.

___ There will be no discussion of an application, request, or approval of any matter scheduled for the public hearing item portion of the meeting.

Please see the General Rules of Procedure included with the agenda.
In addition to the formal rules of parliamentary procedure, as more set forth in the most current version of the Robert’s Rules of Order, the following basic Clearfield City Planning Commission procedures are provided as general direction.

I. DECISION ITEMS:

A. Basic Procedures

1. Motion to open the Public Hearing
2. Application will be introduced by a Staff Member.
3. The applicant will be allowed to answer questions and provide additional information (Limit 15 mins.).
4. Persons in favor of, or not opposed to, the application will be invited to make comment, Persons opposed to the application will be invited to make comment.
5. The applicant is provided no more than 5 minutes to provide concluding remarks.
6. Motion and second to close of the public hearing
7. Commission discussion and decision

B. Public Comment Procedures

1. Speakers will be called to the podium by the Chair.
2. Because the meeting minutes are recorded, it is important for each speaker to state their name prior to making any comments.
3. All comments should be directed to the Planning Commission members, not to the city staff or to members of the audience.
4. For items where there are several people wishing to speak, the Chair may impose a time limit, usually 3 minutes per person, or 5 minutes for a group spokesperson.
5. After the hearing is closed, the discussion will be limited to the Planning Commission members and city staff. No additional public comment will be accepted.

II. DISCUSSION SESSION ITEMS OR NON-PUBLIC HEARING ITEMS

A. Basic Procedures

1. Any item that does not require a public hearing will include steps 2, 3, and 8 from Section I (A) above.

City staff is available and happy to discuss any specific questions or concerns you might have regarding the planning application/development process. To schedule an appointment with the appropriate city staff member, please contact 801-525-2784 to make an appointment.
TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner
brad.mcilrath@clearfieldcity.org
(801) 525-2784

MEETING DATE: Wednesday, August 1, 2018

SUBJECT: Public Hearing, Discussion and Possible Action on PSP & FSP 1807-0003, a preliminary and final subdivision plat request by Donovan Gilliland for a 5-Lot subdivision to reconfigure the existing properties for a future development. Location: 52 S. Main St., 17 N. Main St., 75 N. Main St., and 101 N. Main St. (TIN: 12-020-0143, 12-020-0018, 12-020-0020, 12-020-0021, 12-020-0022, & 12-020-0075) Aggregate Parcel Size: 6.96 acres. Zoning: T-R (Town Residential) and CV (Civic). (Administrative Matter)

RECOMMENDATION
Move to approve the preliminary subdivision plat PSP 1807-0003, and forward a recommendation of approval to the City Council as conditioned for the final subdivision plat FSP 1807-0003, a request for the proposed 5-Lot subdivision for the properties addressed 52 S. Main Street; 17, 75, and 101 N. Main Street (TIN: 12-020-0143, 12-020-0018, 12-020-0020, 12-020-0021, 12-020-0022, & 12-020-0075). This recommendation is based on the discussion and findings in the Staff Report.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
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<tbody>
<tr>
<td>Project Name</td>
<td>Clearfield Junction Subdivision</td>
</tr>
<tr>
<td>Site Location</td>
<td>52 S. Main St., 17, 75, &amp; 101 N. Main St.</td>
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<tr>
<td>Tax ID Number</td>
<td>12-020-0143, 12-020-0018, 12-020-0020, 12-020-0021, 12-020-0022, &amp; 12-020-0075</td>
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<tr>
<td>Applicant</td>
<td>Donovan Gilliland</td>
</tr>
<tr>
<td>Owner</td>
<td>Clearfield City &amp; Clearfield Junction LLC</td>
</tr>
<tr>
<td>Proposed Actions</td>
<td>Preliminary and Final Subdivision Approval</td>
</tr>
<tr>
<td>Current Zoning</td>
<td>T-R, Town Residential &amp; CV, Civic</td>
</tr>
<tr>
<td>Land Use Classification</td>
<td>Vacant</td>
</tr>
<tr>
<td>Gross Site</td>
<td>6.96 Acres</td>
</tr>
</tbody>
</table>
### Surrounding Properties and Uses:

<table>
<thead>
<tr>
<th>Location</th>
<th>Property Type</th>
<th>Current Zoning District</th>
<th>Comprehensive Plan Land Use Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Commercial Retail</td>
<td>T-R (Town Residential)</td>
<td>Mixed Use</td>
</tr>
<tr>
<td>East</td>
<td>Commercial Retail / Post Office / Lodging</td>
<td>T-R (Town Residential)</td>
<td>Commercial</td>
</tr>
<tr>
<td>South</td>
<td>County Health Department</td>
<td>C-V (Civic)</td>
<td>Mixed Use</td>
</tr>
<tr>
<td>West</td>
<td>Residential</td>
<td>R-M (Residential Mobile Home), R-1-8 (Residential Single Family)</td>
<td>Mixed Use &amp; Residential</td>
</tr>
</tbody>
</table>

### Arial Image & Form-Based Code Map

![Arial Image & Form-Based Code Map](image-url)
BACKGROUND
Donovan Gilliland is requesting preliminary and final subdivision plat approval for the proposed 5-Lot subdivision titled Clearfield Junction. This proposed subdivision will rearrange the existing properties at this location and rededicate property lines and utility easements for future phased development. The proposed development includes two (2) mixed use buildings to the north on Lots 1 and 2, and two (2) multi-family residential buildings to the south and rear of the project on Lots 3 and 4. Property for the future development of a County Library will be provided with Lot 3 at the corner of State Street and Center Street.

PRELIMINARY AND FINAL SUBDIVISION PLAT REVIEW
Public Works, North Davis Fire District, and Engineering have done an initial review of the subdivision and provided comments. The City Engineer provided his most review dated 12 July 2018 which is attached to this report. The letter addresses the plat and also the preliminary site plan review. The plat will need to be revised and resubmitted to the City Engineer for completeness prior to printing a Mylar and obtaining signatures for recording. Comments provided by the Fire District address the site plan and fire flows for development.

To facilitate shared parking and access the subdivision provides a shared parking, access and utility easement in the areas of the future parking area. The easement is currently designated as an access
easement and will need to be relabeled as a shared parking, access and utility easement. A ten foot (10’) wide utility easement will be placed around the perimeter of each lot and the subdivision will include a five foot (5’) right-of-way dedication along Main Street. Lots 4 and 5 will not have direct access to Main Street, but will have access by way of the shared parking, access and utility easement.

**CONDITIONS OF APPROVAL PSP & FSP 1807-0003**

1) Plans shall be revised to address Clearfield City Engineering requirements prior to the submittal and recording of the Final Subdivision Plat.

2) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to curb and gutter, sidewalk, landscaping park strip improvements, driveways, etc.

3) Future development of these properties shall comply with the development standards outlined in the Downtown Form Based Code.

4) An Escrow agreement will be subject to approval by the City Engineer and City Attorney and an escrow account shall be established prior to obtaining any permits being issued for the properties or plat being recorded. Installation of required improvements or an escrow account shall be established prior to recordation of the Final Plat as outlined in Clearfield City Code 12-4-6.

**ATTACHMENTS**

1. Subdivision Plat
2. Concept Site Plan
3. Engineering Review Letter dated 12 July 2018
4. North Davis Fire District Review Letter dated 17 July 2018
12 July 2018

Clearfield City
55 South State Street
Clearfield City, Utah  84015

Attn:  Spencer W. Brimley, Development Services Manager
Proj:  Clearfield Junction Subdivision
Subj:  Plat & Preliminary Site Plan Drawing - Review #1

Dear Spencer,

Attached for consideration is my engineering review of the above referenced project. The following items will need to be considered and addressed prior to receiving recommended approval from our office.

**General Note:**

1. An **electronic copy** of the Plat and full Site Plan drawings and details must be submitted to the Public Work Department via our office for record keeping upon design completion and prior to approval of the Plat and Site Plan drawings from our office.

2. **Please request the Developer or his Engineer, submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.**

**Plat**

1. The Plat drawing is somewhat preliminary and needs the following corrections and additional data.

   - The Plat does not closure per City standards – this must be resolved.
   - There are errors in the “Boundary Description” and references to recorded documents which need to be identified in the description.
   - There is a reference to an offset from centerline of 50-feet which needs the “feet” added to the number 50.
   - The “North Arrow” is missing.
Main Street should also be labeled as noted by Utah Department of Transportation. That being SR-114.

The “Curve Table” as numerous errors which need to be corrected.

The “Narrative” description needs to be reviewed and miscellaneous corrects made.

A note should be placed on the plat stating what is being dedicated to Utah Department of Transportation.

Several “Notes” on the drawing are incomplete and need to be finished.

The right-of-way width for “Center Street” should be shown on the Plat as well the intersection.

**Preliminary Site Plan Drawings**

1. Notes need to be placed on the Site Plan improvement drawings indicating all deteriorated, damaged or missing surface improvements surrounding the perimeter of the development and on-site be replaced or installed; i.e., curb and gutter, sidewalk, landscaping park strip improvements, asphalt patching, landscaping replacement, site lighting, dumpster screening, concrete improvement, etc.

2. A Geotechnical Report will need to be submitted for review with pavement design and all the typical study items discussed and recommended.

3. Storm Drainage Issues:

   - The site Storm Water calculations will need to be submitted for review.

   - A “Drainage Plan” needs to be prepared and submitted – Showing all elevations, finish floor, grades, dimensions, finish contours, and location of all piping – diameter, inverts, materials and slopes, inlet boxes and grates, directional arrow indicators of storm water run-off flow from the parking area, cast-in-place boxes, special details, a storm water management plan and other general items.

   - The City prefers open storm water detention storage; on this site open detention storage is going to be a major consideration.

   The reasons the City prefers open storage is as follows:

   i. Open storm water detention will save thousands of dollars for the Developer over an underground system and will reduce maintenance costs.

   ii. Open storm water detention saves considerable time to the City during inspection.

   iii. Open storm water detention is very easy to monitor by the Owner & the City storm water staff.
• The detention basin location-storage on site needs to be determined and shown on the drawings along with contours, landscaping materials, basin volume, and an outlet control structure with orifice control tied to an overflow spillway, 12” freeboard berm, inlet & outlet piping, roof drainage piping to the detention basin, etc.

• Evidence that emergency storm water overflow can be discharged safely off-site is required.

4. The following Site Grading Issues need to be resolved and need to be submitted for review:

• Submit a “Site Grading Plan” – Show all proposed facilities, show existing and finish contours, details and widths of all improvements, spot elevations over the site, new curbs & walls with finish elevations, site grades across the hard surfacing and along the curb & gutters, dumpster facilities locations and dumpster details, parking stalls, signs and other.

5. The following “Traffic” Issues need to be considered and solutions submitted.

• Written UDOT approval for the driveway location and width needs to be submitted.

• It appears a second driveway is being considered from the “North”. I would recommend that two (2) driveways be considered for proper flow of traffic.

• Retail delivery to the shops should be considered and provided from the westerly side of the future buildings and not be allowed along State Street.

• Enlarging the sidewalk should be considered because the parking of cars and trucks will overhang the smaller sidewalks.

• Snow storage and stacking of snow should be addressed and provided for.

• The “Library” driveway exits too close to the State Street driveway approach and would function considerably better if moved to the West.

6. A “Utility Plan” needs to be prepared and submitted – Location of all utilities, i.e., culinary water piping and meters, slopes and materials for all pipes, connection details, grease sediment vault and sampling sanitary sewer manhole, electrical service lines, natural gas piping, communications lines, location of other piping and conduits, irrigation water connections and backflow devices and details as required. The oil, grit, water separator needs to be sized and the details for that sized vault needs to be included in the drawings for the retail spaces.

• The floor plan drawings need to indicate where kitchens, laundry rooms will be located.
• The culinary water supply & meters will need to be sized for all the uses shown on the drawings. The developers engineer will need to submit water usage calculations for a peak day sizing of the culinary water supply demand.

7. Site Landscaping Plan – A minimum of 10% must be designed and then installed on-site. All landscaping types must be called out on the plans, and the plans need to show all areas to be irrigated, backflow device location and details as it relates to the location with the City culinary water lines and connection details. The park strip area between the curb & gutter and the sidewalk should also be landscaped with maintenance by the property owner. The detention basin should be landscaped with sod for ease in maintenance, complete with irrigation.

8. All construction details for all site improvements need to be included on the site plan drawing; i.e., repairs to existing asphalt paving and roadbase with the depths and location, parking lot striping (color & width of strips, handicap parking, pavement parking, signs and access ramps, curb & gutter, flatwork, concrete sidewalks, thickened edge sidewalk, walls, gates and fences, etc.

9. The location of all site lighting and business signs will need to be shown on the drawings.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

N. Scott Nelson, PE.
City Engineer

Cc. Scott Hodge, Public Works Director
    Kamilla Schultz, Staff Engineer
    Brad McIlrath, Senior Planner
    Michael McDonald, Building Official
TO: Spencer Brimley/ Brad McIlrath/ Donovan Gilliland
FROM: John Taylor / Fire Marshal
RE: Clearfield Junction

DATE: July 17, 2018
I have reviewed the plan submitted for the Clearfield Junction. The Fire Prevention Division of this Fire District has the following comments/concerns.

1. The minimum fire flow requirement is 1500 gallons per minute for 60 consecutive minutes for residential one and two family dwellings. Fire flow requirements may be increased for residential one and two family dwellings with a building footprint equal to or greater than 3,600 square feet or for buildings other than one and two family dwellings. Provide documentation that the fire flow has been confirmed through the Clearfield City water dept.

2. Fire hydrants and access roads shall be installed prior to construction of any buildings. All hydrants shall be placed with the 4 ½” connections facing the point of access for Fire Department Apparatus. Provide written assurance that this will be met. The plan submitted to me on July 12 showing the 3 additional and one future hydrant is acceptable. The future hydrant shall be installed during the construction of the new proposed County Library or building constructed on that area.

3. Prior to beginning construction of any buildings, a fire flow test of the new hydrants shall be conducted to verify the actual fire flow for this project. The Fire Prevention Division of this Fire District shall witness this test and shall be notified a minimum of 48 hours prior to the test.

4. All fire apparatus access roads shall be a minimum all-weather, drivable and maintainable surface. There shall be a minimum clear and unobstructed width of not less than 26 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches. Dead-end roads created in excess of 150 feet in length shall be provided with an approved turn-around. The choke point in the curbing between 2 parking areas (noted on plan is acceptable as drawn on plan submitted on 7/12/2018. The fire access location between proposed project and Walt’s Service station is acceptable as long as the area is kept accessible on both sides of the property line, free to vehicles, snow accumulations and other debris. Signage must be installed on both sides of the property line advising fire lane as outlined in the IFC Appendix D.
5. An application and review fee for this project is due to our office prior to the issuance of a formal approval by the North Davis Fire District.

These plans have been reviewed for Fire District requirements only. Other departments must review these plans and will have their requirements. This review by the Fire District must not be construed as final approval from Clearfield City.
TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner  
brad.mcilrath@clearfieldcity.org  
(801) 525-2784

MEETING DATE: Wednesday, August 1, 2018

SUBJECT: Public Hearing, Discussion and Possible Action on RZN 1807-0001, a rezone request by Jerry Preston on behalf of Mid-Town – University LLC to rezone the subject property from C-2 (Commercial) to D-R (Downtown Redevelopment).  

(Legislative Matter)

RECOMMENDATION

1. Move to recommend Approval of RZN 1807-0001, to the Clearfield City Council, a request by Jerry Preston on behalf of Mid-town – University LLC to rezone the parcel addressed 788 South 2000 East (TIN: 09-419-0102) from C-2 (Commercial) to D-R (Downtown Redevelopment).

2. Move to recommend Denial of RZN 1807-0001, to the Clearfield City Council, a request by Jerry Preston on behalf of Mid-town – University LLC to rezone the parcel addressed 788 South 2000 East (TIN: 09-419-0102) from C-2 (Commercial) to D-R (Downtown Redevelopment).

3. Move to table RZN 1807-0001 and request additional time to consider the request.

BACKGROUND

This property is located north of the AAA office building and east of the Sundowner Condominiums community along State Route 193. The property and surrounding properties are zoned C-2 (Commercial) which allows for the current office and commercial uses in the area. The applicants intend on developing a mixed use project at this location which would include high density residential and a commercial office space. The property located on the corner of SR 193 and University Park Boulevard would also be included in the future development as a gas station and convenience store. A rezone of the property is not needed for the development of that site with that type of use as gas stations and convenience stores are permitted in the C-2 zone. Whereas, the mixed use development is not permitted in the C-2 zone and is appropriate in the D-R zone.

General Plan
The Future Land Use Map of the Clearfield City General Plan designates this property and other properties to the south of this area as Mixed Use (See attached Future Land Use Map).

Public Comment
Property notices were posted on the property and mailed July 19, 2018. A legal ad for the rezone was posted in the newspaper on July 22, 2018. As of the date of this report, Staff has not received any public comment.
GENERAL PLAN ANALYSIS

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>Goal 1 of the Land Use Element states “Maintain consistency between the City’s Land Use Ordinance and the General Plan.” The General Plan designates this area as “Mixed Use.” This rezone is consistent with the General Plan.</td>
</tr>
<tr>
<td>Changed conditions make the proposed amendment necessary to fulfill the purposes of</td>
<td>The General Plan encourages zone changes to provide for the highest and best use of the community and property owners. The proposed rezone is consistent with the surrounding land uses by providing a mix of residential and commercial land uses.</td>
</tr>
<tr>
<td>this Title.</td>
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</table>

STAFF RECOMMENDATION/CONCLUSION

Staff recommends that the Planning Commission forward a recommendation of APPROVAL to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by the Future Land Use Map designation of Mixed Use in the General Plan.
3. The D-R Zone is encouraged for the development of vacant and underutilized lands and will allow vertical or horizontal mixed use as described on page 8 under Mixed Use.
4. With design, future pedestrian and vehicular connections can be provided for this area.
5. Development of this property with a mixed use design will support the existing land uses in the area of office, institutional (Weber State), and residential.

ATTACHMENTS

- General Plan: Future Land Use Map
- Zoning Map
- Concept Plan & Elevation
GENERAL PLAN: FUTURE LAND USE MAP

ZONING MAP
CONCEPT PLAN & ELEVATION
TO: Clearfield City Planning Commission
FROM: Brad McIlrath, Senior Planner  
brad.mcilrath@clearfieldcity.org  
(801) 525-2784
MEETING DATE: Wednesday, August 1, 2018
SUBJECT: Public Hearing, Discussion and Possible Action on RZN 1807-0002, a rezone request by Syracuse City to rezone all of one property and a portion of another from M-1 (Manufacturing) to P-F (Public Facilities). Location: The properties are located approximately at F Street and 3rd Street in the Freeport Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. (Legislative Matter)

RECOMMENDATION
1. Move to recommend Approval of RZN 1807-0002, to the Clearfield City Council, a request by Syracuse City to rezone the parcel located at approximately F Street and 3rd Street with the parcel id 12-065-0049 and a portion of the parcel to the east with parcel id 12-065-0050 from M-1 to P-F.
2. Move to recommend Denial of RZN 1807-0002, to the Clearfield City Council, a request by Syracuse City to rezone the parcel located at approximately F Street and 3rd Street with the parcel id 12-065-0049 and a portion of the parcel to the east with parcel id 12-065-0050 from M-1 to P-F.
3. Move to table RZN 1807-0002 and request additional time to consider the request.

BACKGROUND
These properties are located at the west-central area of the Freeport Center and north of the Davis School District bus parking area. Utility Trailer is located to the west of the subject properties. The water tanks located here provide water for Syracuse City. Due to growth demands, Syracuse City is in need of replacing the existing towers with newer larger towers. To do so, Syracuse City needs additional land and will be performing a lot line adjustment with a portion of the property to the east of the water tower property in order to have a larger buildable area. As part of this project, Syracuse City would like to rezone the project area to the Public Facilities (P-F) zone to better accommodate the expansion of the public facilities at this location. The rezone of the property will allow for greater flexibility and greater heights for the towers subject to conditional use permit approval. The rezone would also be more consistent with the land use of the property as a public facility. The consolidation of the properties is scheduled as item #4 on this agenda, and the conditional use and site plan for the towers will be reviewed as items #5 and #6.

General Plan
The future land use map of the Clearfield City General Plan designates this parcel and the surrounding area as Manufacturing. Although not designated as Public Facilities, the future land use map does not
designate any properties as Public Facilities. On page 6 of the General Plan, the Public Facilities zone is identified as an appropriate zone for: churches, schools, public buildings, open space, parks, public utilities, and public owned properties for related uses. As a property that provides a public utility, it is appropriate for this property to be rezoned to the Public Facilities (P-F) zone.

Public Comment

Property notice and mailed notices were posted and mailed on July 19, 2018. As of the date of this report, Staff has not received any public comment.

GENERAL PLAN ANALYSIS

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<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>Goal 1 of the Land Use Element states “Maintain consistency between the City’s Land Use Ordinance and the General Plan.” The General Plan designates this area as “Manufacturing” on the future land use map. However, this rezone would be consistent with the goals and objectives of the General Plan as this property is the location of a public utility.</td>
</tr>
<tr>
<td>Changed conditions make the proposed amendment necessary to fulfill the purposes of</td>
<td>Proposed changes to the site make the rezone necessary in order to accomplish the changes needed for this public facility. Through conditional use and site plan approval by the Planning Commission, additional height for the proposed towers may be allowed. Continuation of this property in the M-1 zone would not provide the flexibility needed to provide a larger public utility facility.</td>
</tr>
<tr>
<td>this Title.</td>
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</tr>
</tbody>
</table>

STAFF RECOMMENDATION/CONCLUSION

Staff recommends that the Planning Commission forward a recommendation of APPROVAL to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by Chapter 2 – Land Use Element as the Public Facilities Zone is an appropriate designation for this type of facility.
3. The P-F Zone is the appropriate zone for a property that provides a public utility.
4. Subject to conditional use permit and site plan review and approval, the P-F Zone provides the flexibility and process by which this type of facility can be constructed.
ATTACHMENTS

- General Plan: Future Land Use Map
- Zoning Map
- Site Plan
SITE PLAN

1. The proposal includes constructing, installing, and placing new equipment on the site of the existing tanks. The dimensions and boundaries of the site may vary based on the specific project needs.

2. A stormwater permit will be required for the installation of the new equipment. The location and design of the stormwater management system will be determined during construction.

3. The existing tanks will be removed and replaced with new tanks. The new tanks will be located within the boundaries of the site.

4. The new equipment will be designed to meet the needs of the city and will be installed in a manner that minimizes disruption to the surrounding area.

5. The project will be completed within the timeframe specified by the city and the contractor. The project will be monitored to ensure compliance with all relevant regulations and standards.

6. The project will be reviewed by the city's engineering department to ensure its safety and functionality.
TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner
brad.mcilrath@clearfieldcity.org
(801) 525-2784

MEETING DATE: Wednesday, August 1, 2018

SUBJECT: Public Hearing, Discussion and Possible Action on PSP & FSP 1807-0002, a preliminary and final subdivision plat request by Syracuse City to combine a portion of the existing parcel with the TIN: 12-065-0050 to the parcel to the west with TIN: 12-065-0049. Location: The properties are located approximately at F Street and 3rd Street in the Freeport Center. Aggregate Parcel Size: 5.295 acres. Zoning: M-1 Manufacturing (Current), P-F Public Facilities (Proposed).

(RECOMMENDATION)

Staff recommends that the Planning Commission approve the preliminary subdivision plat PSP 1807-0002, and forward a recommendation of approval to the City Council as conditioned for the final subdivision FSP 1807-0002, a request to combine a portion of the property with the TIN: 12-065-0050 to the parcel to the west with the TIN: 12-065-00149. This recommendation is based on the discussion and findings in the Staff Report.

(PROJECT SUMMARY)

<table>
<thead>
<tr>
<th>Project Information</th>
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<tbody>
<tr>
<td>Project Name</td>
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</tr>
<tr>
<td>Proposed Actions</td>
</tr>
<tr>
<td>Current Zoning</td>
</tr>
<tr>
<td>Land Use Classification</td>
</tr>
<tr>
<td>Gross Site</td>
</tr>
</tbody>
</table>

<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>Industrial</td>
<td>M-1 (Manufacturing)</td>
</tr>
</tbody>
</table>
BACKGROUND
Noah Steel, on behalf of Syracuse City is requesting preliminary and final subdivision plat approval for the proposed lot line adjustment at this location. Syracuse City has purchased a portion of the land east of the existing parcel (TIN: 12-065-0049) from the Davis School District. This purchase is to expand the water tower site and construct two new water towers to service Syracuse City. The existing Syracuse City water tower site is 2.85 acres. The additional land purchased from the school district is 2.445 acres. With this combination, the new/expanded parcel (TIN: 12-065-0049) will have a total area of 5.295 acres. To perform this combination, the applicants are proposing a new 1 lot subdivision (Water Tower Subdivision) to delineate the new property lines and easements.

SUBDIVISION PLAT REVIEW
A preliminary and final subdivision review has been completed by Clearfield City staff and the applicable agencies. The City Engineer has noted corrections with a review letter dated 13 July 2018 which is attached to this report. The review letter also includes revisions needed for the site plan review of the new towers. The North Davis Fire District and the North Davis Sewer District do not have concerns.
regarding the project. Engineering corrections will need to be addressed and plans resubmitted for completeness prior to the recordation of the final plat.

CONDITIONS OF APPROVAL

1) Plans shall be revised to address Clearfield City Engineering requirements prior to the submittal and recording of the final subdivision plat. Corrections include but are not limited to:

   a. Provision of 10’ public utility easement around perimeter of subdivision; and
   b. Notation of right-of-way for railway line along the easterly side of the subdivision.

ATTACHMENTS

1. Final Subdivision Plat
2. Site Location Map of Acquired Property
3. Engineering Review Letter dated 13 July 2018
2.445 Acres to be purchased from 12-065-0050 and combined with 12-065-0049

Syracuse City
12-065-0049
2.85 Acres

Davis School District
12-065-0050
12.99 Acres
13 July 2018

Clearfield City
55 South State Street
Clearfield City, Utah 84015

Attn: Spencer W. Brimley, Development Services Manager
Proj: Water Tower Subdivision
Subj: Plat & Preliminary Site Plan Drawing - Review #1

Dear Spencer,

Attached for consideration is my engineering review of the above referenced project. The following items will need to be considered and addressed prior to receiving recommended approval from our office.

**General Note:**

1. An **electronic copy** of the Plat and Site Plan drawings and details must be submitted to the Public Work Department via our office for record keeping upon design completion and prior to approval of the Plat and Site Plan drawings from our office.

2. **Please request the Developer or his Engineer, submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.**

**Plat**

1. The Plat drawing needs the following corrections and additional data.

   - The Plat does closure per Clearfield City standards.
   - Along the easterly side of the subdivision perimeter boundary line there is a set of railroad tracks. The right-of-way for the tracks needs to be shown on the Plat along with the railroad ownership and railroad right-of-way width.
   - Normally a 10’ public utility easement (PUD) is required around the entire perimeter of the Subdivision. The 10’ public utility easement (PUD) is not shown along the westerly side of the subdivision perimeter. This should be corrected.
• All property corners should be shown on the Plat drawing with a larger solid circle. Only one (1) property corner has been shown along the northerly perimeter boundary. The “Legend” states to set the corners, but the legend symbol does not match what is shown and corners to be set are missing.
• The southerly two (2) bearings along the boundary are the same bearing, yet with different distances. I would suggest combining the distances and have only one bearing/distance.
• Typically, we like to see the subdivision square footage in acres & square feet. Only the acreage has been shown. This should be corrected.
• Under the “Owner Certification” the person(s) signing the Plat needs their name printed under the signature line. It may be the Mayor signing the Plat with the City Recorder attesting the Mayor’s signature. This should be corrected.

Preliminary Site Plan Drawings

1. Notes need to be placed on the Site Plan improvement drawings indicating all deteriorated, damaged or missing surface improvements surrounding the perimeter of the development and on-site be replaced or installed; i.e., curb and gutter, sidewalk, landscaping park strip improvements, asphalt patching, landscaping replacement, site lighting, dumpster screening, concrete improvement, etc.

2. A Geotechnical Report should be submitted for review with the foundation design and all the typical study items discussed and recommended. I recognize that Syracuse City will have this completed for the Tank design.

3. Storm Drainage Issues:
   • How will the site Storm Water be collected, stored and discharged?

We would be happy to meet with the City Engineer to review the above items should they have any questions.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

N. Scott Nelson, PE.
City Engineer

Cc. Scott Hodge, Public Works Director
    Kamilla Schultz, Staff Engineer
    Brad McIrath, Senior Planner
    Michael McDonald, Building Official
General Notes:
1. Syracuse City will be advertising a performance-based specification for construction of the new tank. As a result, the dimensions of the proposed tanks may vary based on the successful bidder.
2. A stream alteration permit will be acquired prior to any modifications or relocation of the existing ditch.
TO: Clearfield City Planning Commission
FROM: Brad McIlrath, Senior Planner  
brad.mcilrath@clearfieldcity.org 
(801) 525-2784
MEETING DATE: Wednesday, August 1, 2018
SUBJECT: Public Hearing, Discussion and Possible Action on CUP 1807-0002 a conditional use request by Syracuse City to construct two (2) new water towers at the subject property. The Conditional Use Permit request is to allow a height of one hundred and ten feet (110’) for the proposed water towers. Location: Approximately F Street and 3rd Street in Freepoint Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. Zoning: M-1, Manufacturing (Current); P-F, Public Facilities (Proposed). (Administrative Matter)

Discussion and Possible Action on SP 1807-0002 a site plan request by Syracuse City to construct two (2) new water towers at the subject property. Location: Approximately F Street and 3rd Street in Freepoint Center (TIN: 12-065-0050 & 12-065-0049). Parcel Size: 5.294 acres. Zoning: M-1, Manufacturing (Current); P-F, Public Facilities (Proposed). (Administrative Matter)

RECOMMENDATIONS
Move to approve as conditioned, CUP 1807-0002, a conditional use permit request by Syracuse City to construct two (2) new water towers to a height of one hundred and ten feet (110’) at the subject location listed above with the parcel id number of 12-065-0049, based on the findings and discussion in the Staff Report.

Move to approve as conditioned, SP 1807-0002, a site plan request by Syracuse City to construct two new water towers at the subject location listed above with the parcel id number of 12-065-0049, based on the findings and discussion in the Staff Report.

PROJECT SUMMARY

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<tr>
<td>Proposed Actions</td>
</tr>
<tr>
<td>Current Zoning</td>
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<tr>
<td>Gross Site Area</td>
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</tbody>
</table>
BACKGROUND

Syracuse City is seeking a conditional use permit and site plan approval to construct two larger culinary water towers at this location. The existing secondary water tower will be removed and the existing culinary water tower will be converted to a secondary tower. The secondary reservoir will be expanded to the east and the two new culinary towers will be located south of the reservoir expansion and east of the secondary tower. According to the submitted plans, the existing culinary water tower which will be converted to a secondary water tower has a height of one hundred and ten feet (110’). The two new culinary towers are proposed to have the same height of one hundred and ten feet (110’), however the existing M-1 zone does not allow a structure to have a height greater than forty five feet (45’). The proposed rezone to P-F (Public Facilities) allows heights greater than thirty five feet (35’) with approval of a conditional use permit.

A site plan review is required for all new construction or changes in use on a property. The new construction and expansion of this facility therefore requires site plan review and approval prior to construction.

Public Comment
A public notice sign and mailed notices were posted and mailed on July 19, 2018. No public comment has been received to date.
### CONDITIONAL USE PERMIT REVIEW

**Conditional Use Permit Review Considerations**

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>
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<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>
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<tr>
<td><strong>Equivalent to Permitted Use:</strong> 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:</td>
<td></td>
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<tr>
<td>1)</td>
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<tr>
<td>a. The health, safety, and welfare of the City and its present and future inhabitants and businesses;</td>
<td></td>
</tr>
<tr>
<td>b. The prosperity of the City and its present and future inhabitants and businesses;</td>
<td></td>
</tr>
<tr>
<td>c. The peace and good order, comfort, convenience and aesthetics of the City and its present and future inhabitants and businesses;</td>
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<tr>
<td>d. The tax base;</td>
<td></td>
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<tr>
<td>e. Economy in governmental expenditures;</td>
<td></td>
</tr>
<tr>
<td>f. The State’s agricultural and other industries;</td>
<td></td>
</tr>
<tr>
<td>g. The urban and nonurban development;</td>
<td></td>
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<tr>
<td>h. Access to sunlight for solar energy devices; or</td>
<td></td>
</tr>
<tr>
<td>i. Property values.</td>
<td></td>
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<tr>
<td><strong>Impact Burden:</strong> Any cost of mitigating or eliminating detrimental impacts or effects of the proposed use on the following shall not exceed those which could reasonably be expected to arise from a use that is permitted in the zone:</td>
<td></td>
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<tr>
<td>2)</td>
<td></td>
</tr>
<tr>
<td>a. The health, safety, and welfare of the City and its present and future inhabitants and businesses;</td>
<td></td>
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<tr>
<td>b. The prosperity of the City and its present and future inhabitants and businesses;</td>
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<td>c. The peace and good order, comfort, convenience and aesthetics of the City and its present and future inhabitants and businesses;</td>
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<td></td>
</tr>
<tr>
<td>i. Property values.</td>
<td></td>
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</tbody>
</table>

Public utility facilities are a conditional use in the P-F zone; however, other than height this type of facility will have minimal impact on the surrounding area as would a permitted use. The requested height of 110’ is consistent with the height of the existing culinary tower that will be converted to a secondary water tower.

The proposed towers and facility will be surrounded by...
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.

a ten foot (10') barbed wire fence. The proposed height of the new towers is the same height as the existing 110' water silo water tower. To further minimize the impact of the towers, it is recommended that no signage be allowed on the towers and that a single color scheme is selected to be compatible with surrounding building colors.

3) **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 General Plan designates this location as manufacturing. Although there is a request to change the zone to Public Facilities (P-F), the public facility use is similar in nature and impact to the surrounding industrial uses.

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**SITE PLAN REVIEW**

**Setbacks & Height**
The proposed water towers and existing tower comply with the minimum setback requirement of ten feet (10') from the front and side property lines. The expanded secondary water reservoir will maintain a fifteen foot (15') setback. The proposed height of one hundred and ten feet (110') may be allowed with approval of a conditional use permit. The proposed height does not exceed that of the existing culinary water tower.

**Landscaping and Open Space**
The PF zone requires a minimum landscaping and open space requirement of fifteen percent (15%) of the project area and must comply with standards outlined in Section 11-13-23 Landscaping Standards. Those standards require one (1) tree for every 500 square feet of landscaped area and one (1) shrub for every 300 square feet of landscaped area. The applicant will need to submit a landscaping and irrigation plan upon building permit submittal for review and approval.

**Site Plan Review Considerations**
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>Traffic:</strong> The effect of the site development plan on traffic conditions on abutting streets.</td>
<td>Staff anticipates minimal impact for this development. Given the lack of drivers that will be on site, the visitors for this site will be there to maintain the infrastructure and perform repairs as needed.</td>
</tr>
<tr>
<td><strong>Vehicle; Pedestrian:</strong> The layout of the site with respect to locations and dimension of vehicular and pedestrian entrances, exits, drives and walkways.</td>
<td>No pedestrian access is needed for this site as it is not a location that provides commercial/retail or is a community gathering place. Vehicular access is provided within the Freeport Center.</td>
</tr>
<tr>
<td></td>
<td><strong>Requirement</strong></td>
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<tr>
<td>3</td>
<td><strong>Off-Street Parking:</strong> Compliance of off-street parking facilities with Chapter 14 of this Title.</td>
</tr>
<tr>
<td>4</td>
<td><strong>Loading and Unloading Facilities:</strong> The location, arrangement and dimensions of truck loading and unloading facilities.</td>
</tr>
<tr>
<td>5</td>
<td><strong>Surfacing and Lighting; Parking:</strong> The surfacing and lighting of off-street parking.</td>
</tr>
<tr>
<td>6</td>
<td><strong>Screen Planting:</strong> The location, height and materials, of walls, fences, hedges and screen planting.</td>
</tr>
<tr>
<td>7</td>
<td><strong>Landscaping:</strong> The layout and appropriateness of landscaping.</td>
</tr>
<tr>
<td>8</td>
<td><strong>Drainage:</strong> The effect of the site development plan on City storm water drainage systems.</td>
</tr>
<tr>
<td>9</td>
<td><strong>Utility:</strong> The effect of the site development plan on City utility systems.</td>
</tr>
<tr>
<td>10</td>
<td><strong>Building Locations:</strong> Consideration of building locations on the site, elevations and relation to surrounding areas (Ord. 84-06B, 9-11-1984)</td>
</tr>
</tbody>
</table>
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)

The proposed towers and expanded reservoir would not be applicable to the design standards of Chapter 18. The exterior building design of the towers will be an all-weather metal material.

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.

As a condition of the conditional use permit approval, no signage will be allowed on the water towers. There will be signage on the site for direction and instruction.

CONDITIONS OF APPROVAL – CONDITIONAL USE PERMIT, CUP 1807-0002

1) The water towers on this site shall not exceed the requested height of one hundred and ten feet (110’).
2) No type of signage shall be placed on the exterior façade of the water towers.
3) The color of the towers shall be comparable to that of the surrounding structures.
4) The proposed ten foot (10’) perimeter fencing shall be installed as indicated on the plans.

CONDITIONS OF APPROVAL – SITE PLAN, SP 1807-0002

1) The applicant shall submit complete construction plans including a site geotechnical report, a grading and drainage plan, and a site utility plan.
2) The applicant shall submit information regarding the relocation of the existing ditch along the eastern property line.
3) As part of the building permit application, a site landscaping and irrigation plan shall be submitted meeting the minimum 15% open space requirement of the P-F zone. As required by code, the plan shall include:
   a. One (1) tree for every 500 square feet of landscape area;
   b. One (1) shrub for every 300 square feet of landscape area;
   c. An irrigation system for the landscaping shall be provided.
ATTACHMENTS

1) Site Plan
2) Hydropillar Water Tower Information
General Notes:
1. Syracuse City will be advertising a performance-based specification for construction of the new tanks. As a result, the dimensions of the proposed tanks may vary based on the successful bidder.
2. A stream alteration permit will be acquired prior to any modifications or relocation of the existing ditch.
TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner
brad.mcilrath@clearfieldcity.org
(801) 525-2784

MEETING DATE: Wednesday, August 1, 2018

SUBJECT: Public Hearing, Discussion and Possible Action on ZTA 1806-0007, a zoning text amendment request by Kevin Porter to consider the allowance of attached single-family dwellings to nonresidential uses in the M-1 Zone subject to development standards that limit the size, location, and applicability of such use. (Legislative Matter)

RECOMMENDATION

1. **Move to recommend approval of ZTA 1806-0007**, to the Clearfield City Council, a zoning text amendment request by Kevin Porter to consider the allowance of attached single-family dwellings to nonresidential uses in the M-1 zone subject to proposed development standards, based on the findings and discussion in the Staff Report.

2. **Move to recommend denial of ZTA 1806-0007**, to the Clearfield City Council, a zoning text amendment request by Kevin Porter to consider the allowance of attached single-family dwellings to nonresidential uses in the M-1 zone subject to proposed development standards, based on the findings and discussion in the Staff Report.

3. **Move to table ZTA 1806-0007** be tabled for further consideration.

ANALYSIS

Background
The applicant is requesting the zoning text amendment in order to allow a property that has an existing residence and auto repair shop to coexist in the M-1 zone. According to the applicant, the joint use was previously allowed prior to a sewer line flood that caused a disruption in that activity. After working with staff on options to pursue, Mr. Porter has proposed the following ordinance language.

Proposed Ordinance Changes
The applicant is requesting the following changes to the code:

Single-family residential dwelling is allowed in the M-1 zone under the following conditions:

1. The residence is limited to one dwelling unit.
2. The residence must be attached to a commercial building; can be horizontal &/or vertical.
3. The total (combined) square footage (of the residence and commercial use) cannot exceed 10,000 square feet.
4. The residential unit shall not exceed 50% of the total square footage.
5. The building (attached residence) must have existing prior to 1999.

**General Plan**
The Goals and Policies of the Land Use Element of the Master Plan relate to the ordinance amendment being proposed. Specifically Goal 1, “Maintain consistency between the City’s Land Use Ordinance and General Plan.” The policy for that goal states that the city, “continue to update the City’s Land Use Ordinance as necessary to maintain consistency with this General Plan.” Implementation Measure 2 states that Clearfield City should evaluate the efficacy of existing zones and make amendments as necessary.

This proposal should consider the efficacy of the M-1 zone and whether or not the allowance of any residential in the industrial zone should be permitted. By allowing residential in the M-1 zone does this increase the efficacy of the zone to promote commercial and manufacturing uses? In other communities uses similar to this are allowed on a limited basis with development standards. Some communities allow light manufacturing or industrial uses in a mixed use areas subject to size, and other development standards.

**Public Comment**
Public notice was posted on July 22, 2018. 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>
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<tbody>
<tr>
<td>1) The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>The proposed text amendment is inconsistent with the General Plan. The General Plan does not encourage the expansion of the M-1 zone, nor does it encourage the addition of residential to that zone. There are areas currently zoned M-1 that are designated to be changed to a Business Park designation. The Business Park zone has yet to be created.</td>
</tr>
<tr>
<td>2) Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>A mix of industrial and residential uses is increasing as a viable alternative to operate a business and live within close proximity of that business.</td>
</tr>
</tbody>
</table>
ATTACHMENTS

1. Applicant's proposed Ordinance Language
TO: Clearfield City Planning Commission
FROM: Spencer W. Brimley, Community Development Director
Spencer.Brimley@clearfieldcity.org, (801) 525-2785
MEETING DATE: Wednesday, August 1, 2018
SUBJECT: Public Hearing, Discussion and Possible Action on ZTA 1807-0005, a zoning text amendment by Clearfield City to enact a wireless communications facilities ordinance to govern the use, location, construction, and design of small wireless facilities within the public right-of-way.

RECOMMENDATION
Staff recommends that the Planning Commission forward a recommendation of APPROVAL to the City Council for ZTA 1807-0005, a zoning text amendment by Clearfield City to enact a wireless communications facilities ordinance to govern the use, location, construction, and design of small wireless facilities within the public right-of-way, based on the findings and discussion in the Staff Report.

ANALYSIS
The Community Development Department is proposing a new ordinance regulating the installation of Wireless Communities Facilities (WCF) in the City.

Background
In March of 2018, the Utah State Legislature passed legislation requiring municipalities and counties to allow for the installation of new wireless antennas and equipment known as Wireless Communities Facilities (WCF) in the public right-of-way. Previous antennas and equipment had been installed by the various carriers on private property. WCFs are composed of smaller equipment which is intended to increase the data capacity in an area, but not boost the radio signal of cellular wireless. The wireless industry has seen almost unmanageable increases in the demand for use of data, and WCF technology is the industry’s response. Although smaller and less obtrusive, WCFs will need to be more numerous than traditional wireless facilities like rooftop antennas and cellular monopole sites on private property.

Staff has been made aware of those who are interested in providing and installing this wireless technology in the City, but has not received any applications pursuant to this issue. The State Legislature’s action this year has necessitated some changes to the current City ordinance, and moved up the time-table for adoption. Staff has reviewed adopted ordinances from Murray, Midvale, West Jordan and Cotton Wood Heights. Staff believes a proposal along the lines of the attached codes is consistent with standards outlined by State Statute, and will be of benefit to the city.

Review of the Draft Ordinance
Proposed Land Use Ordinance consists of fourteen (14) sections. Staff has reviewed each subsection very briefly in the following:
1. **Declaration of Findings and Intent—Ordinance Scope**
   - Findings regarding rights-of-way.
   - Scope of ordinance.
   - Excluded activity.

2. **Defined Terms**
   - Definitions.

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9. **Wireless Franchise and License Transferability**
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    • Maintain records.
    • Confidentiality.
    • Provider’s expense.
    • Right of inspection.

11. **Rights of City**
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    • Force majeure.
    • Extended operation and continuity of services.
    • Removal or abandonment of wireless franchise property.

12. **Obligation to Notify**
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13. **General Provisions**
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14. Federal, State and City Jurisdiction
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• Chapter applicability.
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• City failure to enforce.
• Construed according to Utah law.

FINDINGS AND CONCLUSION
1. The proposed ordinance is in compliance with Utah State Code and with Federal statutes that regulate Wireless Communication Facilities (WCF).
2. The proposed ordinance balances the requirements of the wireless industry with the goals and objectives of the Clearfield City General Plan and the Land Use Ordinance.

PLANNING COMMISSION RECOMMENDATION
1. Move to recommend Approval of ZTA 1807-0005, to the Clearfield City Council, a zoning text amendment by Clearfield City to enact a wireless communications facilities ordinance to govern the use, location, construction, and design of small wireless facilities within the public right-of-way.
2. Move to recommend Denial of ZTA 1807-0005, to the Clearfield City Council, a zoning text amendment by Clearfield City to enact a wireless communications facilities ordinance to govern the use, location, construction, and design of small wireless facilities within the public right-of-way.
3. Move to table ZTA 1807-0005 and request additional time to consider the request.

ATTACHMENTS
DRAFT Ordinance
Chapter 11-13-39
WIRELESS COMMUNICATION FACILITIES

Declaration of Findings and Intent – Ordinance Scope

Findings regarding rights-of-way

A. Clearfield City finds that the rights-of-way within the city:

1. Are critical to the travel and transport of persons and property in the business and social life of the city;

2. Are intended for public uses and must be managed and controlled consistent with that intent;

3. Can be partially occupied by the facilities of utilities and other public service entities delivering utility and public services rendered for profit to the enhancement of the health, welfare, and general economic well-being of the city and its citizens; and

4. Are a unique and physically limited resource requiring proper management to maximize the efficiency and to minimize the costs to the taxpayers of the foregoing uses and to minimize the inconvenience to and negative effects upon the public from such facilities construction, placement, relocation, and maintenance in the rights-of-way.

B. Finding Regarding Compensation. The city finds the right to occupy portions of the rights-of-way for limited times for the business of providing personal wireless services is a valuable use of a unique public resource that has been acquired and is maintained at great expense to the city and its taxpayers, and, therefore, the taxpayers of the city should receive fair and reasonable compensation for use of the rights-of-way.

C. Finding Regarding Local Concern. The city finds that while wireless communication facilities are in part an extension of interstate commerce, their operations also involve rights-of-way, municipal franchising, and vital business and community service, which are of local concern.

D. Finding Regarding Promotion of Wireless Communication Services. The city finds that it is in the best interests of its taxpayers and citizens to promote the rapid development of wireless communication services, on a nondiscriminatory basis, responsive to community and public interest, and to assure availability for municipal, educational and community services.

E. Finding Regarding Franchise Standards. The city finds that it is in the interests of the public to franchise and to establish standards for franchising providers in a manner that:

1. Fairly and reasonably compensates the city on a competitively neutral and nondiscriminatory basis as provided herein;

2. Encourages competition by establishing terms and conditions under which providers may use the rights-of-way to serve the public;

3. Fully protects the public interests and the city from any harm that may flow from such commercial use of rights-of-way;

4. Protects the police powers and rights-of-way management authority of the city, in a manner consistent with federal and state law;

5. Otherwise protects the public interests in the development and use of the city’s infrastructure;
6. Protects the public’s investment in improvements in the rights-of-way; and

7. Ensures that no barriers to entry of providers are created and that such franchising is accomplished in a manner that does not prohibit or have the effect of prohibiting personal wireless services, within the meaning of the Telecommunications Act of 1996 (“Act”) (P.L. No. 96-104).

F. Power to Manage Rights-of-Way. The city adopts the wireless communication facility ordinance codified in this chapter pursuant to its power to manage the rights-of-way, pursuant to common law, the Utah Constitution and statutory authority, and receive fair and reasonable, compensation for the use of rights-of-way by providers as expressly set forth by Section 253 of the Act.

Scope of Ordinance

The ordinance codified in this chapter shall provide the basic local framework for providers of wireless services and systems that require the use of the rights-of-way, including providers of both the system and service, those providers of the system only, and those providers who do not build the system but who only provide services. The ordinance codified in this chapter shall apply to all future providers and to all providers in the city prior to the effective date of the ordinance codified in this chapter, whether operating with or without a wireless franchise as set forth in this Title.

Excluded activity

A. Cable TV. This chapter shall not apply to cable television operators or to open video system providers otherwise regulated.

B. Wireline Services. This chapter shall not apply to wireline service facilities.

C. Provisions Applicable. All of the requirements imposed by this chapter through the exercise of the city’s police power and not preempted by other law shall be applicable.

Defined Terms

Definitions

For purposes of this chapter, the following terms, phrases, words, and their derivatives shall have the meanings set forth in this section, unless the context clearly indicates that another meaning is intended. Words used in the present tense include the future tense, words in the single number include the plural number, words in the plural number include the singular. The words “shall” and “will” are mandatory, and “may” is permissive. Words not defined shall be given their common and ordinary meaning.

“Antenna” means any exterior transmitting or receiving device mounted on a tower, building or structure and used in communications that sends or receives digital signals, analog signals, radio frequencies or wireless communication signals.

“Antenna array” means a single or group of antenna elements and associated mounting hardware, transmission lines, or other appurtenances which share a common attachment device such as a mounting frame or mounting support structure for the sole purpose of transmitting or receiving wireless communication signals.

“Applicant” means any person engaged in the business of providing wireless communication services or the wireless communications infrastructure required for wireless communications
“Application” means the process by which a provider submits a request and indicates a desire to be granted a wireless franchise or site approval to utilize the rights-of-way of the city. An application includes all written documentation, verbal statements and representations, in whatever form or forum, made by a provider to the city concerning: the construction of a wireless communication facilities system over, under, on or through the rights-of-way; the personal wireless services proposed to be provided in the city by a provider; and any other matter pertaining to a proposed system or service.

“Backhaul network” means the lines that connect a provider’s towers or cell sites to one or more cellular telephone switching offices or long distance providers, or the public switched telephone network.

“Base station” means a structure or equipment at a fixed location that enables city-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in this chapter or any equipment associated with a tower.

1. The term includes, but is not limited to, equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

2. The term includes, but is not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small cell networks).

3. The term includes any structure other than a tower that, at the time the relevant application is filed with the city under this section, supports or houses equipment described in this section that has been reviewed and approved under the applicable zoning or siting process, or under state or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.

4. The term does not include any structure that, at the time the relevant application is filed with the state or the city under this section, does not support or house equipment described in this section.

“City” means Clearfield City, Utah.

“Colocation” means the mounting or installation of an antenna on an existing tower, building or structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes. Except as otherwise allowed by this chapter, the cumulative impact of colocation at a site is limited to no more than six cubic feet in volume for antennas and antenna arrays, and no more than seventeen cubic feet in volume of associated equipment, whether deployed on the ground or on the structure itself. In calculating equipment volume, the volume of power meters and vertical cable runs for the connection of power and other services shall be excluded.

“Construction costs” means all costs of constructing a system, including make ready costs, other than engineering fees, attorney’s or accountant’s fees, or other consulting fees.

“Control” or “controlling interest” means actual working control in whatever manner exercised, including, without limitation, working control through ownership, management, debt instruments or negative control, as the case may be, of the system or of a provider. A rebuttable presumption of the existence of control or a controlling interest shall arise from the beneficial ownership, directly or indirectly, by any person, or group of persons acting in concert, of more than thirty-five percent of any provider (which person or group of persons is
hereinafter referred to as “controlling person”). “Control” or “controlling interest” as used herein may be held simultaneously by more than one person or group of persons.

“Distributed antenna system” or “DAS” means a network consisting of transceiver equipment at a central hub site to support multiple antenna locations throughout the desired coverage area.

“Eligible facilities request” means any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

1. Colocation of new transmission equipment;
2. Removal of transmission equipment; or
3. Replacement of transmission equipment.

“Eligible support structure” means any tower or base station as defined in this section; provided, that it is existing at the time the relevant application is filed with the city under this section.

“Existing” means a tower or base station that has been reviewed and approved under the applicable zoning or siting process, or under another state or local regulatory review process; provided, that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this definition.

“FAA” means the Federal Aviation Administration.

“FCC” means the Federal Communications Commission, or any successor thereto.

“Franchise” means the rights and obligations extended by the city to a provider to own, lease, construct, maintain, use or operate a wireless communication system in the rights-of-way within the boundaries of the city. Any such authorization, in whatever form granted, shall not mean or include: (1) any other permit or authorization required for the privilege of transacting and carrying on a business within the city required by the ordinances and laws of the city; (2) any other permit, agreement or authorization required in connection with operations on rights-of-way or public property including, without limitation, permits and agreements for placing devices on or in poles, conduits or other structures, whether owned by the city or a private entity, or for excavating or performing other work in or along the rights-of-way.

“Franchise agreement” means a contract entered into in accordance with the provisions of this chapter between the city and a provider that sets forth, subject to this chapter, the terms and conditions under which a wireless franchise will be exercised.

“In-strand antenna” means an antenna that is suspended by or along a wireline between support structures and is not physically supported by any attachments to a base station, utility support structure, or tower. An in-strand antenna may not exceed three cubic feet in volume. For each in-strand antenna, its associated equipment, whether deployed on the ground or on the structure itself, may not be larger than seventeen cubic feet in volume. In calculating equipment volume, the volume of power meters and vertical cable runs for the connection of power and other services shall be excluded.

“Infrastructure provider” means a person providing to another, for the purpose of providing personal wireless services to customers, all or part of the necessary system which uses the rights-of-way.

“Macrocell” means a wireless communication facility that provides radio frequency coverage
served by a high power cell site (tower, antenna or mast). Generally, macro cell antennas are mounted on ground-based towers, rooftops and other existing structures, at a height that provides a clear view over the surrounding buildings and terrain. Macrocell facilities are typically greater than three cubic feet per antenna and typically cover large geographic areas with relatively high capacity and are capable of hosting multiple wireless service providers. For purposes of this chapter, a macrocell is anything other than a small cell or in-strand antenna. In addition to the requirements found in this chapter, a macrocell must comply with the applicable zoning and use requirements as a “telecommunications facility” under Title 11-13-19.

“Operator” means any person who provides service over a wireless communication system and directly or through one or more persons owns a controlling interest in such system, or who otherwise controls or is responsible for the operation of such a system.

“Ordinance” or “wireless ordinance” means the ordinance concerning the granting of wireless franchises in and by the city for the construction, ownership, operation, use or maintenance of a wireless communication system.

“Person” includes any individual, corporation, partnership, association, joint stock company, trust, or any other legal entity, but not the city.

“Personal wireless services facilities” has the same meaning as provided in Section 704 of the Act (47 U.S.C. Section 332(c) (7) (c)), which includes what is commonly known as cellular services.

“Provider” means an operator, infrastructure provider, reseller, or system lessee.

“PSC” means the Public Service Commission, or any successor thereto.

“Reseller” refers to any person that provides local exchange service over a system for which a separate charge is made, where that person does not own or lease the underlying system used for the transmission.

“Rights-of-way” means the surface of and the space above and below any public street, sidewalk, alley, or other public way of any type whatsoever, now or hereafter existing as such within the city.

“Signal” means any transmission or reception of electronic, electrical, light or laser or radio frequency energy or optical information in either analog or digital format.

“Site” means the location in the rights-of-way of wireless communication facilities and their associated equipment. In relation to support structures other than wireless communication facilities, site means an area in proximity to the structure and to other transmission equipment already deployed on the ground.

“Small cells” mean compact, low power wireless equipment which contain their own transceiver equipment and function like cells in a wireless network, but provide a smaller coverage area than traditional macrocells. A small cell antenna or antenna array is located inside an enclosure of no more than three cubic feet in volume, or in the case of a small cell antenna or antenna array with exposed elements, the antenna and antenna array and all of its exposed elements fit within an imaginary enclosure of no more than three cubic feet. Small cells may not have more than six cubic feet in volume of antennas or antenna arrays cumulatively. For each small cell, its associated equipment, whether deployed on the ground or on the structure itself, may not be larger than seventeen cubic feet in volume. In calculating equipment volume, the volume of power meters and vertical cable runs for the connection of power and other services shall be excluded. Small cells in the right-of-way are exempt from
the requirements of “wireless communications towers” code found under Title 11-13-19.

“Stealth design” means technology or installation methods that minimize the visual impact of wireless communication facilities by camouflaging, disguising, screening or blending into the surrounding environment. Examples of stealth design include but are not limited to facilities disguised as utility and light poles, and street furniture.

“Substantial change” means a modification that substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

1. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than ten percent or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than ten percent or more than ten feet, whichever is greater. Changes in height should be measured from the original support structure in cases where deployments are or will be separated horizontally, such as on buildings’ rooftops; in other circumstances, changes in height should be measured from the dimensions of the tower or base station, inclusive of originally approved appurtenances and any modifications that were approved prior to the passage of the Spectrum Act (47 U.S.C. Section 1455(a));

2. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet;

3. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four cabinets; or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no preexisting ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than ten percent larger in height or overall volume than any other ground cabinets associated with the structure;

4. It entails any excavation or deployment outside the current site;

5. It would defeat the concealment elements of the eligible support structure; or

6. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment; provided, however, that this limitation does not apply to any modification that is noncompliant only in a manner that would not exceed the thresholds identified in subsections (1) through (4) of this definition.

“System lessee” refers to any person that leases a wireless system or a specific portion of a system to provide services.

“Telecommunications” means the transmission, between or among points specified by the user, of information of the user’s choosing (e.g., data, video, and voice), without change in the form or content of the information sent and received.

“Telecommunications service(s)” or “services” means any telecommunications or communications services provided by a provider within the city that the provider is authorized to provide under federal, state and local law, and any equipment and/or facilities required for and integrated with the services provided within the city, except that these terms do not include “cable service” as defined in the Cable Communications Policy Act of 1984, as amended by the Cable Television Consumer Protection and Competition Act of 1992 (47 U.S.C. Section
“Telecommunications system” or “system” means all conduits, manholes, poles, antennas, transceivers, amplifiers and all other electronic devices, equipment, wire and appurtenances owned, leased, or used by a provider, located in the rights-of-way and utilized in the provision of services, including fully digital or analog, voice, data and video imaging and other enhanced telecommunications services.

“Tower” means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site.

“Transmission equipment” means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

“Utility support structure” means utility poles or utility towers supporting electrical, telephone, cable or other similar facilities; street light standards; or pedestrian light standards.

“Wire” means fiber optic telecommunications cable, wire, coaxial cable, or other transmission medium that may be used in lieu thereof for similar purposes.

“Wireless communication facilities” or “WCF” means a staffed or unstaffed facility or location or equipment for the transmission or reception of radio frequency (RF) signals or other wireless communications or other signals for commercial communications purposes, typically consisting of one or more antennas or group of antennas, a tower or attachment support structure, transmission cables and other transmission equipment, and an equipment enclosure or cabinets, and including small cell technologies.

**Wireless Franchise Required**

**Nonexclusive wireless franchise.**

The city is empowered and authorized to issue nonexclusive wireless franchises governing the installation, construction, operation, use and maintenance of systems in the city’s rights-of-way, in accordance with the provisions of this chapter. The wireless franchise is granted through a wireless franchise agreement entered into between the city and provider.

**Every provider must obtain.**

Except to the extent preempted by federal or state law, every provider must obtain a wireless franchise prior to constructing, operating, leasing, or subleasing a wireless communication system or providing personal wireless services using the rights-of-way. The fact that particular telecommunications systems may be used for multiple purposes does not obviate the need to obtain a franchise for other purposes. By way of illustration and not limitation, a cable operator of a cable system must obtain a cable franchise, and, should it intend to provide personal wireless services over the same system, must also obtain a personal wireless franchise.

**Nature of grant**

A wireless franchise shall not convey title, equitable or legal, in the rights-of-way. A wireless franchise is only the right to occupy rights-of-way on a nonexclusive basis for the limited...
purpose and for the limited period stated in the wireless franchise; the right may not be subdivided, assigned, or subleased. A wireless franchise does not excuse a provider from obtaining appropriate access or pole attachment agreements before collocating its system on the property of others, including the city’s property. This section shall not be construed to prohibit a provider from leasing conduit to another provider, so long as the lessee has obtained a franchise.

**Current providers**

Except to the extent exempted by federal or state law, any provider acting without a wireless franchise on the effective date of the ordinance codified in this chapter shall request issuance of a wireless franchise from the city within ninety days of the effective date of the ordinance codified in this chapter. If such request is made, the provider may continue providing service during the course of negotiations. If a timely request is not made, or if negotiations cease and a wireless franchise is not granted, the provider shall comply with the provisions under heading “Rights of the City”.

**Nature of wireless franchise**

The wireless franchise granted by the city under the provisions of this chapter shall be a nonexclusive wireless franchise providing the right and consent to install, repair, maintain, remove and replace its system on, over and under the rights-of-way in order to provide services.

**Regulatory approval needed**

Before offering or providing any services pursuant to the wireless franchise, a provider shall obtain any and all regulatory approvals, permits, authorizations or licenses for the offering or provision of such services from the appropriate federal, state and local authorities, if required, and shall submit to the city upon the written request of the city evidence of all such approvals, permits, authorizations or licenses.

**Term**

No wireless franchise issued pursuant to this chapter shall have a term of less than five years or greater than fifteen years. Each wireless franchise shall be granted in a nondiscriminatory manner.

**Compensation and Other Payments**

**Compensation**

As fair and reasonable compensation for any wireless franchise granted pursuant to this chapter, a provider shall have the following obligations:

A. Application Fee. In order to offset the cost to the city to review an application for a wireless franchise and in addition to all other fees, permits or charges, a provider shall pay to the city, at the time of application, seven hundred dollars as a one-time nonrefundable application fee. The application fee shall also be paid when an amendment is filed with the city.

B. Wireless Franchise Fees. The wireless franchise fee, if any, shall be set forth in the wireless franchise agreement. The obligation to pay a wireless franchise fee shall commence on the effective date of the wireless franchise. The wireless franchise fee is offset by any business license fee or business license tax enacted by the city.

C. Permit Fees. The provider shall also pay fees required for any permit necessary to install and maintain the proposed WCF.
D. Third-Party Experts. Although the city intends for city staff to review applications to the extent feasible, to provide technical evaluations, the city may retain the services of an independent RF expert or engineering consultant of its choice to provide technical evaluations of permit applications for WCFs except in-strand antennas. The third-party RF expert shall have recognized training and qualifications in the field of radio frequency engineering or experience in WCF matters. The RF expert’s review may include, but is not limited to: (1) the accuracy and completeness of the items submitted with the application; (2) the applicability of analysis and techniques and methodologies proposed by the applicant; (3) the validity of conclusions reached by the applicant; and (4) whether the proposed WCF complies with the applicable approval criteria set forth in this chapter. The third-party engineering consultant shall have recognized training and qualifications in the field of structural engineering. The engineering consultant’s review may include, but is not limited to: (1) the accuracy and completeness of the items submitted with the application; (2) the applicability of analysis and techniques and methodologies proposed by the applicant; (3) the validity of the conclusions reached by the applicant; and (4) whether the proposed WCF complies with the applicable approval criteria set forth in this chapter. The applicant shall pay the cost for any independent expert/consultant fees through a deposit, estimated by the city, paid within ten days of the city’s request which shall not exceed one thousand dollars per site. When the city requests such payment, the application shall be deemed incomplete for purposes of application processing timelines until the deposit is received. In the event that such costs and fees do not exceed the deposit amount, the city shall refund any unused portion within thirty days after the final permit is released or, if no final permit is released, within thirty days after the city receives a written request from the applicant. If the costs and fees exceed the deposit amount, then the applicant shall pay the difference to the city before the permit is issued.

Timing

Unless otherwise agreed to in the wireless franchise agreement, all wireless franchise fees shall be paid on a monthly basis within forty-five days of the close of each calendar month.

Fee statement and certification

Unless a wireless franchise agreement provides otherwise, each fee payment shall be accompanied by a statement showing the manner in which the fee was calculated and shall be certified as to its accuracy.

Future costs

A provider shall pay to the city or to third parties, at the direction of the city, an amount equal to the reasonable costs and reasonable expenses that the city incurs for the services of third parties (including but not limited to attorneys and other consultants) in connection with any renewal or provider-initiated renegotiation, transfer, amendment, or a wireless franchise; provided, however, that the parties shall agree upon a reasonable financial cap at the outset of negotiations.

Taxes and assessments

To the extent taxes or other assessments are imposed by taxing authorities, other than the city on the use of the city property as a result of a provider’s use or occupation of the rights-of-way, the provider shall be responsible for payment of its pro rata share of such taxes, payable annually unless otherwise required by the taxing authority. Such payments shall be in addition to any other fees payable pursuant to this chapter to the extent permitted by law.

Interest on late payments.

In the event that any payment is not actually received by the city on or before the applicable
date fixed in the wireless franchise, interest thereon shall accrue from such date until received at the rate charged for delinquent state taxes.

**No accord and satisfaction**

No acceptance by the city of any fee shall be construed as an accord that the amount paid is in fact the correct amount, nor shall such acceptance of such fee payment be construed as a release of any claim the city may have for additional sums payable.

**Not in lieu of other taxes or fees**

The fee payment is not a payment in lieu of any tax, fee or other assessment except as specifically provided in this chapter, or as required by applicable law. By way of example, and not limitation, excavation permit fees are not waived and remain applicable.

**Continuing obligation and holdover**

In the event a provider continues to operate all or any part of the system after the term of the wireless franchise, such operator shall continue to comply with all applicable provisions of this chapter and the wireless franchise, including, without limitation, all compensation and other payment provisions throughout the period of such continued operation; provided, that any such continued operation shall in no way be construed as a renewal or other extension of the wireless franchise, nor as a limitation on the remedies, if any, available to the city as a result of such continued operation after the term, including, but not limited to, damages and restitution.

**Costs of publication**

A provider shall assume any publication costs associated with its wireless franchise that may be required by law.

**Wireless Franchise Applications**

**Wireless franchise application**

To obtain a wireless franchise to construct, own, maintain or provide services through any wireless system within the city’s rights-of-way, to obtain a renewal of a wireless franchise granted pursuant to this chapter, or to obtain the city approval of a transfer of a wireless franchise, as provided in this title, granted pursuant to this chapter, an application must be filed with city.

**Application criteria**

In making a determination as to an application filed pursuant to this chapter, the city may, but shall not be limited to, request the following from the provider:

A. A copy of the order from the PSC granting a certificate of convenience and necessity, if any is necessary for provider’s offering of wireless communication services within the state of Utah;

B. An annually renewed performance bond or letter of credit from a Utah-licensed financial institution in the amount of twenty-five thousand dollars to compensate the city for any damage caused by the provider to the city’s rights-of-way or property during the term of the franchise agreement or the provider’s abandonment of WCFs within a year after the expiration or termination of the franchise agreement;
C. A written statement signed by a person with the legal authority to bind the applicant and the project owner, which indicates the applicant’s agreement to comply with the requirements of this chapter;

D. A copy of the provider’s FCC license or registration, if applicable;

E. An insurance certificate for the provider that lists the city as an additional insured and complies with the requirements of the franchise agreement;

F. A written statement signed by a person with the legal authority to bind the applicant and the project owner, which indicates that the applicant is willing to allow other equipment owned by others to collocate with the proposed wireless communication facility whenever technically and economically feasible and aesthetically desirable. In the case of new multi-user towers, poles, or similar support structures, the applicant shall submit engineering feasibility data and a letter stating the applicant’s willingness to allow other carriers to collocate on the proposed WCF;

G. A clear and complete description of the applicant’s general approach to minimizing the visual impact of its WCFs within the city. The approach should account for the standards established under this chapter including finished colors, stealth, camouflage, and design standards.

**Wireless franchise determination**

The city, in its discretion, shall determine the award of any wireless franchise on the basis of these and other considerations relevant to the use of the rights-of-way, without competitive bidding.

**Incomplete application**

The city may deny an applicant’s wireless franchise application for incompleteness if:

A. The application is incomplete; and

B. The city provided notice to the applicant that application was incomplete and provided with reasonable specificity the necessary information needed to complete the application; and

C. The provider did not provide the requested information within thirty days of the notice.

**Site Applications**

**Franchise necessary**

Prior to approving a site permit, the applicant must have a valid franchise agreement granted by applicable law.

**Site preference**

When WCFs are to be constructed in the right-of-way, the city’s order of preference for a provider are as follows:

A. To use existing poles;

B. To construct replacement poles in the same or nearly the same location and with such heights as provided in this chapter or in the franchise;
C. To construct new poles.

**Height and size restrictions**

Any proposed pole shall not exceed fifty feet in height. The height of a pole means the vertical distance measured from the base of the pole at grade to the highest point of the structure including the antenna. A lightning rod, not to exceed ten feet in height, shall not be included within pole height. Each antenna or antenna array shall be located inside an enclosure of no more than three cubic feet in volume, or in the case of an antenna or antenna array that have exposed elements, the antenna or antenna array and all of its exposed elements shall fit within an imaginary enclosure of no more than three cubic feet. WCFs may not have more than six cubic feet in volume of antennas or antenna arrays cumulatively unless otherwise noted in chapter. For each WCF, associated equipment, whether deployed on the ground or on the structure itself, may not be larger than seventeen cubic feet in volume. In calculating equipment volume, the volume of power meters and vertical cable runs for the connection of power and other services shall be excluded.

**Sidewalks and paths**

Cabinets and other equipment shall not impair pedestrian use of sidewalks or other pedestrian paths or bikeways on public or private land.

**Equipment**

A. Due to the limited size of the city’s rights-of-way, applicants shall be required to install any WCF equipment according to the following requirements to the extent operationally and technically feasible and to the extent permitted by law. WCF equipment shall be installed either:

1. On or within the pole. If the equipment is installed on the pole, the equipment enclosure must be flush with the pole, painted to reasonably match the color of the pole, may not exceed in width the diameter of the pole by more than three inches on either side, the furthest point may not exceed eighteen inches from the pole, and the base must be flush with the grade or, alternatively, the lowest point may not be lower than eight and one-half feet from the grade directly below the equipment enclosure. If the equipment is installed within the pole, no equipment may protrude from the pole except to the extent reasonably necessary to connect to power or a wireline.

2. Underground. All underground equipment shall be installed and maintained level with the surrounding grade. To the extent possible, any equipment installed underground shall be located in a park strip within the city’s rights-of-way. If a park strip is unavailable, the provider may install equipment within a city-owned sidewalk within the right-of-way. However, underground equipment installed in a sidewalk may not be located within any driveway, pedestrian ramp, or immediately in front of a walkway or entrance to a building. To the extent possible, underground equipment being located in a sidewalk may not be installed in the center of the sidewalk, but should be installed as close to the edge of the sidewalk as is structurally viable.

3. On private property in an existing building or in an enclosure. If equipment is placed on private property, the applicant shall provide written permission from the property owner allowing the applicant to locate facilities on the property. If equipment is placed in an enclosure, the enclosure shall be designed to blend in with existing surroundings, using architecturally compatible construction and colors, and landscaping and shall be located as unobtrusively as possible consistent with the proper functioning of the WCF.

B. As required for the operation of a WCF or its equipment, an electric meter may be installed
in accordance with requirements from the electric provider; provided, that the electric meter
must be installed in the location that (1) minimizes its interference with other users of the city’s
rights-of-way including, but not limited to, pedestrians, motorists, and other entities with
equipment in the right-of-way, and (2) minimizes its aesthetic impact.

C. The city shall not provide an exemption to these requirements when there is insufficient
room in the right-of-way to place facilities at ground-level and comply with ADA
requirements, public safety concerns for pedestrians, cyclists, and motorists, or other
articulable public safety concerns.

Visual impact

All WCFs shall be sited and designed to minimize adverse visual impacts on surrounding
properties and the traveling public to the greatest extent reasonably possible within one
hundred feet of a site and consistent with the proper functioning of the WCF. Such WCFs and
equipment enclosures shall be integrated through location and design to blend in with the
existing characteristics of the site. Such WCFs shall also be designed to either resemble the
surrounding landscape and other natural features where located in proximity to natural
surroundings, or be compatible with the built environment, through matching and
complimentary existing structures and specific design considerations such as architectural
designs, height, scale, color and texture or be consistent with other uses and improvements
permitted in the relevant vicinity.

Stealth design/technology

Stealth design is required and concealment techniques must be appropriate given the proposed
location, design, visual environment, and nearby uses, structures, and natural features. Stealth
design shall be designed and constructed to substantially conform to surrounding utility poles,
light poles, or other similar support structures in the right-of-way so the WCF is visually
unobtrusive. Stealth design requires screening WCFs in order to reduce visual impact. The
provider must screen all substantial portions of the facility from view. Such screening should
match the color and be of similar finish of the attached support structure. Antennas, antenna
arrays, and equipment must be installed flush with any pole or support structure (including
antennas or antenna arrays mounted directly above the top of an existing pole or support
structure) and the furthest point of an antenna, antenna array, or equipment may not extend
beyond eighteen inches from the pole or support structure except if the pole owner requires
use of a standoff to comply with federal, state, or local rules, regulations, or laws. Any required
standoff may not defeat stealth design and concealment techniques. Stealth and concealment
techniques do not include incorporating faux-tree designs of a kind that are not native to the
state.

Lighting

Only such lighting as is necessary to satisfy FAA requirements is permitted. White strobe
lighting will not be allowed, unless specifically required by the FAA. Security lighting for the
equipment shelters or cabinets and other on the ground ancillary equipment is permitted, as
long as it is appropriately down shielded to keep light within the boundaries of the site.

Signage

No facilities may bear any signage or advertisement except as permitted herein.

Site design flexibility

Individual WCF sites vary in the location of adjacent buildings, existing trees, topography and
other local variables. By mandating certain design standards, there may result a project that
could have been less intrusive if the location of the various elements of the project could have
been placed in more appropriate locations within the rights-of-way. Therefore, the WCF and supporting equipment shall be installed so as to best camouflage, disguise them, or conceal them, to make the WCF more closely compatible with and blend into the setting or host structure, to minimize the visual impact of the WCF, supporting equipment, and equipment enclosures on neighboring properties, or to interfere less with pedestrians, cyclists, motorists, and other users of the right-of-way upon approval by the city.

**General requirements**

All wireless communication facilities shall be required to obtain a site permit and shall be subject to the site development standards prescribed herein. Every site permit application, regardless of type, shall contain the following information:

A. The location of the proposed WCF.

B. The specifications for each style of WCF and equipment. A WCF or piece of equipment will be considered of the same style so long as the technical specifications, dimensions, and appearance are the same.

C. Construction drawings showing the proposed method of installation.

D. The manufacturer’s recommended installations, if any.

E. Identification of the entities providing the backhaul network for the WCFs described in the application and other cellular sites owned or operated by the applicant in the municipality.

F. For each style of WCF, a written affirmation from the provider that demonstrates the WCF’s compliance with the RF emissions limits established by the FCC. A WCF will be considered of the same style so long as the technical specifications, dimensions, and appearance are the same.

G. For each style of WCF, the application shall provide manufacturer’s specifications for all noise-generating equipment, such as air conditioning units and back-up generators, and a depiction of the equipment location in relation to adjoining properties. Except for in-strand antennas, the application shall also include a noise study for each style of WCF and all associated equipment. The applicant shall provide a noise study prepared and sealed by a qualified Utah-licensed professional engineer that demonstrates that the WCF will comply with intent and goals of this chapter. A WCF will be considered of the same style so long as the technical specifications, dimensions, and appearance are the same.

H. If the applicant is not using the proposed WCF to provide personal wireless services itself, a binding written commitment or executed lease from a service provider to utilize or lease space on the WCF. Any speculative WCF shall be denied by the city.

**Application to install an in-strand antenna**

A. This section implements, in part, 47 U.S.C. Section 332(c)(7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153. Except when a shorter time frame is otherwise required under this chapter or by law, the following time frames apply to colocation:

B. Application Review.

   1. The city shall prepare and make publicly available an application form, the requirements of which shall be limited to the information necessary for the city to consider whether an
application is a colocation request.

2. Upon receipt of an application for a colocation request pursuant to this section, the city shall review such application, make its final decision to approve or disapprove the application, and advise the applicant in writing of its final decision.

3. Within ninety days of the date on which an applicant submits an application seeking approval of a colocation request under this section, the city shall review and act upon the application, subject to the tolling provisions below.

4. The ninety-day review period begins to run when the application is filed, and may be tolled only by mutual agreement between the city and the applicant, or in cases where the city determines that the application is incomplete.

   a. To toll the time frame for incompleteness, the city must provide written notice to the applicant within thirty days of receipt of the application, specifically delineating all missing documents or information required in the application.

   b. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city’s notice of incompleteness.

   c. Following a supplemental submission, the city will notify the applicant within ten days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of second or subsequent notices pursuant to the procedures identified in this section. Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

5. Failure to Act. In the event the city fails to approve or deny a complete application under this section within the time frame for review (accounting for any tolling), the applicant shall be entitled to pursue all remedies under applicable law.

C. In addition to the information required under the “General Requirements” section above, an in-strand antenna application must also include the following information:

   1. For each style of in-strand antenna, a description, drawing, elevations, and visual analysis of the design of the proposed equipment with the finished color, the method of camouflage, and illumination. The visual analysis shall include to-scale photo and visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least two angles, together with a map that shows the location of each view, including all equipment and ground wires. An in-strand antenna will be considered of the same style so long as the technical specifications, dimensions, and appearance are the same.

   2. Authorization from the proposed wireline owner that explicitly gives the applicant permission to attach and suspend the in-strand antenna on the wireline.

D. For any associated in-strand antenna equipment, the in-strand antenna application must also include the following information:

   1. A scaled site plan clearly indicating the location, type, height and width of the proposed equipment (both above and below ground), the boundaries of the rights-of-way, property ownership, separation distances, adjacent roadways, existing above and below ground equipment, existing underground utility and wirelines, curbs and gutters, sidewalks, park strips, other physical features of the site, proposed bore pits, proposed means of access, setbacks from property lines and the nearest buildings, parking, utility runs and other information deemed by
the city planner to be necessary to assess compliance with this chapter.

2. A description, drawing, elevations, and visual analysis of the design of the proposed equipment with the finished color, the method of camouflage, and illumination. The visual analysis shall include to-scale photo and visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least two angles, together with a map that shows the location of each view, including all equipment and ground wires.

**Application to collocate on an existing pole**

A. This section implements, in part, 47 U.S.C. Section 332(c)(7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153. Except when a shorter time frame is otherwise required under this chapter or by law, the following time frames apply to collocation:

B. Application Review.

1. The city shall prepare and make publicly available an application form, the requirements of which shall be limited to the information necessary for the city to consider whether an application is a colocation request.

2. Upon receipt of an application for a colocation request pursuant to this section, the city shall review such application, make its final decision to approve or disapprove the application, and advise the applicant in writing of its final decision.

3. Within ninety days of the date on which an applicant submits an application seeking approval of a colocation request under this section, the city shall review and act upon the application, subject to the tolling provisions below.

4. The ninety-day review period begins to run when the application is filed, and may be tolled only by mutual agreement between the city and the applicant, or in cases where the city determines that the application is incomplete.

   a. To toll the time frame for incompleteness, the city must provide written notice to the applicant within thirty days of receipt of the application, specifically delineating all missing documents or information required in the application.

   b. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city’s notice of incompleteness.

   c. Following a supplemental submission, the city will notify the applicant within ten days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of second or subsequent notices pursuant to the procedures identified in this section. Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

5. Failure to Act. In the event the city fails to approve or deny a complete application under this section within the time frame for review (accounting for any tolling), the applicant shall be entitled to pursue all remedies under applicable law.

C. In addition to the information required under the “General Requirements” section above, a colocation application must also include the following information:

1. Authorization from the proposed colocation pole owner that explicitly gives the applicant permission to collocate the proposed WCF on the pole.
2. A scaled site plan clearly indicating the location, type, height and width of the proposed WCF and its associated equipment (both above and below ground), the boundaries of the rights-of-way, property ownership, separation distances, adjacent roadways, existing poles and associated heights, existing above and below ground equipment, existing underground utility and wirelines, curbs and gutters, sidewalks, park strips, other physical features of the site, proposed bore pits, proposed means of access, setbacks from property lines and the nearest buildings, parking, utility runs and other information deemed by the city planner to be necessary to assess compliance with this chapter.

3. A description, drawing, elevations, and visual analysis of the design of the proposed WCF and all proposed equipment with the finished color, the method of camouflage, and illumination. The visual analysis shall include to-scale photo and visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least two angles, together with a map that shows the location of each view, including all equipment and ground wires.

**Application to replace a pole**

A. This section implements, in part, 47 U.S.C. Section 332(c) (7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153.

B. Application Review.

1. The city shall prepare and make publicly available an application form, the requirements of which shall be limited to the information necessary for the city to consider whether an application is for a replacement pole.

2. Upon receipt of an application for a replacement pole pursuant to this section, the city shall review such application, make its final decision to approve or disapprove the application, and advise the applicant in writing of its final decision.

3. Within one hundred fifty days of the date on which an applicant submits an application seeking approval of a replacement pole under this section, the city shall review and act upon the application, subject to the tolling provisions below.

4. The one-hundred-fifty-day review period begins to run when the application is filed, and may be tolled only by mutual agreement between the city and the applicant, or in cases where the city determines that the application is incomplete.

   a. To toll the time frame for incompleteness, the city must provide written notice to the applicant within thirty days of receipt of the application, specifically delineating all missing documents or information required in the application.

   b. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city’s notice of incompleteness.

   c. Following a supplemental submission, the city will notify the applicant within ten days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of second or subsequent notices pursuant to the procedures identified in this section. Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

5. Failure to Act. In the event the city fails to approve or deny a complete application under this
section within the time frame for review (accounting for any tolling), the applicant shall be entitled to pursue all remedies under applicable law.

C. In addition to the information required under the “General Requirements” section above, a replacement pole application must include the following information:

1. Authorization from the owner of the pole that is proposed to be replaced which explicitly gives the applicant permission to replace the proposed pole for the specific purpose of installing a WCF.

2. A scaled site plan clearly indicating the location, type, height and width of the proposed WCF and its associated equipment (both above and below ground), the boundaries of the rights-of-way, property ownership, separation distances, adjacent roadways, existing poles and associated heights, existing above and below ground equipment, existing underground utility and wirelines, curbs and gutters, sidewalks, park strips, other physical features of the site, proposed bore pits, proposed means of access, setbacks from property lines and the nearest buildings, parking, utility runs and other information deemed by the city planner to be necessary to assess compliance with this chapter.

3. A description, drawing, elevations, and visual analysis of the design of the proposed WCF and all proposed equipment with the finished color, the method of camouflage and illumination. The visual analysis shall include to-scale photo and visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least two angles, together with a map that shows the location of each view, including all equipment and ground wires.

4. An affidavit certifying that the applicant has posted or mailed notices on properties adjacent to the proposed pole location.
   a. For purposes of this requirement, adjacent properties shall mean any property that directly shares a property or boundary line with the location of the proposed replacement pole.
   b. If the adjacent property is a multifamily or commercial property, notice shall be given to the property owner(s) and shall be posted in a common area, if in existence, where all owners, residents, tenants, or lessees can view the notice.
   c. A small cell attached to a replacement pole shall be exempt from this requirement if it meets the following requirements:
      i. The height of the replacement pole, including all antennas, antenna arrays, and equipment, is not more than five feet taller than the height of the existing pole;
      ii. The replacement pole meets all the requirements of this chapter; and
      iii. The replacement pole is not located more than two feet from the location of the existing pole.
   d. The notice shall provide the following information:
      i. The applicant’s name and contact information.
      ii. A phone number for the provider by which an individual could request additional information.
iii. A description of the pole including the type, height and width of the proposed tower and a map identifying the location of the pole.

iv. Language that states:

If you have any public safety concerns or comments regarding the placement of this wireless communication facility, please submit your written comments within 14 days to:

Clearfield City
ATTN: City Engineer
55 S. State Street
Clearfield, Utah 84015

5. For macrocells, a detailed explanation justifying why the WCF could not be collocated. The applicant must demonstrate in a clear and complete written alternative sites analysis that at least three colocation sites were considered in the geographic range of the service coverage objectives of the applicant. This analysis must include a factually detailed and meaningful comparative analysis between each alternative candidate and the proposed site that explains the substantive reasons why the applicant rejected the alternative candidate.

a. A complete alternative sites analysis provided under this subsection may include less than three alternative sites so long as the applicant provides a factually detailed written rationale for why it could not identify at least three potentially available colocation sites.

b. For purposes of disqualifying potential colocations or alternative sites for the failure to meet the applicant’s service coverage objectives the applicant will provide (i) a description of its objective, whether it be to close a gap or address a deficiency in coverage, capacity, frequency or technology; (ii) detailed technical maps or other exhibits with clear and concise RF data to illustrate that the objective is not met using the alternative (whether it be colocation or a more preferred location); and (iii) a description of why the alternative (colocation or a more preferred location) does not meet the objective.

6. For macrocells, an affidavit certifying that the applicant has posted or mailed notices to property owners within three hundred feet of the proposed pole location. The notice shall provide the following information:

a. The applicant’s name and contact information.

b. A phone number for the provider by which an individual could request additional information.

c. A scaled site plan clearly indicating the location, type, height and width of the proposed tower, separation distances, adjacent roadways, photo simulations, a depiction of all proposed transmission equipment, setbacks from property lines and the nearest buildings, and elevation drawings or renderings of the proposed tower and any other structures.

d. Language that states:

If you have any public safety concerns or comments regarding the aesthetics or placement of this wireless communication facility, please submit your written comments within 14 days to:
Clearfield City  
ATTN: City Engineer  
55 S. State Street  
Clearfield, Utah 84015

e. In the event the applicant is subject to this requirement, compliance with this requirement is deemed to satisfy the notice requirement found under subsection (C)(4) of this section.

7. For macrocells, an explanation that demonstrates the following:

a. A significant gap in the coverage, capacity, or technologies of the service network exists such that users are frequently unable to connect to the service network, or are regularly unable to maintain a connection, or are unable to achieve reliable wireless coverage within a building;

b. The gap can only be filled through an exception to one or more of the standards herein;

c. The exception is narrowly tailored to fill the service gap such that the wireless communication facility conforms to these standards to the greatest extent possible; and

d. The manner in which the applicant proposes to fill the significant gap in coverage, capacity, or technologies of the service network is the least intrusive means on the values that these regulations seek to protect.

8. For macrocells, a noise study for the proposed WCF and all associated equipment. The application shall provide manufacturer’s specifications for all noise-generating equipment, such as air conditioning units and back-up generators, and a depiction of the equipment location in relation to adjoining properties. The applicant shall provide a noise study prepared and sealed by a qualified Utah-licensed professional engineer that demonstrates that the WCF will comply with intent and goals of this chapter.

D. If the replacement pole matches the same material as the pole to be replaced, the replacement pole must substantially match the appearance of the pole being replaced. If the replacement pole is of a different material than the pole being replaced, the design of the replacement pole must comply with the standards of this chapter and be approved by the city.

**Application to construct a new pole**

A. This section implements, in part, 47 U.S.C. Section 332(c)(7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153.

B. Application Review.

1. The city shall prepare and make publicly available an application form, the requirements of which shall be limited to the information necessary for the city to consider whether an application is for a new pole.

2. Upon receipt of an application for a new pole pursuant to this section, the city shall review such application, make its final decision to approve or disapprove the application, and advise the applicant in writing of its final decision.

3. Within one hundred fifty days of the date on which an applicant submits an application seeking
approval of a new pole under this section, the city shall review and act upon the application, subject to the tolling provisions below.

4. The one-hundred-fifty-day review period begins to run when the application is filed, and may be tolled only by mutual agreement between the city and the applicant, or in cases where the city determines that the application is incomplete.
   a. To toll the time frame for incompleteness, the city must provide written notice to the applicant within thirty days of receipt of the application, specifically delineating all missing documents or information required in the application.
   b. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city’s notice of incompleteness.
   c. Following a supplemental submission, the city will notify the applicant within ten days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of second or subsequent notices pursuant to the procedures identified in this section. Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

5. Failure to Act. In the event the city fails to approve or deny a complete application under this section within the time frame for review (accounting for any tolling), the applicant shall be entitled to pursue all remedies under applicable law.

C. In addition to the information required under the “General Requirement” section, a new pole application must include the following information:

1. A scaled site plan clearly indicating the location, type, height and width of the proposed WCF and its associated equipment (both above and below ground), the boundaries of the rights-of-way, property ownership, separation distances, adjacent roadways, existing poles and associated heights, existing above and below ground equipment, existing underground utility and wirelines, curbs and gutters, sidewalks, park strips, other physical features of the site, proposed bore pits, proposed means of access, setbacks from property lines and the nearest buildings, parking, utility runs and other information deemed by the city planner to be necessary to assess compliance with this chapter.

2. The separation distance from other WCFs described in the inventory of existing sites submitted pursuant to this chapter shall be shown on an updated site plan or map. The applicant shall also identify the type of construction of the existing WCFs and the owner/operator of the existing WCFs, if known. Small cell or DAS antennas mounted on rooftops shall be exempt from these minimum separation requirements.

3. A description, drawing, elevations, and visual analysis of the design of the proposed WCF and all proposed equipment with the finished color, the method of camouflage and illumination. The visual analysis shall include to-scale photo and visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least two angles, together with a map that shows the location of each view, including all equipment and ground wires.

4. A detailed explanation justifying why the WCF could not be collocated or placed on a replacement pole. The applicant must demonstrate in a clear and complete written alternative sites analysis that at least two colocation and two replacement pole sites were considered in the geographic range of the service coverage objectives of the applicant. This analysis must include a factually detailed and meaningful comparative analysis between each alternative candidate
and the proposed site that explains the substantive reasons why the applicant rejected the alternative candidate.

a. A complete alternative sites analysis provided under this subsection may include less than four alternative sites so long as the applicant provides a factually detailed written rationale for why it could not identify at least four potentially available alternative sites.

b. For purposes of disqualifying potential colocations or replacement poles for the failure to meet the applicant’s service coverage objectives the applicant will provide (i) a description of its objective, whether it be to close a gap or address a deficiency in coverage, capacity, frequency or technology; (ii) detailed technical maps or other exhibits with clear and concise RF data to illustrate that the objective is not met using the alternative (whether it be colocation or a replacement pole); and (iii) a description of why the alternative (colocation or replacement pole site) does not meet the objective.

5. For new poles that are thirty-five feet in height or less, an affidavit certifying that the applicant has posted or mailed notices to property owners within seventy-five feet of the proposed pole location.

a. This requirement is not required to be met at the time application is submitted, but is required to be completed prior to approval of a permit.

b. The notice shall provide the following information:

   i. The applicant’s name and contact information.

   ii. A phone number for the provider by which an individual could request additional information.

   iii. A description of the pole including the type, height and width of the proposed tower and a map identifying the location of the pole.

   iv. Language that states:

   If you have any public safety concerns or comments regarding the aesthetics or placement of this wireless communication facility, please submit your written comments within 14 days to:

       Clearfield City
       ATTN: City Engineer
       55 S. State Street
       Clearfield, Utah 84015

6. For new poles that are greater than thirty-five feet in height, an affidavit certifying that the applicant has posted or mailed notices to property owners within one hundred fifty feet of the proposed pole location.

a. This requirement is not required to be met at the time application is submitted, but is required to be completed prior to approval of a permit.

b. The notice shall provide the following information:

   i. The applicant’s name and contact information.
ii. A phone number for the provider by which an individual could request additional information.

iii. A description of the pole including the type, height and width of the proposed tower and a map identifying the location of the pole.

iv. Language that states:

If you have any public safety concerns or comments regarding the aesthetics or placement of this wireless communication facility, please submit your written comments within 14 days to:

Clearfield City
ATTN: City Engineer
55 S. State Street
Clearfield, Utah 84015

7. For macrocells, an explanation that demonstrates the following:

   a. A significant gap in the coverage, capacity, or technologies of the service network exists such that users are frequently unable to connect to the service network, or are regularly unable to maintain a connection, or are unable to achieve reliable wireless coverage within a building;

   b. The gap can only be filled through an exception to one or more of the standards herein;

   c. The exception is narrowly tailored to fill the service gap such that the wireless communication facility conforms to these standards to the greatest extent possible; and

   d. The manner in which the applicant proposes to fill the significant gap in coverage, capacity, or technologies of the service network is the least intrusive means on the values that these regulations seek to protect.

8. For macrocells, an affidavit certifying that the applicant has posted or mailed notices to property owners within three hundred feet of the proposed pole location.

   a. This requirement is not required to be met at the time application is submitted, but is required to be completed prior to approval of a permit.

   b. In the event the applicant is subject to this requirement, compliance with this requirement is deemed to satisfy the notice requirement found under subsection (C) (5) or (6) of this section.

   c. The notice shall provide the following information:

      i. The applicant’s name and contact information.

      ii. A phone number for the provider by which an individual could request additional information.

      iii. A scaled site plan clearly indicating the location, type, height and width of the proposed tower, separation distances, adjacent roadways, photo simulations, a depiction of all proposed transmission equipment, setbacks from property lines
and the nearest buildings, and elevation drawings or renderings of the proposed
tower and any other structures.

iv. Language that states:

If you have any public safety concerns or comments regarding the aesthetics or
placement of this wireless communication facility, please submit your written
comments within 14 days to:

Clearfield City
ATTN: City Engineer
55 S. State Street
Clearfield, Utah 84015

9. For macrocells, a noise study for the proposed WCF and all associated equipment. The
application shall provide manufacturer’s specifications for all noise-generating equipment,
such as air conditioning units and back-up generators, and a depiction of the equipment location
in relation to adjoining properties. The applicant shall provide a noise study prepared and sealed
by a qualified Utah-licensed professional engineer that demonstrates that the WCF will comply
with intent and goals of this chapter.

D. A new pole must be no closer than the average distance between existing poles that are
within one mile of the proposed new pole site. If no poles exist within one mile of proposed
pole site, then all subsequently placed poles must be at least two hundred fifty feet from each
other.

E. The design of a new pole must comply with the requirements of this chapter and be
approved by the city.

Application for an eligible facilities request

A. This section implements Section 6409(a) of the Spectrum Act (47 U.S.C. Section 1455(a)),
as interpreted by the FCC in its Report and Order No. 14-153 and regulated by 47 C.F.R. Section
1.40001, which requires a state or local government to approve any eligible facilities request
for a modification of an existing tower or base station that does not result in a substantial change
to the physical dimensions of such tower or base station.

B. Application Review.

1. The city shall prepare and make publicly available an application form, the requirements for
which shall be limited to the information necessary for the city to consider whether an
application is an eligible facilities request. The city may not require an applicant to submit any
other documentation intended to illustrate the need for any such wireless facilities or to justify
the business decision to modify such wireless facilities.

2. Upon receipt of an application for an eligible facilities request pursuant to this section, the city
shall review such application, make its final decision to approve or disapprove the application,
and advise the applicant in writing of its final decision.

3. Within sixty days of the date on which an applicant submits an application seeking approval of
an eligible facilities request under this section, the city shall review and act upon the
application, subject to the tolling provisions below.

4. The sixty-day review period begins to run when the application is filed, and may be tolled only
by mutual agreement between the city and the applicant, or in cases where the city determines
that the application is incomplete. The time frame for review is not tolled by a moratorium on
the review of applications.

a. To toll the time frame for incompleteness, the city must provide written notice to the applicant within thirty days of receipt of the application, specifically delineating all missing documents or information required in the application.

b. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city’s notice of incompleteness.

c. Following a supplemental submission, the city will have ten days to notify the applicant that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of second or subsequent notices pursuant to the procedures identified in this section. Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

5. Failure to Act. In the event the city fails to approve or deny a complete application under this section within the time frame for review (accounting for any tolling), the request shall be deemed granted provided the applicant notifies the city in writing after the review period has expired.

C. Any Section 6409(a) colocation/modification permit approved or deemed granted by the operation of federal law shall be automatically subject to the conditions of approval described in this section. The city’s grant or grant by operation of law of a Section 6409(a) colocation/modification permit constitutes a federally mandated modification to the underlying permit or approval for the subject tower or base station. The city’s grant or grant by operation of law of a Section 6409(a) colocation/modification permit will not extend the permit term for any conditional use permit, land use permit or other underlying regulatory approval and its term shall be coterminous with the underlying permit or other regulatory approval for the subject tower or base station.

Application submission limit

Applications may be submitted in batches of no more than ten sites per application submittal and no more frequently than once per every fifteen days per batch. Where there is more than one application to be submitted at once, the applicant shall make an appointment to meet with the city and discuss the multiple applications. This meeting shall occur prior to the filing of the applications.

Incomplete application

Subject to applicable law, the city may deny an applicant’s site permit application for incompleteness if:

A. The application is incomplete; and

B. The city provided notice to the applicant that application was incomplete and provided with reasonable specificity the necessary information needed to complete the application; and

C. The provider did not provide the requested information within one hundred eighty days of the notice.

Exceptions to standards
A. Except as otherwise provided in this chapter (under site design flexibility), no WCF shall be used or developed contrary to any applicable development standard unless an exception has been granted pursuant to this section. These provisions apply exclusively to WCFs and are in lieu of the generally applicable variance and design departure provisions in this code; provided this section does not provide an exception from this chapter’s visual impact and stealth design.

B. A WCF’s exception is subject to approval by the city.

C. An application for a WCF exception shall include:

1. A written statement demonstrating how the exception would meet the criteria.

2. A site plan that includes:
   a. Description of the proposed facility’s design and dimensions, as it would appear with and without the exception.
   b. Elevations showing all components of the WCF, as it would appear with and without the exception.
   c. Color simulations of the WCF after construction demonstrating compatibility with the vicinity, as it would appear with and without the exception.
   d. An explanation that demonstrates the following:
      i. For macrocells, a significant gap in the coverage, capacity, or technologies of the service network exists such that users are frequently unable to connect to the service network, or are regularly unable to maintain a connection, or are unable to achieve reliable wireless coverage within a building;
      ii. The gap can only be filled through an exception to one or more of the standards herein;
      iii. The exception is narrowly tailored to fill the service gap such that the wireless communication facility conforms to these standards to the greatest extent possible; and
      iv. The manner in which the applicant proposes to fill the significant gap in coverage, capacity, or technologies of the service network is the least intrusive means on the values that these regulations seek to protect.
   e. Any other information requested by the city in order to review the exception.

D. An application for a WCF exception shall be granted if the exception is consistent with the purpose of the standard for which the exception is sought.

**Accessory uses**

A. Accessory uses shall be limited to such structures and equipment that are necessary for transmission or reception functions, and shall not include broadcast studios, offices, vehicles or equipment storage, or other uses not essential to the transmission or reception functions.

B. All accessory equipment shall be constructed of materials equal to or better than those of the primary poles on the site and shall be subject to site plan approval.

C. No equipment shall be stored or parked on the site of the pole, unless used in direct support
of the poles that are being repaired.

Construction and Technical Requirements

General requirement

A. No provider shall receive a wireless franchise unless it agrees to comply with each of the terms set forth in this chapter governing construction and technical requirements for its system, in addition to any other reasonable requirements or procedures specified by the city or the wireless franchise, including requirements regarding colocation and cost sharing.

B. All new WCFs in the city’s rights-of-way in the city shall be subject to these regulations, except as otherwise provided herein. While holiday decorations may be temporarily put on city poles, no antenna or other equipment or facilities shall be added to city poles where the city poles are not able to structurally accommodate same or where this creates public safety or interference issues.

C. WCFs that lawfully existed prior to the adoption of this chapter shall be allowed to continue their use as they presently exist. This code does not make lawful any WCF that is not fully approved on the date the ordinance codified in this chapter is adopted and those pending WCFs will be required to meet the requirements of this code. Routine maintenance shall be permitted on such lawful preexisting WCFs. Lawfully existing WCFs may be replaced as long as the replacement is in the exact or nearly the exact location of the WCF being replaced and is of a construction type identical in height, width, weight, lighting, and painting.

D. The applicant must comply with all federal (such as the Americans with Disabilities Act), state, and local laws and requirements. This includes, but is not limited to, participating in Blue Stakes of Utah as required by Utah Code 54-8a-2 through 54-8a-13, as amended.

E. In the installation of any WCF within the right-of-way, care must be taken to install in such a way that does not damage, interfere with, or disturb any other utility or entity that may already be located in the area. Any damage done to another utility’s or entity’s property must be immediately reported to both the city and the owner of the damaged property, and must be promptly repaired by the provider, with the provider being responsible for all costs of repair, including any extra charges that may be assessed for emergency repairs. Failure to notify the city and the damaged property owner will result in revocation of the franchise agreement. When approving the location for a WCF, the location of utilities or other entities’ property, or the need for the location of other utilities, within the right-of-way must be considered before approval to locate the WCF will be given in order to ensure those other services to the public are not disrupted.

F. A single permit application may be used for multiple distributed antennas that are part of a larger overall DAS network. A single permit application may also be used for multiple small cells spaced to provide wireless coverage in a defined geographic area. A single franchise agreement may be used for multiple node locations in DAS and/or small cell networks.

G. All towers and antennas must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, and if WCF equipment is added either through colocation or replacement, then the owners of the towers and antennas governed by this chapter shall bring such towers and antennas into compliance with such revised standards and regulations within six months of the effective date of such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner’s expense.
H. To ensure the structural integrity of towers, the owner of a tower shall ensure that it is built and maintained in compliance with standards contained in applicable state or local building codes and the applicable industry standards for towers, as amended from time to time. If, upon inspection, the city concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty days to bring such tower into compliance with such standards. Failure to bring such tower into compliance within said thirty days shall constitute grounds for the removal of the tower at the owner’s expense. Any appeal hearing under this chapter shall follow the city’s code enforcement procedures under Title 1-16.

I. All WCFs shall be sited and designed to minimize adverse visual impacts on surrounding properties and the traveling public to the greatest extent reasonably possible, consistent with the proper functioning of the WCF. Such WCFs and equipment enclosures shall be integrated through location and design to blend in with the existing characteristics of the site. Such WCFs shall also be designed to either resemble the surrounding landscape and other natural features where located in proximity to natural surroundings, or be compatible with the built environment, through matching and complimentary existing structures and specific design considerations such as architectural designs, height, scale, color and texture or be consistent with other uses and improvements permitted in the relevant zone.

J. Stealth design is required, and concealment techniques must be appropriate given the proposed location, design, visual environment, and nearby uses, structures, and natural features. Stealth design shall be designed and constructed to substantially conform to surrounding building designs or natural settings, so as to be visually unobtrusive. Due consideration will be given by the city for microcell strand-mounted, pole-top, and flush-mounted design and various options for supporting equipment (attached to poles and wires, placed within poles and placed underground). Stealth and concealment techniques do not include incorporating faux-tree designs of a kind that are not native to the state.

K. All structures shall be constructed and installed to manufacturer’s specifications, and constructed to withstand a minimum one-hundred-mile per hour (mph) wind, or the minimum wind speed as required by the city’s currently adopted Uniform Building Code, as amended, and required setback provisions as prescribed for the zoning districts.

L. All structures shall conform to FCC and FAA regulations, if applicable.

M. Due to the limited size of the city’s rights-of-way, applicants shall be required to install any WCF equipment according the following requirements to the extent operationally and technically feasible and to the extent permitted by law. WCF equipment shall be installed either:

1. On or within the pole. If the equipment is installed on the pole, the equipment enclosure must be flush with the pole, painted to reasonably match the color of the pole, may not exceed in width the diameter of the pole by more than three inches on either side, the furthest point may not exceed eighteen inches from the pole, and the base must be flush with the grade, or alternatively the lowest point may not be lower than eight and one-half feet from the grade directly below the equipment enclosure. If the equipment is installed within the pole, no equipment may protrude from the pole except to the extent reasonably necessary to connect to power or a wireline.

2. Underground. All underground equipment shall be installed and maintained level with the surrounding grade. To the extent possible, any equipment installed underground shall be located in a park strip within the city’s rights-of-way. If a park strip is unavailable, the provider may install equipment within a city-owned sidewalk within the right-of-way. However, underground equipment installed in a sidewalk may not be located within any driveway, pedestrian ramp, or immediately in front of a walkway or entrance to a building. To the extent
possible, underground equipment being located in a sidewalk may not be installed in the center of the sidewalk, but should be installed as close to the edge of the sidewalk as is structurally viable.

3. On private property in an existing building or in an enclosure. If equipment is placed on private property, the applicant shall provide written permission from the property owner allowing the applicant to locate facilities on the property. If equipment is placed in an enclosure, the enclosure shall be designed to blend in with existing surroundings, using architecturally compatible construction and colors, and landscaping and shall be located as unobtrusively as possible consistent with the proper functioning of the WCF.

The city shall not provide an exemption to this requirement when there is insufficient room in the right-of-way to place facilities at ground level and comply with ADA requirements, public safety concerns for pedestrians, cyclists, and motorists, or other articulable public safety concerns.

N. The following maintenance requirements apply to WCFs, as applicable:

1. All landscaping shall be maintained at all times and shall be promptly replaced if not successful.
2. All WCF sites shall be kept clean, neat, and free of litter.
3. A WCF shall be kept clean and painted in good condition at all times. Rusting, dirt, or peeling facilities are prohibited.
4. All equipment cabinets shall display a legible operator’s contact number for reporting maintenance problems.
5. The applicant shall provide a description of anticipated maintenance needs, including frequency of service, personnel needs, equipment needs and potential safety impacts of such maintenance.

O. Inspections.

1. The city or its agents shall have authority to enter onto the rights-of-way upon which a WCF is located to inspect the facility for the purpose of determining whether it complies with the building code and all other standards provided by the city and federal and state law.

2. The city reserves the right to conduct such inspections at any time, upon reasonable notice to the WCF owner. In the event such inspection results in a determination that violation of applicable standards set forth by the city has occurred, remedy of the violation may include cost recovery for all costs incurred in conforming and processing the violation.

P. Any construction of macrocells in the rights-of-way shall necessitate approvals as required elsewhere in the municipal code and approval by the city council. For a new macro cell proposed to be located in the rights-of-way in a residential zone or in the rights-of-way in a downtown core area or in the rights-of-way within two hundred feet of a residential zone or in the rights-of-way within two hundred feet of the downtown core area, the applicant must also demonstrate that the manner in which it proposes to fill the significant gap in coverage, capacity, or technologies of the service network is the least intrusive on the values that this chapter seeks to protect.

Q. Final Inspection.

1. A certificate of completion will only be granted upon satisfactory evidence that the WCF was installed in substantial compliance with the approved plans and photo simulations. As a condition of approval and prior to final inspection of the WCF, the applicant shall submit evidence, such as photos, to the satisfaction of the city, sufficient to prove that the WCF is in substantial conformance with photo simulations provided with the application. Nonconformance shall require modification to compliance within thirty days or the WCF, or
nonconforming components, must be removed.

2. If it is found that the WCF installation does not substantially comply with the approved plans and photo simulations, the applicant shall make any and all such changes required to bring the WCF installation into compliance promptly and in any event prior to putting the WCF in operation.

**Quality**

All work involved in the construction, maintenance, repair, upgrade and removal of the system shall be performed in a safe, thorough, and reliable manner using materials of good and durable quality. If, at any time, it is determined by the FCC or any other agency granted authority by federal law or the FCC to make such determination, that any part of the system, including, without limitation, any means used to distribute signals over or within the system, is harmful to the public health, safety or welfare, or quality of service or reliability, then a provider shall, at its own cost and expense, promptly correct all such conditions.

**Licenses and permits**

A provider shall have the sole responsibility for diligently obtaining, at its own cost and expense, all permits, licenses or other forms of approval or authorization necessary to construct, maintain, upgrade or repair the wireless communication system, including but not limited to any necessary approvals from persons, entities, the city, and other government entities (such as neighboring cities or the Utah Department of Transportation) to use private property, easements, poles, conduits, and rights-of-way. A provider shall obtain any required permit, license, approval or authorization, including but not limited to excavation permits, pole attachment agreements, etc., prior to the commencement of the activity for which the permit, license, approval or authorization is required.

**Relocation of the system**

A. New Grades or Lines. If the grades or lines of any rights-of-way are changed at any time in a manner affecting the wireless communication system, then a provider shall comply with the requirements of the excavation ordinance.

B. The City Authority to Move System in Case of an Emergency. The city may, at any time, in case of fire, disaster or other emergency, as determined by the city in its reasonable discretion, cut or move any parts of the wireless communication system and appurtenances on, over or under the rights-of-way of the city, in which event the city shall not be liable therefor to a provider. The city shall notify a provider in writing prior to, if practicable, but in any event as soon as possible and in no case later than the next business day following any action taken under this section. Notice shall be given as provided in this title.

C. A Provider Required to Temporarily Move System for Third Party. A provider shall, upon prior reasonable written notice by the city or any person holding a permit to move any structure, and within the time that is reasonable under the circumstances, temporarily move any part of its wireless communication system to permit the moving of the structure. A provider may impose a reasonable charge on any person other than the city for any such movement of its systems.

D. Rights-of-Way Change—Obligation to Move System. When the city is changing rights-of-way and makes a written request, a provider is required to move or remove its system from the rights-of-way, without cost to the city. This obligation exists whether or not the provider has obtained an excavation permit.

**Protect structures**
In connection with the construction, maintenance, repair, upgrade or removal of the wireless communication system, a provider shall, at its own cost and expense, protect any and all existing structures belonging to the city and all designated landmarks, as well as all other structures within any designated historic district. A provider shall obtain the prior written consent of the city to alter any water main, power facility, sewerage or drainage system, or any other municipal structure on, over or under the rights-of-way of the city required because of the presence of the system. Such consent may be given at the sole discretion of the city. Any such alteration shall be made by the city or its designee on a reimbursable basis. A provider agrees that it shall be liable for the costs incurred by the city to replace or repair and restore to its prior condition in a manner as may be reasonably specified by the city any municipal structure or any other rights-of-way of the city involved in the construction, maintenance, repair, upgrade or removal of the system that may become disturbed or damaged as a result of any work thereon by or on behalf of a provider pursuant to the wireless franchise.

No obstruction

In connection with the construction, maintenance, upgrade, repair or removal of the system, a provider shall not unreasonably obstruct the rights-of-way of fixed guide way systems, railways, passenger travel, or other traffic to, from or within the city without the prior consent of the appropriate authorities.

Safety precautions

A provider shall, at its own cost and expense, undertake all necessary and appropriate efforts to prevent accidents at its work sites, including the placing and maintenance of proper guards, fences, barricades, security personnel and suitable and sufficient lighting, and such other requirements prescribed by OSHA and Utah OSHA. A provider shall comply with all applicable federal, state and local requirements including but not limited to the National Electric Safety Code.

Repair

After written reasonable notice to the provider, unless, in the sole determination of the city, an eminent danger exists, any rights-of-way within the city which are disturbed or damaged during the construction, maintenance or reconstruction by a provider of its system may be repaired by the city at the provider’s expense to a condition as good as that prevailing before such work was commenced. Upon doing so, the city shall submit to such a provider an itemized statement of the cost for repairing and restoring the rights-of-way intruded upon. The provider shall, within thirty days after receipt of the statement, pay to the city the entire amount thereof.

Provider Responsibilities

System maintenance

A provider shall:

A. Install and maintain all parts of its wireless communication system in a non-dangerous condition throughout the entire period of its wireless franchise.

B. Install and maintain its system in accordance with standard prudent engineering practices and shall conform, when applicable, with the National Electrical Safety Code and all applicable other federal, state and local laws or regulations.

C. At all reasonable times, permit examination by any duly authorized representative of the city of the system and its effect on the rights-of-way.
Trimming of trees

A provider shall have the authority to trim trees, in accordance with all applicable utility restrictions, ordinance and easement restrictions, upon and hanging over rights-of-way so as to prevent the branches of such trees from coming in contact with its wireless communication system.

Inventory of existing sites

A provider shall provide every July 1st to the city an inventory of its existing WCFs or sites approved for WCFs, that are either within the jurisdiction of the city or within one mile of the border thereof, including specific information about the location, height, and design of each tower or antenna. The city may share such information with other applicants applying for permits under this chapter or other organizations seeking to locate antennas within the jurisdiction of the city; provided, however, that the city is not, by sharing such information, in any way representing or warranting that such sites are available or suitable.

Wireless Franchise and License Transferability

Notification of sale

A. PSC Approval. When a provider of wireless communication system is the subject of a sale, transfer, lease, assignment, sublease or disposed of, in whole or in part, either by forced or involuntary sale, or by ordinary sale, consolidation or otherwise, such that it or its successor entity is obligated to inform or seek the approval of the PSC, the provider or its successor entity shall promptly notify the city of the nature of the transaction and, if applicable, request a transfer of the wireless franchise to the successor entity. A request for transfer shall include a certification that the successor entity unequivocally agrees to all the terms of the original provider’s wireless franchise agreement.

B. Transfer of Wireless Franchise. Upon receipt of a request to transfer a wireless franchise, the city designee shall, if it approves such transfer, send notice affirming the transfer of the wireless franchise to the successor entity. If the city has good cause to believe that the successor entity may not comply with this chapter or the wireless franchise agreement, it may require an application for the transfer. The application shall comply with Article V of this chapter.

C. If PSC Approval No Longer Required. If the PSC no longer exists, or if its regulations or state law no longer require approval of transactions described in this section, and the city has good cause to believe that the successor entity may not comply with this chapter or the wireless franchise agreement, it may require an application. The application shall comply with Article V of this chapter.

Events of sale

The following events shall be deemed to be a sale, assignment or other transfer of the wireless franchise requiring city approval: (A) the sale, assignment or other transfer of all or a majority of a provider’s assets to another person; (B) the sale, assignment or other transfer of capital stock or partnership, membership or other equity interests in a provider by one or more of its existing shareholders, partners, members or other equity owners so as to create a new controlling interest in a provider; (C) the issuance of additional capital stock or partnership, membership or other equity interest by a provider so as to create a new controlling interest in such a provider; or (D) the entry by a provider into an agreement with respect to the management or operation of such provider or its system.
Oversight and Regulation

**Insurance, indemnity, and security**

A. A provider will deposit with the city an irrevocable, unconditional letter of credit or surety bond as required by the terms of the wireless franchise, and shall obtain and provide proof of the insurance coverage required by the wireless franchise. A provider shall also indemnify the city as set forth in the wireless franchise.

B. Each permit issued for a WCF located on city property shall be deemed to have as a condition of the permit a requirement that the applicant defend, indemnify and hold harmless the city and its officials, officers, agents, employees, volunteers, and contractors from any and all liability, damages, or charges (including attorneys’ fees and expenses) arising out of claims, suits, demands, or causes of action as a result of the permit process, a granted permit, construction, erection, location, performance, operation, maintenance, repair, installation, replacement, removal, or restoration of the WCF.

**Oversight**

The city shall have the right to oversee, regulate and inspect periodically the construction, maintenance, and upgrade of the wireless communication system, and any part thereof, in accordance with the provisions of the wireless franchise and applicable law. A provider shall establish and maintain managerial and operational records, standards, procedures and controls to enable a provider to prove, in reasonable detail, to the satisfaction of the city at all times throughout the term, that a provider is in compliance with the wireless franchise. A provider shall retain such records for not less than the applicable statute of limitations.

**Maintain records**

A provider shall at all times maintain:

A. On file with the city, a full and complete set of plans, records and “as-built” hard copy maps and, to the extent the maps are placed in an electronic format, they shall be made in electronic format compatible with the city’s existing GIS system, of all existing and proposed installations and the types of equipment and systems installed or constructed in the rights-of-way, properly identified and described as to the types of equipment and facility by appropriate symbols and marks which shall include annotations of all rights-of-way where work will be undertaken. As used herein, “as-built” maps includes “file construction prints.” Maps shall be drawn to scale. “As-built” maps, including the compatible electronic format, as provided above, shall be submitted within thirty days of completion of work or within thirty days after completion of modification and repairs. “As-built” maps are not required of the provider who is the incumbent local exchange carrier for the existing system to the extent they do not exist.

B. Throughout the term of the wireless franchise, a provider shall maintain complete and accurate books of account and records of the business, ownership, and operations of a provider with respect to the system in a manner that allows the city at all times to determine whether a provider is in compliance with the wireless franchise. Should the city reasonably determine that the records are not being maintained in such a manner, a provider shall alter the manner in which the books and/or records are maintained so that a provider comes into compliance with this section? All financial books and records which are maintained in accordance with the regulations of the FCC and any governmental entity that regulates utilities in the state of Utah, and generally accepted accounting principles, shall be deemed to be acceptable under this section.

**Confidentiality**

If the information required to be submitted is proprietary in nature or must be kept confidential
by federal, state or local law, upon proper request by a provider, such information shall be classified as a protected record within the meaning of the Utah Government Records Access and Management Act (“GRAMA”), making it available only to those who must have access to perform their duties on behalf of the city; provided, that a provider notifies the city of and clearly labels the information which a provider deems to be confidential, proprietary information. Such notification and labeling shall be the sole responsibility of the provider.

Provider’s expense

All reports and records required under this chapter shall be furnished at the sole expense of a provider, except as otherwise provided in this chapter or a wireless franchise.

Right of inspection

For the purpose of verifying the correct amount of the wireless franchise fee, the books and records of the provider pertaining thereto shall be open to inspection or audit by duly authorized representatives of the city at all reasonable times, upon giving reasonable notice of the intention to inspect or audit the books and records; provided, that the city shall not audit the books and records of the provider more often than annually. The provider agrees to reimburse the city the reasonable costs of an audit if the audit discloses that the provider has paid ninety-five percent or less of the compensation due the city for the period of such audit. In the event the accounting rendered to the city by the provider herein is found to be incorrect, then payment shall be made on the corrected amount within thirty calendar days of written notice, it being agreed that the city may accept any amount offered by the provider, but the acceptance thereof by the city shall not be deemed a settlement of such item if the amount is in dispute or is later found to be incorrect.

Rights of City

Enforcement and remedies

A. The city is responsible for enforcing and administering this chapter, and the city or its designee, as appointed by the mayor, is authorized to give any notice required by law or under any wireless franchise agreement.

B. In the event that an individual or entity violates this chapter, the city will notify the violating party of the violation and provide thirty days for the party to cure the violation.

C. If the violation is not cured within thirty days, the city may:

1. Fine the violating party five hundred dollars per day until the violation is cured; and

2. Terminate any franchises, permits, or licenses held by the violating party.

D. If the violation is not cured within one hundred eighty days of the city’s notice, the city may remove and impound the grantee’s equipment until the violation has been cured.

E. The violating entity may appeal the city’s notice of violation within ten-fourteen (14) days in accordance with Title 1 chapter 16.

Force majeure

In the event a provider’s performance of any of the terms, conditions or obligations required by this chapter or a wireless franchise is prevented by a cause or event not within a provider’s control, such inability to perform shall be deemed excused and no penalties or sanctions shall be imposed as a result thereof. For the purpose of this section, causes or events not within the control of a provider shall include, without limitation, acts of God, strikes, sabotage, riots or
civil disturbances, failure or loss of utilities, explosions, acts of public enemies, and natural 
disasters such as floods, earthquakes, landslides, and fires.

**Extended operation and continuity of services**

A. Continuation after Expiration. Upon either expiration or revocation of a wireless franchise granted pursuant to this chapter, the city shall have discretion to permit or require a provider to continue to operate its system or provide services for an extended period of time not to exceed six months from the date of such expiration or revocation. A provider shall continue to operate its system under the terms and conditions of this chapter and the wireless franchise granted pursuant to this chapter.

B. Continuation by Incumbent Local Exchange Carrier. If the provider is the incumbent local exchange carrier, it shall be permitted to continue to operate its system and provide services without regard to revocation or expiration, but shall be obligated to negotiate a renewal in good faith.

**Removal or abandonment of wireless franchise property**

A. Abandoned System. In the event that (1) the use of any portion of the wireless communication system is discontinued for a continuous period of twelve months, and thirty days after no response to written notice from the city to the last known address of provider; (2) any system has been installed in the rights-of-way without complying with the requirements of this chapter or wireless franchise; or (3) the provisions under the “Current Providers” section are applicable and no wireless franchise is granted, a provider, except the provider who is an incumbent local exchange carrier, shall be deemed to have abandoned such system.

B. Removal of Abandoned System. Any antenna or tower that is not operated for a continuous period of twelve months shall be considered abandoned, and the owner of such antenna or tower shall so notify the city in writing and remove the same within ninety days of giving notice to the city of such abandonment. Failure to remove an abandoned antenna or tower within said ninety days shall be grounds to remove the tower or antenna at the owner’s expense, including all costs and attorneys’ fees. The city shall be able to draw from any security and security fund which is established under the wireless franchise. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower.

The city, upon such terms as it may impose, may give a provider written permission to abandon, without removing, any wireless communication system, or portion thereof, directly constructed, operated or maintained under a wireless franchise. Unless such permission is granted or unless otherwise provided in this chapter, a provider shall remove within a reasonable time the abandoned wireless communication system and shall restore, using prudent construction standards, any affected rights-of-way to their former state at the time such system was installed, so as not to impair their usefulness. In removing its plant, structures and equipment, a provider shall refill, at its own expense, any excavation necessarily made by it and shall leave all rights-of-way in as good condition as that prevailing prior to such removal without materially interfering with any electrical or telephone cable or other utility wires, poles or attachments. The city shall have the right to inspect and approve the condition of the rights-of-way cables, wires, attachments and poles prior to and after removal. The liability, indemnity and insurance provisions of this chapter and any security fund provided in a wireless franchise shall continue in full force and effect during the period of removal and until full compliance by a provider with the terms and conditions of this section.

C. Transfer of Abandoned System to City. Upon abandonment of any wireless communication system in place, a provider, if required by the city, shall submit to the city a written instrument, satisfactory in form to the city, transferring to the city the ownership of the abandoned wireless communication system.
D. Removal of Above Ground System. At the expiration of the term for which a wireless franchise is granted, or upon its revocation or earlier expiration, as provided for by this chapter, in any such case without renewal, extension or transfer, the city shall have the right to require a provider to remove, at its expense, all above ground portions of a system from the rights-of-way within a reasonable period of time, which shall not be less than one hundred eighty days. If the provider is the incumbent local exchange carrier, it shall not be required to remove its system, but shall negotiate a renewal in good faith.

E. Leaving Underground System. Notwithstanding anything to the contrary set forth in this chapter, a provider may abandon any underground system in place so long as it does not materially interfere with the use of the rights-of-way or with the use thereof by any public utility, cable operator or other person.

Obligation to Notify

**Publicizing work**

Before entering onto any private property, a provider shall make a good faith attempt to contact the property owners in advance, and describe the work to be performed.

General Provisions

**Conflicts**

In the event of a conflict between any provision of this chapter and a wireless franchise entered pursuant to it, the provisions of this chapter shall control.

**Severability**

If any provision of this chapter is held by any federal, state or local court of competent jurisdiction to be invalid as conflicting with any federal or state statute, or is ordered by a court to be modified in any way in order to conform to the requirements of any such law and all appellate remedies with regard to the validity of the chapter provisions in question are exhausted, such provision shall be considered a separate, distinct, and independent part of this chapter, and such holding shall not affect the validity and enforceability of all other provisions hereof. In the event that such law is subsequently repealed, rescinded, amended or otherwise changed so that the provision which had been held invalid or modified is no longer in conflict with such law the provision in question shall return to full force and effect and shall again be binding on the city and the provider; provided, that the city shall give the provider thirty days, or a longer period of time as may be reasonably required for a provider to comply with such a rejuvenated provision, written notice of the change before requiring compliance with such provision.

**New developments**

It shall be the policy of the city to liberally amend this chapter, upon application of a provider, when necessary to enable the provider to take advantage of any developments in the field of personal wireless services which will afford the provider an opportunity to more effectively, efficiently, or economically serve itself or the public.

**Notices**

All notices from a provider to the city required under this chapter or pursuant to a wireless franchise granted pursuant to this chapter shall be directed to the officer as designated by the mayor. A provider shall provide in any application for a wireless franchise the identity, address and phone number to receive notices from the city. A provider shall immediately notify the city
of any change in its name, address, or telephone number.

**Exercise of police power.**

To the full extent permitted by applicable law either now or in the future, the city reserves the right to adopt or issue such rules, regulations, orders, or other directives that it finds necessary or appropriate in the lawful exercise of its police powers.

**Federal, State and City Jurisdiction**

**Construction**

This chapter shall be construed in a manner consistent with all applicable federal and state statutes.

**Other applicable ordinances**

This chapter shall apply to all wireless franchises granted or renewed after the effective date of the ordinance codified in this chapter. This chapter shall further apply, to the extent permitted by applicable federal or state law, to all existing wireless franchises granted prior to the effective date of the ordinance codified in this chapter and to a provider providing services, without a wireless franchise, prior to the effective date of this chapter.

**City failure to enforce**

A provider’s rights are subject to the police powers of the city to adopt and enforce ordinances necessary to the health, safety and welfare of the public. A provider shall comply with all applicable general laws and ordinances enacted by the city pursuant to its police powers. In particular, all providers shall comply with the city zoning and other land use requirements.

**Construed according to Utah law**

A provider shall not be relieved of its obligation to comply with any of the provisions of this chapter or any wireless franchise granted pursuant to this chapter by reason of any failure of the city to enforce prompt compliance.

This chapter and any wireless franchise granted pursuant to this chapter shall be construed and enforced in accordance with the substantive laws of the state of Utah.