

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
February 12, 2019 – POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

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 Bush

APPROVAL OF MINUTES:

December 4, 2018 – Work Session

January 8, 2019 – Policy Session

PUBLIC HEARINGS:

1. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A ZONING TEXT AMENDMENT TO AMEND THE PUBLIC NOTICE REQUIREMENTS FOUND IN TABLE 11.2 OF TITLE 11 CHAPTER 1 AS WELL AS TEXT AMENDMENTS TO TITLE 11, CHAPTER 4 SECTION 3, PARAGRAPH B IN THE CITY'S LAND USE ORDINANCE**

BACKGROUND: Generally, public hearings and noticing are required for legislative items and not for administrative items as outlined in the Utah State Land Use Development and Management Act (LUDMA). The City currently requires a public hearing for conditional use permits and preliminary plats which are defined by State Law as administrative in nature and do not require public hearings. In an effort to be more consistent with State Statute, the zoning text amendment proposes changes to the City's public noticing and hearing requirements as outlined in Table 11.2 of Title 11 Chapter 1, as well as text amendments to Title 11, Chapter 4, Section 3, Paragraph B of the Clearfield City Code.

RECOMMENDATION: Receive public comment.

2. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE AMENDED SUBDIVISION PLAT FOR THE MASONIC TEMPLE SUBDIVISION LOT 2 LOCATED AT APPROXIMATELY 723 SOUTH DEPOT STREET (TINS: 12-066-0113, 12-066-0099, 12-850-0002)**

BACKGROUND: A request was received by Robert Poirier to amend Lot 2 of the Masonic Temple Subdivision located at approximately 723 South Depot Street (TINs: 12-066-0113, 12-066-0099, 12-850-0002) to create a 32-unit townhome subdivision. On January 9, 2019, the Planning Commission reviewed the request and recommends approval subject to four conditions.

RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT THE AMENDED SUBDIVISION PLAT FOR LARSEN COMMERCIAL SUBDIVISION LOT 2A SECOND AMENDMENT LOCATED AT APPROXIMATELY 325 WEST ANTELOPE DRIVE (TIN: 12-809-0001)

BACKGROUND: A request was received by Cameron Winquist to amend Lot 2A of the Larsen Commercial Subdivision Plat to subdivide the existing lot into two (2) new lots at the property located at approximately 325 West Antelope Drive. On January 9, 2019 the Planning Commission reviewed the request and forwarded a recommendation of approval subject to seven conditions which included the applicant executing a development agreement with the City to allow the existing site landscaping along with additional frontage landscaping to be less than the 10 percent as required in the C-2 Zone.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE AMENDED SUBDIVISION PLAT FOR THE JNH SUBDIVISION LOCATED AT APPROXIMATELY 360, 340, AND 320 WEST ANTELOPE DRIVE (TINS: 12-787-0001, 12-787-0002, 12-787-0003)

BACKGROUND: A request was received by Mark Garza to amend the subdivision plat by combining Lots 1, 2 and 3 of the JNH Subdivision into a single new lot for the properties located at approximately 360, 340, and 320 West Antelope Drive. On January 9, 2019 the Planning Commission reviewed the request and forwarded a recommendation of approval subject to two conditions.

RECOMMENDATION: Receive public comment.

5. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE VACATION OF AN ABANDONED WATERLINE EASEMENT LOCATED AT APPROXIMATELY 1335 EAST 3000 NORTH AND 1303 EAST 3000 NORTH IN LAYTON (TINS: 09-050-0089, 09-050-0014)

BACKGROUND: The City has a waterline easement that runs through various properties in Layton City; however, the easement is no longer in use and any lines in the easement have been abandoned. A developer is interested in developing the two properties located at 1335 East 3000 North and 1303 East 3000 North and requested the City vacate the abandoned easement for greater ease in development of the site. No services offered by the City would be impacted by the proposed vacation of the waterline easement on the properties mentioned.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

6. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the

record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

Comments pertaining to an agenda item that includes a public hearing or public input should be given as that item is being discussed during the meeting.

7. CONSIDER APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENTS OF INDIVIDUALS TO THE CITY'S PARKS AND RECREATION COMMISSION

BACKGROUND: The City's Parks and Recreation Commission (PRC) currently has two vacancies created by the resignations of Devin Prouty and Stuart Jones. The Mayor and Council interviewed two candidates for the PRC on February 5, 2019. The Mayor is proposing David Greaves, currently serving as an alternate member, be appointed as a regular member; Kristi Bush be appointed as regular member; and Andrea Bush be appointed to fill the alternate member position.

RECOMMENDATION: Approve and consent to the Mayor's proposed appointments of David Greaves as a regular member of the Parks and Recreation Commission with a term expiring in December of 2019, Kristi Bush as a regular member of the Parks and Recreation Commission with a term expiring in December of 2021, and Andrea Bush as an alternate member of the Parks and Recreation Commission with a term expiring in December of 2019, and approve the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF ORDINANCE 2019-05 VACATING A WATERLINE EASEMENT FOR THE PROPERTIES LOCATED AT APPROXIMATELY 1335 EAST 3000 NORTH AND 1303 EAST 3000 NORTH IN LAYTON (TINS: 09-050-0089, 09-050-0014)

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve Ordinance 2019-05 vacating a waterline easement for the properties located at approximately 1335 East 3000 North and 1303 East 3000 North in Layton and authorize the Mayor's signature to any necessary documents.
2. Deny Ordinance 2019-05 vacating a waterline easement for the properties located at approximately 1335 East 3000 North and 1303 East 3000 North in Layton.
3. Table consideration of Ordinance 2019-05 vacating a waterline easement for the properties located at approximately 1335 East 3000 North and 1303 East 3000 North in Layton and set additional time to consider the request.

9. CONSIDER APPROVAL OF THE AMENDED SUBDIVISION PLAT FOR THE MASONIC TEMPLE SUBDIVISION LOT 2 LOCATED AT APPROXIMATELY 723 SOUTH DEPOT STREET (TINS: 12-066-0113, 12-066-0099, 12-850-0002)

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve the amended subdivision plat for the Masonic Temple Subdivision Lot 2 located at approximately 723 South Depot Street subject to the four conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents.
2. Deny the request to amend the subdivision plat for the Masonic Temple Subdivision Lot 2 located at approximately 723 South Depot Street.
3. Table consideration of the amended subdivision plat for the Masonic Temple Subdivision Lot 2 located at approximately 723 South Depot Street and set additional time to consider the request.

10. CONSIDER APPROVAL OF THE AMENDED SUBDIVISION PLAT FOR LARSEN COMMERCIAL SUBDIVISION LOT 2A SECOND AMENDMENT LOCATED AT APPROXIMATELY 325 WEST ANTELOPE DRIVE (TIN: 12-809-0001)

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve the amended subdivision plat for Larsen Commercial Subdivision Lot 2A Second Amendment located at approximately 325 West Antelope Drive subject to the seven conditions recommended by the Planning Commission which includes the applicant executing a development agreement with the City to allow the existing site landscaping, along with additional frontage landscaping, to be less than the 10 percent as required in the C-2 Zone; and authorize the Mayor's signature to any necessary documents.
2. Deny the amended subdivision plat for Larsen Commercial Subdivision Lot 2A Second Amendment located at approximately 325 West Antelope Drive.
3. Table consideration of the amended subdivision plat for Larsen Commercial Subdivision Lot 2A Second Amendment located at approximately 325 West Antelope Drive and set additional time to consider the request.

11. CONSIDER APPROVAL OF THE AMENDED SUBDIVISION PLAT FOR THE JNH SUBDIVISION LOCATED AT APPROXIMATELY 360, 340, AND 320 WEST ANTELOPE DRIVE (TINS: 12-787-0001, 12-787-0002, 12-787-0003)

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve the amended subdivision plat for the JNH Subdivision located at approximately 360, 340, and 320 West Antelope Drive subject to the two conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents.
2. Deny the request to amend the subdivision plat for the JNH Subdivision located at approximately 360, 340, and 320 West Antelope Drive.
3. Table consideration of the amended subdivision plat for the JNH Subdivision located at approximately 360, 340, and 320 West Antelope Drive and set additional time to consider the request.

12. CONSIDER APPROVAL OF ORDINANCE 2019-04 AMENDING TITLE 11, CHAPTER 1, SECTION 10, TABLE 11.2 – LAND USE, PUBLIC NOTICE REQUIREMENTS AND TITLE 11, CHAPTER 4, SECTION 3, PARAGRAPH B – LAND USE, APPLICATION REVIEW PROCESS OF THE CITY CODE

RECOMMENDATION: After careful consideration of the information presented, the Clearfield City Council moves to:

1. Approve Ordinance 2019-04 Amending Title 11, Chapter 1, Section 10, Table 11.2 – Land Use, Public Notice Requirements and Title 11, Chapter 4, Section 3, Paragraph B – Land Use, Application Review Process of the City Code and authorize the Mayor’s signature to any necessary documents.
2. Deny Ordinance 2019-04 Amending Title 11, Chapter 1, Section 10, Table 11.2 – Land Use, Public Notice Requirements and Title 11, Chapter 4, Section 3, Paragraph B – Land Use, Application Review Process of the City Code.
3. Table consideration of Ordinance 2019-04 Amending Title 11, Chapter 1, Section 10, Table 11.2 – Land Use, Public Notice Requirements and Title 11, Chapter 4, Section 3, Paragraph B – Land Use, Application Review Process of the City Code and set additional time to consider the request.

13. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE MABEY POND WATER SUPPLY PROJECT

BACKGROUND: The Mabey Pond Water Supply Project is intended to provide a water supply for Mabey Pond utilizing an existing well on 200 South Street that has been out of service. The project will renovate the vault and connect a water line from the well that runs to the west along 200 South to 700 East and then to 300 South Street and west to Mabey Pond. The City solicited bids and received eleven with the lowest responsible bid from NeZhoni Construction with a bid amount of \$296,154.43. Staff is recommending a contingency of \$40,000 for a total project cost of \$336,154.40.

RECOMMENDATION: Approve the award of bid for the Mabey Pond Water Supply Project to NeZhoni Construction with a bid amount of \$296,154.43, with a contingency of \$40,000 for a total project cost of \$336,154.40, and authorize the Mayor’s signature to any necessary documents.

14. CONSIDER APPROVAL OF THE AWARD OF BID FOR JANITORIAL SERVICES

BACKGROUND: Staff solicited bids for janitorial services. Six vendors submitted qualified bids and each bid was reviewed and ranked by staff based on the guidelines included in the Request for Proposals (RFP). Staff is recommending the City split the award between two bidders and award the City’s janitorial services for the Clearfield Aquatic and Fitness Center, Fisher Park tower and Steed Park tower to Premier Services with a bid amount of \$59,200; and award the City’s janitorial services for the Clearfield City Hall, Clearfield Community Arts Center, and the Clearfield Maintenance and Operation Center to Ascent Crew, LLC with a bid amount of \$84,000.

RECOMMENDATION: Approve the award of bid for the City’s Janitorial Services for the Clearfield Aquatic and Fitness Center, Fisher Park Tower and Steed Park Tower, to Premier Services with a bid amount of \$59,200; approve the award of bid for the City’s Janitorial Services for the Clearfield City Hall, Clearfield Community Arts Center, and the Clearfield Maintenance

and Operation Center, to Ascent Crew, LLC with a bid amount of \$84,000; for a total bid amount of \$143,200; and authorize the Mayor's signature to any necessary documents.

15. FINANCIAL UPDATE ON THE 2018/2019 FISCAL YEAR BUDGET

COMMUNICATION ITEMS:

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

****ADJOURN AS THE CITY COUNCIL****

Dated this 7th day of February, 2019.

/s/Wendy Page, Deputy 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.