



Community Development

PLANNING, BUILDING INSPECTIONS,
CUSTOMER SERVICE, AND CODE COMPLIANCE

CLEARFIELD CITY PLANNING COMMISSION MEETING AGENDA

Notice is hereby given that the Clearfield City Planning Commission will hold a regularly scheduled meeting at **6:30 P.M., Wednesday, February 7, 2024**, on the **3rd floor** in the City Council Chambers of the Clearfield City Municipal Building, located at 55 S. State Street, Clearfield, UT 84015.

WORK SESSION – 6:00 PM – Executive Conference Room

Land Use Training: Foundational Legal Principles of Planning

REGULAR SESSION – 6:30 PM- Council Chambers

- CALL TO ORDER – PLEDGE OF ALLEGIANCE
- APPROVAL OF MINUTES
 - March 1, 2023
 - July 19, 2023
 - August 2, 2023
 - August 16, 2023
 - October 18, 2023

DISCUSSION ITEMS

1. Staff Discussion
2. Staff Communications
 - Clearfield Station Master Development Plan
 - Clearfield Station MUR C & D
 - Elevation Church
 - Heritage East Phase 1 Amendment
 - General Plan & SAP Updates

*****PLANNING COMMISSION MEETING ADJOURNED*****

Dated this 2nd day of February 2024.
/s/Tyson Stoddard, Planner

Meetings of the Planning Commission 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 in City Code § 1-6-4H for electronic meetings.

Clearfield City, in accordance with the 'Americans with Disabilities Act', provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting accommodations for City sponsored public meetings, service programs, or events, should call the Customer Service Center at 801-525-2701, giving the City a 48 hour notice.

The Work Session meeting is a public meeting; however, public comments are only received in the formal Planning Commission meeting. The Planning Commission Public Meeting is a public forum where the Planning Commission may receive comment from applicants, the public, applicable agencies and city staff regarding land use applications and other items on the Commission's agenda. In addition, it is where the Planning Commission takes action on these items. Action may be taken which may include: approval, approval with conditions, denial, continuance or recommendation to other bodies as applicable.

The complete public notice is posted on the Utah Public Notice Website - www.utah.gov/pmn/, the Clearfield City Website - clearfield.city, and at Clearfield City Hall, 55 South State Street, Clearfield, UT 84015. To request a copy of the public notice or for additional inquiries please contact Tyson Stoddard at Clearfield City, tyson.stoddard@clearfieldcity.org & 801-525-2718.

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 March 1, 2023

3 6:30 P.M. – Work Session

4
5 PRESIDING: Chris Uccardi Chair

6
7 PRESENT: Megan Ratchford Vice Chair
8 Kathryn Murray Commissioner
9 Robert Browning Commissioner
10 Brogan Fullmer Commissioner
11 Lauren DeSpain Commissioner
12 Chad Mortensen Commissioner (Alternate)
13 Zach Gaines Commissioner (Alternate)
14

15 ABSENT: David Bloomfield Commissioner

16
17 STAFF PRESENT: Shawn Robinson Assistant City Attorney
18 Spencer Brimley Community Development Director
19 Brad McIlrath Senior Planner
20 Tyson Stoddard Planner
21 Ben Allan Code Compliance Officer
22

23 VISITORS:

24
25 Chair Uccardi called the meeting to order at 6:30 p.m.

26
27 DISCUSSION ON THE SECOND AMENDMENT TO THE MASTER DEVELOPMENT
28 AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA)
29 AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION
30 PROJECT, TO ADDRESS ON STREET PARKING AND FORWARD TO THE CITY COUNCIL
31 RECOMMENDATION OF APPROVAL. LOCATION: APPROX. 1250 SOUTH STATE
32 STREET (TINs:12-066-0138, 12-882-0001, 12-882-0004, AND 12-882-0005). PROJECT AREA:
33 APPROX. 56 ACRES. STAFF: SPENCER W. BRIMLEY, COMMUNITY DEVELOPMENT
34 DIRECTOR (LEGISLATIVE ACTION).
35

36 Mr. Brimley explained that the Master Development Agreement for Clearfield Station was very
37 specific in outlining the process of the development. He said that the first amendment to the
38 agreement had to do with the phasing of the public infrastructure, and that the proposed
39 amendment on the agenda dealt with parking. He explained that The Front Climbing Gym, one of
40 the future developments planned for Clearfield Station, was proposing that the street parking in
41 certain areas had a maximum limitation of 2-hour parking between the hours of 7 a.m. and 9 p.m.
42

43 Commissioner Fullmer asked if The Front proposed the 2-hours or if that was what the City
44 offered. Mr. Brimley responded that 2-hours was a common time frame for parking limitations
45 and that The Front was initially proposing the limitations at all times, and giving an allowance for
46 their customers.
47

1 Chair Uccardi said that the site would be mixed-use and that the street parking could serve
2 different uses at different times. Mr. Brimley said that the intent of the street parking was to be
3 more for the commercial users of the site.
4

5 DISCUSSION ON FSP 2023-0105, AN AMENDED SUBDIVISION PLAT REQUEST BY
6 MIKE GLAUSER WITH ODYSSEY PARTNERS TO SUBDIVIDE THE EXISTING LOT
7 INTO TWO LOTS AT THE SUBJECT LOCATION. LOCATION: 440 SOUTH MAIN
8 STREET (TIN: 15-037-0001). PROJECT AREA: 11.043 ACRES. ZONE: M-1
9 (MANUFACTURING). STAFF: BRAD MCILRATH, SENIOR PLANNER
10 (ADMINISTRATIVE ACTION).
11

12 Mr. McIlrath said that there were three parcels, then they combined the three parcels into one lot,
13 and now they would like to subdivide the one lot to create an additional lot to the rear. The
14 applicant has expressed a desire to build another building, or to sell the property to another party
15 that would build another building.
16

17 Commissioner Fullmer asked if future development of the site would include a development
18 agreement. Mr. McIlrath responded that a development agreement would be unlikely, and that
19 future development would be according to the standards of the M-1 (Manufacturing) Zone.
20

21 Commissioner Mortensen asked if the back of the property was next to the Denver and Rio
22 Grande Western Rail Trail and what improvements could be made near the trail with further
23 development of the site. Mr. McIlrath replied that based on federal case law, there were rough
24 proportionality standards in relation to the improvements a city could require for developments.
25 He explained that the city could enforce the landscape standards and other code standards for the
26 site that would help to improve the area being developed, but that it couldn't require the
27 development to make improvements to the city trail or require them to add trail amenities.
28

29 Chair Uccardi asked for any further discussion. Seeing none, he said he wanted to congratulate
30 Commissioner Fullmer on being appointed to another term on the Planning Commission.
31

32 Chair Uccardi also discussed the need for the commissioners to make an official motion during
33 the regular session. He said that the language for a motion should start with, "I move to",
34 followed by whatever action was being proposed.
35

36 Chair Uccardi said that there was also going to be training by staff. Mr. Stoddard replied that the
37 training would be about administrative and legislative actions, and the role of the Planning
38 Commission in respect to those actions.
39

40 Mr. McIlrath talked about new software that the city had started using to help create agendas and
41 packets for Planning Commission meetings. He explained that the City Council meetings would
42 use the software to live stream the meetings, and that he anticipated that the Planning
43 Commission would do the same in the future. A discussion followed amongst the commissioners
44 about public comment during meetings.
45

46 **Chair Uccardi moved to adjourn the work session. Seconded by Commissioner Murray.**
47

CLEARFIELD PLANNING COMMISSION MEETING

March 1, 2023

7:00 P.M. – Regular Session

PRESIDING: Chris Uccardi Chair

PRESENT: Megan Ratchford Vice Chair
Kathryn Murray Commissioner
Robert Browning Commissioner
Brogan Fullmer Commissioner
Lauren DeSpain Commissioner
Chad Mortensen Commissioner (Alternate)
Zach Gaines Commissioner (Alternate)

ABSENT: David Bloomfield Commissioner

STAFF PRESENT: Spencer Brimley Community Development Director
Shawn Robinson Assistant City Attorney
Brad McIlrath Senior Planner
Tyson Stoddard Planner
Ben Allan Code Compliance Officer

VISITORS: Koral Vasquez, Anthony Vasquez, Deb Fawcett, Evan Fawcett, Manuel Gallegos, Jenifer Gallegos, Debbie Park.

Chair Uccardi called the meeting to order and led the Pledge of Allegiance.

Planning Commission Chair Statement.

DISCUSSION AND RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF THE SECOND AMENDMENT TO THE MASTER DEVELOPMENT AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA) AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION PROJECT, TO ADDRESS ON STREET PARKING AND FORWARD TO THE CITY COUNCIL RECOMMENDATION OF APPROVAL. LOCATION: APPROX. 1250 SOUTH STATE STREET (TINs:12-066-0138, 12-882-0001, 12-882-0004, AND 12-882-0005). PROJECT AREA: APPROX. 56 ACRES. STAFF: SPENCER W. BRIMLEY, COMMUNITY DEVELOPMENT DIRECTOR (LEGISLATIVE ACTION).

Spencer Brimley, Community Development Director, presented the following:

- Original MDA for the Transit Oriented Development was executed in August of 2021.
- Clearfield City bonded for all underground infrastructure.
- First addendum to the MDA was done in April 2022 to address phasing of the infrastructure.
- Infrastructure had been moving forward according to the new phasing plan.
- Development teams met with the anchor tenant.

- In March of 2023, a second addendum (amendment) to the MDA was being proposed to address parking
- A limitation would be for 2-hour parking on select streets of the TOD.
- Showed a zoning map of the subject area.
- Showed a map with the streets highlighted in red that would have a 2-hour parking limit between 7 a.m. and 9 p.m.
- Showed a map with the streets highlighted in green that were designated as city street stalls.
- Said the City Council would consider the item at their regularly scheduled meeting on Tuesday, April 11, 2023.

Commissioner Murray moved to recommend approval to the City Council of the second amendment to the Master Development Agreement (MDA) with Clearfield City, Utah Transit Authority (UTA and Clearfield Station Partners, LLC for the Clearfield Station project, to address on street parking at the Clearfield Station Transit Oriented Development (TOD). Seconded by Commissioner Fullmer. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Murray, Browning, Fullmer, Ratchford, DeSpain, and Gaines. Voting NO: None.

DISCUSSION AND APPROVAL OF FSP 2023-0105, AN AMENDED SUBDIVISION PLAT REQUEST BY MIKE GLAUSER WITH ODYSSEY PARTNERS TO SUBDIVIDE THE EXISTING LOT INTO TWO LOTS AT THE SUBJECT LOCATION. LOCATION: 440 SOUTH MAIN STREET (TIN: 15-037-0001). PROJECT AREA: 11.043 ACRES. ZONE: M-1 (MANUFACTURING). STAFF: BRAD MCILRATH, SENIOR PLANNER (ADMINISTRATIVE ACTION).

Brad McIlrath, Senior Planner, presented the following:

- Showed an aerial image and zoning map of the subject property.
- Freeport Cold Storage Subdivision was recorded in May 2020, which combined 3 properties.
- The proposed Freeport Cold Storage Subdivision 1st Amendment
 - Two lot subdivision
 - 50' ingress/egress easement on the south end of Lot 101 in favor of Lot 102
 - To accommodate financing and planning for the expansion of the business and building
- Showed the proposed plat.

Chair Uccardi asked for any questions or discussion amongst the Commission.

Commissioner Fullmer moved to recommend approval to the City Council for FSP 2023-0105, an amended subdivision plat request by Mike Glauser with Odyssey Partners to subdivide the existing lot into two lots at the subject location. The recommendation was based on the discussion and findings of the Staff Report and subject to the following condition.

1. Future development of these lots shall comply with all applicable City regulations and shall be tied to the approval and recording of this subdivision plat.

1 **Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting**
2 **AYE: Commissioners Uccardi, Murray, Browning, Fullmer, Ratchford, DeSpain, and**
3 **Gaines. Voting NO: None.**
4

5 Chair Uccardi thanked the public for their attendance and turned the time over to Tyson Stoddard,
6 Planner, for Land Use Training.
7

8 STAFF DISCUSSION
9

10 Mr. Stoddard gave a training about Legislative and Administrative decisions and the role of the
11 Planning Commission, using “Ground Rules: Your Handbook to Utah Land Use Regulation by
12 Craig M. Call, J.D.” as a source.
13

14 STAFF COMMUNICATIONS
15

16 Mr. McIlrath gave a reminder that the April 1, 2023, Planning Commission would be canceled.
17

18 COMMISSIONERS MINUTE
19

20 Chair Uccardi: Said that Clearfield High School raised \$82,000 for a charity and that there was a
21 good news article about it on KSL.
22

23 Vice Chair Ratchford: Said she was happy that more people showed up to the meeting tonight.
24

25 Commissioner Murray: Nothing.
26

27 Commissioner Browning: Said he had some suggestions for the bylaws of the Planning
28 Commission and was hoping for a way to get training on how to function as a Chair. He said
29 tomorrow was Read Across America Day and encouraged everyone to take some time and read
30 with a kid.
31

32 Commissioner Fullmer: Relayed that Mayor Shepherd said that you can’t be sued for asking a
33 question, but you can be sued for an opinion and that he thought that was poignant.
34

35 Commissioner Mortensen: Thanked staff for the Land Use Training.
36

37 Commissioner Gaines: Nothing.
38

39 There being no further business to come before the Planning Commission, **Chair Uccardi moved**
40 **to adjourn. Seconded by Commissioner Murray.**

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 July 19, 2023

3 6:30 P.M. – Work Session

4
5 PRESIDING: Chris Uccardi Chair

6
7 PRESENT: Megan Ratchford Vice Chair
8 Kathryn Murray Commissioner
9 Robert Browning Commissioner
10 David Bloomfield Commissioner
11 Brogan Fullmer Commissioner
12 Lauren DeSpain Commissioner
13 Chad Mortensen Commissioner (Alternate)
14 Jaylee Bouwhuis Youth Commission Ambassador

15
16 ABSENT: Zach Gaines Commissioner (Alternate)

17
18 STAFF PRESENT: Shawn Robinson Assistant City Attorney
19 Brad McIlrath Senior Planner
20 Tyson Stoddard Planner

21
22 VISITORS:

23
24 Chair Uccardi called the meeting to order at 6:30 p.m.

25
26 DISCUSSION ON GPA 2023-0606, A GENERAL PLAN AMENDMENT REQUEST BY DEAN
27 HOFFMAN ON BEHALF OF ALPINE CHURCH TO CHANGE THE LAND USE
28 DESIGNATION OF THE SUBJECT PROPERTY FROM MANUFACTURING TO
29 COMMERCIAL. LOCATION: 690 WEST 1700 SOUTH (TIN: 12-297-0005). PROJECT AREA:
30 4.21 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).

31
32 Chair Uccardi introduced the item and asked for any questions. Commissioner Browning asked
33 what the plans were for the rear portion of the parcel. Mr. Stoddard replied that they didn't have
34 anything specific at this time, but he thought it would be some type of open space for the church
35 when they moved forward with the development of the site.

36
37 Commissioner Fullmer asked if a church had to be located in the Public Facilities Zone. Mr.
38 Stoddard said that a church was a permitted use in the Public Facilities Zone and a conditional
39 use in the C-2 (Commercial) Zone. He responded that the applicant was requesting to rezone the
40 property to C-2 because it was a good fit within the context of the General Plan and future land
41 uses for that area.

42
43 Commissioner Fullmer asked if the existing gravel business was closing or relocating. Mr.
44 Stoddard replied that they were closing because the owner had passed away and his family
45 decided to sell and Alpine Church was under contract to purchase the property.

46
47 Youth Ambassador Bouwhuis asked if the addition of sidewalk to 750 West would be done by

1 the city or by the developer. Mr. Stoddard replied that it wasn't being addressed at this time with
2 the rezone but would be in the future with a site plan or conditional use permit review. He stated
3 that if it was determined that the sidewalk had to be completed, it would be the responsibility of
4 the applicant to install.

5
6 Commissioner Ratchford asked if there were multiple congregations. Commissioner Browning
7 replied that there were other locations. Commissioner Ratchford asked about potential traffic and
8 the number of parking spaces that would be provided. Mr. Stoddard responded that parking
9 wasn't being reviewed with the rezone but would with the future conditional use permit
10 application. He said that they did provide a concept site plan so we could get a general idea of
11 how many spaces they would propose. Mr. McIlrath said that it was showing almost one hundred
12 stalls.

13
14 DISCUSSION ON RZN 2023-0606, A ZONING MAP AMENDMENT REQUEST BY DEAN
15 HOFFMAN ON BEHALF OF ALPINE CHURCH TO REZONE THE SUBJECT PROPERTIES
16 FROM M-1 (MANUFACTURING) TO C-2 (COMMERCIAL). LOCATION: 670 AND 690
17 WEST 1700 SOUTH (TIN: 12-297-0005, 12-297-0004, & 12-065-0158). PROJECT AREA: 5.95
18 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).

19
20 Chair Uccardi asked if there were any further questions related to the Alpine Church request.
21 Seeing none he said they would move on to the next items.

22
23 DISCUSSION ON GPA 2023-0607, A GENERAL PLAN AMENDMENT REQUEST BY
24 TRENT WILLIAMS WITH ENSIGN ENGINEERING TO CHANGE THE GENERAL PLAN
25 DESIGNATION OF THE FRONT 0.207 ACRES OF THE SUBJECT PROPERTIES FROM
26 COMMERCIAL TO RESIDENTIAL. LOCATION: 29 AND 37 NORTH LAKEVIEW DRIVE
27 (TIN: 12-005-0003 & 12-005-0101). PROJECT AREA: 0.207 ACRES. STAFF: BRAD
28 MCILRATH, SENIOR PLANNER (LEGISLATIVE ACTION).

29
30 Mr. McIlrath explained that the General Plan amendment and rezone request were to allow the
31 owners to eventually subdivide the properties to separate the commercial and residential uses. He
32 said that a variance for the lot standards was also needed to be able to complete the subdivision.

33
34 Commissioner Mortensen asked how the rezone would affect the property taxes. Mr. McIlrath
35 said that it would be better for the residential homes because their tax rate would go to residential
36 instead of the commercial use that had been associated with the properties for several years.

37
38 DISCUSSION ON RZN 2023-0607, A ZONING MAP AMENDMENT REQUEST BY TRENT
39 WILLIAMS WITH ENSIGN ENGINEERING TO REZONE THE FRONT 0.207 ACRES OF
40 THE SUBJECT PROPERTIES FROM T-C (TOWN MIXED COMMERCE) TO R-1-8
41 (RESIDENTIAL). LOCATION: 29 AND 37 NORTH LAKEVIEW DRIVE (TIN: 12-005-0003
42 & 12-005-0101). PROJECT AREA: 0.207 ACRES. STAFF: BRAD MCILRATH, SENIOR
43 PLANNER (LEGISLATIVE ACTION).

44
45 Mr. McIlrath said that after the rezone, there would be a subdivision application in the near
46 future.

47

Commissioner Fullmer asked if there was any risk of the owner arguing for back taxes. Shawn Robinson, Assistant City Attorney, said he wasn't too concerned about that possibility.

DISCUSSION ON CUP 2023-0605, A CONDITIONAL USE PERMIT REQUEST BY BRECK SNYDER WITH LIMITLESS BASEBALL TO OPERATE AN INDOOR BASEBALL TRAINING FACILITY AT THE SUBJECT PROPERTY. LOCATION: 939 WEST 1600 SOUTH SUITE #9 (TIN: 12-913-0009). PARCEL AREA: APPROXIMATELY 1.3 ACRES ZONE: C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

Mr. Stoddard explained that the business was considered a recreation facility which required a conditional use permit in the C-2 Zone. He said it worked out nicely because the city didn't have any parking standards for batting cages, but with the new parking ordinance that was just adopted they had a batting cage standard that could be used to evaluate the conditional use permit request.

Commissioner Bloomfield asked why the City was accepting hand drawn plans when the required checklist for applications specified a greater level of detail of plans that were drawn to scale. Mr. Stoddard replied that there was a definite difference between new construction and a business that was locating in an already existing building. He said that staff felt comfortable with hand drawn plans for conditional use permits going into already existing developments, especially if there wasn't a need for a significant tenant improvement to the floor plan. Commissioner Fullmer spoke in favor of being business friendly especially for small businesses. Mr. McIlrath said that it was a fine line to work with, and that they wanted to be business friendly but to also get the level of detail required for each review.

DISCUSSION ON SP 2023-0604, A SITE PLAN REQUEST BY JOSEPH BERMUDEZ WITH SITEOLOGY TO CONSTRUCT A WATERFLY EXPRESS CARWASH AT THE SUBJECT LOCATION. LOCATION: 680 NORTH MAIN STREET (TIN: 14-094-0024 & 14-094-0001). PROJECT AREA: 1.22 ACRES. ZONE: C-C (GATEWAY CORRIDOR COMMERCE) STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

Commissioner Browning asked if any environmental remediation was needed for the site, given that it used to be a gas station. Mr. McIlrath said that they didn't know that there was any remediation needed on the site. He said that they would get a geotechnical report to evaluate the soils before moving forward with redevelopment.

Chair Uccardi asked about signage for the site. Mr. Stoddard replied that new signage would comply with the Form Based Code Sign Regulations. He also said that its proximity to the freeway intersection allowed them to do a Freeway Oriented sign which allowed for greater height. Chair Uccardi said that car washes usually liked bright signs and said he hoped it didn't cause any issues with nearby residents.

Chair Uccardi moved to adjourn the work session. Seconded by Commissioner Fullmer.

CLEARFIELD PLANNING COMMISSION MEETING

July 19, 2023

7:00 P.M. – Regular Session

PRESIDING: Chris Uccardi Chair
PRESENT: Megan Ratchford Vice Chair
 Kathryn Murray Commissioner
 Robert Browning Commissioner
 David Bloomfield Commissioner
 Brogan Fullmer Commissioner
 Lauren DeSpain Commissioner
 Chad Mortensen Commissioner (Alternate)
 Jaylee Bouwhuis Youth Commission Ambassador
ABSENT: Zach Gaines Commissioner (Alternate)
STAFF PRESENT: Shawn Robinson Assistant City Attorney
 Brad McIlrath Senior Planner
 Tyson Stoddard Planner
VISITORS: Cory Berdinner, Jon Shaw, Darrin Perkes, Breck Snyder, Amber Snyder,
 Jim Allison

Chair Uccardi called the meeting to order and led the Pledge of Allegiance.

Planning Commission Chair Statement. Chair Uccardi said the first two items on the agenda would be one presentation by staff and declared the public hearing open.

RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR GPA 2023-0606, A GENERAL PLAN AMENDMENT REQUEST BY DEAN HOFFMAN ON BEHALF OF ALPINE CHURCH TO CHANGE THE LAND USE DESIGNATION OF THE SUBJECT PROPERTY FROM MANUFACTURING TO COMMERCIAL. LOCATION: 690 WEST 1700 SOUTH (TIN: 12-297-0005). PROJECT AREA: 4.21 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).

Tyson Stoddard, Planner, presented the following:

- Location of Excel Excavating and Concrete
- Property Area:
 - 4.21 Acres for General Plan Amendment
 - 5.95 Acres for Rezone
- General Plan Designation:
 - Rear parcel – Manufacturing
 - Front parcels - Commercial
- Current Zoning: M-1 (Manufacturing)

- Request to change the General Plan designation from Manufacturing to Commercial on rear parcel and rezone all three parcels from M-1 (Manufacturing) to C-2 (Commercial). The purpose of the request was to allow the site to be used for a church.
 - A church was a conditional use in the C-2 Zone which would require conditional use permit approval from the Planning Commission.
 - The applicant expressed interest in constructing an addition onto the south side of the existing building. This would require a subdivision amendment to adjust lot lines so that the building could cross a property line.
- Showed a map of the area and a general plan and zoning map for the subject property.
- Showed a concept plan for future use of the site.
- Reviewed the land use guidelines, goals and policies of the General Plan.
- Provided analysis that a rezone from M-1 to C-2 allowed for greater consistency with the General Plan as the C-2 Zone was listed as one of the appropriate zoning classifications within the Commercial Land Use Category.

Chair Uccardi asked if there were any questions for staff or for the applicant. Chair Uccardi asked if there was any public that would like to make comment on the General Plan amendment or rezone request by Alpine Church. Seeing none, Chair Uccardi declared the public hearing closed.

Commissioner Fullmer moved to recommend approval to the City Council of GPA 2023-0606, a General Plan amendment request by Dean Hoffman on behalf of Alpine Church to change the land use designation of the subject property from Manufacturing to Commercial. The motion was made based on the discussion in the staff report with the following findings.

1. **The proposed General Plan amendment can be supported by the land use guidelines, goals, and objectives of the Clearfield City General Plan.**
2. **The proposed rezone of the subject properties from M-1 (Manufacturing) to C-2 (Commercial) will maintain consistency between the Land Use Ordinance and the General Plan.**

Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.

RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR RZN 2023-0606, A ZONING MAP AMENDMENT REQUEST BY DEAN HOFFMAN ON BEHALF OF ALPINE CHURCH TO REZONE THE SUBJECT PROPERTIES FROM M-1 (MANUFACTURING) TO C-2 (COMMERCIAL). LOCATION: 670 AND 690 WEST 1700 SOUTH (TIN: 12-297-0005, 12-297-0004, & 12-065-0158). PROJECT AREA: 5.95 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).

Commissioner Ratchford moved to recommend approval to the City Council of RZN 2023-0606, a zoning map amendment request by Dean Hoffman on behalf of Alpine Church to rezone 5.95 Acres from M-1 (Manufacturing) to C-2 (Commercial) for the subject properties located at 670 and 690 West 1700 South. The motion was made based on the

discussion in the staff report with the following findings.

1. The proposed General Plan amendment can be supported by the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed rezone of the subject properties from M-1 (Manufacturing) to C-2 (Commercial) will maintain consistency between the Land Use Ordinance and the General Plan.

Seconded by Commissioner Murray. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.

Chair Uccardi stated that with the recommendations, the items would be on the City Council Agenda on August 22, 2023.

RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR GPA 2023-0607, A GENERAL PLAN AMENDMENT REQUEST BY TRENT WILLIAMS WITH ENSIGN ENGINEERING TO CHANGE THE GENERAL PLAN DESIGNATION OF THE FRONT 0.207 ACRES OF THE SUBJECT PROPERTIES FROM COMMERCIAL TO RESIDENTIAL. LOCATION: 29 AND 37 NORTH LAKEVIEW DRIVE (TIN: 12-005-0003 & 12-005-0101). PROJECT AREA: 0.207 ACRES. STAFF: BRAD MCILRATH, SENIOR PLANNER (LEGISLATIVE ACTION).

Chair Uccardi introduced the next two items on the agenda, declared the public hearing open, and turned the time over to staff for the presentation.

Mr. McIlrath, Senior Planner, presented the following:

- Location of two existing single-family homes and LendNation
- Combined Project Area: The front 0.207 Acres
- General Plan Designation: Commercial
- Current Zoning: T-C (Town Mixed Commerce)
- Request to change the General Plan designation from Commercial to Residential on the front 0.207 acres of the subject properties and rezone that same area from T-C (Town Mixed Commerce) to R-1-8 (Residential).
- The purpose of the request was to allow for the lots to be amended to have the property lines follow the long existing fence lines.
- Variance request for the setbacks and lot areas granted subject to the General Plan and zoning map amendments.
- Showed an aerial image of the subject property and the surrounding area.
- Showed a General Plan and Zoning Map.
- Showed a plat showing how they would eventually subdivide the properties.

Chair Uccardi asked if there was anyone from the public that would like to make comment on the General Plan amendment or rezone request by Trent Williams with Ensign Engineering. Seeing none, he closed the public hearing and asked for any discussion from the Planning Commission.

1 **Commissioner Ratchford moved to recommend approval to the City Council of GPA 2023-**
2 **0607, a General Plan amendment request by Trent Williams with Ensign Engineering to**
3 **change the future land use designation from Commercial to Residential for the front 0.207**
4 **acres of the subject properties located at 29 and 37 North Lakeview Drive. The motion was**
5 **made based on the discussion in the staff report with the following findings.**

- 6
- 7 1. The proposed General Plan amendment is supported by the land use guidelines,
- 8 goals, and objectives of the Clearfield City General Plan.
- 9 2. The proposed rezone of the front 0.207 acres subject properties from T-C (Town
- 10 Mixed Commerce) to R-1-8 (Residential) will maintain consistency between the Land
- 11 Use Ordinance and the General Plan and will support the continuation of the single-
- 12 family residences in the Lakeview Subdivision.
- 13 3. An amended plat following the approval of the general plan and zoning map
- 14 amendment will support the separation of the commercial and residential uses and
- 15 provide for separate properties for each use.
- 16

17 **Seconded by Commissioner Fullmer. The motion carried on the following vote. Voting**
18 **AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fuller,**
19 **DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.**

20

21 RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR RZN 2023-0607, A
22 ZONING MAP AMENDMENT REQUEST BY TRENT WILLIAMS WITH ENSIGN
23 ENGINEERING TO REZONE THE FRONT 0.207 ACRES OF THE SUBJECT PROPERTIES
24 FROM T-C (TOWN MIXED COMMERCE) TO R-1-8 (RESIDENTIAL). LOCATION: 29
25 AND 37 NORTH LAKEVIEW DRIVE (TIN: 12-005-0003 & 12-005-0101). PROJECT AREA:
26 0.207 ACRES. STAFF: BRAD MCILRATH, SENIOR PLANNER (LEGISLATIVE ACTION).
27

28 **Commissioner Murray moved to recommend approval to the City Council of RZN 2023-**
29 **0607, a zoning map amendment request by Trent Williams with Ensign Engineering to**
30 **rezone the front 0.207 acres of the subject properties from T-C (Town Mixed Commerce) to**
31 **R-1-8 (Residential) for the properties located at 29 and 37 North Lakeview Drive . The**
32 **motion was made based on the discussion in the staff report with the following findings.**

- 33
- 34 1. The proposed General Plan amendment is supported by the land use guidelines,
- 35 goals, and objectives of the Clearfield City General Plan.
- 36 2. The proposed rezone of the front 0.207 acres subject properties from T-C (Town
- 37 Mixed Commerce) to R-1-8 (Residential) will maintain consistency between the Land
- 38 Use Ordinance and the General Plan and will support the continuation of the single-
- 39 family residences in the Lakeview Subdivision.
- 40 3. An amended plat following the approval of the general plan and zoning map
- 41 amendment will support the separation of the commercial and residential uses and
- 42 provide for separate properties for each use.
- 43

44 **Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting**
45 **AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fuller,**
46 **DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.**
47

Chair Uccardi stated that with the recommendations, these items would be on the City Council Agenda on August 22, 2023.

APPROVAL OF CUP 2023-0605, A CONDITIONAL USE PERMIT REQUEST BY BRECK SNYDER WITH LIMITLESS BASEBALL TO OPERATE AN INDOOR BASEBALL TRAINING FACILITY AT THE SUBJECT PROPERTY. LOCATION: 939 WEST 1600 SOUTH SUITE #9 (TIN: 12-913-0009). PARCEL AREA: APPROXIMATELY 1.3 ACRES ZONE: C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

Tyson Stoddard, Planner, presented the following:

- Zoning was C-2 (Commercial).
- Indoor Baseball Training Facility with two Batting Cages
 - Amusement and Recreational Facilities were listed as a conditional use.
- Would be located in an existing building.
 - Suite #9 of 939 W. 1600 S.
- Showed an aerial image and zoning map of the subject property and surrounding area.
- Reviewed the parking standards for the project and that there was sufficient parking for the use.
- Showed the proposed floor plan.

Commissioner Fullmer asked what was in the unit previously. The applicant, Breck Snyder, said that it was a used auto business. Commissioner Fullmer asked if there were any plans to offer food or concessions. The applicant responded no.

Commissioner Fullmer moved to approve CUP 2023-0605, a conditional use permit request by Breck Snyder with Limitless Baseball to operate an indoor baseball training facility at the subject property. The motion was made based on the findings in the staff report and the following conditions.

- 1. The applicant shall obtain a Clearfield City business license.**
- 2. Any signs shall meet Chapter 11-15 "Sign Regulations" standards. Signs are not included as part of this conditional use permit approval. Separate review and approval will be required.**

Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.

APPROVAL OF SP 2023-0604, A SITE PLAN REQUEST BY JOSEPH BERMUDEZ WITH SITEOLOGY TO CONSTRUCT A WATERFLY EXPRESS CARWASH AT THE SUBJECT LOCATION. LOCATION: 680 NORTH MAIN STREET (TIN: 14-094-0024 & 14-094-0001). PROJECT AREA: 1.22 ACRES. ZONE: C-C (GATEWAY CORRIDOR COMMERCE) STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

1 Tyson Stoddard, Planner, presented the following:

- 2 • Proposed 4,827 square foot tunnel carwash with 16 vacuum spaces.
- 3 • Located in the C-C (Gateway Corridor Commerce) Zone of the Downtown Clearfield
- 4 Form-Based Code area.
- 5 • Vehicle Service/Carwash businesses were allowed in the FBC but must comply with the
- 6 minimum development standards. Conditions of approval outlined what was needed to
- 7 comply with the code to receive final land use approval.
- 8 • Main Street was a UDOT road, and the project would need UDOT approval for the
- 9 proposed site plan and access.
- 10 • Showed a zoning map.
- 11 • Discussed the proposed site plan and floor plan.
- 12 • Showed the building elevations and 3-D renderings.
- 13 • Discussed the landscape plan.

14
15 Commissioner Fullmer asked about the landscaping between the property line and 650 North. Mr.
16 Stoddard said that the landscaping in that area was part of the Utah Department of
17 Transportations (UDOT) right-of-way. Commissioner Fullmer asked about the landscaping and if
18 it was meeting the water efficiency standards of the ordinance. Mr. Stoddard replied that they
19 weren't proposing any grass and that they were meeting the standards of the ordinance other than
20 some minor revisions as noted in the proposed conditions of approval. Commissioner Fullmer
21 asked if there was any environmental remediation needed on the site, who would bear the
22 responsibility of mitigation. Mr. Stoddard replied that it would be the responsibility of the
23 property owner and developer.

24
25 **Commissioner Ratchford moved to approve SP 2023-0604, a site plan request by Joseph**
26 **Bermudez with SITEology to construct a Waterfly Express Carwash at the subject location.**
27 **This approval is subject to the conditions outlined below.**

- 28
29 **1. The two subject parcels shall be combined into one parcel prior to final land use**
30 **approval.**
- 31 **2. The interior sidewalk near the tunnel exit will need to be moved to avoid**
32 **auto/pedestrian conflict and the pedestrian crossing through the drive through shall**
33 **be clearly identified and be constructed of a different material than that of the drive.**
- 34 **3. The project shall receive UDOT (Utah Department of Transportation) approval for**
35 **access to the site from Main Street.**
- 36 **4. The plans shall be revised to provide the required streetscape improvements along**
37 **Main Street which includes:**
 - 38 **a. An eight-foot (8') planted street buffer with street trees spaced appropriately**
39 **based on size as outlined in Section 5.6.6 of the FBC;**
 - 40 **b. A six-foot (6') wide clear sidewalk; and**
 - 41 **c. Double acorn streetlight placed on center every sixty to ninety (60-90) feet.**
- 42 **5. The building shall be designed to meet Form Based Code design standards for**
43 **parapet and flat roof types.**
- 44 **6. Windows shall be added so that no horizontal segment of the street facing façade is**
45 **windowless for more than fifteen (15) feet.**

7. The front building façade shall be revised to have a minimum ground floor transparency of 55%.
8. The building plans shall be revised to provide a front façade entrance type that complies with standards of the FBC and is located along the front façade.
9. The plans shall be revised to indicate that the doors, windows, and hardware will be commercial quality as required by code.
10. The landscape plans shall include the following revisions:
 - a. At least twenty-four (24) trees shall be provided to meet the minimum requirement.
 - b. The shrub planting selections shall have a minimum install size of 5 gallons.
 - c. The parking lot buffer along the south parking area shall include an additional shade tree and a continuous row of shrubs to form a hedge between the parking and the side property line.
11. Details will need to be included for the dumpster enclosure and the vacuum equipment enclosures.
12. A fee-in-lieu of civic open space shall be paid to Clearfield City in the amount of \$53,140.00 as required by Section 8.2.3 (3) of the FBC for the creation or enhancement of civic open space or streetscape enhancements within the Downtown Clearfield area. This fee will be payable at the time of a building permit.
13. The applicant shall provide the information and methodology for determining the spaces needed for parking which will need to be reviewed and approved prior to final land use approval.
14. A snow stacking area shall be added to the plans as outlined in the staff report.
15. The plans shall be revised to address Engineering requirements as outlined in the review letter dated June 29, 2023.
16. The project shall submit for a site plan review from the North Davis Fire District and receive Fire District approval.
17. Any signs shall meet standards from Chapter 10 “Sign Types” of the Form Based Code. Signs are not included as part of this conditional use permit approval. Separate review and approval will be required.

Seconded by Commissioner DeSpain. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fuller, DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.

STAFF COMMUNICATIONS

Mr. McIlrath discussed upcoming training opportunities with the Utah League of Cities and Towns Annual Convention, and the APA Utah Fall Conference in Ogden. He said that if the commissioners were interested, staff would be able to complete registrations.

Mr. McIlrath discussed the ordering of Planning Commission polo shirts and got feedback on colors and types of shirts.

COMMISSIONERS MINUTE

Chair Uccardi: Thanked everyone and said that the Salt Lake Planning Commission discussed not

1 allowing additional drive-throughs in Sugar House, which he said he found interesting.

2
3 Vice Chair Ratchford: Nothing

4
5 Commissioner Murray: Asked when the Argentine Corner restaurant would open. Mr. McIlrath
6 said hopefully soon but it had been a slow process.

7
8 Commissioner Browning: Mentioned the upcoming bubble party on the bridge.

9
10 Commissioner Bloomfield: Nothing.

11
12 Commissioner Fullmer: Wished Shawn Robinson luck and gave a shout out to Gio's Pizza, a new
13 restaurant in the city.

14
15 Commissioner DeSpain: Nothing

16
17 Commissioner Mortensen: Nothing.

18
19 Youth Ambassador Bouwhuis: Thanked the Commissioners and staff.

20
21 There being no further business to come before the Planning Commission, **Chair Uccardi moved**
22 **to adjourn. Seconded by Commissioner Murray.**

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 August 2, 2023

3 6:30 P.M. – Work Session

4
5 PRESIDING: Chris Uccardi Chair
6
7 PRESENT: Megan Ratchford Vice Chair
8 Kathryn Murray Commissioner
9 Robert Browning Commissioner
10 David Bloomfield Commissioner
11 Brogan Fullmer Commissioner
12 Chad Mortensen Commissioner (Alternate)
13 Jaylee Bouwhuis Youth Commission Ambassador
14
15 ABSENT: Lauen DeSpain Commissioner
16 Zach Gaines Commissioner (Alternate)
17
18 STAFF PRESENT: Shawn Robinson Assistant City Attorney
19 Brad McIlrath Senior Planner
20 Tyson Stoddard Planner
21

22 VISITORS:

23
24 Chair Uccardi called the meeting to order at 6:30 p.m.
25

26 DISCUSSION ON THE MINUTES FOR THE MARCH 15, 2023 PLANNING COMMISSION
27 MEETING.
28

29 Commissioner Browning suggested some grammatical corrections. Staff noted the changes.
30

31 DISCUSSION ON RZN 2023-0701, A ZONING MAP AMENDMENT REQUEST BY ROBERT
32 HILL WITH GOLDEN SPIKE REALTY TO REZONE THE SUBJECT PROPERTIES FROM R-
33 1-9 (RESIDENTIAL) TO C-2 (COMMERCIAL). LOCATION: 1196 EAST AND 1198 EAST
34 1450 SOUTH (TIN: 09-022-0033, 09-022-0019, & 09-022-0162). PROJECT AREA: 0.63
35 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).
36

37 Chair Uccardi asked for any questions or discussion. Commissioner Ratchford noted that usually
38 the City had requests to go from commercial to residential use rather than residential to
39 commercial use. Commissioner Browning said that next door to the subject properties was a
40 church, but it had recently been demolished.
41

42 Mr. Stoddard said there were currently no plans for commercial development, but the owners
43 were selling their homes and wanted to market them as having commercial zoning.
44 Commissioner Ratchford asked about the person that said they were against the rezone. Mr.
45 Stoddard said the person in opposition lived across the street. He said that the main reason they
46 opposed was that they thought commercial use would bring too much traffic to the street. Chair
47 Uccardi said the continuation of 1450 South into Clearfield Station would bring the most traffic

1 to the street.

2
3 Youth Ambassador Bouwhuis asked if there was anything else they should know about regarding
4 the public comment. Mr. Stoddard said that the resident would probably come to the meeting and
5 possibly make a comment during the meeting as well.

6
7 Commissioner Fullmer said one of the two homes was a nice house and asked if they wanted to
8 also sell. Mr. Stoddard said that the owners of the house were getting older and had decided they
9 were ready to downsize and move on.

10
11 DISCUSSION ON FSP 2023-0609, AN AMENDED SUBDIVISION PLAT REQUEST BY
12 TRENT WILLIAMS WITH ENSIGN ENGINEERING TO AMEND LOTS 3 AND 4 OF THE
13 LAKEVIEW SUBDIVISION AND CREATE A NEW LOT FOR THE COMMERCIAL
14 PROPERTY ALONG MAIN STREET. LOCATION: 29 AND 37 NORTH LAKEVIEW (TINS:
15 12-005-0003 & 12-005-0101). PROJECT AREA: 0.478 ACRES. ZONE: T-C (TOWN MIXED
16 COMMERCE) & R-1-8 (RESIDENTIAL) (APPROVAL PENDING). STAFF: BRAD
17 MCILRATH, SENIOR PLANNER (ADMINISTRATIVE ACTION).

18
19 Commissioner Mortensen asked if the Commission recently talked about the subject properties.
20 Mr. McIlrath responded that they did but it was for the General Plan amendment and rezone
21 requests. He said currently they were moving on with the amended subdivision application.

22
23 Chair Uccardi asked about the size of the lots. Mr. McIlrath said that they would be some of the
24 smallest lots.

25
26 Youth Ambassador Bouwhuis asked if the variance was included in the packet as an attachment.
27 Mr. McIlrath confirmed that it was included.

28
29 Mr. McIlrath said engineering staff provided a review letter, but it wasn't provided before the
30 packet went out. He said that was why the language was a little different in the conditions of
31 approval.

32
33 **Chair Uccardi moved to adjourn the work session. Seconded by Commissioner Murray.**
34
35
36
37
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47

CLEARFIELD PLANNING COMMISSION MEETING

August 2, 2023

7:00 P.M. – Regular Session

PRESIDING: Chris Uccardi Chair

PRESENT: Megan Ratchford Vice Chair
Kathryn Murray Commissioner
Robert Browning Commissioner
David Bloomfield Commissioner
Brogan Fullmer Commissioner
Chad Mortensen Commissioner (Alternate)
Jaylee Bouwhuis Youth Commission Ambassador

ABSENT: Lauren DeSpain Commissioner
Zach Gaines Commissioner (Alternate)

STAFF PRESENT: Shawn Robinson Assistant City Attorney
Brad McIlrath Senior Planner
Tyson Stoddard Planner

VISITORS: Steve Rasmussen, Mark Stoker, Radene Stoker, Retta Jaques

Chair Uccardi called the meeting to order and led the Pledge of Allegiance.

Planning Commission Chair Statement.

APPROVAL OF MINUTES FOR THE MARCH 15, 2023, PLANNING COMMISSION MEETING.

Chair Uccardi asked for any further discussion from what was said in the work session.

Commissioner Murray moved to approve the minutes of the March 15, 2023 Planning Commission meeting with the edits discussed in the Work Session. Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, Mortensen, and Youth Ambassador Bouwhuis. Voting NO: None.

PUBLIC HEARING AND RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF RZN 2023-0701, A ZONING MAP AMENDMENT REQUEST BY ROBERT HILL WITH GOLDEN SPIKE REALTY TO REZONE THE SUBJECT PROPERTIES FROM R-1-9 (RESIDENTIAL) TO C-2 (COMMERCIAL). LOCATION: 1196 EAST AND 1198 EAST 1450 SOUTH (TIN: 09-022-0033, 09-022-0019, & 09-022-0162). PROJECT AREA: 0.63 ACRES. STAFF: TYSON STODDARD, PLANNER (LEGISLATIVE ACTION).

Chair Uccardi declared the public hearing open and turned the time over to staff for the presentation.

1
2 Tyson Stoddard, Planner, presented the following:

- 3 • Two single-family properties
- 4 • Property Area:
 - 5 - 0.63 Acres
- 6 • General Plan Designation:
 - 7 - Commercial
- 8 • Current Zoning:
 - 9 - R-1-9 (Residential)
- 10 • Request to rezone the properties from R-1-9 (Residential) to C-2 (Commercial).
- 11 • The purpose for the request was the property owners are wanting to sell the properties and
- 12 would like to market the properties with a commercial zoning designation.
- 13 • Showed a map of the surrounding area.
- 14 • Showed a General Plan and Zoning Map.
- 15 • Gave the following analysis:
 - 16 - Goal 1 of the Land Use Element of the General Plan is to “Maintain consistency
 - 17 between the City’s Land Use Ordinance and the General Plan.” The requested rezone
 - 18 was in accordance with the General Plan as the properties had a future land use
 - 19 designation of commercial.
 - 20 - With an application and request to change the zoning designation of the subject
 - 21 properties, it allowed the opportunity to update the zoning map to be more consistent
 - 22 with the General Plan.

23
24 Commissioner Fullmer asked Mr. Stoddard to explain the difference between the R-1-9 and R-1-
25 8 Zones for those in the audience. Mr. Stoddard replied that both were single family zones, but
26 the R-1-8 Zone was for lot sizes of 8,000 square feet and above and the R-1-9 Zone was for lot
27 sizes of 9,000 square feet and above.

28
29 Commissioner Mortensen asked about 1450 South being extended through State Street and who
30 was responsible for the project. Mr. Stoddard said that Clearfield City was responsible for the
31 new street portions and that UDOT would be responsible for the new intersection at State Street
32 and 1450 South. Commissioner Mortensen asked if 1450 South would be widened. Mr. McIlrath
33 said it was something that Public Works staff were considering, but there were no set plans to do
34 so. He said it was being monitored closely and further study would be done to plan for the area.

35
36 Commissioner Fullmer asked why the homes that were zoned R-1-9 maintained a residential land
37 use designation in the General Plan. Mr. Stoddard said he wasn’t exactly sure but assumed that
38 the properties that were older and closer to State Street were thought to have more potential for
39 commercial use than the properties in the R-1-9 Zone.

40
41 Chair Uccardi asked if there was any public comment.

42
43 PUBLIC COMMENT

44
45 Steve Rasmussen, a resident who lived on 1450 South, said that he had been in the area almost 70
46 years. He said he had watched the area change from a farming community to what it was now. He

1 said he had a couple of concerns. With planned development for a medical office by Tanner
2 Clinic and the potential of more commercial use with this potential rezone, he said he was
3 concerned about the width of 1450 South and the speeding on the street. He said that the future
4 expansion of Tanner Clinic and the future extension of 1450 South should necessitate the
5 widening of 1450 South.

6
7 Retta Jaques, a resident who lived on 1450 South, said that she agreed with Steve Rasmussen's
8 comments about traffic. She said that if the subject properties were rezoned to commercial they
9 would be able to be sold for a higher price and she was concerned that the properties on the north
10 side of 1450 South would eventually be taken by eminent domain at a lower price.

11
12 Seeing no further comment from the public, Chair Uccardi declared the public hearing closed.

13
14 Commissioner Fullmer asked if the city were to widen 1450 South, how wide would it be. Mr.
15 McIlrath responded that it depended on the Public Works standard. He said a typical right-of-way
16 width was sixty to sixty six feet, but for a collector street they might be looking at closer to
17 seventy feet and the additional width could provide for on street parking. He said a potential
18 downside of widening streets was that it could encourage more speeding. He said that the public
19 comments were helpful and would be passed along to engineering staff as they look at potential
20 changes to the road.

21
22 Commissioner Bloomfield encouraged the city to look at widening the road and improving the
23 intersections along 1450 South because of existing conditions with on street parking and the bus
24 traffic.

25
26 Commissioner Murray asked if the rezoning of the two properties would affect traffic in the
27 immediate future. Mr. McIlrath said that the rezone of the two subject properties would not have
28 the level of impact that the extension of 1450 South into Clearfield Station or the potential Tanner
29 Clinic development would have.

30
31 Youth Ambassador Bouwhuis asked on what side the widening would occur. Mr. McIlrath stated
32 that usually they try to equally widen the road on both sides.

33
34 Chair Uccardi said that he agreed that there were traffic concerns with further development of
35 that area of the city. Commissioner Browning said there were probably other roads in the city that
36 would be higher in priority than 1450 South at this time and that he didn't think a major road
37 project would happen soon.

38
39 Commissioner Fullmer asked for confirmation that the zoning request was in accordance with the
40 General Plan. Mr. Stoddard confirmed that it was.

41
42 **Commissioner Murray moved to recommend approval to the City Council for RZN 2023-**
43 **0701, a zoning map amendment request by Robert Hill with Golden Spike Realty to rezone**
44 **the subject properties from R-1-9 (Residential) to C-2 (Commercial). The recommendation**
45 **was made based on the following findings.**
46

- 1 **1. The proposed rezone from R-1-9 (Residential) to C-2 (Commercial) is supported by**
- 2 **the land use guidelines, goals, and objectives of the Clearfield City General Plan.**
- 3 **2. The proposed rezone of the subject properties from R-1-9 (Residential) to C-2**
- 4 **(Commercial) will create greater consistency between the Land Use Ordinance and**
- 5 **the General Plan.**

6
7 **Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting**
8 **AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Fullmer, Mortensen, and**
9 **Youth Ambassador Bouwhuis. Voting NO: Commissioner Bloomfield.**

10
11 Commissioner Bloomfield stated that his reason for opposition was concerns with traffic and not
12 wanting to be caught behind the eight ball.

13
14 Chair Uccardi said that the request would proceed to the City Council on September 12, 2023 and
15 encouraged the public to attend the City Council meeting as well.

16
17 APPROVAL OF FSP 2023-0609, AN AMENDED SUBDIVISION PLAT REQUEST BY
18 TRENT WILLIAMS WITH ENSIGN ENGINEERING TO AMEND LOTS 3 AND 4 OF THE
19 LAKEVIEW SUBDIVISION AND CREATE A NEW LOT FOR THE COMMERCIAL
20 PROPERTY ALONG MAIN STREET. LOCATION: 29 AND 37 NORTH LAKEVIEW (TINS:
21 12-005-0003 & 12-005-0101). PROJECT AREA: 0.478 ACRES. ZONE: T-C (TOWN MIXED
22 COMMERCE) & R-1-8 (RESIDENTIAL) (APPROVAL PENDING). STAFF: BRAD
23 MCILRATH, SENIOR PLANNER (ADMINISTRATIVE ACTION).

24
25 Mr. McIlrath, Senior Planner, presented the following:

- 26 • Shared an aerial image and zoning map of the subject properties.
- 27 • Lakeview Subdivision recorded in August of 1943.
- 28 • Lakeview Subdivision 1st Amended
 - 29 - Amending Lots 3 and 4 to be fence lines. (Lots 101 and 102)
 - 30 - Creating lot for Commercial use. (Lot 103)
- 31 • Variance granted June 2023 for the minimum lot area and setbacks of Lots 3 and 4 with
32 conditions.
 - 33 - Amend the General Plan to change designations from Commercial to Residential for
34 the amended Lots 3 and 4.
 - 35 - Rezone the amended Lots 3 and 4 to R-1-8 to match the rest of the Lakeview
36 Subdivision.
 - 37 - Receive approval and record amended plat.
- 38 • Showed original subdivision plat.
- 39 • Showed the proposed plat amendment.

40
41 Chair Uccardi asked for any discussion.

42
43 **Commissioner Ratchford moved to approve FSP 2023-0609, an amended subdivision plat**
44 **request by Trent Williams with Ensign Engineering to amend Lots 3 and 4 of the Lakeview**
45 **Subdivision and create a new lot for the commercial property along Main Street. The**
46 **motion was based on the discussion in the staff report with the following conditions.**

- 1
- 2 **1. The General Plan and Zoning Map Amendment requests shall be approved by the**
- 3 **City Council prior to recording the amended plat in the office of the Davis County**
- 4 **Recorder.**
- 5 **2. The amended plat shall be revised to comply with Engineering comments.**
- 6 **3. The subdivision plat shall be revised to include the addresses for the residential lots**
- 7 **and an address for the commercial lot.**
- 8

9 **Seconded by Commissioner Fullmer. The motion carried on the following vote. Voting**
10 **AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer,**
11 **Mortensen, and Youth Ambassador Bouwhuis. Voting NO: None**

12

13 STAFF COMMUNICATIONS

14

15 Mr. McIlrath discussed upcoming training opportunities that the Commissioners would be able to
16 attend. One was the APA Utah Fall Conference, and the other was the Utah League of Cities and
17 Towns annual convention.

18

19 Discussed the ordering of polo shirts for the commissioners.

20

21 COMMISSIONERS MINUTE

22

23 Chair Uccardi: Thanked everyone and encouraged them to try the 'Rumshaker' drink at Java
24 Espresso, saying that it was really good.

25

26 Vice Chair Ratchford: Nothing.

27

28 Commissioner Murray: Nothing.

29

30 Commissioner Browning: Said there were three tax ID numbers for the two properties requesting
31 rezone. He confirmed that the third tax ID number was because the east property had two parcels,
32 one of them being a small narrow parcel along the east property line.

33

34 Commissioner Bloomfield: Nothing

35

36 Commissioner Fullmer: Thanked the public for attending.

37

38 Commissioner Mortensen: Said he had the opportunity to attend the Restoration Advisory Board
39 meeting for Hill Air Force Base and they reported that Clearfield's affected area behind the
40 Kentucky Fried Chicken was looking good and below the recommended limit.

41

42 Youth Ambassador Bouwhuis: Nothing.

43

44 There being no further business to come before the Planning Commission, **Chair Uccardi moved**
45 **to adjourn. Seconded by Commissioner Murray.**

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 August 16, 2023

3 6:30 P.M. – Work Session

4
5 PRESIDING: Chris Uccardi Chair

6
7 PRESENT: Megan Ratchford Vice Chair
8 Kathryn Murray Commissioner
9 Robert Browning Commissioner
10 David Bloomfield Commissioner
11 Brogan Fullmer Commissioner
12 Lauren DeSpain Commissioner
13 Chad Mortensen Commissioner (Alternate)
14 Jaylee Bouwhuis Youth Commission Ambassador

15
16 ABSENT: Zach Gaines Commissioner (Alternate)

17
18 STAFF PRESENT: Shawn Robinson Assistant City Attorney
19 Brad McIlrath Senior Planner
20 Tyson Stoddard Planner

21
22 VISITORS:

23
24 Chair Uccardi called the meeting to order at 6:30 p.m.

25
26 DISCUSSION ON THE MINUTES FOR THE JUNE 7, 2023, PLANNING COMMISSION
27 MEETING.

28
29 Chair Uccardi asked if there was any discussion on the minutes. Seeing none, he introduced the
30 next item on the agenda.

31
32 DISCUSSION ON PSP 2023-0702, A PRELIMINARY SUBDIVISION PLAT REQUEST BY
33 TRENT WILLIAMS WITH ENSIGN ENGINEERING ON BEHALF OF NATHAN ALVEY
34 FOR AN 8-UNIT TOWNHOME SUBDIVISION AT THE SUBJECT PROPERTY. LOCATION:
35 1057 SOUTH STATE STREET (TIN: 12-067-0078). PARCEL SIZE: 0.67 ACRES. ZONING: R-
36 3 (RESIDENTIAL) STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

37
38 Commissioner Murray asked how many existing structures were on the property. Mr. Stoddard
39 responded that there were three structures (two homes and a detached garage) that would be
40 demolished. Mr. Stoddard said there would be about ten trees removed with the demolition of the
41 site and estimated that based on the open space requirements of the code, there would be
42 approximately 35 new trees with the new development when they moved forward with the site
43 plan approval.

44
45 Commissioner Fullmer asked if the owner of Manuel's El Burrito restaurant made any comment.
46 Mr. Stoddard replied that he hadn't heard anything from them about the proposed subdivision.
47

1 Commissioner Browning asked about the rear setback. Mr. Stoddard replied that the setback was
2 thirty feet and that all of the units were in compliance with the rear setback except for Unit 8. He
3 said that they would likely change the layout and design of the units to be able to meet the
4 setback. Commissioner Murray asked if all the units complied with the front setback. Mr.
5 Stoddard replied that Unit 1 didn't comply with the front setback and the plat would need to be
6 adjusted to comply with the requirements.

7
8 Commissioner Bloomfield asked about the front setback for flag lots. Mr. Stoddard replied that
9 normally the front setback in the R-3 Zone was twenty-five feet, but because the subject property
10 was a flag shaped parcel the flag lot setback standards would apply, meaning that the front
11 setback would be twenty feet as required for flag lots and the measurement would be taken from
12 where the flag portion of the lot adjoined the staff.

13
14 Commissioner Mortensen asked about the proposed streets. Mr. Stoddard replied that there would
15 be two private streets. Commissioner Mortensen followed up with a question about mailbox
16 locations. Mr. Stoddard said that the plans showed the mailbox location at the visitor parking
17 located near the front of the property by State Street. Commissioner Mortensen said the location
18 could block traffic near the entrance to the site and recommended having it further to the east on
19 the other end of the visitor parking.

20
21 Commissioner Fullmer asked if the median that was planned along State Street would affect left
22 turns into the site. Mr. McIlrath said he thought that the site would be further north of the median.

23
24 The Planning Commission and staff discussed the nearby Clearfield Station development and the
25 traffic changes as a result of the development.

26
27 **Chair Uccardi moved to adjourn the work session. Seconded by Commissioner Murray.**
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CLEARFIELD PLANNING COMMISSION MEETING

August 16, 2023

7:00 P.M. – Regular Session

PRESIDING: Chris Uccardi Chair
PRESENT: Megan Ratchford Vice Chair
 Kathryn Murray Commissioner
 Robert Browning Commissioner
 David Bloomfield Commissioner
 Brogan Fullmer Commissioner
 Lauren DeSpain Commissioner
 Chad Mortensen Commissioner (Alternate)
 Jaylee Bouwhuis Youth Commission Ambassador
ABSENT: Zach Gaines Commissioner (Alternate)
STAFF PRESENT: Shawn Robinson Assistant City Attorney
 Brad McIlrath Senior Planner
 Tyson Stoddard Planner
VISITORS: Nathan Alvey, Trent Williams

Chair Uccardi called the meeting to order and led the Pledge of Allegiance.

Planning Commission Chair Statement.

APPROVAL OF MINUTES FOR THE JUNE 7, 2023, PLANNING COMMISSION MEETING.

Chair Uccardi asked for any further discussion from what was said in the work session.

Commissioner Browning moved to approve the minutes of the June 7, 2023, Planning Commission meeting. Seconded by Commissioner DeSpain. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, DeSpain, Mortensen, and Youth Ambassador Bouwhuis. Voting NO: None.

APPROVAL OF PSP 2023-0702, A PRELIMINARY SUBDIVISION PLAT REQUEST BY TRENT WILLIAMS WITH ENSIGN ENGINEERING ON BEHALF OF NATHAN ALVEY FOR AN 8-UNIT TOWNHOME SUBDIVISION AT THE SUBJECT PROPERTY. LOCATION: 1057 SOUTH STATE STREET (TIN: 12-067-0078). PARCEL SIZE: 0.67 ACRES. ZONING: R-3 (RESIDENTIAL) STAFF: TYSON STODDARD, PLANNER (ADMINISTRATIVE ACTION).

Tyson Stoddard, Planner, presented the following:

- Parcel address was 1057 South State Street
- Zone: R-3 (Residential)
- 0.67 Acres

- 1 • Proposing a subdivision for 8 townhomes
- 2 - Removal of 2 existing houses
- 3 - Removal of an accessory structure
- 4 • Flag shaped parcel
- 5 - Front setback of 20'
- 6 • Showed an aerial image and zoning map of the area.
- 7 • Showed the proposed plat.
- 8 • Showed the civil site plan.

9
10 Commissioner Fullmer asked about the process for the approval of the project. Mr. Stoddard
11 replied that while the Final Subdivision Plat would be handled administratively with staff, the
12 project would still need to get site plan approval from the Planning Commission so the
13 Commission would see this again in the future when the applicant submitted their site plan
14 application.

15
16 Commissioner Browning clarified that the applicable setbacks for the project were based on the
17 entire flag shaped parcel. Mr. Stoddard confirmed that was the case.

18
19 Commissioner Fullmer asked what size the bedrooms would be. Mr. Stoddard said that level of
20 detail wasn't being provided at this point but would be in the site plan approval application. He
21 said that he wanted to get the number of bedrooms that they were planning on so that parking
22 could be addressed early in the process with the subdivision. The applicant stated they were
23 planning on four-bedroom units, but that could change between now and the site plan application.

24
25 Commissioner DeSpain asked why two of the units didn't meet the required setbacks. Mr.
26 Stoddard replied that it was how the plans were submitted and he thought it had to do with the
27 turning radius between the two streets and being able to maintain clear vision standards.

28
29 Chair Uccardi asked if there were any questions for the applicant.

30
31 Commissioner Fullmer asked the applicant about the bedrooms sizes. Trent Williams, the
32 engineer, said they didn't have the exact sizes. He said that they would have to meet code with
33 the site plan application.

34
35 Commissioner Murray asked if they were set on four bedrooms. Nathan Alvey, the developer,
36 said that the homes would be about 1,800 square feet and he was hoping to provide four
37 bedrooms for each unit. He said they usually built single-family homes, but with land so
38 expensive they had started building more townhomes.

39
40 **Commissioner Ratchford moved to approve PSP 2023-0702, a preliminary subdivision plat**
41 **request by Trent Williams with Ensign Engineering on behalf of Nathan Alvey for an 8-unit**
42 **townhome subdivision at the subject property. The motion was based on the findings of the**
43 **staff report and the following conditions.**

- 44
45 **1. Plans shall be revised to address Clearfield City Engineering requirements prior to**
46 **the submittal of plans for Final Plat review and approval.**

2. A copy of the Covenants, Conditions, and Restrictions (CC&R's) for the future Homeowners Association shall be submitted as part of the final subdivision plat review. The CC&R's shall govern the future maintenance of the private streets and common areas.
3. The plat shall be revised with the following items prior to final subdivision plat submittal and approval.
 - a. All streets need to be named and addressed with a number.
 - b. Include addresses for the lots.
 - c. Include in the Legend any hatches shown on the plat.
 - d. Update the legal description to say that it contains eight (8) lots.
 - e. Update Key Map to match the plat.
 - d. Update the plat to meet the setback requirements of a flag lot in the R-3 Zone.
4. The applicant shall obtain the necessary reviews, approvals, and permits from the Utah Department of Transportation (UDOT) related to access from State Street.
5. The applicant shall obtain the necessary review and approval from the North Davis Fire District for the subdivision and site plan.
6. The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surround the perimeter of the subdivision. This includes, but is not limited to curb and gutter, sidewalk, landscaping park strip improvements, driveways, etc.
7. An escrow agreement will be subject to approval by the City Engineer and City Attorney and an escrow account shall be established prior to obtaining any permits being issued for the properties or the plat being recorded.

Seconded by Youth Ambassador Bouwhuis. The motion carried on the following vote.
Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, Fullmer, DeSpain, and Youth Ambassador Bouwhuis. Voting NO: None.

STAFF COMMUNICATIONS

Mr. McIlrath provided information on the following items:

- General Plan Update
- Utah League of Cities and Towns (ULCT) Convention
- American Planners Association (APA) Utah Fall Conference
- Upcoming Land Use Applications

COMMISSIONERS MINUTE

Chair Uccardi: Shared that more than twenty percent of the homes on the market in Utah were listed for more than one million dollars, and talked about a news story regarding the Cody, Wyoming Planning Commission. He said that the City of Cody was being sued by The Church of Jesus Chris of Latter Day Saints because the Planning Commission decided to revote on an item that was already approved in a previous meeting. The reason given for the revote was that the Chair and other members of the Commission were not present for the original vote. Chair Uccardi explained that violated their bylaw, which stated that items were approved by a majority vote of

1 those present at the meeting.

2
3 Vice Chair Ratchford: Said she was excited for the fall season.

4
5 Commissioner Murray: Nothing.

6
7 Commissioner Browning: Nothing.

8
9 Commissioner Bloomfield: Nothing

10
11 Commissioner Fullmer: Shared his condolences for an employee that was killed in an accident at
12 Utility Trailer earlier in the day.

13
14 Commissioner DeSpain: Nothing

15
16 Commissioner Mortensen: Nothing

17
18 Youth Ambassador Bouwhuis: Said she was excited to start school.

19
20 There being no further business to come before the Planning Commission, **Chair Uccardi moved**
21 **to adjourn. Seconded by Commissioner Murray.**

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 October 18, 2023

3 6:30 P.M. – Work Session

4
5 PRESIDING: Chris Uccardi Chair

6
7 PRESENT: Megan Ratchford Vice Chair
8 Kathryn Murray Commissioner
9 Robert Browning Commissioner
10 David Bloomfield Commissioner
11 Lauren DeSpain Commissioner
12 Chad Mortensen Commissioner (Alternate)
13 Jaylee Bouwhuis Youth Commission Ambassador

14
15 ABSENT: Brogan Fullmer Commissioner

16
17 STAFF PRESENT: Spencer Brimley Community Development Director
18 Brad McIlrath Senior Planner

19
20 VISITORS:

21
22 Chair Uccardi called the meeting to order at 6:30 p.m.

23
24 DISCUSSION ON THE MINUTES FOR THE OCTOBER 4, 2023, PLANNING COMMISSION
25 MEETING.

26
27 Youth Ambassador Bouwhuis pointed out a grammatical error. Staff noted the error and said they
28 would have it corrected.

29
30 DISCUSSION ON CUP 2023-0901, A CONDITIONAL USE PERMIT REQUEST BY RANDY
31 COVINGTON FOR A HOME OCCUPATION BUSINESS TO MANUFACTURE PARTS FOR
32 FIREARMS WITHIN AN ATTACHED GARAGE. LOCATION: 160 NORTH MAIN STREET
33 UNIT #22 (TIN: 15-033-0022). PARCEL AREA: 0.02 ACRES. ZONING: T-C (TOWN MIXED
34 COMMERCE) STAFF: BRAD MCILRATH, SENIOR PLANNER (ADMINISTRATIVE
35 ACTION).

36
37 Commissioner Murray asked how the firearm kits would be sold. Mr. McIlrath said that they
38 would be online sales.

39
40 Youth Ambassador Bouwhuis asked about permits needed for firearms. Mr. McIlrath said that he
41 would need to show the city that he has a Federal Firearms License (FFL) before the city could
42 issue the business license.

43
44 The Commissioners and staff discussed the types of parts that the applicant would be
45 manufacturing and the floor plan for the garage that was submitted by the applicant. Mr. McIlrath
46 said that currently the applicant only had one vehicle to park in the garage and that if there was
47 another vehicle at some point in the future, the applicant might need to move his business

1 elsewhere so that the garage could accommodate parking for an additional vehicle.

2
3 Commissioner Ratchford noted that he would be welding. Mr. McIlrath replied that the Fire
4 District reviewed the aspects of the business and didn't have any concerns as proposed.

5
6 Commissioner Mortensen raised some concerns about welding with a vehicle in the garage and
7 shipping product from the location. Mr. McIlrath replied that the Fire District didn't recommend
8 a condition that a vehicle couldn't be in the garage while welding and that the applicant could
9 provide some additional detail on the shipping practices of the business in the regular session.

10
11 Commissioner Ratchford asked about safe storage. Mr. McIlrath stated that Clearfield's code
12 didn't have specific storage regulations, but the Federal Firearms License might have some
13 regulations related to storage that he would have to abide by.

14
15 **Chair Uccardi moved to adjourn the work session. Seconded by Commissioner Murray.**

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CLEARFIELD PLANNING COMMISSION MEETING

October 18, 2023

7:00 P.M. – Regular Session

PRESIDING: Chris Uccardi Chair

PRESENT: Megan Ratchford Vice Chair
Kathryn Murray Commissioner
Robert Browning Commissioner
David Bloomfield Commissioner
Lauren DeSpain Commissioner
Chad Mortensen Commissioner (Alternate)
Jaylee Bouwhuis Youth Commission Ambassador

ABSENT: Brogan Fullmer Commissioner

STAFF PRESENT: Spencer Brimley Community Development Director
Brad McIlrath Senior Planner

VISITORS: Randy Covington

Chair Uccardi called the meeting to order and led the Pledge of Allegiance.

Planning Commission Chair Statement.

APPROVAL OF MINUTES FOR THE OCTOBER 4, 2023, PLANNING COMMISSION MEETING.

Chair Uccardi asked for any further discussion from what was said in the work session.

Commissioner Murray moved to approve the minutes of the June 7, 2023, Planning Commission meeting. Seconded by Youth Ambassador Bouwhuis. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, Bloomfield, DeSpain, Mortensen, and Youth Ambassador Bouwhuis. Voting NO: None.

APPROVAL OF CUP 2023-0901, A CONDITIONAL USE PERMIT REQUEST BY RANDY COVINGTON FOR A HOME OCCUPATION BUSINESS TO MANUFACTURE PARTS FOR FIREARMS WITHIN AN ATTACHED GARAGE. LOCATION: 160 NORTH MAIN STREET UNIT #22 (TIN: 15-033-0022). PARCEL AREA: 0.02 ACRES. ZONING: T-C (TOWN MIXED COMMERCE) STAFF: BRAD MCILRATH, SENIOR PLANNER (ADMINISTRATIVE ACTION).

Brad McIlrath, Senior Planner, presented the following:

- Zoning was T-C (Town Mixed Commerce)
- Applicant was seeking to use attached garage for a Home Occupation business to manufacture firearm parts.

- 1 • Home Occupations permitted in all residential zones, subject to code standards.
- 2 • Home Occupations that use a garage or accessory structure required a Conditional Use
- 3 Permit.
- 4 • The T-C (Town Mixed Commerce) zone was a mixed-use zoning allowing for residential
- 5 uses.
- 6 • Showed a zoning map of the subject property and surrounding area.
- 7 • Showed a site plan of the townhome development where the subject property was located.
- 8 • Showed a floor plan of the use of the garage for the business.
- 9

10 Chair Uccardi said that usually there was a condition listed with home occupations saying that the
11 business could only employ up to one nonresident employee and asked if there was a reason that
12 wasn't one of the conditions. Mr. McIlrath said that it didn't need to be explicitly listed as a
13 condition because it was already a requirement of the Home Occupation ordinance.

14
15 Commissioner Bloomfield asked if it was an HOA. Mr. McIlrath replied that it was not part of an
16 HOA and the development was managed by a single owner and management company.

17
18 Commissioner Ratchford asked about the size and storage of the parts. Mr. McIlrath stated that
19 from what he could tell they were smaller parts that could be easily stored in the garage.

20
21 Randy Covington, the applicant, introduced himself and asked if there were any questions.
22 Commissioner Ratchford asked him for details on the parts that were being manufactured. He
23 said it was mild and hardened steel stocks, barrels, and internal components. He said that the
24 storage was secure, and the cabinets had locks.

25
26 Commissioner Browning asked what type of weapon he manufactured. Mr. Covington responded
27 that it was a survival shotgun.

28
29 Commissioner Mortensen asked if it was a full-time job and how much shipping he would be
30 doing. Mr. Covington responded that he was full-time and that he didn't have a high volume of
31 shipping at that time. He said after he got his Federal Firearm License (FFL) he might do more
32 and seek to operate from an industrial space.

33
34 Commissioner Bloomfield asked the difference between the proposed business and gunsmithing
35 and if the applicant understood state regulations. Commissioner Bloomfield cited a regulation
36 from Utah State Code regarding marking product as produced in Utah if it was being sold out of
37 the State. Mr. Covington said he would look into the regulations in detail.

38
39 **Commissioner Ratchford moved to approve CUP 2023-0901, a conditional use permit**
40 **request by Randy Covington for a home occupation business to manufacture parts for**
41 **firearms within an attached garage at the property addressed 160 North Main Street Unit**
42 **#22. The motion was made based on the findings of the staff report and the following**
43 **conditions:**

- 44
45 **1. The manufacturing of parts for firearms shall take place wholly within the garage.**

2. The use shall not unreasonably disturb the peace and quiet of the neighborhood by reason of signage, color, design, materials, construction, lighting, sound, noises, or vibrations.
3. The home occupation shall not be associated with noise, dust, odors, noxious fumes, glare, or other hazards to safety and health, which are emitted and may be discernable beyond the premises. The home occupation shall not create a hazard by using or storing flammable, explosive, or other dangerous materials in quantities that exceed those which may normally be found in a residence.
4. The business shall operate only between the hours of 8:00 a.m. and 8:00 p.m.
5. Storage of material shall be entirely within the garage.
6. The garage shall meet the parking needs of the residents of the subject property. The garage floor plan will need to be revised to accommodate an additional vehicle if such a need arises at a future date.
7. The applicant shall obtain a Clearfield City business license prior to the commencement of business operations from this location.
8. The applicant shall provide proof of having obtained and of having maintained, as may be periodically requested by the City, all applicable local, state, and federal permits.

Seconded by Youth Ambassador Bouwhuis. The motion carried on the following vote.

Voting AYE: Commissioners Uccardi, Ratchford, Murray, Browning, DeSpain, Mortensen, and Youth Ambassador Bouwhuis. Voting NO: Commissioner Bloomfield.

Chair Uccardi asked for some clarification on the vote by Commissioner Bloomfield.

Commissioner Bloomfield said he was concerned and thought that the applicant should have the Federal Firearms License before the Planning Commission gave approval for the Conditional Use Permit. Mr. McIlrath explained that the conditions of the approval were such that the applicant would have to provide proof of having obtained the Federal Firearms License (FFL) before the City would issue a business license. Mr. McIlrath also said that likely the agent assigned to review the FFL would want to see that the City had granted a Conditional Use Permit before they issued the FFL.

STAFF COMMUNICATIONS

Mr. McIlrath provided information on the following items:

- A Dignity Index card that was provided by the Utah League of Cities and Towns as a reminder to treat people with dignity.
- Upcoming Land Use Applications
 - Autism Solutions CUP & Subdivision Plat
 - Kensington Place Phase 2 Amendment No. 2 Subdivision Plat
- Discussed going to one Planning Commission meeting a month instead of two meetings a month. Discussed starting the Regular Session at 6:30 pm instead of 7:00 pm.

COMMISSIONERS MINUTE

1 Chair Uccardi: Thanked everyone for their participation and encouraged everyone to vote in the
2 upcoming municipal elections.

3
4 Vice Chair Ratchford: Said she might be a little late.

5
6 Commissioner Murray: Said she wouldn't be at the meeting on November 1st.

7
8 Commissioner Bloomfield: Nothing

9
10 Commissioner Browning: Discussed a WFRC Focus Area meeting for a Safety Action Plan
11 relative to transportation in our communities.

12
13 Commissioner DeSpain: Nothing

14
15 Commissioner Mortensen: Thanked staff.

16
17 Youth Ambassador Bouwhuis: Thanked staff and the Planning Commissioners.

18
19 There being no further business to come before the Planning Commission, **Chair Uccardi moved**
20 **to adjourn. Seconded by Commissioner Ratchford.**