

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
December 10, 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.*

Executive Conference Room  
55 South State Street  
Third Floor  
Clearfield, Utah

**6:00 P.M. WORK SESSION**

Discussion on the Award of Proposal for the Design/Build Pickleball Courts Project

Discussion on Amendments to the Form Based Code

*(Any items not fully addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)*

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 Thompson

APPROVAL OF MINUTES:

October 22, 2019 – Work Session

November 12, 2019 – Work Session

November 12, 2019 – Policy Session

November 19, 2019 – Special Session

**PRESENTATIONS:**

1. **PRESENTATION TO BRADY JUGLER FOR HIS SERVICE AS A MEMBER AND CHAIR OF THE PLANNING COMMISSION**

**BACKGROUND:** Brady Jugler served the City as a member of the Planning Commission since 2014 and also served as the Chair since January of 2017. He resigned in October of 2019 and will no longer be serving on the Planning Commission. The Mayor and City Council desire to recognize Mr. Jugler for his service to the City.

2. **PRESENTATION TO OPEN DOORS – CIRCLES PROGRAM IN CLEARFIELD AS THE RECIPIENTS OF NATIONAL AWARDS FOR BEST ALLY, BEST VIDEO, AND BEST CIRCLE LEADER SUCCESS STORY**

**BACKGROUND:** Open Doors in partnership with Circles offers a 12-week best practices class aimed at helping low-income individuals break the cycle of poverty. This peer mentoring

program provides participants with the tools to overcome the barriers of poverty. Mayor Shepherd and the City Council desire to recognize the Circles program for its achievement this year in receiving three of five national awards.

***PUBLIC HEARINGS:***

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 1100 SOUTH 1000 WEST (TIN: 12-051-0046 & 12-051-0034) FROM A-1 (AGRICULTURAL) TO R-1-6 (RESIDENTIAL)

**BACKGROUND:** The applicant, Syracuse City, is requesting a rezone for its property located at approximately 1100 South 1000 West. The request would rezone the property from A-1 (Agricultural) to R-1-6 (Residential). Syracuse City is currently working on a boundary adjustment with Clearfield City that should be completed in January of 2020. Syracuse City, following the boundary adjustment, plans to utilize the portion it retains for a much needed cemetery expansion. Rezoning the property provides the needed zoning for future development of single family dwellings, prior to it being sold for private development. The Planning Commission reviewed the request on November 20, 2019 and recommends its approval.

**RECOMMENDATION:** Receive public comment.

4. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 1950 SOUTH MAIN STREET (TIN: 12-080-0030) FROM R-1-8 (RESIDENTIAL) TO R-1-6 (RESIDENTIAL)

**BACKGROUND:** The applicant is requesting a rezone of the property located at approximately 1950 South Main Street (TIN: 12-080-0030) from R-1-8 (Residential) to R-1-6 (Residential). The applicant plans to subdivide the property into three single family lots (two flag lots and one standard lot). The Planning Commission reviewed the request on November 20, 2019 and recommends its approval.

**RECOMMENDATION:** Receive public comment.

***SCHEDULED ITEMS:***

5. 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](mailto: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.

6. CONSIDER APPROVAL OF ORDINANCE 2019-28 REZONING THE PROPERTY LOCATED AT APPROXIMATELY 1100 SOUTH 1000 WEST (TIN: 12-051-0046 AND 12-051-0034) FROM A-1 (AGRICULTURAL) TO R-1-6 (RESIDENTIAL)

RECOMMENDATION: Approve Ordinance 2019-28 rezoning the property located at approximately 1100 South 1000 West (TIN: 12-051-0046 and 12-051-0034) from A-1 (Agricultural) to R-1-6 (Residential) and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF ORDINANCE 2019-29 REZONING THE PROPERTY LOCATED AT APPROXIMATELY 1950 SOUTH MAIN STREET (TIN: 12-080-0030) FROM R-1-8 (RESIDENTIAL) TO R-1-6 (RESIDENTIAL)

RECOMMENDATION: Approve Ordinance 2019-29 rezoning the property located at approximately 1950 South Main Street (TIN: 12-080-0030) from R-1-8 (Residential) to R-1-6 (Residential) and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE OUTBACK SUBDIVISION LOCATED AT APPROXIMATELY 1950 SOUTH MAIN STREET

BACKGROUND: The applicant is requesting approval to subdivide the property located at approximately 1950 South Main Street into two flag lots and one regular lot subject to the development standards in the R-1-6 (Single-family Residential) zone. The two flag lots will each have access on either side of the regular lot and are designed to allow full access for emergency vehicles. There will also be a cross access easement encompassing the entirety of the access stems of each lot.

RECOMMENDATION: Approve the Final Subdivision Plat for the Outback Subdivision located at approximately 1950 South Main Street and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF RESOLUTION 2019R-22 ESTABLISHING VOTER PARTICIPATION AREAS

BACKGROUND: The State Legislature recently made substantial changes to the election code regarding ballot propositions, initiatives, and referendums. One of the issues addressed in the legislation is the threshold for petition signatures for these types of actions. The new law also requires the creation of Voter Participation Areas within municipalities and other governmental entities to clarify the application of the signature thresholds.

RECOMMENDATION: Approve Resolution 2019R-22 establishing Voter Participation Areas in Clearfield City and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF RESOLUTION 2019R-23 MAKING APPOINTMENTS TO THE NORTH DAVIS FIRE DISTRICT ADMINISTRATIVE CONTROL BOARD

BACKGROUND: The North Davis Fire District recently reorganized as a Local District Service Area as a result of the annexation of the Sunset City geographical boundaries into its service area. The change created the need to restructure its Administrative Control Board to include elected officials from Sunset City. The new structure includes nine members, three from each participating city. The terms of the members of the Board are required to be staggered needing the City to change the terms of its current members on the Board.

RECOMMENDATION: Approve Resolution 2019R-23 reappointing Mayor Shepherd, Councilmember Peterson, and Councilmember Roper to the North Davis Fire District Administrative Control Board and authorize the Mayor's signature to any necessary documents.

***PRESENTATION:***

11. PRESENTATION OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDING JUNE 30, 2019

BACKGROUND: Heather Christopherson of Ulrich and Associates, P.C. will be present to review Clearfield City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2019 and to address any questions Mayor Shepherd and the City Council may have concerning the report.

***COMMUNICATION ITEMS:***

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

***\*\*ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)\*\****

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF THE MINUTES FROM THE NOVEMBER 12, 2019 POLICY SESSION

***SCHEDULED ITEM:***

2. CONSIDER APPROVAL OF RESOLUTION 2019R-07 AUTHORIZING THE AMENDMENT TO ADDENDUM #1 OF THE TAX INCREMENT FINANCING (TIF) PARTICIPATION AGREEMENT WITH CLEARFIELD PROPERTIES, LLC, FOR THE CITY CENTRE APARTMENTS LOCATED AT 70 SOUTH STATE STREET

BACKGROUND: The City Council recently approved Addendum #1 to the Tax Increment Financing Participation Agreement with Clearfield Properties, LLC, to facilitate the relocation of Argentine Corner to the commercial store front at City Centre. Due to design delays with the developer's architect and engineers, the developer and Argentine Corner are requesting the CDRA allow a six-month extension of time to complete the necessary tenant improvements.

RECOMMENDATION: Approve Resolution 2019R-07 authorizing the amendment to Addendum #1 of the Tax Increment Financing (TIF) Participation Agreement with Clearfield Properties, LLC, and authorize the Chair's signature to any necessary documents.

Dated this 5<sup>th</sup> day of December, 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.