

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 August 21, 2019

3 6:30 P.M. – Work Session

4
5 PRESIDING: Brady Jugler Chair

6
7 PRESENT:

8 Robert Browning Commissioner

9 Chris Uccardi Commissioner

10 Ruth Jones Commissioner

11 Nicole Bigelow Commissioner

12 Brett McAllister Commissioner

13 Kathryn Murray Commissioner

14
15 ABSENT: Eden Bush Youth Ambassador

16 Levi Lloyd Commissioner

17 David Bloomfield Alternate Commissioner

18
19 STAFF PRESENT: Brie Brass Assistant City Attorney

20 Spencer Brimley Community Development Director

21 Brad McIlrath Senior Planner

22 Bettina Griffeth Customer Service Rep

23
24 VISITORS: NONE

25
26
27 The meeting convened at 6:35 p.m.

28
29 DISCUSSION ON THE MINUTES FOR THE JUNE 19, 2019 MEETING

- 30
31 • Consideration of the minutes for the June 19, 2019 meeting was postponed.

32
33 DISCUSSION ON ZTA 1907-0002, A ZONING TEXT AMENDMENT BY RICK RAPP WITH
34 MAVERIK INC. TO AMEND SECTION 11-15A-3A OF THE CLEARFIELD CITY CODE, TO
35 ALLOW THE MAXIMUM HEIGHT SIXTY FEET (60') FOR FREEWAY ORIENTED SIGNS
36 TO BE BASED OFF OF THE FREEWAY GRADE. PLANNER: BRAD MCILRATH
37 (LEGISLATIVE MATTER).

- 38
39 • There were questions about where the City currently measured the distance from freeway
40 grade for signs. Mr. McIlrath provided examples of various freeway signs in Clearfield
41 and explained how the new standard would be calculated. He stated there were a limited
42 number of locations that allowed freeway oriented signage.

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4 DISCUSSION ON GPA 1907-0004, A GENERAL PLAN AMENDMENT REQUEST BY
5 JOHN LOSEE TO CHANGE THE DESIGNATION FOR THE MAJORITY OF THE SUBJECT
6 PROPERTY FROM MANUFACTURING TO RESIDENTIAL. LOCATION: 1040 WEST 700
7 SOUTH (TIN: 12-026-0011). PROJECT AREA: 0.57 ACRES. PLANNER: BRAD MCILRATH
8 (LEGISLATIVE MATTER)
9

- 10 • There were no questions or concerns from the commissioners.
11

12 DISCUSSION ON RZN 1907-0008, A ZONING MAP AMENDMENT REQUEST BY BROCK
13 JOHNSTON TO REZONE 2.74 ACRES OF THE SUBJECT PROPERTY FROM C-2
14 (COMMERCIAL) TO R-3 (RESIDENTIAL). LOCATION: APPROXIMATELY 938 S.
15 UNIVERSITY PARK BLVD. (TIN: 09-302-0009). PROJECT AREA: 2.74 ACRES.
16 PLANNER: BRAD MCILRATH (LEGISLATIVE MATTER).
17

- 18 • Brad McIlrath, Senior Planner, explained staff was recommending approval with the
19 condition that a development agreement be put in place for the development. There was a
20 question about whether the designed townhomes would be rentals or owner occupied and
21 whether the City could regulate the type of product offered. Mr. McIlrath explained on a
22 development agreement could regulate the type of product and that was a function of the
23 legislative body.
24 • There was a discussion about the grade of the property and the surrounding properties.
25 Mr. McIlrath explained the grade of the property was similar to the AAA office building
26 on the adjacent property.
27

28 DISCUSSION ON CUP 1906-0006, A CONDITIONAL USE PERMIT REQUEST BY
29 OSWALDO A. RODRIGUEZ FOR AN AUTO REPAIR BUSINESS AT THE SUBJECT
30 PROPERTY. LOCATION: 939 WEST 1600 SOUTH #7 (TIN: 12-913-0007). PARCEL AREA:
31 0.81 ACRES. ZONE: C-2 (COMMERCIAL). PLANNER: BRAD MCILRATH
32 (ADMINISTRATIVE ACTION).

- 33 • Question about the number of parking stalls required. Brad McIlrath, Senior Planner,
34 responded the City would need to monitor the parking situation to make sure businesses
35 were in compliance.
36 • There was a discussion about how dumpsters were being contained at that address and
37 whether code enforcement was needed at the address. Mr. McIlrath stated code
38 compliance could be sent to the address.
39

40 The meeting adjourned at 6:58 p.m.
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6 **CLEARFIELD PLANNING COMMISSION MEETING**

7 August 21, 2019

8 7:00 P.M. – Regular Session
9

10 **PRESIDING:** Brady Jugler Chair

11
12 **PRESENT:**

13 Robert Browning Commissioner
14 Chris Uccardi Commissioner
15 Ruth Jones Commissioner
16 Nicole Bigelow Commissioner
17 Brett McAllister Commissioner
18 Kathryn Murray Commissioner
19

20 **ABSENT:** Levi Lloyd Commissioner
21 David Bloomfield Alternate Commissioner
22 Eden Bush Youth Ambassador
23 Spencer Brimley Community Development Director
24

25 **STAFF PRESENT:** Brie Brass Assistant City Attorney
26 Brad McIlrath Senior Planner
27 Bettina Griffeth Customer Service Rep
28
29

30 **VISITORS:** Rick Rapp, Maverick; Brock Johnston, Alta Homes; Rocky Hamblin, resident
31

32 The Pledge of Allegiance was led by Chair Jugler
33

34 **APPROVAL OF THE MINUTES FROM THE JUNE 20, 2019 PLANNING COMMISSION**
35 **MEETING – POSTPONED**
36

37 Consideration of the June 19, 2019 minutes was postponed.
38

39 **PUBLIC HEARING, DISCUSSION AND ACTION ON ZTA 1907-0002, A ZONING TEXT**
40 **AMENDMENT BY RICK RAPP WITH MAVERIK INC. TO AMEND SECTION 11-15A-3A**
41 **OF THE CLEARFIELD CITY CODE, TO ALLOW A MAXIMUM HEIGHT OF SIXTY FEET**
42 **(60') FOR FREEWAY ORIENTED SIGNS TO BE BASED OFF THE FREEWAY GRADE**
43

44 Senior Planner Brad McIlrath provided an overview of the proposed amendments.

1
2 Rick Rapp, Maverick, stated the company looked for a standard that would be uniform for all
3 freeway oriented businesses, but also assist in bringing attention to the businesses from motorist
4 on the freeway.

5
6 Chair Jugler declared the public hearing open at 7:04 p.m.

7
8 There were no public comments.

9
10 Chair Jugler closed the public hearing at 7:12 p.m.

11
12 **Commissioner Uccardi moved to forward a recommendation of approval to the City**
13 **Council for ZTA 1907-0002, a zoning text amendment by Rick Rapp with Maverik Inc.,**
14 **amending Section 11-15A-3A of the Clearfield City Code, to allow a maximum height of**
15 **sixty feet (60') for freeway oriented signs to be based off of the freeway grade. Seconded by**
16 **Commissioner Murray. The motion carried upon the following vote: Voting AYE:**
17 **Commissioners Bigelow, Browning, Jones, McAllister, Murray, and Uccardi. Voting NAY:**
18 **None.**

19
20 PUBLIC HEARING, DISCUSSION AND ACTION ON GPA 1907-0004, A GENERAL PLAN
21 AMENDMENT REQUEST BY JOHN LOSEE TO CHANGE THE DESIGNATION FOR THE
22 MAJORITY OF THE SUBJECT PROPERTY LOCATED AT 1040 WEST 700 SOUTH (TIN:
23 12-026-0011) FROM MANUFACTURING TO RESIDENTIAL ON THE FUTURE LAND USE
24 MAP

25
26 Chair Jugler declared the public hearing open at 7:14 p.m.

27
28 Brad McIlrath, Senior Planner, explained the applicant wanted to subdivide the property located
29 at 1040 West 700 South to build a single-family residence. The owner's intent was to subdivide
30 the property into two lots using Lot 2 for the cell tower already on the back piece of the parcel,
31 which would require an amendment to the Future Land Use Map in the City's General Plan. The
32 proposed amendment would leave the area at the back of the property designated as
33 Manufacturing on the Future Land Use Map but change the designation for Lot 1 to Residential.
34 Mr. McIlrath also explained if the General Plan amendment were approved the applicant would
35 request to rezone Lot 1 from A-1 (Agricultural) to R-1-8 (Residential).

36
37 PUBLIC COMMENT

38
39 Rocky Hamblin, resident, commented he had no objection to the property being designated as
40 described. He asked the Commission to require the approach to the driveway accessing the back
41 to be constructed in front of the drive. He also asked to have the driveway be a 20-foot (20') wide
42 access easement since it bordered his commercial property on the east. Mr. McIlrath stated City
43 Code required the easement to be twenty foot (20') on non-residential so that particular easement
44 was already required to be twenty feet. Mr. Hamblin also asked that each lot have its own

1 driveway approach rather than being allowed to share the same approach.

2
3 There was a question about when the approach to the driveway would need to be constructed. Mr.
4 McIlrath explained the approach would need to be constructed when the property was subdivided.

5
6 Chair Jugler closed the public hearing at 7:27 p.m.

7
8 **Commissioner Jones moved to forward a recommendation of approval to the City Council**
9 **for GPA 1907-0004, a general plan amendment request by John Losee, to change the**
10 **designation on Future Land Use Map for a majority of the property located at 1040 West**
11 **700 South (TIN: 12-026-0011) from Manufacturing to Residential. Seconded by**
12 **Commissioner Murray. The motion carried by the following vote: Voting AYE:**
13 **Commissioners Bigelow, Browning, Jones, McAllister, Murray, and Uccardi. Voting NAY:**
14 **None.**

15
16 PUBLIC HEARING, DISCUSSION AND ACTION ON RZN 1907-0004, A ZONING MAP
17 AMENDMENT REQUEST BY JOHN LOSEE, TO REZONE THE PROPERTY LOCATED AT
18 1040 WEST 700 SOUTH (TIN: 12-026-0011) FROM A-1 (AGRICULTURAL) TO R-1-8
19 (RESIDENTIAL) AND M-1 (MANUFACTURING)

20
21 Chair Jugler opened the public hearing at 7:29 p.m.

22
23 Brad McIlrath, Senior Planner, explained the rezone request was for the same property talked
24 about in the General Plan amendment request. He stated the rezone would be contingent on the
25 approval of the General Plan amendment. He informed the Commission that the lot being used
26 for a residential lot was proposed to be rezoned to R-1-8 (Residential) and the other lot, which
27 had a cell tower, was proposed to be rezoned to M-1 (Manufacturing).

28
29 There was a discussion about the purpose of the easement identified on the plat. Mr. McIlrath
30 explained the easement would identify perpetual access to the lot at the back of the subdivision,
31 which had a cell tower on it.

32
33 Chair Jugler closed the public hearing at 7:35 p.m.

34
35 **Commissioner Murray moved to forward a recommendation of approval to the City**
36 **Council for RZN 1907-0004, a zoning map amendment, for the property located at 1040**
37 **West 700 South from A-1 (Agricultural) to R-1-8 (Residential) and M-1 (Manufacturing).**
38 **Seconded by Commissioner Jones. The motion carried by the following vote: Voting AYE:**
39 **Commissioners Bigelow, Browning, Jones, McAllister, Murray, and Uccardi. Voting NAY:**
40 **None.**

41
42 PUBLIC HEARING, DISCUSSION AND ACTION ON RZN 1907-0008, A ZONING MAP
43 AMENDMENT REQUEST BY BROCK JOHNSTON, TO REZONE 2.74 ACRES OF THE
44 PROPERTY LOCATED AT 938 SOUTH UNIVERSITY PARK BOULEVARD (TIN: 09-302-

1 0009) FROM C-2 (COMMERCIAL) TO R-3 (RESIDENTIAL).

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3 Chair Jugler opened the public hearing at 7:36 p.m.

4
5 Brad McIlrath, Senior Planner, indicated the applicant requested to rezone 2.74 acres of the 3.46
6 acre property from C-2 (Commercial) to R-3 (Residential). The intent of the rezone request was
7 to then subdivide and develop the front 0.73 acres of the property for commercial use and the
8 back 2.74 acres with townhomes. Mr. McIlrath continued to highlight the details as explained in
9 the staff report. He recommended the proposed project be approved because the General Plan
10 designated mixed-use for the area.

11
12 Brock Johnston, Alta Homes, shared the developer's plans for the property.

13
14 Chair Jugler closed the public hearing at 7:47 p.m.

15
16 **Commissioner Jones moved to forward a recommendation of approval to the City Council**
17 **for RZN 1907-0008, a rezone request, for 2.74 acres of the property located at**
18 **approximately 938 South University Park Boulevard (TIN: 09-302-0009) from C-2**
19 **(Commercial) to R-3 (Residential) with the condition that a development agreement be**
20 **executed between the City and the developer. Seconded by Commissioner Uccardi. The**
21 **motion carried by the following vote: Voting AYE: Commissioners Bigelow, Browning,**
22 **Jones, McAllister, Murray, and Uccardi. Voting NAY: None.**

23
24 DISCUSSION AND ACTION ON FSP 1907-0003, A PRELIMINARY AND FINAL
25 SUBDIVISION PLAT REQUEST FOR THE JOHN LOSEE SUBDIVISION, A TWO-LOT
26 SUBDIVISION, LOCATED AT 1040 WEST 700 SOUTH (TIN: 12-026-0011)

27
28 Brad McIlrath, Senior Planner, reviewed the proposed subdivision plat with the Commission.

29
30 Commissioner Jones commented the plat made it look like Lot 2 was divided in two. Mr.
31 McIlrath explained the lines on the plat identified where the cell tower was located as well as the
32 where the pad for the tower was located. Commissioner Jones asked who would be responsible to
33 maintain the lot and pad that was occupied by the cell tower. Mr. McIlrath responded the
34 maintenance would be the responsibility of the owner of Lot 2.

35
36 **Commissioner Jones moved to forward a recommendation of approval to the City Council**
37 **for FSP 1907-0003, a preliminary and final subdivision plat request for the John Losee**
38 **Subdivision, a two-lot subdivision, located at 1040 West 700 South (TIN: 12-026-0011). The**
39 **recommendation was based on the findings and discussions in the Staff Report with the**
40 **following conditions:**

- 41 1) **Plans shall be revised to address Clearfield City Engineering requirements prior to**
42 **obtaining final signatures on the plat and recording of that plat.**
43 2) **The applicant is responsible for the replacement or repair of deteriorated, damaged**
44 **or missing surface improvements surrounding the perimeter of the subdivision. This**

1 includes, but is not limited to: curb and gutter, sidewalks, landscaping park strip
2 improvements, driveways, etc.

- 3 3) The subdivision approval shall be contingent upon the approval of the General Plan
4 amendment and rezone request for the subject property.

5 **Seconded by Commissioner Uccardi. The motion carried upon the following vote: Voting**
6 **AYE: Commissioners Bigelow, Browning, Jones, McAllister, Murray, and Uccardi. Voting**
7 **NAY: None.**

8
9 DISCUSSION AND ACTION ON CUP 1906-0006, A CONDITIONAL USE PERMIT
10 REQUEST BY OSWALDO A. RODRIGUEZ, FOR AN AUTO REPAIR BUSINESS
11 LOCATED AT 939 WEST 1600 SOUTH #7 (TIN: 12-913-0007)

12
13 Brad McIlrath, Senior Planner, reviewed the proposed conditions for approval of the auto repair
14 business with the Commission.

15
16 **Commissioner Uccardi moved to approve CUP 1906-0006, a conditional use permit request**
17 **by Oswaldo A. Rodriguez for an auto repair business at located at 939 west 1600 south #7**
18 **(TIN: 12-913-0007). The approval was based on the findings and discussions in the Staff**
19 **Report with the following conditions:**

- 20 1) **The conditional use permit is for auto repair to be conducted in unit #7 only. Any**
21 **expansion of this business will require the approval of an amendment to this**
22 **Conditional Use Permit. This approval does not grant approval for any other auto**
23 **repair business at this location, only unit #7.**
24 2) **No outdoor storage is permitted. This includes, but is not limited to, such items as**
25 **materials, automobiles, automobile parts or the like.**
26 3) **A minimum of five (5) striped parking stalls shall be provided for the business and**
27 **marked as parking for Chamo King. These spaces are to be used for customer and**
28 **employee parking only and shall not be used for the storage of automobiles that are**
29 **receiving work.**
30 4) **The site shall be maintained in a neat and orderly manner and have no abandoned**
31 **or leaking automotive parts except in a closed container for disposal located inside**
32 **the units.**
33 5) **There shall be no overflow parking offsite.**
34 6) **The business shall comply with all North Davis Fire District requirements as**
35 **outlined in the attached review letter.**
36 7) **The business shall comply with all applicable building code standards and the**
37 **applicant shall obtain a building permit for any remodeling of the unit.**
38 8) **The applicant shall obtain a Clearfield City Business License and pay all applicable**
39 **licensing fees.**

40 **Seconded by Commissioner McAllister. The motion carried upon the following vote: Voting**
41 **AYE: Commissioners Bigelow, Browning, Jones, McAllister, and Uccardi. Voting NAY:**
42 **None.**

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44 STAFF DISCUSSION

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2 There were no items for discussion.

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4 PLANNING COMMISSIONERS' MINUTE

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6 Chair Jugler – Nothing

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8 Commissioner Bigelow – Nothing

9
10 Commissioner Browning – Nothing

11
12 Commissioner Jones – Nothing

13
14 Commissioner McAllister – Nothing

15
16 Commissioner Murray – Nothing

17
18 Commissioner Uccardi – Nothing

19
20 STAFF COMMUNICATIONS

21
22 Brad McIlrath, Senior Planner

- 23 1. Informed the Commission the next meeting would be September 4, 2019, and there was one
24 scheduled item, the Final Subdivision Plat for the MayFly Rise Subdivision.
25 2. Announced the fall APA Chapter Conference on October 3 and 4, 2019. He noted Commissioners
26 Murray, Bigelow, Jones, and Browning had all expressed interest in attending portions of the
27 conference. He also mentioned the ULCT Planner's Day would be Thursday, September 12, 2019,
28 and members had an option to attend one of the two trainings.

29
30
31 There being no further business to come before the Planning Commission, **Commissioner Jones**
32 **moved to adjourn at 8:09 p.m. Seconded by Commissioner Murray. All voting AYE.**

33
34