

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
December 10, 2019

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Manager
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Tom Hart – Kier Corporation, Kathryn Murray, Ruth Jones, Gordon Jones, Suzie Petheram – FFKR, Chris Uccardi

Mayor Shepherd called the meeting to order at 6:02 p.m.

DISCUSSION ON THE AWARD OF PROPOSAL FOR THE DESIGN/BUILD PICKLEBALL COURTS PROJECT

Eric Howes, Community Services Director, reviewed the history of the proposed project and highlighted reasons why the target number of courts had changed from 8 to 16. He stated the Request for Proposal (RFP) inquired about 12 courts with a request to know what the cost difference would be for 16. Mr. Howes explained the responses to RFP and the reasons why they ended up being over budget. He then discussed advantages of how to incorporate the 16 courts into a new layout that would require less retaining walls, infill, better parking, and better lighting. He stated the RFPs for the new layout were still higher than expected and still close to \$800,000 for the project. He explained his reasons for asking for an increase to the budget which included:

- The City would have the only 16 court pickleball complex in the area.

- The project could be completed by next year with tournaments starting next fall.

JJ Allen, City Manager, asked Mr. Howes to review revenue versus expense for the tournament complex. Mr. Howes reviewed the proposed projections for revenue on holding tournaments with the Council. He expressed his opinion that the City would generate revenue of approximately \$160,000 annually from tournaments and the courts could potentially be paid off within six years. He also reviewed the PARAT tax revenue and how it could be used to pay for the complex. He added the pickleball courts were a good projects to utilize those revenues.

Councilmember Phipps inquired about the design for the tournament complex. Mr. Howes led a discussion about the layout and design and highlighted sidewalks and lighting. There was a discussion regarding parking around the proposed complex. Mayor Shepherd shared his concern about the logistics of having enough parking for pickleball tournaments happening at the same time as softball season. Mr. Howes said he definitely knew that parking would still be a concern, but the new layout would help with the issue. Councilmember Peterson wondered about the possibility of taking the parking to the sidewalk. She expressed her interest in the 16 courts to allow the City to hold tournaments. She also brought up the possibility of needing more restrooms to accommodate more patrons.

Mr. Howes added the RFP was for design and construction. He stated the biggest delay was that the next policy session that this project would be ready to discuss again would be in January.

Councilmember Thompson arrived at 6:30 p.m.

Mr. Howes stated the consideration for the item would be ready for the Council's consideration during policy session on January 14, 2020.

DISCUSSION ON AMENDMENTS TO THE FORM BASED CODE

Brad McIlrath, Senior Planner, explained the consultant Susie Petheram with FFKR and Tom Hart with Kier Management were present for the discussion. He indicated Mr. Hart managed properties in the downtown area so he would do his best to represent the concerns that had been expressed about the Form Based Code (FBC) amendments.

Ms. Petheram stated the discussion would include an overview of the streetscape standards and specifications as well as a review of the outline of chapters for the FBC. She explained those topics needing additional time could be discussed further after policy session.

Ms. Petheram reviewed and discussed the streetscape amenity standards, which included:

- A Mix of Uniformity and Variety
 - Uniformity
 - Street Lights
 - Benches (Urban Core)
 - Trash/Recycle Bins
 - Variety
 - Benches (side streets)

- Bike Racks
- Classic/Industrial Theme

Councilmember Bush wondered if the new library would be putting in bike racks and how the City would coordinate with them so those amenities fit the standards being discussed. Mayor Shepherd stated the library would build according to the City Code. Mr. McIlrath stated the library was not currently on that phase of the project yet.

Ms. Petheram continued the discussion regarding Streetscape Specifications/Design which included:

- Application
 - Districts
 - Street Type(s)
- Design Details
 - Standards for Elements
- Design Requirements
 - Standards for Width/Surfaces

Ms. Petheram also highlighted the Streetscape Specifications/Standards of planters and tree grates.

Councilmember Peterson inquired about the benefits of the bioswale design for planting trees and other planters. She voiced her concern regarding the maintenance of the planters and bioswale areas and putting too much strain on the City crews and staff to maintain more areas within the City and keeping up the beautification of said areas.

Mr. Howes stated if the value of the improvement was worth it there would be a cost for maintenance and upkeep, but if the Council felt the enhanced look outweighed that then the City would find ways to make it work. Mr. McIlrath stated it was important to note that Community Services and Public Works had been consulted for input on anything they felt had not been addressed from previous meetings. Mr. Howes felt everything had been accurately addressed. Councilmember Roper asked if snow piling up would damage some of the proposed planters/vegetation. Adam Favero, Public Works Director, expressed his opinion that it would be important to be cautious with excess snow and to look into salt tolerate plants because of plowing.

Councilmember Phipps asked if water usage was a consideration in the planning. Mr. Howes said the bioswale type of water use would be less than maintaining grass.

Ms. Petheram reviewed the outline for the eleven FBC Chapters.

Councilmember Phipps stated he was interested in seeing he proposed changes in relation to the FBC already in place for the City.

Councilmember Bush moved to adjourn the work session and reconvene in policy session at 6:55 p.m., seconded by Councilmember Thompson. The motion carried upon the

following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

The meeting reconvened at 8:45 p.m.

Mr. McIlrath explained there had been two versions of the FBC amendments with the agenda packet. He noted the Planning Commission reviewed the first version and the other version had some modifications but there were no content changes only updates with graphics. He indicated Ms. Petheram would review the proposed modifications of FBC in comparison to the current Code and highlight the changes that had been made.

Ms. Petheram explained the biggest changes regarded the placement of the content of the FBC. She discussed the possible placements of the uses chapter to make sure it had priority but also made the document user friendly. Mr. McIlrath asked when it came to the format did the Council have strong feelings on where the uses chapter should go. Mayor Shepherd and Councilmembers Peterson and Roper all felt like the uses chapter should come later in the document.

Ms. Petheram continued the discussion on changes made to the document and highlighted the street chapter. She stated the main changes included breaking out the streets and block networks and defining them.

Councilmember Phipps expressed his opinion that in general the newer version of the document was much more readable.

Ms. Petheram highlighted more changes to where chapters and subjects were moved in the new version to again allow for a more user-friendly document.

Councilmember Phipps asked for clarification on how the fee in lieu of open space would work. Mr. McIlrath reviewed the requirements for charging a fee in lieu of open space and how the funds received would then be used. Mayor Shepherd shared concerns on how to control the fee in lieu of open space with regards to also having open space requirements for developers with the proposed developments. Mr. McIlrath explained the proposed code was currently written that if a development were less than five acres it would be required to provide a fee in lieu, but if the development were greater than five acres the option was there for the developer to build something or pay the fee in lieu of providing the open space. Mr. McIlrath stated the fee in lieu requirements could be changed if the Council wanted them to be written differently.

Councilmember Phipps shared his desire to see the fee in lieu used to benefit a nearby amenity to the development so the money was then given back to the future residents in a closer amenity they would be more likely to use.

Ms. Petheram reviewed the remaining chapters and stated they were changed just to clarify the sub areas within each chapter, but the majority of the chapters remained the same.

Mr. Allen asked for properties that had changed designations to be pointed out. There then was a discussion about the changes to the zone districts. Councilmember Bush wondered what the

designation was for the area east of Mabey Pond. Mr. McIlrath stated it was designated Town Neighborhood Residential.

Councilmember Peterson asked Tom Hart, Kier Corporation, about his thoughts regarding the Kier properties and the changes being presented. Mr. Hart reviewed some of his concerns regarding part of Kier's property being down-zoned while another portion of it was planned to be up-zoned. He also shared his concerns regarding the proposed streets and the possibility of them increasing the speed at which people travel instead of creating the walkability that was desired. Mr. McIlrath shared information regarding the properties Mr. Hart had mentioned.

There was a discussion about current proposed zoning and what types of buildings and uses would be allowed in each zone. There was also a discussion about senior living and residential care and where those types of buildings would fit within the proposed zoning districts. The Council wanted to think more about the senior living buildings and where they would be allowed. Mayor Shepherd felt that he could see allowing 55 plus community type developments in the downtown area over assisted living centers.

Councilmember Peterson shared her desire to see some design that would act as a buffer and transition between FBC zones and existing neighborhoods. There was a discussion about how to better write the FBC to fulfill that buffering for the existing neighborhoods.

There was a discussion about the best use and zoning for the Kier Management property along 200 South and 300 East that included the following options:

- Option A** – leave Town Residential but change the Town Residential zone to allow Multi-family residential on primary streets, which would open up density.
- Option B** – extend the Urban Commerce zone that would allow townhome buildings.
- Option C** – allow Urban Residential but not on primary streets and write in standards.

The majority of the Council felt that option B would be the best fit. Councilmember Peterson felt she needed more time to think about the options.

A request was made to change the color code in the document for the Urban Core Commerce, as it was too close in color to the Urban Mixed.

Councilmember Thompson shared his concern about the mixed-use area having the possibility of allowing certain types of businesses closer to schools such as smoke and vape shops. Mr. McIlrath referred the Council to the retail uses section of the FBC that addressed Councilmember Thompson's concern.

Mr. McIlrath continued to review the zone and district changes.

Councilmember Peterson expressed her concern regarding certain zone changes and potential effects on property taxes for the existing neighborhood. She stated the possible negative tax effects would be a reason for her to be against some of the zone changes.

There was a review of the uses chapter highlighting the goal to create consistency in the terminology.

Councilmember Roper moved to adjourn at 10:00 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

**APPROVED AND ADOPTED
This 28th day of January, 2020**

/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, December 10, 2019.

/s/Nancy R. Dean, City Recorder