

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 18, 2017

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Development Services Manager
	Summer Palmer	Administrative Services Director
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Brady Jugler – Planning Commission Chair

CITY COUNCIL NEIGHBORHOOD OPEN HOUSE AT HOLT ELEMENTARY LOCATED AT 448 NORTH 1000 WEST

Mayor Shepherd, the City Council, and staff welcomed residents to the open house highlighting different City services. Residents were provided with information about the budget, economic development, planning and zoning, police department efforts, code enforcement, emergency preparedness, fire safety, utility and road projects and recreational opportunities.

The open house adjourned at 7:30 p.m. Following the City Council Open House, the City Council met in the executive conference room located at the Clearfield City Building, 55 South State Street, to convene in a City Council work session.

The Council reconvened at City Hall, 55 South State Street, Clearfield, Utah, at 7:55 p.m.

Councilmember Bush left the meeting at 7:55 p.m.

DISCUSSION ON TITLE 11 – LAND USE, FOR THE REGULATIONS OF ACCESSORY BUILDING IN ALL A-1, A-2, AND R-1 (RESIDENTIAL) ZONING DISTRICTS

Spencer Brimley, Development Services Manager, reminded the Council that staff proposed changes to the accessory building regulations in October 2016 but the measure failed and there was direction from the Council to study other alternative regulations. He reviewed the City’s history in regulating accessory buildings. He outlined the proposed changes as follows:

Regulations for Consideration				
ACCESSORY STRUCTURE SETBACKS				
Min. Lot Size	43,560 and up	43,559 - 15,000	14,999 - 9,000	8,999 or less
Min. Front Yard	30	30	30	25
Min. Side Yard (corner) on Arterial	20	20	20	20
Min. Side Yard (interior)	2	2	2	2
Min. Rear Yard	2	2	2	2
Distance Between Accessory and Principal Bldgs (same lot)	6	6	6	6
Distance Between Accessory & Principal Struc. (adjacent lot)	12	12	12	12
HEIGHT				
Max. Height of Principal Bldg.	35	35	35	35
Max. Height of Acc. Bldg. at 2 feet	25	25	20	18
Max Height of Acc. Bldg.	Height of the accessory building shall not exceed 30 feet or the height of the principal building, which ever is less.			
LOT COVERAGE				
Total Parcel coverage calculation	20%	30%	40%	40%
DETACHED GARAGE (Min 2 car garage)				
Min. Square Footage	400	400	400	400
BUILDING DESIGN				
	Accessory buildings shall be built with a finished, all weather exterior material. Detached garages and carports shall be finished to match the exterior of the principal main building.			
ADDITIONAL REGULATIONS				
No accessory building shall be located in the required front yard area. A structure or use may be erected or established as an accessory structure or use to a permitted principal structure or use, provided that it meets the following:				
Is clearly incidental and customary to, and commonly associated with the operation of the principal use;				
Is operated and maintained under the same ownership or by lessees or concessionaires thereof and on the same lot as the principal use;				
Does not include or allow living quarters or a dwelling of any type				
Accessory buildings or structures 200 square feet or less shall require site plan approval, but will not require a building permit, as long as there are no utilities provided to the building.				
Setback requirements shall start at no less than 2 feet for any side and rear lot line, except on lots that are situated on a corner.				
Accessory buildings will be required to be setback an additional foot for each foot over the height allowed at 2 feet from the property line. Accessory building shall not exceed 30 feet in height or the height of the main building, whichever is less.				
Coverage calculation is for all buildings, both main and accessory, and shall not exceed percentages as listed in the table.				
No portion of the accessory building shall extend over any property line. Storm water runoff shall be maintained on owners property and shall not run onto adjacent property.				

Mr. Brimley emphasized the regulation would not allow an accessory building to be taller than 30 feet or taller than a property's main building, whichever is less. Councilmember Peterson asked if the City was still requiring a six-foot separation from the main building. Mr. Brimley responded that regulation was still in place. He also noted the Planning Commission had heard the request and recommended approval by the City Council.

Mayor Shepherd expressed concern about taller accessory buildings being placed too close to property lines affecting adjacent properties. Mr. Allen explained lot coverage was also a limiting factor. There was a discussion about how maximum lot coverage and height would be a limiting factors for smaller lots. Councilmember Young suggested the City might want to consider addressing an accessory building's distance from the principal building on an adjacent property. Mr. Brimley explained the regulations would be addressed as a whole before issuing permits: setbacks, lot coverage, and height.

Mayor Shepherd asked if building materials were addressed in the proposal. Mr. Brimley explained the ordinance did not propose new language on building materials. Councilmember Peterson suggested that the materials should be consistent with the primary structure and not an industrial building in a neighborhood. She asked if the language was clear enough to prevent that type of scenario. Mr. Brimley explained that site plan approval was required and the Planning Commission would be able to review the materials being used.

Councilmember Young stated there was a difference between a smaller shed bought at a home improvement center and a larger accessory building. Councilmember Peterson agreed. Mr. Brimley commented site plan approval would be a regulating factor. Mayor Shepherd commented a resident would not need site plan approval for installing a shed. There was a discussion on how to regulate the building materials. It was determined that an accessory building should match and look similar to the main building on the property. Councilmember Peterson asked if a definition was needed to clarify the difference between a shed and accessory building. Mr. Brimley stated he would prepare language that would clarify that point.

Mayor Shepherd asked if the ordinance needed to clarify at what point site plan approval was necessary. Mr. Brimley stated site plan approval for sheds and accessory buildings helped the City educate residents on the placement of easements and how to properly store materials and other home improvement products. Mayor Shepherd suggested if a building was permanently affixed to the property it should require a site plan. There was a discussion about the difference between a shed and accessory building. The Council asked staff to prepare language that would identify the difference. It was determined square footage might be a good determining factor.

There being no further business to come before the Council, **Councilmember Peterson moved to adjourn the work session and reconvene in CDRA work session at 8:31 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.**

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 13th day of June, 2017**

/s/Mark R. Shepherd, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, April 18, 2017.

/s/Nancy R. Dean, City Recorder