

**CLINTON CITY PLANNING COMMISSION MINUTES**

**Commissioner Dave Coombs (Chair)**  
**Commissioner Bob Buckles (Vice Chair)**  
**Commissioner Tony Thompson**  
**Commissioner Allen Labrecque**  
**Commissioner Jolene Cressall**  
**Commissioner Jeff Ritchie**  
**Commissioner Jacob Briggs**

Planning Commission Meeting	August 4, 2015	Call to Order: 7:00 P.M.	2267 N 1500 W Clinton UT 84015
<b>Staff Present</b>	Community Development Director Lynn Vinzant, Community Development Director Will Wright and Lisa Titensor recorded the minutes.		
<b>Public Present</b>	Jory & Kellie Farr, Keith Russell (Ensign Eng.), Gilbert & Darla Lopez, Amber Wood, Frank Owens, David Stone,		
<b>Pledge of Allegiance</b>	Commissioner Cressall		
<b>Invocation or Thought</b>	Commissioner Coombs		
<b>Roll Call &amp; Attendance</b>	Present were: Commissioner Briggs, Commissioner Buckles, Commissioner Coombs, Commissioner Cressall, Commissioner Thompson, Commissioner Labrecque arrived at 7:05 p.m.  Excused was: Commissioner Ritchie		
<b>City Council Report</b>	Mr. Vinzant reported on the July 28, 2015 City Council Meeting as recorded in the minutes.		
<b>Approval of Minutes</b>	<b>Commissioner Buckles moved to approve the minutes of the July 21, 2015 Planning Commission meeting as amended – correcting line 1 on page 8 to read 6’ fence rather than 8’ fence. Commissioner Briggs seconded the motion. All those present voted in favor of the motion.</b>		
<b>Declarations of Conflict</b>	There were none.		
<b>7:10 P.M. - REVIEW AND ACTION UPON A REQUEST FROM JEFFREY KUHN, STONE FAMILY TRUST AND ALAN COTTLE, COTTLE CAPITAL GROUP, FOR APPROVAL OF THE PRELIMINARY PLAT OF STONE SUBDIVISION, LOCATED AT APPROXIMATELY 3420 WEST ON THE SOUTH SIDE OF 2300 NORTH.</b>			
<b>Petitioner</b>	Jeffrey Kuhn, Stone Family Trust and Alan Cottle, Cottle Capital Group,		
<b>Discussion</b>	<p>Jeffrey Kuhn representing the Stone Family Trust introduced Keith Russell of Ensign Engineering to address this issue with the Planning Commission.</p> <p>Keith Russell of Ensign Engineering confirmed they are working through the red line items provided by staff in the specification and standards to meet City requirements. The preliminary plat will be submitted soon. The frontage on the lots have been adjusted and determined to be 125’ with a 30’ setback. All lots meet the one acre minimum. The dimensions will be identified on the next drawings submitted to show they meet the ordinance.</p> <p>Mr. Vinzant said he is confident that all requirements will be resolved and a new set of drawings provided. The Engineer has provided comments; his biggest concern is the land drain. The land drain is running parallel along the easement on lot 1 down to the storm drain tie in. The requirement is for the land drain to tie in 18” above the top of the storm drain which will be measured from the lateral. This is to prevent charging of the storm drain system, filling up the land drain and flooding basements. Another option would be to join the Service District and tying in with their land drain which could be a lengthy process.</p> <p>Staff recommends approval of the preliminary plat with conditions that staff’s comments and the ordinance and standards are complied with.</p> <p>The 2013 Clinton City General Plan, Master Land Use Map, indicates this area of the City is planned for acre lot development.</p> <ul style="list-style-type: none"> <li>▪ The property is Agricultural Zone (A-1).</li> <li>▪ The preliminary plat indicates development as an A-1 development.</li> </ul> <p>He plans to recommend that the City Council begin the design process for the Layton Canal crossing for phase 3 to tie into.</p>		

**Plat Review****Planning**

- Comments from July 7, submittal review were not incorporated into the drawings submitted July 17.
- Minimum lot frontage is 125 feet, Lot 17. On cul-de-sac lots measurement is taken tangent to the setback point and equal distant on each side lot line.
- Address and street corrections on plat.
- Lots 3 and 4 are to have an “R” after the lot number and a note on the plat, “NOTE: Lots with an “R” are restricted from direct access from 2300 North”.
- General Notes: Setback from 2300 N is 35-feet. Setback from interior streets is 30-feet.
- Do not show setback with dashed lines, on individual lots, on the plat.
- Show streetlight locations, streetlights are to be Clinton City Standard.
- Water main to be 10-inch from 2050 N main to 2300 N main.
- Standard City Blow-off Hydrants at cul-de-sac ends.
- Streetlight locations are to be confirmed with the Public Works Department before starting to install lights.
- Copies of permits or approved plans from NDSB and Davis County shall be provided to the City before start of any construction. County permission for 2050 N Channel crossing will be needed with preliminary plat.
- Standard City Street Profile with 6-foot parkstrips requires a minimum of two street trees per frontage. Plan planting with preliminary plat, cul-de-sac lots may only get one tree place other on long side lots. Trees required prior to occupancy or if off season, funds to be escrowed.
- All flood irrigation structures are to be removed with the first phase unless irrigation is to be continued on undeveloped area as phases go in. If flood irrigation is to be conducted provide a plan for removal of tail water.
- If a subsequent phase is not submitted at the time final acceptance of improvements is requested a 6-foot chain link fence shall be installed between developed phase(s) and undeveloped area.
- Move hydrant between 13/14 to lots 14/15
- You have a note that a 6-foot chain link fence exists on the west property line, the fence does not exist. Install a 6-foot city standard fence as development goes in. You indicate that a 6-foot chain link fence exists on the south property line against the storm channel. I could not confirm this, a 6-foot chain link fence meeting city standards shall be installed with phases against the storm channel.

**Resubmit**

- 4 corrected copies of preliminary plat
- 11 x 17 corrected copy of preliminary plat
- Approval from North Davis Sewer District
- Approval from Davis County for connections within the Storm Channel ROW.
- Soils study
- Preliminary Title Report.



	<p>Kelly Farr asked if there is a time frame to the phases.</p> <p>Mr. Vinzant responded it is based on the economy. The preliminary plat is valid for six month. After final plat approval the Developer has a year to present the next phase.</p> <p>Ms. Farr asked if the zoning can be changed at a later date.</p> <p>Mr. Vinzant responded that future councils can't be bound by the current zoning ordinance. A proper public notice process will be followed if changes are proposed to the ordinance or the General Plan in the future.</p> <p>She then asked if there will be a second access.</p> <p>Mr. Vinzant said a 30 lot subdivision does not require it but the plan is to put one in on this development.</p> <p>Mr. Vinzant clarified that regarding the storm drain; the drainage goes through public utilities and should drain to the north. It is the responsibility of the property owner to drain their own lot.</p> <p>Commissioner Coombs asked for additional public comment, there was none; therefore he closed the public hearing at 7:37 p.m.</p> <p>At 7:39 p.m. additional public comment was presented to the Planning Commission.</p> <p>Gilbert Lopez asked about his responsibility for drainage on his lot and if he can fill it in with dirt.</p> <p>Mr. Vinzant suggested Mr. Lopez talk to public works about the possibility of tying into the storm drain pipe. He clarified that the property will need to be directed to the street not to his neighbor.</p> <p>Frank Owens asked for clarification on the adequacy of the road to handle emergency situations.</p> <p>Mr. Vinzant responded the road meets city standards with a 6' park strip and a 60' right of way. The road will be on the public works regular maintenance schedule.</p> <p>At 7:48 p.m. Commissioner Coombs re-closed the public comment period.</p>
<p><b>CONCLUSION</b></p>	<p><b>Commissioner Buckles moved to approve the preliminary plat of Stone subdivision located at approx. 3420 W on the south side of 2300 N with compliance of staff comments, ordinances, policies and standards. Commissioner Briggs seconded the motion. Voting by roll call is as follows: Commissioner Briggs, aye; Commissioner Cressall, aye; Commissioner Thompson, aye; Commissioner Buckles, aye; Commissioner Labrecque, aye; Commissioner Coombs, aye.</b></p>
<p><b>7:30 P.M. - REVIEW AND ACTION UPON A REQUEST FROM JEFFREY KUHN, STONE FAMILY TRUST AND ALAN COTTLE, COTTLE CAPITAL GROUP, FOR A RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF THE FINAL PLAT OF STONE SUBDIVISION PHASE 1, LOCATED AT APPROXIMATELY 3420 WEST ON THE SOUTH SIDE OF 2300 NORTH.</b></p>	
<p><b>Petitioner</b></p>	<p>Jeffrey Kuhn, Stone Family Trust and Alan Cottle, Cottle Capital Group,</p>
<p><b>Discussion</b></p>	<p>Jeffrey Kuhn said now that the Preliminary Plat has been approved, they would like to request approval of the Final Plat for phase 1.</p> <p>Keith Russell stated the issues are similar to that of the preliminary plat. The intent is to comply with staff's comments, specification and standards to move forward as quickly as possible.</p> <p>Mr. Vinzant reviewed the following information included in the staff report;</p> <p>The lots meet the requirements of the Subdivision Ordinance, comments are provided to meet the Engineering Standards and Specifications.</p> <p>Plat Review  <u>Planning</u></p> <ul style="list-style-type: none"> <li>• Review all comments for the Preliminary Plat dated July 31, 2015</li> <li>• Review Clinton City Standard Drawings.</li> <li>• Include utility signature blocks on plat as provided.</li> </ul>

- Correct addresses per preliminary plat review.
- Include standard street profile in drawings for 6-foot parkstrip, interior streets.
- All water valves are to be placed in the ROW equal to the extended property line.
- All land drain and sewer manholes are to be 5-foot diameter at intersections and turns.
- 1+22.13 Inlet box, relocate to curb line, no waterways allowed.
- 1+22.03 is SDCO same as SDMH? 5-foot manhole at this location.
- General Note 4, include NDSD in standards.
- Fire hydrant valves on the main.
- Intersection of 3430 W and 2300 N is to have a 1-inch overlay after all trenches are repaired to city standards.
- General notes, add. A 6-foot chain link fence, to meet city standards is to be installed on west property line of phase.
- Water main in 3430 west is to be 10-inch.
- Install blow-off on west end of water main.
- Provide profile for land drain paralleling 2300 N.
- Review Clinton City Standard Drawings.
- Sewer laterals shall be 10-feet uphill from the lowest front property corner.
- Land drain laterals shall be located a minimum of ten-foot from any sewer lateral.
- Streetlights to be located per preliminary plat.
- Clinton City standard roadway cross section is to have storm drain under the curb with curb inlet boxes, remove combo boxes. Manhole at south end of phase 1 will have to be removed unless you install a curb box at the point of tangent and run the storm drain diagonal to the point of curvature.
- Complete SWPPP application required.
- Drawings are to be submitted to Davis Weber County Canal Company. Review comments from DWCC shall be from DWCC and shall be complied with.
- Staff recommends you run laterals into future lot 16 to avoid having to repair road and curb.
- As built drawings shall be provided to City prior to requesting Conditional Acceptance.
- C-001 General Notes
  - 2. Soils report has not been provided.
  - 9. Minimum City standard is 3" asphalt over 10" base unless soils report requires greater requirement.

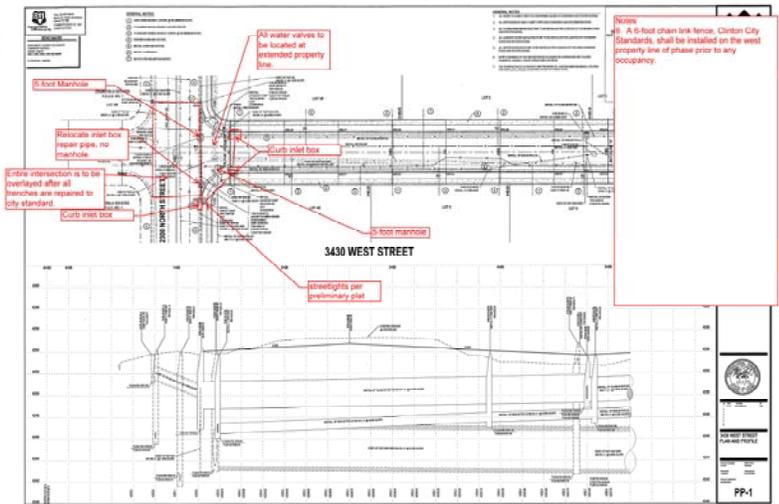
Engineering

- Engineer's review comments have not been received.

Resubmit After receiving comments from Engineer and Planning Commission Review.

- 4 copies of final plat
- 7 sets of final engineering
- 11 x 17 paper copy of plat and engineering

Mr. Vinzant stated that drainage will be an issue. Fencing will be required on the west side against the residential. Final acceptance of the phase will require additional fencing pending other developments.



Mr. Vinzant clarified that the two lots on 2300 North will have restricted access (R) off 2300 N, the builder can get a building permit based on the whole piece of property to build a model home. This will allow access off 2300 North however, there is an agreement that once the Final Plat is approved and recorded the access will be repaired and moved to the side street.

Commissioner Coombs opened the public hearing at 8:11 p.m. There was no public comment, therefore he closed the public hearing at 8:12 p.m.

Commissioner Briggs moved to forward a recommendation for approval of Res 21-15 approving the preliminary plat of Stone Subdivision Phase 1 located at approx. with the findings, conditions and stipulations contained in the resolution.

**RESOLUTION NO. 21-15**

- The Council concurs with the findings of the Clinton City Planning Commission.

**SECTION 2.** Reviewed in a public hearing the 4th day of August 2015, by the Clinton City Planning Commission and recommended for approval through a motion passed by a majority of the members of the Commission based upon the following findings and conditions.

**CONCLUSION**

- 1 Compliance with the requirements of Davis County for the accessing of the 2050 North Davis County Storm Channel for connection with the culinary water main.
- 2 A copy of the Davis County permit, with Clinton City named as the easement holder, shall be filed with the City prior to recording of the plat.
- 3 Plat shall not be recorded until a Subdivider's Agreement and Subdivider's Escrow Agreement have been completed and executed to insure the completion of the development.
- 4 All comments related to the plat and engineering shall be corrected before the final plat is presented for signatures.
- 5 Developer shall schedule, through the City, a preconstruction meeting once all engineering drawings have been corrected and approved by the City Engineer.
- 6 It is the developer/contractor's responsibility to comply with all Clinton City Standards, Ordinances, Staff, Engineer and requirements established during the approval process. Wherever there is a discrepancy between these drawings and City Standards the more stringent requirement will apply. If there is any doubt as to the requirement the developer is to seek clarification from the Community Development Department and obtain the determination in writing. Copies of the Standards are available at the Community Development Department.
- 7 Prior to Conditional Acceptance and Final Acceptance by the City the Subdivider shall clear any construction debris from lots within the subdivision, except lots with buildings under construction, and level vacant lots within the subdivision in such a way that weed control, via mowing with a brush hog or similar item, is possible and all vacant lots will be mowed for weed control.
- 8 The developer/contractor is responsible for insuring that all required inspections are performed by the Clinton City Public Works Department. If the developer is unsure of

	<p>what inspections are required he can obtain a list from Public Works. The developer is cautioned not to proceed past an inspection point without insuring that the inspection has been performed and work passed by Public Works.</p> <p><b>9</b> It is the developer/contractor's responsibility to insure adequate dust, trash and weed control practices are observed while any of the lots are under their control.</p> <p><b>10</b> Preconstruction meeting shall not be scheduled until all required changes have been made to the Preliminary Plat and Final Plat and Engineering have been made and the required number of copies have been provided to the City and indicated approved by the City.</p> <p>Commissioner Cressall seconded the motion. Voting by roll call is as follows: Voting by roll call is as follows: Commissioner Briggs, aye; Commissioner Cressall, aye; Commissioner Thompson, aye; Commissioner Buckles, aye; Commissioner Labrecque, aye; Commissioner Coombs, aye.</p>
<b>7:45 P.M. - REVIEW AND ACTION UPON A REQUEST TO AMEND THE CLINTON CITY ENGINEERING STANDARDS, TITLE 9 § 7.10.1.D AND § 7.10.2.D</b>	
<b>Petitioner</b>	Community Development
<b>Discussion</b>	<p>This change will correct a discrepancy between the drawings and written text in the Ordinance.</p> <p>Commissioner Coombs opened the public hearing at 8:27 p.m.; with no public comment, he closed the public hearing at 8:28 p.m.</p>
<b>CONCLUSION</b>	<p>Commissioner Cressall moved to forward a recommendation to the City Council for approval of Ordinance 15-01E a request to amend the Clinton City Engineering Standards, Title 9 § 7.10.1.d and § 7.10.2.d. Commissioner Thompson seconded the motion. Voting by roll call is as follows: Commissioner Briggs, aye; Commissioner Cressall, aye; Commissioner Thompson, aye; Commissioner Buckles, aye; Commissioner Labrecque, aye; Commissioner Coombs, aye.</p>
<b>TABLED FROM JULY 7 &amp; 21 -- REVIEW AND ACTION UPON A REQUEST FROM IVORY DEVELOPMENT, NICK MINGO, FOR A RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF THE FINAL PLAT OF CRANEFIELD ESTATES SUBDIVISION PHASE V, LOCATED AT APPROXIMATELY 3535 W ON 2250 N.</b>	
<b>Petitioner</b>	Ivory Development, Nick Mingo
<b>Discussion</b>	<p>Mr. Vinzant clarified this item has been tabled from the original public hearing on July 7, it is not ready for discussion. He asked the Planning Commission to table the issue to August 18.</p>
<b>CONCLUSION</b>	<p>Commissioner Buckles moved to table Resolution 19-15, a recommendation to the City Council for approval of Final Plat of Cranefield Subdivision Phase 5 located at approx. 3535 W on 2250 N to the August 18, 2015 Planning Commission Meeting Commissioner Briggs seconded the motion. All those present voted in favor of the motion.</p>
	<p>Mr. Vinzant introduced Will Wright as the new Community Development Director. He recently moved here from Arizona. He has worked in state, county, city and town government.</p> <p>The Planning Commissioners introduced themselves to Mr. Wright.</p>
<b>ISSUES &amp; CONCERNS</b>	There were none.
<b>ADJOURNMENT</b>	<p>Commissioner Cressall moved to adjourn the meeting. Commissioner Buckles seconded the motion. All those present voted in favor of the motion. The meeting adjourned at 8:56 p.m.</p>