

**CLEARFIELD PLANNING COMMISSION MEETING**

February 4, 2009

7:00 P.M. - Regular Session

|                |  |                                |
|----------------|--|--------------------------------|
| PRESIDING:     | Matt Hartvigsen  | Vice-Chairman                  |
| PRESENT:       | Darren Carpenter   | Commissioner                   |
|                | Bill Moore   | Commissioner                   |
|                | Kenneth Jeppesen   | Commissioner                   |
|                | Tyler Gibson   | Commissioner                   |
|                | Nathan Dunn  | Alternate Commissioner         |
|                | Mark Bottema   | Alternate Commissioner         |
|                | Doyle Sprague  | Council Liaison                |
| UNEXCUSED:     | Tim Roper  | Alternate Commissioner         |
| STAFF PRESENT: | Brian Brower   | City Attorney                  |
|                | Adam Lenhard   | Community Development Director |
|                | Kent Bush  | Planning/Zoning Administrator  |
|                | Gregg Benson   | Planner                        |
|                | Christine Horrocks                                       | Building Permits Specialist    |
| VISITORS:      | Kathryn Murray, Mike Schultz, Burke Staker, Travis Child |                                |

Pledge of Allegiance was led by Commissioner Hartvigsen.

APPROVAL OF MINUTES FROM JANUARY 7, 2009 PLANNING COMMISSION MEETING

Minutes of the January 7, 2009 meeting were not available for approval.

REVIEW OF CONDITIONAL USE PERMIT FOR A DAYCARE FOR ADULTS WITH SPECIAL NEEDS AT 373 SOUTH STATE STREET

Kent Bush said this is a six month review. Travis Child said they serve 8 – 10 individuals from 9:00 a.m. to 2:00 p.m. There have been no complaints.

**Commissioner Carpenter moved to approve the continuation of the Conditional Use Permit for a daycare for adults with special needs at 373 South State Street with the condition to review on complaint, seconded by Commissioner Gibson. All Voting AYE.**

APPROVAL OF AMENDED DEVELOPMENT AGREEMENT FOR AUTUMN RIDGE PHASE 4

Kent Bush said the amendment to the Development Agreement for Phase 4 was approved but the actual amendment for Phase 4 was never formally executed. The current Development Agreement is for phases 1 and 2. Brian Brower said the approvals were based on what was

represented at the Planning Commission Meeting and the City is taking the position that those are the terms and conditions. Kent Bush said the Developer would like to go with the original Development Agreement which stated the exterior finish would have stucco, brick or stone on the front and a 3' full wrap on both sides. Houses on corner lots would be stucco on both sides and the back can be vinyl. The Development Agreement states that all dwellings shall have basements. The Developer is requesting that we require basements only on ramblers less than 1,600 sq. ft. and make a basement optional on ramblers over 1,600 sq. ft. Mike Schultz with Castle Creek Homes said they have had a difficult time selling homes because of economic conditions. They lowered prices to break even point and the sales have increased. If the price has to be increased to cover the brick, rock, stucco they are afraid sales will drop. Commissioner Carpenter said he feels the basement needs to be included. He said there are so many starter homes in Clearfield City and a home with no basement moves to that feeling. Mr. Schultz said they are only asking for the larger rambler to not be required for a basement. Commissioner Dunn said he is a real estate agent and feels the basement doesn't affect the value of the other homes in the subdivision. He felt it should be the buyer's choice whether they have a basement or not. He asked what the price range of the homes would be. Mr. Schultz said their homes start about \$210,000. Burke Staker with Fieldstone Homes said they start at about \$220,000 and if the basement is required it would increase the price about \$20,000 and it makes it difficult to qualify the buyers. Mr. Schultz said they are trying to keep the integrity of the subdivision. He said the lots were too small in Autumn Ridge Phases 1, 2, 3 and it hindered the building of the 3<sup>rd</sup> car garage. He is glad the lots are larger in Phase 4. Commissioner Jeppesen said he feels 1,600 sq. ft. is not a big house. Commissioner Carpenter said the smallest home in Autumn Ridge is 2,300 sq. ft. with basement. Commissioner Gibson said the intent of this subdivision was to have more upscale, larger homes. Burke Staker said that Fieldstone Homes is located in eleven cities and no other city requires a basement; the basement is optional. Commissioner Carpenter said the basement matters. Mike Schultz asked if they would agree to 1,800 to 2,000 sq. ft. without a basement. They would also agree to a 3' wrap or minimum of 3' wainscot of rock or brick on the sides. When asked about the wording "stucco and brick or stone," Kent Bush explained it would require brick or stone on the front and not just stucco. There was some discussion about whether they should add a minimum amount of brick or stone that would be required on the front of the house. Brian Brower said if the Planning Commission wants to direct City Staff to make changes to the amendment they could be done and sent to the City Council.

**Commissioner Carpenter moved to send this request for amendment to the Development Agreement for Autumn Ridge Phase 4 and subsequent phases to the City Council with recommendation of approval from the Planning Commission with the following changes: The changes deal solely with the exterior finish. It will be as per the Development Agreement in 2003; however, it should read: the front elevation will have at least 3' of brick or stone with the rest being either brick, stone or stucco, seconded by Commissioner Jeppesen. VOTING AYE: Commissioners Gibson, Jeppesen, Carpenter and Moore. VOTING NAY: Commissioner Dunn. Passes by Majority.**

ELECT CHAIRMAN AND VICE-CHAIRMAN

**Commissioner Gibson moved to nominate Commissioner Jeppesen as the Chairman, seconded by Commissioner Carpenter. Commissioner Gibson moved to close the nominations, seconded by Commissioner Carpenter. All Voting AYE.**

**Commissioner Moore moved to nominate Commissioner Carpenter as the Vice-Chairman. Commissioner Carpenter moved to nominate Commissioner Hartvigsen. Commissioner Hartvigsen refused the nomination. Commissioner Dunn moved to close nomination. All Voting AYE.**

Chairman Jeppesen took his place as Chairman for the remainder of the meeting.

ANNUAL POLICY AND GOAL SETTING MEETING

Chairman Jeppesen said the Planning Commission needs to set goals for the year. He felt the Commissioners need to have consistency in all items before them. All applicants must be treated the same and they cannot give special treatment to some. Commissioner Hartvigsen said he felt each Commissioner needs to have a personal goal to review ordinances regularly. Gregg Benson asked if any of the Commissioners needed an ordinance book. Commissioner Jeppesen requested they receive a list of what should be in the book. Commissioner Carpenter felt the revisions and updates to the ordinances should be completed this year. Adam Lenhard said they are on track to have those changes made. Commissioner Hartvigsen suggested that they take the time to visit the sites being presented so they are more acquainted with the item at hand. Kent Bush said they could have onsite visits and they can be done as part of the meeting, it just needs to be advertised. Commissioner Jeppesen said he likes being involved with the City Council.

Kent Bush reviewed the Guidelines of the Clearfield Planning Commission. The following changes were discussed

Article I.A. – adding a term limit, with a maximum of 3 consecutive terms

Article I.B.12 – change the wording from “will” to “recommended”

Kent Bush asked if duties of the Vice-Chairperson should be added to the guidelines.

Brian Brower suggested a paragraph be added under I.A. about the procedure to follow if a Chairperson was not able to finish his term.

Article I.D. Meeting attendance – the same wording is in two places. The Commissioner felt this paragraph should be deleted and Article 8.C. be used.

Brian Brower said an excused absence should be vocalized by at the beginning of the meeting by the chairman.

Article 2.A. Kent Bush recommends it be changed from Planning and Zoning Administrator to Community Development Department and remove “Board of Adjustment.”

Article 2.B. – secretary – need to add prepare and distribute agendas.

Article 3.E. Public hearings – change “meeting” to “hearing”

Article 5.A. - majority of appointed Planning Commission members will be reworded to clarify.

Article 6.C. filing deadline should be changed to not less than 3 weeks before...

Article 6.D. should be removed as the Planning Commission does not establish a fee schedule.

Article 7.B. – Yearly Meeting Schedule – changed to determined in November.

Article 8.A. – Need to add the word “necessary.”

Kent Bush told the Commissioners that there are not any items for the next meeting, but there will be ordinances to be reviewed.

Adam Lenhard said he will send a copy of the changes to the A-1 zone, Single Family zones and Title 5 to them tomorrow. Title 6, Animal Control, will go to City Council in two weeks.

PLANNING COMMISSIONERS MINUTE

Commissioner Hartvigsen - Nothing

Commissioner Moore – Nothing

Commissioner Carpenter –asked to be excused from the next meeting. He will be out of town.

Commissioner Jeppesen – Nothing

Commissioner Gibson – Nothing

Commissioner Dunn – Nothing

Councilmember Sprague – said he is excited about the new leadership. Appreciate all you do.

There being no further business to come before the Planning Commission, **Commissioner Gibson moved to adjourn at 8:26 P.M.**