

CLEARFIELD PLANNING COMMISSION MEETING

August 17, 2011

7:00 P.M. - Regular Session

PRESIDING:	Nike Peterson	Chair
PRESENT:	Matt Stones	Commissioner
	Joel Gaerte	Commissioner
	Barbara Perry	Commissioner
	Brandon Stanger	Alternate Commissioner
	Doyle Sprague	Council Liaison
ABSENT:	Bill Moore	Commissioner
	Ron Jones	Commissioner
	Randy Butcher	Commissioner
	Brian Brower	City Attorney
STAFF PRESENT:	Valerie Claussen	Acting Community Development Director
	Christine Horrocks	Building Permits Specialist
VISITORS:	Brandi Draney, Kim Wilson	

Pledge of Allegiance was led by Chair Peterson.

APPROVAL OF AGENDA

Chair Peterson said there was a change to the agenda to remove the approval of the June 15, 2011 minutes. **Commissioner Gaerte moved to approve the agenda with the change noted, seconded by Commissioner Stanger. All Voting AYE.**

APPROVAL OF MINUTES FROM AUGUST 3, 2011 PLANNING COMMISSION MEETING

Commissioner Perry stated she was made a regular commissioner at the end of June and requested the change be noted on page 1. Chair Peterson asked to have the following clarification on page 5 in the last paragraph, "Chair Peterson also noted her preference to include both Pawn Shops and Secondhand businesses for consideration for regulations along with pay day lending establishments." **Commissioner Perry moved to approve the minutes of August 3, 2011 with the two changes mentioned, seconded by Commissioner Stones. All Voting AYE.**

PUBLIC HEARING FOR CONDITIONAL USE PERMIT CUP 1107-0005 FOR A RESIDENTIAL PRESCHOOL IN THE R-1-OPEN ZONING DISTRICT AT 798 WEST 25 NORTH

Valerie Claussen, Acting Community Development Director, said the conditional use permit was for a residential preschool. The request was consistent with the land use ordinance. The

preschool met zoning standards. Ms. Claussen stated the preschool would have two classes per day, twice a week with each class being two and one-half hours long, with ten children per class. They provided a traffic plan for drop off. No public comment had been received and staff recommended approval as conditioned, which included meeting the Chapter 3 standards, implementing the drop off and pickup plan and obtaining any local or state licenses and approvals.

Public Hearing notice was read by Chair Peterson and declared open at 7:06 p.m.

PUBLIC COMMENT:

None

Commissioner Stones moved to close the public hearing at 7:07 p.m., seconded by Commissioner Gaerte. All Voting AYE

Brandi Draney said the preschool would be held at her home, 798 West 25 North. The preschool would be held two days a week. The three year old class held in the morning and the four year old class in the afternoon for two and one-half hours each. They were following the Davis School District schedule for holidays and breaks. Ms. Draney said they had a plan to direct the flow of traffic.

Commissioner Gaerte moved to approve as conditioned, CUP 1107-0005, a Conditional Use Permit for Five Star Preschool, a residential preschool located at 798 West 25 North, based on the findings and discussion in the Staff Report, seconded by Commissioner Stanger. All Voting AYE.

PUBLIC HEARING FOR ZTA 1105-0010 FOR AMENDMENT TO CLEARFIELD CITY LAND USE ORDINANCE TITLE 11, CHAPTER 14, SECTION 5 FOR MODIFICATIONS TO PARKING LOT LANDSCAPE SCREENING REQUIREMENTS

Valerie Claussen said the proposed text amendment changes included adequate headlight screening will either consist of a landscape hedge screening, berming, or a combination of both. The minimum height for any screening method would be three feet from finish grade of the parking lot. Ms. Claussen stated the proposed changes conformed to the City's Master Plan. She said no public comment had been received and staff recommended approval.

Commissioner Stones questioned if the screening was from finished grade of parking lot or should it state the finished adjacent grade of any right-of way whichever is higher. He stated there were instances where the parking lot grade may not be sufficient.

After some discussion the proposed text change for Section 5a would state: “. . . landscape hedge not less than 3 feet in height, measured from finished grade of the parking lot or average adjacent grade whichever is higher and shall not be located in the public rights-of-way. . .” The text for Section 5b would state: “Berms shall measure not less than 3 feet in height measured from finish

grade of the parking lot or average adjacent grade whichever is higher and shall not be located in public rights-of-way.”

Commissioner Stanger asked if a retaining wall could be used in lieu of berm or landscaping. Ms. Claussen said the fencing chapter doesn't prohibit three and one-half foot walls in the front yards. Commissioner Stanger asked if fencing could be included as an option. Commissioner Gaerte felt the proposed wording gave only two choices. Ms. Claussen said the fence/retaining wall could be added as an option as a subsection “c”. Ms. Claussen said the changes to the wording would be presented to the Planning Commission at the next meeting.

Chair Peterson declared the public hearing open at 7:29 p.m.

PUBLIC COMMENT:

None

Commissioner Stones moved to continue the public hearing at the next Planning Commission meeting, seconded by Commissioner Gaerte. All Voting AYE.

TRAINING ON CONCURRENCY AND DEVELOPMENT EXPECTATIONS AND DISCUSSION ON LAND USE ORDINANCE CHAPTER 6, ZONING MAP AMENDMENTS AND GENERAL PLAN AMENDMENTS

Valerie Claussen stated there were many layers in development; it is broader at the General Plan level than at the site plan level. The question that needed to be asked when reviewing the General Plan was: would the new proposed general use be best if changed. She stated when the property reached the re-zone level the questions would be asked if the City was okay with all the uses that could be in that zone. Chair Peterson said the Planning Commission needed to determine if the City could live with the decision made for thirty years. She said decisions must be measured and not personal or emotion based. Chair Peterson said when an applicant comes to the City he should know exactly what the City desired and required. Commissioner Stones said it would be good to have guidelines and criteria so when the developer applied the expectations of the City were apparent. Ms. Claussen said there were no findings in the general plan. If there were no findings, how would the City stay consistent during review? She said findings for a general plan and rezoning would be generic and won't go into specific. Ms. Claussen said when changes were made to the General Plan some of the questions that needed to be asked were: 1) do we have capacity or plan to have capacity in the infrastructure? 2) are there changes that happened in the City that warrant this change? Chair Peterson said the General Plan that was recently approved by the City Council stated to implement the strategies set forth in Vision 2020. Chair Peterson instructed Ms. Claussen to begin draft wording for the Planning Commission's review.

PLANNING COMMISSIONERS' MINUTE

Commissioner Peterson – asked the status of Burrito Grande. Valerie Claussen's response is in the staff report.

Commissioner Stones – grateful for all the work staff puts in and looked forward to upcoming changes and hopefully members of the Planning Commission can get things in place to make it easier for our predecessors.

Commissioner Gaerte – Nothing

Commissioner Perry – Nothing

Commissioner Stanger – Nothing

Councilmember Sprague – Mentioned the concern of the Planning Commission with Homeowners Association (HOA) problems. City Council will hold a meeting on August 30th at 6:00 p.m. to discuss the HOA issue.

STAFF REPORTS

Valerie Claussen gave reports on the following:

- Burrito Grande did receive a building and civil permit this past week. There had been changes made, and if those changes were not in substantial conformance, the Planning Commission would be reviewing the project again.
- Tyton Center is moving forward.
- Bio-fuel is beginning their cleaning up; they have until September 1, 2011 to have the site cleaned up. Chair Peterson asked if the City had received a report as to the cause of the fire. Councilmember Sprague asked if the building would be rebuilt. Ms. Claussen stated the configuration of the SR193 construction was changed and could affect the property.
- Physical therapy text amendment to be presented to City Council next week.
- City Hall rezoning would also be presented to the City Council next week.
- HOA open space would be discussed at a work session with the City Council on August 30 2011.
- Alternate Planning Commissioner letters of intent were due on Monday. There were six applicants.
- There will not be a meeting held on September 7, 2011.

There being no further business to come before the Planning Commission, **Commissioner Stones moved to adjourn at 8:14 P.M.**