

## CLEARFIELD PLANNING COMMISSION MEETING

August 19, 2009

7:00 P.M. - Regular Session

PRESIDING:	Kenneth Jeppesen	Chairman
PRESENT:	Matt Hartvigsen	Commissioner
	Bill Moore	Commissioner
	Tyler Gibson	Commissioner
	Nike Peterson	Commissioner
	Ron Jones	Alternate Commissioner
	Doyle Sprague	Council Liaison
EXCUSED:	Matt Stones	Commissioner
	Darren Carpenter	Commissioner
	Jeff Hogg	Alternate Commissioner
STAFF PRESENT:	Adam Lenhard	Community Development Director
	Gregg Benson	Planner
	Christine Horrocks	Building Permits Specialist
STAFF EXCUSED:	Brian Brower	City Attorney
	Kent Bush	Planning/Zoning Administrator
VISITORS:	Elden Rink, Kenny Palmer	

Pledge of Allegiance was led by Commissioner Jeppesen.

### APPROVAL OF MINUTES FROM JULY 15, 2009 PLANNING COMMISSION MEETING

**Commissioner Peterson moved to approve the minutes for the July 15, 2009, Planning Commission meeting as written, seconded by Commissioner Moore. All Voting AYE.**

### APPROVAL OF MINUTES FROM AUGUST 5, 2009 PLANNING COMMISSION MEETING

The minutes of the August 5, 2009 meeting were not available for approval.

### **DISCUSSION OF PROPOSED ORDINANCE AMENDMENTS – TITLE 11 CHAPTER 14 OFF STREET PARKING AND LOADING**

Adam Lenhard reviewed the following changes with the Planning Commission. Mr. Lenhard, referring to 11-14-2: General Requirements, said under the current ordinance paragraph B. states that a parking space is 180 sq. ft. and it has been interpreted in the past that a driveway is not an off-street parking space. Paragraph C will be changed to say the Planning Commission can consider an alternative off-street parking through the site plan process. Paragraphs D and E will

be deleted. 11-14-3: Parking spaces required on the requirement for dwellings it is unclear. Mr. Lenhard recommended that driveway, garages, and carports be considered as off street parking. Multi-family dwellings will now have a standard of one covered parking space per unit.

11-14-4 and 11-14-5 some of the language has been clarified. 11-14-5 paragraph B. surfacing: has been reworded to require all parking areas be properly surfaced with concrete or asphalt. Parking on gravel and dirt will not be allowed except parking in agricultural zones. There was discussion to allow gravel and dirt parking only in the A-1 zone. Paragraph E was repealed. Paragraph F Parking Lot Islands was added. Paragraph G requires snow stacking design for the parking area. 11-14-7 paragraph C was added to meet the ADA act requirements.

### CHAPTER 15 SIGN REGULATIONS

Adam Lenhard said this chapter is the most difficult; signs by nature are complicated with many situations to be considered. We want to be business friendly, but want to protect the appearance and aesthetics of the City. He said they feel the changes are an improvement and hopefully it will make the sign ordinance easier to administer.

Mr. Lenhard reviewed the changes that have been made to chapter 15.

11-15-3: Interpretation: standards contained in this chapter are declared to be the maximum allowable. If the Planning and Zoning Administrator reviewed an application and felt it needed additional interpretation it would be presented to the Planning Commission for review.

11-15-4: Enforcement: There are several changes to this section. Enforcement shall be by the Planning and Zoning Administrator. 11-15-4-C-3 refers to the abating and removing of illegal signs and gives the requirements for conformance that must be met. Once a sign meets the criteria for abandonment, which is six months, upon written notification the sign has 45 days to come into compliance. At that time the city could have the sign removed and the cost incurred passed on to the sign owner. 11-15-4-D has been added and states that failure to remove or abate an illegal sign does not constitute approval of the sign.

11-15-5: Nonconforming signs: legal nonconforming signs that met the ordinance when they were installed and haven't been abandoned. The signs get to exist for as long as the use is around. Regulations for nonconforming signs are mandated by the state. 11-15-5-C and 11-15-5-D were repealed.

11-15-7: Signs without a permit. There was discussion about political signs. When there is not a primary, 30 days may not be enough time to have signs for general election and maybe 45 days would be better. After some discussion the Commissioners felt the maximum size of the signs should be changed to 32 sq. ft. but would prefer it to be smaller.

11-15-7-C-3 refers to window signs and the allowable percentage of signage on windows. Mr. Lenhard said some definitions were added at the end of the chapter for clarification.

11-15-8: Signs that require a permit. A sign theme is required for multi-tenant centers/buildings. There was discussion on the materials to be used. Mr. Lenhard said there is not a requirement to have the same materials as the building in the sign. The signs in a multi-tenant project don't need to be exactly the same but should have a theme. Approval for the signs will be given at site plan review.

11-15-8-C: On-premises Freestanding Signs. Mr. Lenhard said the standards have stayed the same, but they were rewritten to make them easier to understand. A freestanding sign is basically the pole sign and parcels must be at least 10 acres to allow a pole sign. He said these are not billboards or freeway oriented signs.

Kenny Palmer said he felt 10 acres for freestanding signs is huge. He said if all the businesses have monument signs, sight is obstructed when pulling onto the street. Mr. Palmer said there can be smaller pole signs. A pole sign is much better read because they are looked at out of the windshield and not the door of the car. Pole signs are not the enemy, to restrict pole signs to 10 acres will eliminate about 90% of the clients. Elden Rink said it makes most of the pole signs in the city nonconforming. A pole sign will work where a monument sign won't. Mr. Palmer said freeway signs are in the windshield, part of the reason we have signs is to direct people into a place of business. A monument sign is hidden by other monument signs, shrubs, and traffic.

Adam Lenhard said the discussion now is regarding on-premises freestanding signs. These signs are in commercial and manufacturing zones. The current ordinance requires 10 acres for a pole sign. Commissioner Hartvigsen said the previous members of the Planning Commission were trying to get away from pole signs because they felt they were unsightly. Commissioner Gibson asked if the city had received complaints because a business wanted a pole sign and didn't have enough acreage. Gregg Benson said there have been complaints, but there hasn't been a business walk away because of the sign ordinance. Some communities require that each sign go before a board to get approval. It makes it a longer process. Mr. Benson said in Clearfield if the sign conforms with the ordinance the sign permit is issued and they don't need to go to a committee for approval. Chairman Jeppesen asked if a pole sign is unsightly because it isn't maintained or because it is a pole sign. Commissioner Peterson referred to the results of the Dan Jones Associates survey from 2007. She said one concern of the citizens was the aesthetic appearance. They also want to see development of businesses that are more suited toward monument signage, sit down establishments, less fast food.

Kenny Palmer said the size of the sign could be determined according to the size of the lot. It could also be based on frontage of the lot. Chairman Jeppesen said he felt he needed to do more studying on this issue before he could make a decision. Commissioner Hartvigsen wondered how much it affects the businesses to limit the signs. Commissioner Gibson said he feels 10 acres is too large, but one acre is too small. He would like to see a sliding scale.

Adam Lenhard said he will send a revised copy to the Commissioners for their comments before next meeting. All of Title 11 will be on the agenda next meeting.

Commissioner Hogg left the meeting at 8:20 p.m.

#### 11.15.8.F – Freeway-Oriented Signs (Billboards).

Mr. Kenny Palmer said he feels the City has a great asset with the freeway signs and it is detrimental to the City not allowing freeway signs. Chairman Jeppesen told Mr. Palmer that Clearfield City is trying to change its image and is making a change with the sign ordinance. Mr. Elden Rink said that Chancellor Gardens built an addition and they wanted to have a pole sign, but they only have five acres and the ordinance wouldn't allow the pole sign.

Adam Lenhard said they looked at the ordinances for billboards in the neighboring cities and our ordinance is similar to other cities that do not allow new billboard signs along the freeway. Our existing ordinance requires separation of 500 ft. and they are where they can be in the City.

Mr. Palmer said there is a difference between a pole sign that is designed to be seen from the freeway and a billboard. A billboard is typically an off-premise sign. A pole sign for Chancellor Gardens in a freeway corridor it would be desired to be 45' off the pavement and would need to be around 300 sq. ft. to make it work.

Commissioner Gibson said he feels there shouldn't be any more signs on the freeway. It will keep a clean look and they can keep it on their property. Commissioner Hartvigsen said the fact there will be no new freeway signs is a consequence as of the way the ordinance is written.

11-15-9: Temporary Signs. Changes to when temporary signs are allowed were discussed.

11-15-15 Definitions: a definition will be added for billboard or freeway oriented sign.

Gregg Benson asked if we are going to allow pole or freestanding signs on smaller lots. Adam Lenhard said that will be discussed briefly at the next Planning Commission meeting.

#### GENERAL DISCUSSION OF ALL CHANGES

Adam Lenhard told the Commissioners there will be a public hearing on September 2<sup>nd</sup>. They were given a summary of the changes to Title 11 and the proposed zones to be presented at the public hearing.

The A-2 Agricultural zone was created. It is specifically for the area in the southwest portion of the city where the lots back up to the utility corridor and are currently have a half residential, half agricultural zone. The plan is to repeal the Mobile Home zone. Rather than repeal the R-1 Open zone the decision was made to amend the general plan to state that there will be no more parcels of land rezoned or developed in the R-1 Open zone. The R-3-R zone is new and will be proposed to the City Council. The R-1-12 zone will be proposed. There was discussion to repeal the B-1 Buffer Zone but it was decided to not do it at this time. Chapter 18, Design standards is new. The

amended language for the sign ordinance will be sent to the Commissioners and a few minutes will be spent to discuss the sign ordinance at the beginning of the next meeting. They were encouraged to come prepared for the next meeting. Mr. Lenhard told the Commissioners if they had questions, to please contact him.

11-13-26 – Bus Benches. This regulates where bus benches can go. The signage for bus benches is regulated in the sign ordinance. Commissioner Gibson asked if a bench standard could be set and require everyone to conform for continuity in the City. UTA does have standards and list three or four to choose from. Commissioner Peterson asked about existing benches throughout the city. Adam Lenhard said those are technically signs and have been abandoned. They do not conform and will be removed by the owner or at their expense if the City has to do it.

Mr. Lenhard discussed the changes to the buffer zone. He said all properties in the B-1 zone meet these standards.

#### ZONING MAP

Adam Lenhard reviewed the changes to the zoning map which will be made at the next meeting.

#### PLANNING COMMISSIONER'S MINUTE

Commissioner Jeppesen – Thanked staff for their time and effort on behalf of the Planning Commission.

Commissioner Hartvigsen – Nothing

Commissioner Moore – Thanks for staff for their hard work.

Commissioner Gibson – Nothing

Commissioner Peterson – Thanks to staff for making themselves available.

Commissioner Hogg – (left meeting early)

Commissioner Jones – Nothing

Councilmember Sprague – Nothing

There being no further business to come before the Planning Commission, **Commissioner Moore moved to adjourn at 9:09 P.M.**