

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
December 17, 2019

City Building
55 South State Street
Clearfield City, Utah

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

Mayor Shepherd called the meeting to order at 7:53 p.m.

DISCUSSION ON AMENDMENTS TO THE FORM BASED CODE

Spencer Brimley, Community Development Director, mentioned a document had been sent to the Council prior to the meeting, which reviewed the substantive changes in the chapter-by-chapter synopsis. He noted the consultant, Susie Pethram, had created the document as an outline for the discussion. He explained chapters 1 through 4 of the Form Based Code (FBC) would not be discussed since those were covered during the work session meeting on December 10, 2019.

Brad McIlrath, Senior Planner, highlighted the amendments to the Form-Based Code (FBC). There was a discussion on the following amendments to the FBC:

- Chapter 5 – updated diagrams, Utah Department of Transportation (UDOT) Corridor Agreement, and streetscape design for the Urban Core zone

- Chapter 6 – updated tables, materials, and amenities, added frontage types, and Garden Court to the Town Residential Zone (TR),
- Chapter 7 – Differentiation of chapter intent/applicability for landscaped areas
- Chapter 8 – Fee-in-lieu of open space, covers on civic/public open spaces, clarified desirability of smaller open space types.
- Chapter 9 – updated table and clarified visitor parking
- Chapter 10 – Iconic sign example added
- Chapter 11 – Updated development agreement section

Councilmember Peterson referenced streetscape in chapter 5 and wondered if the Public Works department would allow streets and cul-de-sacs to go into a bioswale and what maintenance would be required. Mr. McIlrath responded the bioswale would not apply to the roads currently planned and designed in the FBC; however, the language had been added to the FBC document to cover the City if a design were to be proposed in the future. He also stated if the City added things into the City that required extra maintenance then it could also require additional staffing to maintain it. Mr. McIlrath stated he would look further at the bioswale issue. He suggested it might be better to stay with tree and grates on the main streets and look at bioswales in the private part areas of developments, which maintenance would be the responsibility of the owner. Mr. McIlrath continued to review the street design plans. He expressed his desire to have the smaller access roads private, which would make snow removal the responsibility of the owner.

Councilmember Phipps asked if there had been conversations with UDOT about the proposed landscaping plans and traffic flows and if it had approved them. Mr. McIlrath affirmed the City had worked with UDOT and highlighted what had been discussed with UDOT. Mr. Brimley stated the development of the amendments to the FBC document had taken longer than planned because the City did recognize the importance of negotiating corridor agreements with UDOT and the consultant had been good about working with staff to make sure the agreements complimented the FBC.

Councilmember Peterson referred to the design of bulb-outs on wider streets at intersections. Mr. McIlrath explained the bulb-outs made pedestrian crossings at intersections less hazardous and more clearly defined areas that allowed on-street parking. Councilmember Roper shared his concern regarding on-street parking. Mr. McIlrath stated the on-street parking would not be counted toward the parking that would be required for developments and the current City Code for winter parking would still apply so any development using on-street parking for extra cars would need to find other places to park during the winter. There was a discussion about the pros and cons of allowing on-street parking. JJ Allen, City Manager, stated parking on State Street could have a two-hour limit so it was geared more toward commercial uses or guest parking.

Councilmember Peterson referring to chapter 6 – Building Types, asked if the term ‘Garden Court’ was an industry standard title or if it could be changed. She expressed concern about it being confused for ‘garden style,’ which meant three story walk up. She commented a ‘garden style’ would likely not be appropriate for the downtown area. Mr. McIlrath stated he would look into what the industry standard was and get back to the Council.

Councilmember Peterson expressed concerns about the impact future developments in the downtown area might have on adjacent existing neighborhoods. She suggested establishing height and multi-layer tiered requirements that would act to buffer that impact. She suggested creating a table that would help developers understand tiered measurements.

There was a discussion on arbitrary language and strategies to help mitigate potential arguments in the future on building features. Regarding building features, Councilmember Peterson asked for clarification on how the FBC requirements would be enforced. Mr. McIlrath stated the enforcement would fall to him when he approved plans and then it would go to the building official for a building permit, which the senior planner would look over again before a building permit was issued. Councilmember Peterson suggested there be enough detail in the FBC to assist staff in enforcing quality building features. Mr. McIlrath commented he would visit with FFKR about how to establish those details more clearly.

There was also a discussion regarding outdoor space area requirements and what should be included in the measurements. There was a consensus to revisit the outdoor space requirements section in a future meeting. Mr. McIlrath also led a discussion about the requirements for the fee in lieu of creating civic open spaces on developments of five acres or less and how those accumulated fees might be used within the City. He commented he was still working with FFKR on how to create a fair calculation for the fee in lieu of open space and would need additional time. He stated that Utah Code also established limits when implementing fee in lieu in relation to already established impact fees. Councilmember Peterson liked the idea of concentrating where resources were used by creating larger open space areas with better amenities as opposed to multiple pocket type open spaces over a large geographical area.

Regarding chapter 9, Mr. McIlrath commented that the Planning Commission requested not to have tandem parking for multi-family parking and asked for the thoughts of the Council. The consensus was to add wording to the document that would allow tandem parking for those developments that provided dedicated driveways as part of townhome projects.

Councilmember Thompson questioned if the small signs were business friendly. Mr. McIlrath stated the standards were driven for the pedestrian side of things. He expressed his opinion that the size of business signs did not make or break a business. The consensus of the Council was that the sign standards were set for the pedestrian traffic and should work with the smaller signs. Councilmember Roper did not feel there would be a burden on businesses.

Mr. McIlrath asked the Council to email him any comments that were not discussed in the meeting by the end of the week so he could get the packet materials ready for the next meeting.

Councilmember Peterson moved to adjourn at 9:05 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmember Peterson, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

**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 17, 2019.

/s/Nancy R. Dean, City Recorder