

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
April 23, 2013 – REGULAR SESSION

**Mission Statement:** To provide leadership in advancing core community values; sustain safety, security and health; and provide progressive, caring and effective services. We take pride in building a community where individuals, families and businesses can develop and thrive.

Executive Conference Room  
55 South State Street  
Third Floor  
Clearfield, Utah

**6:00 P.M. WORK SESSION**

Discussion on Zoning Text Amendment (Agriculture Recreation Use)  
Discussion on the Wilcox Farms Property Rezone  
Discussion on the North Davis Condo Plat  
Discussion on SR 193 Extension Dedication Plat  
Discussion on Information Received from the Davis County Treasurer

*(Any items not addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session.)*

City Council Chambers  
55 South State Street  
Third Floor  
Clearfield, Utah

**7:00 P.M. REGULAR SESSION**

CALL TO ORDER:

Mayor Wood

OPENING CEREMONY:

Youth City Councilmember Emilee Matheson

APPROVAL OF THE MINUTES:

February 12, 2013 – Work Session

March 5, 2013 – Work Session

March 12, 2013 – Work Session

March 12, 2013 – Regular Session

March 26, 2013 – Regular Session

**PUBLIC HEARINGS:**

1. **PUBLIC HEARING TO RECEIVE COMMENT ON A ZONING TEXT AMENDMENT TO TITLE 11 – LAND USE, PERMITTING AGRICULTURAL RECREATION IN THE C-2 ZONING DISTRICT AS A CONDITIONAL USE AND FOR THE INCLUSION OF SUPPLEMENTARY STANDARDS FOR THE USE**

**BACKGROUND:** The request is for a zoning text amendment to the Clearfield City Land Use Ordinance Title 11 to permit agricultural recreation in the C-2 zoning district as a conditional use and for the inclusion of supplementary standards for the use. The Planning Commission held a public hearing on April 5, 2013 and unanimously recommended approval of the text amendment regarding Agricultural Recreation.

**RECOMMENDATION:** Receive public comments.

2. PUBLIC HEARING TO RECEIVE COMMENT ON THE REZONE OF PROPERTY LOCATED AT APPROXIMATELY 850 WEST 1600 SOUTH FROM C-2, COMMERCIAL TO R-3 (P-D), MULTIPLE-FAMILY RESIDENTIAL WITH A PLANNED DEVELOPMENT OVERLAY

BACKGROUND: The Planning Commission opened the public hearing at the April 3, 2013 meeting and continued the request to be heard at its meeting on May 1, 2013. Staff recommends continuing the public hearing to the May 14, 2013 City Council meeting.

RECOMMENDATION: Continue the public hearing to the May 14, 2013 City Council meeting.

3. PUBLIC HEARING TO RECEIVE COMMENT ON A FINAL SUBDIVISION PLAT, KNOWN AS DAVIS NORTH DENTAL CENTER CONDOMINIUM PLAT LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST WHICH IS LOCATED IN THE C-1 ZONING DISTRICT

BACKGROUND: The request is for an existing medical office building located at the Clearfield and Layton City limits, south of 1450 South and on the west side of 1500 East. The building is two stories of approximately 14,500 square feet on a developed parcel consisting of 0.73 acre with completed site improvements (including sidewalks, infrastructure, etc.). This item was continued from the March 26, 2013 City Council meeting. All comments generated during the engineering review by the City Engineer have been addressed and a letter of recommendation has been submitted. The Planning Commission heard this item during its March 6, 2013 meeting.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE COMMENT ON THE UTAH DEPARTMENT OF TRANSPORTATION'S (UDOT'S) STREET DEDICATION PLAT OF 175 EAST AND 550 SOUTH

BACKGROUND: This private road provides access to Jenmar and Morgan Pavement from 700 South. Approval of the plat enables the road to be dedicated to the City for acceptance and maintenance. Dedicating and accepting 175 East and 550 South as a public street is needed to facilitate the construction of the SR 193 project. The Planning Commission heard this item during the April 3, 2013 meeting and recommended approval based on its discussion and findings provided in its report to the City Council.

RECOMMENDATION: Receive public comment.

5. PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2013 TO JUNE 30, 2014

BACKGROUND: A copy of the proposed 2013-2014 Community Development Block Grant (CDBG) One Year Action Plan was provided to the Council in March. Citizens were given the opportunity to review the One Year Action Plan in the Community Development Department from March 13, 2013 until April 11, 2013. No written comments were received.

RECOMMENDATION: Receive public comment.

***SCHEDULED ITEMS:***

6. CITIZEN COMMENTS

7. CONSIDER APPROVAL OF ORDINANCE 2013-05 AUTHORIZING THE ZONING TEXT AMENDMENT TO TITLE 11 – LAND USE, PERMITTING AGRICULTURE RECREATION IN THE C-2, COMMERCIAL ZONING DISTRICT AS A CONDITIONAL USE AND FOR THE INCLUSION OF SUPPLEMENTARY STANDARDS FOR THE USE

RECOMMENDATION: Approve Ordinance 2013-05 Authorizing the zoning text amendment to Title 11 – Land Use, permitting agricultural recreation in the C-2 (Commercial) Zoning District as a conditional use and for the inclusion of supplementary standards for the use, based on the discussion and findings presented in Planning Commission’s staff report.

8. CONSIDER APPROVAL OF A FINAL SUBDIVISION PLAT KNOWN AS DAVIS NORTH DENTAL CENTER CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST WHICH IS LOCATED IN THE C-1 ZONING DISTRICT

RECOMMENDATION: Approve the Final Subdivision plat known as Davis North Dental Center Condominium located at approximately 1500 South 1500 which is located in the C-1 zoning district, based on the discussion and findings provided in the Planning Commission Staff Reports, and authorize the Mayor’s signature to any necessary documents.

9. CONSIDER APPROVAL OF THE UTAH DEPARTMENT OF TRANSPORTATION’S (UDOT’S) STREET DEDICATION PLAT OF 175 EAST AND 550 SOUTH

RECOMMENDATION: Approve the Utah Department of Transportation’s (UDOT’s) Street Dedication Plat of 175 East and 550 South, as conditioned, based upon the discussion and findings provided in the April 3, 2013 Planning Commission Staff Report and authorize the Mayor’s signature to any necessary documents.

10. CONSIDER APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2013 TO JUNE 30, 2014

RECOMMENDATION: Approve the CDBG One-Year Action Plan for Program Year July 1, 2013 to June 30, 2014 and authorize the Mayor’s signature to any necessary documents.

11. CONSIDER APPROVAL OF RESOLUTION 2013R-05 AUTHORIZING THE INTERLOCAL AGREEMENT WITH UTAH TRANSIT AUTHORITY (UTA) REGARDING PLACEMENT OF A POLE, CAMERA, AND ANTENNA EQUIPMENT ON THEIR PROPERTY NEXT TO THE 1700 SOUTH WALKING TRAIL

BACKGROUND: The “Pole Camera” project is nearly complete and the grant is due June 30, 2013. The last camera to be installed is at a location north of 1700 South at the walking trail, is on UTA property. They have drafted an agreement with the understanding that the pole/camera may have to be moved if UTA ever decided to put a track there.

RECOMMENDATION: Approve Resolution 2013R-05 authorizing the Interlocal Agreement with UTA for installation of a pole camera and authorize the Mayor's signature to any necessary documents.

***CONSENT AGENDA:***

12. CONSIDER APPROVAL OF AND CONSENTING TO THE MAYOR'S PROPOSED APPOINTMENT OF A RESIDENT TO THE CITY'S PARKS AND RECREATION COMMISSION

BACKGROUND: The Clearfield Parks and Recreation Commission has openings for several Parks and Recreation members. Alicia Emery submitted a letter of interest and was interviewed by the City Council during its April 16, 2013 work session.

RECOMMENDATION: Approve the Mayor's appointment of Alicia Emery to serve on the Parks and Recreation Commission and authorize the Mayor's signature to any necessary documents.

13. CONSIDER APPROVAL OF AND CONSENTING TO THE MAYOR'S PROPOSED APPOINTMENT OF A RESIDENT TO THE CITY'S PLANNING COMMISSION

BACKGROUND: Keri Benson has been serving as an alternate member of the Planning Commission and staff is recommending she be appointed to a regular member to fill the vacancy created by the resignation of Brandon Stanger.

RECOMMENDATION: Approve the Mayor's appointment of Keri Benson as a regular member of the Planning Commission with a term expiring February 2014 and authorize the Mayor's signature to any necessary documents.

14. CONSIDER APPROVAL OF A PROCLAMATION DECLARING APRIL 26, 2013 AS ARBOR DAY IN CLEARFIELD CITY

BACKGROUND: Clearfield City will celebrate Arbor Day on Friday, April 26, 2013. The City supports all efforts to plant and protect trees within its boundaries because trees are valuable to the City's environment. Clearfield has received the "Tree City USA" designation for the past 16 years. Community Services Director, Eric Howes, requests the date of April 26, 2013, be officially declared "Arbor Day" in the City of Clearfield.

RECOMMENDATION: Approve the Mayor's signature to the Proclamation officially declaring April 26, 2013 as "Arbor Day" in the City of Clearfield.

***COMMUNICATION ITEMS:***

Financial Reports  
Mayor's Report  
City Councils' Reports  
City Manager's Report  
Staffs' Reports

**\*\*ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE CDRA\*\***

1. APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE DECEMBER 11, 2012 REGULAR SESSION, THE MARCH 19, 2013 WORK SESSION AND THE MARCH 26, 2013 WORK SESSION

***SCHEDULED ITEMS:***

2. CONSIDER APPROVAL OF AN AGREEMENT FOR THE UTA CLEARFIELD CIRCULATOR STUDY

BACKGROUND: The Clearfield area is home to key activity centers (Freeport, Falcon Hill, and Weber State University) that would benefit from direct transit connections (a circulator) to Clearfield's FrontRunner Station. The first step toward establishing a circulator is to study the demand, potential routes and modes, and overall feasibility. This proposed study would be financed and accomplished through a partnership of the major stakeholders. Clearfield's financial contribution for this project will be \$10,000, which will come from existing fund balance in the CDRA. UTA will contribute \$30,000 and the rest will come from UDOT, WSU, Freeport Center Associates, Davis County and MIDA. The study will cost \$60,000 in total.

RECOMMENDATION: Approve the UTA Clearfield Circulator Study Agreement and authorize the City Manager's signature to any necessary documents.

3. CONSIDER APPROVAL OF THE SELECTION OF A CONSULTANT TO COMPLETE A RETAIL LEAKAGE STUDY AND ANALYSIS

BACKGROUND: A retail leakage study (also referred to as a gap analysis) identifies products and services that are not available for purchase in a community (and/or specific retailers that are not currently located in the community), but which would be viable. Six firms responded to a recent request for proposals to perform such a study, and Buxton's proposal scored the highest.

RECOMMENDATION: Approve the selection of Buxton to complete a Retail Leakage Study and Analysis for a fixed fee of \$65,000 and authorize the Chair's signature to any necessary documents.

4. CONSIDER AUTHORIZING THE COMPLETION OF A GOVERNANCE REPORT FOR THE CDRA

BACKGROUND: The Clearfield City Community Development and Renewal Agency has been active for nearly 30 years, and currently includes seven project areas. Given the CDRA's age and complexities, it would be well-served to have a comprehensive review of documentation, statutory provisions and legal requirements, management practices, etc., to enable strategic planning for the future.

RECOMMENDATION: Approve the contract with Lewis Young Robertson and Burningham (LYRB) for a fixed fee of \$20,515 to complete a Governance Report for the CDRA and authorize the Chair's signature to any necessary documents.

5. CONSIDER AUTHORIZING THE PURCHASE OF REAL PROPERTY LOCATED AT 50 SOUTH STATE STREET

BACKGROUND: The Clearfield City Community Development and Renewal Agency (CDRA) has in the past acquired certain downtown properties for redevelopment purposes. The parcel consists of .85 acres. This acquisition would complement those efforts

RECOMMENDATION: Authorize the purchase and the CDRA's Chair's (or, in her absence, the Vice Chair's) signature to any necessary documents.

**\*\*ADJOURN AS THE CDRA\*\***

Dated this 18<sup>th</sup> day of April, 2013.

/s/Nancy R. Dean, City Recorder

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 these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.