CLEARFIELD PLANNING COMMISSION MEETING  
March 7, 2018  
7:00 P.M. – Regular Session

PRESIDING:  Kathryn Murray  Vice-Chair

PRESENT:  Robert Browning  Commissioner  
Michael Britton  Commissioner  
Chris Uccardi  Commissioner  
Levi Lloyd  Commissioner  
Ruth Jones  Alternate Commissioner  
Nicole Bigelow  Alternate Commissioner

ABSENT:  Brady Jugler  Chair  
Mallory Call  Commissioner

STAFF PRESENT:  Brie Brass  Assistant City Attorney  
Spencer Brimley  Community Development Director  
James Shoopman  Planner  
Christine Horrocks  Customer Service Rep

VISITORS:  Leo Vettori, Clay Waugh, Tiffany Waugh, Chad Buck, Targhee Child

The Pledge of Allegiance was led by Vice-Chair Murray.

APPROVAL OF MINUTES FROM FEBRUARY 7, 2018 PLANNING COMMISSION MEETING

Commissioner Britton moved to approve the minutes of the February 7, 2018 Planning Commission meeting as written. Seconded by Commissioner Uccardi. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

Vice-Chair Murray read the Planning Commission Chair Statement.

PUBLIC HEARING AND DISCUSSION ON CUP 1802-0001, A REQUEST FOR A CONDITIONAL USE PERMIT FOR VEHICLE SALES WITHIN PROPERTY LOCATED AT 269 EAST 200 SOUTH (TIN: 12-001-0188)

James Shoopman, Planner, stated the 19,000 square foot building was currently being used by Rocky Mountain Tumbling and Cheer and the applicant, Watori Auto, would occupy office space in the northeast corner of the building. The site is zoned C-2 (Commercial) which allowed for motor vehicle sales as a conditional use. The site contained 55 parking spaces with 38 spaces required for the size of the building which left 17 spaces for vehicle inventory and customers. The applicant planned to add two parallel parking spaces at the northwest corner of the building. The vehicle inventory would be stored at the east side of the parking lot.
Staff received no public comment and recommended approval of the conditional use permit. Mr. Shoopman reviewed the conditions of approval.

Leo Vettori said he and his wife owned and operated Rocky Mountain Tumbling and Cheer. The automobile dealership would use approximately 200 square feet in the northeast corner. The plan was to start with a few cars and possibly grow to ten cars.

The public hearing was declared open at 7:11 p.m.

There were no public comments.

Commissioner Britton moved to close the public hearing at 7:12 p.m. Seconded by Commissioner Uccardi. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

Vice-Chair Murray asked if there would be separate entrances. Mr. Shoopman said State law required a separate door for the dealership which was provided.

APPROVAL OF CUP 1802-0001, A REQUEST FOR A CONDITIONAL USE PERMIT FOR VEHICLE SALES WITHIN PROPERTY LOCATED AT 269 EAST 200 SOUTH (TIN: 12-001-0188)

Commissioner Britton moved to approve CUP 1802-0001, a request by Leo Vettori for a Conditional Use Permit for vehicle sales at 269 East 200 South, with the following conditions:

1) Not more than 10 vehicles of sales inventory shall be stored upon the site at any time.
2) No vehicle parts shall be stored on site.
3) No vehicle sales inventory shall be parked/stored offsite.
4) No auto repair shall be conducted on site, nor shall vehicles needing repair reside on the lot.
5) The applicant shall provide proof of having obtained and of having maintained, as may be periodically requested by the City, all applicable local, state, and federal permits.

Seconded by Commissioner Uccardi. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

PUBLIC HEARING AND DISCUSSION ON GPA 1801-0002, A REQUEST FOR A GENERAL PLAN AMENDMENT FOR PROPERTY LOCATED AT 1215 SOUTH 1000 EAST (TIN: 09-022-0151)

James Shoopman stated Chad Buck requested a General Plan amendment for the land use classification on the City’s Future Land Use Map from commercial to residential for property located at 1215 South 1000 East and a subsequent rezone of that same property from C-2 (Commercial) to R-3 (Multi-family Residential). The .67 acre vacant parcel at 1215 South 1000 East was currently zoned C-2 and designated as Commercial on the General Plan map. The
properties surrounding the parcel were residually and commercially zoned. The project was for the construction of eight townhome units intended to be owner occupied.

Staff supported the request and reasoned that a functional, attractive, owner-occupied townhome development harmonized well with surrounding land uses and accomplished the goals of the General Plan.

Mr. Shoopman said one resident came in with questions but didn’t have any comments about the subject property.

Staff recommended approval of the General Plan Amendment. Mr. Shoopman reviewed the conditions of approval.

The public hearing was declared open at 7:21 p.m.

There were no public comments.

Commissioner Britton moved to close the public hearing at 7:22 p.m. Seconded by Commissioner Uccardi. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

RECOMMENDATION FOR GPA 1801-0002, A REQUEST FOR A GENERAL PLAN AMENDMENT FOR PROPERTY LOCATED AT 1215 SOUTH 1000 EAST (TIN: 09-022-0151)

Commissioner Britton moved to recommend approval of GPA 1801-0002, a request by Chad Buck to amend the General Plan land use designation for the parcel addressed as 1215 South 1000 East (TIN 09-022-0151) from Commercial to Residential with the following conditions:

1) Site Plan approval of the project.
2) Subdivision approval.
3) Approval and execution of any development agreements (if applicable).
4) Execution and completion of project, including site and building improvements.
5) The applicant shall provide proof of having obtained and of having maintained, as may be periodically requested by the City, all applicable local, state, and federal permits.

Seconded by Commissioner Lloyd. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

PUBLIC HEARING AND DISCUSSION ON ZTA 1801-0002, A REQUEST FOR A THE REZONE OF PROPERTY LOCATED AT 1215 SOUTH 1000 EAST (TIN: 09-022-0151) FROM C-2 (COMMERCIAL) TO R-3 (MULTI-FAMILY RESIDENTIAL)

Mr. Shoopman said staff recommended approval of the rezone and reviewed the conditions of approval.
The public hearing was declared open at 7:23 p.m.

There were no public comments.

Commissioner Britton moved to close the public hearing at 7:24 p.m. Seconded by Commissioner Jones. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

RECOMMENDATION FOR ZTA 1801-0002, A REQUEST FOR REZONE OF PROPERTY LOCATED AT 1215 SOUTH 1000 EAST (TIN: 09-022-0151) FROM C-2 (COMMERCIAL) TO R-3 (MULTI-FAMILY RESIDENTIAL)

Commissioner Britton move to recommend approval of RZN 1801-0002, a request by Chad Buck to rezone the parcel addressed as 1215 South 1000 East (TIN 09-022-0151) from C-2 (Commercial) to R-3 (Multi-family Residential) with the following conditions:

1) Approval of GPA 1801-0002.
2) Site Plan approval of the project.
3) Subdivision approval.
4) Approval and execution of any development agreements (if applicable).
5) Execution and completion of project, including site and building improvements.
6) The applicant shall provide proof of having obtained and of having maintained, as may be periodically requested by the City, all applicable local, state, and federal permits.

Seconded by Commissioner Uccardi. The motion carried on the following vote: Voting AYE: Commissioners Lloyd, Uccardi, Browning, Britton, Jones, and Bigelow. Voting NO: None.

STAFF COMMUNICATIONS

James Shoopman said there were two items scheduled for the agenda next month, a site plan and a plat amendment.

PLANNING COMMISSIONERS’ MINUTE

Commissioner Murray – Welcomed the new commissioners, Levi Lloyd, Ruth Jones and Nicole Bigelow.

Commissioner Lloyd – Nothing

Commissioner Uccardi – Nothing

Commissioner Bigelow – Nothing

Commissioner Jones – Was excited to be at the meeting.
Commissioner Britton – Nothing

Commissioner Browning – Said he missed the open house at Aquatic Center and asked for a report.

Spencer Brimley said there were about 80 residents at the open house. There was discussion about the budget and form based code. He said great feedback was given on the form based code. The exhibits from the open house would be put on the City website. One more steering committee meeting would be held before the form based code was taken through the public process and presented to the Planning Commission, possibly at its May meeting. There would be a follow-up to the open house on Facebook live Thursday, March 8, 2018 at 5:00 p.m.

Mr. Brimley said the process had started to draft the station area plan for the Clearfield Station site. An advisory committee with members of the City Council, Planning Commission and citizens would be organized. An open house would be held at the end of March.

The next Planning Commission meeting would be April 4, 2018.

There being no further business to come before the Planning Commission, **Commissioner Uccardi moved to adjourn at 7:31 P.M. Seconded by Commissioner Jones.**