

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
December 9, 2014 – POLICY 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**

Presentation on Open Space and the Cemetery  
Discussion on Proposed Amendments and Corrections to Title 11, Land Use, and Title 12 Subdivision Regulations, Including the Definitions and Supplementary Regulations for “Swap Meet”  
Discussion on Proposed Amendments to the General Plan, Chapter 4, Affordable Housing  
Discussion on Proposed Fee Waivers for Future Retail Development on Certain Parcels at Legend Hills  
Discussion on the Award of Bid for Janitorial Services  
Discussion on Participation with Local First Utah  
Discussion on the Design for City Gateway Monuments

*(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. POLICY SESSION**

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY:

Councilmember Jones

APPROVAL OF MINUTES:

November 18, 2014 – Special Session

November 18, 2014 – Work Session

November 25, 2014 – Policy Session

**PUBLIC HEARINGS:**

1. **RECEIVE COMMENT ON GPA 1411-0003 – PROPOSED AMENDMENTS TO CHAPTER 4, AFFORDABLE HOUSING, OF THE CITY’S GENERAL PLAN**

**BACKGROUND:** The applicant, Ed Green, has requested amendments to Chapter 4, Affordable Housing, of the City’s General Plan. The amendments would include language that would allow for rezones to R-2, two-family residential, and R-3, multi-family residential, in limited cases. The proposed amendment would provide flexibility for developers and the City to consider residential as an additional land use on parcels of property that have shown inability to sell as commercial. The Planning Commission held a public hearing on December 3, 2014 and recommended denial of the applicant’s amendments but recommended approval of staff’s alternative recommendation for amending the Affordable Housing element of the General Plan.

**RECOMMENDATION:** Receive public comment.

2. RECEIVE COMMENT ON ZTA 1411-0006 – PROPOSED AMENDMENTS AND CORRECTIONS TO TITLE 11, LAND USE AND TITLE 12, SUBDIVISION REGULATIONS, INCLUDING THE DEFINITION AND SUPPLEMENTARY REGULATIONS FOR “SWAP MEET”

BACKGROUND: Staff has identified a few minor corrections that need to be made to language in Title 11, Land Use, and Title 12, Subdivision Regulations. Additionally, a request has been made for a use that most closely resembles a “Swap Meet.” City Code does not have that use listed or defined in its definitions or supplementary regulations, so language has been drafted to include it. The Planning Commission held a public hearing on December 3, 2014 and recommended approval of the text amendments.

RECOMMENDATION: Receive public comment.

3. RECEIVE COMMENT ON FSP 1411-0004, A REQUEST BY JARED SCHOFIELD FOR FINAL SUBDIVISION PLAT APPROVAL OF THE SUMMIT REALTY II – JENNMAR SUBDIVISION LOCATED AT APPROXIMATELY 155 EAST 550 SOUTH (TIN: 12-003-0164, 12-003-0236)

BACKGROUND: The proposed subdivision plat creates two lots from one single lot. The newly created lot, owned by Summit Realty, would be used by the Jennmar Company to expand its manufacturing and enclosed storage area. The Planning Commission held a public hearing on December 3, 2014, and recommended approval of the plat.

RECOMMENDATION: Receive public comment.

4. RECEIVE COMMENT ON FSP 1411-0005, A REQUEST BY DON MCKINNON, DAVIS BEHAVIORAL HEALTH, FOR FINAL SUBDIVISION PLAT APPROVAL FOR THE SMITH ESTATES AMENDMENT 3 SUBDIVISION LOCATED AT APPROXIMATELY 836 SOUTH STATE STREET (TIN: 12-069-0001, 12-069-0003, 12-069-0004)

BACKGROUND: The proposed subdivision plat would combine four separate lots owned by Davis Behavioral Health into one lot. The City agreed to participate financially in the removal of three structures on the properties and a condition of that participation required the combination of the lots in order to create a single pad site for future commercial development. The Planning Commission held a public hearing on December 3, 2014, and recommended approval of the subdivision plat.

RECOMMENDATION: Receive public comment.

***SCHEDULED ITEMS:***

5. CITIZEN COMMENTS

6. CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING GRANTING CERTAIN FEE WAIVERS FOR FUTURE RETAIL DEVELOPMENT ON SPECIFIC PARCELS OF LEGEND HILLS PROPERTY

BACKGROUND: In February 2007, to help preserve and facilitate the development of prime commercial property, the City Council granted \$52,000 in waivers of building permit fees and application fees. Due to the severe recession, no portion of the waivers was utilized before expiring five years later. Now that the economy has recovered and there is potential for new commercial development, a developer has requested to renew those waivers. If approved, this new MOU would grant \$52,000 in waivers of building permit fees and land use application fees (but not impact fees) for retail development on certain parcels of Legend Hills property (Parcel ID numbers 09-341-0305, 09-341-0306, 09-023-0082 and 09-377-0306) for a new five year period.

RECOMMENDATION: Approve the Memorandum of Understanding granting certain fee waivers for future retail development on specific parcels of Legend Hills property and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE ENERGY PERFORMANCE SERVICES

BACKGROUND: Staff solicited bids for Energy Performance Contracting services. Two vendors submitted qualified bids and each bid was reviewed and ranked by staff based on the guidelines included in the Request for Proposals (RFP). Based on the review, staff is recommending McKinstry be awarded the contract for providing the services.

RECOMMENDATION: Approve the Award of Bid for Energy Performance Services to McKinstry and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF ORDINANCE 2014-29 APPROVING AN AMENDMENT TO CHAPTER 4, AFFORDABLE HOUSING, OF THE CITY'S GENERAL PLAN

RECOMMENDATION: Approve Ordinance 2014-29 approving amendments to Chapter 4, Affordable Housing, of the City's General Plan and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF ORDINANCE 2014-30 APPROVING AMENDMENTS AND CORRECTIONS TO TITLE 11, LAND USE AND TITLE 12, SUBDIVISION REGULATIONS, INCLUDING THE DEFINITION AND SUPPLEMENTARY REGULATIONS FOR "SWAP MEET"

RECOMMENDATION: Approve Ordinance 2014-30 approving amendments and corrections to Title 11, Land Use, and Title 12, Subdivision Regulations, including the definition and supplementary regulations for "Swap Meet" and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF FSP 1411-0004, A REQUEST BY JARED SCHOFIELD FOR FINAL SUBDIVISION PLAT APPROVAL OF THE SUMMIT REALTY II – JENNMAR SUBDIVISION LOCATED AT APPROXIMATELY 155 EAST 550 SOUTH (TIN: 12-003-0164, 12-003-0236)

RECOMMENDATION: Approve FSP 1411-0004, a request by Jared Schofield for Final Subdivision Plat approval of the Summit Realty II – Jennmar Subdivision located at approximately 155 East 550 South (TIN: 12-003-0164, 12-003-0236) and authorize the Mayor’s signature to any necessary documents.

11. CONSIDER APPROVAL OF FSP 1411-0005, A REQUEST BY DON MCKINNON, DAVIS BEHAVIORAL HEALTH, FOR FINAL SUBDIVISION PLAT APPROVAL FOR THE SMITH ESTATES AMENDMENT 3 SUBDIVISION LOCATED AT APPROXIMATELY 836 SOUTH STATE STREET (TIN: 12-069-0001, 12-069-0003, 12-069-0004)

RECOMMENDATION: Approve FSP 1411-0005, a request by Don McKinnon, Davis Behavioral Health, for Final Subdivision Plat approval of the Smith Estates Amendment 3 Subdivision located at approximately 836 South State Street (TIN: 12-069-0001, 12-069-0003, 12-069-0004) and authorize the Mayor’s signature to any necessary documents.

12. CONSIDER APPROVAL OF RESOLUTION 2014R-24 MAKING APPOINTMENTS TO THE NORTH DAVIS FIRE DISTRICT (NDFD) ADMINISTRATIVE BOARD

BACKGROUND: Legislation requires the City to appoint elected officials to special districts which impose taxes and fees. Mayor Mark Shepherd, Councilmember Mike LeBaron and Councilmember Kathryn Murray have been providing representation for the City. Mayor Shepherd recommends appointing Councilmember Ron Jones and reappointing Councilmember LeBaron and Mayor Shepherd as the City’s representatives to the North Davis Fire District (NDFD) Administrative Board.

RECOMMENDATION: Approve Resolution 2014R-24 making appointments to the North Davis Fire District (NDFD) Administrative Board and authorize the Mayor’s signature to any necessary documents.

**COMMUNICATION ITEMS:**

Mayor’s Report  
City Councils’ Reports  
City Manager’s Report  
Staffs’ Reports

**\*\*COUNCIL ADJOURN\*\***

Dated this 8<sup>th</sup> day of December, 2014.

/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.